

EXECUTIVE SUMMARY

Title: Renewal Recommendations for Charter Schools with Charters Expiring June 2010

Type of Executive Summary:

- Action
- Action on First Reading
- Discussion
- Information

Policy Implications:

- Constitution _____
- General Statute #115C-238-29D(d)
- SBE Policy #TCS-U-007
- SBE Policy Amendment
- SBE Policy (New)
- APA # _____
- APA Amendment
- APA (New)
- Other _____

Presenter(s): Mr. Philip Price (Chief Financial Officer, Financial and Business Services) and Mr. Jack Moyer (Director, Office of Charter Schools)

Description:

Based on GS115C-238.29D(d) and SBE Policy TCS-U-007, the following schools are requesting renewal of their charters:

Cape Lookout Marine Science High School
The Academy of Moore County

The attachment lists the charter schools with charters expiring in June 2010. The performance and compliance of each school is outlined per the criteria of the renewal rubric. The process and timeline followed by the Office of Charter Schools are included in the materials.

Resources:

N/A

Input Process:

Office of Charter Schools, The Leadership for Innovation Committee, and DPI

Stakeholders:

Charter Schools, parents, students, and staff

Timeline For Action:

This item was presented for Discussion in January 2010 and for Action during the February 2010 SBE meeting.

Recommendations:

It is recommended that the SBE accept the renewal recommendations of the Leadership for Innovation Committee.

Audiovisual equipment requested for the presentation:

- Data Projector/Video (Videotape/DVD and/or Computer Data, Internet, Presentations-PowerPoint preferred)
Specify: _____
 - Audio Requirements (computer or other, except for PA system which is provided)
Specify: _____
 - Document Camera (for transparencies or paper documents – white paper preferred)

-

Motion By: _____ Seconded By: _____
Vote: Yes _____ No _____ Abstain _____
Approved _____ Disapproved _____ Postponed _____ Revised _____

*Person responsible for SBE agenda materials and SBE policy updates: Janice Ham 807-3491

Data for Charter Schools Seeking Charter Renewal in 2010

Blank Cells denote areas of compliance

* Data Not Available

School Name	ABCs Accountability								Finance	Governance	EC	Enrollment		
	Academic Performance				Low Performing	Growth	AYP (targets met/ total targets)	Title I	Financial non-compliance Includes NC WISE Reporting	Governance Non-compliance	EC Non-compliance	Student Enrollment		
	Year	Composite	Reading	Math								1 st 20 Days	Last Day	
Cape Lookout Marine Science High School 13A Gr. 9-12 (Carteret City)	08/09 07/08 06/07 05/06 04/05	68.0 50.0 39.0 53.3 *	N.A. N.A. N.A. N.A.	N.A. N.A. N.A. N.A.		Met Growth Not Met Met Growth Met Growth Not Met	Met 5/5 Not Met 1/2 Not Met 1/2 Met 2/2 Not Met 2/5	Not Title I	School may lease their present building through 2010-2011, but have no concrete plans for a facility beyond June, 2011.	Primary focus has shifted to alternative education for at-risk students and away from the school mission of Marine Science.	(pending)	08/09 117 07/08 101 06/07 138 05/06 129 04/05 117	131 103 124 130 119	School's Principal Monthly Reports (PMRs) show a pattern of a high rate of withdrawals (W2s) during the school year with no plans to graduate. (W2s Per Year) 08/09 – 95 07/08 – 89 06/07 – 107 05/06 – 79 04/05 – 55 (Dropout Rate Per Year) 08/09 - NA 07/08 – 26.3% 06/07 – 32.0% 05/06 – 32.9% 04/05 – 24.4% 03/04 – 30.2% 02/03 – 38.4%
OCS Recommendation Based on the stated issues the OCS does not recommend the renewal of the Cape Lookout Marine Science High School.		The SBE awarded Cape Lookout a two year renewal in 2008 due to history of low composite scores and future facilities questions. Currently they have a lease through June of 2011 with no plan beyond that date. Cape Lookout is noncompliant in performing the Marine Science mission of the school. Also, they are noncompliant in their exit policy as stated in the Student Handbook. The school's primary focus is serving at risk students with a very high turnover rate as verified by 425 W2s (withdrawals) over the last five years. Cape Lookout has had the highest dropout rate in the State from 2002-2003 through 2007-2008 with an average rate of approximately 30%. The 2009 audit had three Material Findings: (1) expenditures exceeding revenues by \$48,899, (2) not reconciling and adjusting accounting records on a monthly basis, and (3) a County Health Inspection sanction for food preparation. Cape Lookout has responded to DPI with the following actions which will be monitored by DPI: (1) they have cut five positions, have received a \$2,000 contribution and are seeking other contributions, and they are sponsoring two fund raisers this Spring with projections of \$16,000 to \$21,500 profit (2) they are reconciling accounting records on a monthly basis (3) they are working with local restaurants to bring food to the school. EC noncompliance. The school has not submitted the required CIPP report that was due April 30, 2009. DPI EC Division conducted an onsite on 11/16-17, 2009, and have required the following activities; (1) correct all noncompliance issues ASAP (deadline 6/30/2010), (2) submit required data and CIPP reports by 4/30/2010. They are noncompliant until these two requirements are submitted.												

Data for Charter Schools Seeking Charter Renewal in 2010

Blank Cells denote areas of compliance
 * Data Not Available

	ABCs Accountability								Financial	Governance	EC	Enrollment
School Name (County)	Academic Performance				Low Performing	Met Growth	AYP (targets met/ total targets)	Title I	Financial non-compliance Includes NC WISE Reporting	Governance Non-compliance Includes Insurance, Bonding, and Criminal History Checks	EC Non-compliance	Enrollment (First Month ADM)
	Year	Composite	Reading	Math								
The Academy of Moore County 63A Gr. K-8 (Moore)	08/09 07/08 06/07 05/06 04/05	46.1 35.8** 53.4 55.8* 62.3	47.7 35.0** 78.4 75.5 62.7	51.2 32.5 33.0 41.5* 61.3	No 07/08 LP No No No	Met Growth Not Met Not Met Not Met Not Met	Met 3/3 Not Met 5/9 Not Met 9/11 Met 9/9 Not Met 6/7					08/09 164 07/08 153 06/07 126 05/06 141 04/05 56
OCS Recommendation Based on the changes that have been implemented and current MAP data, the OCS recommends a three renewal for The Academy of Moore County.	<p>The Academy of Moore County was awarded a three year renewal in 2007. In the last two years they have worked with the OCS consultant assigned to assist low priority and low performing schools in data disaggregation and staff development. They have aligned their curriculum with the NCSCOS, introduced the use of higher level thinking skills, added 30 minutes to the school day, added ten hours a week of remediation in reading and math for grades 2-8, implemented a remediation Language Arts program for grades 6-8 meeting on Mondays, Wednesdays and Thursdays as well as a Saturday School for grades 3-8. they have implemented NWEA (MAP) in Math, Reading & Science to target specific student deficits and purchased the Envision Math Program for grades K-5 which supports the NCSCOS and enhances the use of Smart Board Technology.</p> <p>The Board of Directors has taken a pro-active stance in finance and DPI has removed the school from financial warning. They have hired several new teachers and restructured the administration by hiring a new principal and eliminating two administrative positions. They have implemented a Parent Academy to insure open lines of communication between parents, teachers and administration as well as increasing parental involvement. They have purchased a new facility designed for grades K-8 with smart boards in all classrooms, a computer lab, and a mobile computer cart with thirty laptops.</p>											

TIMELINE FOR 2010 CHARTER RENEWAL

(Renewal is a two year process: Year One – next to last year of charter, Year Two – last year of charter)

<u>DATE</u>	<u>ACTION</u>
May (year one)	Correspondence to applicable schools outlining the Renewal Process.
August (year one)	A Renewal packet is emailed to applicable schools.
September (year one)	DPI staff returns compliance sheets to the OCS. The OCS and applicable schools discuss the renewal process on a conference call.
October (year one)	The Renewal self-study is emailed to the OCS. Mail a signed hard copy of the cover page to the OCS and include; (1) a copy of the board's by-laws including any amendments or changes from the original document (2) a copy of the current student handbook and, (3) a copy of the most recent board "Policies and Procedures" manual.
October (year one)	OCS review team completes the initial screening of the self-study.
November (year one)	Areas of concern for individual schools are identified by the OCS. The Individual schools are notified of the areas of concern and create a Corrective Action Plan.
December (year one)	Corrective Action Plans are due to the OCS.
December (year one)	Schools will implement Corrective Action Plans from December of year one through November of year two. The OCS and appropriate divisions of DPI will monitor the implementation of the Action Plans. Any Non-compliance issues found from November of year two through June of year two will be reported the LFI Committee and may result in recommendation of non-renewal or revocation of the school's charter.
January (year two)	LFI Committee receives renewal information and recommendations from the OCS. (Discussion item)
February (year two)	SBE takes action on recommendations from the LFI Committee.
	The new renewal begins July 1 st of year two. Any non-compliance issues reported from February through June of year two may result in recommendation of non-renewal or revocation of the school's charter.

