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COLORADO LEAGUE of  
CHARTER SCHOOLS  
*focus on achievement*

## NEW SCHOOL NEWS September 2016



### Welcome

Dear New School Developers,

The decision to start a charter public school is a monumental one and indicates a commitment to taking the time necessary to research, build support, assemble a team and ultimately design a school that meets a need in your community. When asked what the most critical element is in developing a successful school, we have learned that it always comes back to TIME!

*It typically takes 18 months to three years to bring a school from theory to reality.* The first phase alone, if done well, is very time consuming as you research charter school law and best practice, visit other schools, learn about the state accountability system, garner support in the community and build a team with a diverse set of skills. To learn more about the many steps involved in charter school development, please visit the [Start a Charter Colorado Flowchart](#) to gain quick access to many of the resources necessary to start a school.

No matter what phase of development you are in, this monthly newsletter will offer you critical resources, helpful tips and information about important events and trainings so that your school can have a solid foundation with a high likelihood of success.

If you haven't scheduled a face to face meeting with us yet, please do so at your convenience!

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## Phases of New School Development

### Planning Phase

**(typically 12 months+)**

- Early Exploration and Establishing Need/Support
- Community Outreach and Establishing a Founding Team
- Application Development and Ongoing Community Outreach

### Startup Phase

**(also referred to as "Year-0" - ranges from 6-14 months depending on authorizer)**

- Application Approval and Contract Negotiations with Authorizer
- Procurement of School Leader, Facility, Insurance, Materials, Board and Staff Trainings, etc.
- Ongoing Development: Academic Program, Policies, Handbooks, Student Recruitment, Internal Systems, etc.

### Implementation Phase

**(opening through 3 to 5 years - until a school reaches full enrollment)**

- Executing all of the Pieces that are in the Application and Agreements Made in the Contract
- Growing the School to Capacity
- Establishing the School Culture
- School Accountability
- Ongoing Professional Development for the Staff and Training for the Board

## Planning Grants Update

We have recently learned that our grant application to the Daniels Fund has been awarded! We are grateful to the Daniels Fund for their ongoing support and delighted to announce that planning grant funds have been replenished and are available for distribution. As always, please check with [Lori Ventimiglia](#) before writing a grant application to determine eligibility.

## Onboarding Your Charter School

### Onboarding Your Charter School

**Attention Fall 2016 Cohort of Approved - or Nearly Approved - Charter Schools Scheduled to Open in 2017 or Beyond: Register today for this critical workshop.**

**Date:** Tuesday, November 8

**Time:** 8:30 AM - 5:00 PM

**Cost:** Special new school pricing - \$75 per group! Please bring more than one person to this training (ideally two board members and administrator, if hired).

**Location:** Colorado League of Charter Schools' Training Center, 4201 E. Yale Avenue, Denver

[New School](#)

[Resources and Links](#)

[Planning Grant](#)

[Information and Links](#)

**Description:** Now that your charter application has been approved - or hopefully will be soon - what's next? Attend this training as you navigate through the complexities of the startup phase; presenting a clear path forward as your school moves from theory to reality. With a combination of sessions and personalized office hours with various League staff across all of the critical areas of year-0, Onboarding is designed to help you effectively identify next steps and understand how to implement them across the following critical areas of school startup:

- Qualified and Competent School Leadership
- Sound Operational Practices
- Functional Governing Boards
- Robust Performance Management Plan

You may be eligible for planning grants to cover the cost of this training (contact [Lori Ventimiglia](#) for more information).

**Registration:** [Click here to register.](#) **Deadline:** Friday, November 4. This event is contingent on a minimum of 5 registrants.

## New School Spotlight

### Strive Prep Kepner, Denver Opening Fall 2016

STRIVE Prep is thrilled to welcome their very first class of STRIVE Prep - Kepner Mustangs! As they open their doors to 120, college-bound scholars, their staff is looking forward to building long-lasting partnerships with families and pushing students to achieve greatness.

Kepner Mustangs will pave the road to college by engaging in a dual language program, reading 500,000 words during the 2016-17 school year and making 2 years of growth in

Reading! Our students will also lay the foundation for future scholars by establishing a compassionate and motivated community of life-long learners.

Strive Prep Kepner will open with Kindergarten and first grade and grow to serve K - 5th grade.

Visit <http://www.striveprep.org/school/strive-prep-kepner/> for more information.

