

**Arizona State Board for Charter Schools**

**Arizona State Board of Education**

1700 W. Washington St., Room 164, Phoenix, AZ 85007

(602) 364-3080 Fax (602) 364-3089

[www.asbcs.az.gov](http://www.asbcs.az.gov)

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**INSTRUCTIONAL DAYS AMENDMENT REQUEST**

(Charter Holder Name) Phoenix School of Academic Excellence (CTDS) 078776000

(Charter Holder Mailing Address) 5312 N 12th Street

(City, State) Phoenix, AZ (Zip) 85014

(Charter Representative's Name) Nate Palma and Julie Palma

(Phone Number) 602-241-7876 (Fax Number) 602-424-0281

**Failure to submit all required documentation will result in the Amendment Request being returned without being processed. Faxed copies will not be accepted. Please send originals.**

⬇ Changes in number of contractual days of instruction

Included is the following:

- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)

The Arizona State Board for Charter Schools and Phoenix School of Academic Excellence (Charter Holder), herein agree to amend the terms of the charter contract as follows:

**FROM:** 180 Days

**TO:** 144 Days

**Fiscal Year Effective Date:** 2010-2011 School Year

In witness whereof, Charter Holder has signed this contract amendment as of this 10<sup>th</sup> day of February, 2010 and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_ day of \_\_\_\_, 20\_\_, to take effect at such time as it is signed by both parties.

\_\_\_\_\_  
Charter Representative Signature

\_\_\_\_\_  
Representative Signature for the Arizona State Board for Charter Schools

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**PROGRAM OF INSTRUCTION AMENDMENT REQUEST**

(Charter Holder Name) Phoenix School of Academic Excellence (CTDS) 078776000

(Charter Holder Mailing Address) 5312 N 12th Street

(City, State) Phoenix (Zip) 85014

(Charter Representative's Name) Nate Palma and Julie Palma

(Phone Number) 602-241-7876 (Fax Number) 602-424-0281

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☛ Changes in instructional methodology, and/or delivery that affects the emphasis, program of instruction or mission as described in the charter

Included are the following:


- Board minutes approving the change (If the body is subject to Open Meeting Law, minutes must comply with ARS §38-431.01)
- Narrative describing the change, the rationale for the change, and how the change will meet the ASBCS' adequate level of academic performance for student achievement.

The Arizona State Board for Charter Schools and Phoenix School of Academic Excellence (Charter Holder), herein agree to amend the terms of the charter contract as follows:

**FROM:** Block Scheduling

**TO:** Traditional All Day Setting

In witness whereof, Charter Holder has signed this contract amendment as of this 10th day of February, 2010 and the State Board for Charter Schools has signed this contract amendment as of this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_, to take effect at such time as it is signed by both parties.

  
\_\_\_\_\_  
Charter Representative Signature

\_\_\_\_\_  
Representative Signature for the Arizona State Board for Charter Schools

The Phoenix School of Academic Excellence District  
The Learning Institute  
Governing Board Interim Meeting Minutes

Date: February 4, 2010

Location: The Learning Institute  
Business Office at 5312 North 12<sup>th</sup> Street, Suite 302  
Phoenix, AZ 85014

Roll Call: Nate Palma: President, Adele Ferrini: member, Elvira DeLaCruz, member,  
Martin Moreno: member.  
Brian Kelsey staff, Julie Palma: staff.

Teleconference: Bethany Priebe: member, Mike Sanchez: member.

Absent: Abril Ruiz-Ortega

## President's Report

**Reminder of the process** – Nate Palma shared information regarding the Board meeting process. The Governing Board Meeting begins promptly at 5:30 PM. If there is a call to the public, each speaker will have 5 minutes to address the board. Please remember not to cross talk with the audience when subject matters are being discussed.

**Amendments**– Nate Palma presented research documents to the members of the board requesting an amendment to the current school schedule. Currently, students of The Learning Institute attend school 5 days per week. Nate Palma provided the members with a 'sample' Master Schedule reflecting the change from a 5 day schedule to 4 day schedule and a change from block scheduling to an all day schedule for the upcoming 2010-2011 school year.

Nate Palma offered Mike Sanchez the opportunity to ask questions regarding the documents that were presented. Mike Sanchez wanted to know more about the results of the student/parent survey. Nate Palma shared the results with the Board.

Overall, seventy seven (77) students completed the survey.

35% of the students selected, **Yes**; twenty-seven (27) total.

22% of the students selected, **Okay**; seventeen (17) total.

17% of the students selected, **Neutral**; thirteen (13) total.

14% of the students selected, **No**, eleven (11) total.

9% of the students selected, **Maybe**, seven (7) total.

3% of the students selected, **Not Sure**, two (2) total.

Mike Sanchez and Bethany commented on the importance of the parent survey.  
Nate Palma shared the results of the parent survey.

Overall, thirty eight (38) parents completed the survey.

