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: Academic Persistence

Document Name/Identification	Intended Purpose and Discussion Outcome	
[P.M.1] **- Completion Rates by Final Grade Earned Report** **- Graduation Plan** **- Course Plans** **- Non-start Report** **- Consecutive F's 2 or More Terms**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder identifies students who are at risk of dropping out or failing **The documents provided demonstrate evidence of the following:** • A welcome team of Guidance counselors and paraprofessional work with incoming students. The team will review each student files. This team is responsible for the following: • Evaluate Grad Ready Status– exit reason will assign the student work flow to the Graduation team to follow up if student can graduate in this school year • Identification of At Risk Students – students will be welcomed, walked to class and monitored through the first 2 blocks • Students who earn consecutive F's for two or more terms are tracked with a weekly progress report run by the principal and students are contacted in order to determine what support the student needs. **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.

[P.T.2]
- Tutoring Communication
- Tutoring Communicaton_1
- Tutoring Communication_2
- SA Scripting 1
- SA Scripting 2
- SA Scripting 3
- SA Scripting 4
- SA Scripting 5
- SA Scripting 6
- SA Scripting 7
- SA Scripting 8
- Task Logs
- Promotion Marketing for Different Clubs and Events
- BLC Visits
- Read 180 (1)
- Read 180
- Blended Center Location
- EVIT Partnership
	Charter holder indicated the intended purpose of the document was to demonstrate: what strategies the Charter Holder utilizes to address student challenges to completing/continuing their education
	
	The documents provided demonstrate evidence of the following:
	• Primavera Online has intervention and retention strategies.
	  ○ option for students to receive extension and the teacher's discretion and extended amounts of time with administrative approval.
	  ○ audit a course to improve skills toward mastery prior to taking high stakes assessments.
	  ○ Tutoring is available, small group or 1:1, with math and ELA coaching sessions
	  ○ Reopen student courses to complete once closed
	• Student Support Services and Guidance focused on helping new and re-enrolling students begin their classes
	  ○ Welcome calls and live adobe style orientations
	  ○ answer questions from students and parents new to online learning
	  ○ AIMS and AZ Merit workshops on the weekends
	• Weekly meetings to monitor students who were retained in middle school and to support students at risk of retention
	• Professional development to support data-based decision making
	• Career Action Planning through ECAP activities
	• Guidance counselors support individual student course scheduling needs
	
	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.

[P.T.3] **- Adobe Report** **- Persistence Reports** **- Persistence Reports_1** **- Persistence Reports_2** **- Completion Reports** **- Survey Results**	**Charter holder indicated the intended purpose of the document was to demonstrate:** how the Charter Holder evaluates these strategies to determine effectiveness **The documents provided demonstrate evidence of the following:** • Completion reports • Student survey results are taken at the end of each 6 week sessions • Attendance in adobes • Attendance at events **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.