

**Weber State University Charter Academy
Annual Report
2012/2013 Academic Year
Start-Up Year**

**Boyd K. and Donna S. Packer Family and Community Education Center
Jerry and Vickie Moyes College of Education**

Date approve by WSU Charter Academy Board of Directors: August 6, 2013

Date Submitted to WSU Administration: August 7, 2013

Moyes College of Education Dean: Jack L. Rasmussen, Ph.D.

WSU Charter Academy Board of Director's Chair: Chloe D. Merrill, Ph.D.

I. Executive Summary:

Weber State University Charter Academy is currently in its planning year, with the schools inaugural opening August 26, 2013. Since authorization by the Weber State University Board of Trustees and the State Board of Education, WSU Charter Academy has been following the plan outlined in the WSU Charter Academy application.

The mission of the WSU Charter Academy is to provide an educational learning center with an emphasis on student learning and family involvement; where WSU pre-service teachers may observe and practice cutting-edge, research-based educational practices; and where research on various aspects of education may be conducted.

To date, WSU Charter Academy has worked with the WSU administration concerning the remodel of rooms 111 and 116 in the Moyes College of Education. Direct work with WSU Facilities Management as well as the School Construction & Facility Safety Specialist at the USOE. This process was completed in May 2013. WSU Charter Academy facility financing was procured by the Dean of the Moyes College of Education, Jack L. Rasmussen, and is supported by Weber State University President's Council.

Advertisement concerning the WSU Charter Academy was done widely and in accordance with the WSU Charter Academy application. Lottery applications were open from January 1, 2013, through February 28, 2013. A public lottery was held in the WSU Union Ballroom on March 14, 2013. At the current time, morning and afternoon session are full with 22 students in each session.

The teacher position was opened and advertised in accordance with WSU Human Resource policies. The selection committee worked closely with the WSU Charter Academy Board of Director's. A Utah Licensed teacher was hired in April 2013.

A timeline was determined by the Board of Director's for other items that are needed by the Charter Academy such as ordering of technology, ordering of furniture, classroom setup, etc.

Parent meetings will begin in August and the Family Involvement Committee (FIC) will be formed at that time.

WSU Charter Academy Board of Director's is accountable for all school business and has employed legal counsel when appropriate.

Please see APPENDIX A for a complete - Weber State University Charter Academy Summary.

II. Goals and Evidence:

Goal 1: Maintaining a focus on children and families through educational, co-curricular, and extra-curricular programs.

The educational program of the WSU Charter Academy will be child centered, developmentally appropriate, and oriented towards the development of the whole child. Curriculum will not only be based on the Utah Core Standards but also principles set forth by the National Association for the Education of Young Children (NAEYC).

The WSU Charter Academy is currently at full capacity with 44 children—22 morning, 22 afternoon. Appropriate curriculum has been ordered and received, and the teacher is planning lessons at this time. A Parent and Student Handbook is currently being developed and is anticipated to be completed by August 15, 2013.

Parents/guardians/family members will volunteer 30 hours per school year to help facilitate Goal 1. Volunteer hours may include activities such as classroom participation, family nights at the Charter Academy focused on subject matter activities, field trips, home learning activities, and/or other formal/informal learning opportunities. Volunteer hours will be logged detailing the number of hours spent in school and classroom activities. All volunteers must be fingerprinted. The 1st round of parent/guardian/family member fingerprinting took place in May, 2013.

Goal 2: Providing training in research informed practices for pre-service teachers through observation and mentored teaching opportunities.

This goal involves university students in observations or practice teaching and will take place fall semester 2013 using Child and Family Studies 2610: Guidance – Development Theory students.

Goal 3: Providing a research center through opportunities for University faculty, University students, and WSU Charter Academy faculty to study various educational aspects.

Evidence for meeting this goal will be found in the number of pre-service and graduate presentations, projects, and publications prepared, as well as presentations and publications University faculty produce. These evidences will be reported annually.

Video cameras have been placed in the classroom and a policy is currently being written for approved usage by faculty in their courses. All individuals doing research will need to complete the IRB process.

