Charter Schools - 2013 Annual Report Form

1. INSTRUCTIONS AND REQUIRED ATTACHMENTS

All charter schools are required by law to submit an Annual Report to the Georgia Department of Education by October 1 of each year [O.C.G.A. §20-2-2067.1(c)].

Your charter school's 2013 Annual Report requirement will be satisfied by completing the five required tabs (Tabs 1-5) in this Charter Schools Annual Report Form and submitting this Form along with required attachments (see Tab 1 below) via email no later than 12:00 noon on Tuesday, October 1, 2013 (see submission instructions below).

In addition to the required tabs (which are highlighted in red), you are invited to complete additional OPTIONAL questions on your charter school's use of autonomy (Tab 6), its authorizers (Tab 7), and other questions regarding future plans, finances, and operations (Tab 8). These three tabs are highlighted in yellow.

If you contract with an EMO, CMO or other service provider, we invite you answer the OPTIONAL questions in Tab 9 (which is highlighted in blue).

Finally, if your school is a College and Career Academy, we invite you answer the OPTIONAL questions in Tab 10 (also highlighted in blue).

OUTLINE

Tab 1: Instructions and Attachments (Required)

Tab 2: Core Questions (Required)

Tab 3: Accountability (Required)

Tab 4: School Information (Required)

Tab 5: Best Practices (Required)

Tab 6: Autonomy (Optional)

Tab 7: Authorizer (Optional)

Tab 8: Other Questions (Optional)

Tab 9: EMO-CMOs (Optional, and only if applicable)

Tab 10: CCAs (Optional, and only if applicable)

1	REQUIRED ATTACHMENTS
2	**You must submit up to three required items via a single email no later than Tuesday, October 1, 2013 to satisfy your charter school's annual report requirements as follows.**
3	**Attachment 1: This Annual Report Form with answers to all the questions in Tabs 2-4**

4	**Attachment 2**: Proof of non-profit status -- *See three exceptions below*		
5	**Attachment 3**: Audit Report (Audited financial statements) -- *See two exceptions below*		

6	**WHICH ATTACHMENTS ARE YOUR CHARTER SCHOOL REQUIRED TO SUBMIT?**		
7	**If your school is a...**	**Att. 2** Proof of non-profit status	**Att. 3** Audit Report
8	**A. Brand new start-up OR conversion charter school** **+ Opening in 2013-14 for the school's first year of operations**	**NO**	**NO**
9	**B. Conversion charter school** **+ In your second or greater year of operations** **+ Charter is NOT held by a non-profit** **+ School is INCLUDED in your local school system audit**	**NO**	**NO**
10	**C. Conversion charter school** **+ In your second or greater year of operations** **+ Charter is NOT held by a non-profit** **+ School is NOT included in your local school system audit**	**NO**	**YES**
11	**D. Conversion charter school** **+ In your second or greater year of operations** **+ Charter is held by a non-profit**	**YES**	**YES**
12	**E. Start-up charter school** **+ In your second or greater year of operations**	**YES**	**YES**

13	**INSTRUCTIONS FOR SUBMITTING REQUIRED ATTACHMENTS**
14	**To properly submit Attachment 1: Annual Report Form you must perform the following steps.**
15	**STEP ONE**: Before you go any further, save this Excel spreadsheet on your computer. To do this:
16	**Pull down the File menu from the upper left of your screen**
17	**Press "Save As"**
18	**Select "Desktop"**
19	**Enter "Your Charter School Name - Annual Report 2013" -- *but be sure to enter the actual name of your school instead of "Your Charter School Name"***
20	**Press Save.**

21	**STEP TWO: Answer all the questions in Tabs 2-5.**
22	*Be sure to Save your file frequently while you are working on it so that you don't lose any of your answers (see lines 16-20 above).*
23	**STEP THREE:** Once you have answered the questions in any optional tab you choose to fill in (tabs 6-10), Save your file one last time *(see lines 16-20 above).*
24	**STEP FOUR:** Attach your completed file to an email addressed to BOTH lerste@doe.k12.ga.us AND jclarkedodd@doe.k12.ga.us along with the Attachments (2 and/or 3) that you are required to submit (see line #6-12 above).
25	**STEP FIVE:** Enter *Annual Report 2013 - Your School Name* as the Subject line of your cover email (be sure to replace *"Your School Name"* with the actual name of your school).
26	**STEP SIX:** Indicate in your cover email which of the three attachments are attached to your email.
27	**STEP SEVEN:** If you are not required to submit Attachment 2 and/or 3, please indicate in your cover email which group (A-C) your school is in *(see line #6-12 above).*
28	**STEP EIGHT: Press Send.**
29	**STEP NINE:** Check to be sure you receive an email within one business day from lerste@doe.k12.ga.us or jclarkedodd@doe.k12.ga.us in which we confirm that we received your submission.
30	**STEP TEN:** Check to be sure that you receive a follow-up email within two more business days.
31	Once we receive your initial submission, we will review it to see if you answered all required questions and submitted all required attachments.
32	We will then send you a follow-up email saying your submission was complete or that your submission is rejected.
33	If your submission is rejected, you will have to address the issues raised and then resubmit a completed Annual Report Form and attachments before the October 1, 2013 deadline.
34	**PLEASE NOTE:** Your legal obligation to submit your Annual Report is not met until you receive a follow-up email confirming that your submission is complete.
35	You should therefore not wait until October 1 to submit your Annual Report -- since you may have missed something and therefore have no time to revise and resubmit your Annual Report Form and attachments.
36	**We strongly recommend that you start answering the questions in Tabs 2-5 IMMEDIATELY upon receipt of this file.**

37	**To properly submit Attachment 2: Proof of non-profit status you must perform the following steps.**
38	**STEP ONE:** Open an Internet browser window on your computer and go to http://corp.sos.state.ga.us/corp/soskb/csearch.asp
39	**STEP TWO:** Type in your charter school's name

40	**STEP THREE: Click on your school to bring up your most recent Annual Registration Form**
41	**STEP FOUR: Print or save your Annual Registration Form as a PDF file**
42	**STEP FIVE: Attach the PDF file you saved in STEP FOUR** *(at Line #41 above)* **to the email you are sending us with your Annual Report Form** *(see Line #24 above).*

43	**To properly submit <u>Attachment 3: Audit Report</u> you must perform the following steps.**
44	**O.C.G.A. 20-2-2065(b)(7), the charter rules and guidelines, and your charter contract require that you submit an independent Audit Report conducted by the State Auditor or a Georgia licensed CPA to the Charter School Division by October 1st of each year.**
45	**<u>NOTE</u>: The Audit Report must include the opinion of the auditor as regards the accuracy of your school's accounting records, financial position, change in financial position, compliance with rules of various governing entities, including GAGAS (Generally Accepted Government Auditing Standards (the "Yellow Book") or, for those schools not yet converted to GAGAS, compliance with GAAP (Generally Accepted Accounting Principles).**
46	**If your school's audit firm cannot complete your audit in time to submit it by October 1, 2013, then you must submit your school's <u>unaudited</u> financial statements (Statement of Net Assets, Statement of Activities, and all Fund Financial Statements that have yet to be audited) by October 1, 2013 <u>along with a letter from your auditor</u> explaining why the deadline will not be met -- and then submit the Audit Report when it is <u>completed</u>.**
47	**If this applies to your school, please note that your school's legal obligations are not met unless you <u>BOTH</u> submit the unaudited financial statements by October 1, 2013 <u>AND</u> then submit the Audit Report when it is completed.**
48	**STEP ONE: Request that your Auditor present to you in a PDF file your FY 2013 Audit Report or (if your Audit will not be done by October 1) your FY 2013 unaudited financial statements with a letter explaining why the audit will not be done on time.**
49	**STEP TWO: Attach the PDF file(s) you received from your Auditor in STEP ONE** *(at line #48 above)* **to the email you are sending us with your Annual Report Form** *(see Line #24 above).*

