

HOT SPRINGS JUNIOR ACADEMY

**CHARTER INTERNAL
REVIEW COMMITTEE
REVIEW AND APPLICANT
RESPONSES**

Arkansas Department of Education
District Conversion Charter School
2016 Application
SCORING RUBRIC

PRE-APPLICATION MATERIALS

The Arkansas Department of Education requires that all applicants submit a Letter of Intent, outlining a general description of the proposed charter school.

Evaluation Criteria:

- A Letter of Intent was filed with Arkansas Department of Education on time and included all the necessary information

Fully Responsive

PART B EXECUTIVE SUMMARY

The Arkansas Department of Education requires all applicants to include an executive summary.

Evaluation Criteria:

- A mission statement (with content to be evaluated for Prompt #2 of Part C); and
- The key programmatic features of the proposed charter school

Fully Responsive

Concerns and Additional Questions:

- Clarify whether all students will be required to participate in International Baccalaureate.
- Provide acronym definitions.

Applicant Response: Hot Springs Junior Academy is an International Baccalaureate (IB) whole school providing the Middle Years Programme (MYP) to all students in grades 7 and 8. All courses taught are centered on MYP units of study incorporating the IB requirements.

MYP – International Baccalaureate Middle Years Programme which encompasses grades 5-10.
CCSS – Common Core State Standards which are incorporated in our newly developed Arkansas Curriculum Frameworks for English Language Arts and Mathematics. The Next Generation Science Standards (NGSS) were utilized in developing the soon to be implemented Arkansas Science Curriculum Frameworks.

PART C NARRATIVE DESCRIPTION OF THE PROPOSED CHARTER

C1: PUBLIC HEARING RESULTS

All districts must conduct a public hearing before applying for a district conversion or limited charter school to assess support for the school’s establishment. Applicants are asked both to document the logistics of the hearing and to include a narrative of the hearing results.

Evaluation Criteria:

- A thorough description of the results of the public hearing;
- Evidence of public support exhibited at the hearing;
- Documentation of required notice published to garner public attention to the hearing; and
- Documentation of required notices about the hearing being sent to the community, certified school personnel, and parents of all students enrolled at the public school for which the school district initiated the application

Fully Responsive

C2: MISSION STATEMENT

The Mission Statement should be meaningful and indicate what the school intends to do, for whom, and to what degree.

Evaluation Criteria:

- A mission statement that is clear and succinct

Fully Responsive

C3: EDUCATIONAL NEED

The Educational Need section should explain the need for a charter school in the proposed location and the innovative educational option offered by the charter school.

Evaluation Criteria:

- Valid, reliable, and verifiable data substantiate an educational need for the charter; and
- Innovations that would distinguish the charter from other schools

Fully Responsive

Concerns and Additional Questions:

- Provide any formal written agreements with business entities.

Applicant Response: We are still working to gather written agreements from Henderson State University for the MOU for the Career Coach, along with Hot Springs World Class High School for the MOU’s with the business partners for our district. We hope to submit several by the October 6 deadline for additional items.

C4: ACADEMIC ACHIEVEMENT GOALS

The Academic Achievement Goals section should define the performance expectations for students and the school as whole and support the charter’s mission.

Evaluation Criteria:

- Specific goals in reading and mathematics that are clear, measurable, and attainable;
- Valid and reliable assessment tools to be used to measure the goals; and
- Attainment of the goals demonstrate that the charter is meeting the identified educational need for the school and fulfilling its mission

Fully Responsive

Concerns and Additional Questions

- Given that middle school science standards will be fully implemented during the 2017-18 school year, provide a goal tied to science for that year and the following years.

Applicant Response:

GOAL	Assessment Instrument for Measuring Performance	Performance Level that Demonstrates Achievement	When Attainment of the Goal Will Be Assessed
Increase Science Scores	ACT Aspire Science	Meet or exceed the state average in Science	Annual review beginning in June 2018, with attainment by 2020

C5: SCHEDULE OF COURSES OFFERED

The Schedule of Courses Offered section should describe the schedules for a week at the elementary level and courses offered at each grade at the secondary level.

