



Missouri
Charter Public School Commission

School Name

2019-2020 Annual Report

Annual Performance: Insert

Year Opened: **Date**

Next Renewal: **Date**

Location: **City**

Enrollment: **###**

Grades Served: **Grades**



Academics

Exceeds



Financial
Management

Meets



Learning
Environment

Partially Meets



Governance

Meets



Operations

Falls Below






Performance Summary

STANDARDS AND INDICATORS	SECTION STANDARD RATING
I. ACADEMICS	
Due to the COVID-19 pandemic, Missouri’s FY20 state assessment test was cancelled. Many national interim assessments are unable to provide a valid year end measure.	
Postsecondary Readiness	
School-Specific Academic Measure(s)	
II. FINANCE	
Near-Term Financial Health	
Financial Sustainability	
III. LEARNING ENVIRONMENT	
School Environment	
Education Program Compliance	
Student Rights and Requirements	
V. GOVERNANCE	
Board Oversight and Accountability	
Board Development, Growth and Operations	
IV. ORGANIZATIONS	
Financial Management	
Compliance and Reporting	
Employee Rights and Requirements	





Understanding this Report

Dear Reader,



This report is distributed annually for each school sponsored by the Commission so parents/care givers, community members, elected officials and other stakeholders are informed about the performance of the schools we sponsor. The Commission monitors five key performance areas:

- I.  **Academics** – *How well are the students performing on national, state and interim assessment? Is the school meeting their performance contract goals? Is the school meeting its mission?*
- II.  **Finance** – *Has the school appropriately managed tax payer and philanthropic dollars to ensure the school is sustainable?*
- III.  **Learning Environment** – *Has the school met federal and state requirements so students are safe and have all the rights afforded to them?*
- IV.  **Governance** – *Has the board of directors provided the stewardship, oversight and accountability required of a public school board and a Missouri non-profit?*
- V.  **Operations** – *Has the school operated effectively, safely and in compliance with policies, regulations and statutes?*

The first two pages of this report provide readers with a quick summary of the schools performance. The Annual Performance of the school is rated **Meets**, **Partially Meets** or **Falls Far Below** based on results in each of the performance areas. Academics can also be rated **Exceeds** if it is higher than the state average. Ratings are color coded throughout the report, as outlined in this chart

PERFORMANCE RATINGS DEFINED	
 Exceeds	Exceeding expectations and showing exemplary performance. Academic Performance is the only standard eligible for Exceeds.
 Meets	Generally meets the criterion, is performing well, is meeting expectations for performance, and/or minor concern(s) are noted.
 Partially Meets	Meets some aspects of the criterion, but not others and/or moderate concern(s) are noted.
 Falls Far Below	Falls far below the stated expectations and/or significant concern(s) are noted. The failures are material and significant to the viability to the school.

Each key performance area contains a specific indicators and measures. Indicators gage these essential compliance and performance areas. The direction of the arrow will tell you if the school’s performance for each specific area is improving or declining since last year’s report.

PERFORMANCE OVER TIME	
	Increasing, moving in the right direction over time
No Arrow	Neither increasing or decreasing
	Decreasing, moving in the wrong direction over time

Each indicator is made up of measures, based on observations and data collected by the Commission. Pages 5-12 detail the results of these measures for the current year. When possible, prior year performance and a three year average are noted. Pages 13-18 provide an explanations of the various measures, computations (where appropriate), and the source of the data.

The Commission wishes to express its gratitude to the National Association of Charter School Authorizers for use of its research and publications, especially Core Performance Framework and Guidance. The Commission has adopted NACSA’s Principles and Standards for authorizing. We have built our performance framework and annual report on NACSA’s research and continue to strengthen our work based on national best practices in charter school accountability.