THE NORTH CAROLINA CHARTER SCHOOLS SELF STUDY
SECTION 1

Please submit this page as a signed hard copy (and electronically- unsigned) to the Office of Charter Schools on or before October 1, 2008.. All other sections of the Self- Study should only be submitted electronically.

I. COVER PAGE

School Name: Cape Lookout Marine Science High School

Mailing Address: 1108 Bridges Street

Primary Contact Person: Susan R. Smith

Title: Principal/Director

Phone #: 252-726-1601 Fax #: 252-726-2242 E-mail Address: capelookouthigh@hotmail.com

Signature: _____ Date _____

Contact Information for the Board Chairperson:

Name: Clem Williams

Term of Office: 4-Years

Mailing Address: 1500 Chip Shot Drive, Morehead City, NC 28557

Phone #: 252-247-5958 Fax #: 252-726-2242 E-mail Address: NA

Signature: _____ Date _____

LETTER OF INTENT (Letter from Board Chairperson)

This letter should include the renewal term requested and highlights of the school's success.
(Limit one page)

August 28, 2008

North Carolina Department of Public Instruction
Office of Charter Schools
301 N. Wilmington Street
Raleigh, NC 27601-2825

Dear Charter School Advisory Committee:

In accordance with the legislation passed by the General Assembly on June 21, 1996, (GS115C-238.29D) and the process which has been adopted for the renewal of the charter granted to Cape Lookout Marine Science High School, I Clem Williams, Chairperson Of the Cape Lookout Marine Science High School Board of Directors, formally declared that it is the intent of said Board to see the ten year renewal of our charter.

This letter of intent is written with the understanding that Cape Lookout Marine Science High School will be in compliance with all requirements for the renewal as stated in the document provided by the North Carolina Charter Schools Renewal Report.

EXECUTIVE SUMMARY

This summary should begin with the school's mission as stated in the initial charter application (or a revised mission statement that has been formally approved by the State board of Education). The remainder of the summary should be specific and succinct in describing how the School is or is not successfully fulfilling the Mission. (Limit 2 pages)

The mission of the Cape Lookout Marine Science High School is to instill in every student to be a learner for life. Each person, be it a teacher or student, becomes empowered by the ability to learn, to use information, to communicate, and to solve problems. Students attending Cape Lookout Marine Science High School will receive a strong foundation in the basic education taught through humanities, math and science. Using the wider range of natural, scientific, cultural, and historical resources available in the county, the school will use marine, maritime, and natural sciences to achieve an interdisciplinary curriculum presented in a way that is relevant to each individual student. Specialized support is provided for students preparing for a career which requires post secondary training in all areas not just marine sciences or marine related careers. Graduates will leave the school with the ability to think critically, search for solutions creatively and demonstrate those solutions clearly, and a positive work ethic.

Cape Lookout Marine Science High School is located in Morehead City, NC which is included in Carteret County. The county is a rural community located on the coast of North Carolina consisting of approximately 524 square miles. Morehead City is known for its access to the Atlantic Ocean via the port. The NC Port provides thousands of jobs and millions of dollars in tax revenues. There are approximately 105 miles of navigable waterways and canals in Carteret County and thousands of acres of fertile marshlands. The population, based on the 2005 census, was 62,436.

Being a coastal area, Carteret County is predominately a fishing community especially in the eastern part of the county. The community is depended upon marine related industry, agriculture, and tourism for its existence.

Carteret County Schools is the largest single employer in the county employing over 900 professional and nonprofessional personnel serving over 8000 students. The school system operates 3 high schools, 5 middle schools, 8 elementary schools, and 1 alternative program for grades 6-8. The school district is composed mostly of whites followed by black(17%) and less than 150 students of other minorities. Cape Lookout Marine Science is 1 of 2 charter schools in the county serving 120 students. Enrollment over the past 5 years have been somewhat consistent serving students who are mainly looking for a smaller learning environment, individual academic assistance or a new start due to excessive absences at on of the other high schools, family problems and/or personal problems. The staff at Cape Lookout Marine Science High School includes 10 full-time teachers, 1 instructor from Carteret Community College who teaches college-level computer courses, 1 finance officer/assistant principal and 1 fulltime principal.

THE EDUCATION PROGRAM

A. Curriculum

Name or describe the curriculum design presently used.

Cape Lookout Marine Science High School is using a curriculum design which addresses the courses and tests mandated by the State Board of Education as well as our own Board of Directors which coincides with the same local requirements as Carteret County Schools.

Is this the design submitted in the original charter application? X Yes No

(If yes is checked, answer questions three, five, six and seven, and skip four. If no is checked, skip question three and answer four, five, six and seven.)

If the answer to number two is yes;

a. What have been the strengths of this curriculum design for your school?

The curriculum provides a smooth transition for student attending one of the other high schools in the county who choose to transfer to Cape Lookout High School. Students who are successful at Cape Lookout High School are prepared to move on to the next phase of their education whether it be a one year, two year program at the local community college or a four year college/university.

b. What have been the weaknesses of this curriculum design for your school?

Students who choose not to continue their education after high school are not prepared to enter the workforce. The only technical curriculum pathway offered is in Business Technologies. Students would need more intense courses for them to be competitive to secure a job.

c. How are weaknesses of the design being addressed?

In order to correct the weakness of the present design would require more courses, equipment and personnel. This not possible at the time due to space and funding.

If the answer to number two is no:

Describe why the change in curricula was made.

What have been the strengths of this curriculum design for your students?

What have been the weaknesses of this curriculum design for your students?

How are weaknesses of the design being addressed?

What tools and/or observations are used to evaluate the effectiveness of the school's curriculum?

Comparison of mandated test scores with the county and state average. The number of students who move on to college and are successful.

Describe the steps taken to align the school's curriculum with the NC Standard Course of Study.

Pacing guides have been developed to be sure that all courses are aligned with the NC Standard Course of Study. Pacing guides are important to ensure all objectives are covered during the instructional quarter or semester.

B. Instructional Methodology or Techniques

Summarize the instructional methodology or techniques employed. (i.e., Direct Instruction, Hands on, Experiential, Expeditionary Learning, etc.)

Cape Lookout Marine Science High School employs both direct instruction and hands on learning. Most of the students who attend Cape Lookout High School has some degree of attention deficit. The staff has found that hands on learning works best for this type of student. The classes are 2 hours in length which gives the instructor enough time to introduce a concept, teach the concept and have the remainder of the class for guided practice. This enables the instructor the time to spend with each student or small group to be sure the students understand the information being taught.

Is this the design submitted in the original application? Yes or No

If the answer to number 2 is yes:

a. What have been the strengths of these methods for your students?

Having longer classes gives students the opportunity to demonstrate what they have learned. Students have the time to compose a powerpoint presentation to share with the rest of the class, complete projects, work on group projects. Instructors actually have time to work with individual students to ensure they understand the information taught on a daily basis. Student tend to retain the information taught when they are involved in the learning process not just repeating information back to the instructor.

b. What have been the weaknesses of these methods for your students?

