Hugh Thompson

From: Kaye, Michele <Michele.Kaye@LeonaGroup.com>
Sent: Friday, November 15, 2013 9:07 AM
To: Hugh Thompson
Cc: Johanna Medina
Subject: RE: Application Substantively Incomplete

Follow Up Flag: Follow up
Flag Status: Flagged

Mr. Thompson:

Good morning. Please consider this the formal request to move forward with the revised application package for Colegio Petite Phoenix.

I spoke with Ms. Medina earlier this week and inquired about the interview team and whether any biographical information would be available to the applicants in advance of the interviews. She indicated that should would research the answer since the reviewing process changed this year. In preparation for our interview, I would like request the names and any pertinent professional biographical information about the members of the interview panel, if available.

Thank you for your time.

Michele Kaye

From: Hugh Thompson [mailto:Hugh.Thompson@asbcs.az.gov]
Sent: Monday, November 04, 2013 1:21 PM
To: Kaye, Michele
Cc: Johanna Medina
Subject: Application Substantively Incomplete

Arizona State Board for Charter Schools

Physical Address:
1616 West Adams Street, Ste. 170
Phoenix, AZ 85007
(602) 364-3080

Mailing Address:
P.O. Box 18328
Phoenix, AZ 85009

November 4, 2013

Colegio Petite Phoenix
Michele Kaye, Authorized Representative
7878 North 16th Street
Phoenix, AZ 85020

Dear Ms. Kaye,

A Technical Review Panel (TRP) comprised of experts in charter school academic and business operations has completed a substantive review of the revised application package submitted by Colegio Petite Phoenix, using the evaluation

criteria approved by the Board. The TRP has found that it fails to meet the scoring requirements and has therefore been deemed Substantively Incomplete.

As described in the application instructions, in order to be considered Substantively Complete, a preliminary application package must meet the following scoring requirements:

- ✓ 95% of all evaluation areas in each Plan (Educational Plan, Operational Plan, Business Plan) score at the Meets level; and
- ✓ No more than one evaluation area in each section is scored as Approaching; and
- ✓ No evaluation area receives a Falls Below the Expectation.

A copy of the completed scoring rubric for the revised application package is attached. A summary of the findings of the TRP regarding the requirements above appears on the last page of the rubric.

Because the revised application package fails to meet the expectations as evaluated, the Board intends to close the file unless, as described in Arizona Administrative Code R7-5-203 (8), the applicant submits a request that the revised application package not meeting the scoring criteria move forward for Board consideration. Such a request must be submitted in writing via email to Hugh Thompson at hugh.thompson@asbcs.az.gov by **December 4, 2013** or the file will be closed.

Should a request be received by the above deadline, Colegio Petite Phoenix would be forwarded to the In-Person Interview component of the application process, as described on page 5 of the application instructions. The interview for Colegio Petite Phoenix would be held on **December 5, 2013 at 3:15 pm** at the Arizona State Board for Charter Schools Office at 1616 W. Adams St., Suite 170, in Phoenix. Attached is a document entitled "Guidance for Applicants on the Interview." It provides additional details about the format and procedures for the interview.

Note that should Applicant request to move forward to Board consideration, any matters related to background checks and/or secured funds, which are reviewed by ASBCS staff, will be addressed under separate cover. These matters may be addressed during the interview and presented to the Board for consideration.

We encourage you to continue planning and to look for the application for the 2015-2016 cycle when it is approved by the Board in or before March 2014. If you have any questions, please contact Hugh Thompson at 602-364-3087 or hugh.thompson@asbcs.az.gov.

Sincerely,

Johanna Medina

Johanna Medina
Director of School Quality
Arizona State Board for Charter Schools