

CODE

County

District

Site

County _____

District _____

School _____

2013-2014 APPLICATION FOR ACCREDITATION: CHARTER SCHOOL

ONE ORIGINAL and ONE COPY of this application must be filed with the Accreditation Division, State Department of Education, 2500 North Lincoln Boulevard, Oklahoma City, OK 73105-4599, **beginning on October 1, and received in the Accreditation office no later than October 15. (When October 1 or October 15, falls on a Saturday, Sunday or Holiday, the next business day becomes the deadline).** A copy is to be kept on file in the superintendent's office at the local site.

Failure to file this report on time may result in a deficiency.

CERTIFICATE OF ACCURACY

I hereby certify that the information contained in the following report is complete and correct.

Representative of the Charter School Governing Board

Superintendent (Please sign here)

Street address _____

Mailing address _____

City, State, Zip _____

Phone (Include area code) _____

Is this school located within the city limits of the city entered above? _____ YES _____ NO

1. SCHOOL CALENDAR

- a. School days taught _____ Professional days _____ Total days in session _____
- b. Our site reports by: Traditional Days Calendar (180) Hours Calendar (1,080 hours)
- c. **First day classes met** (Month/Day/Year) _____
- d. **Last day classes will meet** (Month/Day/Year) _____
- e. **Date first quarter ends** (Month/Day/Year) _____
- f. **Date spring break begins** (Month/Day/Year) if applicable _____
If not applicable, please describe _____
- g. **Does your site have a four day week?** _____ Yes _____ No _____
- h. **Scheduled parent/teacher conferences:**
Date: _____ Time: _____
Date: _____ Time: _____
- i. **INTERACTIVE CALENDAR:** List all dates when classes will be dismissed for functions and holidays.

CALENDAR DESCRIPTION. (Do not include Summer School.)

- a. Traditional
- Year-round (July to June)

2. SCHOOL DAY

- a. Length of school day in minutes (i.e., 360 do not include breakfast and or lunch period if included in the instructional day). _____
- b. Number of minutes for lunch and or breakfast _____
- c. Time first class period starts _____
- d. Time last class period of the day ends _____
- e. Are all students in Grades 9 through 12 enrolled in a minimum of six periods, or the equivalent in block scheduling, of rigorous academic and/or rigorous vocational courses each day, which may include arts, vocal and instrumental music, speech classes, and physical education classes. (Do not include alternative education students.) _____ Yes _____ No _____
- f. Number of minutes per week Physical Education is provided for Kindergarten through 5th grade? (Do not include recess) _____

3. DAILY SCHEDULE:

- a. _____ Number of minutes for recess? _____ A.M. _____ P.M. _____ NA _____
- b. _____ Total number of hours in the school day (excluding lunch time)?

4. MISCELLANEOUS:

- a. When are competitive athletic classes offered?
_____ During the school day
_____ After the school day
_____ Non-applicable
- b. List competitive athletic classes offered: (example: Football, Basketball, Track)

5. LIBRARY MEDIA

- a. Is there a central library at this school site? _____ Yes _____ No _____
If no, where is the library located? _____
- b. Does this library serve more than one site? _____ Yes _____ No _____
If yes, list other locations. _____
- c. Name of person serving as Library Media Specialist/Librarian. _____
- d. Library Media Specialist/Librarian is:
 _____ certified Library Media Specialist _____ exempt from certification/Statutory Waiver
 _____ not certified _____ other _____
- e. Library is staffed in the following way:
 _____ a half-time certified librarian _____ one-fifth time certified librarian with a full-time library assistant
 _____ one full-time certified librarian _____ a half-time librarian with a full-time library assistant
 _____ two full-time certified librarians _____ one full-time librarian and a half-time library assistant
 _____ vacant _____ one full-time librarian and one full-time library assistant
 _____ other _____
- f. Is the library accessible to students and staffed during the entire school day? _____ Yes _____ No _____
- g. EXCLUDING federal funds, give the amount of LOCAL FUNDS spent during the 2011-2012 school year for books, software, periodicals (not hardware or supplies) at this site. _____ \$ _____
- h. Total number of students enrolled **on-site** as reported on 2011-2012 Application for Accreditation (number used to calculate required library expenditures). _____

6. CPR PROVIDER

- What contracted organization provides CPR training? _____ American Red Cross
- American Heart Association Emergency Medical System County Health Department
- Local Fire Department List Other provider: _____

