2011-2012 Application Cycle
[La Tierra]

Section A	Education Plan					
A.1	Educational Philosophy	F	A	M	E	Comments
A.1a	Provided a detailed description of the school's philosophical approach to educating the target population. Incorporated the principles or concepts fundamental to the school's proposed program of instruction.				1	Strong philosophical approach with corresponding principles/concepts.
A.1b	Presented a rationale for the selected approach including research and/or experience.			1		
A.1 Total		0	0	1	1	
A.2	Target Population	F	A	M	E	Comments
A.2a	Identified the target population and demonstrated a clear understanding of the students and community the school intends to serve.			1		
A.2b	Presented an explanation of how the implementation of the described program of instruction meets the needs of the target population and/or benefits the selected community, including but not limited to class size and teacher- student ratios.		C	1		A demographic study of the community or external stakeholders needs was not provided. **The revised application package meets the criteria.**
A.2 Total		0	0	2	0	
A.3	Program of Instruction	F	A	M	E	Comments
A.3a	Described the framework of the curricula for academic core content areas.			1		
A.3b	Demonstrated understanding of relevant methods of instruction.			1		
A.3c	Described the formative and summative assessment plan that shows student progression and/or mastery and was reflected in the Performance Management Plan.			1		
A.3d	Consistent and supported the educational philosophy and target population as well as all other components of the application package.			1		
A.3 Total		0	0	4	0	
A.3.1	Mastery and Promotion	F	A	M	E	Comments
A.3.1a	Described the process for determining grade promotion that supports increased student proficiency as described in the required Student Monitoring Strategy for each Performance Management Plan.		C	1		The processes for determining grade promotion and retention are unclear. **The revised application package meets the criteria.**
A.3.1b	Presented clear criteria for promotion from one level to the next.		C	1		The criteria for promotion is vague. Needs more detail. **The revised application package meets the criteria.**
A.3.1 Total		0	0	2	0	
A.4	School Calendar and Weekly Schedule	F	A	M	E	Comments
A.4a	Demonstrated compliance with minimum requirements of number of school days per year as described in A.R.S. §15-341.01.			1		
A.4b	Demonstrated compliance with hours/minutes of instruction per week for each grade level served as described in A.R.S. §15-901.		C	1		Subject area time alloted is insufficient with state requirements for reading, math, and writing. **The revised application package meets the criteria.**
A.4c	Included daily instructional minutes and those dedicated to core academics for each grade level and content area.		C	1		Daily instructional minutes are insufficient with state requirements for core academics. **The revised application package meets the criteria.**

A.4d	Provided a rationale for the weekly schedule that supports the target population.			1		
A.4e	Identified professional development days consistent with the information provided in the required Professional Development Strategy of the Performance Management Plan.		C	1		Professional development days are not identified on the calendar. **The revised application package meets the criteria.**
A.4 Total		0	0	5	0	
A.5.K	Curriculum Samples-Kindergarten	F	A	M	E	Comments
A.5.Ka	**Instruction.** -Presented a summary of instruction by lesson. -Correlated with the instructional strategies described in the narrative. -Provided a logical sequence of instruction leading to assessment. -Included a list of required resources/materials.			1		
A.5.Kb	**Student Activities.** -Presented activities that align with the performance objective(s) and instruction. -Provided a logical sequence of activities leading to assessment.			1		
A.5.Kc	**Summative Assessment.** -Provided an effective assessment that accurately measures student progress and mastery. -Aligned assessment questions with stated performance objectives.			1		
A.5.Kd	**Scoring Rubrics.** -Specific to the assessment and performance objectives. -Provided the components to be scored. -Listed the criteria required to demonstrate mastery. -Included a grading/scoring scale.		C	1		Writing: Unclear what descriptive words are acceptable as part of assessment answer key. Reading: Unclear of the criteria to demonstrate mastery. Math: Scrong rubric not provided. **The revised application package meets the criteria.**