*If your school opened in 2016 and you would like it to be featured in an upcoming New School News, please send [Lori Ventimiglia](#) a brief description, logo and/or any pictures that you might have.*



## Tips and Resources for Schools in the Planning Phase

[The Quality Standards for Developing Charter Schools](#) have been developed for founding groups that are in the process of designing a charter school and writing a charter application. The Quality Standards have recently been embedded within the [Colorado Standard Application Guidebook and Review Rubric](#), which is what the majority of school districts statewide use to evaluate charter applications. The League has created these standards in order to provide clear guidance for developing

groups on what it means to be a high-quality, successful applicant. By understanding and meeting these standards, and following through with their well-developed processes, new schools are more likely to be met with success through the application and startup process. Please use this document in conjunction with any guidance your authorizer recommends, with over 70 links to resources and critical information the Quality Standards is an invaluable companion when writing your application!

## Tips and Resources for Schools in the Startup Phase

Upon becoming an approved school, you should start operating under Open Meetings law immediately (if you aren't already)! Be sure to begin posting your meetings, keeping minutes, and making sure there are no emails or other conversations around school decisions involving more than two board members between meetings. [Click here for more information.](#)

## The Startup Year: Strongly Recommended Professional Development

Starting a charter public school is a mammoth undertaking that requires critical trainings along the way. The Colorado League of Charter Schools strongly encourages charter founding teams to attend the trainings below, view [recorded webinars](#) and visit our [calendar of events](#) often to learn about trainings that occur throughout the year and might be specific to your school's needs.

- **Onboarding Your Charter School** (see above)
- **Fall Charter School Summit: Policy, Finance and Facilities**
- **Board Fundamentals** (information coming soon)
- **Business Managers Orientation** (contact [Tiffany Kallevik](#) for information)
- **Colorado Charter Schools Conference** (information coming soon).
- **Recorded Webinars** ([click here](#) and scroll to the bottom of the page).

## Mark Your Calendar

**Whether you are in the application development phase, have been approved and are in Year-0 or are a Year-1 school, there are critical professional development opportunities listed below for everyone. If you are unclear as to whether or not you should attend a training listed below please contact the Colorado League of Charter Schools' [New School Development Department](#) to inquire further. Visit the [League Calendar](#) to learn about upcoming trainings.**

## Webinar: Rural Charter Schools - Building Bridges

*Hosted by the National Charter School Resource Center (NCSRC)*

**Date:** Thursday, September 1

**Time:** 11:00 AM - 12:15 PM

**Cost:** Free

**Description:** Attend the upcoming, free National Charter School Resource Center (NCSRC) webinar highlighting charter public schools in

rural America. The webinar will focus on the role of charter public schools in rural communities and efforts to build bridges with the local public school community. The following presenters will discuss their respective experiences operating charter schools in rural communities.

- **Michael Hayes**, Mountain Village Montessori Charter School, Steamboat **Springs, Colorado**: As the founding leader of the first-year Mountain Village Montessori (MVM), Michael Hayes will share how his prior experience at the rural Crestone Charter School (one of Colorado's oldest charter public schools) will influence MVM's efforts to build local school district relationships.
- **Meera Rupp**, Bend International School, **Bend, Oregon**: Meera Rupp, founding leader of Bend International School will share her experiences operating a second year school focused on instilling a love for learning and global competence in a diverse rural Oregon community.
- **Sue and Jim Smith**, Upper Carmen Public Charter School, **Carmen, Idaho**: School founders Sue and Jim Smith will relate their experiences in rural Idaho since 2005 and steps they have taken to maintain their focus on the school's mission to establish their school as a positive presence in the local public school community.
- **Terry Ryan**, Idaho Charter School Network: As a long-time leader in the charter school community, Terry Ryan will add his unique perspective on the current (and future) role of charter public schools in rural America.

**Registration:** [Click here to register.](#)

## Department of Labor Overtime Ruling & Nonprofits: What Should We Know?

*Hosted by the Colorado Nonprofit Association*

### Dates/Times/Locations:

**Tuesday, September 6**, 9:30 AM - Community Foundation of Northern Colorado, 4745 Wheaton Drive, Fort Collins ([register](#))

**Tuesday, September 6**, 1:00 PM - United Way of Weld County, 814 9th Street, Greeley ([register](#))

**Thursday, September 8**, 1:30 PM - Boulder Library, Main Branch, Boulder Creek Room, 1001 Arapahoe Avenue, Boulder ([register](#))

**Cost:** Colorado Nonprofit Association Members: \$10 per person; Non-Members: \$45 per person.

**Description:** This session will provide an overview of the newest Department of Labor ruling related to employee overtime and the considerations nonprofits must assume as they prepare and manage their organizational budgets related to employee cost. During this two way conversation, participants will have the opportunity to ask specific questions as they prepare to implement the rule.

