Demonstration of Sufficient Progress Site Visit Inventory

Charter Holder Name: Primavera Technical Learning Center
School Name: Primavera Online
Site Visit Date: April 28, 2015

Required for: Renewal
Evaluation Criteria Area: Grad Rate

Document Name/Identification	Intended Purpose and Discussion Outcome	
[G.I.1] **▯ Graduation Progress Report** **▯ Graduation Progress Report Screen Shot** **▯ Student Grade Progress** **▯ Final Grade by Term** **▯ Academic-Course-Enrollment** **▯ AzCIS Career Plan** **▯ AzCIS Portfolio My_ECAP** **▯ Student Information System_Career and Action Planning** **▯ Notes on File - Documenting Calls** **▯ Parent Student fillable 4 yr. Plan**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder monitors and follows up on student progress toward completing courses to meet graduation requirements. **The documents provided demonstrate evidence of the following:** • Reports used to monitor students' progress toward graduations are: Graduation Progress Report, Student Grade Progress and Final Grade by Term identifying students that are not progressing, and custom reports of students with consecutive terms with failing grades. • Primavera Online has implemented an ECAP plan. The required ECAP component have been published through one of our courses; My Success 2.0 ECAP Implementation. Primavera Online meets the state mandated ECAP requirements. • If a Guidance Counselor or Guidance Paraprofessional identify a student could possibly graduate this school year, a graduation task is created. This task is addressed every two weeks to review and monitor students' progress. **Final Evaluation:**	
	☒ Documents presented serve as detailed evidence of implementation of each of the relevant described processes, and thus are evaluated as sufficient.	☐ Documents presented do not demonstrate evidence of implementation of processes to address the required elements, and thus are evaluated as insufficient.

[G.I.2] **▯ Data Reports (MultiF)**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder identifies students that are not successfully progressing through required courses. **The documents provided demonstrate evidence of the following:** • Reports used to monitor students' progress toward graduations are: Graduation Progress Report, Student Grade Progress and Final Grade by Term identifying students that are not progressing, and custom reports of students with consecutive terms with failing grades. **Final Evaluation:**	
	☒ Documents presented serve as detailed evidence of implementation of each of the relevant described processes, and thus are evaluated as sufficient.	☐ Documents presented do not demonstrate evidence of implementation of processes to address the required elements, and thus are evaluated as insufficient.
[G.S.3] **▯ SST** **▯ 45 Day Screening** **▯ Welcome Team (Guidance)** **▯ Tutoring communication** **▯ Tutoring communication_1** **▯ Tutoring communication_2** **▯ Remedial Courses in Catalog** **▯ Preparation Courses in Catalog** **▯ My Success Course**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder provides additional academic supports to remediate academic problems for struggling students. **The documents provided demonstrate evidence of the following:** • The intervention team would cluster groups of students who fall into specific academic ranges (0-10%, 11-25%, 25-50%, etc.) and communication tools are accessible by the student to the intervention team member and instructors. • Tutoring options for all students; referral to the Student Study Team, extensions of courses, offer flexible scheduling (1, 2, or 3 courses at a time). **Final Evaluation:**	
	☒ Documents presented serve as detailed evidence of implementation of each of the relevant described processes, and thus are evaluated as sufficient.	☐ Documents presented do not demonstrate evidence of implementation of processes to address the required elements, and thus are evaluated as insufficient.
[G.S.4] **▯ Leadership Vison for Academic Intervention Team** **▯ Report Identify our cluster groups for interventions** **▯ Criterion for SST Referral** **▯ Criterion for Academic Intervention Team** **▯ My Success Passing Rates** **▯ Passing Rate By Term-1** **▯ Persistence By Teacher-2**	**Charter holder indicated the intended purpose of the document was to demonstrate:** what data demonstrates that these strategies are effective. **The documents provided demonstrate evidence of the following:** • Data to support the effectiveness would be course completion rates, number of students who fall in the academically at risk and who are placed with the intervention team with a breakdown of passing grades, referred to SST or other program, and the number of students who complete the tutoring programs. **Final Evaluation:**	
	☒ Documents presented serve as detailed evidence of implementation of each of the relevant described processes, and thus are evaluated as sufficient.	☐ Documents presented do not demonstrate evidence of implementation of processes to address the required elements, and thus are evaluated as insufficient.