TRIO Wolf Creek Distance Learning Charter School #4095

616 CHARTER SCHOOL SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for the charter school. The charter school will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The charter school also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The charter school will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

A. "Course credit" is equivalent to a student successfully completing an academic year of study or a student mastering the applicable subject matter as determined by the charter school.

B. "Graduation Standards" means the course credit requirements and locally adopted content standards or Minnesota Academic Standards that charter schools must offer and certify that students complete to be eligible for a high school diploma.

C. "World's best workforce" means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduation from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. <u>Charter School Goals:</u>

1. The charter school board has established charter school-wide goals which provide broad direction for the charter school. Incorporated in these goals are the graduation and education standards contained in the Minnesota

Academic Standards and federal law. The broad goals shall be reviewed annually and approved by the charter school board. The charter school board shall adopt annual goals based on the recommendations of the Curriculum Committee for Comprehensive Continuous Improvement of Student Achievement (the "Curriculum Committee").

2. The improvement goals should address recommendations identified through the Curriculum Committee process. The charter school's goal setting process will include consideration of individual site goals. Charter school goals may be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

B. System for Reviewing All Instruction and Curriculum: Incorporated in the process will be analysis of the charter school's progress toward implementation of the Minnesota Academic Standards.

The Charter School cycle for implementation will mimic the revision process for the MN Department of Education.

C. Implementation of Graduation Requirements:

1. The charter school board shall appoint a Graduation Standards Implementation Committee which shall advise the charter school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. This committee will be referred to as the graduation credit committee at Wolf Creek Charter School. Recommendations of this committee shall be published annually to the community. The charter school board shall receive public input and comment and shall adopt or update this policy at least annually.

2. The charter school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the charter school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the Graduation Standards Implementation Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The Graduation Standards Implementation Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (the Commissioner) in developing a plan which must include parental involvement components.

3. The educational assessment system component utilized by the charter school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The charter school board will utilize models developed by the Commissioner for measuring individual student progress. The charter school board must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

D. Curriculum Committee for Comprehensive Continuous Improvement of Student Achievement:

1. Each year, the Curriculum Committee will meet to advise and assist the charter school in the implementation of the charter school system accountability and comprehensive continuous improvement process.

2. The Curriculum Committee, working in cooperation with other committees of the charter school (such as the Technology & Inclusive Education) will provide active community participation in:

   a. Reviewing the charter school instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Standards;

   b. Identifying annual instruction and curriculum improvement goals for recommendation to the charter school board;

   c. Making recommendations regarding the evaluation process that will be used to measure charter school progress toward its goals;

   d. Making recommendations regarding the development of the "Annual Report on Curriculum, Instruction, and Student Achievement."

3. The Curriculum Committee shall meet the following criteria:

   a. The Curriculum Committee shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards. At times the use of charter school board meetings for dissemination of information can and will be used in place of committee meetings. It is noted that all members of the committee can also be fulfilled by school board attendance.

b. The Curriculum Committee shall make recommendations to the charter school board on charter school-wide standards, assessments, and program evaluation.

c. Content specific teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the charter school improvement plan.

d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Curriculum Committee in the instruction and curriculum review process. This plan shall annually be approved by the charter school board.

4. The Curriculum Committee shall, when possible, will be comprised of the following people:

a. Charter School Director

b. Authorizer Representative

c. Charter School Board Member

d. Student Representative when available or use of student satisfaction surveys when not available in person.

e. One teacher

f. One parent

g. Charter School Test Administrator (if different from "a." above)

5. The Curriculum Committee shall meet the following timeline each year:

Month May: Organizational meeting of the Committee to review the authorizing legislation and the roles and responsibilities of the Committee as determined by the charter school board.

Month(s) April and May: Agree on the process to be used. Become familiar with the instruction and curriculum of the cycle

content area.

Month(s) April and May: Review evaluation results and prepare recommendations.

Month May: Present recommendations to the charter school board for its input and approval.

Month May: Provide direction to and review "Annual Report on Curriculum, Instruction and Student Achievement."

E. Evaluation of Student Progress Committee: A committee of professional staff shall develop a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the Curriculum Committee to review instruction and curriculum cultural competencies, including cultural awareness and cross-cultural communication, and student achievement at the school site. This plan shall annually be approved by the charter school board.

F. Reporting:

1. An Annual Report as prescribed by the Minnesota Department of Education shall be approved by the charter school board each year. The charter school board shall publish a summary of the report on the charter school website. If electronic means are used, the charter school must publish notice of the report in a periodical of general circulation in the charter school. The charter school must make copies of the report available to the public on request. A copy shall be sent to the Commissioner each year. The public report shall include, but not be limited to, the following:

    a. Student achievement goals for meeting the Minnesota Academic Standards;

    b. Result of local assessment data and any additional test data, including all data required by Minn. Rules Part 3501.0160;

    c. Charter school improvement plans including staff development goals;

    d. Progress on previous improvement plans;

    e. Amount and type of revenue attributed to each educational site as defined in Minn. Stat. § 123B.04;

f. Names of Curriculum Committee members, dates their terms expire, method of selection, and application dates;

g. Periodic reports on constituencies' satisfaction with the charter school;

h. Biennial evaluations of the charter school testing programs according to the following:

a. written objectives of the assessment program;

b. names of tests and grade levels tested;

c. use of test results; and

d. student achievement results compared to previous years.

2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
Minn. Rules Parts 3501.0640-3501.0665 (Academic Standards for Lang. Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA Policy 104 (School District Mission Statement)
Policy 601 (School District Curriculum and Instruction Goals)
Policy 613 (Graduation Requirements)
MSBA Policy 614 (School District Testing Plan and Procedure)

TRIO Wolf Creek Distance Learning Charter School #4095

MSBA Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA Policy 618 (Assessment of Student Achievement)
MSBA Policy 619 (Staff Development for Standards)
Policy 620 (Credit for Learning)