## Charter Communicators Network Meeting

*Hosted by the Colorado League of Charter Schools*

**Date:** Thursday, September 8

**Time:** 9:30 AM - 2:30 PM

**Location:** Peak to Peak Charter School, 800 Merlin Drive, Lafayette

**Cost:** League Members: \$25 per person; Non-Members: \$75 per person

**Note:** Includes coffee and lunch.

**Description:** Charter Communicators Network Meetings take place three times per year. This is a chance for charter school communications staff, or any staff interested in building school communications and marketing efforts, to come together. During these meetings, attendees will network and share best practices, as well as hear from experts in the field.

**Registration:** [Click here to register.](#) **Deadline:** Tuesday, September 6.

## Tech Talk Quarterly

*Hosted by Colorado League of Charter Schools*

**Date:** Friday, September 9

**Time:** 9:00 AM - 3:00 PM

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Cost:** League Members: \$25 per person; Non-members: \$75 per person

**Audience:** IT Managers, Administrators, Business Managers

**Description:** These meetings enable charter school technology personnel to regularly network and share best practices with one another. The Colorado League of Charter Schools hosts, facilitates and coordinates these quarterly meetings in an effort to learn about and provide the resources and tools needed by schools to: 1) Develop effective technology plans for their organizations; 2) Develop efficient and cost-effective methods of implementation; and 3) Maximize the performance of their technology in growing student achievement levels.

**Agenda:** [Click here for agenda](#)

**Registration:** [Click here to register.](#) **Deadline:** Wednesday, September 7.

## Gifted Education 101

*Hosted by the Colorado League of Charter Schools*

**Date:** Friday, September 16

**Time:** 9:00 AM - 3:00 PM

**Location:** Academy for Advanced and Creative Learning, 2510 N. Chestnut Street, Colorado Springs

**Cost:** League Members and New School Developers: \$175 for one person and \$100 for each additional attendee; Non-Members: \$250 for one person and \$100 for each additional attendee.

**Description:** Founding principal and Academy Director Nikki Myers and founding teacher and gifted education specialist Teresa Brown will guide participants in the following objectives:

- Awareness of the definition of giftedness and requirements in the state of Colorado for each charter and traditional public school.
- Awareness of the characteristics of giftedness as they present in the classroom and the challenges that teachers face in supporting those needs.
- Strategies and techniques for addressing gifted educational needs that can be met within a variety of school models.
- Sample Advanced Learning Plan formats that meet requirements for Colorado.

**Registration:** [Click here to register.](#) **Deadline:** September 14.

Event is contingent on a minimum of 10 registrants.

## PowerSchool: Preparing for October Count

*Hosted by the Colorado League of Charter Schools*

**Date:** Friday, September 16

**Time:** 9:00 AM - 1:00 PM

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Ave., Denver

**Cost:** League Members: \$75 for one person and \$25 for each additional attendee; Non-Members: \$125 for one person and \$25 for each additional attendee

**Description:** The Student October Report doesn't have to be intimidating!! During this time, we will break the report down into understandable pieces and define the tasks and data associated with each piece. This is a hands-on workshop with time built in for you to work on your data.

**What to Bring:** Your computer and your school's enrollment/application forms

**Prerequisites:** Must have administrator access, familiarity with PS's enrollment/application process and ability to export data from PS to work with data in Excel

**Audience:** Registrar, Secretary, PS System Admin., Enrollment/Admissions Staff, and Designated State Reporters

**Trainer:** TC Travis, Director of Technology and District Assessment Coordinator, Wray School District

**Registration:** [Click here to register.](#) **Deadline:** Wednesday, September 14.

## **Webinar Series: The School Safety Plan (Webinar 2 of 5)**

*Hosted by the Colorado League of Charter Schools*

**Date:** Tuesday, September 20

**Time:** 10:00 AM - 11:30 AM

**Cost:** Free

**Description:** The Safe Schools Act for Colorado can be read in C.R.S. 22-32-109.1: <http://schoolsafetysummit.org/safe-schools/> The Act requires all schools, including charter public schools, to adopt and implement a safe school plan. This School Safety Plan webinar series focuses on Subsection (4) of the Act and will lead each participating charter public school through a step-by-step process to build and complete their school-specific plan by June 30, 2017. This webinar series (5 webinars) will help schools establish a school response framework that shall consist of policies described in subsection (4) of the Act. By satisfying the requirements of subsection (4), a school shall be in compliance with the national incident management system, referred to in this subsection (4) as "NIMS", developed by the federal emergency management agency.

