II. Sustainability

B. Strength and Stability of the Governing Body

Part 1

The current Presidio School Board of Directors has been in place since 1998 and has a strong commitment to the school and its expansion to serve other communities. The Board of Directors consists of five members with strong ties to Arizona and Arizona's youth. **George Barnett** (President) retired from the Tucson Police Department with the rank of Detective and served many years as a School Resource Officer. **Martin Carrillo** (Member) is a graduate of the University of Arizona with a Bachelor of Science Degree from the College of Business and Public Administration. He retired in 2007 from his position as Probation Division Assistant Director for the Pima County Juvenile Court**.** **Thomas Drexel** (Secretary), Co-Director and Charter Holder for Presidio School, graduated from the University of Arizona with a Masters Degree in Education. Tom is currently a member of the University of Arizona Professional Preparation Board and the Pima County Superintendent of Public Instruction's Advisory Board. He served as past President of the Arizona Charter School Association and continues to be very active in the association. **Terry Garza** (Vice Principal)**,** Presidio School Co-Director and Charter Author, is a graduate of the University of Arizona with a Bachelors Degree in Education. She has a strong background in administration, budgeting, and grants management. She also has extensive experience providing counseling and case management services to children and teens. **Ruben Suarez** (Treasurer) has a long history of service to the Tucson community as City of Tucson Manager and prior to that as the City of Tucson Budget and Research Director. His fiscal knowledge and budgetary planning skills have been a great asset to Presidio School.

Part 2

Since the current Board of Directors has been in place for twelve years and there is no indication that any of the current five member board will be vacating their positions in the near future active recruitment and selection of new members has not been necessary. However, the framework has been laid to ensure immediate action should any member leave or there be a need for the addition of a member with an area of expertise. The Board is aware that it is fundamental

to the success of the school to devise an effective process to ensure on-going involvement from the best qualified and most dedicated individuals. Based upon the success and effectiveness of the current corporate board, the Presidio School Governing Board will continue to approximate the profile of the current corporate board. At a minimum the governing board will be composed of not less than five members and will include – the school's co-directors; a parent, grandparent or student guardian; a social service representative; and a person knowledgeable in budgeting, finances, and grants management. The Board will continue to be cognizant of the need to add replacement or additional members as needed for the effective governance of the school and to ensure continued academic success of the students.

In preparation for an unforeseen Board vacancy Presidio has made provisions for one to five Associate Board Members. Associate Board Members are chosen based upon not only current skill needs but also with an eye on changes the school may be forecasting for the future. Associate Board Members attend board meetings, serve in an advisory capacity, and are provided with the same professional development as standing board members. In other words they intern for full board membership. They are ready and able to step in should the board have an opening.

Part 3

Presidio School operates as a not for profit 501(c)(3) corporation and the corporate board of the corporation also serves as the governing board of Presidio School. The Presidio School Board of Directors has responsibility for all policy, fiscal and operational decisions for the school and ultimate authority over the school. The governing board is responsible for the establishment of values, vision, mission, goals, resource development, fiscal management and financial accountability, operational policy, strategic direction based upon on-going assessment of all aspects of the educational program and its implementation, and leadership development to ensure that the school has effective leadership for today and the future.

The Presidio School Governing Board conducts all business according to the Uniform System of Financial Records for Charter Schools (USFRCS), in strict compliance with open meeting law, and its responsibilities include but are not limited to the:

- Development of a budget based on academic progress goals and other previously established board priorities that do not risk financial jeopardy or fail to be derived from a multiyear plan

- Development of a budget keeping in mind three basic budgeting principles: “Estimate revenue low. Estimate expenditures high. Estimate large factors such as student enrollment that impact revenue and expenditures very conservatively.”
- Creation of transparency in both the budget creation process and the budget documents so that the Board, the staff, parents and other stakeholders understand how the revenue and expenditures support the educational programs
- Oversight of the establishment of procedures for budgeting and financial planning, asset management, and compensation and benefits
- Development and implementation of financial procedures that establish how day-to-day financial activities are accomplished with the goal to establish controls over how transactions are processed including proper authorization, adequate documentation, appropriate physical controls, and segregation of duties so that no financial transaction may be carried out from beginning to end by any single individual
- Monitoring of budget implementation through monthly financial reports and quarterly profit and loss statements
- Monitoring and approval of monthly expenditures
- Approval of accounting and business operation policies
- Provision of oversight to the daily fiscal operations assigned to the directors and other fiscal management staff
- Provision for an independent annual audit by a qualified and reputable accounting firm
- Purchase of adequate insurance is in force to cover students, staff, visitors, the board and the assets of the school
- Establishment of policies to guide the schools board members and staff
- Development and maintenance of adequate personnel policies and procedures including grievance mechanisms
- Adherence to the provisions of the school’s by laws and articles of incorporation
- Adherence to local, state, and federal laws and regulations that apply to schools
- Full compliance with all federal, state, and local government regulations

Part 4

The Presidio School Governing Board understands that it has responsibility for academic achievement and must establish clear and specific academic standards. The school's mission statement expresses the expectation that all students can achieve academic excellence regardless of their socio-economic status. In pursuit if meeting this mission the Board is constantly seeking opportunities to improve the educational program, and researching and developing strategies that will release every student's potential. The board views continued growth in schoolwide and individual student academic achievement as its primary goal and has developed policies and support programs explicitly designed to promote that growth. Further, they oversee and evaluate the implementation and performance of these policies and programs. This requires that the Board receive timely, detailed, objective data on which to base decisions and establish needed policies in order to devise and update the school's performance management plan.

The plan is based upon internal assessment data such as that obtained from AIMSweb (soon to be purchased) and Fast ForWord and external assessment data such as that derived from annual AIMS testing. The Board examines not only school-wide data but also classroom and other disaggregated data. The performance management plan examines academic trends; identifies inhibitors and enhancers of academic progress such as personal barriers, school climate, student and teacher turnover, curriculum, and school policies and practices; determines what is under the control of the school and what is beyond the control of the school; devises plans and policies to overcome barriers and strengthen those practices and polices that evidence an impact on increased academic performance; and finally develops academic achievement goals. The plan also includes the steps necessary to reach annual and long-range goals, identify how progress towards the goals will be measured, collect data related to academic achievement levels, and establish time sensitive benchmarks

The Board's performance management plan also addresses persistent student achievement gaps. To devise this aspect of the plan, the governing body will routinely collect and analyze a range of student data elements and disaggregate each by elements such as grade, gender, race/ethnicity and income status. This information is presented to the Board via progress reports presented by Presidio School Co-Directors. The Board will be implementing tri-annual in depth analysis meetings where the governing board will examine the results of internal benchmark assessments garnered from AIMSweb, Fast ForWord, AIMS pre-tests and other important benchmark

achievement data. At these meetings achievement gaps will be identified and interventions will be identified for immediate implementation. The focus of these benchmark assessment meetings is not to find blame, but to identify ways to improve results, determine and provide needed training, and establishing supportive policies. If serious gaps in achievement for any subpopulation are identified, the gaps are immediately addressed through the academic performance management plan and periodic tracking meetings are scheduled.

As specific action steps from the Performance Management Plan are due for completion, the required evidence of completion is presented to the Board. On an annual basis the school's Arizona AIMS results will be presented to the board. A detailed year-end report will be written which will detail AIMSweb assessment data, the school's growth percentiles as compared to state-wide averages, the school's AZ AIMS results and school analysis, and progress to date on the Performance Management Plan. The report will indicate if goals were reached, state current progress towards goal attainment, offer a reflection statement on the progress made, and provide goals and objectives for the upcoming school year.