AGENDA ITEM: NEW CHARTER APPLICATION – SCOTTSDALE COUNTRY DAY SCHOOL

Scottsdale Country Day School submitted a complete charter application package for the Board's consideration. The revised application package meets 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 meet the requirements as demonstrated through the review of the preliminary application package submitted on June 28 (including the technical assistance provided to the applicant) and review of the revised application package submitted on December 18, and
- Each section of the revised application package.

A link to the audio recording of the in-person interview is found on agenda item L.1.

APPLICATION INTRODUCTION

Scottsdale Country Day School is an Arizona non-profit corporation formed in 2011. The authorized representatives for the corporation are Katherine Prahcharov and Steve Prahcharov. The proposed school, Scottsdale Country Day School, will serve grades K-6 in Scottsdale.

Mission Statement
The stated mission of Scottsdale Country Day School is as follows: Scottsdale Country Day School will educate and empower its students every single day, through engaging and rigorous programs to become excellent scholars and citizens, who are proficient, critical thinkers.

Target Population
The proposed school site is located on the border of Scottsdale and Paradise Valley. The demographic data provided by the applicant consists of an average of data from Scottsdale and Paradise Valley. This average population is described as being 67% White, 25% of students qualify for Free/Reduced lunch, and 11% are identified as having a disability.

Student Count

Year	Grades Served	# of Students	# of Sites
1	K-6	160	1
2	K-6	180	1
3	K-6	200	1

School Calendar
Standard, 180 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

Scottsdale Country Day Schools stated that the instructional approach includes:

- Common Core Standard instructional frameworks for all subject areas with a rigorous outline of instruction.
- Technology infused in aspects of curriculum research, supplemental teaching, and assessment.
- Employing a variety of instructional strategies to engage and differentiate students.
- Classrooms cap at 20 students to provide a high level of individualized attention.

Scottsdale Country Day Schools (SCDS) identified the following as key components of the educational philosophy:

- *Educational Technology*: SCDS strongly supports the use of educational technology throughout the grade levels served; the subject areas taught will be supported with various technologies.

- *Student Recognition and Development*: SCDS is committed to a rich and challenging tradition of excellence, where every decision is made with the students' best interest in mind.

- *Partnerships with Families*: Parents and family members are an integral part of the success that a child will encounter in life and school. SCDS embodies this by building relationships with students, parents, and family members, which allows students to not only reach their educational and social potentials, but to exceed them.

- *Program of Study*: By providing a rigorous curriculum which visits deeply into each subject area, students will be constantly challenged and satisfied with the work being done. SCDS has developed a multi-media curriculum which is strong for the core subject areas in math, language arts, science, and social studies, and rich for the additional areas of study including Spanish, Mandarin, drama, physical education, and economics.

- *The Educational Team*: From the Governing Board to the teaching staff at SCDS, each individual has a passion for nurturing and developing students to ensure individual boundaries are expanded and individual potentials are surpassed.

Program of Instruction

Framework: The narrative states that Scottsdale Country Day School has selected core curriculum materials for Math (Saxon), English Language Arts, Social Studies and Science Fusion (all Houghton Mifflin). Scottsdale Country Day School will also provide Spanish, Mandarin, technology, art, physical education, drama, and music. The applicant stated that resources will be aligned to the Arizona State Standards and Common Core Standards.

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

- Cooperative Learning
- Discovery Learning: learners use prior knowledge and experience to discover new information that they use to construct learning
- Scaffolding : the teacher models the skill and as student understanding increases, the teacher withdraws assistance
- Lecture-Discussions

- Direct Instruction
- Demonstration: the teacher shows students a process or procedure such a science process, a cooking procedure or a computer procedure; this method may incorporate web-based lessons
- Problem-Based Learning & Inquiry: the teacher gives the student a problem that requires inquiry to solve the problem

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

- Placement assessment: All incoming kindergarten and newly enrolled students will be assessed to ensure placement according to age and academic performance.

- Formative assessments: Interim and benchmark assessments as well as ongoing classroom assessment will be used to determine areas of growth and identify instructional priorities.

- Summative assessments: Assessments will be administered at the completion of a unit of study to assess student mastery of Common Core and Arizona State Standards.

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 Scottsdale Country Day School were provided for grades K-6. 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	+	+	+	
4	+	+	+	+
5	+	+	+	
6	+	+	+	

EDUCATION PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:

29/80 scoring areas (36%) 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 answered questions with responses that restated information found in 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:
2/80 scoring areas (3%) 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.