Some students prefer to work individually and progress at their own rate.

c. How have the weaknesses in the methods been addressed?

Instructors have composed independent studies for these few students but still check on the student on a daily basis. Students are also able to work on subject matter using the computer and the A Plus Program. A Plus program is aligned with the NCSCOS and has proven to be quite effective for students as a remediation tool and also for accelerated learning.

If the answer to number two is no:

Describe why the change in instructional methodology was made.

What have been the strengths of this instructional methodology for your students?

What have been the weaknesses of this instructional methodology for your students?

How are weaknesses of the methodology being addressed?

Student Accountability Performance

Complete the following charts of student performance data. If the year or grade level is not applicable, enter N/A in the corresponding box.

ABCs Student Performance Data: Provide the student performance composite for applicable

grade levels for the years indicated.										
	2003-2004		2004-2005		2005-2006		2006-2007		2007-2008	
	Reading	Math	Reading	Math	Reading	Math	Reading	Math	Reading	Math
3 rd Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
4 th Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
5 th Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
6 th Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
7 th Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
8 th Grade	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Performance Results					
	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
English I	52.6	54.2	56.2	60.0	42.1
Algebra I	61.2	57.5	57.5	50.0	35.5
Algebra II	55.0	65.0	58.2	45.5	63.6
Geometry	57.3	67.3	60.0	44.4	33.3
Biology	51.7	52.9	54.4	52.4	52.9
Chemistry	NA	NA	NA	NA	NA
Physical Science	53.5	52.7	53.3	NA	53.8
Physics	NA	NA	NA	NA	NA
ELPS	NA	NA	52.6	55.6	32.1
US History	NA	NA	NA	16.1	21.4

ABCs Accountability Summary	Performance Composite	Designation	Met AYP	
			Yes	No
2003-2004	49.4		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2004-2005	NA		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2005-2006	53.3		<input checked="" type="checkbox"/>	<input type="checkbox"/>
2006-2007	39		<input type="checkbox"/>	<input checked="" type="checkbox"/>
2007-2008	NA		<input type="checkbox"/>	<input checked="" type="checkbox"/>

Does the school use other evaluation instruments to assess student performance (i.e. Iowa testing)? Yes
 No. If yes, please describe those assessments.

How is student data used to improve student learning and to raise the academic performance of all students?

Student data is analyzed on a regular basis not just end-of-course testing. When students enter Cape Lookout High School a reading assessment is given to determine where they are in terms of independent and instructional reading levels. Other areas which are addressed are study habits, test taking skills, behavior and attendance.

Is this school identified by the Department of Public Instruction as an Alternative School?

Yes No. If yes, please answer a, b, and c.

a. List the three local options goals (and percents) set by your school.

b. List the types of data collected to track the results of each of the three options?

c. List in detail the school's results for the last three years.

(Percent set and percent met in each option)

EXCEPTIONAL CHILDREN'S PROGRAM

How many students at your school are currently identified as students with disabilities? 14

What percent of the entire school population does this represent? 13%

List the exceptionalities the school is presently serving .Other Health Impaired, Behavior/Emotional Disable, Specific Learning Disable

List the Exceptional Children's (EC) settings your school is currently providing for students with disabilities. The identified students are receiving regular classroom instruction. Students are provided regular consultative and are tutored one on one if needed.

Does your school currently employ a licensed and Highly Qualified Exceptional Children's teacher who works with EC students? Yes No.

If no, please explain

List related services currently provided for students.

Are all related service providers certified? Yes No.

How are the related service providers employed? (part-time, contracted, permanent)

Presently there are no students who are in need of any related services. In the past we have contracted with service providers when needed.

List any non-compliance concerns cited by the state that resulted in fiscal revisions and the implemented corrective action plan. NA

If your school has not applied for federal EC funds, please explain the reason for this.

List, by year, all Exceptional Children's trainings, regional meetings and conferences (state and national) staff has attended during the last two years. NONE

BUSINESS PLAN AND FINANCIAL REPORTING

During the past five years has the school had any financial warnings, been on Financial or Governance Cautionary status, Probationary Status, or Noncompliance Status?

Yes No

If yes, describe the circumstances and the actions taken by the school to return to compliance, and the result of these actions.

Has the school complied with the annual financial audit requirement? Yes No.

In the past five years has this school had an end of year financial deficit? Yes No.

If yes, describe the circumstances leading to the deficit, how the shortfall was resolved, and what steps were taken to keep the problem from recurring.

During the last five years of operation has enrollment increased, decreased, or remained steady? If there has been fluctuation in enrollment please explain.

Remained steady.

Complete the table below regarding school enrollment:

	1 st 20 Day ADM	Membership Last Day
Year 1 (04-05)	117	119
Year 2 (05-06)	129	130
Year 3 (06-07)		
Year 4 (07-08)		
Year 5 (08-09)	135	NA

During the last five years has this school changed grade levels served? Yes NO

If yes, explain the changes below.

Does the school currently have a waiting list? Yes No.

If yes, how many students and at what grade level(s)

Include below a copy of your school's admission policy

INCLUDED STUDENT HANDBOOK

Include below your school's lottery policy and procedures.

INCLUDED STUDENT HANDBOOK

Does this school receive Title I funds? Yes No

Fill in the table below to reflect the demographic make-up of the school's student population

	Percent African American	Percent American Indian	Percent Caucasian	Percent Other	Percent eligible for free or reduced lunch
2005-2006	18%	.2%	76%	3.3%	
2006 - 2007					
2007 - 2008	19%	<1%	78.1%	1.9%	NA
2008 - 2009					NA

Fill in the table below to reflect the demographic make-up of the student population of the LEA in which the school resides.

	Percent African American	Percent American Indian	Percent Asian	Percent Caucasian	Percent Other
2005-2006	11.3%	.26%	.84%	85%	2.6%
2006 - 2007					
2007-2008					
2008 - 2009					

How does the marketing plan of your school address the need for the school to reflect the diversity of the community in which your school resides?

The school does not have a marketing plan to address diversity. All students are welcome to attend and the percentages reflect the populations in the county.

Include below your school's transportation plan and an explanation of the procedures used to implement it.

Carteret County Schools provides transportation from each of the three high schools in the county to Cape Lookout High School.

GOVERNANCE STRUCTURE

List below the members of the Board of Directors and offices held. (Include; name, address, occupation, and years served.)

Mr. Charles Elliott

216 Amos Gillikin Road
Beaufort, NC 28516
Science Teacher –Cape Lookout High School
Site Based Chairperson

Mr. James Walker
1503 Bay Street
Morehead City, NC 28557
Retired School Administrator

Mr. Clem Williams
1500 Chip Shot Drive
Morehead City, NC 28557
Retired School Administrator

Mr. Luther Tootle
2532 Mayberry Loop Road
Morehead City, NC 28557
Community Leader

Mrs. Susan Smith
108 Oak Drive
Morehead City, NC 28557
Principal/Director Cape Lookout High School

Mrs. Nancy Allen
107 Safritt Drive
Beaufort, NC 28557
Central Office Employee

Ms. Pam Morgan
Queen Street
Beaufort, NC 28557
Community College Math Teacher

Are any of the above Board Members employees of the school? If so, what is his/her job at the school?
Charles Elliott-science teacher, Susan Smith-Principal/Director. Neither are voting members of the board.

Are there any familial relationships between Board and staff at the school? If so, what is the relationship and how is the relationship prevented from being a conflict of interest?

NA

How are members selected to serve on the Board of Directors? (Include who makes the selection.)
Volunteer and then approved by the present BOD.

How does the Board of Directors measure parent, student, and staff satisfaction? Please provide, as an attachment, a sample of any surveys the school uses to measure the overall success of the school in this area.

Describe how the Board of Directors uses feedback from stakeholders to refine its operations.

List any Board-sanctioned standing committees and the function of each committee.

NONE

7a. What procedures do these committees follow to report their work to the Board of Directors?
NA

List below any major policy changes that have affected the school's original governance structure. If no major policy changes have occurred, please check this box.

