Enrollment Cap Notification Request

Charterholder Info

Charter Holder

Name:
La Tierra Community School, Inc.

CTDS:
13-85-03-000

Mailing Address:
124 N. Virginia St.
Prescott, AZ 86301

› View detailed info

Representative

Name:
Anita Fernandez

Phone Number:

Downloads

Download all files

Enrollment Cap

From:
91

To:
200

Attachments

Board Minutes — Download File

Additional Information*
No documents were uploaded.

Increase to Enrollment Cap Attachments

The following 2 attachments are only required if the enrollment cap is increasing.

Documentation that current facilities can accommodate requested capacity — Download File

Narrative describing the staffing changes and recruiting efforts that will be made to reach capacity — Download File

Signature

Charter Representative Signature
Anita Fernandez 03/01/2013

March 1, 2013
La Tierra Community School, Inc.
CTDS: 13-85-03-000

Arizona State Board for Charter Schools
RE: Enrollment Cap Increase

Staffing efforts and recruiting efforts that will be made to reach capacity.

La Tierra Community School expanded its Charter to include 4th-6th grades for the 2012-2013 school year, increasing the potential enrollment from 46 to 91 students. Our projected growth moving into 2013-2014, 2014-2015 and 2015-2016 includes expansion of grade levels to add 7th grade in 2013-2014 and 8th grade in 2014-2015. It also includes unraveling of grades K-8 to expand our classrooms from mixed grade level configured classes to stand alone grade level classrooms in all grades by the school year 2015-2016. The projected enrollment for each year is 115, 165, 190 respectively. Therefore, our request to increase enrollment to 200 students will account for our strategic growth plan over the next three years.

Currently, our classrooms are configured as kindergarten stand-alone, 1st/2nd grades, 3rd/4th grades and 5th/6th grades combined. In order to accommodate the increased enrollment the following staffing and recruiting efforts have been and will continue to be made to adapt to this capacity:

- Staffing Changes/Recruitment:
  Note:
  2011-2012 School Year
  - 2 classroom teachers (kindergarten/1st grade combined & 2nd/3rd grade combined

  2012-2013 School Year
  - 4 classroom teachers (kindergarten, 1st/2nd combined, 3rd/4th combined, 5th/6th combined)
  - 1 Full Time Special Education Facilitator
  - 2 Full Time Instructional Aides
  - 2 Part Time Specialty Area Teachers (Performance/Fine Arts and Spanish)

  2013-14 School Year
  - 6 classroom teachers (kindergarten, 1st grade, 2nd grade, 3rd/4th combined, 5th/6th combined, 7th grade)
  - 1 Full Time Special Education Facilitator
  - 3 Full Time Instructional Aides (Math and ELA enrichment and intervention)
  - 2 Part Time Specialty Area Teachers (Performance/Fine Arts and Spanish)

  2014-2015 School Year
  - 8 classroom teachers (kindergarten, 1st grade, 2nd grade, 3rd grade, 4th/5th combined, 6th grade, 7th grade, 8th grade)
  - 1 Full Time Special Education Facilitator
  - 4 Full Time Instructional Aides (Math and ELA enrichment and intervention)
  - 2 Full Time Specialty Area Teachers (Performance/Fine Arts and Spanish)

2015-2016 School Year

- 9 classroom teachers (kindergarten, 1st grade, 2nd grade, 3rd grade, 4th grade, 5th grade, 6th grade, 7th grade, 8th grade)
- 1 Full Time Special Education Facilitator
- 4 Full Time Instructional Aides (Math and ELA enrichment and intervention)
- 3 Full Time Specialty Area Teachers (Performance Arts, Fine Arts and Spanish)

- Rigorous Hiring Process/Recruitment:
  - La Tierra has undergone a rigorous hiring process setting high standards to attract highly qualified individuals to our applicant pool.
  - In July 2012 LTCS hired 2 new classroom teachers, 2 instructional aides, and a fine arts teacher through a multiple day interview and teaching demonstration process. The teaching demonstration gauges our interviewees' knowledge of Arizona State Common Core Standards and their abilities to manage rigorous learning. A hiring committee that included; the school director, 3 faculty members and two parent representatives facilitated the hiring process. These particular additions to our faculty support the increased enrollment of the 2012-2013 school year. A similar hiring process will be administered in spring 2013 to enrich faculty to meet the needs of increased enrollment for the school year 2013-2014.

The recruiting efforts noted have already supported our growth in numbers and expansion of grade levels. We also re-configured the grade combinations to balance class sizes and maximize the strength areas (grade levels) of our teaching staff. LTCS currently has 80 students and four homeroom classrooms for the school year 2012-2013.