7. PROGRAMS OF STUDIES OFFERED

- Programs or sets of competencies offered?
- | | | |
|-----------------------------------|-------------------------------|------------------------------------|
| _____ a. Language Arts | _____ b. Reading | _____ c. Writing |
| _____ d. Mathematics | _____ e. Science | _____ f. Social Studies |
| _____ g. Visual Arts | _____ h. General Music | _____ i. Native American Languages |
| _____ j. Foreign Languages | _____ k. Health-Safety | _____ l. Physical Education |
| _____ m. Instructional Technology | _____ n. Informational Skills | _____ o. American Sign Language |
- Not Applicable to this site

8. COLLEGE PREPARATORY/CORE CURRICULUM.

- a. Number of the current year 9th grade students enrolled in the college preparatory/work ready curriculum. _____
 - b. Number of the current year 9th grade students enrolled in the core curriculum. _____
- a.+ b. = total number of 9th graders for the 2012-2013 school year _____
(This number should equal the number of 9th graders on the grade grid.)

9. HIGH SCHOOL UNITS OF CREDIT (if applicable)

- a. Number of carryover units offered on alternate year basis (if needed for 38 unit requirement) _____ (Limited to 4 units)
- b. How many Advanced Placement courses are being offered? _____
- c. How many Advanced Placement courses are being taught? _____
- d. How many students are concurrently enrolled during the first semester? _____

10. GRADUATION REQUIREMENTS

- Enter the number of high school units or competencies required by your district for graduation (Units and Competencies are equal in the law.):
- a. English/Language Arts _____
 - b. Mathematics _____
 - c. Social Studies _____
 - d. Science _____
 - e. Foreign Language _____
 - f. The Arts _____
 - g. Number of electives _____
 - h. **Total units required by your site for graduation (a through g = h)** _____

11. HIGH SCHOOL CREDIT FOR 7TH AND 8TH GRADE STUDENTS

- a. Does this site have 7th or 8th grade? Yes _____ No _____
(If you answered "NO" above, check "NO" to the following questions.)
- b. Are any 7th or 8th grade students enrolled in classes for high school credit?
at the Elementary Yes _____ No _____
at the High School Yes _____ No _____

If yes, please complete the High School portion of the application.

12. TECHNOLOGY CENTERS

Please provide the name and appropriate county-district site code for your participating technology center:

- a. Name: _____ County-District-Site Code: _____
- b. Name: _____ County-District-Site Code: _____

(If additional space is needed, please list on separate sheet of paper).

2013-2014 Paraprofessional Report

This form must be completed and returned with the Application for Accreditation, due by Monday, October 15, 2012.
(Questions regarding this form only, should be directed to Title I at (405) 521-2846.)

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County District Site

Paraprofessional Definition

A paraprofessional is an individual with instructional duties. Individuals who work solely in non-instructional roles, such as food service, cafeteria or playground supervision, personal care services, and non-instructional computer assistance are not considered to be paraprofessionals for Title I programs.

1. Select the Title I information that describes your school site.

Schoolwide _____ Targeted Assistance _____ Not a Title I School _____

Complete the rest of this form only if your school site receives Title I, Part A funds.

2. How many Title I, Part A paraprofessionals are currently employed at this school site? _____
3. How many Title I, Part A paraprofessionals are involved in instruction of students? (Note: Only paraprofessionals directly involved in student instruction must meet the Title I, Part A paraprofessional quality requirement. See definition above.) _____
4. How many of the paraprofessionals who are involved in the instruction of students have already met the Title I, Part A paraprofessional quality requirement (two years of college [48 hours], Associate's Degree, passed the Oklahoma General Education Test or Para Pro Assessment available from the Educational Testing Service, or a local school district academic assessment approved by the Oklahoma State Board of Education)? _____

Migrant Student Program

If a school site serves migrant students please report the following:

1. How many of the paraprofessionals are involved in the instruction of migrant students? _____
2. How many of these paraprofessionals involved in the instruction of migrant students have already met the "highly qualified" requirement? _____

2013-2014 Counseling Services

This form must be completed and returned with the Application for Accreditation, due no later than October 15. Each school is required by 70 O.S. § 3-104.4 to provide this information.

