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| WSUCA 2020/2021 Strategic Plan | | |
| Area | **Goal** | **Strategy** |
| School Achievement | Increase the percentage of students making adequate progress in literacy from 65% to 80% by Jan. 1, in order to increase the percentage of children that are making sufficient progress by the end of the year to 80% or above. | This will be achieved by implementing…   * Teachers College Reading and Writing Project curriculum * Technology System * Biweekly progress monitoring linking assessment data to instructional approaches * Tier 2 instruction (see Literacy Plan) * COVID-19 adaptations… |
| Maintain 80% of students making adequate progress in all other content areas (math, science, integrated core, and social studies), in order to maintain the percentage of children that are making sufficient progress by the end of the year to 80% or above. | This will be achieved by implementing…   * Appropriate curriculum for subject area * Biweekly progress monitoring * Tier 2 instruction * Integrated curriculum * New lesson plan format & Project Approach * Desired Results Assessments * Strengthening family communication and engagement * COVID-19 adaptations… |
| Enrollment | Maintain enrollment trend of Oct. 1 count being not less than 90% of the prior year, with the 5-year enrollment trend of Oct. 1 count being stable or increasing. | This will be achieved by implementing….   * Advertisement as needed. * Matriculation agreement with DaVinci Academy * Family feedback and satisfaction surveys and addressing concerns |
| Charter Fidelity | Increase the percentage of NAEYC criteria met from 61% to 80% by Nov. 1, in order to improve classroom and program quality, percent of students proficient, family engagement, professional development support, and submit application for site visit in Fall 2020. | This will be achieved by implementing…   * Accreditation standards and criteria * Professional development * Weekly team meetings * Coaching * Classroom portfolio |
| Finance | Maintain all required financial indicators as specified by the Charter Accountability Framework. | This will be achieved by implementing…   * Annual audits & on-going board oversight |
| Governance | Maintain all governance responsibilities as specified by the WSUCA Board Handbook and the Charter Accountability Framework. | This will be achieved by implementing….   * 3 Annual Trainings, with one open public meeting training. * All board members background checks completed by Sept. 1 * All board positions filled by Sept. 1 * Fulfilling position requirements. |

**WEBER STATE**

UNIVERSITY

Charter Academy

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| **School Achievement Plan** | | | | | | | | | | | | |
| **Strategy** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| Literacy Curriculum Implementation Plan | Camie working on hiring a specialist to guide training, implementation, fidelity check. | Weekly Progress Fidelity Checks, Implementation of Early Literacy Plan | | | | | | | | | | |
|  | **We Are Readers:**  Units 1-9  **Making Friends with Leaders:**  Units 1-17 | **We Are Readers:**  Units 10-19  **Word Scientists:**  Units 1-10 | **Super Powers: Reading Print strategies & Sight Word Power:**  Units  1-10  **Word Scientists:**  Units 11-18 | **Super Powers: Reading with Print strategies & Sight Word:**  Units 11-17  **Word-Part Power:**  Units 1-10 | **Bigger Books, Bigger Reading Muscles:**  Units1-12  **Word-Part Power:**  Units 11-17 | **Bigger Books, Bigger Reading Muscles:**  Units 13-19  **Vowel Power:**  Units 1-9 | **Becoming an Avid Reader:**  Unit 1-8  **Vowel Power:**  Units 10-19 | **Becoming an Avid Reader:**  Unit 9-14  **Playing with Phonics:**  Units 1-9 | **Becoming an Avid Reader:**  Unit 15-18  **Playing with Phonics:**  Play  Units 10-20 |  |
| Assessment Plan  Camie will steer |  | Principal & teacher complete assessment ethics training | 30th Desired Results BOY  Making Friends with Leaders  30th Last Day for BOY Dibels testing | 31st  We Are Readers | 30th  Word Scientists | 1st -Dibels MOY Testing Window Open  31st Super Powers: Reading with Print strategies & Sight Word | 31st Desired Results MOY  31st Dibels MOY Last day for testing  Word-Part Power | 29th  Bigger Books, Bigger Reading Muscles | 31st  Vowel Power | 30th  Becoming an Avid Reader | 31st  KEEP Exit Complete  Desired Results  EOY  Playing with Phonics | 15th Dibels EOY testing window closes |
| Complete State Required Reports & Assessments | 1st Literacy Plan Preapproval (Camie) | 2nd DLM Educator Portal account clean up (SPED)  5th DLM required test administrator open  15th Early literacy plan due | Vision Screening (Camie)  1st Literacy Plan Approval Due (Camie)  15th Policy and Procedure manual due (SPED)  15th LEA Testing Plan  30th  KEEP  Entry  30th CEIS Report (SPED)  30th Special Education dispute resolution (SPED). | Vision Screening (Camie)  1st Complete CACTUS update for teaching assignments (Camie)  10th Special Ed single year dropout/events  15th Final due date for revised Early Literacy Plan (Camie)  31st State Dibels BOY data entered |  |  |  | 26th DLM Instructional Embedded Assessment window closes (SPED)  28th MOY Dibels Data Due | 9th DLM/UAA Spring assessment window opens (SPED)  15th Special Education results driven accountability annual performance report (SPED) | 15th Dibels EOY testing window opens  27th KEEP Testing Window Opens  30th UPIPS, PIP (SPED)  31st File DWS wage report (SPED) |  | 5th DLM/UAA Spring assessment window closes.  15th KEEP exit data due  30th Dibels EOY data entered  15th Immunization  Vision |