Looking Forward:

- 2013-2014 School Year - projected student count = 115
  - Recruit and hire two more classroom teachers as we un-ravel the grades to have stand alone kindergarten, 1st, 2nd, 3rd/4th combined, 5th/6th combined and 7th grade stand alone classrooms.
  - Expand the hours of our specialty area teachers getting closer to full time.
  - Recruit, hire and integrate a third full time instructional aide for increased classroom support for Mathematics and ELA enrichment and intervention groups.
- 2014-2015 School Year - - projected student count = 165
  - Recruit and hire two more classroom teachers as we un-ravel the grades to have stand alone kindergarten, 1st, 2nd, 3rd, 4th, 5th/6th combined and 7th, 8th grades as stand alone classrooms.
  - Complete the mission to develop La Tierra Community School into a kindergarten through eighth grade school.
  - Expand the hours of our specialty area teachers from part to full time.
  - Recruit, hire and integrate a fourth full time instructional aide for increased classroom support for Mathematics and ELA enrichment and intervention groups.
- 2015-2016 School Year - - projected student count = 190
  - Recruit and hire one more classroom teacher so all grades will be stand alone - kindergarten through eighth grades.
  - Recruit and hire one more highly qualified classroom teacher as the last class unravels.
  - Recruit and hire one more specialty area teacher and separate Performing and Fine Arts classes.

La Tierra Community School
Special Meeting of the Corporate Board of Directors Minutes
Monday, November 26, 2012 at 5:00p.m
Prescott College

Present: David DenHartog, Beverly Santo, Paul Burkhardt, Fransisco Lisbona
Via phone: Anita Fernandez
Staff: Jennifer Roderick

I. Meeting called to order 5:10pm – David DenHartog
II. Approval of consent agenda – David DenHartog moved, Beverly Santo, seconded approved 5-0-0.
III. Board Business & Related Action
   1. Discuss and approve revisions to LTCS Inc. corporate board by-laws to amend page 2, article III, Number and Election to read "shall not be fewer than three" - David DenHartog moved, Fransisco Lisbona seconded, Vote 5-0-0.
   2. Discuss and approve revisions to corporate board by-laws to amend article III, section 4, page 2 to read "at least three directors then in office" and further revise any other language in LTCS Inc. corporate board bylaws that mentions a minimum number of five directors to read a minimum number of 3 directors – Paul Burkhardt moved, Fransisco Lisbona seconded, Vote 5-0-0.
   3. Discuss and approve addition of Jennifer Roderick, as a Director, to the La Tierra Community School Inc. corporate board – Paul Burkhardt moved, David DenHartog seconded, Vote 5-0-0.
   4. Discuss and approve changing La Tierra Community School Inc. Arizona Corporation Commission board directory, adding Jennifer Roderick to the officers - Beverly Santo moved, David DenHartog seconded, Vote 5-0-0.
   5. Discuss and approve revision to amend La Tierra Community School Charter B1, Section 2, Committee of the Governing School Board, page 142 to remove the language stating that "a governing board member must also sit on the corporate board" – Paul Burkhardt moved, Anita Fernandez seconded Vote 5-0-0.
   6. Discuss and approve changing La Tierra Community School Incorporated's Authorized Charter Representative from Anita Fernanadez to Jennifer Roderick – David DenHartog moved, Fransisco Lisbona seconded, Vote 5-0-0.
   7. Discuss and approve increasing the Enrollment Cap for La Tierra Community School from 91 to 200 - David DenHartog moved, Anita Fernandez seconded, Vote 5-0-0.
   8. Discuss and approve a change to amend La Tierra Community School Charter to include grades 7 and 8 for the 2013-2014 school year – Paul Burkhardt moved, Beverly Santo seconded, Vote 5-0-0.

IV. Discussion Items
   1. Discussion of resignation of Anita Fernandez from the La Tierra Community School, Inc. corporate board. The discussion of Ms. Fernandez's removal from the board was tabled.
   2. Discussion of 501c3 application status in regards to timely filing of taxes for 2012.

V. Adjourn

CITY OF PRESCOTT
201 S. Cortez Street
P. O. Box 2059
Prescott, AZ 86302

Randall Pluimer, C.B.O.
Community Development Department
(928) 777-1228
Fax (928) 771-1254
randy.pluimer@prescott-az.gov

September 26, 2012

La Terra Community School
124 N. Virginia
Prescott, Arizona 86301

RE: 124 N. Virginia

To: Laura Prosseda

This Letter is being written in response to your request for the Certificate of Occupancy for above noted address.

A Certificate of Occupancy was issued for 124 N. Virginia Street on August 6, 1996 under the name of Skyview School. Once a Certificate of Occupancy is issued it stays with that building until or if there is a change of use and since this has not accrued the current Certificate of Occupancy is current and valid and cannot be reissued at this time.

The current occupant load for this address is 230 students and 6 staff in office areas with the current layout.

If you have any further question please don't hesitate to contact me at 928-777-1228

Sincerely

Randall Pluimer
Chief Building Official
City of Prescott.