AGENDA ITEM: NEW CHARTER APPLICATION – P.V. MONTESSORI SCHOOL, INC.

P.V. Montessori School, Inc. submitted a complete charter application package for the Board's consideration. The revised application package does not meet the requirements set by the Board for the 2013-2014 application cycle. This report contains:

1. A brief introduction to the application package,
2. An overview of each section of the application package, including:
    a. A description of the proposed education plan,
    b. A description of the applicant's organization with a summary of information submitted regarding applicant education and experience,
    c. A description of the applicant's business plan, and
    d. Information from the in-person interview,
3. The overall score for the application package,
4. Staff's recommendation regarding this application package.

Additional items in the portfolio include:

- A copy of the final scoring rubric which confirms the application package does not meet the requirements as demonstrated through the review of the preliminary application package submitted on June 30, 2012 (including the technical assistance provided to the applicant) and review of the revised application package submitted on December 19, 2012,
- Each section of the revised application package,
- A copy of the applicant's request that the revised application package not meeting the scoring criteria move forward for Board consideration, and
- Letters of support for the applicant from Senator Lynne Pancrazi of Arizona District 4 and Mayor Georgia Lord of Goodyear.

A link to the audio recording of the in-person interview is found on agenda item M.4.

APPLICATION INTRODUCTION

P.V. Montessori School, Inc. is an Arizona non-profit corporation formed in 2011. The authorized representatives for the corporation are Daniel Foster and Eva Foster. The proposed school, P.V. Montessori School, will serve grades K-3 in Goodyear.

Mission Statement
The stated mission of P.V. Montessori School is as follows: to guide each student to his or her full potential within a community of respect.

Target Population
P.V. Montessori School will serve students from Goodyear, Buckeye, Avondale, Tolleson, and Litchfield Park, in an 8-mile radius from the private school's current location 629 N. Sarival Ave. in Goodyear. The population of the area is predominantly White and Hispanic, with a wide range of income levels.

Student Count

Year	Grades Served	# of Students	# of Sites
1	K-3	75	1
2	K-3	100	1
3	K-3	125	1

School Calendar
Extended School Year, 206 days

A. EDUCATION PLAN

The following summary was created from excerpts and summaries of the documents submitted for the applicant's Education Plan.

Educational Philosophy

According to the narrative, P.V. Montessori School will offer Montessori programs to all K-3 grade level children in West Phoenix area, and will be the first public Montessori school program offered in that community. The hands-on multisensory instructional methodology allows the introduction of difficult and academically challenging information at a younger age.

Program of Instruction

Framework: The narrative states that P.V. Montessori School will offer a rigorous integrated curriculum based on the principles of Dr. Maria Montessori. All courses will complement one another; all courses will be complete in scope and sequence, fully aligned with the Common Core and Arizona's State Academic Standards, and will be characterized by meaningful content and high-interest instructional materials. This will include Junior Great Books and Unified Math.

Methods of Instruction: The narrative lists the following to be used as methods of instruction:

- Multi-age classrooms (Pre K-K, 1-3)
- Direct Teaching
- Research Projects
- Fieldtrips
- Self-Directed Learning
- Individual Learning Plans
- Integrated/Collaborative Classrooms

Methods of Assessment: The narrative lists the following to be used as their methods of assessment:

- Formative assessments, including:
    - Student Portfolios
    - Written Evaluations
    - Self-Assessment
    - Informal Oral Exams
    - Peer Teaching
    - Projects and Reports
    - Teacher Observation
    - Anecdotal Records
    - One-to-One Interviews
    - Student Journals
    - Rubrics
    - Teacher Made Tests
    - Texts and Workbooks
    - Written Skills Tests
- Summative assessments, including:
    - End of unit paper-pencil tests with selected responses (multiple choice and fill in responses)
    - End of unit paper-pencil tests with constructed responses (short essays)
    - Written performance assessments
    - Authentic assessment, which will include performance tests, such as conversations in a foreign language

- Observations, open-ended questions where students tackle a problem but there's no single right answer
- Exhibitions in which students choose their own ways to demonstrate what they have learned
- Interviews, giving students a chance to reflect on their achievement; and portfolios, collections of student work.

PMP
The Performance Management Plan (PMP) for new applicants is for the purpose of ensuring the school's curriculum, instruction, monitoring of student achievement, and professional development are ready to be implemented.

The applicant submitted a PMP that met the criteria in all areas for both Reading and Math.

Curriculum Samples
Curriculum samples for P.V. Montessori School were provided for grades K-3. The table below indicates which curriculum samples in the revised application package met all Board requirements (+), and which had deficiencies (-). Details can be found in the attached Scoring Rubric.