III. Monitor/comply with federal & state laws, rules and regulations

All federal and state laws, rules and regulations have been monitored and complied with to date. Currently the primary compliances that were needed during the start-up year were:

- WSU Charter Academy Agreement signed by WSU Board of Trustee's – September 2012.
- WSU Charter Academy Application submitted to USOE Board of Education -approved November 2012.
- Received approval from USOE to renovate rooms 111 and 115 in Education building for Charter Academy – January 2013
- WSU Charter Academy Articles of Incorporation – January 16, 2013
- WSU Charter Academy Amended Articles of Incorporation - February 1, 2013
- WSU Charter Academy Bylaws – January 16, 2013
- WSU Charter Academy Amended Bylaws - February 1, 2013
- Lottery Application open to general public and advertisement of WSU Charter Academy – January 1 to February 28, 2013
- Weber State University & WSU Charter Academy Cooperative Agreement – February 2013
- Held WSU Charter Academy Lottery – March 14, 2013
- Board of Directors Conflict of Interest Policy & Statement – January 2013

- May 9, 2013 – Received Certificate of Occupancy from USOE concerning completion of room renovation
 - WSU Charter Academy Emergency Plan – May 2013
 - June 4, 2013 – Budget for 2013-2014 past by WSU Charter Academy Board of Directors
 - June 13, 2013 – Budget for 2013-2014 submitted to the USOE System
- Other minor compliance issues were met.

IV. Technical support in understanding of their charter obligations

The WSU Charter Academy Board of Directors Chair, Principal, and Business Administrator have attended Director meetings held either at the USOE or online since August, 2012.

- Business Administrator has attended SIS trainings and meetings since January, 2013 at the USOE.
- WSU Charter Academy Board of Directors and Administration Training was held on the WSU Campus May 17, 2013. Marlies Burns, Director, USOE Charter Schools, conducted the training
 - Full 10 member Board has been appointed and was in attendance
 - School Administration and staff, 3 member, were in attendance
 - Constance Hughes, Attorney, was also in attendance
- Attending Utah Public Charter School Association Conference in Provo, UT - June 17-18, 2013
 - 7 Board member in attendance and Principal

V. In Alignment with Charter Academy Agreement:

Following indicators adopted in agreement (8/2012):

1. Board of Director's

<i>Indicator – Board performance & stewardship</i>			
Measure	Metric	Minimum Standard	Evaluation
Ethical conduct	Number of board violations of statute, State Board rule, or charter agreement	No violations of statute, State Board rule, or charter agreement	None

<i>Indicator – Board performance & stewardship (page 32 application)</i>			
Measure	Metric	Board Goal	Evaluation
Board member development	Percentage of board passing all available board training modules on the State Charter School Board website	100%	100%
Regulatory and reporting compliance	Percentage of all required reports that are submitted to state agency complete, accurate, and on time	100%	100%
Regulatory and reporting compliance	Articles of Incorporation, Board Bylaws, and Charter are all in agreement and the academy/school's Charter is not changed without proper amendment from chartering entity	100%	100%

2. Establishment Of The Charter Academy

a. Application/Agreement-Binding

The WSU Charter Academy Application was fully incorporated into this agreement and all members of the WSU Charter Academy Board of Directors have received a copy of the Application and the Agreement. All Board of Directors members agree to abide by the conditions contained in the agreement.

b. Compliance with Other Law

The WSU Charter Academy Board of Directors shall comply with all applicable federal laws and regulations, including, but not limited to, such laws and regulations governing employment, environment, disabilities, civil rights, children with special needs, transportation, and student records as applicable. The Governing Board shall also comply with all applicable health and safety laws and regulations, whether federal, state, or local.

c. Transportation

Neither the local board of education, WSU Charter Academy Board of Directors, University nor the SBE is responsible for student transportation except as required in a student IEP. Parents of a student at the WSU Charter Academy have been notified of this provision and it is posted on the WSU Charter Academy website.

d. Facilities

The WSU Charter Academy will be housed in the Jerry & Vickie Moyes College of Education, rooms 111 & 116 (next to the Melba S. Lehner Children's School). Direct work with WSU Facilities Management began once approval for the WSU Charter Academy was received. All permits were obtained as well as authorization from the State office of Education to begin remodeling. Construction began on January 15, 2013, with completion and "Certificate of Occupancy" being received on May 9, 2013. A total of 972 square feet will be used as the main classroom (room 116). An observation booth (room 111) is located on the east side of the classroom. New storage cupboards were installed for instructional materials. Water fountains and two children's enclosed bathrooms were installed (not contained in square footage). Current Melba S. Lehner Children's School parking will be used for parents to drop off and pick-up children. The outdoor educational experience will share space with the Children's School.