A.5.1 Total		0	0	4	0	
A.5.1	Curriculum Samples-1st Grade	F	A	M	E	Comments
A.5.1a	**Instruction.** -Presented a summary of instruction by lesson. -Correlated with the instructional strategies described in the narrative. -Provided a logical sequence of instruction leading to assessment. -Included a list of required resources/materials.			1		
A.5.1b	**Student Activities.** -Presented activities that align with the performance objective(s) and instruction. -Provided a logical sequence of activities leading to assessment.			1		
A.5.1c	**Summative Assessment.** -Provided an effective assessment that accurately measures student progress and mastery. -Aligned assessment questions with stated performance objectives.			1		
A.5.1d	**Scoring Rubrics.** -Specific to the assessment and performance objectives. -Provided the components to be scored. -Listed the criteria required to demonstrate mastery. -Included a grading/scoring scale.		C	1		Writing: No individual criteria to demonstrate mastery or grading/scoring scale provided. **The revised application package meets the criteria.**

A.5.1 Total		0	0	4	0	
A.5.2	Curriculum Samples-2nd Grade	F	A	M	E	Comments
A.5.2a	**Instruction.** -Presented a summary of instruction by lesson. -Correlated with the instructional strategies described in the narrative. -Provided a logical sequence of instruction leading to assessment. -Included a list of required resources/materials.		C	1		Math: Instruction does not align with PO. **The revised application package meets the criteria.**
A.5.2b	**Student Activities.** -Presented activities that align with the performance objective(s) and instruction. -Provided a logical sequence of activities leading to assessment.		C	1		Math: Student activities do not align with PO. **The revised application package meets the criteria.**
A.5.2c	**Summative Assessment.** -Provided an effective assessment that accurately measures student progress and mastery. -Aligned assessment questions with stated performance objectives.		C	1		Math: Assessment does not align with PO. **The revised application package meets the criteria.**
A.5.2d	**Scoring Rubrics.** -Specific to the assessment and performance objectives. -Provided the components to be scored. -Listed the criteria required to demonstrate mastery. -Included a grading/scoring scale.		C	1		Writing: No criteria/point value assigned for total assignment/mastery. Math: Not aligned to PO, no criteria for mastery and no grading/scoring scale. **The revised application package meets the criteria.**
A.5.2 Total		0	0	4	0	
A.5.3	Curriculum Samples-3rd Grade	F	A	M	E	Comments
A.5.3a	**Instruction.** -Presented a summary of instruction by lesson. -Correlated with the instructional strategies described in the narrative. -Provided a logical sequence of instruction leading to assessment. -Included a list of required resources/materials.		C	1		Math: Instruction does not align with PO. **The revised application package meets the criteria.**
A.5.3b	**Student Activities.** -Presented activities that align with the performance objective(s) and instruction. -Provided a logical sequence of activities leading to assessment.		C	1		Math: Student activities do not align with PO. **The revised application package meets the criteria.**
A.5.3c	**Summative Assessment.** -Provided an effective assessment that accurately measures student progress and mastery. -Aligned assessment questions with stated performance objectives.		C	1		Math: Assessment does not align with PO. **The revised application package meets the criteria.**
A.5.3d	**Scoring Rubrics.** -Specific to the assessment and performance objectives. -Provided the components to be scored. -Listed the criteria required to demonstrate mastery. -Included a grading/scoring scale.		C	1		**Writing:** No criteria/point value assigned for total assignment/mastery. **Math:** Not aligned to PO, no criteria for mastery and no grading/scoring scale. **The revised application package meets the criteria.**
A.5.3 Total		0	0	4	0	
A.6	Performance Management Plan	F	A	M	E	Comments
A.6a	Aligned with the applicant's Education Plan.			1		

A.6b	Presented a viable plan for managing student academic performance in reading (indicator) and presented a second viable plan for managing student academic performance in mathematics (indicator) that includes, for each plan, measures, metrics, and targets related to the indicator.			1		
