

**Charter School Scoring Rubric**

School Name: **Delray-Boynton Academy**

Date: **September 19, 2006**

**I. ACADEMIC DESIGN**

**1) Guiding Principles, Purpose, and Mission:**

- A. Core philosophy/underlying philosophy of the school.
- B. Utilization of Guiding Principles.
- C. Meeting prescribed purposes.
- D. Target population to be served, including ages and grade levels.

**Total 12**

A.	3	1
B.	3	1
C.	3	1
D.	3	1

**2) Educational Program:**

- A. Educational purposes and curriculum objectives and content of main subject areas.
- B. Reading curriculum; strategies; scientifically based.**
- C. Goals and objectives to improve student learning.
- D. Instructional methods and distinctive learning techniques.
- E. Meeting the needs of ESE students and how services will be delivered. **(Detailed)**
- F. Meeting the needs of LEP students both limited and proficient. **(Detailed)**

**Total 25**

A.	3	1
<b>B.</b>	<b>10</b>	<b>1</b>
C.	3	1
D.	3	1
E.	3	1
F.	3	0

**3) Student Assessment:**

- A. Goals and objectives to measure student achievement.
- B. Assessment plan in core academic areas.
- C. Methods to identify educational strengths & needs of students and to what extent Goals are met. **Description of how data will be used to address instructional needs.**
- D. Description of evaluation of students' rate of progress and progress rates of comparable student populations.
- E. Student participation in FCAT program.
- F. Secondary charters method for determining that a student has met requirements for graduation.

**Total 15-18**

A.	3	1
B.	3	0
C.	3	0
D.	3	0
E.	3	3
F.	3	2

**II. GOVERNANCE & MANAGEMENT (total points possible)**

**1) Profile of the application group and management team:**

- A. Description of application group/management team including for each person: name, background, professional or other relevant experience, and references
- B. Transition of Founding Board to Governing Board.
- C. Description of relevant expertise of retained consultants or professionals (e.g. accounting, finance, educational management services, risk management, human resources).
- D. Identification of management or professional expertise that must be acquired and how task will be achieved.
- E. Discussion of business arrangements or partnerships with existing schools, Educational programs, businesses, or non-profit organizations.

**Total 15**

A.	3	1
B.	3	1
C.	3	1
D.	3	1
E.	3	1

**2) School Governance**

- A. Description of legal entity that will organize and/or operate school.
- B. Outline of school's governance and management structure, including responsibilities, policies, and practices for managing the school.
- C. Status as private or public employer. If participating in Florida Retirement Program, detail of process leading to participation.
- D. Explanation of how Governing Board will be chosen initially and in future
- E. Provides method for resolving disputes between charter and sponsor.
- F. Description of parental involvement including governance, communication with Governing Board and management team, and methods for handling disputes between parents and school. **Schedule of Governing Board Meetings.**
- G. Description of compliance with Florida Statutes relating to public records and public meetings.

**Total 21**

A.	3	1
B.	3	1
C.	3	1
D.	3	1
E.	3	1
F.	3	1
G.	3	1

**3) Length of Contract & Implementation Timetable:**

B. Timetable for school's start-up.

<b>Total</b>	<b>3</b>	
B.	3	.5

**4) Recruiting and Marketing Plan:**

A. Description of how will publicize school to obtain sufficient pool of applications.

B. Description of steps to reach students representative of racial and socioeconomic diversity in community, including "harder to reach" families.

<b>Total</b>	<b>6</b>	
A.	3	.5
B.	3	.5

**III. FINANCE & FACILITIES**

**1) Facilities:**

A. Description of facilities to be used and location or alternatively options for a school building.

B. Plans for finding a suitable facility

C. Description of financing or leasing plans for facilities.

D. Applicant states they will market and/or target families residing within the attendance areas of schools that exceed 100% utilization.

E. Applicant states that they will locate within (1) mile attendance area of schools that exceed 100% utilization.

F. Applicant provides documentation of a school location within the attendance area of schools that exceed 100% utilization.