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| **Enrollment, Attendance & Recruitment Plans** | | | | | | | | | | | | |
| **Strategy** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| Indicator: Enrollment trend Oct 1, not less than 90% of prior year. |  | Monthly campus announcements, update website and redo campus promotions materials/flyers, movie ad | | | | | | | | | | |
| Principal report current year enrollment Oct 1 enrollment at BOD meeting  Public Notice: Social media, Campus Posters & Materials (Spanish & English)  for next year posted by Nov 1  Children’s school parent/teacher conference information | | | | |  | Applications open  Jan 15 30 applicants  Parent engagement and satisfaction survey | Feb 1-28 Open-house, tours or interviews  Feb 15 40 applicants  Feb 1 Contact Da’Vinci about waitlist priorities  Feb 28 60 applicants | Lottery Mar 10  Notify recipients  Clear communication with waitlist |  |  |  |
| Maximize  -number of children entering Charter Academy from Children’s School.  -number of families that return to program with multiple children. |  | Applications link posted on website. |  |  | Children’s School parents of 4-5 year olds receive an invitation, explain extended care.  Children’s school staff encourage at Parent Teacher Conference |  | Children’s School parents of 4-5 year olds receive an invitation reminder that application is open. | Feb 1 Children’s School parents of 4-5 year olds receive an email reminder about application.  Feb 1-15 Open house targeting Children’s School families  Feb 20 reminder of application deadline |  |  |  |  |
| Oct 1 trend not less than 90% of prior year |  |  |  | Provide count to board, Recommend recruitment strategies for upcoming year |  |  |  |  |  |  |  |  |
| ADM not less than 90% of prior year | Parent handbook statement, sent to parents | Emphasis importance at parent orientation | Sally or Letitia follow-up on absences over 2 days | | | | | | | | |  |
|  | Camie Report ADM to board |  |  | Camie Report ADM to board |  | Camie Report ADM to board |  |  |  |
| State Required Reports | 1st Year End UTREX |  |  | Oct 1 count | 10th UTREx fall enrollment | 10th UTREX enrollment report  UTREX enrollment (SPED) |  |  |  |  |  |  |

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| **Charter Fidelity Plan** | | | | | | | | | | | | |
| **Strategy** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| All website documents updated. | Sally update by Aug 1st -meeting minutes & agendas, financial report, parent handbook, policy manual, annual reports, research projects. Maintain these. | | | | | | | | | | | |
| Camie identifying tech support options | |  |  |  |  |  |  |  |  |  |  |
| NAEYC Accreditation (Camie’s input needed)  -Classroom Portfolio  -Program Portfolio |  | | | | | | | | | | | |
| Standard 9: Physical Environment  NAEYC classroom observation criteria & portfolio, staff survey | | Standard 1: Relationships | Standard 2: Curriculum | Standard 3: Teaching  NAEYC Family Survey | Standard 4: Assessment of Child Progress | Standard 5: Health  NAEYC classroom observation criteria & portfolio | Standard 6: Staff Competencies, Preparation, and Support | Standard 7: Families | Standard 8: Community Relations | Standard 10: Leadership and Management  NAEYC Family & Staff Survey |  |
| Professional Learning | Team Meeting Each Friday, Weekly Observation, Coaching, Check-in Report (Conferences will be added)  State required Trainings: FERPA, Data Governance, Code of Conduct (Sexuality), Child Maltreatment (with human trafficking)  Principal attend one-day special education training class sponsored by USBE prior to first day of instruction. | | | | | | | | | | | |
| Family Engagement  \*Add in FIC & Land Trust meetings | Home visits  Parent orientation  Orientation family engagement policy, options, volunteer hour document,  Dev screening results | | 1st of Each Month Monthly Family Newsletter emailed to families: Letitia  -Provide attendance rate and encourage attendance.  -Key dates – include school events and parent meetings (FIC, Land Trust, BOD, social, parenting education)  -Key dates – include school events and parent meetings (FIC, Land Trust, BOD, social, parenting education)  -Monthly family satisfaction survey’s , Jeremy BOD update  Take home library starting in Sept and accommodate parent needs- Letitia  Weekly classroom updates from teacher – multiple types of communication (app, written)- Letitia | | | | | | | | | Camie update volunteer hours in annual report |
| \*Follow-up with families that do not document hours to ensure understanding KEEP results | Parent/Special friend night – Literacy  Oct 5th send parent teacher conf scheduling  Camie Report volunteer hours & survey results to to BOD | Parent/Teacher conf. | Family social | Camie Report volunteer hours and survey results to BOD  Progress report sent to parents. | Parent/Special friend night – Math/Science  Feb 30th send parent/teacher conf scheduling | Camie Report volunteer hours& survey results to BOD  Parent/Teacher conf. |  | Opera | Camie Report volunteer hours & survey results to BOD  June 5th: Final progress reports sent (families & schools) |
| Preservice teacher, mentor, course instructor productive learning experience. | Alex? revise evaluation process. Website information | | | | | 20th Alex end of semester evaluation data to Camie |  |  |  |  | 5th Alex end of semester evaluation data to Camie |  |