County Number		District Number			Site Number		

County Name	District Name	School Site Name
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1. Are counseling services provided by a **certified** school counselor employed at this school site? Yes ___ No ___
- 1a. If this is an elementary or charter school and you answered no, are guidance services provided by a person specially trained in the area of guidance? Yes ___ No ___
- 1b. If other staffing, please specify. (List the name, address, and certification of the provider.) _____

2. Total number of students enrolled at this school site as of **October 1**: _____

3a. List only the names of certified school counselors employed at this site:	3b. Teacher number:	3c. Number of clock hours per day as counselor at this site: OR Time assigned to this site: (For example: 5 hours per week)	3d. Number of students the counselor is responsible for serving at this site:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

4. Identify the duties and responsibilities of all counselors (check all that apply):
- | | |
|---------------------------------------|--|
| a. _____ Individual/group counseling | f. _____ Serve on duty schedule |
| b. _____ Academic and career guidance | g. _____ Substitute for teachers |
| c. _____ Consult with parents/staff | h. _____ Coordinate special education |
| d. _____ Plan/coordinate guidance | i. _____ Student discipline duties |
| e. _____ Facilitate referrals | j. _____ Work on master schedule |
| | k. _____ Coordinate/administer student tests |

2013-2014 Early Childhood Report

This form must be completed and returned with the Application for Accreditation, due by October 15. Each school is required by 70 O.S. § 3-104.4 to provide this information. (Questions regarding this form only, should be directed to, Early Childhood, at (405) 521-3346.)

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County

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District

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Site

County _____ District _____ School _____

A. Pre-Kindergarten/Four-Year-Old Children

1. Do you provide a public school Pre-Kindergarten program for four-year-olds? _____ Yes _____ No
2. If yes, is the Pre-Kindergarten program offered through collaboration with a public or private provider? *(A Pre-Kindergarten collaboration is defined as a mutual arrangement between a public school and a private or public provider to offer the public school four-year-old program which includes the employment of a bachelor degreed, early childhood certified teacher, and the implementation of the public school curriculum as well as compliance with public school rules and regulations for four-year-olds.)*
 _____ Yes, we offer a Pre-Kindergarten program through a collaboration agreement only.
 _____ Yes, we offer both the regular public school Pre-Kindergarten program and a collaboration program.
 _____ No, we offer only the public school Pre-Kindergarten program.

Questions 3 through 8 refer to collaboration programs. If your district does not have a collaboration agreement, skip to question 9.

3. If you have a collaboration agreement with a public or private provider for the Pre-Kindergarten program, is the collaboration teacher(s) listed on your school personnel record? _____ Yes _____ No
4. If the teacher(s) is not listed on the school personnel record, is the collaboration teacher(s) paid the salary and benefits appropriate for their years of experience as identified on the current state minimum teacher salary schedule? _____ Yes _____ No
5. If the teacher(s) is not listed on the school personnel record, please list their names and certificate numbers below (attach additional sheets if needed):

Teacher Name	Certificate Number
_____	_____
_____	_____
_____	_____

6. If you have a collaboration program, are any of the four-year-olds in your collaboration out-of-district transfers? _____ Yes _____ No
7. If yes, do you have proper documentation of legal transfers for all out-of-district transfer students? _____ Yes _____ No
8. If you are collaborating with another entity to offer your Pre-Kindergarten Program, please identify with whom you are collaborating:
 _____ Childcare _____ Church _____ Head Start _____ Private School
 _____ Other (Specify) _____
9. How many of your Pre-Kindergarten students counted for state aid purposes attend class in each of these settings?
 _____ Public school facilities (includes Head Start programs located on the public school campus)
 _____ Head Start facilities (off public school campus only)
 _____ Childcare facilities
 _____ Church facilities
 _____ Private school facilities
 _____ Other (specify) _____
 _____ **TOTAL** number of students attending the four-year-old program*

***(Please ensure the total number of students listed is equal to the total number of Pre-Kindergarten students you report on the grade grid of the Accreditation Report.)**

10. Is your school site able to serve all eligible four-year-old children who request enrollment in the program? _____ Yes _____ No
11. If you have a waiting list, how many four-year-old children are on your waiting list? _____

B. Three-Year-Old Children

1. Does your school site provide an instructional classroom program that is available to all three-year-old children? _____ Yes _____ No
2. What is your total enrollment of three-year-old children? 1/2 Day _____ Full Day _____
3. How many of these children are on an Individual Education Program (IEP)? 1/2 Day _____ Full Day _____
4. How many are not on an Individual Education Program (IEP)? 1/2 Day _____ Full Day _____
5. If your school site provides a classroom program for all three-year-old children, how is it funded?
 _____ Title I funds _____ District funds _____ Tuition charged to parents
 _____ Special Education (619 funds) _____ Head Start Collaboration
 _____ Other (specify) _____

