



# Charter School Sponsorship

University of Missouri

## Charter School LEA Programmatic Review SY2022

<b>School Name:</b>	<b>Buildings:</b>	<b># Of Site Visits:</b>
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Visit Month	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Visit Date									
Interviews									
Observations									

Charter School Leadership Team			
CEO/ED/Supt.		Data Coordinator	
CFO		Student Services Coord	
HR Director		Literacy Coordinator	
Curriculum Coord.		Math Coordinator	
SPED Coordinator		Other Leaders	
ELL Coordinator			

School Identifiers		
<input type="checkbox"/> 1 <sup>st</sup> Year of Performance Contract (Renewal 2025)	<input type="checkbox"/> New Charter School	<b>Charter School Sponsorship Rating of School</b>
<input type="checkbox"/> 2 <sup>nd</sup> Year of Performance Contract (Renewal 2024)	<input type="checkbox"/> State-Mandated School Improvement Plan (SIP)	<input type="checkbox"/> Good Standing
<input type="checkbox"/> 3 <sup>rd</sup> Year of Performance Contract (Renewal 2023)	<input type="checkbox"/> Review of School Improvement Plan (SIP)	<input type="checkbox"/> Academic Warning
<input type="checkbox"/> 4 <sup>th</sup> Year of Performance Contract (Renewal 2022)	<input type="checkbox"/> Other:	<input type="checkbox"/> Academic Probation
<input type="checkbox"/> 5 <sup>th</sup> Year of Performance Contract (Renewal Year)		

School Details			
Budget Enrollment	2021-22:	2020-21:	2019-20:
Fall DESE Enrollment (Membership)	2021-22:	2020-21:	2019-20:
Spring DESE Enrollment (Membership)	2021-22:	2020-21:	2019-20:
Current Grade Configuration	2021-22:	2020-21:	2019-20:
Contract Grade Configuration	2021-22:	2020-21:	2019-20:
Special Programs as Stated in Charter Application	<input type="checkbox"/> Career/Technical Education	<input type="checkbox"/> Montessori	<input type="checkbox"/> Dual Language
	<input type="checkbox"/> Arts	<input type="checkbox"/> STEM	<input type="checkbox"/> Other:

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<b>MSIP/ESSA</b>						
MSIP 5 Category	Academic Achievement	Subgroup Achievement	High School Readiness	College and Career Readiness	Attendance Rate	Graduation Rate
ELA						4 yr
MATH						5 yr
Science						6 yr
Social Studies						7 yr

<b>Focus Area 1: ACADEMICS</b>			
Number of Classrooms Visited		Number of Teachers Interviewed	
Data Meeting Schedule		Grade Levels Visited	
Academic Coaches/Contact Persons			
Who Maintains Background Checks?			

<b>Focus Area 1: ACADEMICS: Assessment</b>			
Test Coordinator		State Assessment Dates	

Assessments	Months Administered									
	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May

<b>Focus Area 1: ACADEMICS: Teaching and Learning</b>	
Assurance Checklist Requirements	Description
<b>SECTIONS:</b> Teacher Certification 160.420, RSMO Standards for Teaching	<b>Specific to State and Federal Compliance Monitoring</b> RSMo_160.261 (Discipline) ; 160.420 (Employment); 160.518 (Statewide Assessment); 162.670 (Special Education Services); 162.710 (Special Education Transportation); 167.020 (Homeless Students); 167.115-117

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<p>160.045,RSMO PD 168.021,RSMO Discipline Policy 160.405,RSMO</p>	<p>(Student Actions – Law Enforcement); 167.161 (Student Suspensions or Expulsions); 167.164 (Duty to Educate); 167.171 (Suspension Appeals); 168.133 (Criminal Background Checks); and 171.031 (School Calendar).</p> <p><b>Specific to Academic Program, Student Achievement and State Testing</b>  <b>RSMo_160.405.4(6)(a) and 160.405.7(1):</b> MU will monitor that our schools: • Design a method to measure pupil progress toward the pupil academic standards adopted by the state board of education pursuant to the provisions of <b>Section 160.514, RSMo</b> • Collect baseline data for the purpose of determining how the charter school is performing and, to the extent applicable, shall participate in the statewide system of assessments comprised of the essential skills tests and the nationally standardized norm-referenced achievement tests, as designated by the state board of education pursuant to the provisions of <b>Section 160.518, RSMo. RSMo_160.405.8:</b> MU shall have policies and processes in place related to school intervention and revocation of the charter based on performance deficiencies.</p>
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Indicators	YES	NO	NA	Concerns/Details
At least 80 % of teachers are appropriately licensed or certified to teach in Missouri Public Schools.				
Background check for volunteers and other non-certificated staff.				
Building substitute teachers are used.				
Schedule of Professional Development for teachers and non-certificate staff.				
Teacher mentoring program in place.				
Discipline policy in place				
School has research-based curricula for ELA, Math, Science, and Social Studies aligned to Missouri Learning Standards				
School has developed standards for teaching				
School addresses needs of gifted and talented students				
Instruction is differentiated (based on data) to meet the needs of all students, both whole and small group. Differentiated instructional strategies are clearly identified in lesson plans.				
Syestems in place to ensure that all SPED students are receiving services and minutes specified in their IEP?				
Syestems in place to ensure that all ELL students are receiving appropriate services				