**Registration:** [Click here to register.](#) **Deadline:** Monday, September 19. Please register using a valid email address and the URL will be sent to you before September 20.

## **Lunch & Learn: Improve Your Impact: Youth Development & Career Exploration Technology**

*Hosted by the Colorado League of Charter Schools and Couragion*

**Date:** Thursday, September 22

**Time:** 11:30 AM - 1:30 PM

**Cost:** League Members: Free; Non-Members: \$25

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Description:** Please join [Couragion](#) and the Colorado League of Charter Schools for a free interactive session designed for charter school leaders. The discussion will include a demonstration of Couragion's career readiness and youth development apps for students and educators.

The seminar will provide an overview of:

- How students explore careers and create personalized learning plans and accomplishment portfolios
- How teachers access professional development, lesson plans, and real-time data to improve teaching and learning
- How administrators leverage insights about student's preferences, values, and interests to shape culture and drive student outcomes

**Tip:** Don't forget your laptop (or tablet) and a headset so that you can experience the career exploration hands-on!

*Couragion is supported by the National Science Foundation and AT&T Aspire.*

**Learn More:** [Check out an administrator's perspective on Couragion in this YouTube video.](#)

**Registration:** [Click here to register.](#) **Deadline:** Tuesday, September 20.

## Specially Designed Instruction in Literacy

*Hosted by Colorado League of Charter Schools*

**Date:** Friday, September 23

**Time:** 9:00 AM - 3:00 PM

**Location:** Colorado League of Charter Schools Training Center, 4201 E Yale Ave, Denver

**Cost:** League Member: \$175 and \$100 each additional attendee;  
Non-member: \$250 and \$100 each additional attendee

**Description:** Attend this workshop to understand the different cognitive processing of reading. Participants will be able to improve student growth by implementing a continuous instructional inquiry cycle:

- Teachers collect various screeners that assess the different processing of reading.
- Teachers plot and analyze screening data to determine root cause gaps.
- Teachers triangulate data with other assessment and observational sources.
- Teachers prioritize instruction through a problem solving process.
- Teachers implement prioritized instruction and progress monitor goals/objectives.
- Teachers review progress monitoring and adjust groupings and instructional plans.

In addition to gaining a deeper understanding of reading processes and building a stronger skill set in data-driven instruction, participants will learn instructional best practices and evidence-based programming options for specialized instruction in reading and writing.

**Registration:** [Click here to register.](#) **Deadline:** Wednesday, September

21. Event contingent on a minimum of 10 registrants.

### **Rural Charter Schools Reception**

*Hosted by Colorado League of Charter Schools*

**Date:** Sunday, September 25

**Time:** 5:30 PM - 7:30 PM

(evening before the 2016 Fall Charter School Summit)

**Location:** School House Kitchen & Libations - 5660 Olde Wadsworth Boulevard, Arvada

**Description:** This event is specially designed for school leaders, board members and key administrative staff of rural charter public schools. Join legislators, Colorado Department of Education staff, funders and other policy makers and influencers. Take this opportunity to share with them your successes, challenges and needs. Attendees will also have an opportunity to mix and mingle with a select group of service providers that have experience working in rural areas and can help provide solutions to the unique challenges of rural schools. Come for the reception and stay for the 2016 Fall Charter School Summit scheduled for the following day. Appetizers, refreshments, and cocktails will be served. No cost to attend.

**Registration:** [Click here to register](#). **Deadline:** September 19.

For more information, email Dan Schaller at [dschaller@coloradoleague.org](mailto:dschaller@coloradoleague.org).

### **Fall Charter School Summit: Facility, Finance & Policy**

**Formerly the Annual Finance Seminar and Charter School Policy & Facility Summit**

*Hosted by the Colorado League of Charter Schools and CDE Schools of Choice Unit*

**Date:** Monday, September 26

**Time:** 8:00 AM - 4:00 PM

**Cost:** League Members and New School Developers: \$75 per person.  
Non-Members: \$100 per person.

Breakfast and lunch will be provided.

**Group Discount:** There is a 20% discount when registering groups of three or more. Please enter discount code 20GROUP at checkout.