Sincerely,

Missouri Charter Public School Commission

School Name Overview

GRADES SERVED	
SCHOOL ADDRESS	
SCHOOL WEBSITE	
AREAS SERVED	
LEADERSHIP	<i>[Names and titles of Board Chair and School Leader(s)]</i>
SCHOOL MISSION	<i>[School mission statement]</i>

Student Demographics

TOTAL ENROLLMENT	
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RACE/ETHNICITY	% OF TOTAL
Asian/Pacific Islander	
Black	
Hispanic/Latino	
Multiracial & Other	
Native American	
White/Caucasian	

HISTORICALLY UNDERSERVED POPULATIONS % OF TOTAL	% OF TOTAL
Free or Reduced-Price Lunch	
Students with Disabilities	
English Language Learners	
Homeless/Migrant Students	

DISCIPLINE INCIDENTS - TOTAL	
RACE/ETHNICITY	% OF TOTAL
Asian/Pacific Islander	
Black	
Hispanic/Latino	
Multiracial & Other	
Native American	
White/Caucasian	

STAFF AND BOARD DEMOGRAPHICS			
	BOARD	ALL EMPLOYEES	TEACHERS
TOTAL NUMBER			
RACE/ETHNICITY % OF TOTAL			
Asian/Pacific Islander			
Black			
Hispanic/Latino			
Multiracial & Other			
Native American			
White/Caucasian			

STUDENT ENROLLMENT BY GRADE	
PK	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	

I. Academic Performance

SECTION STANDARD RATING

This section provides an overview of the school’s performance in the year reviewed on a variety of academic measures, and a view of recent historical trends the school is accountable for achieving, as established by applicable federal and state law and the charter contract. The measures provide information about student growth and outcomes. (See [Page 13](#) for more information on measures and data sources.)

INDICATORS AND MEASURES	STANDARD	SCHOOL PERFORMANCE			RATING		NOTES
		3YR AVG	FY19	FY20	Rating	Direction	
FEDERAL & STATE ACCOUNTABILITY							
ESEA Designation	No Rating						Due to COVID19, there the 2020 MAP test was not administered
State Rating	Accredited						Due to COVID19, there the 2020 MAP test was not administered
STUDENT ACADEMIC PROFICIENCY							
Proficiency – English (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency – English (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency Comparison – English	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency – Math (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency – Math (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency Comparison – Math	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency – Science (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency – Science (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Proficiency Comparison – Science	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered

School Specific Performance Measures							
STUDENT ACADEMIC GROWTH							
Growth – English (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Growth – English (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Growth – Math (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Growth – Math (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Growth – Science (All)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
Growth – Science (Subgroups)	N/A			N/A			Due to COVID19, there the 2020 MAP test was not administered
School Specific Growth Measures							
POSTSECONDARY READINESS (where applicable)							
Graduation Rate							
College Matriculation Rate							
SAT Performance							
ACT Performance							
School Specific Post-Secondary Measures							
SCHOOL-SPECIFIC ACADEMIC MEASURES (IF APPLICABLE)							
Mission-Specific Academic Goal(s)							
Additional Academic Performance Measures							

II. Financial Performance

SECTION STANDARD RATING

This section provides an overview of the school’s performance in the year reviewed and a view of recent historical trends on financial measures the school is accountable for achieving. These measures are established by applicable federal and state law and the charter contract. They provide information about the school’s financial health and sustainability.

Near-Term Measures

- **Current Ratio** measures a school’s ability to pay its obligations over the next 12 months.
- **Unrestricted Days Cash on Hand** indicates how many days the school could operate without receiving additional funding.
- **Enrollment Variance** shows how well the school is meeting its enrollment projections. Schools less than 5 years old will see greater fluctuation.
- **Debt Default** indicates whether a school is meeting its debt obligations or covenants.
- **Fund Balance** must be 3% or greater to meet state statute.