Furnishings, security/observation cameras, curriculum, and other supplies for the WSU Charter Academy were acquired as part of the Start-up grant received from the USOE. (January, 2013 - Applied for Start-Up Grant and received - \$63,635.00)

3. Operation Of The Academy

a. Purpose

The purposes of the WSU Charter Academy are threefold:

1. To meet community needs through increased parental choice with a family oriented, child-centered curriculum;
2. To improve student learning through a developmentally appropriate curriculum that includes high standards and expectations for learning as well as individual support; and
3. To study innovative teaching methods, measurement, and other components of education in order to contribute to the national and international body of research-based knowledge.

The WSU Charter Academy will meet the purpose of charter schools defined in Title 53A-1a-503.

b. Enrollment

Weber State University Charter Academy will open August 26, 2013. The school was to open the first year with 40 students in kindergarten. In the second year of operations, enrollment was to increase by 4 students to a total enrollment of 44 students. On February 20, 2013, application was made to the USOE Board of Education to increase the total enrollment from 40 students to the maximum of 44 students – 22 morning, 22 afternoon. At the March 8, 2013, meeting of the USOE Board of Education the application to increase the total enrollment was granted. This is the maximum enrollment the WSU Charter Academy will have in the current facilities due to square footage requirements per student.

The following indicators are not applicable during the start-up year.

<i>Indicator - Student attendance and reenrollment (page 17 of application)</i>			
Measure	Metric	Board Goal	Evaluation
Student attendance rate	All students attending target number of days (167 school days)	90% of students attending target number of days	N/A – Start-up Year
Within year enrollment rate	Percentage of students continuously enrolled throughout the year	80% of students continuously enrolled throughout the year	N/A – Start-up Year
Year-to-year reenrollment rate	Percentage of students re-enrolled from one year to the next	Not applicable	N/A
Continuous reenrollment rate	Percentage of students continuously enrolled for all available years	Not applicable	N/A

c. Records

- *Access.* Subject to state and federal laws, the SBE, its agents, and the State Auditor’s Office shall have the right to examine and copy complete records, reports, documents, and files relating to the operation of the WSU Charter Academy, or any activity, program, or student of the WSU Charter Academy.
- *Public Records Law.* The Board of Directors and WSU Charter Academy are subject to the Government Records Access and Management Act. All agendas and minute of meetings are posted on the WSU Charter Academy website. Electronic records of meetings are located in room 228 of the Moyes College of Education. All meetings and agendas can also be found on the Utah Public Meeting Website.
- *Student Records.* The Academy/School is subject to all the provisions of the federal Family Educational Rights and Privacy Act, U.S.C. 20 § 1232g. In the event the Academy/School closes, it shall transmit all official student records as prescribed by the University.

d. Student Discipline

- The WSU Charter Academy agrees to and shall comply with all state and federal law, and State Board rule, except as otherwise provided by law.
- The WSU Charter Academy shall comply with state and federal law, and State Board rule governing discipline of children with disabilities, including compliance with 20 U.S.C. Sec. 1400 et. seq. and Section 504 of the Rehabilitation Act of 1973, 29 U.S.C. Sec. 706(8).
- The WSU Charter Academy shall comply with state and federal due process requirements both in notifying parents and students of conduct for which they may be suspended or expelled and in providing notice and hearing opportunities to students being recommended for exclusion from the WSU Charter Academy. If the WSU Charter Academy suspends a student with special needs, it shall continue to provide the student with all continuing education services to the extent mandated by state and federal law, and State Board rule.
- The WSU Charter Academy has developed policies and procedures to deal with various student discipline issues. WSU Charter Academy policies can be found on the WSU Charter Academy website under policies. WSU Charter Academy procedures for each of the policies can be found on the WSU Charter Academy website under procedures.

e. Instruction

- As prescribed by State Board rule, the WSU Charter Academy shall provide a minimum of 180 days and 450 hours of instruction (grade K).
- The WSU Charter Academy shall employ the use of the Utah State Core Curriculum as the foundation along with the National Association for the Education of Young Children (NAEYC) standards for the instructional program.

