Edgewood Isd Choice 2019

Edgewood ISD Choice establishes innovative schools to improve student learning, increase the choice of learning opportunities within the EISD, and encourage different and innovative learning methods.

CALL FOR QUALITY SCHOOL PROPOSALS

C

**PART 1 – APPLICANT INFORMATION**

|  |  |
| --- | --- |
| Name of Applicant Organization | Click to enter text. |
| Primary Contact Person | Click to enter text. |
| Mailing Address | Click to enter text. |
| Phone Number | Click to enter text. |
| Email | Click to enter text. |

**Names, current jobs and employers, and proposed roles of all persons on applicant team (*Add lines as needed)***

|  |  |  |
| --- | --- | --- |
| **Full Name** | **Current Job Title and Employer** | **Position with Proposed School** |
| Click to enter text. | Click to enter text. | Click to enter text. |
| to enter text. | Click to enter text. | Click to enter text. |

|  |  |
| --- | --- |
| **We plan to apply as a:** | |
| New Partner | Existing Partner |

|  |  |  |
| --- | --- | --- |
| **Does this applicant team have innovation school applications under consideration by any other authorizer(s) in the United States?** | | |
| Yes | No |

**If Yes, complete the table below (*Add lines as needed)***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **State** | **Authorizer** | **Proposed School Name** | **Application Due Date** | **Decision Date** |
| Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |

|  |  |  |
| --- | --- | --- |
| **Does this applicant team have new schools or campuses scheduled to open in the United States in the next five years?** | | |
| Yes | No |

**If Yes, complete the table below (*Add lines as needed)***

|  |  |  |  |
| --- | --- | --- | --- |
| **Planned School Name** | **City** | **State** | **Opening Date** |
| Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |

**School Information**

**NOTE: Complete this part for each school / campus included in this proposal.  
Duplicate as needed.**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Proposed School / Campus Name** | | | | **Opening Year** | **Grades: Year 1** | | | **Grades: At Capacity** |
| Click to enter text. | | | | Click to enter text. | Click to enter text. | | | Click to enter text. |
| **Proposed Location** | | | | | | | | |
| **School District**  *Identify the school district in which the innovation school will be located.* | | | | Click to enter text. | | | | |
| **Address of Identified Facility** *If applicable.* | | | | Click to enter text. | | | | |
|  | | | | | | | | |
| **Projected Demographic Information** | | **% FRL:** Click enter text. | | **% SpEd:** Click to enter text. | | **% ELL:** Click to enter text. | | |
| **Model** / **Specialty** *(Check all that apply)* | | | | | | | | |
| Alternative | Career / Technical Ed. | | Military | | | | Montessori | |
| STEM/STEAM | College Prep | | Language Immersion | | | | Arts | |
| Blended Learning | Other (*list*): | | Disability *(list)*: | | | | | |

|  |  |
| --- | --- |
| Name of Proposed Principal | Click to enter text. |
| Current Employment | Click to enter text. |
| Phone Number – Day | Click to enter text. |
| Phone Number – Evening | Click to enter text. |
| Email | Click to enter text. |

**Section 1 - School Overview**

*This section is not rated separately by the evaluators. It provides the evaluators with a reference for each of the other sections of the proposal, which will be assessed, in part, for the quality of alignment with the School Overview. Please reference page limit requirements on page 5 (Specifications).*

**Executive Summary**

**(Limit: 4 Pages)**

The Executive Summary should provide a concise overview of the proposed plan for the school; the outcomes you expect to achieve; the geographic and population considerations of the school environment; the challenges particular to those considerations; and the applicant team’s capacity to successfully open and operate a high-quality school given the above considerations.

1. **Mission and Vision.** State the mission and vision of the proposed school. The mission is a statement of the fundamental purpose of the school, describing why it exists. The vision statement describes how the school will operate and what success looks like for students. The mission and vision statement provide the foundation for the entire proposal, and taken together, should identify the students and community to be served and illustrate what success for students will look like.
2. **Educational Need and Anticipated Student Population.** Describe the anticipated student population, students anticipated educational needs, and non-academic challenges the school is likely to encounter. Describe the rationale for selecting the location and targeting this student population.
3. **Education Plan / School Design.** Provide an overview of the education program of the proposed school, including major instructional methods, assessment strategies, and non-negotiables of the school model. Describe the evidence that demonstrates the school model will be successful in improving academic achievement for the targeted student population.