9. *Include in the space provided below, a copy of the school's grievance policy for families.*

If none, please check this box.

Grievance

Parents and/or students are encouraged to report any wrong doings to the proper authority. You may do this by calling the school and making your complaint known or you may contact a member of the Board of Directors listed on page 2 of this handbook. The overall operation of the school is the responsibility of the principal and complaints should be directed to the principal. The Carteret County School Board does not govern Cape Lookout High School. Cape Lookout High School is a public charter high school. Complaints should be directed to the school principal or to the Board of Directors.

10. *Has your board of directors had formal board training during the last five years?* Yes No

If yes, who led the training and when was the training done?

11. Bylaws, Policies and Procedures

Please submit the following as electronic attachments:

a. The most recent copy of your Board's By-Laws including all amendments and changes from the original document.

b. A copy of your current parent/ student handbook included

The most current copy of your school's board approved personnel policies.

Copies of any other Board approved policies

Current Teacher Licensure Data (School year 08/09)

(If your school does not include a particular grade level, indicate with N/A)

School Name: Cape Lookout Marine Science High School

Grade Level	Number of Teachers	Number of NC Licensed Teachers	Total Percent of NC Licensed Teachers	Number of Teachers Highly Qualified
K-5	NA	NA	NA	NA
6-8	NA	NA	NA	NA
9-12	10	10	100%	100%

Paraprofessional Data (School Year 08/09)

(If your school does not include a particular grade level, indicate with N/A)

	Total # of Paraprofessionals	# with High School Degree	# with Associate's Degree and/or 2 years of higher education	# with 4-year Degree
Grades K-5:	NA	NA	NA	
Grades 6-8:	NA	NA	NA	
Grades 9-12:	NA	NA	NA	

Charter School Renewal Checklist

School Name: Cape Lookout Marine Science High School

Date of Review 11/2008

Compliance Area	Check if complete and no questions or concerns	Concerns to be addressed by Charter Renewal Action Plan:																								
Cover Page	X																									
Letter of Intent # of years requested <u>10</u>	X																									
Executive Summary	X																									
Education Program (Curriculum and instructional methodology same as submitted in original charter?)		The Charter Application indicates the school will have an interdisciplinary curriculum with specialized support in areas of Marine Science and marine related technical careers. The Self Study states this has not been accomplished due to lack of space, equipment, funding and personnel.																								
Student Accountability & Performance		<table border="1" data-bbox="794 1192 1357 1493"> <thead> <tr> <th>Year</th> <th>Performance Composite</th> <th>Met Growth</th> <th>Met AYP</th> </tr> </thead> <tbody> <tr> <td>03/04</td> <td>49.4</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>04/05</td> <td>NA</td> <td>NA</td> <td>No</td> </tr> <tr> <td>05/06</td> <td>53.3</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>06/07</td> <td>39</td> <td>Yes</td> <td>No</td> </tr> <tr> <td>07/08</td> <td>50</td> <td>No</td> <td>No</td> </tr> </tbody> </table> <p data-bbox="764 1499 1386 1640">State board policy does not allow 10 year renewal of charter schools with performance composite lower than 60% for three consecutive years.</p> <p data-bbox="764 1682 1373 1822">School has had difficulty in course scheduling and tracking students in NCWISE and ensuring all eligible students receive EOC tests and non-eligible students are not tested.</p>	Year	Performance Composite	Met Growth	Met AYP	03/04	49.4	Yes	No	04/05	NA	NA	No	05/06	53.3	Yes	Yes	06/07	39	Yes	No	07/08	50	No	No
Year	Performance Composite	Met Growth	Met AYP																							
03/04	49.4	Yes	No																							
04/05	NA	NA	No																							
05/06	53.3	Yes	Yes																							
06/07	39	Yes	No																							
07/08	50	No	No																							

Business Plan & Financial Reporting			The school's audit indicated concern that school's lease expired June 30, 2008. While the school's financial situation has improved they expended more for Fiscal Year 2006-7 than revenues by \$44,483.00									
Exceptional Children's Program			Cape Lookout Marine Science H.S. did not submit their Exceptional Children's program Continuous Improvement Performance Plan (CIPP) data in October 2007. They did not submit the CIPP report in April 2008 and they have not submitted CIPP data that was due October 15, 2008.									
Governance		X										
Teacher Licensure		X*	(*Data for 08/09 not yet available)									
Supporting Documentation	By-laws	X										
	Student Handbook	X										
	Board Policy Manual (School and Personnel Policies)	X										
DPI Compliance Data	Governance		Governance - The bylaws indicate five members of the board must be parents of students at the school. The current make-up of the board does not reflect this.									
	EC	Not yet reported										
	SIMS/NCWISE	Not yet reported										
	Finance	X										
	Criminal History Checks	X										
	Insurance & Bonding	X										
	Certificate of Occupation	X										
	Tax Exempt	X										
Title II		<p>School is not at 100% in the area of Highly Qualified Teachers:</p> <table border="1"> <thead> <tr> <th colspan="2">Percent HQ Teachers</th> </tr> </thead> <tbody> <tr> <td>2005</td> <td>44.44%</td> </tr> <tr> <td>2006</td> <td>33.33%</td> </tr> <tr> <td>2007</td> <td>33.33%</td> </tr> <tr> <td>2008</td> <td>83.33%</td> </tr> </tbody> </table> <p>School is not meeting AYP</p>	Percent HQ Teachers		2005	44.44%	2006	33.33%	2007	33.33%	2008	83.33%
Percent HQ Teachers												
2005	44.44%											
2006	33.33%											
2007	33.33%											
2008	83.33%											

Three years lower than 60% proficient? Yes

Cape Lookout High School
1108 Bridges Street
Morehead City, NC 28557
(252) 726-1601 (252) 726-2242

Susan R. Smith, Principal

January 6, 2009

Charter Renewal Action Plan

Education Program

The educational program as stated in the charter has been carried out for the most part. The area which has not been carried as stated in the charter is preparing students for marine-related technical careers. The school definitely targets “at-risk” students which is one of the main reasons for not being able to carry through completely on other areas such as the marine-related careers. For example most of the students who come to Cape Lookout High School are behind academically because of the lack of academic skills or poor attendance. Cape Lookout High School originally had marine science courses but as the number of “at-risk” students increased so did the number of remedial courses or the number of sections of the same course because students did not meet the requirements for getting credit in that particular subject and would have to retake the subject. Cape Lookout High School attracts students who are looking for a smaller environment and more one-on-one assistance.

Student Accountability & Performance

As of today there are 36 sophomores enrolled at Cape Lookout High School. Of the 36 students 28 scored a level 3 or 4 on the 8th grade reading EOG, 2 scored levels 1 or 2 and 6 do not have scores. 15 scored level 3 or 4 on the math EOG, 12 scored I or II and 9 do not have scores. 18 of the 36 have met a level 3 or 4 in English I and only 9 in Algebra I. All of these students are enrolled in a math course and/or English course that will enable them to master Algebra I and/or English I. Students will be monitored on a weekly basis and remediate as needed.

Cape Lookout High School converted to NC Wise in March, 2008. There were problems with student schedules but all students who were enrolled in EOC courses were tested as required. We have continued to attend NC Wise Sessions and do not foresee any schedule problems and Wise has worked out problems they were experiencing. When I was told that I did not test 95% of eligible students, I was 100% sure that all students were tested. I asked for clarification on who should have been tested and was not but I never received that information. I always make a list of students from NC WISE and decide the students who have to be tested. I checked with another high school in the county and to be sure I am doing the same procedures that they do.

Business Plan & Financial Reporting

The school building where Cape Lookout High School is housed was purchased by the Town of Morehead in the spring of 2007. The Town Council wanted to renovate the building and relocated city & county offices in the building. At that time we were told that Cape Lookout High School would have to vacate the property by June, 2008. The renovations did not materialize and the school has been offered an extension on the lease until June 2010. There is a very strong possibility that Carteret County Schools will have a building vacant at the end of this school year. I have already discussed the possibility of Cape

Lookout High School leasing that building. I will know something concrete in regards to the building before the end of the school year.

