Enrollment Cap Notification Request

Charterholder Info

Charter Holder

Name:
The Paideia Academies, Inc.

CTDS:
07-82-06-000

Mailing Address:
550 West Warner Road
Chandler, AZ 85225

› View detailed info

Representative

Name:
Robert Winsor

Phone Number:
602-343-3040

Downloads

Download all files

Enrollment Cap

From:
600

To:
900

Attachments

Board Minutes — Download File

Increase to Enrollment Cap Attachments

The following 2 attachments are only required if the enrollment cap is increasing.

Documentation that current facilities can accommodate requested capacity — Download File

Narrative describing the staffing changes and recruiting efforts that will be made to reach capacity — Download File

Additional Information

- Download File — Certificate of Occupancy - Paideia
- Download File — Fire Marshal Inspection - Paideia - 2014
- Download File — Building Capacity Floor plans- Paideia

Signature

Charter Representative Signature
Robert Winsor 06/05/2015

Agenda: Paideia Academies, Inc.
Paideia Academy of South Phoenix

Governing Board Meeting Minutes

September 11, 2014
5:00 pm to 6:00 pm

Location:
7777 S. 15th Terrace
Phoenix, AZ 85042

Called to order at 5:00pm.
The following members of the board were present:
Robert Winsor, Monica Garcia, Stephen Court and Robert Young
Board Member Absent: Joanna De'shay
Present Guests: Vince Fuentes and Lourdes Rodriguez

I. Opening Items
   a. Pledge of Allegiance
   b. Verify quorum – 4 voting members present

II. Consent Agenda Items
   Approval of Minutes for August
      Moved by Robert Young
      Second by Robert Winsor
      Unanimous in favor to approve the minutes.

III. Enrollment Cap Increase
   Proposal to increase Paideia Academy South Phoenix from 600 to 900.
      Board Approves proposal to increase enrollment cap up to 900 students. Board instructs staff to set enrollment cap request based on need.
      Moved by Robert Young
      Second by Monica Garcia
      Unanimous in favor to approve the proposal to increase enrollment cap to up to 900 students.

IV. Academic Framework for Expansion
   Dr. Winsor discussed that he has been analyzing data every month with all grade levels with Curriculum Director to improve student academic achievement.
   Dr. Winsor reviewed all dashboard and report card data from AIMS assessment 2014.

V. No Public Comment

VI. Adjournment
   There being no further business to be transacted, motion to adjourn by Stephen Court, seconded by Robert Young and approved. The meeting adjourned 6:11pm.