**\* The applicant can be awarded 10, 15, or 20 points. The number of points awarded reflects how D, E, and F are addressed by the applicant.**

<b>Total</b>	<b>54</b>	
A.	3	3
B.	3	3
C.	3	3
D.	10*	10
E.	15*	10
F.	20*	10

**2) Finance:**

A. Annual Financial Plan

B. Description of financial management and internal accounting procedures

C. Presentation of accounting records format. ("Financial and Program Cost Accounting and Reporting for Florida Schools" or "not-for-profit").

D. Discussion of projected enrollment for 3-year period needed to generate sufficient funds to support expenditures.

E. Explanation of plans for obtaining annual audit of financial statements from independent certified public accounting firm.

F. Description of storage of student and financial records in protected environment.

G. Discussion of format and frequency of financial reporting to sponsor (balance sheet, income statement, bank reconciliation, etc.).

<b>Total</b>	<b>21</b>	
A.	3	1
B.	3	1
C.	3	1
D.	3	1
E.	3	1
F.	3	1
G.	3	1

**3) Risk Management:**

A. Description of procedures identifying various risks and provisions for comprehensive approach to reduce impact of losses.

B. Discussion of plans to ensure safety and security of students and staff.

C. Description of plans identifying, minimizing, and protecting others from violent or disruptive student behavior.

D. Description of school's insurance coverage plans, including applicable health, worker's compensation, general liability, property insurance and director's and officer's liability coverage.

E. Detail of emergency plans, including fires, hurricanes, tornadoes, and child safety issues.

<b>Total</b>	<b>15</b>	
A.	3	3
B.	3	3
C.	3	3
D.	3	3
E.	3	3

**IV. OPERATIONS**

**1) Admissions & Registration Plan:**

A. Descriptions of Admissions procedures.

B. Description of timetable to be used for registering & admitting students, including admission lottery.

C. Description of school's endeavor to achieve racial/ethnic balance reflective of community to be served.

<b>Total</b>	<b>9</b>	
A.	3	3
B.	3	3
C.	3	3

\* **D. In the case of an existing school being converted to a charter, suggested alternative arrangements for current students who choose not to attend the charter.**

D.	N/A	
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**2) Class Size Requirements**

A. Description of methods to ensure compliance with Florida’s class size provisions.

<b>Total 3</b>		
A.	3	3

**3) Student Code**

A.. Description of plans to ensure safety and security of students and staff, as well as plans to identify, minimize, and protect others from violent or disruptive student behavior.

<b>Total 3</b>		
A.	3	3

**4) Human Resource Information:**

- A. Description of standards and potential strategies to be used to recruit, hire, train, and retain qualified staff.
- B. Description of human resource plan that will govern: salaries, hiring & dismissal, and benefits packages.
- C. Description of how the qualifications of the teachers be described to parents, as required in the charter statute.
- D. Description of targeted staff size, staffing plan and projected student-to-teacher ratio.

<b>Total 12</b>		
A.	3	2
B.	3	2
C.	3	2
D.	3	2

\* **E. If being converted to a charter, suggest alternative arrangements for current teachers.**

E.	N/A	
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**5) Transportation:**

- A. Discussion of plans for transporting students to and from school. Description of arrangements to be made with local school district, private provider, or with or with parents.
- B. Explanation of how the “reasonable distance” has been defined in the transportation plan, including the factors that helped form the basis for this distance determination
- C. .Description of the policies which will help ensure transportation is not a barrier to “equal access” for all students.

<b>Total 9</b>		
A.	3	2
B.	3	2
C.	3	2

**6) Food Service**

- A. Discussion of the plans for providing food service, including the arrangements that will be made with either the local school district or with a private agency.
- B. Description of the plans for providing food and related food services, meeting reporting requirements, and documentation of annual sanitation certification.
- C. Description of the procedures to process free/reduced lunch applications for eligible students.

