

**Weber State University
Charter Academy
Annual Report
2015/2016 Academic Year**

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

Date approved by WSU Charter Academy Board of Directors:

Date Submitted to WSU Administration:

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

WSU Charter Academy Board of Director's Chair 2015-2016: Bonnie Hofland, Ph.D., Sheila Anderson, Ph.D.

WSU Charter Academy Principal: Camie Bearden, M.Ed.

I. Executive Summary:

Weber State University Charter Academy opened August 26, 2013 and completed its third year of operation with a total enrollment of 36 students. 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 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.

Core Values

Learning

Experimentation

Innovation

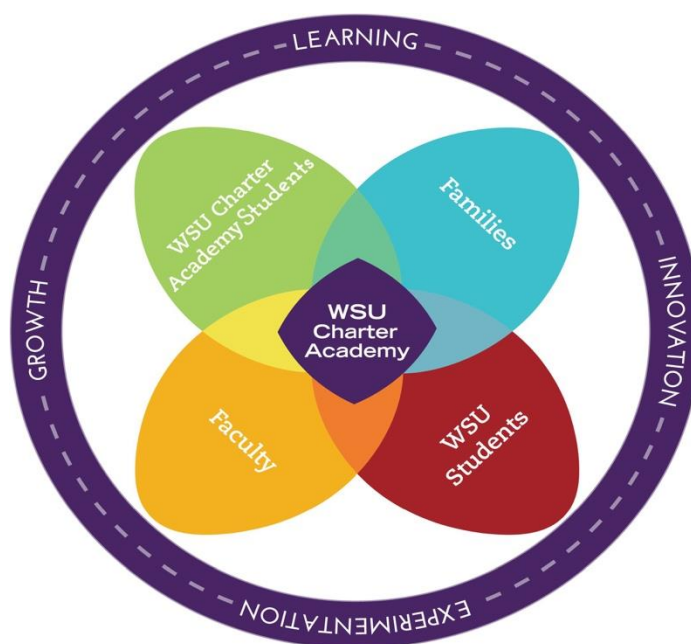
Growth

WSU Charter Academy Students

Families

WSU Students

Faculty



**WEBER STATE
UNIVERSITY**

Charter Academy

The WSU Charter Academy Board of Directors continues to be involved in monitoring the academy's progress in accomplishing goals and student performance. The Board is also accountable for all school business and has employed legal counsel when appropriate. The Academic Excellence Committee continues evaluating curriculum needs and reporting to the WSU Charter Academy Board of Directors.

During this third year of operation the WSU Charter Academy experienced slightly lower enrollment than in previous years. To more fully understand and address this issue the Board of Directors took the following actions:

- Conducted a survey of College of Education faculty regarding faculty resources, interest, and commitment to the Charter Academy. The survey identified that the Early Childhood/Early Childhood Education faculty in the Child and Family Studies Department demonstrated strong interest and commitment.
- Conducted a bench marking survey of curriculum approaches used by charter and lab school programs at local, state, and national levels. Brain-based learning principles were selected as the evidence based framework that will provide a unique marketing niche for the Charter Academy. This approach is aligned with whole child, developmentally appropriate, and family centered educational practices and programming.
- Collaborated with Dr. Nicola Corbin and her students to develop a marketing plan. Two student teams developed marketing presentations for the WSU Charter Academy with implementation plans. The plans were based on qualitative and quantitative research of the campus community. The plans included redesign of the website, a video highlighting individualized teaching, a new tag line "WSU Charter Academy Where Dreams Begin", recommendations for collaborating with campus partners, and enrollment advertising. These plans are being implementing for the 2016-2017 school year.
- Developed a matriculation agreement with DaVinci Charter Academy in Ogden that will allow WSU Charter Academy kindergarten children to enroll in DaVinci Academy's first grade and will seek approval of this agreement from WSU BOT and USBE Charter Board in the Fall of 2016.