Sustainability Measures

- **Total Margin** measures a school’s revenues compared to its expense. In other words, did the school operate at a surplus or deficit in the given time period.
- **Aggregated Three-Year Margin** measures the long-term financial stability of the school.
- **Debt to Asset Ratio** compares the school’s financial liabilities to its assets.
- **Cash Flow** indicates the trend in the school’s cash balance over a period of time (similar to Days Cash on Hand, but indicating long-term vs. near-term sustainability).
- **Debt Service Coverage Ratio** indicates a school’s ability to cover its debt obligations in the current year.

INDICATORS AND MEASURES	STANDARD	3-YR AVG.	FY19 VALUE	FY20 VALUE	RATING	NOTES
NEAR-TERM MEASURES						
Current Ratio	>1.0					
Unrestricted Days Cash on Hand	30/60/90					
Enrollment Variance	=>95%					
Debt Default	Making payments; comply with covenants					
Fund Balance	3% or greater					
SUSTAINABILITY MEASURES						
Total Margin	Positive					
Aggregated Three-Year Margin	>-1.5, Positive Trend 2 Year and Total					

	Margin Positive					
Debt to Asset Ratio	<.09					
Cash Flow	Multiple years positive					
Debt Service Coverage Ratio	=>1.1					
SCHOOL SPECIFIC GOALS						
INSERT						

III. Learning Environment Compliance

SECTION STANDARD RATING

This section reports the school's overall performance in fulfilling its obligation to provide a safe, healthy and equitable place for children to learn and grow. These measures are established in mostly in federal and state statutes, as well as those items required in the school's charter and contract.

INDICATORS AND MEASURES	STANDARD	RATING	NOTES
SCHOOL ENVIRONMENT			
Complying with facilities and transportation requirements	Material Compliant		
Complying with health and safety requirements	Material Compliant		
Handling student information and data appropriately	Material Compliant		
EDUCATION PROGRAM COMPLIANCE			
Implementing the material terms of the education program as defined in the current charter contract	Material Compliant		
Complying with applicable education requirements	Material Compliant		
Protecting the rights of students with disabilities	Material Compliant		
Protecting the rights of English Language Learner (ELL) students	Material Compliant		
STUDENT RIGHTS AND REQUIREMENTS			
Protecting the rights of all students	Material Compliant		
Open, free access to apply and enroll	Material Compliant		
Meeting attendance goals	INSERT		
SCHOOL SPECIFIC GOALS			
INSERT			

IV. Governance

SECTION STANDARD RATING

This section reports the board of directors overall performance in the year in fulfilling legal requirements and fiduciary/public stewardship responsibilities. Compliance with state statutes and Commission policies relevant to governing a public school and Missouri non-profit are also rated in this section.

INDICATORS AND MEASURES	STANDARD	RATING	NOTES
BOARD OPERATIONS			
Board Training	100% of board members have participated in training		
Committee Structure	Structure is in place and committees are meeting		
Review and Updates Board Policies Annually	Material Compliant		
Strategic Plans, Board Goals	Annual goals and plans adopted by Board		
Insert Board Goals			
HOLDING MANAGEMENT ACCOUNTABLE			
CEO Evaluation	Completed		
CMO Evaluation	Completed		
Monitor Performance, School and Board Goals	Demonstrated Consistent Monitoring		
COMPLIANCE AND REPORTING			
Missouri Ethic Commission Filings	Material Compliant		
ASBR	Material Compliant		
Missouri Sunshine Law Compliance	Material Compliant		
Registered with the Secretary of State	Material Compliant		
SCHOOLS SPECIFIC GOALS			
INSERT			

V. Operational Compliance

SECTION STANDARD RATING

This section reports the school's overall performance in the year reviewed in fulfilling legal and contractual requirements and responsibilities relevant to organizational reporting and monitoring requirements.