Evaluation Criteria:

- Evidence that the charter school meets minimum state requirements of courses offered at appropriate grade levels

Fully Responsive

Concerns and Additional Questions

- Explain why IB MYP units are not listed in the required courses given that they are an integral part of the curriculum describe in Prompt 6.
- Confirm that physical education, health, music, art, Arkansas history, keyboarding, and career education course are required courses.
- Confirm that the charter, if approved, will work with the ADE and ACE to receive course approval for any unapproved and/or blended courses or replace those courses with approved courses.

Applicant Response: IB MYP units are the curriculum basis for all the required courses. IB MYP is incorporated in all courses, as are the Arkansas Curriculum Frameworks along with additional IB requirements.

Hot Springs Junior Academy confirms that physical education, music, art, Arkansas history, and keyboarding are required courses. It is our intent to incorporate health and career education courses across subjects through a waiver, as requested, or through the embedded course process.

Hot Springs Junior Academy confirms that we will work with ADE and ACE to receive course approvals required.

C6: PROGRAMS AND METHODS TO SUPPORT CORE CLASSES

The Programs and Methods to Support Core Classes section should describe the curriculum for core classes.

Evaluation Criteria:

- A clear description of curriculum, including programs and instructional methods to be used in core classes; and
- An explanation of how the district will pay for all costs associate with the curriculum

Fully Responsive

Concerns and Additional Questions:

- Explain how IB MYP curriculum is appropriate for all HSMS students.

Applicant Response: The Middle Years Programme (MYP) operates across both the 7th and 8th grade classes and will continue to do so under the charter conversion. As a project-based and inquiry learning curriculum, the MYP requires that all students take English (mother tongue), a foreign language, mathematics, science, social studies, technology, fine arts, and physical education for both years. The technology requirement of the MYP is a natural forerunner to the various career paths. Finally, the MYP emphasizes collaborative work, which is a critical component in all endeavors. Hot Springs Junior Academy feels this curriculum is appropriate for all students in preparing them to transition to the high school and the years beyond. Teachers work hard to ensure that students receive any and all differentiation, intervention, and enrichment to meet the individual needs of all students. Students who complete an IB curriculum at the middle grades with specific emphasis on personalization increases the students' chances for success and completion of high school and attending post-secondary education.

C7: EDUCATIONAL PROGRAM

The Educational Program section should describe the educational foundation of the school and the teaching and learning strategies that will be employed.

Evaluation Criteria:

- A clear description of the proposed educational program, including but not limited to the foundational educational philosophy and curricular and instructional strategies to be employed;
- An educational program with ample resources to ensure that students achieve academic goals and excel;
- A description of the grade levels and maximum enrollment, by year, if the charter plans to grow over time; and
- A clear explanation of how the key program features will be afforded

Fully Responsive

C8: CHARTER MODEL

Evaluation Criteria:

- Specific reasons why it is critical for the district to have a charter school rather than implementing the plan outlined in the application on an existing traditional campus

Fully Responsive

C9: AUTONOMY

Evaluation Criteria:

- A clear description of all the ways in which the charter school will have more autonomy than traditional schools in the district, specifically pertaining to personnel, budget, day-to-day operations, and the school calendar

Fully Responsive

C10: SCHOOL IMPROVEMENT PLAN

Evaluation Criteria:

- Meaningful and realistic ways to involve licensed employees and parents in developing and implementing the school improvement plan, identifying performance criteria, and evaluating the effectiveness of the improvement plan; and
- A plan that addresses how the charter school will improve student learning and meet the state education goals

Fully Responsive

C11: CURRICULUM ALIGNMENT

The Curriculum Alignment section should define the process by which the charter will ensure that the curriculum aligns with Arkansas Curriculum Frameworks and state standards.

Evaluation Criteria:

- Evidence that the applicant has a process to ensure all curriculum materials, used in the educational program, align with the Arkansas Department of Education's curriculum frameworks and the Common Core State Standards

Fully Responsive

C12: STUDENT SERVICES

The Student Services section should describe how the school will address specific services for its student body.