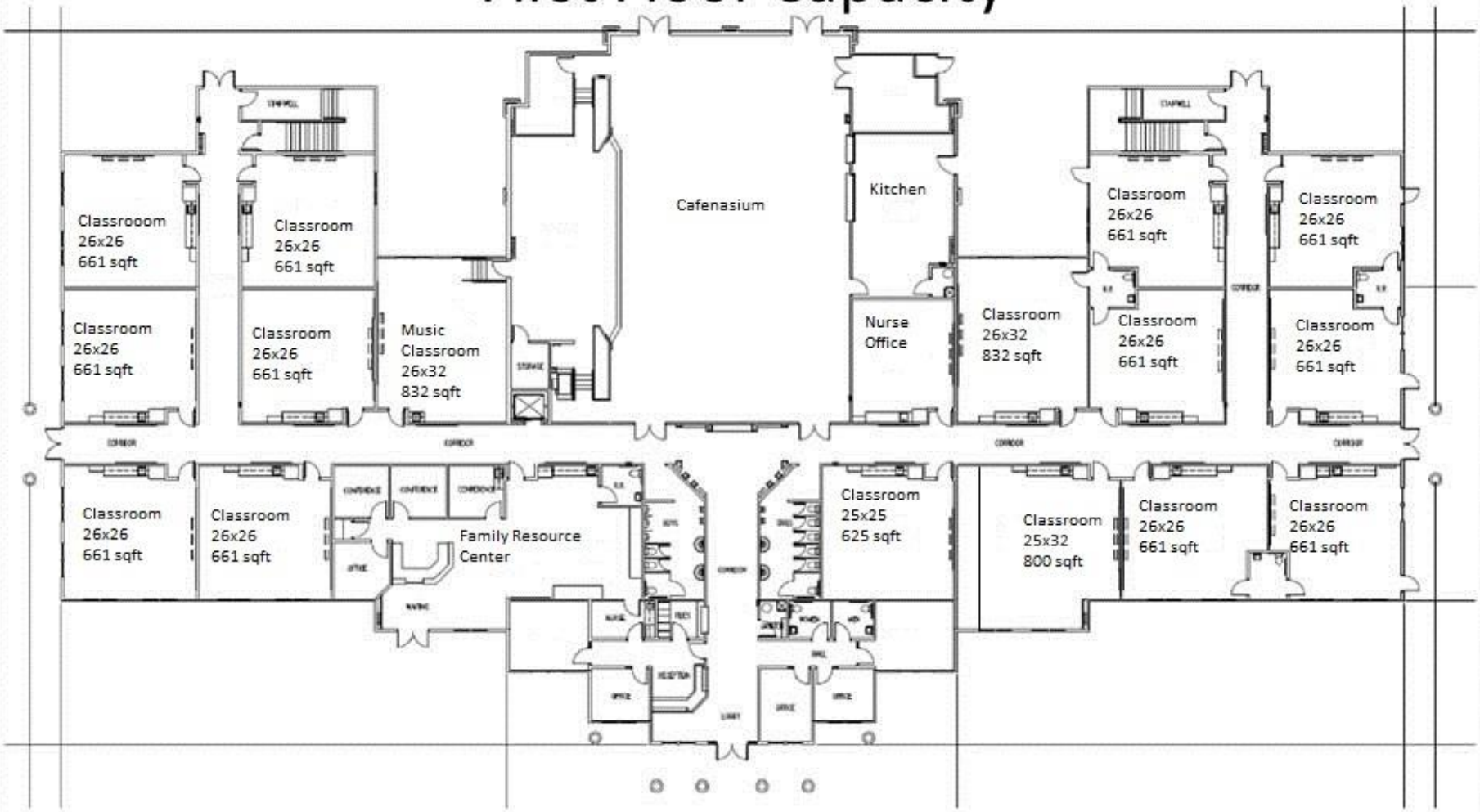
Next board meeting set for 5:00 pm October 9th, 2014 at 7777 S. 15th Terrace Phoenix, AZ 85042

10/15/2014
Approved by Name & Date

**A=Informational; B=Discussion/Input; C=Discussion/Decision*
***Motion; Second; Discussion; Vote – or – Who; Does What; By When; How Reported*