Click to enter text.

1. **Leadership and Governance.** List the current members of the school’s proposed leadership team and governing board, including their roles with the school and their current professional affiliations.

*Add lines to the following table, as needed. Do not list members of the applicant team who will not have an official leadership role with the school going forward, such as consultants.*

|  |  |  |
| --- | --- | --- |
| **Full Name** | **Current Job Title and Employer** | **Position with Proposed School** |
| Click to enter text. | Click to enter text. | Click to enter text. |
| Click to enter text. | Click to enter text. | Click to enter text. |

**Enrollment Summary**

**(Limit: 2 Pages)**

1. Complete the table below, illustrating the growth plan for the school. Indicate the school year (e.g., for Year 1, change 20xx to 2020) for each column.

**Note: Remove any rows for grades the school will not serve***.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Grade Level** | **Number of Students** | | | | | |
| **Year 1 20xx** | **Year 2 20xx** | **Year 3 20xx** | **Year 4 20xx** | **Year 5 20xx** | **At Capacity 20xx** |
| **Pre-K** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **K** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **1** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **2** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **3** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **4** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **5** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **6** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **7** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **8** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **9** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **10** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |
| **TOTAL** | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. | Click to enter text. |

1. Then, briefly describe the rationale for the number of students and grade levels served in Year 1 and the basis for the growth plan as outlined in the table.

Click here to enter text.

# Section 2 – Educational Program

*A strong Educational Program is coherent overall and aligned internally with the school’s mission and vision, Operations Plan, and Financial Plan.*

## Curriculum and Instructional Design

## *Effective Schools Framework Prioritized Lever 4 (High-Quality Curriculum) and 5 (Effective Instruction)*

1. Provide evidence of the following:
   1. A framework for a rigorous, quality instructional design that reflects the needs of the school’s target population and will ensure all students meet or exceed the expectations of Texas state standards;
   2. Sound instructional strategies that incorporate rigorous, high-quality experiences that promote critical-thinking skills and an explanation of why they are well-suited for the targeted student population;
   3. Effective methods and systems for providing differentiated instruction to meet the needs of all students and plans to utilize an RTI model to identify and serve students with learning gaps;
   4. A plan to maximize instructional time through consistent, efficient, and visible structures; and
   5. A sound base for the proposed educational program in research, theory, and/or experience, including that it is likely to be rigorous, engaging, and effective for the anticipated student population.

Click here to enter text.

## High School Graduation Requirements *(High Schools Only)*

1. Provide evidence of the following:
   1. As **Attachment 1**, exit standards for graduating students. These should clearly set forth what students in the last grade served will know and be able to do and ensure student readiness for college or other post-secondary opportunities (e.g., trade school, military service, or entering the workforce); and
   2. Systems and structures the school will implement for students at risk of dropping out or not meeting exit standards.

Click to enter text.

## Special Populations and At-Risk Students

1. Provide evidence of the following:
   1. A sound explanation of evidence from which the projection of anticipated special populations was derived;
   2. A comprehensive and compelling plan for appropriate identification of students with special needs and to ensure they are served in the least-restrictive environment possible, have appropriate access to the general education curriculum and schoolwide educational, extra-curricular, and culture-building activities in ways that support their development, receive required and appropriate support services as outlined in their IEPs and 504 plans, and participate in standardized testing;
   3. A comprehensive and compelling plan for providing services to ELLs, including methods for appropriate identification of ELLs, specific instructional programs, practices, and strategies the school will employ to ensure academic success and equitable access to the general education curriculum and core academic program for these students, plans for monitoring and evaluating student progress and success of ELLs and for exiting them from services, and plan for including ELLs in standardized testing and schoolwide educational, extra-curricular, and culture-building activities;
   4. A comprehensive and compelling plan for providing services to students identified as intellectually gifted, including methods for appropriate identification of students, specific instructional programs, practices, and strategies the school will employ; and
   5. Demonstrated understanding of – and capacity to fulfill – state and federal obligations and requirements pertaining to students with disabilities, ELLs, and students identified as intellectually gifted.