f. Assessments

- On or before August 12, 2013 and prior to administering any state assessment, the WSU Charter Academy Principal will review the “*State Ethics Policy*” and “*Standard Test Administration and Testing Ethics Policy for Utah Educators*” with all teachers. WSU Charter Academy teachers are then responsible to read and sign the “*State Ethics Policy*” and “*Standard Test Administration and Testing Ethics Policy for Utah Educators*” brochure and document. The signed document must be kept on file at the WSU Charter Academy Office.

The following indicators are not applicable during the start-up year.

<i>Indicator - Student achievement level (page 101 of application)</i>			
Measure	Metric	Board Goal	Evaluation
Proficiency levels in English Language Arts	Percentage of students meeting Utah Core State Standards in English Language Arts	80% of students will meet each individual standard as demonstrated through multiple assessments including planned observational and work sample documentation in portfolio's	N/A – Start-up Year
Proficiency levels in Mathematics	Percentage of students meeting Utah Core State Standards in Mathematics	80% of students will meet each individual standard as demonstrated through multiple assessments including planned observational and work sample documentation in portfolio's	N/A – Start-up Year
Skills in the social and emotional, physical, and cognitive developmental areas	Percentage of students meeting the WSU Charter Academy criteria based on current developmental understanding	80% of students will meet each individual standard as demonstrated through multiple assessment including planned observational and work sample documentation in portfolio's	N/A – Start-up Year

g. Open Meetings: Public Records

The Board of Directors and WSU Charter Academy are subject to the Government Records Access and Management Act. All agendas and minute of meetings are posted on the WSU Charter Academy website. Electronic records of meetings are located in room 228 of the Moyes College of Education. All meetings and agendas are also posted on the Utah Public Meeting Website.

h. University and Academy/School Transparency

The WSU Charter Academy agreed to have on its website and has met the following requirements:

- an electronic copy of the Academy/School's approved charter,
- signed charter agreement;
- the Board of Director's structure, including names, qualifications, and individual contact information for all governing board members;
- the WSU Charter Academy student policy manual;
- the annual WSU Charter Academy calendar;
- timelines and processes for new student application and registration,
- timelines and processes for students transferring from the charter WSU Charter Academy to another school.

The following will be added after the first year in operation:

- evidence of how the WSU Charter Academy performed compared to its WSU Charter Academy performance measures in the approved charter and charter agreement.

i. Agreements with Education Service Providers (ESPs)

At the current time the WSU Charter Academy has not entered into any agreements with Education Service Providers (ESPs).

4. Personnel

a. Licensed Employees

During April 2013 selection of the WSU Charter Academy teacher was made with the help of Weber State University Human Resource department. All WSU policies were followed in the selection process.

<i>Indicator – Board performance & stewardship</i>			
Measure	Metric	Minimum Standard	Evaluation
Regulatory and reporting compliance	Percentage of teachers properly licensed and endorsed for teaching assignment	All teachers properly licensed and endorsed for teaching assignments in CACTUS	100%

b. Criminal Background Checks

Weber State University Charter Academy Board of Directors, Principal, Business Administrator/Secretary, teacher, and the Dean of the College of Education have received a criminal background check as required by Utah Code 53A-1a-512.5.

All WSU Charter Academy staff, including administrators, office staff, teachers, paraprofessionals, instructional aides, classroom aides, substitute teachers, parent volunteers, and community members who will spend any significant unsupervised time with students must receive a criminal background check prior to beginning service with the Charter Academy.

<i>Indicator – Board performance & stewardship</i>			
Measure	Metric	Minimum Standard	Evaluation
Regulatory and reporting compliance	Percentage of employees and board members with completed criminal background checks	All employees and board members have criminal background check on file	100%

5. Charter Academy Financial Matters

a. Financial and Governance Warnings

The WSU Charter Academy incorporates by reference, all applicable federal and state laws and regulations and State Board rules unless specifically waived.

b. Fiscal Management

Weber State University and the WSU Charter Academy have a “Cooperative Agreement” that all generally accepted standards of fiscal management will include but are not limited to practices outlined in statutes pertaining to the management of school district budgets (U.C.A. §53A-19) will be handled by Weber State University Accounting Services. This also includes all financial audits, audit procedures and audit requirements.