INDICATORS AND MEASURES	STANDARD	RATING	NOTES
FINANCIAL MANAGEMENT AND OVERSIGHT			
Meeting financial reporting and compliance requirements	Material Compliant		
Following Generally Accepted Accounting Principles (GAAP)	Material Compliant		
EMPLOYEE RIGHTS AND REQUIREMENTS			
Respecting employee rights	Material Compliant		
Completing required background checks	Material Compliant		
Meeting teacher and other staff credentialing requirements	Material Compliant		
COMPLIANCE AND REPORTING			
Federal and State reporting requirements	Material Compliant		
Local Reporting requirements	Material Compliant		
Commission reporting requirements	Material Compliant		
Document Retention requirements	Material Compliant		
SCHOOL SPECIFIC GOALS			
INSERT			

Terms, Calculations and Sources

I Academic Performance

Indicators/Measures	Definition	Source
Federal Accountability (ESEA Designation)	Public schools are required to comply with federal education law. The State of Missouri files a statewide plan with the US Department of Education, outlining how MO will hold schools accountable, according to federal guidelines. For our purposes, we are concerned if a school is designated out of compliance or not meeting standard.	Department of Elementary and Secondary Education
State Accountability (State Rating)	The State Board of Education sets standards required academic outcomes for all Missouri students. Its accountability program is called Missouri School Improvement Program, or MSIP. If district schools are meeting standards, the schools are accredited. If they are not, they are classified as provisionally accredited or unaccredited. <u>Charter schools do not fall under MSIP, but instead have 5 or 10 year contracts.</u> Nevertheless, DESE classifies all LEAs in Missouri.	Department of Elementary and Secondary Education
Student Academic Proficiency	This is the academic performance of students measured by the statewide MAP test. Students are expected to performance at Proficient or Advance. Those who preform below expectations are at Basic or Below Basic. Students are tested annual in communication arts, mathematics, science and social studies.	Annual MAP test results can be found on the DESE Portal https://apps.dese.mo.gov/MCDS/home.aspx
Student Academic Growth	Students are expected to grow at least a year each academic year. This measure compares the performance of students to other <u>like</u> students (i.e. grade, super subgroup, prior year performance) to determine if student growth meets expectations.	Annual MAP test results can be found on the DESE Portal https://apps.dese.mo.gov/MCDS/home.aspx
Post-Secondary Readiness	Students who leave high school must be ready to continue their education and training, join the military, or work force. These various measures help us better understand student success after graduation.	Annual MAP test results can be found on the DESE Portal https://apps.dese.mo.gov/MCDS/home.aspx
School Specific Goals	School boards determined the goals for their charter. Academic goals are specific to a school's mission and student population served. These goals are incorporated in their performance contract.	Interim Assessments Site visits Annual MAP test results Student Surveys

II Financial Performance

Indicators/Measures	Calculation	Source
Near Term	This indicator is a collection of four measures listed to the left. It gages the school's financial position and viability in the upcoming year. Schools that meet these standards are at a low risk for financial stress in the coming year.	Current Ratio Unrestricted Days Cash Enrollment Variance Debt Default
Current Ratio	Calculated as the ration of short-term asset to short-term liabilities. If it is greater than 1.0 assets exceed liabilities, and the school can meet its obligations. Less than 1.0 means the school does not have sufficient cash to cover its liabilities.	Audited balance sheet
Unrestricted Days Cash	Calculated as the school's total cash divided by the average daily cost to operate the school. At least one month of operating expenses is a standard minimum measure of financial health. 60 days is sufficient health, but 90 days is strong financial health. A school showing growth is also a sign of strong financial health.	Audited balance sheet and income statement
Enrollment Variance	Calculated as actual enrollment divided by enrollment projection in the school's board approved budget. Schools with fewer than five years old experience greater fluctuations in enrollment. Mature school's enrollment should be equal to or greater than 95% of projections. It is a primary measure of financial health and a secondary measure of organizational aptitude.	Reported enrollment to MCPSC and DESE; school's budget
Debt Default	When a school is not making payments on its debit, when it is out of compliance with other debt covenants, or is not making payments to the state pension system.	Noted to the audited financial statement
Sustainability	This indicator is a collection of four measures below. It gages the school's financial position and viability over time. Schools that meet these standards are a low risk of financial stress in the future.	Total Margin and Aggregated 3-Year Total Margin Debt to Asset Ratio Cash Flow Debt Service Coverage Ratio
Total Margin and Aggregated 3-Year Total Margin	Calculated as revenue less expenses for the year. Total margin tells us if the school is living within its means. It is a measure of sustainability. We use a three year average to smooth over the impact of a single year fluctuation. A school may decide to spend from its reserves. That will be noted.	Three years of audited income statements
Debt to Asset Ratio	Calculated as debt divided by assets. This measure the extent to which the school relies on borrowed funds to finance its operation. Simply put, does the school OWN more than it OWES.	Audited balance sheet