Evaluation Criteria:

A description of the ways in which the following services will be provided to students **even in each area for which a waiver is requested:**

- A guidance program that will serve all students;
- A health services program that will serve all students;
- A plan for a media center for use by all students;
- Sound plans for educating special education students that reflect the full range of programs and services required to provide such students with a high quality education;
- A transportation plan that will serve all **eligible** students;
- An alternative education plan for eligible students, including those determined to be at-risk and to offer access to one or more approved Alternative Learning Environments;
- A plan to serve students who are English language learners; and
- Plans for a gifted and talented program for eligible students

Fully Responsive

Concerns and Additional Questions:

- Confirm that compliance with all state and federal special education law will occur, including appropriate accommodations on state assessments for students with disabilities.
- Confirm that gifted and talented (GT) students will have a choice to enroll in Pre Advanced Placement (AP) courses and explain how their academic needs will be met, if they choose not to enroll in those courses.
- Confirm that all students will have the opportunity to earn Algebra 1 and Spanish, not just students identified as GT.
- Explain how the social and emotional needs of the GT students will be met.

Applicant Response:

*As always, Hot Springs Junior Academy will comply with all state and federal special education laws and guidelines, including implementing accommodations.

*Hot Springs Junior Academy confirms that GT students will continue to have a choice to

enroll in Pre-AP courses. If they choose not to enroll in Pre-AP courses, the nature of the IB MYP curriculum will provide the rigor necessary to stretch them academically.

*Any student who meets the prerequisites established for success in taking Algebra I and Spanish I for credit is allowed to do so. Students not meeting prerequisites, but interested in completing the courses, will be evaluated on an individual basis for admittance with possible additional supports.

*All students, including identified gifted and talented students, have access to all services offered at Hot Springs Middle School. These services include health services (school nurse) and school-based mental health services (two contracted agencies service HSMS currently) to meet social and emotional needs of all students.

C13: ANNUAL PROGRESS REPORTS

The Annual Progress Reports section should define how the academic progress of individual students and the school as a whole will be measured, analyzed, and reported.

Evaluation Criteria:

- A timeline for data compilation and completion of an annual report to parents, the community and the authorizer, **separate from the district's annual report to the public**, that outlines the school's progress; and
- A plan for dissemination of the annual report to appropriate stakeholders

Fully Responsive

Concerns and Additional Questions:

- Verify that the report will be presented at a regularly scheduled public school board meeting in addition to the town hall meeting described.
- Confirm that the Annual Progress Report will be printed in the local newspaper separate from the district's report.

Applicant Response:

*An annual report will be presented at a regularly scheduled public school board meeting.

*Hot Springs Junior Academy will submit the Annual Progress Report to the local newspaper for print annually, listed separately from the school district's combined report.

C14: ENROLLMENT CRITERIA AND PROCEDURES

The Enrollment Criteria and Procedures section should describe how the school will attract and enroll its student body, including any criteria for admission and enrollment. Applicants must also provide assurances for a random, anonymous lottery selection process.

Evaluation Criteria:

- A student recruitment plan that will provide equal opportunity for all parents and students to learn about and apply to the school;
- An enrollment and admissions process that is open, fair, and in accordance with applicable law; and

- A process for, and a guarantee of, a random, anonymous lottery process should there be more student applications than can be accommodated under the terms of the charter

Fully Responsive

C15: PRIOR CHARTER INVOLVEMENT

Evaluation Criteria:

- A complete Prior Charter Involvement Template for each individual connected with the proposed charter; and
- Accurate data in each Prior Charter Involvement Template, including active links to assessment data

Fully Responsive

C16: STAFFING PLAN

The Staffing Plan section should describe the job duties of the school administrator(s) and other key personnel. This section should also describe the professional qualifications which will be required of employees.

Evaluation Criteria:

- A job description for the school administrators and other key personnel, including but not limited to counselors and teachers;
- An outline of the professional qualifications required for administrators, teachers, counselors, and others; and
- A staffing plan that clearly outlines both the types and numbers of positions to be filled at the school and salary scales for such positions

Fully Responsive

C17: ARKANSAS PUBLIC SCHOOL COMPUTER NETWORK ASSURANCES

The Arkansas Public School Computer Network (APSCN) Assurances section should provide documentation of the applicant's understanding of and participation in the required state finance and educational data reporting system.

Evaluation Criteria:

- Assurance that the charter school will participate in APSCN and will comply with all state statutory requirements regarding the APSCN finance and educational data reporting system

Fully Responsive

C18: FACILITIES

The Facilities section should identify and describe the facilities to be used by the school and any changes to be made to the facilities.