Utah Charter School Implementation Grant funds were applied for and received in the amount of \$63,635 for year 1. These funds were utilized to address Weber State University Charter Academy's goals in a variety of ways. Weber State University Charter Academy received the Start-up grant funds on March 19, 2013. They were spent by July 31, 2013.

This grant money was utilized in the following manner:

Goal 1: Maintaining a focus on children and families through educational, co-curricular, and extra-curricular programs.

During the start-up year WSU Charter Academy is meeting Goal 1 by providing an environment for academic achievement by remodeling and setting up a functional classroom as well as completing the set up of the Charter Academy. This includes purchasing furniture, setting up of the classroom, purchasing curriculum, and also purchasing technology to be used in the classroom. Enrollment and attendance were achieved via advertisement of the Charter Academy and holding the Lottery on March 14, 2013. This goal was also met by completing the set up of the Charter Academy as a 501(c)(3) with attorney and other needed expenses.

Goal 2: Providing training in research informed practices for pre-service teachers through observation and mentored teaching opportunities.

The WSU Charter Academy will provide a classroom in which WSU pre-service teachers may observe the research-based practices they have heard and read about in coursework.

This goal included providing the teacher time for involvement with the Charter Academy during the planning year. Twenty contract days were complete by the newly hired teacher between May 15th and June 30th to help in the setting up of the Charter Academy.

This goal also includes training of the Board of Director's by the USOE Director of Charter Schools; the majority of the Board of Director's and Charter Academy's administration attending the Utah Association of Public Charter Schools Conference in Provo, Utah in June 2013. These provided training and learning opportunities for Board members and administration who are all new to the Charter school system.

Goal 3: Providing a research center through opportunities for University faculty, University students, and WSU Charter Academy faculty to study various educational aspects.

WSU Charter Academy will provide a facility in which educational research may be carried out. This process will be enhanced with the use of a video/camera system that will be used to watch/record children's learning activities. This goal is supported by the implementation of teacher evaluations and professional development. The video/camera system was purchased for not only research purposes but security measures.

WSU Charter Academy has applied and received approval for the Utah Charter School Continuation Grant – Year 2 in the amount of \$15,287.

<i>Indicator – Financial performance and sustainability</i>			
Measure	Metric	Minimum Standard	Evaluation
Audit findings or recommendations	Number of material findings, financial condition findings, or repeated significant findings	No unresolved material findings, financial condition findings, or significant findings	N/A – Start-up Year
Current assets to total annual operating expenses	Current Assets ÷ (Total Annual Operating Expenses ÷ 365)	30 days cash on hand or cash reserve as required by bond covenants, whichever is greater	N/A – Start-up Year

<i>Indicator – Financial performance and sustainability</i>			
Measure	Metric	Board Goal	Evaluation
Current ratio	Current Assets/Current Liabilities	1.5	N/A – Start-up Year
Revenue to expense ratio	Total Revenues/Total Expenses	1.1	N/A – Start-up Year
Current assets to total annual operating expenses	Current Assets/(Total Annual Operating Expenses/365)	70	N/A – Start-up Year
Adherence to Budget	(Budgeted Expenditure - Actual Expenditure)/Budgeted Expenditure	0.03	N/A – Start-up Year

c. Insurance and Bonding

Constance Hughes, Attorney, Utah Attorney General's Office, checked with Bruce Garner concerning E & O Liability Insurance coverage for the WSU Charter Academy and Board of Directors members. In an email received on June 26, 2013 it was confirmed that the WSU Charter Academy and the WSU Charter Academy Board of Directors are covered under the WSU Risk Management Policy.

d. Procurement

WSU Charter Academy is subject to the Utah Procurement Code to the same extent as local boards of education are. WSU Charter Academy will follow all Weber State University purchasing and procurement codes as written in the WSU Policy and Procedure Manual (PPM).

6. Facilities

Chad Downs was appointed by WSU Facilities Management and approved by the WSU Charter Academy Board of Directors as Charter School Board Building Officer (CSBBO). Chad had direct administrative and operational control of all construction, renovation, and inspection of WSU Charter Academy facilities. All meetings were attended and reports were completed and filed with the State Office of Education on time.