50% of the parents selected, **Yes**; twenty (20) total.

26% of the parents selected, **No**; ten (10) total.

21% of the parents selected, **Okay**; eight (8) total.

3% of the parents selected, **Neutral**, one (1) total.

Nate Palma provided other documents including, parent reviews from another charter school as well as bus routes and bus schedules. The current Valley Metro bus routes and schedules show a drop off/ pick up every thirty minutes near The Learning Institute. Adele Ferrini agrees that the bus schedules will work for students attending The Learning Institute.

**Mission Statement-** Adele Ferrini recommended adding “ the staff is committed to re-engaging students to recover credits and obtain a high school diploma.” to the end of the current mission statement.

#### **Action Items:**

1. Approval of Instructional Days Amendment Request which indicates changing the school calendar from 180 student days (5 days per week) to 144 days (4 days per week) while still providing the required instructional hours. Martin Moreno motioned to approve the Instructional Days Amendment Request. Elvira DeLaCruz seconded  
Nate Palma abstained  
The motion carried unanimously.

2. Approval of Program of Instructional Amendment Request which indicates changing from block scheduling to a traditional all day schedule. Bethany Priebe motioned to approve the Program of Instructional Amendment Request. Elvira DeLaCruz seconded  
Nate Palma abstained  
The motion carried unanimously.


3. Approval to add verbiage to school mission statement. Adele Ferrini motioned to approve adding verbiage to the end of the current mission statement. Mike Sanchez seconded  
The motion carried unanimously.

**Executive Session:** N/A

**Other:** None

**Adjournment:**

Martin Moreno motioned to adjourn at 6:13 PM.  
Bethany Priebe seconded.  
The motion carried unanimously.

Submitted by  \_\_\_\_\_

Date: 02/05/10

The Phoenix School of Academic Excellence (PSAE) dba The Learning Institute, is in its 12<sup>th</sup> year of operation and it is a North Central Accredited school. This narrative contains the action plan pertaining to our request to redesign the current school schedule, effective in August of the 2010-2011 school year.

A description of the proposed change is as follows:

Our team would like to accommodate families by changing our school schedule from a 5 day week to a 4 day week, and change our curriculum delivery from the majority being computer-assisted instruction, to direct instruction in a more traditional setting. Currently, the ratio is approximately 70%-30%, and we would like to change that to 50%-50%.

The proposed schedule is as follows;

**Grades 9-12**

Monday- 8:00am-4:00pm  
Tuesday- 8:00am-4:00pm  
Wednesday- 8:00am-4:00pm  
Thursday-8:00am-4:00pm  
(Includes a 30 minute lunch break)  
Friday-No School

**Grades 7& 8**

Monday-8:00am-4:00pm  
Tuesday-8:00am-4:00pm  
Wednesday-8:00am-4:00pm  
Thursday-8:00am-4:00pm  
(Includes a 30 minute lunch break)  
Friday- No School

We have presented our plan to the PSAE Governing Board. (Please see attached minutes) We have also heard from the staff, parents and students. Surveys have been completed and cost analysis spreadsheets have been started to anticipate any increasing costs in relation to this change.

This request will not change our focus of individualized student instruction, and we believe it will improve the percentage of students who will graduate during their cohort year. We also believe this change will augment the percentage of students who meet the AIMS requirements the first time, during the tenth grade year. Another consideration is the fact that our population of students seems to be shifting to a younger group.

We are pleased with the majority of our current AIMS data, but we would like to see more 10th graders passing the first time. One of our ideas is to prepare our 9th graders for the AIMS test by offering them assistance in testing preparation. Currently, our 10th graders receive instructional pullouts daily in the areas of Math, Reading and Writing. Our goal is for ninth graders to have more instructional time in the areas of Math, Reading, Writing and Science.

In addition, we are raising the bar for the amount of students that meet or exceed the average on the Stanford National Percentile Scale, making student achievement a priority. Our Junior High Program is putting into effect a higher standard for the amount of students that are prepared to take and meet/ exceed the state standards in the AIMS Dual Purpose Assessment.

The students at The Learning Institute seem to be succeeding at a faster rate with more direct instruction in a traditional classroom. Our intent is to continue offering an effective, flexible approach to meeting the educational needs of an increasingly diverse student population, as stated in our charter. We are committed to using individualized instruction and tutors when needed.

It is important to note that the curriculum design of the charter remains the same, however the delivery of instruction will be changing. The requirement of the mastery level of 75% or more will remain intact. As mentioned in the beginning of the narrative, we have collected and included survey results, and they seem favorable. We continue to obtain additional parent input by sending home notices indicating hours that we are available before and after school to discuss this change.

I hope this narrative provides the requested information pertaining to how this organization intends to make this change successfully. Our team thanks you in advance for all of your time and assistance. We appreciate your hard work and everything you do. If there is anything else you need or if you have any questions, please contact me at 602-241-7876.

Nate Palma



Director, The Learning Institute