In addition to these efforts the Board of Directors continued to ensure that the WSU Charter Academy children and families experience high quality services by:

- Securing funding to upgrade the classroom teaching station. The new teaching station is being installed over the summer.
- Implementing the use of NAEYC standards accreditation self-study program evaluation tools to evaluate quality of developmentally appropriate and family centered services. These tools include family and staff surveys, and a classroom observation.

On January 1 through February 28, 2016, lottery applications were open for the fourth year of operation. The lottery was held on March 1, 2016. All spaces were filled for both morning and afternoon sessions with a wait list of 13 children in the morning. Currently, the morning session is full and the afternoon session has 4 open slots.

II. Goals and Evidence:

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

WSU Charter Academy Goals	Annual Objectives	Strategies	Measurements	Milestones (Status/Schedule)
1. Maintain a focus on children and families through educational, co-curricular, and extra-curricular programs	A. Utah Core Standards (UCS) will be used through Developmentally Appropriate Practice to guide the education of WSU Charter Academy students.	a. Ensure that all curriculum resources are purchased and used in the classroom are aligned to UCS and DAP. b. Implement K-2 Integrated Curriculum c. Provide a variety of authentic opportunities for meaningful and educational experiences d. Use technology to enhance instruction e. Use Differentiated Instruction (DI) to guide teaching	Percentages of students meeting UCS kindergarten standards in math, English language arts, science, social studies, & K-2 Integrated curriculum as documented by student records of assessments and progress NAEYC accreditation self-study family survey and classroom observation	80% students UCS ELA met 80% students UCS math met 80% students UCS science met 80% students UCS social studies met 80% students UCS integrated curricula met 80% of NAEYC standards met
	B. Parents will work closely with the WSU Charter Academy.	a. Develop new and continuing opportunities for parents to participate inside and outside of the classroom b. Provide accessible means by which parents can log hours c. Provide parents with diverse ways in which they can communicate with teacher	Percentages of participating families and documented hours of participation as generated through the WSU Charter Academy website and Google Doc Teachers have monthly communication with parents about student progress.	75% of families will participate 50% of families will participate at the 30 hours per year level

Parents/guardians/family members had an opportunity to volunteer 30 hours per school year to help facilitate Goal 1. Volunteer hours include activities such as classroom participation, family nights at the WSU Charter Academy focused on subject matter activities, field trips, home learning activities, and/or other formal/informal learning opportunities. All volunteers were fingerprinted. Volunteer hours were logged via the website detailing the number of hours spent in these activities. This year we had a very low response rate to the website login, thus documented volunteer hours are fewer than the previous year.

Charter Kindergarten students also participated in various extra-curricular activities throughout the 2015-2016 school year. For example, students participated in a track and field activity during the fall and a field day in the spring, attended the Nature Center in Ogden in December, and created and performed an opera in the spring. The students also were engaged in weekly cultural food activities based on student demographics and core curriculum.

Goal 2: Provide training in research and informed practices for WSU students through observation and mentored practicum opportunities.

2. Provide training in research and informed practices for WSU students through observation and mentored practicum opportunities	WSU students will participate in supervised lab, practicum, or field experience.	<p>a. Survey pre-service teachers to evaluate field experience</p> <p>b. Survey classroom teacher(s) evaluate practicum, or field experience</p> <p>c. Survey course professors to evaluate lab, practicum, or field experience</p>	<p>Practicum/field experience students report having productive learning experiences</p> <p>Classroom teacher(s) report having productive mentoring experiences</p> <p>Course professors report demonstrated growth of students in meeting course objectives</p>	<p>85% of pre-service teachers completing field experience in charter report productive learning experiences</p> <p>Classroom teachers(s) report having productive mentoring experiences</p> <p>85% of course professors report demonstrated growth of students in meeting course objectives.</p>
--	--	---	--	---

University students, from various courses, spent time in field experience observations or teaching both fall semester 2015 and spring semester 2016. Students from CHF 4711 for TED completed field experiences in the WSU Charter Academy. This course focuses on preparing preservice teachers for teaching kindergarten. In addition, two student teams from the WSU Communications Department developed marketing plans for the WSU Charter Academy for their senior project. The Charter Academy classroom teacher, course instructors, and students reported that the experience was a positive and a beneficial learning experience for their students and the pre-service teachers.

