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To

- jmeyerson@buildingexcellentschools.org

Subject

First Year Site Visit Results

Email Body

See Email HTML

Arizona State Board for Charter Schools

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September 5, 2013

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Vista College Preparatory, Inc.

Julia Meyerson, Charter Representative

841 North 2nd Avenue, #102

Phoenix, AZ 85003

Dear Ms. Meyerson,

On August 27, 2013, staff of the Arizona State Board for Charter Schools conducted the first year site visit of Vista College Preparatory. Johanna Medina and I appreciated the opportunity to meet with you, tour the facility, and observe the school in action. Below is a summary of items reviewed, corresponding observations and findings. All areas were found to be in compliance, and no follow-up is required at this time. Congratulations on a successful opening.

1. Tour of Facility: A tour of the facility was conducted.

2. Student Count: On the day of the site visit, a total of 46 students were counted**.** Attendance records provided for that date report 45 students. . In addition, the attendance policy and procedures were reviewed. Students were organized into the following grades:

Grade	Observed	Reported Enrolled	Reported Absent	Reported Present
K	20	25	3	22
1	19	30	7	23
Uniform Bus	7			
Total	**46**	**55**	**10**	**45**

The discrepancy between the students counted and students reported is less than 5%, threshold used to determine whether additional information is required.

3. Fingerprint Clearance Cards and Background Checks: Fingerprint clearance cards (FCCs) were reviewed pursuant to

A.R.S. §15-183.C.5. Background checks, if applicable, were reviewed according to A.R.S. §15-512.

4. Resume File: A resume file of all current and former instructional employees was available in the front office pursuant to A.R.S. §15-183.F. Evidence was provided that parents had been notified through a letter and posting on the school bulletin board.

5. Governing Body Meeting Notices, Agendas, and Minutes: The governing body meeting notices, agendas, and minutes were reviewed and are compliant with Open Meeting Law A.R.S. §38-431.01-09. Public notices have complied with A.R.S. §38-431.02 (A) (1).

6. Enrollment Policies: The enrollment policies were reviewed and found to be in compliance with A.R.S. §15-184.

7. Daily Instructional Schedule: The school calendar and class schedules were reviewed. The school meets the requirements for hours of instruction in each grade level per A.R.S. §15-901.

8. Program of Instruction: Students were observed engaged in small-group direct instruction of phonemic awareness and phonics, working independently in listening centers, and working independently with spelling manipulatives. Classroom observations are described below:

Two Kindergarten classrooms were observed engaged in Language Arts lessons. In Ms. Alperin's classroom, 5 students worked with the teacher on phonics, while 3 students listened to a story and read along at the listening center, and 3 students used manipulative cards to match letters with pictures. In Ms. Mertz's classroom, 4 students played "My Turn, Your Turn" naming words ending with '-at' with the teacher, 2 played a rhyme game with manipulatives, and 3 listened to a story while reading along.

Two 1st grade classrooms were observed engaged in Language Arts lessons. In Ms. Banks' classroom, 5 students did choral reading with the teacher and responded when she prompted "The word is…," 2 students listened to a story and read along, and 2 matched puzzle pieces to complete three-letter words. In Mr. Shapiro's classroom, 2 students worked on word flash cards with the teacher, 4 played the rhyme game with manipulatives, and 4 listened to a story and read along.

In each classroom, objectives were seen posted, and all students were observed to be engaged.

9. Performance Management Plan (PMP): The PMP was reviewed with Ms. Meyerson. The following section describes what was discussed with her regarding the implementation of the PMP, and whether action steps were confirmed by the evidence described in the PMP document.

Strategy I: Staff reviewed evidence described in the PMP, including an extended daily schedule and yearly calendar, the Scope and Sequence document, and exemplar lessons in ELA. According to Ms. Meyerson, teachers are still working from the exemplar lessons.

Strategy II: Staff reviewed evidence described in the PMP, including the standardized lesson plan templates. Ms. Meyerson described completing full observations twice a week for new teachers, and showed staff a copy of a feedback form, which included Glows, Grows, and Quick Hits.

Strategy III: Ms. Meyerson described the completion of the first round of the STEP Reading assessment, and noted that the student average was below the expected average. She stated that the internally-created Math assessment would be first administered on October 1.

Strategy IV: Staff reviewed evidence described in the PMP, including professional development days listed on the school calendar. Ms. Meyerson described teachers having 17 days of professional development over the summer.

If you have any questions concerning the information above, please contact me at 602-364-3087 or hugh.thompson@asbcs.az.gov. The Board appreciates your cooperation during this first year site visit.

Sincerely,

Hugh Thompson

Hugh Thompson, M. Ed.

Education Program Specialist

Arizona State Board for Charter Schools

Date Sent

09/05/13