Evaluation Criteria:

- An identified facility appropriate to meet the needs of the school over the term of its charter;
- A realistic plan for remodeling or adapting a facility, if necessary, to ensure that it is appropriate and adequate for the school's program, the school's targeted population, and the public;
- Evidence that the school understands the costs of securing and improving a facility and has access to the necessary resources to fund the facility plan; and
- A sound plan for continued operation, maintenance, and repair of the facility

Fully Responsive

C19: FOOD SERVICES

This section should describe how the school will address food services for its student body.

Evaluation Criteria:

- A food service plan that will serve all eligible students; and
- A management plan that reflects a clear understanding of federal law and requirements if the charter school plans to participate in the National School Lunch program

Fully Responsive

C20: PARENTAL INVOLVEMENT

The Parental Involvement section should describe how parents or guardians of enrolled students, the school employees, and other members of the community will make a positive impact on the school and its educational program.

Evaluation Criteria:

- A plan for involving parents and guardians in the school's education programs; and
- A proposal that involves the parents of students, employees and the broader community in carrying out the terms of the charter

Fully Responsive

C21: SUSTAINABILITY OF THE PROGRAM

The Sustainability section should describe the applicant’s plan to ensure continued success of the charter school over time.

Evaluation Criteria:

- The plan to ensure the sustainability of the charter in the future

Fully Responsive

C22: DESEGREGATION ASSURANCES

The Desegregation Assurances section should describe the applicant’s understanding of applicable statutory and regulatory obligations to create and maintain a unitary system of desegregated public schools.

Evaluation Criteria:

- Assurance that the charter school will comply with all applicable federal and state statutory and regulatory requirements regarding the creation and maintenance of desegregated public schools; and
- An outline of the potential impact of the proposed charter school on those desegregation efforts already in place in affected public school districts

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

See legal comments.

C23: WAIVERS

The Waivers section should discuss all waivers requested from local or state law.

Evaluation Criteria:

- Each law, rule, and standard by title, number, and description for which a waiver is requested;
- A rationale for each waiver request; and
- An explanation of the way that each waiver would assist in implementing the educational program of the charter and/or fulfilling the charter’s mission

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

See legal comments.

LEGAL REVIEW OF WAIVER REQUESTS AND RESPONSES

Hot Springs Junior Academy

Red=Waivers not previously requested, need additional discussion, or have remaining issues

Green=Waivers previously granted, no remaining issues

Teal=Note from ADE Legal to Charter Authorizing Panel
Information provided by Applicant is in italics.

Hot Springs Junior Academy Waivers Requested in Original Application 2016 District Conversion Charter Application

1. Career and Technical Education

Section 9.03.3.9 of the Standards for Accreditation

Hot Springs Middle School is required to teach Career and Technical Education curriculum requirements as separate classes, such as Keyboarding and Career Orientation/Development. HSMS is asking for a waiver of that requirement in order that curriculum meeting the requirements of the ADE Standards Rules, Arkansas Frameworks and all applicable rubrics may be included within other courses to be provided by the conversion charter school. HSMS ensures that students will receive instruction concerning the required material in the Career and Technical Education classes meeting or exceeding all state curriculum requirements through inclusion in the curriculum within the students' required coursework.

Legal Comments: Waivers are not necessary to embed courses. The applicant should seek course approval for its embedded course(s).

Applicant Response: *Hot Springs Junior Academy would request this course be waived versus embedding. It is our intent to incorporate all the standards throughout the required courses. It would be difficult to seek a course approval and tie the standards to one individual course. We would be happy to embed and follow the process, if allowed to embed across multiple courses.*

Remaining Issues: None

2. Licensure

Ark. Code Ann. § 6-15-1004

Ark. Code Ann. § 6-17-302

Ark. Code Ann. § 6-17-309

Ark. Code Ann. § 6-17-401

Ark. Code Ann. § 6-17-902

Ark. Code Ann. § 6-17-919

Sections 15.02 and 15.03 of the Standards for Accreditation

ADE Rules Governing Educator Licensure

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HSMS is requesting a waiver from the above-listed statutes and rules to the extent that it is necessary for certified staff to teach outside of their area(s) of certification. As noted in the application, HSMS intends to leverage increased flexibility in its schedule to create more time for career exploration. To create such flexibility, HSMS plans to integrate its Health and Safety course as well as its Career and Technical Education (CTE) curriculum (i.e., Keyboarding and Career Orientation) into other courses. In such a scenario, we will need the flexibility to potentially use staff certified in other areas to teach CTE content as opposed to a licensed CTE teacher. HSMS will integrate the CTE curriculum and its Health and Safety course by following the regular course approval process in accordance with Section 9.04 of the Arkansas Standards for Accreditation, if necessary.