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

3. Provide a research center through opportunities for University faculty, University students, and WSU Charter Academy faculty to study various educational aspects	WSU faculty members and students will be provided research opportunities.	a. Adhere to the policy by which faculty and students will submit research proposals b. Communicate with and recruit faculty members and students to conduct research c. Review submitted proposals d. Review final reports on findings	Number of projects Proposed and completed by the target groups	No projects were proposed
--	---	--	--	---------------------------

WSU Charter Academy may be used by university faculty, pre-service teachers, and graduate students to research instruction and instructional programs, early child development, curriculum design and assessment, etc. There were no proposed educational research projects. The advertising and public relation students conducted marketing research with the campus community.

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.

IV. Technical support in understanding of their charter obligations

WSU Charter Academy has worked diligently to incorporate the higher-order thinking skills, application of knowledge, and deeper understanding of concepts within the Common Core and Utah Core Curriculum.

WSU Charter Academy's Board of Directors recognizes the importance of a curriculum is aligned with the Utah State Core in content and sequence and aligned with state assessments.

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

Business Administrator and Administrative Assistant have attended SIS trainings and UTREx meetings at the USBE.

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% ^a
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%

^aInformation for board members beginning July 2015 was based on board member self-report due to technical difficulties accessing the information from the State Charter School Board. Tim Davis is providing assistance.

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 is in compliance 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 is housed in the Jerry & Vickie Moyes College of Education, room 116.

3. Operation of the Charter Academy

a. Purpose

The purposes of the WSU Charter Academy are threefold:

1. Maintain a focus on children and families through educational, co-curricular, and extra-curricular programs:
2. Provide training in research and informed practice for WSU students through observation and mentored practicum opportunities
3. Provide a research center through opportunities for University faculty, University students, and WSU Charter Academy faculty to study various educational aspects

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

b. Enrollment

For the 2016/2017 school year the Weber State University Charter Academy has a total enrollment of 42 students – 22 morning, 20 afternoon. The maximum enrollment the WSU Charter Academy can have in the current facilities due to square footage requirements per student is 44 students – 22 morning, 22 afternoon.

<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)	75% of students attending target number of days	92.3%
Within year enrollment rate	Percentage of students continuously enrolled throughout the year	75% of students continuously enrolled throughout the year	81%
Year-to-year reenrollment rate	Percentage of students re-enrolled from one year to the next	Not applicable	NA
Continuous reenrollment rate	Percentage of students continuously enrolled for all available years	Not applicable	NA

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 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 Developmentally Appropriate Standards (DAP) for the instructional program.

f. Assessments

On August 4, 2014 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.

<i>Indicator - Student achievement level (Change to page 101 of application)</i>			
Measure	Metric	Board Goal	Evaluation
Proficiency levels in Integrated Curriculum	Percentage of students meeting Utah Core Standards in Integrated Curriculum	80% of students will meet each individual standard as demonstrated through multiple assessments including planned observational and work sample documentation in portfolio's	Morning – 91% Afternoon – 91%
Proficiency levels in English Language Arts	Percentage of students meeting Utah Core 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	Morning – 85% Afternoon – 87%
Proficiency levels in Mathematics	Percentage of students meeting Utah Core 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	Morning – 83% Afternoon – 85%
Proficiency levels in Social Studies	Percentage of students meeting Utah Core Standards in social studies	80% of students will meet each individual standard as demonstrated through multiple assessment including planned observational and work sample documentation in portfolio's	Morning – 82% Afternoon – 81%
Proficiency levels in Science	Percentage of students meeting Utah Core Standards in Science	80% of students will meet each individual standard as demonstrated through multiple assessments including planned observational and work sample documentation in portfolio's	Morning – 94% Afternoon -94%

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.
- WSU Charter Academy year-end report

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

<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%

Criminal Background Checks

Weber State University Charter Academy Board of Directors, Principal, Business Administrator, Administrative Assistant, 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” where management of the WSU Charter Academy finances are handled by Weber State University Accounting Services. This also includes financial audits by external auditors. The cooperative agreement includes other services provided by the University to the Charter Academy such as human resources and payroll, legal, facilities, and other services as are mutually agreed.