Our audit shows \$44, 483.00 more for the 2006-07 fiscal year. A couple of things happened: 2006-07 was the first year we had to pay a monthly lease agreement, utilities and fuel for the building. We also did not receive our local money for June & July until late August from Carteret County Schools.

4. Exceptional Children's Program

I have attached CIPP which have been submitted to the EC Program. I know all were late but this will be corrected and all reports will be submitted on time.

5. Governance

Parent commitment to Cape Lookout High School has been a weakness. Parents will agree to serve on the Board, volunteer, etc. but have not followed through. I have spoken to several parents about our dire need for parental support on the board and I have 5 parents who have committed at this time. Hopefully all will follow through. I have attached names of the new board members.

6. 100% of the teachers at Cape Lookout High School are highly qualified.

Cape Lookout Marine Science High School
Update
May 22, 2009

Status of Present Location

The school is presently located at 1108 Bridges, Morehead City, NC. The building was sold to the Town of Morehead two years ago. The town plans to renovate the building to be used as City Hall offices when funds are available. The present lease expires June 30, 2010. The lease can be continued if funds are not available for the renovations. We have been told numerous times that we only have one year left in the building and we are still here. After talking with town officials I feel confident that we will remain in this building until June, 2011.

Carteret County Schools recently announced the closure of their alternative program which leaves a vacant building on the property of West Carteret High School. I am hopefully we will be able to lease the building from the school system but that will not happen until 2011 because of renovations at the school which will take at least 18-24 months to complete. The Town of Morehead said if we can get another building that they will work with us if the timing is off for us to move.

Withdrawals

A portion of students who choose to come to Cape Lookout High School are usually students who are in attendance trouble, have discipline problems, academic problems and/ or behavior problems. A couple of the other high schools in the county have their guidance counselors persuade the students to transfer to Cape Lookout High School to see if they function better in a smaller setting. If students do this then the high school can count them as a transfer instead of a dropout. If they are truly interested in a high school education the program at Cape Lookout High School works for them and they will stay until they graduate. If the program does not work they will then try the community college and we have to count them as a dropout which accounts for the high W2 count.

September 30, 2008

The Academy of Moore County
105 Turner St
Southern Pines, NC 28387

North Carolina Department of Public Instruction
Office of Charter Schools
301 N Wilmington Street
Raleigh, NC 27601-2825

Mr. Jack Moyer:

The Academy of Moore County, chartered in 1997, is currently seeking a ten-year renewal of our charter. We respectfully submit our renewal packet for your consideration. Enclosed you will find all relevant materials. We look forward to working with your committee to ensure that we are successful in this endeavor.

Sincerely,

Allyson Schoen
Director of Education

cc: Jean Krufft

NORTH CAROLINA CHARTER SCHOOLS SELF STUDY
SECTION 1

I. COVER PAGE

School Name: Academy of Moore County

Mailing Address: 105 Turner Street
Southern Pines, North Carolina 28387

Primary Contact Person: Allyson Schoen

Title: Director of Education

Phone #: 910-693-7924

Fax #: 910-693-7925

E-mail:
schoen-theacademy@nc.rr.com

Signature: (attached)

Date: 10/01/2008

Contact Information for the Board Chairperson:

Name: Brad Poplyk

Term of Office: 2005-2008

Mailing Address: 15700 Bluewater Ct.
Wagram, N.C. 28396

Phone#: 910-369-4561 Fax #: 910-944-9416 E-mail: bpoplyk@legacygolfmgmt.com

Signature: (attached)

Date: 10/01/08

EXECUTIVE SUMMARY

Mission Statement and Purpose

DESCRIBE HOW THE SCHOOL'S PROGRAM IMPLEMENTS ONE OR MORE OF THE PURPOSES OUTLINED IN 115C-238.29A

The Mast School (School of Math, Arts, Science and Technology) fulfills the purposes of improving all students learning but especially provides innovative learning opportunities for at risk-gifted students. Small class sizes (15-18) and the use of advanced computer technology will allow the remedial student to strengthen weak areas while providing the gifted student a chance to reach their potential. Individual learning can be enhanced by hands on projects as well as utilizing the Internet's vast resources.

Neighborhood Youth Leadership, Inc. is a nonprofit organization who's Board of Directors has a commitment to create new resources for at risk children. Through our supervision of the SOS program in Moore and Montgomery Counties, we have observed first hand the desperate need for better education opportunities for at risk children. SOS students in need of more individual attention will be recruited by encouraging their parents to apply to the MAST School.

A charter school is a new resource that we believe will provide a quality education for children at risk of academic failure. Our goal is to bring parents, teachers, and community together to create a school that is tailored to specific needs of our children in Moore County. Currently, there are no magnet schools in the county and the MAST school would provide parents a choice in education for their children. Teachers/parents will serve as the governing board while accountability will not wait until end of the year tests, but we will regularly monitor students to determine if they are at grade level or need extra tutoring. Neighborhood Youth Leadership, Inc. is already welcoming parents and the community's involvement in the creation of the MAST School.

STATE THE EDUCATIONAL FOCUS FOR THE CHARTER SCHOOL.

The MAST School focus will be experiential learning in a small class setting (16-20) with each subject integrated into a whole learning approach by the use of computer technology. All subjects will involve experimental approach to learning from hands on science experiments, the use of manipulatives to teach Pre-Algebra, a student created and maintained website, and the use of community resources in the study of social sciences. Students who have failed to learn in traditional settings or have not been challenged will be immersed in an intensive and individualized learning situation using creative techniques. Electives such as Spanish, chess, study skills, and the arts will be offered after school. We are recruiting qualified parents to teach electives on a volunteer basis.

FROM YOUR PERSPECTIVE, STATE THE LIKELY IMPACT ON THE COMMUNITY

The impact on the community will be positive in that the MAST provides parents a choice in education. Students can enroll from any school in our county, which is one district, so the impact on regular school enrollment will be minimal. We believe the community will become a working partner in education as volunteers will be welcome as part of the team approach to learning. The overall impact that Neighborhood Youth Leadership, Inc. seeks from this charter school is to provide a working model that provides intensive intervention for at risk students at all public schools in our district.

THE EDUCATION PROGRAM

A. Curriculum

Name or describe the curriculum design presently used. The Academy of Moore County uses an integrated curriculum approach. The Academy supplements the NCSCS with integrated Science, Saxon & Prentice Hall Math, Houghton-Mifflin Reading (K-5) with an infusion of technology.

2. *Is this the design submitted in the original charter application? Yes*

3. *If the answer to number two is yes:*

What have been the strengths of this curriculum design for your school?

The strengths of the curriculum design have been that Saxon & Prentice Hall Math are aligned with the NCSCS. Houghton-Mifflin (K-5) was adopted in the spring of 2008. This program allows teachers to integrate science, math, and technology through the use of Higher Order Thinking Skills and questioning throughout the curriculum.

What have been the weaknesses of this curriculum design for your school?

The weaknesses of this design have been that The Academy has had financial hardships in which, has not allowed the school to purchase all the materials that go with each math program. The Saxton Math Program uses many manipulatives that reinforce math objectives in NCSCS. Teachers have used self-made materials to supplement commercial manipulatives. Technology has also been a weakness in our curriculum due to out dated computers and the lack of space in our present building for a 21st century lab.

How are weaknesses of the design being addressed? The weaknesses are being addressed through the adoption and purchase of Houghton-Mifflin Reading Program, which integrates all areas of the curriculum and is aligned with NCSCS. Additionally, we have purchased a cart with thirty laptop computers to be used in the classrooms. The Academy of Moore is presently constructing a new school building, which will open in the fall of 2009. Teachers and students will move into the spacious building with 21st century technology.

If the answer to number two is no:

a. *Describe why the change in curricula was made.*

What have been the strengths of this curriculum design for your students?

What have been the weaknesses of this curriculum design for your students?