Paideia South Mountain Campus

First Floor Capacity

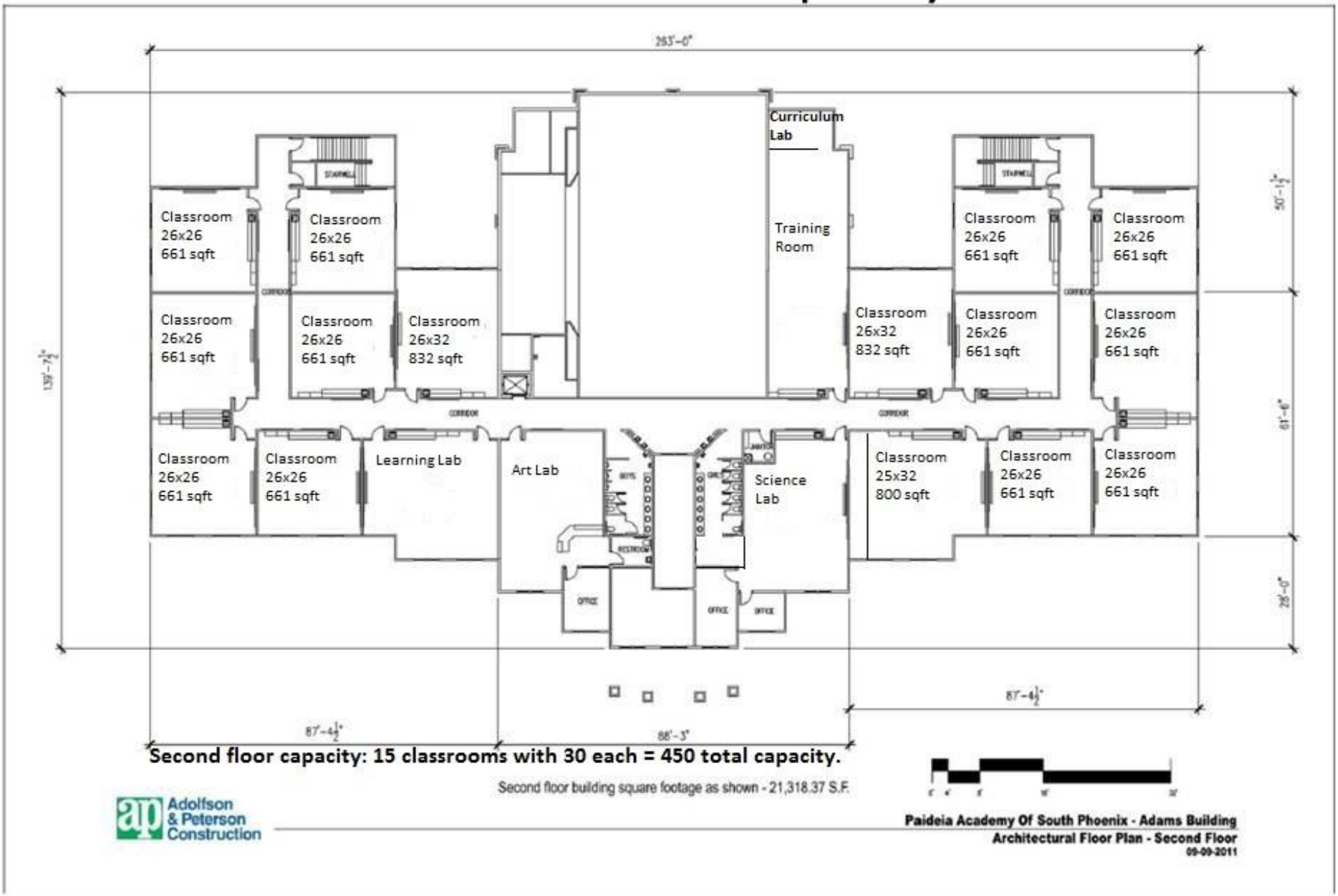


First floor capacity: 15 classrooms with 30 students each room = 450 total capacity

Second floor capacity: 15 classrooms with 30 students each room = 450 total capacity

Total building capacity: 30 classrooms with 30 students each room = 900 total capacity

Second Floor Capacity



Second floor capacity: 15 classrooms with 30 each = 450 total capacity.

Second floor building square footage as shown - 21,318.37 S.F.

Paideia Academy of South Phoenix
CTDS Number 07-82-06-000

Mailing Address
7777 S. 15th Terrace
Phoenix AZ 85042

Dr. Robert Winsor (Brian)
drbrian@paideiamail.com

Notification request/Changes in enrollment cap (A.R.S. §15-184)

Narrative:

1. Provide the timeline for implementing the request, including the projected number of students served per grade, and including whether the *Enrollment Cap Notification Request* will be submitted in conjunction with any other amendment or notification requests which would warrant concurrent consideration.

Paideia Academy is requesting expansion of grade level to the 7th and 8th grades along with an enrollment cap notification request to 900.