The accounting policies of the Charter Academy conform in all material respects with U.C.A. §53A-19 and generally accepted accounting principles (GAAP) as prescribed by the Governmental Accounting Standards Board (GASB).

Below are several financial performance indicators for the WSU Charter Academy based on audited financial statements.

<i>Indicator – Financial performance and sustainability</i>			
Measure	Metric	Minimum Standard	2014-2015 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	2014-2015 Audit findings were clear with no recommendations.
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	211 days – met goal

<i>Indicator – Financial performance and sustainability</i>			
Measure	Metric	Board Goal	2014-2015 Evaluation
Current ratio	Current Assets/Current Liabilities	1.5	47.9
Revenue to expense ratio	Total Revenues/Total Expenses	1.1	1.2
Current assets to total annual operating expenses	Current Assets/(Total Annual Operating Expenses/365)	70	211
Adherence to Budget	(Budgeted Expenditure - Actual Expenditure)/Budgeted Expenditure	0.03	0.1

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 through a policy administered by the Utah State Risk Management Fund.

WSU Charter Academy Liability Insurance policy for students is also provided through the Utah State Risk Management Fund.

d. Procurement

WSU Charter Academy is subject to the Utah Procurement Code. Per the "Cooperative Agreement" between Weber State University and the WSU Charter Academy, all of the WSU Charter Academy purchases are handled through the University's Purchasing Department. The University complies with the Utah Procurement Code as well as the University's policies and procedures.

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 meet the purpose of charter schools defined in Title 53A-1a-503. The following indicators are for the 2014-2015 Academy Year.

Indicator – Upholding mission and purpose (Change to page 12 of application)

Measure	Metric	Board Goal	Evaluation
Utah Core Standards (UCS) will be used through Developmentally Appropriate Practice (DAP) to guide the education of WSU Charter Academy students.	Percentages of students meeting UCS kindergarten standards in math, English language arts, science, social studies, & K-2 integrated curriculum as documented by student records of assessments and progress NAEYC Accreditation Self-Study Classroom Observation NAEYC Accreditation Self-Study Family Survey (24 criteria)	80% students UCS ELA met 80% students UCS math met 80% students UCS science met 80% students UCS social studies met 80% students UCS integrated curriculum met 80% of NAEYC standards met.	86% students UCS ELA met 83.5% students UCS math met 94% students UCS science met 81.5% students UCS social studies met 91 % students UCS integrated curricula met 85% NAEYC accreditation classroom observation criteria met 87% average NAEYC accreditation criteria family survey rating
Parents will work closely with the WSU Charter Academy.	Percentage of participating families and documented hours of participation as generated through the WSU Charter Academy website and Google Doc Teachers have monthly communication with parents about student progress.	75% of families will participate 50% of families will participate at the 30 hours per year level 100% progress report folders	86% family participation 22% family participation at 30 hours plus 721 total participation hours
WSU students will participate in supervised lab, practicum, or field experience.	Practicum students report having learning experiences Classroom teacher(s) report having mentoring experiences Course professors report of pre-service teachers in meeting Objectives	85% of pre-service teachers report having productive learning experiences Classroom teachers(s) report having productive mentoring experiences 85% of course professors report demonstrated growth of pre-service teachers in meeting course objectives	100% 100% 100%
WSU faculty members and students will be provided research opportunities.	Number of projects proposed and the target groups	85% of proposed projects are completed 100% of completed projects are posted on WSU Charter Academy website	0 Website is up to date

b. Termination of Charter

- i. *Grounds:* The University may terminate this charter on any of the following grounds:
 - 1) Failure of the Governing Board or Academy/School to meet the requirements stated in the charter.
 - 2) Failure of the Governing Board to meet generally accepted standards of fiscal management.
 - 3) Violation of law, regulation, or State Board rule.
 - 4) Material violation of any of the conditions, standards, or procedures set forth in this agreement.
 - 5) Failure to meet the requirements for student performance under state or federal law.
 - 6) Failure to attend orientation and training sessions designated by the University.
 - 7) Other good causes shown.