A.6d	Included strategies in each plan for a) a curriculum that improves student achievement, b) professional development that supports effective implementation of the curriculum in the content area, c) a school-wide plan for monitoring and documenting student proficiency in performance, and d) an administrative plan for monitoring the integration of Arizona Academic Standards into instruction.		C	1		The professional development plan is not data-driven nor detailed enough to support teachers in meeting goals. **The revised application package meets the criteria.**
A.6e	Identified action steps for accomplishing the strategies. Action steps reveal a progression of actions from start to finish for each strategy and include evidence the applicant will use to show accomplishment of action steps.			1		
A.6f	Included annual benchmark targets for the first two years which reflect incremental progress toward the end target.			1		
A.6g	Identified costs in the Performance Management Plan that are reflected in the Start-Up and Three-Year Operational Budget.		1			Unclear of where costs are located in the budget. **No change.**
A.6 Total		0	1	5	0	
	Section A Sub Total	0	1	35	1	
Section B	**Organization Description**					
B.1	Applicant Organization	F	A	M	E	Comments
B.1a	Discussed the organization's history, including the establishment of principals, and the attainment of any licenses, operating permits etc.			1		
B.1b	Discussed the relationship between the organization's existing operations and the proposed school.			1		
B.1c	Included a clear description of the roles and responsibilities of the principals that is consistent with the application package and By-laws.		C	1		Inconsistent with bylaws. In addition, the narrative states the corporate board will only meet annually to approve the year's budget and any leases the organization decides to sign. **The revised application package meets the criteria.**
B.1d	Aligned with information listed on Title Page and with the contents of the application package.		C	1		Application not complete to serve K-5. Budget not consistent with grade levels to be served. **The revised application package meets the criteria.**
B.1e	Consistent with the Articles of Incorporation, Articles of Organization, or appropriate legal documentation that is on file with the Arizona Corporation Commission or otherwise available to demonstrate the establishment of the applicant. (N/A to Sole Proprietorship).			1		
B.1 Total		0	0	5	0	
B.2	Applicant Composition	F	A	M	E	Comments
B.2a	Highlighted the significance of the individual or group and the skill set each contributes to the organization.			1		
B.2b	Identified experience in elementary/secondary education, business operation, and financial management as it supports the operation of a charter school.			1		

B.2c	Consistent with the background information provided for each individual.			1		
B.2d	Consistent with all sections of the application package.			1		
B.2 Total		0	0	4	0	
B.3	Governing Body	F	A	M	E	Comments
B.3a	Included a clear description of the role, responsibilities, and mandated obligations of the governing body.		C	1		Transition of founding board to governing board after 2 years needs further clarification. Not consistent with bylaws. **The revised application package meets the criteria.**
B.3b	Included the name, background information, qualifications, and community relationship of each member.			1		
B.3c	Described the process for filling vacancies on and developing the school governing body.			1		
B.3d	Explained the training and orientation process that will be provided to all school governing body members and what resources will be used.			1		
B.3e	Included how the make-up of the governing body described will comply with the Open Meeting Law.			1		
B.3f	Consistent with all sections of the application package.		C	1		Inconsistent with bylaws. **The revised application package meets the criteria.**
B.3 Total		0	0	6	0	
B.4	Management and Operation	F	A	M	E	Comments
B.4a	Demonstrated understanding of management needs and priorities.		C	1		Need more information for each administrative position. Did not fully identify critical skills set or experience for the operation manager. **The revised application package meets the criteria.**