The school has over 560 continuing students in the 2015/2016 school year in grades K through 6. As demonstrated by the following table, Paideia has experienced a natural growth trend from the first year. The natural growth trend from grade to grade is expected to continue over the next 3 years bringing the campus to its capacity enrollment goals:

	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
	Students/rooms	Students/rooms	Students/rooms	Students/rooms	Students/rooms	Students/rooms
K	100/4	100/4	110/4	112/4	112/4	120/4
1	75/3	100/4	110/4	112/4	112/4	120/4
2	50/2	75/3	100/4	112/4	112/4	120/4
3	50/2	55/3	70/3	90/3	112/4	120/4
4	50/2	55/2	60/2	60/2	90/3	120/4
5	50/2	55/2	55/2	60/2	60/2	90/3
6		55/2	55/2	60/2	60/2	90/3
7					60/2	60/2
8					60/2	60/2
Total	375/15	495/20	560/21	606/21	778/27	900/30

2. Organization's capacity to support the quality and long-term academic and operational success and financial viability of the proposed growth.
    a. Academic success. Paideia has implemented the following to sustain and support increased academic achievement for its students:
        i. Assessment and intervention
            1. Benchmark assessment systems and tools (NWEA MAP and AIMSweb) are well developed and expandable to include the expansion request
            2. Benchmark assessment systems and tools are used and expandable to identify and provide intervention for student subgroups (ELL, Special Education, FRL and bottom quartile) as measured by NWEA MAP and AIMSweb benchmark assessments
            3. Common assessments are developed and compared to student data to determine student proficiency in mastering standards as taught and learned through classroom instruction
            4. Common assessment data are analyzed twice per month in small learning communities with notations in Data Binders of failing students, planned interventions, and results of previous intervention
            5. Response to Intervention (RtI) program is fully operational and expandable to include the expansion plans
            6. Special education program is fully operational and expandable to include the expansion request
            7. Grade-level benchmark and common assessment data are reported to the Executive Leadership Team on a bi-monthly basis to include intervention results and future intervention plans
        ii. Curriculum
            1. Curriculum materials for 2016-2017 proposed expansion have been purchased and further expansion curriculum has been budgeted in coming enrollment increase years
            2. System for reviewing curriculum effectiveness is strongly embedded into the culture of Paideia.
                a. Formal reviews of curriculum maps to insure fidelity to the Paideia curriculum and alignment to the state standards are conducted during the bi-annual formal observations
                b. Curriculum review meetings are held with grade-level teams on a b-monthly basis to review
                i. Curriculum map pacing
                ii. Fidelity of instructional implementation
                iii. Alignment of lessons to standards
                iv. Common assessments
                v. Data dialog documents to check for growth and proficiency particularly for subgroup scholars
            3. Curriculum Review Committee frequently reviews curriculum effectiveness and makes recommendations to Executive Leadership Team of any proposed changes
        iii. Monitoring Instructional Quality
            1. System for observing instructional delivery is strongly embedded into the culture of Paideia.
                a. Formal observations are conducted for all teachers twice per year by the principal and assistant principal using the Instructional Effectiveness Rubric. These observations inform any needs for individual, grade-level, and school-wide professional development and coaching

b. Informal coaching observations are conducted on a regular basis by the curriculum director. These observations inform immediate needs for coaching

iv. Professional Development
1. System of hiring, retaining and developing high quality teachers
2. Personalized teacher mentoring program to support teachers new to Paideia in instruction and learning, policies and procedures, and the cultural nuances of Paideia
3. Individualized professional development to increase the capacity of all teachers in the Paideia model of instruction and learning
4. Individualized coaching to increase the effectiveness of all teachers and specifically new teachers to the Paideia model

b. Operational success. Paideia has spent the past 3 years establishing and codifying operational procedures and processes to ensure compliance with contractual obligations and operational best practices.

i. Administrative team includes highly experienced individuals with strong expertise in compliance matters including those related to federal entitlements (e.g. Title 1), state entitlements (Classroom Site Fund), SPED/504 procedure, federal/state laws regarding employment and child safety.
1. With regards to HR matters, Paideia Academies, Inc. seeks outside guidance from certified HR reps from 3rd party vendors (ADP, Paylocity).

