

## Charter School Annual Review Form

**Charter School:**

**Year:**

**Purpose of this Form:** Pursuant to the State of Alaska Charter School law (AS 14.03.255(b) (4)), the Academic Policy Committee shall meet with administration at least six times annually to monitor progress in achieving the committee's policies and goals in accordance with Kenai Peninsula Borough School District AR 6187. Pursuant to Kenai Peninsula School Board Policy 6187: this report will include information on the attainment of student performance expectations, meetings of the governing bodies of the charter school, descriptions of charter school activities, and other information of interest to the local School Board.

**Use of this Form:** This form should be filled out first by the Charter School's Academic Policy Committee during their annual review meeting. This form will then be signed by the APC chair and the administrator and sent to the KPBSD Board President, the Superintendent and the KPBSD Charter School Committee Chair.

Once signed by the KPBSD Charter School Committee Chair, a copy will be provided to the Charter School Administrator, Board President, and Superintendent. All Charter School Annual Review Forms submitted by KPBSD Charter Schools will be provided to the Board as a general information packet item.

### Section 1: Breach of Contract

Examples of breach of contract include but are not limited to:

- failure to meet or make reasonable progress toward achievement of the content standards or pupil performance standards identified in the contract,
- failure to meet generally accepted standards of fiscal management
- violating any provision of law from which the charter school was not specifically exempted.

Describe any possible Breach of Contract Concerns that have been brought forward this school year: {Describe any concerns that were brought to the attention of the APC or the KPBSD School Board.}

Remedies for the possible Breach of Contracts described above: {Write 'None' if no remedies were described by the district or if none were needed.}

### Section 2: Charter School Review by APC

#### Meeting Dates

APC Meeting Dates this school year: {List all APC meeting dates for the year.}

#### Policies and Goals

Reflections on the committee's policies and goals: {This is a reflection of the APC's policies and goals as outlined in their Bylaws. This could include the School Development Plan if the APC was a part of establishing and reviewing it.}

Recommendations for next year: {During the course of the year did the APC identify any policies or goals that they want to take a look at next year.}

Budget: KPBSD Charter school budgets are developed using the Average Daily Membership (ADM) of the school entered into the State of Alaska foundation formula to determine that amount of funding. The Finance department reviews all finance transactions. The Charter schools budgets are developed during the preliminary budget process based on projected enrollment and then adjusted after the 20 day student count that takes place in the Fall of each year.

Any Budget Concerns from APC: {Any budget areas that the APC is concerned about that occurred this fiscal year or possible future concerns.}

Enrollment:

Enrollment this Year: {October count for ADM & maybe enrollment at end of the year}

Enrollment Concerns:

Curricula:

Curriculum Concerns: {Did the school/APC identify any concerns that should be looked at in the future?}

Activities

Co-Curricular Activities: {Activities offered by the school and possibly any activities students participated in at other schools; like joining KMS soccer.}

Reflections on Activities:

Academic Performance

Review of Academic Performance: {What data was reviewed by the staff or APC and when did that take place? Did the staff have data days? Etc...}

List Academic Performance Concerns:

Stakeholder Feedback

Review of Feedback: {What feedback did the APC receive and review from stakeholders? How was the feedback received; by using Survey Monkey, paper surveys, Hanover, etc....}

Other Areas of Discussion:

\_\_\_\_\_  
APC Chair Signature:

Date: \_\_\_\_\_

\_\_\_\_\_  
Charter School Administrator Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
KPBSD Charter School Committee Chair Signature:

Date: \_\_\_\_\_