B.4b	Described the primary responsibilities for each key administrative position and identified critical skills or experience that will be priorities for fulfillment of those responsibilities.		C	1		Need more more information for primary responsibilities for each administrative position. Did not identify critical skills or experience for the operation manager. **The revised application package meets the criteria.**
B.4c	Provided a clear delineation of the roles and responsibilities for administering the day-to-day activities of the school.			1		
B.4d	Provided an organizational chart and narrative that represents a practical reporting structure within the organization.			1		
B.4 Total		0	0	4	0	
B.4.1	Education Service Providers	F	A	M	E	
B.4.1a	Provided an explanation of the reasons for contracting with an ESP, in general, and this provider, in particular.		C	1		More definitive identification of the ESP and understanding of the role the ESP will play is needed. **An ESP will not be used.**
B.4.1b	Clearly described the services provided by the ESP.		C	1		A description of the services was not provided. **An ESP will not be used.**

B.4.1c	Explained how the proposed relationship with the ESP will further the school's mission and program, how the performance expectations align with the applicant's accountability requirements, and how those expectations will be measured.		C	1		How the expectations will be measured was not provided. **An ESP will not be used.**
B.4.1d	Delineated the roles and responsibilities between the applicant, school governing body, school management, and the ESP.		C	1		The roles and responsibilities are not clearly explained and the ELS model does not address the roles and responsibilities it will provide. **An ESP will not be used.**
B.4.1e	Ensured costs are included in the Start-Up and Three-Year Operational Budget as appropriate.		C	1		Costs of these services are not stated in narrative and are not individually specified in either budgets. Costs are low and unclear. **An ESP will not be used.**
B.4.1 Total		0	0	5	0	
B.4.2	Contracted Services	F	A	M	E	
B.4.2a	Included the areas, if any, which may require the applicant to seek expertise.		C	1		Need to provide more information for other contracted services to be used. **The revised application package meets the criteria.**
B.4.2b	Contained a reasonable demonstration of the professional experience or competence of those hired or retained to perform such professional services.		C	1		Clearly outlined for Special Education provider, but not mentioned for legal or financial services. HQ not established nor possible providers identfied. **The revised application package meets the criteria.**
B.4.2c	Provided a list of anticipated contracted special education services. Included a corresponding market study of current costs for services.		1			Market study of current costs for services is not outlined in this section. A clearer understanding of identifying contracted services in SPED categories needed. **The revised application package included only a limited market study of current costs for special education services.**
B.4.2d	Ensured costs as described in the narrative are included in the Start-Up and Three-Year Operational Budget as appropriate.		C	1		Ensured costs as described in the narrative are unrealistic. **The revised application package meets the criteria.**
B.4.2 Total		0	1	3	0	
	Section B Sub-Total	0	1	27	0	
Section C	**Business Plan**					
C.1	Facilities Acquisition	F	A	M	E	
C.1a	Identified and describe the facility necessary to implement the program. Includes square footage, number of classrooms, layout of space, and location that will accommodate the number of anticipated students as identified throughout the application package.			1		
C.1b	Identified and provided documentation on the available facilities within the target market that will support the education program and student population, including class size, described in the application package. Or Provided details of already acquired facility, purchased land or proposed build that will support the education program and student population, including class size described in the application package.		C	1		Speculative and not supportive of limited population. The range of the facility would not be in line with expenditures. Provide supporting documents with hard dates (Letter of committment). **The revised application package meets the criteria.**

C.1c	Identified the timeframe for securing a facility appropriate for educational use.			1		Properties discussed will not be available until Aug 2011. One negotiation reliant on possible "aquaintance".