Cash Flow	Year 3 Total Cash minus Year 1 Total Cash = Multi-Year Cash Flow Year 2 Total Cash – Year 1 Total Cash = One-Year Cash Flow We’re looking for a positive cash flow over time.	Three years audited balance sheets
Debt Service Coverage Ratio	(Net Income plus Depreciation plus Interest Expense) divided by (Annual Principal, Interest plus Interest plus Lease Payment). We are looking for a ratio of 1.1 or better, which shows the school can cover its debt obligations the current year.	Audited financial statements
School Specific Goals	School boards determined their goals in their charter application. These goals are incorporated in their performance contract.	Based on goals

III Learning Environment

Term	Definition	Source
Complying with facilities and transportation requirements	Charter schools are public schools and must provide students with safe facilities that meets health, safety and occupancy codes and ordinances as determined by the city and county where it resides. Furthermore, the facilities must be in compliance with IDEA, in alignment with local laws. Charter schools are not required to provide transportation to all students, but may elect to do so. All public schools, including charter public schools must provide any student with Individual Learning Plans with transportation as outlined in their plan.	Facilities: Occupancy, health department, fire marshal permits Transportation: Special education and federal grants monitoring; financial reporting on transportation funds; bus driver background checks Insurance coverage for facilities and transportation
Complying with health and safety requirements	Charter schools are public schools and must provide students with safe facilities that meets health, safety and occupancy codes and ordinances as determined by the city and county where it resides.	Occupancy permit Food service requirements, including health permits Appropriate dispensing of pharmaceuticals/nursing services
Handling student information and data appropriately	Student level data includes all information about a student that is not found in a school directory. This includes, but is not limited to testing, evaluations, immunizations and other medical care (including medicines), special education data, and parent/guardian information. Data can be shared with school personnel and members of the board of directors as outlined in	Board policy Site visit on security of student data, and compliance with Family Educational Rights and Privacy Act State aligned Student Information System Transfer of Student Records

	school policy.	Proper and secure maintenance of testing records
Implementing the material terms of the education program as defined in the current charter contract	Each charter includes a sections on curriculum, instructions and assessments. Each charter has articulated its mission, vision and philosophy. These are among the issues a sponsor considers with approving an application for opening. Charter school contract requires the charter school to remain faithful to their mission or request an amendment to their charters.	Site visits Board policies Budgets Board minutes
Complying with applicable education requirements	Charter schools must adhere to the regulations of the State Board of Education as well as federal and state statutes regarding the delivery of educational services.	Instructional Minutes Graduation Requirements Missouri Learning Standards MAP Testing Federal and State Program Compliance
Protecting the rights of students with disabilities	Charter schools must adhere to the regulations of the State Board of Education as well as federal and state statutes regarding to service for children with disabilities. This includes providing a high-quality learning environment, fair and equal access, identification, proper management and staffing, the implementation of IEP and Section 504 plan, as well as the appropriate use of categorical funds.	State and Federal Laws ADA Compliant Facilities Occupancy Permit Enrollment Policies and Practices Special Education Policies and Practices Enrollment, attendance, discipline of students with disabilities Compliance with State and Federal Program funds Records and Record transfers
Protecting the rights of English Language Learner (ELL) students	Charter schools must adhere to the regulations of the State Board of Education as well as federal and state statutes regarding to service for children who are English Language Learners. This includes providing a high-quality learning environment, fair and equal access, identification, proper management and staffing, the implementation of Lau Plan, as well as the appropriate use of categorical funds.	State and Federal Laws Lau Plan Enrollment Policies and Practices ELL Policies and Practices Enrollment, attendance, discipline of ELL students Compliance with State and Federal Program funds Records and Record transfers
Protecting the rights of all students	All students in public schools have the protections of the US Constitution, federal, state and local laws and the policies of the charter school they attend. The board, management, staff and students must comply with all applicable laws to ensure	Federal and State Law Policies and Procedures, including those concerning enrollment, speech, dress code, assembly, discipline. Law Suites Access to advance placement, gifted, dual credit