50	**Documents or Information you may need as you answer the questions in this Annual Report Form**
51	
52	**Legal Documents/Governance Information**
53	⟨ Your school's current charter contract
54	⟨ Contact information for Chair of the School Governing Board
55	⟨ Board meeting minutes for the 2012-13 school year
56	⟨ Proof of non-profit status *(if required -- see Lines #4 and #37 above)*
57	
58	**Financial Documents**
59	⟨ Statement of Net Assets
60	⟨ Unaudited Financial Statements
60	⟨ Contract agreements with service providers
61	⟨ Lease agreement *(if school has a lease)*

62	〈 Contact info for CFO and Auditor
63	〈 CFO's resume
64	

Academic Data

66	〈 Progress toward your academic goals
67	〈 Significant accomplishments in the 2012-2013 school year
68	

Personnel Information

70	〈 Certification information
71	〈 Background check information
72	

Enrollment Information

74	〈 Enrollment numbers for 2012-13 and 2013-14 school years
75	〈 Lottery data and enrollment process
76	

General School Information

78	〈 District and School Codes (accessible via https://portal.doe.k12.ga.us/login.aspx)
79	〈 Principal contact information
80	〈 Address(es) for school campuses
81	

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82   **FILLING OUT THE REST OF THE 2013 ANNUAL REPORT FORM**

83   To fill out the rest of the 2013 Annual Report Form, please provide answers to each question beginning with Tab 2 and proceeding from tab to tab until you are done.

84   Instructions are provided throughout the Annual Report Form to clarify what is being requested and where you should place your answers.

85   Please note that if you are asked to type in an answer, the cell will expand to hold your entire answer.

86   This Annual Report Form has been formatted so you can print the first four columns of all 10 tabs at once. To do so, select File from the menu in the upper left of your screen, select Print, and then select Print Entire Workbook.

87   If you need additional info about anything in the Annual Report Form, please send your questions via email to BOTH lerste@doe.k12.ga.us AND jclarkedodd@doe.k12.ga.us and be sure to include the specific line number(s) about which you are asking. You will receive a reply within two business days.

88   **THANK YOU!**

89

You have reached the end of Tab 1: Instructions and Required Attachments.

Please proceed to Tab 2: Core Questions and begin answering the questions there.

Charter Schools - 2013 Annual Report Form

2. CORE QUESTIONS (Required)

This section gives you a chance to share with us your school's significant accomplishments from the 2012-13 school year, along with basic information regarding your school's current charter contract, the grades you serve, your enrollment, your authorizer, and your lottery, governing board, finance, budget, and operations information.

Line #

90	CONTACT INFORMATION FOR THE PERSON WHO COMPLETED THIS SURVEY	
91	Tell us how best to reach you in case we have any questions about your survey answers	Put your contact information in this column
92	Your name	Matt Underwood
93	Your title	Executive Director
94	Your direct phone number	404-624-6226
95	Your email address	munderwood@atlncs.org

96	SIGNIFICANT ACCOMPLISHMENTS	
97	Please enter your charter school's official mission statement below	
98	*The mission of the Charter School is to use the common principles of the Coalition of Essential Schools to create a community of deeply engaged families and educators working to foster extraordinary levels of student achievement in an inclusive, constructivist learning environment that values every individual and prepares students to be effective global citizens in a diverse global society.*	
99	Please list up to five of your school's significant accomplishments for the 2012-13 school year in the spaces below. Please include any community partnerships or activities that were new for the 2012-13 school year. Additionally, if your school has seen any dramatic increases in student performance, please highlight those results here as one of your school's accomplishments.	
100	*Accomplishment #1*	On the 2014 CRCT: (1) the percentage of students exceeding standards on Reading, ELA, and Math increased from the year before, (2) 100% of all 5th graders passed the
101	*Accomplishment #2*	On the 2014 Georgia Writing Tests: (1) 96% of 5th graders met or exceeded the standards, the highest percentage in the school's history, and (2) 92% of 8th graders met or
102	*Accomplishment #3*	ANCS was named a finalist for the "Georgia Charter School of the Year" by the Georgia Charter Schools Association based on strong academic performance and innovative
103	*Accomplishment #4*	ANCS received nearly $400,000 in grant funding, including a grant from the Aetna Foundation to promote healthy food and fitness choices and the largest grant ever awarded to a
104	*Accomplishment #5*	A diverse strategic planning committee helped to lead a process of updating ANCS strategic plan with broad stakeholder input, supported in part by a grant from the

105	ADDITIONAL SUCCESS INDICATORS	
106	Optional: Please enter any additional information you wish to provide that demonstrates the success of your charter school.	

107	CHARTER INFORMATION

108	CHARTER BASICS	Put information in this column
109	What is the name of your charter school that you use *in practice* (e.g., on your stationary)?	Atlanta Neighborhood Charter School
110	What is the *official* name of your charter school as listed in your charter?	Atlanta Neighborhood Charter School
111	What is the *beginning date* of your current charter term (MM/DD/YYYY)?	7/1/11
112	What is the *ending date* of your current charter term (MM/DD/YYYY)?	6/30/16
113	In what *month and year* was your *first charter approved* (MM/YYYY)?	Mar-11
114	In what *month and year* did your charter school first *open* (MM/YYYY)?	Jul-11
115	Is your school a Start-Up or a Conversion charter school?	Start-Up

116	AUTHORIZER INFORMATION	Put information in this column
117	Is your school a locally-approved school or a State Charter School?	Locally-Approved
118	If locally-approved, please provide the following information:	
119	Which school district(s) signed your charter?	Atlanta Public Schools
120	Name of your district's charter liaison	Allen Mueller
121	Charter liaison's title	Director, Office of Innovation
122	Charter liaison's direct phone number	404-802-2857
123	Charter liaison's email address	amueller@atlanta.k12.ga.us

124	GRADES SERVED AND TO BE SERVED	Put information in this column
125	What grades are you serving in 2013-14?	K-8
126	What grades will you serve at the end of your charter term?	K-8

127	ENROLLMENT	Put information in this column
128	How many students do you expect to have *enrolled* in your school in 2013-14?	Approximately 675

129	LOTTERY

130 131	LOTTERY	Enter Yes or No for each School Year	
		2012-13	2013-14
132	**Did your school conduct a lottery to fill any open seats?**	Yes	Yes

133	LOTTERY DETAILS	Enter number for each School Year	
134	*If yes, please enter a number for each of the following:*	2012-13	2013-14

135	Number of lottery *participants* for each year in which you had a lottery	159	151
136	Number of *open seats* available before the lottery	31	65
137	Number of students who *accepted* the seat they won via the lottery	31	65
138	Number of students on the *wait list* as of the first day of school	152	150