Grade	Math	Reading	Writing	Science
K	+	+	+	
1	+	-	-	
2	+	-	+	
3	+	-	-	

EDUCATION PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:
23/59 scoring areas (39%) did not meet the criteria.

During the in-person interview the applicant responded to the questions regarding the submitted Education Plan.

The individuals who participated in the interview were able to answer questions with responses that provided clarification or added detail to the preliminary written Education Plan.

The TRP provided the applicant with written technical assistance based on its review of the preliminary written application package and responses provided during the interview.

REVISED WRITTEN APPLICATION PACKAGE:
11/59 scoring areas (19%) did not meet the criteria.

B. ORGANIZATION PLAN

The following summary was created from excerpts and summaries of the documents submitted for the applicant's Organization Plan.

P.V. Montessori School, Inc. is a non-profit corporation, located in Goodyear, AZ, that was created on June 7, 2011 for the purpose of teaching children grades kindergarten through eighth grade with 2 Directors: Daniel Foster, Eva Foster (became a member 06/01/2012).

Education Service Provider

P.V. Montessori School, Inc. does not intend to contract with or have a governance relationship with an Educational Service Provider.

School Governing Body

Pursuant to A.R.S. 15-183 (E)(8), a School Governing Body separate from the corporate board will be established. The School Board will serve as the governing body of P.V. Montessori School, Inc. and is comprised by five members, appointed by the Corporate Board, closely following all bylaws.

School Governing Body Member Type	Number	Name
Organization Principal(s)	2	Eva Foster, Daniel Foster
School Staff	1	David Foster
Parent(s)	2	Jaime Geer, Amy Khan
Community		
Other-Business Community		
Other – Institute of Higher Education		

Roles and Responsibilities

Corporate Board	Governing Body
• Manage the business affairs of the corporation • Maintain the fiscal health of the corporation • Establish/Change the by-laws of the corporation • Maintain Good Standing of the corporation with the Arizona Corporation Commission • Submit annual reports and any other reports required to the Arizona Corporation Commission • Elect corporate officers • Recruit corporate board directors as needed • Fill in vacancies on the corporate board • Conduct meetings at least annually • Oversee and monitor the school operations including: - Establish the School Board/Appoint School Board members/Appoint the President of the School Board/Appoint the School Director - Delegate authority on daily operations to the School Board - Ratify acts of the School Board - Review School Board minutes at least annually	• Establish all policies and procedures of the school, including but not limited to: - School performance goals - Calendar and schedule - Enrollment - Attendance - Discipline code reflecting the mission, values and high standards of the school • Oversee and monitor the implementation of the established policies and procedures; • Establish the budget and oversee and monitor its implementation; • Maintain the relationship with the charter authorizer; • Accept additional authorities as granted by the Corporate Board; • Evaluate the need and nominate prospective future School Board members • Evaluate faculty and staff • Establish fundraising policies and procedures and oversee implementation;

- Oversee accounting and legal contracted services/Review school financial documents at least annually
- Review performance of all staff at least annually
- Set staff salaries

- Form committees;
- Report to the Corporate Board.

Charter Principals Background Information

Authorized Representative: *Daniel Foster*
Confirmed Education History: Bachelor of Arts in Politics, Hendrix College, 2003
Confirmed Employment History: Short Sale Processor, Real Core Realty, March 2011 – present; Title Processor, Tiffany & Bosco, P.A., June 2008 – February 2011; Loan Processor, Active Finance Group, August 2007 – May 2008; Coordinator, Aegis Wholesale Mortgage Corp., February 2005 – July 2007
Arizona FCC Expires: 03/22/2017
Review of Individual Financial Position: Follow-up completed – met requirements
Current or Past Charter Affiliations: None

Authorized Representative: *Eva Foster*
Confirmed Education History: Bachelor of Arts in History, Hendrix College, 2003
Confirmed Employment History: Director, Palm Valley Montessori, September 2008 - present
Arizona FCC Expires: 06/29/2017
Review of Individual Financial Position: Follow-up completed – met requirements
Current or Past Charter Affiliations: None

ORGANIZATION PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:
9/24 scoring areas (38%) did not meet the criteria.

During the in-person interview the applicant responded to the questions regarding the submitted Organization Plan.

The individuals who participated in the interview were able to answer questions with responses that provided clarification or added detail to the preliminary written Organization Plan.

The TRP provided the applicant with written technical assistance based on its review of the preliminary written application package and responses provided during the interview.

REVISED WRITTEN APPLICATION PACKAGE:
2/24 scoring areas (8%) did not meet the criteria.

C. BUSINESS PLAN

The following summary was created from excerpts and summaries of the documents submitted for the applicant's Business Plan.