		etc. programs Student information is collected and protected
Open, free access to apply and enroll	All students who live within the charter school service area and grades served have a right to attend. Application and enrollment policies and practices must ensure all children have equal access. Priority selections must comply with state law.	Application policies, documents, procedures Enrollment policies and procedures Lottery, wait lists,
Meeting attendance goals	Student attendance is used in the calculation of state accreditation standards and the distribution of financial aid. Schools set attendance goals to ensure student achievement.	Attendance policies, procedures and reporting Audited financials include attendance audit Chronic absenteeism monitoring and analysis – by grades, student population Mandated reporter policy and practice
School Specific Goals	School boards determined their goals in their charter application. These goals are incorporated in their performance contract.	Based on goals

IV Governance

Term	Definition	Source
Board Operations	Board effectiveness is directly related to the quality of the management, finances, operations and academic performance of the charter school(s) they oversee. Boards must comply with a variety of governance requirements.	Chapter 355 Missouri State Statutes Board Policies updated annually Bylaws Board Composition and Membership Committee structure and activity Board meeting materials Strategic Plan/Goals/Board Self-Assessment
Holding Management Accountable	Charter school boards hire, review, retain and release the school's chief executive.	CEO Evaluation Succession Planning CMO ESP
Compliance and Reporting	Charter school boards are the legal entity that holds the charter contract. They hold fiduciary responsibility. They are public boards governing a Missouri Non-Profit. Boards must comply with both education statutes and non-profit statutes.	Missouri Ethics Report Background checks Missouri Open Meeting "Sunshine Law" Conflict of Interest Filings Law Suits ASBR Annual Financial Audit and Positioning SEA reporting
School Specific Goals	School boards determined their goals in their charter	Based on goals

	application. These goals are incorporated in their performance contract.	
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V Operational Performance

Term	Definition	Source
Financial Management and Oversight	Charter schools are required to implement effective and efficient fiscal management systems.	Selection of Auditor Attendance, Course Completion Monitoring, Reporting, Auditing Financial Controls – Policy and Procedures Two signatures on bank account Bank Account and Investments Secured Surety Bonds
Employee Rights and Responsibilities	Charter schools are to have written policies and procedures related to employment. The school operates in compliance with all federal, state and local (when applicable) employment laws.	Board policies, including information about former employees Pension funded Employee Handbook
Compliance and Reporting	The charter school is in material compliance with applicable laws, rules, regulations, and contractual requirements of sponsor, DESE, and federal authorities.	Responsive, accurate and timely submissions to DESE and federal authorities. Responsive, accurate and timely submissions to MCSPC Amendments to charter/charter contract Response to Letters of Concern/Probation Secretary of State of Missouri filings Open Meeting Laws Record Retention Requirements Custodian of Records IRS tax filings Missouri Ethics Commission
School Specific Goals	School boards determined their goals in their charter application. These goals are incorporated in their performance contract.	Based on goals