Click to enter text.

**Student Recruitment and Enrollment**

1. Provide evidence of the following:
   1. A sound and thoughtful student recruitment and marketing plan and timeline that will provide equal access to all interested students and families, including those in poverty, academically low-achieving students, students with disabilities, and other youth at risk of academic failure; and
   2. As **Attachment 2**, an Enrollment Policy that complies with state law and that ensures the school will be open to all eligible students.

Click to enter text.

## School Culture and Discipline

## *Effective Schools Framework Prioritized Lever 3 (Positive School Culture)*

1. Provide evidence of the following:
2. A vision for school culture or ethos that will promote high expectations, a positive academic environment, and shared ownership of intellectual and social development for all students, including those with special needs, ELLs, and students at risk of academic failure;
3. A coherent plan for establishing and maintaining the intended culture for students, teachers, administrators, and parents from the first day of school and throughout the school year and proposed mechanisms for monitoring campus climate;
4. A clear plan to create an inclusive and welcoming environment that will engage families in positive, constructive, and personalized ways that meaningfully contribute to the school culture;
5. A system of proactive and responsive student support services (e.g., counseling, mentoring, external service referrals) to meet student needs;
6. As **Attachment 3**, a student discipline policy that provides for appropriate and effective strategies to support a safe, orderly school climate and fulfillment of educational goals, promoting a strong school culture while respecting student rights;
7. Legally sound policies for student discipline, suspension, and expulsion that do not indicate students will be removed in an inappropriate manner, as well as appeals, including proper processes for students with disabilities; and
8. Systems and processes for tracking discipline referrals and interventions to identify trends and adapt activities accordingly.

Click to enter text.

## Assessment and Evaluation

## *Effective Schools Framework Prioritized Lever 4 (High-Quality Curriculum)*

1. Provide evidence of the following:
2. Annual student performance goals that include targets aligned with the state accountability system;
3. An effective plan (including qualified personnel) and system to implement and interpret interim assessments that will measure academic progress – of individual students and student cohorts – throughout the school year and strategies to employ corrective actions when needed;
4. A comprehensive, effective plan (including qualified personnel) and system for collecting and analyzing student academic achievement data, using the data to refine and improve instruction – including providing training and support to school leadership and teachers – and reporting the data to the school community. This should include identification of the student data system to be used, as well as qualified personnel who will be responsible for managing and interpreting the data for teachers and leading or coordinating data-driven professional development; and
5. Thoughtful, appropriate corrective actions that the school and network (if applicable) will take if either falls short of the goals at any level, including explanation of what would trigger such actions and who would implement them.

Click to enter text.

# Section 3 – Governance, Operating Plan, and Capacity

*A strong Operations Plan is coherent overall and aligned internally with the school’s mission and vision, Educational Program, and Financial Plan.*

## Organizational Structure

1. Provide evidence of the following:
2. As **Attachment 4**, an organizational chart that clearly indicates all positions and delineates appropriate lines of authority; and
3. The proposed school’s legal status (e.g., non-profit and federal tax exempt) and structure that are in compliance with state law.

Click to enter text.

## Governing Board

1. Provide evidence of the following:
2. The independence of the board as it relates to the authorizer;
3. Clear, appropriate plans for the board(s) to evaluate the success of the school(s) and school leader(s), including planned frequency of meetings and standing committees;
4. As **Attachment 5**, appropriate bylaws, proposed Code of Ethics and Conflict of Interest policy/procedures, and completed and signed statements of assurances that will minimize real or perceived conflicts;
5. As **Attachment 6**, a Board Member Information Sheet, resume, and proof of U.S. citizenship for each proposed Board Member to demonstrate that the proposed governing board members will contribute the wide range of knowledge, skills, and commitment needed to oversee a successful innovation school, including educational, financial, legal, and community experience and expertise;
6. A sound plan and timeline for board recruitment, expansion, orientation of new members, and ongoing training for members. Plan should include a thoughtful identification of desired experience and qualifications; and
7. Sufficient capacity within and/or an appropriate relationship to any pre-existing non-profit board.