The Governing Board may terminate this charter agreement after the end of the spring semester and prior to the beginning of the fall semester with or without cause.

- ii. *Procedures:* A charter that is terminated by the Governing Board shall be terminated consistent with state law and State Board rule. A charter that is terminated by the Governing Board shall be terminated in a manner consistent with the provisions of this agreement upon the effective date communicated in a written notice provided by the Governing Board to the University regarding its intention to terminate the charter. The University must receive such notice at least 60 days prior to the beginning of the fall semester.

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

Six (6) students during the 2015-2016 Academy year required Special Education services. All services were met in accordance with the students IEP and growth was seen.

b. Electronic Data Submission

WSU Charter Academy is currently using the state supported SIS (Student Information System). Necessary training has been and will continue to be provided for all staff members. It is important for record keeping functions at the school to be accurate in order for the data display at USOE to be accurate. SIS may also be used for discipline tracking at WSU Charter Academy.

The Principal has and will regularly provide student achievement reports to the Board of Directors. In order to identify specific skills that might need remediation and/or enhancement, formative and summative data have been and will continue to be gathered regularly to identify specific skills that might need remediation and/or enhancement. All data on WSU Charter Academy goals is being and will be tracked and reported to the Board of Directors. The Principal is responsible for training in data interpretation if necessary.

The WSU Charter Academy Principal uses CACTUS to monitor teacher licensure. Teacher(s) have been trained to use OnTrack to register for professional development and track the hours earned toward licensure.

Up-to-date financial data is monitored to keep within approved budgets. This information is shared with the Board of Directors during monthly board meetings.

Data is retained according to the USOE's record retention schedule. The WSU Charter Academy is equipped with a dual redundant power supply (to protect against power outages or spikes) and a back-up storage in the event of main storage failure.

All WSU Charter Academy Board of Directors members are required to participate in Governing Board Online trainings (GBOT) provided by the USOE Charter School Department.

WSU Charter Academy's Board of Directors and Administration recognize and support the importance of data management for both tracking student progress and compliance with state regulations.

2015-2016 Board of Directors (BOD)	
Name	Position
Bonnie Hofland	Chair, Teacher Education
Wei Qiu	Vice Chair, Child and Family Studies
Chad Smith	Treasurer, HPHP
Sheila Anderson	Secretary, Child and Family Studies
Anne Bialowas	Arts & Humanities
Sarah Evans	Community
Janine Utley	Parent
Kylie Peterson	Parent
Brittany Goddard	Student Member
Patrick Leytham	Special Education – Teacher Education
WSU Charter Academy Staff	
Camie Bearden	Principal
Carol VandenAkker	Business Administrator
Jami Daly	Administrative Assistant
Jack Rasmussen	Dean, Moyes College of Education

2016-2017 Board of Directors (BOD)	
Name	Position
Sheila Anderson	Child and Family Studies
Wei Qiu	Child and Family Studies
Chad Smith	HPHP
Anne Bialowas	Arts & Humanities
Vincent Bates	Teacher Education
Bonnie Hofland	Special Education
Isabel Asensio	Parent
	Parent*
	Student*
Brittany Goddard	Community
WSU Charter Academy Staff	
Camie Bearden	Principal
Jackie Schafer	Business Administrator
Jami Daly	Administrative Assistant
Jack Rasmussen	Dean, Moyes College of Education

*Open positions due to recent resolution passed by the Board of Directors but yet to be approved by the WSU Board of Trustees.