7. Charter Review

a. Review Process

The charter academy/school review process will be guided by the following core questions:

- Is the Academy/School's academic quality successful?
- Is the Academy/School's organizational quality viable?
- Is the Academy/School demonstrating good faith in following the terms of its charter and applicable law?

The WSU Charter Academy will continue to meet the purpose of charter schools defined in Title 53A-1a-503.

The following indicators are not applicable during the start-up year.

<i>Indicator – Upholding mission and purpose (page 12 of application)</i>			
Measure	Metric	Board Goal	Evaluation
Developmentally Appropriate Practices	Percentage of program components meeting NAEYC standards	80% year one 90% there after	N/A – Start-up Year
Utah Core Curriculum State Standards (CCSS)	Percent of children meeting Kindergarten standards in math and reading as documented by planned observational assessment and portfolio work samples	80% of children will meet each individual Core Curriculum State Standard	N/A – Start-up Year
Parental participation	Percentage of families participating and the documented hours of participation	75% of families will participate 50% of families will participate at the 30 hours per year level	N/A – Start-up Year
Training of pre-service teachers	Percentage of pre-service teachers who will have had observations & participation within Kindergarten classroom	100% of Teacher Education Level I Students	N/A – Start-up Year
Research opportunities for pre-service teachers, graduate students, and faculty members	Number of presentations, publications, and projects completed by the target groups	A minimum of 5 presentations, publications, and/or projects will be complete per year by the target populations	N/A – Start-up Year

b. Termination of Charter

To date all requirements have been met by the WSU Charter Academy. There are no grounds for termination of the WSU Charter Academy.

c. Property Ownership

N/A

9. Reporting Requirements

a. Children with Special Needs

b. Electronic Data Submission

These reports are not applicable during the start-up year.

APPENDIX A

Weber State University Charter Academy Summary

The Beginnings

The WSU Charter Academy will focus on educating the whole child using developmentally appropriate and research supported curricula and instructional methods. The WSU Charter Academy will draw its students from mainly Davis, Morgan, Ogden, Summit and Weber School Districts. Conceptualized by a group of educators from the Jerry & Vickie Moyes College of Education, the Charter Academy has a vision of faculty, students, and families working in concert to develop the capacities of the whole child, academically, socially, emotionally, and physically.

The Mission

The mission of the WSU Charter Academy is to provide an educational learning center with an emphasis on student learning and family involvement; where WSU pre-service teachers may observe and practice cutting-edge, research-based educational practices; and where research on various aspects of education may be conducted.

The Goals

1. Maintaining a focus on children and families through educational, co-curricular, and extra-curricular programs.
2. Providing training in research informed practices for pre-service teachers through observation and mentored teaching opportunities.
3. Providing a research center through opportunities for University faculty, University students, and WSU Charter Academy faculty to study various educational aspects.

The Purpose

The purposes of the WSU Charter Academy are threefold:

1. To meet community needs through increased parental choice with a family oriented, child-centered curriculum;
2. To improve student learning through a developmentally appropriate curriculum that includes high standards and expectations for learning as well as individual support; and
3. To study innovative teaching methods, measurement, and other components of education in order to contribute to the national and international body of research-based knowledge.

Timeline

- May 4, 2012 – First meeting and training for Founding Board
 - 15 members
 - Two departments represented – Child and Family Studies and Teacher Education
 - Training by Marlies Burns – USOE Charter School Director
 - Application discussed
 - Mission and goals decided upon
 - Parts of State Application divided between groups
- Parts due on June 4, 2012, compiled – additions made to application
- June 11, 2012 – Second meeting of Founding Board
 - Application reviewed, changes made
- June 15, 2012 – Draft of Application sent of USOE Charter School Director (Marlies Burns) for review
- July 10, 2012 – Application returned with edits from the USOE
- July 13, 2012 – Application forwarded to Provost Michael Vaughn for presentation at President's Council on July 30, 2012
- July 27, 2012 – Received call from USOE Charter School Director asking if WSU Charter Academy could open one year early, 2013 instead of 2014.
- July 30, 2012 – Presented at WSU President's Council – Approved to move forward to WSU Board of Trustee's and to open August 2013
- September 4, 2012 – Presented to WSU Board of Trustee's for Authorization
- September 17, 2012 – Received Letter and signed WSU Charter Academy Authorization Agreement – Forwarded to the USOE State Charter School Board
- October 11, 2012 – Presented to the State Charter School Board – Received a letter of recommendation