139	**GOVERNING BOARD**		

140	**CHAIR OF THE GOVERNING BOARD**	**Enter answers for 2012-13 in this column**	**Enter answers for 2013-14 in this column**
141	**Name of your Governing Board Chair**	Leslie Rowe	Grace Burley
142	Direct Phone Number	404-626-6224	404-376-0576
143	Email Address	lrowe@atlncs.org	gburley@atlncs.org
144	**If you had more than one Governing Board Chair last year, please enter:**		
145	Direct Phone Number of earlier Governing Board Chair		
146	Direct Phone Number		
147	Email Address		

148	**GOVERNING BOARD MEMBERS AND MEETINGS**	**Enter answers for 2012-13 in this column**	**Enter answers for 2013-14 in this column**
149	How many voting members are on the Governing Board?	9	9
150	How many meetings did the Governing Board have last year, and how many are scheduled for this year?	12	12
151	How many Governing Board members typically attended board meetings last year?	9	9

152	**TRAINING FOR THE GOVERNING BOARD**	**Enter answers for 2012-13 in this column**	**Enter answers for 2013-14 in this column**
153	How many *hours* of training were (and will be) offered to your governing board members?	Approximately 6	Approximately 6
154	*Who* did (or will) provide the governing board training?	Georgia Charter Schools Association: Board on Track	Georgia Charter Schools Association: The High Bar
155	What *topics* were and will be covered in the governing board training?	Board meetings structure and planning; governance and management roles and	Board meetings structure and planning; governance and management roles and
156	How many Governing Board members typically attended Board training?	9	9
157	How many Governing Board members attended *all* Board training sessions?	9	9
158	Did all Governing Board members attend *at least one* training session?	Yes	Yes

159	**OPERATIONS**	

160	**BACKGROUND CHECKS**	**Enter Answers in Space Below**
161	What percent of your current faculty and staff had a fingerprint/background check before they began employment at your school? *(Enter %)*	100%

162	What percent of your faculty and staff have had a fingerprint/background check for the 2013-14 school year? *(Enter %)*	17%
163	What percent of your current faculty and staff have a clearance certificate from GaPSC? *(Enter %)*	37%

164	**COMMON CORE PROFESSIONAL DEVELOPMENT**	**Enter Answers in Space Below**
165	What percent of your current faculty who teach <u>ELA</u> have completed the Common Core Professional Development ELA/Literacy Online Course? *(Enter %)*	0%
	What percent of your current faculty who teach ELA have viewed the English Language Arts and CCGPS Professional Learning <u>WEBINARS</u> or recordings of <u>archived</u> WEBINARS? (Enter %)	0%
166	What percent of your current faculty who teach <u>Math</u> have completed the Common Core Professional Development Math Online Course? *(Enter %)*	0%
167	What percent of your current faculty who teach Math have viewed the Math and CCGPS Professional Learning <u>WEBINARS</u> and recordings of <u>archived</u> WEBINARS? (Enter %)	0%

168	**TKES/LKES**	**Enter Answers in Space Below**
169	Is your school participating in the 2013-2014 "hold harmless" TKES/LKES pilot option?	Yes
170	Has your school completed the TKES/LKES training offered by your school district -- or, if you are a state charter school, by GaDOE?	Yes
171	What percent of your teachers have completed the TKES orientation? (Enter %)	100%
172	What percent of your teachers have completed their self-assessment on the 10 standards? *(Enter %)*	100%

173	**SCHOOL SAFETY PLAN**	**Enter Answers for each School Year**	
		2012-13	**2013-14**
174	When did your school safety plan last revise its safety plan following your annual review of that plan? (MM/YYYY)	Jul-12	Jul-13
175	When did your local emergency management agency last review your school safety plan? (MM/YYYY)	Jul-12	Jul-13
176	When did GEMA (Georgia Emergency Management Agency) last review your school safety plan? (MM/YYYY)	Jul-12	Jul-13

177	**RECORDS RETENTION**	**Enter Yes or No for each School Year**	
		2012-13	**2013-14**
178	What is the title of the person on your staff who attended State records retention training in the past year?	Student Information Specialist	Student Information Specialist
179	What is the title of the person on your staff who is responsible for ensuring compliance with the State records retention schedule?	Student Information Specialist	Student Information Specialist

180	FINANCE & BUDGET		

181	**CHIEF FINANCIAL OFFICER**	**Enter answers for 2012-13 in this column**	**Enter answers for 2013-14 in this column**
182	CFO's name	Kari Lovell	Kari Lovell
183	Direct Phone Number	404-624-6226	404-624-6226
184	Street Address	688 Grant St	688 Grant St
185	City	Atlanta	Atlanta
186	County	GA	GA
187	Zip Code	30315	30315
188	Email Address	klovell@atlncs.org	klovell@atlncs.org
189	**Please indicate which of the following credentials your CFO has achieved (enter Yes or No for both years):**	**Enter Yes for all that apply in each School Year**	
		2012-13	**2013-14**
190	Baccalaureate or higher degree in business, accounting, or finance from an accredited college or university	Yes	Yes
191	Minimum of four years experience in a field related to business or finance	Yes	Yes
192	Documented experience of ten or more years in the field of business and financial management	Yes	Yes

193	**SPENDING PRIORITIES**	**Enter percentages for each School Year**	
194		**2012-13**	**2013-14**
195	**Administration** (all non-instruction and non-facilities expenses)	4.50%	9.00%
196	**Instruction** (including teacher and substitute payroll expenses; textbooks; classroom supplies; classroom computers and instructional software; field trips; instructional equipment; library/media center payroll expenses, equipment & supplies; student assessment; classroom furniture; PE equipment; art supplies; and contracted education professional & technical services)	89%	83%
197	**Facilities** (including rent/lease/mortgage payments, grounds maintenance, maintenance & repair, utilities, fire safety & compliance, kitchen equipment, and security system)	6.50%	8.00%
198	Total *(Do Not Enter)*	1	1

199	**FINANCIAL SUSTAINABILITY**	**Enter Yes or No for each School Year**	
200		**2012-13**	**2013-14**
201	Did your school have (or is it projected to have) an *operating deficit*?	No	No
202	Did your school have (or is it projected to have) a *cash reserve of 5% or more*?	Yes	Yes
203	Did your school spend (or is it projected to spend) *15% or more* of your operating budget on your *facility* (including rent/lease/mortgage payments, grounds maintenance, maintenance & repair, utilities, fire safety & compliance, kitchen equipment, and security system)?	No	No

204	**AUDIT INFORMATION**		
205	**If your school is __required__ to file Attachment 3 - Audit Report (see Lines #6-12 in Tab 1), please answer the following questions.**		

206	If your school is <u>NOT</u> required to file Attachment 3 - Audit Report (see Lines #6-12 in Tab 1), please skip to Line #220 below.		

207	**AUDIT FIRM**	Enter answers for 2012-13 in this column	Enter answers for 2013-14 in this column
208	What is/was the name of your school's audit firm?	Warren Averrett	Warren Averrett
209	What is/was the license number of your school's audit firm?	454084437	454084437

210	**AUDIT DEADLINE**	Enter Yes or No	
211	Will your school's audit firm have completed your audit in time to submit it by October 1, 2013?	Yes	
212	If *NOT*, when will it be completed?	Enter completion date below (MM/DD/YYYY)	

213	**AUDIT RESULTS**	Enter Yes for each School Year in which the answer applies	
214		**2011-12**	**2012-13**
215	For which of your audits did the report indicate you had received an *unqualified audit?*	No	No
216	For which of your audits did the report include *findings or material weaknesses?*	No	No
217	If findings or material weaknesses were NOT reported in either year on line #214 above, please proceed to Line #220 below.		
218	If findings or material weaknesses WERE reported in any year, please CONTINUE with the questions at Line #217 below.		