## Charter School Programmatic Review

Section 2: Governance			
Assurance Checklist Requirements		Description	
Core Data 161.092,RSMO Fiscal Management 160.066,RSMO and 5 CSR 30-4.030		<p><b>Specific to School Board Oversight</b></p> <p><b>RSMo_160.400.7:</b> The charter board retains status as a Missouri non-profit corporation. RSMo_105.483 and 105.492: Charter board members submit ethics commission paperwork annually.</p> <p><b>RSMo_160.400.15:</b> Charter boards have policies in place to prevent conflict of interests with the charter school. <b>RSMo_160.400.14:</b> All charter board members have criminal background and FCSR checks.</p> <p><b>RSMo_610.010-610.030:</b> MU monitors whether charter school board and committee business is conducted as outlined in the Missouri Sunshine Laws.</p>	
<b>Total Number of meetings</b>		<b>Standing Committee Names</b>	
<b>Total Number of canceled</b>		<b>Committee meeting calendars</b>	Yes No
<b>Number of board members</b>		<b>Meeting information on school website</b>	Yes No
<b>Number of new member (this year)</b>		<b>Date of most recent strategic plan</b>	
<b>Number of board members per Bylaws</b>			

Indicators for Board Membership and Processes	YES	NO	NA	Concerns/Details
Board agendas available 5-7 days before the meeting				
Board packets include financials				
Board notifies the public of meetings. How?				
Board packets uploaded to Epicenter on the due date				
Individual Board members attend 80% of meetings				
80% of members present at each board meeting				
Board members regularly discuss agenda items				
Board chair conducts effective and efficient meetings				
Board follows all statutes regarding meetings, including Sunshine Law				
Board has an ongoing member recruitment plan				
Board has an onboarding process for new members				
Board has an ongoing development/training plan				
Background checks on all board members				
All board members registered with MO Ethics Com				
Board has and members comply with a Conflict of Interest policy				

## Charter School Programmatic Review

Indicators for Board Operations	YES	NO	N/A	Concerns/Details
Board evaluates the CEO/Executive Director annually				
How often do the Board Chair/CEO meet or talk?	--	--	--	
CEO/ED keep the board informed of school issues				
CEO/ED provides a regular academic overview to the Board.				
Comprehensive and current policies including finance, HR, operations and discipline.				
Documents submitted to Epicenter in timely manner				
The school is free of warnings from DESE				
Documents submitted to Epicenter in tinnely manner				
The school complied with all DESE submissions				
Board approved a budget for the next school year				
Board approved the calendar for the next school year				
Nondiscriminatory admissions policy and lottery process				

Comments:

## Charter School Programmatic Review

Section 3: Finance	
Assurance Checklist Requirements	Description
Fiscally Viable 160.405,RSMO Fiscal Management System 160.066,RSMO and 5 CSR 30-4.030	<p><b>RSMo_160.405.1(10):</b> MU will closely monitor that the charter school utilizes the coding procedures prescribed in the Missouri Financial Accounting Manual. <b>RSMo_160.405.4(4):</b> MU will ensure that the charter school acquires the services of a qualified, independent auditor to conduct an annual financial audit. <b>RSMo_160.405.4(4):</b> MU will ensure that all required financial controls are in place to assure that the revenue received for school operations are expended for that purpose: 1. A requirement that a monthly check register is reviewed and approved by the local board prior to issuing payment. 2. The bank account where state funds are deposited must be established and under the control of the charter board. <b>RSMo_160.415.5:</b> MU will closely monitor the submission of the Annual Secretary of the Board Report (ASBR) and the annual audit to the Department of Elementary and Secondary Education. <b>RSMo_160.417:</b> MU will identify any charter schools experiencing financial stress and report this information to DESE. If DESE designates that a school is financially stressed, MU will notify the charter school board, and ensure that the board develop and approve a budget and education plan to be submitted to the sponsor. Minimum requirements for what must be included in the plan are specified. MU may make suggestions to improve the plan. DESE may withhold any payment of financial aid otherwise due to the school until the sponsor and charter school are in full compliance with these requirements. <b>RSMo_165.121.5, RSMo:</b> MU will closely monitor that the school’s annual audit summary is published in a local newspaper.</p>
<b>Total Revenue for current year</b>	<b>Board Treasurer</b>
<b>Total Expenditures for current year</b>	<b>Finance Committee Chair</b>
<b>Net Gain (Loss)</b>	<b>CFO//.School Finance Staff</b>
<b>Ending Fund Balance</b>	<b>Frequency of Fiance Com. meetings</b>
<b>Revnuue from donations/fundraisers</b>	<b>Total long-term debt</b>

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Indicators	YES	NO	NA	Concerns/Details
Board approves monthly financial statements				
Board regularly approves check register				
The Board submitted the ASBR for the prior year				
School carrying at least 3% ending fund balance				Actual Fund Balance
Finance committee meets regularly				Frequency
School has a positive operating funds balance				
Annual independent audit has no substantial findings				
Audit published. (Date and location of publication)				
School submits audit information to Epicenter				

**Comments:**

**Charter School Programmatic Review**

**Section 4: Summary of Comments**