C.1d	Discussed applicant's understanding and costs associated with securing the facility and ensuring compliance with all applicable laws and regulations including obtaining educational occupancy.		C	1		Expenditures for securing a facility including applicable licenses are not allocated in the start-up budget. Costs not analyzed thoroughly. **The revised application package meets the criteria.**
C.1e	Discussed the financial arrangements that have been made for securing the facility and ensured costs as described in the narrative are included in the organization's Start-Up and Three-Year Operational Budget.		C	1		Expenditures for securing a facility are not allocated in the start-up budget and not fiscally sound. **The revised application package meets the criteria.**
C.1f	Consistent with all sections of the application package.		C	1		Relationships in acquiring facilities needs to be fully explored and all parties should be reliant on business level agreements. **The revised application package meets the criteria.**
C.1 Total		0	0	6	0	
C.2	Advertising and Promotion	F	A	M	E	Comments
C.2a	Discussed advertising/promotion plans to include strategies and timeline to support the number of students included in the Three-Year Operational Budget.			1		
C.2b	Included how advertising/promotion costs were determined, as supported by market study or research.		C	1		Costs seem extremely low to market new school. **The revised application package meets the criteria.**
C.2c	Ensured costs as described in the narrative are included in the organization's Start-Up and Three-Year Operational Budget.			1		
C.2d	Ensured the number of students and State Equalization are supported and reflected in the Three- Year Operational Budget.			1		
C.2 Total		0	0	4	0	
C.3	Personnel	F	A	M	E	Comments
C.3a	Provided a staffing plan that appears viable and adequate for the effective implementation of the program of instruction and operation of the charter school as described. Included the number of instructional and non-instructional personnel.		C	1		Personnel plan stated inadequate to properly operate the school. Number of staff stated does not align to staffing plan. **The revised application package meets the criteria.**
C.3b	Aligned staff qualifications with No Child Left Behind Highly Qualified requirements.			1		
C.3c	Provided a detailed plan that includes recruiting, hiring, and training of instructional staff consistent with the start up of the school and the Performance Management Plan.			1		
C.3d	Provided an administrative plan that includes oversight responsibilities related to instruction and operational services. Plan must identify the number of administrative personnel and their oversight responsibilities related to the following areas: Curriculum, Staff Development, Assessment (mandated State testing), Financial Management, Contracted Services, Personnel, Grants Management, and Student Accountability Information System (SAIS).			1		

C.3e	Depicted a compensation plan, including benefits if provided, that supports the described qualifications and experience of administrative, instructional and non-instructional personnel.		C	1		Not in correct section of the application. **The revised application package meets the criteria.**
C.3f	Ensured all Employee Related Expenses (ERE) as described in the narrative are included in the organization's Start-Up and Three-Year Operational Budget.		C	1		Better clarification and alignment is needed. **The revised application package meets the criteria.**
C.3 Total		0	0	6	0	
C.4	Instructional Resources	F	A	M	E	Comments
C.4a	Included expenditures that support the program of instruction including materials, supplies, equipment, etc. as described within the application package.		C	1		Expenditures are not realistic. **The revised application package meets the criteria.**
C.4b	Delineated any financial arrangements and timeline for securing goods.		C	1		Secured funds and private donations need to be verified. **The revised application package meets the criteria.**
C.4c	Ensured costs as described in the narrative are included in the organization's Start-Up and Three-Year Operational Budget.		1			Costs described in the narrative for instructional resources are not listed in the start up budget, and according to the narrative, these items will be purchased between May and June of 2011. **Instructional resources costs are not reflected in the budgets.**
C.4 Total		0	1	2	0	
C.5	Operational Expenditures/Overhead	F	A	M	E	
C.5a	Included expenditures that support the operation of a school or that may be considered overhead costs. This includes lease, utilitiies, insurance, audit, maintenance/improvements, furniture and equipment, etc.		C	1		Concerns about funds allocated to Start Up budget, but school starts August 8th. The allocated monies not realistic for terms. **The revised application package meets the criteria.**
C.5b	Delineated any financial arrangements and timeline for securing goods.		C	1		No financial arrangements or timelines listed. Inadequate funding allocated. **The revised application package meets the criteria.**
C.5c	Ensured costs as described in the narrative are included in the organization's Start-Up and Three-Year Operational Budget.		C	1		The start up budget is insufficent to start school August 8th, 2011. Start up costs need to be more expansive and more descriptive. **The revised application package meets the criteria.**
C.5 Total		0	0	3	0	
	Section C Sub-Total	0	1	21	0	
Grand Total	**Sections A, B, and C**	0	3	83	1	
SUMMARY	No scoring area in Sections A, B, or C received a score of Falls Below					
	No more than one scoring area in each section scored Approaches					
	Meets 95% Test					
CONCLUSION	**Meets the Criteria, Therefore Substantively Complete**					