ii. Administration nurtures a culture of safety and professionalism by establishing procedures and processes and communicating regularly with updates.
1. Financial Policies and Procedure Handbook includes procurement, cash management, purchasing, and other procedures that establish compliance with federal OMB circular guidelines.
2. Employee Handbook establishes guidelines regarding human resource matters.

iii. Audits are meticulously prepared for and are submitted in a timely matter by independent, state-approved auditors
1. Findings on any audit have been corrected immediately and procedures were put in place to ensure future compliance.

iv. Enrollment policies and procedures are in place that ensure legal compliance with state enrollment laws.
1. Registrar submissions (ADM) are reviewed by supervisors for errors.
2. Records are internally audited once per quarter to check for missing or incorrect information.

v. Facilities are regularly maintained and compliance matters, including environmental, health, and safety items, are attended to in a timely manner.
1. Required certificates are readily available for inspection
2. Fire drills are done monthly and emergency procedures are in place
3. Fingerprints and background checks are conducted in accordance to established DPS and ASBCS procedures.
4. Facilities are properly insured for property loss and liability damages.

vi. Contractual obligations related to charter are tended to regularly
1. Families are notified of rights by Student/Parent Handbook, regularly mailed notices, and our website about items including their right to review resumes, open meeting requirements. ACC filings, budget submissions and review periods, etc.

vii. Complaints and concerns from stakeholders are handled in a matter consistent with established policies and in a timely fashion.
1. Parent and family inquiries and complaints are recorded and responded to by principal or appropriate administrative team member.

2. Parents have processes available to seek redress of grievances and are informed of them at orientation and in the parent handbook.

viii. IT system includes required correspondence systems for ensuring regular communication of compliance deadlines, timelines, and materials.

1. Calendar applications include a "compliance calendar" available to all stakeholders that includes fiscal, legal, and procedural deadlines and required materials.
2. Email, fax, messaging, and intranet are utilized throughout the organization

c. Financial viability. Financial viability. Paideia has been able to meet several of the indicators of financial stability and expects to meet all indicators in the 2016 school year.

i. In our first 2 audited years, have not had a "going concern" or "default" finding in near-term indicators under the financial performance framework outlined by ASBCS. In 2015, Paideia Academies, Inc. has not defaulted on any debt nor expects a "going concern" label.

ii. Have maintained 38.13 days plus of liquidity in 2014, up from 20.41 in 2013. Liquidity in 2015 is expected to be 36 days, with the addition of line of credit and available cash.

iii. Fixed charge ratio in 2014 was 1.32, up from 1.09 in 2013.

iv. Cash flow cumulative continues to increase year by year from $107,974.00 in 2013 to $302,586.00 in 2014.

v. While net income is still negative, our 5 year projection (based on continued enrollment) shows positive net income as enrollment increases.

City of Phoenix

CERTIFICATE OF OCCUPANCY

MAIL TO: ARIN MCCULLY
ADOLFSON AND PETERSON CONSTRUCTION
5002 S ASH AVENUE
TEMPE, AZ 85282

Issuance of this Certificate of Occupancy indicates the following described building, or portion of a building, has been inspected and been found to be in substantial compliance with applicable city codes and ordinances for the hereby authorized use and occupancy. No change in use, occupancy or of use is allowed without obtaining a new Certificate of Occupancy. This building shall be maintained in a safe and sanitary condition. All devices, safeguards and exit facilities shall be maintained in good working order. This Certificate of Occupancy shall be void if any requirement, condition or stipulation of Certificate of Occupancy or of the authorizing permits is violated. This Certificate of Occupancy is to be kept on the subject property and is required to be posted for public information if so ordered by the building official.