How are weaknesses of the design being addressed

What tools and/or observations are used to evaluate the effectiveness of the School's curriculum? Student assessments, School Improvement Teams, data driven dialogue used in weekly grade level and staff meetings, NWEA (MAP) assessments grades (2-8), staff development workshops, observations of other teaching styles, and school visitations.

6. *Describe the steps taken to align the school's curriculum with the NC Standard Course of Study. Teachers have disaggregated EOG test data for each student in their classroom. NWEA (MAP) assessments have been implemented to diagnose learning deficits and set goals for students to make academic gains. Students will have targeted goals set to meet expected growth in Reading and Math End Of Grade tests. The Academy of Moore adopted Houghton-Mifflin reading program, which is aligned with the Standard Course of Study. Teachers will integrate science and social studies throughout the curriculum at all grade levels.*

B. *Instructional Methodology or Techniques*

1. *Summarize the instructional methodology or techniques employed.*

The instructional methodology/techniques used by The Academy of Moore:
team teaching through all grade levels
using an integrated curriculum
small class sizes
hands on learning
group work (i.e. pair-share and pair-share square)

2. *Is this the design submitted in the original application? Yes*

3. *If the answer to number 2 is yes:*

What have been the strengths of these methods for your students? Improved instruction in the classroom. Aligning the curriculum with the Standard Course of Study. Students using higher level thinking skills, teachers planning together and sharing methods and materials at grade level and staff meetings. Increased student involvement.

B. What have been the weaknesses of these methods for your students:

The weaknesses of methods have been; the lack of consistent application of methods throughout the curriculum, teachers not meeting different learning styles of students, high staff and administrative turnover, along with high student turnover.

C. How have the weaknesses in the methods been addressed? The weaknesses in the methods are being addressed through; the alignment of the curriculum with NCSCS, implementation of NWEA (MAP) to target specific student deficits, standardized lesson plan format that aligns NCSCS with instruction.

If the answer to number two is no:

- a. Describe why the change in instructional methodology was made.
- b. What have been the strengths of this instructional methodology for your students?
- c. What have been the weaknesses of this instructional methodology for your students?
How are weaknesses of the methodology being addressed?

Student Accountability Performance

Complete the following charts of student performance data. If the year or grade level is not applicable, enter N/A in the corresponding box.

ABCs Student Performance Data: Provide the student performance composite for applicable grade levels for the years indicated.										
	2003-2004		2004-2005		2005-2006		2006-2007		2007-2008	
	Reading	Math	Reading	Math	Reading	Math	Reading	Math	Reading	Math
3 rd Gr	NA	NA	NA	NA	66.7	50.0	90.0	40.0	NA	33.3
4 th Gr	NA	NA	NA	NA	80.0	60.0	72.7	36.4	NA	21.4
5 th Gr	NA	NA	NA	NA	80.0	46.7	93.8	56.3	NA	22.2
6 th Gr	72.7	77.3	63.3	66.7	73.7	42.1	62.5	31.3	NA	55.5
7 th Gr	90.9	81.8	64.5	54.8	78.3	39.1	82.8	24.1	NA	8.3
8 th Gr	90.0	70.0	58.3	58.3	72.7	22.7	66.7	20.0	NA	27.7

Performance Results NA – Grades K - 8					
NA	2003-2004	2004-2005	2005-2006	2006-2007	2007-2008
English I					
Algebra I					
Algebra II					
Geometry					
Biology					
Chemistry					
Physical Sc					
Physics					
ELPS					
US History					

ABC's Accountability Summary	Performance Composite	Designation	Met AYP	
			Yes	No
2003-2004 R-84.1 M-74.6	5 out 5 Targets	School of Distinction	X	
2004-2005 R-62.7 M-61.3	6 out 7 Targets	No Recognition		X
2005-2006 R-75.5 M-41.5	9 out 9 Targets	Priority School	X	

2006-2007 R-78.4 M-33.0	9 out 11 Targets	Priority School		X
2007-2008 R-32.9 M-37.097	5 out 9 Targets	Low Performing		X

2. Does the school use other evaluation instruments to assess student performance? (i.e. Iowa testing)? Yes or No. If yes, please describe those assessments.
Yes, The ABC accountability model, NWEA (MAP) survey, and North Carolina End of Grade tests.

3. How is student data used to improve student learning and to raise the academic performance of all students? NWEA (MAP) is used to target specific learning deficits in math and reading skills. EOG test data is used to identify weak performance areas in math and reading skills for individual students. Teachers use differentiated instruction in lessons, ability grouping and peer tutoring in the classroom to accommodate and remediate all learning styles.

4. *Is this school identified by the Department of Public Instruction as an Alternative School? No*

If yes, please answer a, b, and c.

a. List the three local options goals (and percents) set by your school.

b. List the types of data collected to track the results of each of the three options?

c. List in detail the school's results for the last three years. (Percent set and percent met in each option)

EXCEPTIONAL CHILDREN'S PROGRAM

How many students at your school are currently identified as students with disabilities? 19

What percent of the entire school population does this represent? 12%

List the exceptionalities the school is presently serving. ED, SLD, Speech & Language, and OHI.

List the Exceptional Children's (EC) settings your school is currently providing for students with disabilities. Total School Environment, Inclusion, and Exceptional Children's classroom.

Does your school currently employ a licensed and Highly Qualified Exceptional Children's teacher who works with EC students? Yes.

List related services currently provided for students. Speech & Language services and a Licensed Psychologist.

Are all related service providers certified? Yes/Contracted

List any non-compliance concerns cited by the state that resulted in fiscal revisions and the implemented corrective action plan. None

If your school has not applied for federal EC funds, please explain the reason for this. N.A.

List, by year, all Exceptional Children's trainings, regional meetings and conferences (state and national) staff has attended during the last two years:

CECAS Training 2006-08; Testing Coordinator Meetings 2006-2008; CIPP Training 2007-08; Charter School Conference 2006-2008; Reading Workshops 2007-2008; Staff Development Training DPI-NWEA (MAP) 2008

BUSINESS PLAN AND FINANCIAL REPORTING

1. *During the past five years has the school had any financial warnings, been on Financial or Governance Cautionary status, Probationary Status, or Noncompliance Status? Yes*

Prior to the 2003-2004 school year, the Academy of Moore County re located the school site to 105 Turner Street now located in Southern Pines, NC. Monthly rent increased and there was a significant decrease in the student population for that year.

2. *Has the school complied with the annual financial audit requirement? Yes*

3. *In the past five years has this school had an end of year financial deficit? Yes Please find attached financial documentation. The deficit resulted from expenses incurred from moving the school plant from one location to another and budgeting practices that were based on optimistic student enrollment rather than budgeting on a conservative number of enrollees. The following steps have been implemented to reduce and eliminate the deficit: (1) budget on conservative enrollment numbers, (2) review and monitor financial statement monthly with accountant and Board of Education, (3) salaries were reduced, and (4) increase local fund raising. We believe our 2007-2008 audit will show a positive balance for that school term and additionally the school has been gifted a grant of land valued at \$224,000.*

4. *During the last five years of operation has enrollment increased, decreased, or remained steady? If there has been fluctuation in enrollment please explain. Enrollment has increased based on change in school status by adding additional Grades for the 2005-2006 academic year. (Please find attached notice)*

5. *Complete the table below regarding school enrollment:*

	1 st 20 Day ADM	Membership Last Day
Year 1 (04-05)	67	75
Year 2 (05-06)	138	136
Year 3 (06-07)	127	126
Year 4 (07-08)	146	135
Year 5 (08-09)	160	NA

During the last five years has this school changed grade levels served? Yes or No If yes, explain the changes below. Yes, The year 2005-2006 The Academy Of Moore County added grades K-5. (See attached letter from DPI)

7. *Does the school currently have a waiting list? Yes If yes, how many students and at what grade level(s) 38 Total*
Kindergarten - 1 Third Grade - 8 Sixth Grade - 9
First Grade - 1 Fourth Grade - 1 Seventh Grade - 7
Second Grade - 2 Fifth Grade - 1 Eighth Grade - 9

Include below a copy of your school's admission policy. Returning students are placed ahead of new applicants for the upcoming school year. New applicants complete an application and submit it back to school, during an open enrollment. Classes are filled with these applicants and if there is an overage a lottery is used.