219	**AUDIT RESPONSE - If findings or material weaknesses were reported in any year**	Enter requested information for each School Year in which findings or material weaknesses were reported	
220		**2011-12**	**2012-13**
221	If findings or material weaknesses were reported in Line #214 above, what steps were taken to resolve and eliminate the finding or weakness?		

222	**EDUCATION SERVICE PROVIDERS -- EMO (for-profit Education Management Organization), CMO (non-profit Charter Management Organization), or other service provider**

223	**DO YOU USE AN ESP FOR ANYTHING AT ALL?**	Enter Yes or No for each School Year	
224		**2012-13**	**2013-14**
225	Did your school contract with an ESP for the 2012-13 school year or for the 2013-14 school year?	No	No
226	If NO for BOTH school years, please SKIP the next set of questions and proceed to Line #240 below.		

227	**ESP NAME**	Enter Yes only for those that apply in each School Year	
228	**Please indicate which ESP your school contracted with for each year**	**2012-13**	**2013-14**
229	Academica		
230	Charter Schools USA		
231	Connections Academy		

232	EdisonLearning		
233	Imagine Schools, Inc.		
234	K12, Inc.		
235	KIPP		
236	Mosaica Education, Inc.		
237	National Heritage Academies		
238	Other ESPs used (*Please insert names in space below and indicate Yes for each year in which the ESP provided services for your school*)	**2012-13**	**2013-14**
239	*Insert other ESP names here*		
240			
241			

	You have reached the end of Tab 2: Core Questions.

This section gives you a chance to share your school's progress on the major acade

The information for this section comes from both your charter contract (where yo

INSTRUCTIONS:

1. Enter all the school years in your charter term in the green cells.

NOTE: You should enter the First Year of your charter in the First Year colu

2. For Column E, refer to your current charter contract for the TOP FIVE academ

3. Enter the Target Performance for each year of your current charter term.

4. Enter the Actual Performance for each year of your current charter term tha

5. Finally, answer the three questions asked (in Columns H, I & J for the First Ye

NOTE: If you are in the first year of a <u>newly renewed charter</u>, enter your Goals, Perfo

NOTE: If you are in the first year of a <u>brand new charter</u>, enter <u>only</u> your Goals and

Line #	
243	
244	**Academic Performance Goals/Measures**
245	**ENTER THE SCHOOL YEAR IN THE GREEN CELLS**
246	Academic Goal 1
247	Performance Measure 1.1
248	Performance Measure 1.2
249	Performance Measure 1.3

250	Performance Measure 1.4
251	Performance Measure 1.5
252	**Academic Goal 2**
253	Performance Measure 2.1
254	Performance Measure 2.2
255	Performance Measure 2.3
256	Performance Measure 2.4
257	Performance Measure 2.5
258	**Academic Goal 3**
259	Performance Measure 3.1
260	Performance Measure 3.2
261	Performance Measure 3.3
262	Performance Measure 3.4
263	Performance Measure 3.5
264	**Academic Goal 4**
265	Performance Measure 4.1
266	Performance Measure 4.2
267	Performance Measure 4.3
268	Performance Measure 4.4
269	Performance Measure 4.5
270	**Academic Goal 5**
271	Performance Measure 5.1
272	Performance Measure 5.2
273	Performance Measure 5.3
274	Performance Measure 5.4
275	Performance Measure 5.5
276	**Non-Academic Performance Goals/Measures**
277	**ENTER THE SCHOOL YEAR IN THE GREEN CELLS**
278	**Non-Academic Goal 1**
279	NA Performance Measure 1.1
280	NA Performance Measure 1.2
281	NA Performance Measure 1.3
282	NA Performance Measure 1.4
283	NA Performance Measure 1.5
284	**Non-Academic Goal 2**
285	NA Performance Measure 2.1

286	NA Performance Measure 2.2
287	NA Performance Measure 2.3
288	NA Performance Measure 2.4
289	NA Performance Measure 2.5
290	**Non-Academic Goal 3**
291	NA Performance Measure 3.1
292	NA Performance Measure 3.2
293	NA Performance Measure 3.3
294	NA Performance Measure 3.4
295	NA Performance Measure 3.5
296	**Non-Academic Goal 4**
297	NA Performance Measure 4.1
298	NA Performance Measure 4.2
299	NA Performance Measure 4.3
300	NA Performance Measure 4.4
301	NA Performance Measure 4.5
302	**Non-Academic Goal 5**
303	NA Performance Measure 5.1
304	NA Performance Measure 5.2
305	NA Performance Measure 5.3
306	NA Performance Measure 5.4
307	NA Performance Measure 5.5

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emic and non-academic performance goals and measures in your charter contract.

u will find the goals and performance measures for each year) and your accountability system data (where you will find your actual performance for each year of your charter term)

umn (Column F), the Second Year of your charter in the Second Year column (Column K), and so on.

nic and the TOP FIVE non-academic goals and up to five related performance measures for each of those 10 goals.

t has already passed.

ear of your charter; in Columns M, N & O for the Second Year of your charter, and so on) regarding whether the goal was met and, if not, why not, and what you did to address the failure to meet the goal.

ormance Targets, and Actual Performance for each year of your just-ended charter.

Performance Targets for all five years.

CHARTER GOALS AND PERFORMANCE MEASURES	ACCOUNTABILITY SPREADSHEET
Name of Goals and Performance Measures	

The Charter School will make Adequate Yearly Progress as defined by Georgia state requirements and No Child Left Behind. Students in all Subgroups will demonstrate proficiency and improvement over prior years' performance. (Note: AYP re

During each year of the charter term, the Charter School will make Adequate Yearly Progress as demonstrated by meeting or exceeding the Annual Measurable Objectives for Mathematics and Reading/English Language Arts and all other re

During each year of the charter term, the Charter School will demonstrate growth and increased rigor on the CRCT as represented by the following charts

Each applicable year, students will demonstrate growth on the Iowa Test of Basic Skills (ITBS).

Student cohorts will be formed in the third grade and will remain intact through the eighth grade. The performance on the third grade administration of the ITBS will set the baseline performance level for each cohort. Each cohort of third graders wil

Each applicable year, students will demonstrate growth on the Georgia Writing Assessment.

Student cohorts will be formed in the fifth grade and will remain intact through the eighth grade. The performance on the fifth grade writing assessment will set the baseline performance level for each cohort. Each cohort of fifth graders will decrease

The Charter School's Portfolio Assessment System will demonstrate student learning and progress annually across a variety of learning activities as derived from the requirements for the portfolio for each grade level.

In an annual survey, at least 90% of families and students will indicate that the Portfolio Assessment System is an effective measure of student learning.

Name of Goals and Performance Measures

Each year, the percentage of parents satisfied with the overall quality of their child's education as measured by a survey, shall meet or exceed 85%.

The Charter School will be economically sustainable

Each year, the Charter Schools will operate in a fiscally sound manner as measured by an external audit.

Actual and proposed budgets for each school year will demonstrate effective allocation of resources.

In each year of the charter, yearly balance sheets will demonstrate that the Charter School maintains adequate cash reserves.

In each year of the charter, the Charter School will meet all Generally Accepted Accounting Practices (GAAP) as demonstrated by external, annual audit reports.