SUBJECT ADDRESS: 7777 S 15TH TER

OWNER: PORTFOLIO CHARTER FUND IV LLC
2350 E GERMANN RD # 26
CHANDLER, AZ 85249

CERTIFICATE #: 1204363 **BUILDING PERMIT:** BLD 12006470

ISSUED: 13-NOV-2012

PROJECT: 04-1190 - PAIDEIA ACADEMY OF SOUTH PHOENIX

FLOOR AREA: 49,224

AUTHORIZED USE AND OCCUPANCY: I.E

phcs010t rev 11 1 n

EFFECTIVE BUILDING CODES: 2006 IRC, 2006 IRCC, 2006 IBC, 2008 NEC, 2006 IMC, 2006 UPC, 2006 IFC, 2006 IFGC
TYPE OF BUSINESS: LOG#: LPRN 120010A PROJECT#: 04-1190 SITE INSP(N) SPECIAL EGRESS CONTROL (N) SPRINKLERS (Y) FIRE ALARM (Y) EMERGENCY LIGHTING (Y) ELEVATORS (Y) DEFERRED SUBMITTAL (Y) PREFAB WOOD TRUSSES (FIELD REVIEW) SPEC PER PCC SEC. 1704 (Y) INSPECTION OF FABRICATORS, STEEL CONSTRUCTION, CONCRETE CONSTRUCTION, WOOD CONSTRUCTION AND SOILS STR SEC. 1709 (Y) PREFABRICATED DEFERRED UNITS AND THERE CONNECTIONS, WHEN SUCH UNITS ARE UTILIZED STRUCTURALLY IN THE LATERAL FORCE RESISTING SYSTEM OF A STRUCTURE. ELEC PCC SEC. 2703 (N) ELEC OBS PCC SEC. 2704 (N) MECH PCC SEC. 2802 (Y) MECH OBS PCC SEC. 2803 (N) PLMG PCC SEC. 2903 (N) PLMG OBS PCC SEC. 2904 (N)
WATER METERS: NEW 2" COMPOUND DOMESTIC AND 1-1/2" LANDSCAPE SECONDARY BACKFLOW (Y)
SCOPE OF WORK: BLDG PLMB MECH ELEC STRUC PCD ZONING: R1-6
TEAM LEADER/MEAH PLAN REVIEWERS - IBC/STRUC:DSA, ELEC:LTA,MECH/PLUM: DMCC
PROFESSIONAL REGISTRANTS - ARCHITECTURAL: MICHAEL DAVID SCHUBERT, #26587, STRUCTURAL: GREG SPENCER BRODERICK, P.E. #37376, MECHANICAL/ PLUMBING: MICHAEL KRAEMER, P.E. #19175, ELECTRICAL: JAMES MILTON JONES, P.E. #42065, GEOTECHNICAL: KENNETH LANCE RICKER, P.E. #10971, CIVIL: JEFF LAWRENCE WIMMER, P.E. #43854 JOB CONTACT NAME: MICHAEL SCHUBERT PH: 480-345-8700
DESCRIPTION OF WORK: NEW ELEMENTARY CHARTER SCHOOL - (1) BUILDING 49,224 SF, OCCUPANCY TYPE: E - EDUCATION, WITH NON SEPARATED USES OF ACCESSORY ASSEMBLY A-3, STORAGE S-1 AND BUSINESS B OCCUPANCIES. CONSTRUCTION TYPE: V-B, ASSOCIATED SITE/CIVIL ROW CONSTRUCTION. THE BUILDING CONSTRUCTION CONSISTS OF THE FOLLOWING: COMBUSTIBLE WOOD ROOF AND 2ND FLOOR WITH PLYWOOD SHEATHING OVER PREFAB WOOD TRUSSES SUPPORTED BY GLULAM BEAMS, WOOD POSTS, EXTERIOR WOOD STUD WALLS AND SPREAD CONCRETE FOUNDATIONS. SEPARATE STATE FIRE MARSHAL PERMIT REQUIRED FOR: INSTALLATION OF NEW FIRE SPRINKLER SYSTEM (NFPA 13), INSTALLATION OF NEW FIRE SPRINKLER DIALER, INSTALLATION OF NE