Click to enter text.

## Application Team Capacity

## *Effective Schools Framework Prioritized Lever 1 (Strong School Leadership and Planning)*

1. Provide evidence of the following:
2. As **Attachment 7**, the collective qualifications (documented by résumés and bios for all members) to implement the school design successfully, including capacities in areas such as school leadership, administration, and governance; curriculum, instruction, and assessment; performance management; and parent and community engagement; and
3. As **Attachment 8**, the proposed School Leader’s experience in/ability to design, launch, and lead a school that effectively serves the target population, as well as evidence that the proposed leader is well-qualified to implement the specific educational program being proposed. Any identified leadership training is appropriate for and aligned with the educational program *(if the School Leader candidate(s) is identified)*; or
4. As **Attachment 8**, the board and/or network’s (if applicable) preparation and plan to recruit and retain a leader with the ability to lead a school that effectively serves the target population *(If School Leader candidate(s) is not yet identified)*; and
5. Describe the plan to structure the work of the school leaders in the first year of operation and beyond, including how performance expectations will be clear, written, measurable, and aligned to the mission of the school.

Click to enter text.

## Staffing Plans, Hiring, Management, and Evaluation

## *Effective Schools Framework Prioritized Lever 2 (Effective, Well-Supported Teachers)*

1. Provide evidence of the following:
2. A recruitment and hiring strategy, including selection criteria, protocol, and timeline, that are likely to result in a strong staff that is well-suited to the school;
3. A plan for providing targeted and personalized support and development to retain a high-performing staff;
4. Identification of evaluation tools and processes that will capture trends and track and promote teacher progress over time; and
5. Effective planning for unsatisfactory leadership/teacher performance and turnover.

Click to enter text.

## Professional Development

1. Provide evidence of the following:
2. Sensible allocation of responsibilities for professional development, including demonstrated understanding of, and preparation for, professional development needs; and
3. Professional development methods, calendar, and staffing that effectively support the education program and are likely to maximize success in improving student achievement, including an induction program that will prepare teachers to deliver any unique or particularly challenging aspects of the educational program.

Click to enter text.

## Facilities

1. Provide evidence of the following:
2. Identification of an appropriate proposed school facility; or
3. A sound plan and timeline for identifying, financing, renovating, and ensuring code compliance for a facility that will meet the requirements of the educational program and anticipated student population.Click to enter text.

# Section 4 – Financial Plan

*A strong Financial Plan is coherent overall and aligned internally with the school’s mission and vision, Educational Program, and Organization Plan.*

## Financial Plan

1. Provide evidence of the following:
2. Reasonable assurances that the partner will have sound systems, policies, and processes for financial planning, accounting, purchasing, and payroll, including a description of how it will establish and maintain strong internal controls, ensure compliance with all financial reporting requirements, and conduct independent annual financial and administrative audits;
3. That the school’s leadership has a strong understanding of the appropriate delineation of roles and responsibilities among the administration and governing board regarding school finance;
4. That the school will ensure financial transparency, including plans for public adoption of the school’s budget and public dissemination of its annual audit and an annual report;
5. As **Attachment 9**, a complete, realistic, and viable operating budget within the Financial Plan Workbook provided;
6. As **Attachment 10**, a detailed budget narrative that clearly explains reasonable, well-supported revenue and cost assumptions, including grant/fundraising assumptions, including identifying the amount and sources of all anticipated funds, property, or other resources (noting which are secured vs. anticipated, and including evidence of firm commitments where applicable); and
7. Sound contingency planning to meet financial needs if anticipated revenues are not received or are lower than estimated.

Click to enter text.