The Charter School's governing board will effectively promote the school's mission.

The governing board will update the strategic plan for the Charter School annually.

The governing board will conduct a formal quarterly review of the Executive Director.

Performance Targets for **FIRST YEAR** of Charter Term	Actual Performance for **FIRST YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for **SECOND YEAR** of Charter Term	Actual Performance for **SECOND YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for **THIRD YEAR** of Charter Term
2011-2012					2012-2013					2013-2014
placed with State Performance Targets (SPTs).										
For 2012, SPTs were 91.5 for ELA, 85.4 for	Actual ANCS performance in 2012	Yes			For 2013, SPTs were 92.3 for ELA, 86.9 for	Actual ANCS performance in 2013	Yes			N/A - Georgia received waiver from AYP
Per charter agreement, goals for 2012 were	Actual ANCS performance in 2012	Yes			Per charter agreement, goals for 2013 were	Actual ANCS performance in 2013	Yes			Per charter agreement, goals for 2014 were

Performance Targets for FIRST YEAR of Charter Term	Actual Performance for FIRST YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for SECOND YEAR of Charter Term	Actual Performance for SECOND YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for THIRD YEAR of Charter Term
For 2012, performance target was to move	Actual ANCS performance in 2012	Yes			For 2013, performance target was to move	Actual ANCS performance in 2013	Yes			For 2014, performance target was to move
For 2012, performance target was to decrease	Actual ANCS performance in 2012	Yes			For 2013, performance target was to decrease	Actual ANCS performance in 2013	Yes			For 2014, performance target was to decrease
90%	91%	Yes			90%	92%	Yes			90%
2011-2012					2012-2013					2013-2014
85%	92%	Yes			85%	92%	Yes			85%
Clean audit	Clean audit	Yes			Clean audit	Clean audit	Yes			Clean audit

Balanced budget adopted	Balanced budget adopted	Yes			Balanced budget adopted	Balanced budget adopted	Yes			Balanced budget adopted
Cash reserves in excess of $100,000	Cash reserves in excess of $100,00 maintained	Yes			Cash reserves in excess of $100,000	Cash reserves in excess of $100,000	Yes			Cash reserves in excess of $100,000
Meet all GAAP	Met all GAAP	Yes			Meet all GAAP	Met all GAAP	Yes			Meet all GAAP
Update plan	Plan updated to reflect merger of campuses	Yes			Update plan	Did not complete comprehensive update	No	Goal was not met because plans to	Adequate resources devoted to engaging	Update plan
Reviews completed	Reviews completed	Yes			Reviews completed	Reviews completed	Yes			Reviews completed

Actual Performance for **THIRD YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for **FOURTH YEAR** of Charter Term	Actual Performance for **FOURTH YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for **FIFTH YEAR** of Charter Term	Actual Performance for **FIFTH YEAR** of Charter Term
Actual ANCS performance in 2014	No	Goal was met for reading/ELA but not for	The 100% target was set in accordance with							

Actual Performance for THIRD YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for FOURTH YEAR of Charter Term	Actual Performance for FOURTH YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met (500 character limit)	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future (500 character limit)	Performance Targets for FIFTH YEAR of Charter Term	Actual Performance for FIFTH YEAR of Charter Term
Actual ANC3 performance in 2014	Yes									
Actual ANC3 performance in 2014	Yes									
92%	Yes									
93%	Yes									
Clean audit	Yes									

Balanced budget adopted	Yes									
Cash reserves in excess of $100,000	Yes									
Met all GAAP	Yes									
Plan updated	Yes									
Reviews completed	Yes									

Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for SIXTH YEAR of Charter Term	Actual Performance for SIXTH YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for SEVENTH YEAR of Charter Term	Actual Performance for SEVENTH YEAR of Charter Term	Was the Goal Met? (Yes or No)

Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for FIRST YEAR of Charter Term	Actual Performance for FIRST YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for SECOND YEAR of Charter Term	Actual Performance for SECOND YEAR of Charter Term	Was the Goal Met? (Yes or No)

If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for EIGHTH YEAR of Charter Term	Actual Performance for EIGHTH YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for NINTH YEAR of Charter Term	Actual Performance for NINTH YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*

If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for THIRD YEAR of Charter Term	Actual Performance for THIRD YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for FOURTH YEAR of Charter Term	Actual Performance for FOURTH YEAR of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*

If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for **TENTH YEAR** of Charter Term	Actual Performance for **TENTH YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*

If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*	Performance Targets for **FIFTH YEAR** of Charter Term	Actual Performance for **FIFTH YEAR** of Charter Term	Was the Goal Met? (Yes or No)	If the goal was not met, please explain why the goal was not met *(500 character limit)*	If the goal was not met, explain what actions have been taken to make progress toward meeting the goal in the future *(500 character limit)*

Charter Schools - 2013 Annual Report Form

This section gives you a chance to share with us important information about your school's campuses and facilities and the grades you serve at each site, as well as information on the school leader at each site.

Line #

309	**SCHOOL INFORMATION**		

Line #	CAMPUS INFORMATION	Enter MAIN CAMPUS information in this column	*Enter 2nd campus information in this column*
310	**CAMPUS INFORMATION**	**Enter MAIN CAMPUS information in this column**	*Enter 2nd campus information in this column*
311	**Name of campus** *(Please enter info for each campus)*	ANCS - Elementary Campus (K-5)	ANCS - Middle Campus (6-8)
312	Street Address	688 Grant St.	820 Essie Ave.
313	City	Atlanta	Atlanta
314	County	Fulton	Fulton
315	Zip Code	30315	30316
316	Phone Number	404-624-6226	678=904-0051
317	Fax Number	404-627-8922	678-904-0052
318	Website	atlncs.org	atlncs.org
319	System Code	761	761
320	Building Code	505	206
321	School Code	505	206
322	Attendance Zone	Grant Park/Ormewood Park; NPU-W; City of Atlanta	NPU-W; City of Atlanta
323	Grades offered at this site in 2013-14	K-5th	6th-8th
324	Do you plan to offer additional *grades* at this site in 2014-15?	No	No
325	If Yes, which grades will you add next year?		
326	Do you plan to add additional *enrollment* at this site in 2014-15?	No	No
327	If Yes, what percent increase in enrollment will you add next year?		
328	How many years has this campus been located in this facility?	10	7
329	Does the school own or lease/rent this facility?	Lease/rent	Own
330	If lease/rent, who is your landlord?	Atlanta Public Schools	
331	If lease/rent, does your school have plans to purchase this or any other facility for this campus?	No	
332	If lease/rent, what is the whole dollar amount of the monthly mortgage or lease payment?	$0	$9,200

333	**LEADERSHIP INFORMATION**	**Enter MAIN CAMPUS information in this column**	*Enter 2nd campus information in this column*
334	**Principal name** *(Please enter info for each campus)*	Lara Zelski	Cathey Goodgame

335	Title	Principal	Principal
336	Direct Phone Number	404-624-6226	678-904-0051
337	Email Address	lzelski@atlncs.org	cgoodgame@atlncs.org
338	Is this a new principal for 2013-14?	No	No
339	If new Principal this year, please list the former Principal's name for 2012-13		Matt Underwood

340	**You have reached the end of Tab 4: School Info.** **Please proceed to Tab 5: Best Practices and continue answering the questions there.**

Charter Schools - 2013 Annual Report Form

5. BEST PRACTICES (Required)

Charter schools are known for implementing "Best Practices" in many areas -- from academics to operations to finances to governance.