<b>Total 9</b>		
A.	3	3
B.	3	3
C.	3	3

## SCORING

**Total Possible Points:**

**Elementary School: 232 Points**

**Middle and High School: 235 Points**

**FOR AN ACCEPTABLE APPLICATION 90 % OR  
TOTAL NUMBER OF POINTS IS REQUIRED:**

**ELEMENTARY 90% = 209**

**MIDDLE AND HIGHSCHOOL 90% = 212**

**Your total score was:**

**128 = 54%**

**New Application Review Feedback Sheet (2006)**

**Department of Charter Schools  
School District of Palm Beach County**

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**Applicant / School Name:** Delray-Boynton Academy

**Total Points Earned:** 127 out of 235 points

**I. Academic Design**

- 1) Guiding Principles, Purpose, and Mission: 3 out of 12 points
- Academic Design not innovative.
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- 2) Educational Program: 5 out of 25 points
- “Consultative Inclusion ESE Model” is only one level of service. The application refers to IEP’s and provision of SLI service is incomplete.
  - Lack of sufficiency regarding the following components of the educational program:
    - Content specific focus
    - Instructional models
    - Specific methodology
    - Specific curriculum objectives
    - Specific learning strategies
  - No innovation in core subjects; states Piaget and Vygotsky.
  - No mention of LEP students.
- 3) Student Assessment: 6 out of 18 points
- No assessment plan in core academic areas.
  - Lacking description of how data will be used to address instructional needs.
  - No mention of goals and objectives to measure student achievement.

**II. Governance & Management**

- 1) Profile of the Application and management group: 5 out of 15 points
- Mr. Green’s role is not clearly defined.

- 2) School Governance: 7 out of 21 points
- No detailed information of the school’s governance & management structure including responsibilities, policies and practices for managing the school.
  - No explanation on how the Governing Board will be chosen initially and in the future.
  - No mention of parental involvement.
  - How many members on the Governing Board?
  - No mention of the duties or training for the Governing Board.
  - How will Governing Board oversee the operations of the charter school?
  - Who will evaluate the principal?
  - No mention of hiring & terminating staff.
  - No mention of the budget and the Governing Board’s role in creating the budget.
  - Grievance procedures for parents.
- 3) Length of Contract and Implementation Timetable: 0.5 out of 3 points
- No implementation timetable.
  - Incorrect procedure for a conversion charter school.
  - Did not address a plan that covers major operational items, no timetable.
  - Did not include flexibility for unanticipated events.
- 4) Recruiting and Marketing Plan: 1 out of 6 points
- Evidence of Support and Marketing Plan.
  - Mentions lottery.
  - Targets – educationally disadvantaged students.
  - Unanticipated events not addressed.

### **III. Finance and Facilities**

- 1) Facilities: 36 out of 54 points
- Applicant states that, “District schools in areas where enrollment exceed 100% utilization will be identified and targeted for initial student enrollment.”
  - School location is not within a middle school boundary, which exceeds 100% utilization. The location is not within 1 mile of a school boundary, which exceeds 100% utilization.
- 2) Finance: 7 out of 21 points
- The annual financial plan is not complete.
  - Includes start-up grants where the school is not eligible.

- There is no presentation of the accounting records format.
- No discussion of projected enrollment.
- No description of storage of student & financial records.
- No discussion except in the accounting proposal of format & frequency of financial reporting to the District.
- Budgets are not realistic according to projections & expenses.
- There is no description of benefit packages to staff.
- No safeguards for contingency if enrollment is not met.
- No projected cash flow or any historical data was included.

3) Risk Management: 12 out of 15 points

- No mention of Fidelity/Crime Insurance.
- No mention of Employee Crime/Fidelity Insurance.
- No mention of Property Insurance.

#### **IV. Operations**

1) Admissions & Registration Plan: 9 out of 9 points

2) Class Size Requirements: 3 out of 3 points

3) Student Code: 3 out of 3 points

4) Human Resource Information: 12 out of 12 points

- Missing Staff Development.

5) Transportation: 5 out of 9 points

- Contracting with the District should be eliminated from the application. The District is no longer contracting with Charter Schools to provide transportation services.

6) Food Service: 4 out of 9 points

- All areas were addressed for Food Service.