Site Information

Proposed School Name:	P.V. Montessori School
Proposed Location:	Confirmed location: 629 N. Sarival Avenue, Goodyear
Proposed/Secured Facility:	The facility consists of 3,400 Sq. Ft., with three classrooms, a playground with play structure and basketball hoop. The facility will be shared with a currently operating private preschool, and has a capacity of 100 students. For Year 2, the existing three-car garage will be converted into an 820 Sq. Ft. upper elementary classroom. For Year 3, a modular classroom will be added to accommodate enrollment growth. The facility is situated on 2 acres of land.

Budget

Start-up Budget

The start-up budget, in the amount of $20,000, covers the costs described in the Start-Up Budget Assumptions narrative with revenue that could not be verified. At the end of the start-up period, budgeted revenue exceeds expenditures.

Secured Funds

The applicant organization has described funds available for start-up purposes. Confirmation of the funds, in the amount of $20,005 as stated by the applicant, was refused by Wells Fargo Bank without additional documentation being provided. In response to a follow-up request letter sent by Staff on 12/27/12, P. V. Montessori School, Inc. submitted a letter confirming funds dated 1/19/12. The current status of the funds was not verified.

Annual Operating Budgets

The operating budget for Year One is based on 80% of anticipated student enrollment of 75 students, with a projected per-student equalization funding of $6,628 as calculated based on FY2012 revenue worksheets, including base support level weights, weighted students counts, and additional assistance multipliers. At the end of each year revenue exceeds expenditures, with the following year-end balances: Year 1 ($10,857); Year 2 ($25,878); Year 3 ($58,945).

BUSINESS PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:

3/28 scoring areas (11%) did not meet the criteria.

During the in-person interview the applicant responded to the questions regarding the submitted Business Plan.

The individuals who participated in the interview were able to answer questions with responses that provided clarification or added detail to the preliminary written Organization Plan.

The TRP provided the applicant with written technical assistance based on its review of the preliminary written application package and responses provided during the interview.

REVISED WRITTEN APPLICATION PACKAGE:

1/28 scoring areas (4%) did not meet the criteria.

OVERALL SCORE

Preliminary application package: 32% of the scoring areas did not meet the criteria.

Revised application package: 13% of the scoring areas did not meet the criteria.

BOARD OPTIONS

Option 1: The Board may approve the application package. The following language is provided for consideration: Based upon review of the contents of the portfolio provided for this applicant and the information provided by the representatives of the applicant during consideration, and given it is within the sole discretion of the Board to approve or deny a charter, I move to approve the application package and grant a charter to P. V. Montessori Schools, Inc. to establish P. V. Montessori School charter school to serve grades K-3.

Option 2: The Board may deny the application package. Staff recommends the following language for consideration: Based upon a review of the contents of the portfolio provided for this applicant and the information provided by the representatives of the applicant during consideration, and given it is within the sole discretion of the Board to approve or deny a charter, I move to reject the application package and deny the request for a charter of P. V. Montessori Schools, Inc. to establish a charter school for the reason(s) that its application failed to meet the requirements of Title 15, Chapter 1, Article 8 due to:

- Lack of a Reading and Writing curriculum aligned to state standards as stated in the scoring rubric, and
- Lack of an Organization Plan that meets the Board's criteria as stated in the scoring rubric, and
- Lack of a Business Plan that meets the Board's criteria requiring a Start-Up Budget supported with verified proof of secured funds, as stated in the scoring rubric.

Option 3: The Board may deny the application package. The following language is provided for consideration: Based upon a review of the contents of the portfolio provided for this applicant and the information provided by the representatives of the applicant during consideration, and given it is within the sole discretion of the Board to approve or deny a charter, I move to reject the application package and deny the request for a charter of P. V. Montessori Schools, Inc. to establish a charter school for the reason(s) that its application failed to meet the requirements of Title 15, Chapter 1, Article 8 due to: (state all the reasons given in Option 2) and, (member making the motion should select all that apply and complete the sentence where necessary)

- ❑ Lack of an Education Plan that meets the Board's criteria as stated in the scoring rubric and/or demonstrated through responses to interview questions,
- ❑ Lack of a Business Plan that meets the Board's criteria as stated in the scoring rubric and/or demonstrated through responses to interview questions,

(And) I move to reject the application package and deny the request for a charter of P. V. Montessori Schools, Inc. to establish a charter school for the reason(s) that:

- ❑ The applicant is not sufficiently qualified to operate a charter school based on (insert the facts from the background/fingerprint/credit report of the specific Officers, Members, Directors, or Partners that form the basis for the decision).
- ❑ The applicant is not sufficiently qualified to operate a charter school based on the (insert the facts from the financial, operational and/or academic performance of associated schools that form the basis for the decision).