This section gives you a chance to share with us all the best practices your school has already implemented or plans to implement this year.

We will be following up with you later for a separate study of the impact your best practices had on your performance outcomes -- and we will be sharing what is working in Georgia's charter schools in a report to be released later this year.

INSTRUCTIONS: For each best practice listed, please enter <u>YES</u> or <u>PARTIALLY</u> only for those that your school can provide hard evidence that it has or will fully or partially implement the practice.

Note: You do not have to provide hard evidence of these best practices as part of your Annual Report. It is not until we follow up with you later for the separate study of the impact your best practices had on your performance outcomes (mentioned above) that we will ask to see examples of the best practices being implemented at your school.

Line #

341	BEST PRACTICES

342	For which of the following <u>CURRICULUM</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?		
343	**CURRICULUM**	Enter YES or PARTIALLY only for those that apply in each School Year	
344		**2012-13**	**2013-14**
345	Advanced courses for middle grades	Partially	Partially
346	Advanced Placement courses		
347	Career and technical education courses		
348	College and career academy		
349	Core Knowledge		
350	Expeditionary Learning		
351	Foreign language starting in early grades		
352	If yes, at which grade did/will you start a foreign language? *(Enter grade for each year)*		
353	Gateway to College		
354	International Baccalaureate Program		
355	Learning-Focused		
356	Montessori		
357	Multiple Intelligences		
358	Museum model		
359	Paideia		
360	Success for All		
361	STC for Children		

#		2012-13	2013-14
362	STEM		
363	STEAM		
364	Thematic Learning	Yes	Yes
365	Dual/Joint Enrollment in a post-secondary institution		
366	Work-based learning or internships outside of school for which students earn course credit		
367	Other Curriculum best practices *(Please insert in space below)*		
368	Understanding by Design	Yes	Yes
369			
370			

371	**For which of the following INSTRUCTION best practices can your school provide hard evidence that it has or will implement the practice?**		
372	**INSTRUCTION**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
373		**2012-13**	**2013-14**
374	Constructivist or post-constructivist	Yes	Yes
375	Daily schedule posted for students to see	Yes	Yes
376	Data-driven instruction	Yes	Yes
377	If Yes to data-driven instruction, which method(s) does your school use?		
378	Student data binders in classroom	Yes	Yes
379	Data wall in faculty workroom or other non-public area		
380	Data wall in common area of the school		
381	*Other* data-driven instruction *(please enter below)*		
382			
383			
384	Differentiated instruction	Yes	Yes
385	Dual language		
386	Essential questions being addressed that day are posted for students to see	Yes	Yes
387	Hands-on, inquiry-based learning	Yes	Yes
388	Online or virtual courses		
389	Performance grouping (flexible grouping), with frequent regrouping	Yes	Yes
390	Project-based learning	Yes	Yes
391	RTI (Response to Intervention) for advanced students	Yes	Yes
392	RTI (Response to Intervention) for remedial students	Yes	Yes
393	Standards being taught that day are posted for students to see		
394	Virtual learning		
395	Other Instruction best practices *(Please insert in space below)*		
396	Co-teaching	Yes	Yes
397	Portfolio exhibitions	Yes	Yes
398			
399			

400	**For which of the following ASSESSMENT best practices can your school provide hard evidence that it has or will implement the practice?**		
401	**ASSESSMENT**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
402		**2012-13**	**2013-14**
403	Use of a norm-referenced test (other than state assessments)	Yes	Yes
404	If your school uses a norm-referenced test or tests, please indicate which tests below for each year		
405	ITBS	Yes	Yes
406	MAP		

		2012-13	2013-14
407	Other (Please enter names of tests below)		
408	STAR Reading and Math	Yes	Yes
409			

410	**For which of the following EFFECTIVE TEACHERS best practices can your school provide hard evidence that it has or will implement the practice?**		
411	**EFFECTIVE TEACHERS**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
412		**2012-13**	**2013-14**
413	Continuous professional development in curriculum, instruction, and assessment	Yes	Yes
414	Professional development is *aligned* with instructional and/or operational *data*	Yes	Yes
415	Professional development is aligned with staff needs	Yes	Yes
416	On-site, full-time Curriculum Implementation Specialists in major subject areas	Yes	Yes
417	Curriculum Implementation Specialists spend time in the classrooms every day team teaching, coaching, modeling, and observing	Yes	Yes
418	On-site, full-time Behavioral Intervention Specialist		
419	Behavioral Intervention Specialist spends time in the classrooms every day team teaching, coaching, modeling, and observing		
420	New teacher mentoring and coaching	Yes	Yes
421	Teacher visits to effective schools and classrooms	Yes	Yes
422	Teacher peer-to-peer observations and feedback	Yes	Yes
423	Teacher collaborative *planning*	Yes	Yes
424	Teacher collaborative *grading*	Yes	Yes
425	Other *teacher-based* professional development (enter below)		
426	Critical friends groups	Yes	Yes
427			
428	Other *professional development* best practices *(Please insert in space below)*		
429			
430			
431			
432	Other *Effective Teachers* best practices *(Please insert in space below)*		
433			
434			
435			

436	**For which of the following INSTRUCTIONAL LEADERSHIP best practices can your school provide hard evidence that it has or will implement the practice?**		
437	**INSTRUCTIONAL LEADERSHIP**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
438		**2012-13**	**2013-14**
439	Frequent classroom observations by Principal	Yes	Yes
440	Weekly observations of every classroom by Principal	Yes	Yes
441	Daily observations of every classroom by Principal	Partially	Partially
442	School focus walks	Yes	Yes
443	Review of focus walk data with staff	Yes	Yes
444	Regular review of instructional and operational data with staff	Yes	Yes
445	If Yes to "Regular review of instructional and operational data with staff", how frequently do these reviews occur?		
446	Use of leadership teams and master teachers	Yes	Yes
447	Monitor curriculum maps and lesson plans regularly	Yes	Yes
448	If Yes to "Monitor curriculum maps and lesson plans regularly", how frequently does this monitoring occur?		
449	Monitor fidelity to the instructional model and/or school philosophy	Yes	Yes

450	If Yes to "Monitor fidelity to the instructional model and/or school philosophy", how frequently does this monitoring occur?		
451	Monitor the use and effectiveness of professional development	Yes	Yes
452	If Yes to "Monitoring the use and effectiveness of professional development", how frequently does this monitoring occur?		
453	Monitor SPED compliance	Yes	Yes
454	If Yes to "Monitor SPED compliance", how frequently does this monitoring occur?		
455	Monitor RTI process	Yes	Yes
456	If Yes to "Monitor RTI process", how frequently does this monitoring occur?		
457	Other Instructional Leadership best practices *(Please insert in space below)*		
458			
459			
460			