JANICE K. BREWER
Governor

GENE PALMA
Director

DEPARTMENT OF FIRE, BUILDING AND LIFE SAFETY
1110 WEST WASHINGTON, SUITE 100
PHOENIX, ARIZONA 85007
(602) 364-1003
(602) 364-1052 FAX

ARIZONA STATE FIRE MARSHAL - Monday, April 14, 2014 1:02:15 PM (**Dan Ierley**)

Inspection Date	Monday, April 14, 2014
OSFM Facility ID	14763
Occupancy Classification	E
Ownership	Private Property
Property Usage	School
School Type	K-8
Fire Alarm Coverage	Full Coverage
Fire Alarm System Monitored	Yes
Fire Sprinkler Coverage	Full Sprinkler Coverage
Facility Name	The PAIDEIA Of South Phoenix
Facility Address	7777 South 15TH Terrace
City	Phoenix
County	Maricopa
Contact for Inspection	LOURDES RODRIGUEZ
Contact Phone Number	6023433044
Fire Marshal Contact	Arizona State Fire Marshal's Office 1110 West Washington St. Suite 100 Phoenix, Arizona 85007 (O) 602.364.1003
DEPUTY FIRE MARSHAL:	Dan Ierley: 80
Inspector Signature	[Signature]
Phone	(602) 850-1719
Permit Inspection	No
Type of Inspection	Scheduled
Inspection	Periodic Fire Safety Inspection
Inspection Results	
1 Violation Type	Interior Finish and Furnishings
Code	IFC 803.3.2 Artwork. Artwork and teaching materials shall be limited on the walls of corridors to not more than 20 percent of the wall area.

	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
2	Violation Type	Fire Extinguishers
	Code	IFC 906.2 General requirements. Fire extinguishers shall be selected, installed and maintained in accordance with this section and NFPA 10.
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
	Comments	Extinguisher Missing Annual Inspection
3	Violation Type	Exit Issues
	Code	IFC 1011.2 ILLUMINATION EXIT SIGNS SHALL BE INTERNALLY OR EXTERNALLY ILLUMINATED
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
4	Violation Type	Exit Issues
	Code	IFC 1027.3 Obstructions. A means of egress shall be free from obstructions that would prevent its use
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
5	Violation Type	Drills and Emergency Planning
	Code	IFC 405.2 Frequency. Required emergency evacuation drills shall be held at the intervals specified in Table 405.2 or more frequently where necessary to familiarize all occupants with the drill procedure.
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
6	Violation Type	Drills and Emergency Planning
	Code	IFC 405.5 Record keeping. Records shall be maintained of required emergency evacuation drills
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
7	Violation Type	Sprinkler Systems
	Code	IFC 901.6.1 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards. (NFPA 25)
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.
	Comments	Missing Head Wrench
8	Violation Type	Alarm Systems
	Code	IFC 901.6.1 Standards. Fire protection systems shall be inspected, tested and maintained in accordance with the referenced standards (NFPA 72)
	Violation Type	Violation
	Correction Time	This Hazard Is A Violation Of The State Fire Code, And Must Be Corrected Within Ten Working Days.

Comments	Fire Alarm Service Records Not Available During Inspection
Tag	Fail
Inspection Time	1.50
Travel Time	1.00
Mileage From Office	7.20
Fire Code Compliance Status	The items noted above, unless otherwise stated, are in violation of the Arizona State Fire Code, A.A.C. R4-34-1101 adopted pursuant to A.R.S. 41-2146. This is an offical notice of violation requiring correction. Failure to comply with these requirements may lead to legal action (A.R.S. 41-2163A). This inspection is for your safety and the safety of the citizens of Arizona. Your cooperation is appreciated.
Report received by	[Signature]
Send Email To:	LRODRIGUEZ@PAIDEIAMAIL.COM,VFUENTES@PAIDEIAMAIL.COM,RKRANTZMAN@PAIDEIAMAIL.COM,GCARRILLO@PAIDEIAACADEMIES.COM
Date	Monday, April 14, 2014