- November 1, 2012 – Presented to the Utah State Board of Education Charter Schools Committee – Approved
- November 2, 2012 – Utah Board of Education Charter Schools Committee presented recommendation to the Utah Board of Education – Approved
- November 5, 2012 – WSU Charter Academy website went live
- November, 2012 – Hired Assistant Director Center/Principal
- November, 2012 – Match 2013 – Wrote and approved application and policies
- January 2013 – Received approval from USOE to renovate rooms 111 and 115 in Education building for Charter Academy
- January 15, 2013 – Started Renovation of room 111 and 116 in Education Building for Charter Academy
- January 16, 2013 – Articles of Incorporation for WSU Charter Academy and Bylaws of Weber State University Charter Academy Approved
- January, 2013 - Applied for Start-Up Grant and received - \$63,635.00
- February 1, 2013 – Amended and Restated Articles of Incorporation of Weber State University Charter Academy (a Utah nonprofit corporation) and Amended and Restated Bylaws of Weber State University Charter Academy Approved
- February 11, 2013 – Participated in “Charter on the Hill” Day
- January 1 – February 28, 2013 – Lottery Application open to general public and advertisement of WSU Charter Academy
- February 2013 – Cooperative Agreement signed with Weber State University for specific services
- February – April – Security sub-committee meetings held to consider camera locations and write and approve “Emergency Plan”
- February 20, 2013 – Application was made to the USOE Board of Education to increase the total enrollment from 40 students to the maximum of 44 students – 22 morning, 22 afternoon
- March 8, 2013 – Application to increase total enrollment granted by USOE Board of Education
- March 14, 2013 – WSU Charter Academy Lottery held (1st)
- March – April, 2013 – Notification of acceptance and enrollment process into WSU Charter Academy
- April, 2013 – Selection of WSU Charter Academy Teacher
- April 8, 2013 – Applied for Continuation Grant – Year 2 - \$15,287 (approved)
- May, 2013 – Budget evaluation for 2013-2014 – June 4, 2013
- May 6-16, 2013 – 2nd Lottery application process opened/closed – applicants notified
- May 9, 2013 – Received Certificate of Occupancy from USOE concerning completion of room renovation
- May 17, 2013 – Board of Directors and Administration Training
 - Full 10 member Board has been appointed and was in attendance
 - School Administration and staff, 3 member, were in attendance
 - Constance Hughes, Attorney, also in attendance
- May 22, 2013 – 3rd Lottery application process opened
- June 4, 2013 – Budget for 2013-2014 past by WSU Charter Academy Board of Directors
- June 13, 2013 – Budget for 2013-2014 submitted to the USOE System
- June 17-18, 2013 – Attending Utah Public Charter School Association Conference in Provo, UT
- Board of Directors meets first Tuesday of every month (started February 2013)
- July – All WSU Charter Academy Board of Directors signed Conflict of Interest Policy Statement
- June – July – Continued Lottery application process opened/closed – applicants notified
- July 16, 2013 – Photo shoot held with children in the WSU Charter Academy
- Attended all USOE trainings and meetings
- July, 2013 – All
- August 21, 2013 – Open House, 4-7 p.m.
- August 26, 2013 – First day of school

Location

WSU Charter Academy will be located on the campus of Weber State University in the McKay Education Building room 111 and 116 next to the Melba S. Lehner Children’s School.

Kindergarten Sessions

Morning Session

8:45-11:45 Monday-Thursday

8:45-10:45 Friday

Afternoon Session

12:30-3:30 Monday-Thursday

12:30-2:30 Friday

Contact Information

WSU Charter Academy

1305 University Circle

Ogden, UT 84408

CharterAcademy@weber.edu

801-626-6343

www.weberstatecharteracademy.com

Note: Normally the charter school process takes 48 months: 24 months with the founding board doing the groundwork and writing the application; and the next 24 months navigating the planning and startup years. We have condensed this 48-month process into 15 months from conception to opening.