Oklahoma Standards for World Languages and the C3 Standards

OAC 210:15-3-133

Overview

(a) The Oklahoma State Board of Education has identified the study of languages (foreign, Native American, American Sign Language) as core curriculum ... (70 O.S. § 11-103.6)

The following questions are a means to gather information about world language programs at the 4th – 8th grade levels. Responses will not affect a school’s accreditation for the 2012 - 2013 school year. Please call Desa Dawson, Director of World Language Education at 405-521-3035 if there are any questions or concerns.

Questions regarding world language instruction in grades 4 – 8:

1. What world language has been selected by your district for grades 4 – 8? (Check all that apply.)

Chinese ___ French ___ German ___ Latin ___ Russian ___ Spanish ___
 Native American Language ___ Which one? _____
 Other ___ Which one? _____

2. Are the instructors in grades 4 – 8 certified in the language taught?

4th grade Yes No 5th grade Yes No 6th grade Yes No
 7th grade Yes No 8th grade Yes No

Do you utilize a nontraditional delivery system to offer a world language in grades 4 –8? Yes No

If yes, please identify the alternative delivery system for each grade level and give teacher(s) of record position(s) for each level.

Grade	Classroom Video	Web-based instruction	Two-Way Video	Teacher of Record Position (Ex: 4 th grade teacher, elementary art teacher middle school/junior high teacher, etc.)
4 th				
5 th				
6 th				
7 th				
8 th				

Do you offer an immersion program at the elementary level? Yes No

If yes, in what language(s)? _____

How many hours of instruction per year are offered students at each grade level?

4th grade _____ hours per year
 5th grade _____ hours per year
 6th grade _____ hours per year
 7th grade _____ hours per year
 8th grade _____ hours per year
 _____ Total hours per year for entire 4th – 8th grade program

Are **all students** given instruction at each grade level in the world language chosen? Yes No

If no, please explain.

Addition to the SDE Accreditation Application 2013-14

AP, Pre-AP and Honors Class List

AP Subject Codes	AP Courses *	Check all AP courses offered
2815	AP-Studio Art Drawing	
2816	AP-Art History	
2838	AP-Studio Art 2D	
2839	AP-Studio Art 3D	
2535	AP Computer Science Course A	
2537	AP Computer Science Course A (for Math Credit)	
4010	AP English Literature & Composition	
4057	AP English Language & Composition	
4615	AP Calculus AB	
4616	AP Calculus BC	
4760	AP Statistics	
3055	AP Music Theory	
5035	AP Biology	
5055	AP Chemistry	
5121	AP Environmental Science	
5215	AP Physics B	
5216	AP Physics C-Mechanics	
5217	AP Physics C-Elect. & Magnetism	
5415	AP U.S. History	
5525	AP Macroeconomics	
5526	AP Microeconomics	
5545	AP Comparative Government & Politics	
5546	AP U.S. Government & Politics	
5645	AP Psychology	
5735	AP European History	
5736	AP World History	
5790	AP Human Geography	
3115	AP French	
3125	AP German	
3135	AP Latin (Vergil)	
3165	AP Spanish Language	
3167	AP Spanish Literature	
3180	AP Japanese Language/Culture	
3190	AP Chinese (Mandarin) Language/Culture	

* Count carry over courses on the initial year only.

Oklahoma State Department of Education (OSDE)

Do you have questions about the SDE Accreditation Application?

For questions regarding information on the SDE Accreditation Application please contact:

<u>AP, Pre-AP and Honors Class</u>	405-521-4288 405-521-4287	Cathy Seward Sara Smith
<u>Career Technology Course Codes</u>	405-377-2000 http://www.okcareertech.org/educators/ocas-codes/2012-13-careertech-ocas-subject-codes/view	
<u>Teacher Certification</u>	405-521-3333	SDE Customer Service Desk
<u>Counseling Services</u>	405-521-3549	Melissa White
<u>Early Childhood Report</u>	405-521-3333	SDE Customer Service Desk
<u>Paraprofessional Report</u>	405-521-3333	SDE Customer Service Desk
<u>School Personnel Reports</u>	405-521-3360 405-521-3369	Tammie Hall Brad Barker
<u>World Languages and the C3 Standards</u>	405-521-3035	Desa Dawson