9. Include below your school's lottery policy and procedures. Same as above.

10. Does this school receive Title I funds? No

11. Fill in the table below to reflect the demographic make-up of the school's student population.

	Percent African American	Percent American Indian	Percent Caucasian	Percent Other	Percent eligible for free or reduced lunch
2005- 2006	33.2	N/A	52.5	14.3	NA
2006 - 2007	35.7	N/A	43.9	20.4	NA
2007 - 2008	36.6	N/A	46.6	16.8	NA
2008 - 2009	41.2	N/A	45.1	13.7	NA

Fill in the table below to reflect the demographic make-up of the student population of the LEA in which the school resides.

	Percent African American	Percent American Indian	Percent Asian	Percent Caucasian	Percent Other
2005-2006	2867	122	80	8115	818
2006 - 2007	2828	84	84	8191	867
2007-2008	2852	122	106	8252	942
2008 - 2009	Not Available	Not Available	Not Available	Not Available	Not Available

How does the marketing plan of your school address the need of the school to reflect the diversity of the community in which your school resides.

We have a very diverse student body reflected by the demographic data as reflected in this report. The diversity of The Academy reflects the diverse community in which we live. Our marketing tools are advertisements, newspaper articles, liaisons with civic groups, radio spots, website, and information/open houses that are open to parents and students in the community.

Include below your school's transportation plan and an explanation of the procedures used to implement it. Sixty five percent of our student population use school buses and vans for transportation to and from school. Our plan consists of an (am) pick-up and a (pm) drop-off at designated points in Moore County.

GOVERNANCE STRUCTURE

List below the members of the Board of Directors and offices held. (Include; name, address, occupation, and years served.)

Brad Poplyk, President
15700 Bluewater Ct., Wagram, NC 28396
bpoplyk@legacygolfmgmt.com
Golf Pro
2005-Present

Don Goulet, Vice-President
200 Meyer Farm Dr. 5, Kenilwood Ct., Pinehurst, NC 28374
dgoulet002@nc.rr.com
Retired
2006-Present

Kay Howery, Treasurer
Four Oaks Community Bank, 105 Commerce Ave, Southern Pines, NC 28387
JKHowery@fouroaksbank.com
Bank Manager
2007-Present

Joyce Scarlett, Secretary
Sandhills Food Bank, Sandy Ave, Southern Pines, NC 28387
scarlettjoyce@hotmail.com
Retired
2007-Present

Caroline Eddy
Coalition for Human Care, 1117 W Pennsylvania Ave, Southern Pines, NC
28387
coalition@pinehurst.net
Executive Director for Coalition for Human Care
2007-Present

Calvin Howell
Penick Village, PO Box 2001, Southern Pines, NC 28388
Retired
2007-Present

Al Warren
155 Cliff Rd. Southern Pines, NC 28387
awarren@pinehurst.net
Retired
2007-Present

David Yoder
4 Maverick Place, Pinehurst, NC 28374
d.yoder@diefendorfcapital.com
Financial Advisor
2008-Present

Are any of the above Board Members employees of the school? If so, what is his/her job at the school?
No

Are there any familial relationships between Board and staff at the school? If so, what is the relationship and how is the relationship prevented from being a conflict of interest? No

How are members selected to serve on the Board of Directors? Recommendations from other Board Members. The Board of Directors makes the selection of new members.

How does the Board of Directors measure parent, student, and staff satisfaction? Please provide, as an attachment, a sample of any surveys the school uses to measure the overall success of the school in this area. See attached.

The board measures staff satisfaction through frequent meetings with our executive director, principal and director of operations. It is also measured through more infrequent interactions with the teaching staff. An indication of staff satisfaction is how many teachers want to stay at the end of the year even through most of them are actively being recruited by other schools. We try and gauge student satisfaction by engaging them in the halls and asking them about the school and if they like it here. Parental satisfaction is determined through PTO involvement, parental meetings with school administrators and casual conversations with them.

6. *Describe how the Board of Directors uses feedback from stakeholders to refine its operations. N/A*

List any Board-sanctioned standing committees and the function of each committee. A School Board Curriculum and Instruction Committee have been set up to improve classroom instruction, professionalism, and school climate. The Finance Committee reviews, develops, and monitors the school budget. The Building Committee was developed to over see the construction of our new school building.

7a. *What procedures do these committees follow to report their work to the Board of Directors? All Board committees will report back each month to the Board of Director's meeting with reports from each committee.*

8. *List below any major policy changes that have affected the school's original governance structure. None*

9. *Include in the space provided below, a copy of the school’s grievance policy for families. None*

The Academy does not have a formal grievance policy in place, the Board of Education is available to all parents and staff via e-mail, phone or scheduled appointments.

10. *Has your board of directors had formal board training during the last five years? No*

11. *Bylaws, Policies and Procedures:*

a. The most recent copy of your Board’s By-Laws including all amendments and changes from the original document. See Attached Hardcopy

b. A copy of your current parent/ student handbook. See Attached Hardcopy

The most current copy of your school’s board approved personnel policies. See Attached Hardcopy

12. *Copies of any other Board approved policies. The Academy of Moore County does have uniform and discipline policies (as stated in the Student Handbook provided above for 11b) that students follow.*

Current Teacher Licensure Data (School year 08/09)

(If your school does not include a particular grade level, indicate with N/A)

The Academy of Moore County

Grade Level	Number of Teachers	Number of NC Licensed Teachers	Total Percent of NC Licensed Teachers	Number of Teachers Highly Qualified
K-5	8	7	87.5%	61.5%
6-8	3	3	100%	100%
9-12	NA	NA	NA	NA

* One of three teachers in 6-8 is HQ in NC and has applied for NC license

Paraprofessional Data (School Year 08/09)

(If your school does not include a particular grade level, indicate with N/A)

	Total Paraprofessional	# with High School Degree	# with Associate’s Degree and/or 2 years of higher education	# with 4-year Degree
Grades K-5:	2	2		
Grades 6-8:	2	2		
Grades 9-12:	NA	NA	NA	NA

Charter School Renewal Checklist

(School's Action Plan in Bold Print)

School Name: The Academy of Moore County

Date of Review: 11/2008

Compliance Area	Check if complete and no questions or concerns	Concerns to be addressed by action plan																								
Cover Page	X																									
Letter of Intent # of years requested __10__	X																									
Executive Summary	X																									
Education Program (Curriculum and instructional methodology same as submitted in original charter?)		<p>The School's Charter Application indicated a strong emphasis on computer technology for instructional delivery. The Self Study indicates technology has been a weakness due to dated computers and lack of space.</p> <p>Note: The Academy of Moore County purchased a mobile cart and thirty laptop computers in November 2008. A laser printer and new server were also purchased to accommodate wireless access throughout the building. This has allowed students computer access in all classrooms.</p>																								
Student Accountability & Performance		<table border="1" data-bbox="808 1266 1372 1564"> <thead> <tr> <th>Year</th> <th>Performance Composite</th> <th>Met Growth</th> <th>Met AYP</th> </tr> </thead> <tbody> <tr> <td>03/04</td> <td>80.3</td> <td>Yes</td> <td>Yes</td> </tr> <tr> <td>04/05</td> <td>62.3</td> <td>No</td> <td>No</td> </tr> <tr> <td>05/06</td> <td>55.8</td> <td>No</td> <td>Yes</td> </tr> <tr> <td>06/07</td> <td>53.4</td> <td>No</td> <td>No</td> </tr> <tr> <td>07/08</td> <td>35.8 (LP)*</td> <td>No</td> <td>No</td> </tr> </tbody> </table> <p>*Low Performing Designation</p> <p>Note: The Academy of Moore County is addressing Low Performing status through the implementation of NWEA MAP. The Academy submitted an action plan in October of 2008 to address our Low Performing status/Non Proficiency status.</p>	Year	Performance Composite	Met Growth	Met AYP	03/04	80.3	Yes	Yes	04/05	62.3	No	No	05/06	55.8	No	Yes	06/07	53.4	No	No	07/08	35.8 (LP)*	No	No
Year	Performance Composite	Met Growth	Met AYP																							
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07/08	35.8 (LP)*	No	No																							
Business Plan & Financial		(See Compliance statement below)																								