461	**For which of the following <u>EFFECTIVE OPERATIONS</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?**		
462	**EFFECTIVE OPERATIONS**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
463		**2012-13**	**2013-14**
464	Block schedule	Partially	Partially
465	Hybrid block schedule	Yes	Yes
466	Shortened class-time	No	No
467	Shortened day	No	No
468	Extended day	No	No
469	Extended year or year-round school	No	No
470	Extended week or weekend classes	Yes	Yes
471	Start the day with ELA/Reading	No	No
472	Start the day with 90 minutes or more of ELA/Reading	No	No
473	Uninterrupted 90 minutes or more of ELA/Reading at some point during the day	Yes	Yes
474	ELA/Reading taught across the curriculum	Yes	Yes
475	An hour or less of Math	No	No
476	90 minutes or more of Math	Yes	Yes
477	Math taught across the curriculum	No	No
478	An hour or less of Science	No	No
479	90 minutes or more of Science	Yes	Yes
480	Science taught across the curriculum	No	No
481	An hour or less of Social Science	No	No
482	90 minutes or more of Social Science	Yes	Yes
483	Social Science taught across the curriculum	No	No
484	Specials rotation includes Music	Yes	Yes
485	Specials rotation includes Art	Yes	Yes
486	Specials rotation includes Physical Education	Yes	Yes
487	Specials rotation includes a foreign language	Yes	Yes
488	Other Specials included in the rotation *(please list below)*		
489	Performing Arts	Yes	Yes
490			
491			
492	Multi-age grouping	Yes	Yes
493	Grades subdivided into small groups such as "houses" or "families"	Yes	Yes
494	Single gender classes	No	No
495	Single gender school	No	No
496	Small class sizes	Yes	Yes
497	If small class sizes, what is average class size? 20 (K-5), 25 (6-8)		
498	Looping	Yes	Yes
499	Personalized student learning plans	Yes	Yes

500	Personalized Student Achievement Plans (PSAPs)	No	No
501	Before school program	No	No
502	After school program	Yes	Yes
503	Pre-Kindergarten program	No	No
504	Community service opportunities	Yes	Yes
505	Transportation	Partially	Partially
506	Daily transportation	No	No
507	Transportation for programs	Yes	Yes
508	School nutrition program (breakfast/lunch)	Yes	Yes
509	Wrap-around services for *students*	Yes	Yes
510	What services are offered to *students?*		
511	Wrap-around services for *families*	No	No
512	What services are offered to *families?*		
513	Succession plan for Principal	Yes	Yes
514	Succession plan for other school leaders	Yes	Yes
515	Vertical and horizontal teaming	Yes	Yes
516	Regular assemblies	Yes	Yes
517	If Yes to "Regular assemblies", how frequently do the assemblies occur? Daily (K-5), Weekly (6-8)		
518	Regular communication with *all stakeholders* via newsletters, website, social media, etc.,	Yes	Yes
519	If Yes to "Regular communication...", how frequently does such communication occur? Daily		
520	If Yes to "Regular communication...", how frequently does communication with *parents* occur? Daily		
521	Academic and fiscal data is shared at least annually with stakeholders	Yes	Yes
522	Use of community members and resources to enhance instructional program	Yes	Yes
523	Other Effective Operations best practices *(Please insert in space below)*		
524			
525			
526			

527	**For which of the following ORGANIZATIONAL CULTURE best practices can your school provide hard evidence that it has or will implement the practice?**		
528	**ORGANIZATIONAL CULTURE**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
529		**2012-13**	**2013-14**
530	Current student work placed on classroom and hallway walls	Yes	Yes
531	Positive discipline plan *(describe below)*	Yes	Yes
532			
533	Conscious Discipline	Yes	Yes
534	Positive Behavioral Interventions & Supports (PBIS)	Yes	Yes
535	Student uniforms	No	No
536	Faculty & staff uniforms	No	No
537	Collaborative culture among leadership, faculty & staff	Yes	Yes
538	Professionalism apparent across leadership, faculty & staff	Yes	Yes
539	Good working relationships across the leadership, faculty & staff	Yes	Yes
540	Personal relationships don't interfere with leadership, faculty & staff professional relationships	Yes	Yes
541	Leadership avoids favoritism	Yes	Yes

542	Parents feel welcome in the building	Yes	Yes
543	Parent involvement and volunteering is strong	Yes	Yes
544	Parents feel empowered within the school but do not interfere with school operations	Yes	Yes
545	Parents have effective organization to engage them in supporting the school	Yes	Yes
546	Personal relationships don't interfere between parents and leadership, faculty & staff	Yes	Yes
547	Bright colors on walls and floor	Yes	Yes
548	Well-lit classrooms	Yes	Yes
549	Well-lit common areas	Yes	Yes
550	Clean building	Yes	Yes
551	Clean restrooms	Yes	Yes
552	Clean school grounds	Yes	Yes
553	Building in good repair	Yes	Yes
554	Grounds in good repair	Yes	Yes
555	Other Effective Operations best practices *(Please insert in space below)*		
556			
557			
558			

559	**For which of the following <u>GOVERNANCE</u> best practices can your school provide <u>hard evidence</u> that it has or will implement the practice?**		
560	**GOVERNANCE**	**Enter YES or PARTIALLY only for those that apply in each School Year**	
561		**2012-13**	**2013-14**
562	Board has a leadership succession plan	Yes	Yes
563	Board meetings focus primarily on education	Yes	Yes
564	Board meetings include frequent review of student assessment results	Yes	Yes
565	Board meetings include a review of curriculum effectiveness	Yes	Yes
566	Board meetings include a review of the effectiveness of instructional methods	Yes	Yes
567	Board members participate in guided classroom walkthroughs at least once per year	Yes	Yes
568	Board members focus on governance and stay out of management decision making	Yes	Yes
569	Board members do not interfere with school operations	Yes	Yes
570	Board members donate volunteer time to the schools	Yes	Yes
571	Board members donate financially to the schools	Yes	Yes
572	Other Governance best practices *(Please insert in space below)*		

573			
574			
575			

576	**For which of the following <u>OTHER BEST PRACTICES</u> can your school provide <u>hard evidence</u> that it has or will implement the practice?**		
577	**OTHER BEST PRACTICES** *(enter below)*	**Enter YES or PARTIALLY only for those that apply in each School Year**	
578		**2012-13**	**2013-14**
579			
580			
581			
582			
583			
584			
585			
586			

587	**You have reached the end of Tab 5: Best Practices.**
588	**You have therefore finished the five required tabs (Tabs 1-5) in this Charter Schools Annual Report Form.**
589	**If you choose to skip the remaining OPTIONAL questions in Tabs 6-10, you can now submit this Form along with required attachments (see Line #13 in Tab 1 for submission instructions).**
590	**If you choose to answer some or all of the OPTIONAL questions, please proceed now to Tab 6: Autonomy and answer the questions there.**

Charter Schools - 2013 Annual Report Form

The basic "Charter Bargain" is an exchange of Autonomy for Accountability in which a charter school is granted the freedom to control everything about the school in exchange for agreeing to being held accountable for higher school performance.

This section gives you a chance to share with us all the ways your charter school has exercised Autonomy or *plans* to exercise Autonomy this year.

In other words, which of the many charter school freedoms from the law, rules and regulations, the State, and your local school district (if you are locally approved) have you used or will you use?

We will be following up with you later this fall for a separate study of the impact of your use of autonomy on your performance outcomes as part of the "Beating the Odds" CCRPI performance analysis.

NOTE: If you did NOT exercise autonomy in an area, please indicate whether it was <u>Not Needed</u> or <u>Not Permitted</u> by your local school district.