Scottsdale Country Day School is a non-profit corporation, located in Scottsdale, Arizona, that was created on February 28, 2011 for the purpose of providing and educational school with two Directors: Katherine Prahcharov and Steve Prahcharov

Education Service Provider
Scottsdale Country Day School 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), the corporate board for Scottsdale Country Day School will act as the School Governing Board. The Governing Board will recruit community members with expertise in legal and financial areas, as well as other background, to develop diversity in the Board composition.

School Governing Body Member Type	Number	Name
Organization Principal(s)	2	Katherine Prahcharov Steve Prahcharov
School Staff	1	TBD
Parent(s)	1	TBD
Community	6	TBD
Other-Business Community		
Other – Institute of Higher Education		

Roles and Responsibilities

The Corporate Board shall be the Governing Body, with duties including:

- Overall Governance of Scottsdale Country Day School
- Ensuring the mission and vision of the school are achieved
- Reformulate the mission and vision of the school as necessary
- Organizing and conducting Scottsdale Country Day School Board meetings per Arizona's Open Meeting Law
- Establishing and managing budgets and ensuring sound financial practices
- Approve the school's annual budgets
- Reviewing and monitoring academic achievement
- Establish and approve all educational and operational policies
- Approve all major contracts
- Salary review and approval

Charter Principals Background Information

Authorized Representative: *Katherine Prahcharov*
Confirmed Education History: Bachelor of Arts in Communication, Arizona State University, 1999
Confirmed Employment History: Director of Operations, Scottsdale Country Day School, 1/2011 – Present; Director Event Planning, ADI Meetings & Events, 8/2008-4/2012; Office Manager, Kachina Country Day School, 1/2007-8/2007
Arizona FCC Expires: 4/12/2016
Review of Individual Financial Position: Follow-up completed – met requirements
Current or Past Charter Affiliations: None

Authorized Representative: *Steve Prahcharov*
Confirmed Education History: Master's In Educational Administration, Grand Canyon University, 2008
Confirmed Employment History: Principal/Owner, Scottsdale Country Day School, 7/2011-6/2012; Principal, Kachina Country Day School, 8/2005-6/2011
Arizona FCC Expires: 10/27/2016
Review of Individual Financial Position: Follow-up completed – met requirements
Current or Past Charter Affiliations: School Principal and Corporate Board Member, Kachina Country Day School - Charter Contract Not Renewed 7/19/2011

ORGANIZATION PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:
8/24 scoring areas (33%) 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 answered questions with responses that restated information found in 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:
0/24 scoring areas (0%) 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:	Scottsdale Country Day School
Proposed Location:	Confirmed location: 10460 N. 56th St. Scottsdale, AZ 85253
Proposed/Secured Facility:	The facility will consist of 8-11 classrooms, 400 – 600 Sq. Ft. each; 1 resource room for special education, 400-600 Sq. Ft., 1 lunch room, 400-600 Sq. Ft.; approximately 550 Sq. Ft,. of office space with 2 private offices, outdoor playing fields for recess and physical education of 50,000 Sq. Ft.

Budget

Start-up Budget
The start-up budget, in the amount of $16,000, covers the costs described in the Start-Up Budget Assumptions narrative with revenue that has been verified. At the end of the start-up period, verified revenue exceeds expenditures.

Secured Funds
The applicant has secured a loan from Katherine and Steve Prahcharov for start-up purposes. The secured funds, in the amount of $16,000 as stated by the applicant, are available as confirmed by Wells Fargo.

Annual Operating Budgets
The operating budget for Year One is based on 90% of anticipated student enrollment of 160 students, with a projected per-student equalization funding of $6,406 as calculated based on FY2012 revenue worksheets, including base support level weights, and weighted students counts, but without additional assistance multipliers. At the end of each year revenue exceeds expenditures, with the following year-end balances: Year 1 ($87,683); Year 2 ($115,339); Year 3 ($133,086).

BUSINESS PLAN FINDINGS

PRELIMINARY WRITTEN APPLICATION PACKAGE:
6/28 scoring areas (21%) 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 answered questions with responses that restated information found in the preliminary written Business 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:
0/28 scoring areas (0%) did not meet the criteria.

OVERALL SCORE

Preliminary application package: 33% of the scoring areas did not meet the criteria.

Revised application package: 2% of the scoring areas did not meet the criteria.

BOARD OPTIONS

Option 1: The Board may approve the application package. Staff recommends the following language 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 Scottsdale Country Day School to establish Scottsdale Country Day School charter school to serve grades K-6.

Option 2: 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 Scottsdale Country Day School 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: (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 curriculum aligned to state standards as stated in the scoring rubric,
- ❑ Lack of an Organization 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/or I move to reject the application package and deny the request for a charter of Scottsdale Country Day School 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).