



# THE SCHOOL DISTRICT OF ESCAMBIA COUNTY

MALCOLM THOMAS, SUPERINTENDENT

<http://www.escambia.k12.fl.us>

Department of Alternative Education

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Room 143

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\*Making A Positive Difference\*

Vickie Mathis, Director

## MEMORANDUM

**TO:** Charter School Board Chairs  
Charter School Principals

**FROM:** Vickie Mathis, Director *V. Mathis*  
Department of Alternative Education

**DATE:** August 19, 2014

**SUBJ:** Quarterly Report – September 2014

**The September School Board Workshop is scheduled for Friday, September 12, 2014 at 9:00 a.m. in Room 160 of the J.E. Hall Center. (Time certain at 9:30 a.m.)** As per your charter contract with the district, the principal and Board Chair are required to attend this workshop to answer any questions the district's Board members may have regarding the operation of your charter school.

**Below is a list of items which should be submitted to this office on or before 3:00 p.m. on Wednesday, August 27, 2014. Please fax, scan and email, or hand deliver this information.** The information you submit will be a part of the Charter School Quarterly Report for September, 2014.

1. Students: Current enrollment demographics. *(Our office will provide this information to the BOARD on your behalf.)*
2. Enrollment: Health, Safety, and Welfare: Staff member appointed as the administrator of medication to students, 1006.062 F.S.
3. Assessment Programs: Staff member designated as the School's test coordinator required to attend all district assessment trainings regarding state testing procedures.
4. Facilities: Provide a copy of the following for the School: (1) Building Inspection, (2) Life/Safety Inspection, (3) Health Inspection.
5. Teacher Certification: Provide a list of teachers with grade level and current areas of certification.
6. Teacher Certification: Provide a list of teachers for which the School's Board will approve as Out of Field for the 2014-2015 school year which lists each teacher and the area of OOF.
7. Indemnification and Insurance: Provide a copy of the School's insurance policy which includes the Certificate of Liability Insurance (Workers' Compensation, General Liability, and Property).
8. Employment: Provide fingerprinting/background check verification of any new Board member(s) and/or staff since July 1, 2014.
9. Governance Structure: 1002.33(9)(K) F.S. – Provide the names of Board members who have received governance training within ninety (90) days of appointment to the Board, names of Board members who have received the four (4) hour initial or two (2) hour refresher training (6A-6.0784).

10. Governance Structure: Provide a list of the School's Board which includes offices held by members, mailing address, phone number, and email address.
11. Public meetings/Minutes – Provide a **copy** of all Board meeting minutes and **public advertisements for meetings** (*Draft or Board approved*) held since July 1, 2014.

My office will assemble information regarding 2013-2014 FCAT scores, school grades, current enrollment, and confirmation of receipt of your School's Annual Audit (most due August 31, 2014).

Prior to the September 12, 2014 Board Workshop, a copy of the Quarterly Report will be scanned and forwarded to the School's principal and Board Chair if email addresses have been provided to this office.

Please do not hesitate to contact me if you have concerns.

C: Norm Ross  
Steve Marcanio  
Terry St. Cyr  
Malinda Jones  
Donna Waters  
Holley DeWeese

## Charter School Quarterly Report September 2014

<b>CONTRACT OBLIGATIONS</b>	Capstone Academy	Byrnesville Elementary	Jackie Harris	Pensacola Beach	Five Flags	Beulah Academy	Newpoint Academy	Newpoint Pensacola	Escambia Charter
1. Projected Enrollment 2014-2015	26	174	199	136	84	286	159	115	120
2. Enrollment as of 8/29/14	22	191	175	138	59	287	161	92	59
3. Percent Daily Attendance (13-14 SY)	85%	94%	94%	96%	n/a	96%	94%	92%	77%
4. Percent Daily Attendance (August 18 - 29)	91%	98%	99%	99%	0%	99%	93%	95%	90%
5. Monthly Financial Reports	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
6. Medication Administrator	yes	yes	yes	yes	yes	yes	yes	yes	yes
7. Testing Coordinator	yes	yes	yes	yes	yes	yes	yes	yes	yes
8. Building/Life-Safety/Health Inspections	yes	yes	yes	yes	yes	yes	yes	yes	yes
9. Instructional Staff	yes	yes	yes	yes	yes	yes	yes	yes	yes
10. Out of Field Instructional Staff	n/a	n/a	n/a	n/a	yes	yes	yes	yes	yes
11. Insurance	yes	yes	yes	yes	yes	yes	yes	yes	yes
12. Fingerprinting/Background Check	n/a	yes	yes	n/a	yes	yes	yes	yes	yes
13. Governance Training	n/a	yes	yes	n/a	yes	n/a	n/a	yes	yes
14. Governing Board Members	yes	yes	yes	yes	yes	yes	yes	yes	yes
15. Board Meeting Minutes	yes	yes	n/a	yes	yes	yes	yes	yes	yes
16. Annual Audit Received	yes	yes	yes	yes	n/a	yes	yes	yes	yes
17. School Grade 2013-2014	n/a	A	IMPROVING	A	n/a	C	C	PENDING	DECLINING