Reporting			
Exceptional Children's Program			The Academy of Moore has not Submitted their Exceptional Children's Program Continuous Improvement Performance Plan which was due October 15, 2008. Note: The Academy of Moore County submitted The Continuous Improvement Plan on November 3, 2008. DPI shows no record of the CIPP document, which was sent on November 3, 2008, therefore The Academy has resubmitted the CIPP document on January 6, 2009. See attached Data Collection Spreadsheet.
Governance		X	
Teacher Licensure		X*	(*Teacher licensure data not yet available for 08/09)
Supporting Documentation	By-laws	X	
	Student Handbook	X	
	Board Policy Manual (School and Personnel Policies)	X	
DPI Compliance Data	Governance		No formal Grievance Policy Student Handbook does not include policy regarding bullying and harassment as required by federal law. Note: See Attached Document
	EC	Not yet reported	
	SIMS	Not yet reported	

	Finance		DPI Business and Finance Section Compliance Report stated: “The Academy of Moore County has been running deficits for FY 2004-5, FY2005-6 and FY 2006-7. They have received some land and are currently building a new facility. This will help the situation. ADM must grow for the school to make it. The new school building should help in this also.” Note: See Attached Document “Hard Copy”										
	Criminal History Checks	X											
	Insurance & Bonding	X											
	Certificate of Occupation	X											
	Tax Exempt	X											
	Title II		<p>School is not at 100% in the area of Highly Qualified Teachers:</p> <table border="1"> <thead> <tr> <th colspan="2">Percent HQ Teachers</th> </tr> </thead> <tbody> <tr> <td>2005</td> <td>50.0%</td> </tr> <tr> <td>2006</td> <td>46.11%</td> </tr> <tr> <td>2007</td> <td>64.2%</td> </tr> <tr> <td>2008</td> <td>92.5%</td> </tr> </tbody> </table> <p>Note: Teacher Certification – The Academy of Moore County employs thirteen teachers to serve its’ student body. Twelve of the thirteen teachers have a NC Teaching License. Ten teachers are teaching in their certificate area. Two certified teachers are teaching out-of-area and one teacher has a bachelor degree, but is not certified. School is not meeting AYP The Academy has implemented an Action Plan along with purchasing NWEA MAP a diagnostic/prescriptive program to address the Low Student Performance status, which has not allowed the school to meet it’s AYP.</p>	Percent HQ Teachers		2005	50.0%	2006	46.11%	2007	64.2%	2008	92.5%
Percent HQ Teachers													
2005	50.0%												
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Three years lower than 60% proficient? Yes

The Academy of Moore County is in the process of restructuring our administration, finance, and professional staff, along with continuous improvement of academics. The Academy of Moore Board of Directors and administration are in the process of addressing these four areas and know that these changes will enhance the progress of the school.

1. Administrative Changes:

The Academy Board of Directors has eliminated the Director of Operations position effective May 22, 2009, along with the Executive Directors position effective June 30, 2009. The Academy of Moore will continue with one lead administrator as these administrative personnel reductions will free up funds that will be utilized toward curriculum and instructional aides.

2. Finance:

The Academy of Moore County is presently in the process of changing accounting firms. We have begun the transitioning process and are contracting with Acadia North Star, which will take effect in late May 2009. This accounting change deemed necessary due to concerns with accounting procedures being used by our past firm.

The Academy will show a significant deficit reduction due to decreased administrative positions, changing over to Acadia NorthStar accounting firm, and a reduction in staff salaries due to changes in professional staff.

3. Professional Staff Changes:

The administration of the Academy of Moore County has hired and is in the process of hiring additional Highly Qualified teachers. These changes in our professional staff will show improved instruction, which will allow students to make significant academic gains for the 2009-2010 school year.

4. Improved Academics:

The teaching staff of the Academy of Moore County strives to continue the improvement of instructional strategies. The Academy of Moore County has just completed the construction of a new school building. The building will accommodate 180 students this August 2009. Classrooms are spacious with 21st century technology that will engage students academically.

Teachers continue to improve academics through:

- Applying for Title I funding for the 2009-10 school year

- Extended instructional time (added 30 minutes onto school day).

- Adhering and alignment of curriculum to the NC Standard Course of Study

- Student lessons based on diagnostic/prescriptive NWEA MAP testing data.

- Flexible RIT grouping to target student academic needs in math and reading

- Weekly grade level meetings allowing teachers to disaggregate data and prescribe remediation for individual students and small groups

- Teachers collaborating at weekly grade level meetings using MAP data as a guide for instruction and lesson planning

- Ten hours of weekly remediation added in reading and math for grades 2 – 8

- Analyzing and organizing instructional classroom components through common planning time for teachers.

Summary:

The Academy Board of Directors, Administration, and Professional Teaching staff will continue to restructure and reform the culture of our school. These changes will allow our staff to meet their professional responsibility, which is to ensure all Academy students a quality education.

EXECUTIVE SUMMARY**Title:** Approval of Charter Schools Technology Plans**Type of Executive Summary:**

Consent Action Action on First Reading Discussion Information

Policy Implications:

- Constitution _____
 General Statute #115C-102.6C
 SBE Policy # _____
 SBE Policy Amendment
 SBE Policy (New)
 APA # _____
 APA Amendment
 APA (New)
 Other _____

Presenter(s): Mr. Neill Kimrey (Director, Instructional Technology)**Description:**

In accordance with Public School Law 115C-102.6C, the technology plans for the Charter Schools listed in the attachment following have been approved by both ITS and DPI technology consultants. ITS consultants have evaluated the plans to comply with the statewide architecture guidelines; DPI instructional technology consultants have evaluated the plans for their instructional components. Final approval by the State Board of Education qualifies these charter schools for the School Technology Trust Fund, No Child Left Behind and federal eRate monies, as well as a variety of private technology grants. The list of Charter School technology plans is attached; the plans can also be accessed at

http://it.ncwiseowl.org/accountability/lea_technology_plans/plans_for_approval_february_2010/.

Resources:

N/A

Input Process:

In 2007 the State Board of Education approved a revision of the North Carolina Educational Technology Plan to reflect North Carolina's vision of Future-Ready Schools for the 21st Century and to support the State Board of Education's strategic priorities of Globally Competitive Students, 21st Century Professionals, Healthy and Responsible Students, Leadership for Innovation, and 21st Century Systems. To align with this revision, LEAs and Charter Schools evaluated and revised their existing technology plans. Once submitted, each plan was reviewed by the Instructional Technology staff for instructional components of the plan and by the DPI Connectivity team and Information Technology Services for technical components. After necessary revisions and DPI and ITS approval, the following list of Charter technology plans is presented to the State Board of Education for final approval.

Stakeholders:

North Carolina's public schools, NC General Assembly

Timeline For Action:

Approval is requested to ensure continued qualification for federal and state dollars.

Recommendations:

It is recommended that the SBE approve these technology plans.

Audiovisual equipment requested for the presentation:

- Data Projector/Video (Videotape/DVD and/or Computer Data, Internet, Presentations-PowerPoint preferred)

Specify: _____

Audio Requirements (computer or other, except for PA system which is provided)
Specify: _____

Document Camera (for transparencies or paper documents – white paper preferred)

Motion By: _____ Seconded By: _____
Vote: Yes _____ No _____ Abstain _____
Approved _____ Disapproved _____ Postponed _____ Revised _____

*Person responsible for SBE agenda materials and SBE policy updates: Susan R. McKinney 807-3828 _____

Charter	City	County	District
Charter Day School	Leland	Brunswick	2
Columbus Charter	Whiteville	Columbus	4
Piedmont Community Charter	Gastonia	Gaston	6
Summit Charter	Cashiers	Jackson	8