Legal Comments: Ark. Code Ann. § 6-17-302 and Section 15.02 only apply to principals and are not necessary unless Applicant intends to waive the requirements for principals.

Applicant Response: *It is not the intent of Hot Springs Junior Academy to waive the requirements for principals.*

Remaining Issues: Applicant should confirm it is rescinding its request for a waiver of Ark. Code Ann. § 6-17-302 and Section 15.02 of the Standards for Accreditation.

3. Class Size and Teaching Load

Sections 10.02.4 and 10.02.5 of the Standards for Accreditation

HSMS requests a waiver of the Class Size and Teaching Load requirements. We believe that the addition of an exploration period that will be utilized in the charter school is an example of the exceptional case worthy of a waiver under Section 10.02.5 of the Standards. A waiver is being specifically requested for our teachers to be able to instruct no more than 185 students, with a maximum of no more than 35 students per class. With the implementation of the charter's new enrichment/activity period, it is anticipated that some student interest selections may lend themselves to having more students in one particular section. With the new opportunity to be implemented by the charter school, some teachers may need to have a class load of 185 students. This waiver would be used on an as needed basis only.

Legal Comments: Applicant should acknowledge that special education class sizes cannot be waived. Additionally, if the district will not be compensating an educator for teaching more than 150 students a day, then a waiver of Ark. Code Ann. § 6-17-812 is necessary.

Applicant Response: **Hot Springs Junior Academy acknowledges that special education class sizes will not be impacted by this requested waiver. *Due to the addition of the exploration period, we request a waiver for Ark. Code Ann. § 6-17-812.*

Hot Springs Junior Academy

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Remaining Issues: None

4. Health and Safety

Section 9.03.3.7 of the Standards for Accreditation

HSMS is required to provide a Health and Safety Education course to meet the requirements of this Standard. We are asking for a waiver of that requirement in order that curriculum meeting the requirements of the ADE Standards Rules, Arkansas Frameworks and all other applicable rubrics may be included within other courses to be provided by the conversion charter school. HSMS ensures that students will receive instruction concerning the required material in the Health and Safety class meeting or exceeding all state curriculum requirements through inclusion in the curriculum within the students' required coursework. Specifically, we desire to include the course content from the Health and Safety class within our Science coursework offerings. The exception to this waiver would be offering this course for high school credit at the charter school with approval by ADE.

Legal Comments: Waivers are not necessary to embed courses. The applicant should seek course approval for its embedded course(s).

Applicant Response: *Hot Springs Junior Academy would request this course be waived versus embedding. It is our intent to incorporate all the standards throughout the required courses. It would be difficult to seek a course approval and tie the standards to one individual course. We would be happy to embed and follow the process, if allowed to embed across multiple courses.*

Remaining Issues: None

5. Seat Time/Planned Instructional Day

Sections 10.01.4 and 14.03 of the Standards for Accreditation

HSMS is seeking to increase scheduling flexibility and offer more opportunities during the day for career exploration which could necessitate that the planned instructional time be less than six (6) hours per day or thirty (30) hours per week. All required content will be provided with the exception of the courses requested for waivers above, but the time may need to be flexible.

Legal Comments: Applicant should provide additional rationale for how this waiver will help them achieve their goals and whether students will remain at school for a full day and only receive less than 6 hours of instructional time, or will students be dismissed early from school. Additionally, in order to effectuate this waiver, a waiver of Ark. Code Ann. § 6-16-102 is also needed.

Applicant Response: *It is the intent of Hot Springs Junior Academy to provide students*

Hot Springs Junior Academy

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*multiple opportunities for real-world experiences and explorations that will prepare them to be critical thinkers when they enter high school and the workforce. The addition of an exploration period will require that planned instructional time designated to meet state requirements be lessened periodically to allow for the time to explore careers. Students will attend school for a full day and will not be dismissed early from school. *Due to the addition of the exploration period, we request a waiver for Ark. Code Ann. § 6-16-102.*

Remaining Issues: None

Desegregation Analysis: Fully Responsive