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| **Finance Plan** | | | | | | | | | | | | |
| **Strategy** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| Year-end report indicators (Unrestricted cash on hand, debt to asset ratio, current ratio) |  |  |  |  |  |  |  |  |  | 1st Land Trust Progress report and plan Approved | Plan 2020-2021 Budget- Abel, Camie, Stephanie by May 30 | 30th 2020-2021 Budget & rationale approved by governing board |
| Financial reports available to board and public within 5 days | Abel email to BOD, Camie & Sally by 10th. Sally post by 15th | | | | | | | | | | | |
| Monitor and resolve audit findings  Audit committee: Abel, Camie, Stephanie, Sheila |  |  |  |  | Abel & Camie State Audit | Sheila & Stephanie: Review audit finding letter email to BOD, ensure response as needed | Sheila & Stephanie: Meet with State Charter oversight representatives |  |  |  |  |  |
| State Required Reports | 22nd prior & current year budgets (Abel  30 Public finance transparency (Abel)  31 Deposits and investment report (Abel)  31 DSW wage quarterly report (Abel) |  | 30th Last day to Obligate IDEA funds from prior FY (Abel, Camie, SPED)  UPF Transparency annual payroll data (Abel) | 1st UPEFS prior year financial reports (Abel)  30th UPF Transparency (Abel)  31st Last Day to request reimbursement of FY16 IDEA (SPED) | 1st UCA (Able/Camie)  Fall enrollment  Educator salary adjustment CATUS  Early Intervention Application  IDEA Application  15th Professional staff cost  Educator Salary adj  (Camie/Abel)  29th Management letter (Abel)  29th single audit report for prior year (Abel)  30th audited financial statement (Abel) | 15th indirect costs UPEFS (Abel)  31st audited financial certification (Abel) | 30th UPF Transparency (Abel)  31st Deposits and investment (Abel)  31st DWS wage report (Abel) |  |  | 30th UPF Transparency (Abel)  31st DWS wage report (Abel) | 9th Teacher Salary Supplemental Program approvals (Camie/Abel) | 30th Budget adopted |

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| **Governance Plan** | | | | | | | | | | | | | |
| **Strategy** | **July** | **Aug** | **Sep** | **Oct** | **Nov** | **Dec** | **Jan** | **Feb** | **Mar** | **Apr** | **May** | **Jun** |
| Board Training |  | Brittney Orientation (GBOT 5,6, 11,12) |  | Open public Meetings (GBOT 10) |  |  | Goals & progress reporting (GBOT 1, 2,16 17, 18,19)  Application and Lottery procedures |  | Strategic Planning  (GBOT 4, 15) |  |  | (GBOT 3, 9) |
| BOD background check |  | BOD fingerprint completed |  |  |  |  |  |  |  |  |  |  |
| Board membership full | July 1 board membership full |  |  |  |  |  |  |  |  |  |  |  |
| Noticed Meetings: public website. | Sally post monthly when agenda is sent out – target is 1 week prior to meeting. | | | | | | | | | | | | |
| Utah State Required annual assurances met and reports completed. | Oct 1st Charter Schools compliance with Fee Waivers (Sheila & Camie)  Oct 1st data privacy compliance check (Camie)  Oct 1st School LAND Trust Funding Report (Camie) | | | 20th LANDtrust committee membership forms (Camie) |  |  |  |  | LANDtrust application (Camie) | 15th Final deadline for letter of authorization for employees hired after Nov 15th (should be submitted 30 days after hire) |  | 30th Bullying & Conduct  Assurances (Camie)  Annual Assurances due July 1 (Camie & Sheila) |
| Meeting Minutes: posted within 30 days. | Sally post send minutes to the board within 7 days of meeting, post to website within 10 days. Brittany verify minutes posted on website. | | | | | | | | | | | | |
| Meeting Recordings available within 3 days. | Brittney verified minute recording available (saved in BOX folder) and notice posted on website | | | | | | | | | | | | |
| Meeting Procedures;--closed meeting follow --protocol-administrator report  -respectful interactions  -focus on governance |  | Sheila -Meeting Evaluation |  | Sheila -Meeting Evaluation |  |  | Sheila -Meeting Evaluation |  | Sheila -Meeting Evaluation |  |  | Sheila -Meeting Evaluation |