Steve Sarmento

From:	Steve Sarmento
Sent:	Friday, November 14, 2014 8:22 AM
To:	'john@compasshsgators.org'
Cc:	Katie Poulos
Subject:	Renewal Notification Information – Compass High School, Inc. - Entity ID 79467
Attachments:	Compass High School, Inc_Renewal Notification Letter.pdf; Compass High School, Inc_Renewal Summary Review.PDF

Tracking:

Recipient	Delivery	Read
'john@compasshsgators.org'		
Katie Poulos	Delivered: 11/14/2014 8:22 AM	Read: 11/14/2014 8:22 AM

Arizona State Board for Charter Schools

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Compass High School, Inc.
John Ferguson, Charter Representative
P.O. Box 17810
Tucson, AZ 85731

November 14, 2014

RE: Renewal Notification Information – Compass High School, Inc. - Entity ID 79467

Dear Charter Representative,

Pursuant to A.R.S. §15-183(I), a new charter is effective for 15 years. At least 18 months before the charter's expiration, the Board must notify the Charter Holder that the Charter Holder may apply for renewal and must make available the Charter Holder's renewal application. A Charter Holder that chooses to submit a renewal application package must do so at least 15 months before the charter's expiration. If a Charter Holder chooses not to apply for renewal, then the charter expires at the end of the contracted term. The Charter Holder will be notified at least 12 months prior to the charter's expiration if the charter will not be renewed.

This notification includes critical information regarding the renewal process, including how to apply for renewal. Please **read this letter very carefully**.

As the authorized representative of the Charter Holder, all renewal communications will be sent to you. **On November 15, 2014, your organization becomes eligible to apply for renewal.** According to the Board's approved renewal process, renewal applicants have three months from the time they become eligible to apply for renewal to prepare and submit the renewal application. **The application submission deadline for your organization will be February 15, 2015.** Because

the submission deadline date falls on a weekend or holiday, the deadline will change to the next business day following the weekend or holiday. Applications submitted after the deadline will not be considered.

The Board has developed a web-based system which includes the capability for charter representatives to submit applications and required forms online. Please use **ASBCS Online** for preparing and submitting your renewal application. A more detailed explanation of the renewal application process is provided in the **Renewal Application Instructions**. These instructions explain the renewal process as well as how to complete and submit a renewal application. The instructions are also available in ASBCS Online Help Files.

To locate the Renewal Application Instructions from the Board's website:

1. Go to the Board's website at http://asbcs.az.gov
2. Click on "Performance Expectations and Reviews" in the "For Charter Operators" section in the middle of the page.
3. Click on the "Reviews" tab.
4. Scroll down to the "Renewal" section. Click on "Renewal Application Instructions" to download the document.

In addition, the Board has adopted a Performance Framework to set academic, fiscal, and operational standards that will inform the Board and the Charter Holder about the performance and sustainability of the Charter Holder and schools operated by the Charter Holder. The Board has approved the Academic Performance Framework and the Financial Performance Framework. Guidance documents for the academic and financial framework are on the Board's website and in the ASBCS Online Help Files.

Based on the Charter Holder's academic performance, financial performance, and organizational membership on file, the table below identifies which components of the renewal application the Charter Holder is required to submit and which components the Charter Holder is waived from completing:

Required Components	
Academic Performance	**Required**
Financial Performance	**Waived**
Organizational Membership	**Waived**

Charter Holder's Academic Performance

A Charter Holder that operates one or more schools that receive an overall rating of "Does Not Meet", "Falls Far Below", or "No Rating" on their Academic Dashboard for the most recent fiscal year is required to submit required information that demonstrates the Charter Holder is making sufficient progress toward meeting the Board's academic performance expectations in the form of a Demonstration of Sufficient Progress (DSP).

A Charter Holder that is required to submit a DSP for the Academic Performance section of the charter renewal application should consult the DSP Instructions and online technical assistance provided on the Board's website. To locate and download the instructions for completing a DSP:

- Go to the Board's website (http://asbcs.az.gov)
- Under "For Charter School Operators", click on "Performance Expectations and Reviews"
- Select the "Academic Interventions" tab
- Scroll down to locate the DSP section
- Locate and download the instructions, template, and applicable appendix
- Locate and watch any applicable Online Technical Assistance presentations

School Characteristics on ASBCS Online

The ASBCS website currently allows the general public to conduct searches for charter schools based on identifying school characteristics. To view the characteristics currently identified with each school operated by the Charter Holder:

1. Log in to your ASBCS online account using the Charter Representative's user name (email address) and password. http://online.asbcs.az.gov/
    a. If you do not remember your password, locate the "Forgot Password" icon on the log in page and click it to reset your password. You will receive an email from the ASBCS System Administrator (charterschoolboard@asbcs.az.gov) with instructions.
2. Once logged into the system, you will be taken to the Dashboard.
3. On the Dashboard, choose the Charter Holder's section or tab and click on Charter Holder Name.
4. On the Dashboard, select "Detailed Information" under the "Charter Holder" heading.
5. Select the "Schools" tab. The characteristics for each school (if any) are listed on the page.

Should the Charter Holder wish to add, change or delete characteristics from what is currently listed on ASBCS Online, please identify the appropriate characteristics, from the list below, aligned to the Charter Holder's program(s) of instruction and submit them at this link.

A Renewal Summary Review is provided with contract information, including the academic and compliance history of the Charter Holder for the previous five years. In addition to the submitted renewal application package and staff reports, an updated Summary Review will be provided to the Board at the time of consideration of the Charter Holder's request for renewal.

Sincerely,

Steve Sarmento
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