Line #

592	**AUTONOMY**	
593	**Which of the following decisions has your school's Principal/Leader or charter school governing board directly or indirectly made or affirmed?** *(For 2013-14, please indicate which decisions they are expected to directly or indirectly make or affirm)*	

594	**CONTROL OVER THE PEOPLE IN THE SCHOOL**	Enter <u>Yes</u>, <u>Not Needed</u>, or <u>Not Permitted</u> for those that apply in each School Year	
595		**2012-13**	**2013-14**
596	Professional development requirements and planning for staff	Yes	Yes
597	Selection of professional development vendors and resources	Yes	Yes
598	Evaluation of staff	Yes	Yes
599	Issuance of annual employment contracts from the non-profit governing board	Yes	Yes
600	At-will employment	Yes	Yes
601	Control over number of positions budgeted, type of positions, qualifications, roles, and job descriptions	Yes	Yes
602	Determine whether certification will be required	Yes	Yes

603	Control over ALL hiring decisions, transfers, promotion, demotion, lateral moves, and termination of all faculty and staff	Yes	Yes
604	Manage human resources independent of the local district including human resources policies, procedures, and handbooks	Yes	Yes
605	Establish work schedules of faculty and staff (hours per day, days per year, calendars, etc.)	Yes	Yes
606	Establish compensation model including salary schedules, bonus or performance based increases, supplements, and personal and professional leave, health, dental, disability, and other benefit plans offered (other than TRS, which is mandated)	Yes	Yes
607	Establish pay scale, experience, training, and other matters related to substitute teachers	Yes	Yes
608	Other examples of personnel autonomy and use of personnel waivers (enter in space below)		
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612	**CONTROL OVER WHAT OCCURS IN THE SCHOOL**	**Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year**	
613		2012-13	2013-14
614	Selection of curriculum, including any changes in curriculum as needed to improve student achievement	Yes	Yes
615	Choose instructional delivery model(s)	Yes	Yes
616	Selection of courses and programs offered	Yes	Yes
617	Choice of textbooks, technology, and instructional materials	Yes	Yes
618	Establish additional graduation requirements	Yes	Yes
619	Set course and credit requirements	Yes	Yes
620	Establish seat time	Yes	Yes
621	Set student technology and physical education skill requirements	Yes	Yes
622	Create or modify Career Pathway curricula	Not needed	Not needed
623	Choose dual enrollment options	Not needed	Not needed
624	Choose credit recovery options	Not needed	Not needed
625	Utilize on-line learning platforms (i.e., Georgia Virtual School)	Not needed	Not needed
626	Establish additional mastery level requirements for performance	Yes	Yes

627	Select additional formative and/or summative assessment to determine student levels of mastery and growth	Yes	Yes
628	Establish delivery model, scheduling, staffing, and supplemental services for ELL, SPED, gifted and remedial programs	Yes	Yes
629	Establish curriculum maps, pacing charts, and methods for monitoring the curriculum	Yes	Yes
630	Establish lesson plan requirements for teachers	Yes	Yes
631	Set school calendar, including length of school year, holidays, early release days, etc.	Yes	Yes
632	Set daily/weekly school and/or class schedules, including length of school day	Yes	Yes
633	Select co-curricular and extracurricular activities	Yes	Yes
634	Establish after school and Saturday programs as needed	Yes	Yes
635	Set enrichment and/or advisory periods as needed	Yes	Yes
636	Establish fieldtrips including locations, date	Yes	Yes
637	Establish placement and promotion criteria	Yes	Yes
638	Set class size / student:teacher ratios	Yes	Yes
639	Set staff-to-student ratios for non-class times (i.e., lunch, recess, specials, transitions, etc.)	Yes	Yes
640	Set grading and reporting policies, plans, process, schedules, and formats	Yes	Yes
641	Manage curriculum and instruction affairs independent of the local district including curriculum and instruction policies, procedures, and handbooks	Yes	Yes
642	Other examples of curriculum and instruction autonomy and use of waivers (enter in space below)		
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		Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
646	**CONTROL OVER THE SCHOOL'S FINANCES & BUDGET**		
647		**2012-13**	**2013-14**
648	Set budget priorities with funds received and exercise discretion over expenditure for all state and local funds, and as permissible, federal funds	Yes	Yes
649	Manage fiscal affairs independent of the local district, including financial policies and standard operating procedures	Yes	Yes
650	Choose CFO for the school and hold the CFO accountable for the school's finances	Yes	Yes
651	Choose independent auditor for the school	Yes	Yes

652	Obtain financing for the school, including ensuring that she school receives all the per-pupil funding to which it is entitled and raising additional funds through fundraising efforts	Yes	Yes
653	Maintain a reserve fund	Yes	Yes
654	Other examples of finance or budget autonomy and use of waivers (enter in space below)		
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	CONTROL OVER THE SCHOOL'S OPERATIONS	Enter Yes, Not Needed, or Not Permitted for those that apply in each School Year	
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659		2012-13	2013-14
660	Determine how the school uses the facility	Yes	Yes
661	Establishes school partnerships for school growth	Yes	Yes
662	Selects vendors aligned with needs of the school	Yes	Yes
663	Manages transportation decisions, including authority to contract for transportation service	Yes	Yes
664	Manages food service decisions, including authority to contract for food service	Yes	Yes
665	Selects information systems (i.e., Student Information System, financial information systems)	Yes	Yes
666	Establishes school size	Yes	Yes
667	Establishes school grade span different from typical primary, elementary, middle and high school public school models (i.e., 4-8, K-8, K-12)	Yes	Yes
668	Authority over attendance policies	Yes	Yes
669	Establish student code of conduct and behavior policies, plans, processes, and formats	Yes	Yes
670	Manage operational affairs independent of the local district including operational policies, standard operating procedures, and handbooks	Yes	Yes
671	Other examples of operational autonomy and use of waivers (enter in space below)		
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	WAIVERS	
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673	MOST VALUABLE WAIVERS USED	Enter Yes only for the MOST valuable waivers in each School Year

	Which of the following waivers were *most valuable* to your charter school in each year?	2012-13	2013-14
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675	**Most Frequently Used**		
676	65% Rule	Not needed	Not needed
677	Attendance	Not needed	Not needed
678	At-will contracts	Yes	Yes
679	Calendar flexibility	Yes	Yes
680	Certification - Administrators	Yes	Yes
681	Certification - Others	Yes	Yes
682	Certification - Teachers	Yes	Yes
683	Class size	Not needed	Not needed
684	Expenditure controls (expenditure of funds required)	Yes	Yes
685	Personnel required - employee classification	Yes	Yes
686	Salary schedule - Bonuses	Yes	Yes
687	Salary schedule - Rates	Yes	Yes
688	**Others Used Regularly**		
688	Alternative/Non-Traditional Education Programs (to address seat time requirements in grades 6-12)	Not needed	Not needed
689	Comprehensive Health and Physical Education as it relates to required minutes of instruction	Not needed	Not needed
690	Early Intervention Program (EIP) delivery requirements	Not needed	Not needed
691	English Language Learning Program (EL) delivery requirements	Not needed	Not needed
692	Gifted Program delivery requirements	Not needed	Not needed
693	Guidance Counselors	Not needed	Not needed
694	Promotion, Placement and Retention as it relates to protocols in the decision making process	Yes	Yes
695	Remedial Education Program (REP) delivery requirements	Not needed	Not needed
696	Seat time associated with the Graduation Rule	Not needed	Not needed
697	Statewide Passing Score (for districts desiring to issue standards based report cards in grades 4-12)	Not needed	Not needed
698	**Other Waivers Also Used** (*Please insert in space below*)		
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702	**You have reached the end of Tab 6: Autonomy.** **Please proceed to Tab 7: Authorizer and continue answering the questions there.**