**Location:** TBD

**Description:** The Fall Charter School Summit is designed to provide charter school leaders, business managers and board members with important updates related to policy, finance and facilities management. Innovations in the field of operations and financial management as well as ongoing policy issues affecting charter schools will be highlighted. Attendees will also hear from individuals experienced in all aspects of the charter school facilities process and learn decision-making best practices regarding facilities projects for their schools.

**Please Note:** The 2016 Fall Charter School Summit represents a combination of what had previously been two separate events - the CDE Annual Charter School Finance Seminar and the League's Charter School Policy and Facility Summit. Consistent with prior requirements of the Finance Seminar, **all CCSP Grant recipients are required to attend this event.**

**Registration:** [Click here to register](#). **Deadline:** September 19.

### **Interpreting Reading Data to Close Gaps and Strengthen**

## Student Achievement

*Hosted by the Colorado League of Charter Schools*

**Date:** Tuesday, September 27

**Time:** 9:00 AM - 3:30 PM

**Cost:** League Members: \$175 for one person and \$100 each additional attendee; Non-Members: \$225 for one person and \$100 each additional attendee

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Description:** What evidence do you use to identify reading ability gaps and struggling readers? Build expertise in interpreting reading assessment data in order to accurately identify reading needs. Learn to select targeted instructional strategies appropriate for struggling readers and their specific needs.

**Outcomes:**

Participants will:

- Build expertise and confidence interpreting reading assessment data to responsively drive instruction
- Analyze different reading measures to identify assessment purpose and feasibility for progress monitoring
- Align high-yield reading strategies with struggling readers for phonics, fluency, vocabulary, and comprehension
- Discover a wealth of free, diverse reading resources and instructional materials (lessons, videos, etc.) for readers at various levels

**Registration:** [Click here to register](#). **Deadline:** Wednesday, September 21. Event is contingent on a minimum of 16 registrants.

**Cancellation Policy:** Cancellations made on or before the registration deadline will be refunded in full. Cancellations made after the registration deadline will be refunded on a case-by-case basis.

## State Assessment Interpretation & Action

*Hosted by the Colorado League of Charter Schools*

**Date:** Wednesday, September 28

**Time:** 9:00 AM - 3:30 PM

**Cost:** League Members and New School Developers: \$175 for one person and \$100 for each additional attendee; Non-Members: \$225 for one person and \$100 for each additional attendee.

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Description:** Do you understand your state assessment results? Can you make meaning of the scale scores? Do you know how to translate your state data into action? This session is a deep dive into your state assessment data. Learn more about the assessment itself and look at your data to identify strengths and needs. You will leave this session feeling more confident in using and discussing your state data.

Participants will:

- Explore summary reports for state measures to identify use and audience.
- Expand knowledge of state assessment reporting fields.
- Explore state assessment resources.

- Understand components, standards, subscores and scoring of new assessments.
- Use and customize quick graphs to look for patterns and trends.

**Registration:** [Click here to register](#). **Deadline:** September 22.  
Event is contingent on a minimum of 16 registrants.

## Webinar: Using NWEA MAP Data to Differentiate Instruction

*Hosted by Otus and the Colorado League of Charter Schools*

**Date:** Thursday, September 29

**Time:** 9:00 AM - 10:00 AM

**Cost:** Free

**Description:** Meet Otus, NWEA's Authorized Data Partner. Otus is a Student Performance Platform, a system that combines a robust learning management system, a collection of classroom management tools, and a powerful data warehouse. With Otus, teachers have the ability to provide students with a more personalized learning experience by using NWEA data to inform their instruction.

**Registration:** <https://attendee.gotowebinar.com/register/6701567728427802113>

## In Every Issue

The following information is included in each newsletter as they are valuable resources to keep on your radar.

### New School Development Resources

Visit the League's [New School Development](#) page for sample model documents, upcoming events, information about grants and much. Check back frequently for updates!

### Community Presentation Resources

- Video: <http://coloradoleague.org/?page=aboutcharterschool>
- FACTS: <http://coloradoleague.org/?charterschoolfacts>
- Infographics: <http://coloradoleague.org/?infographics>
- Website: <http://www.charterpublic.org/>  
(Great for messaging your charter school)!

### Information from CDE Schools of Choice Office

<http://www.cde.state.co.us/cdechart/chartregstart.asp> - This is the events page for the Schools of Choice unit at CDE. This site should also be checked frequently as there are always important and relevant workshops and seminars for developing schools that CDE Schools of Choice offers.

CDE's Schools of Choice Office provides a variety of Technical Assistance events for developing, new, and continuing charter schools. You can learn more about these offerings, see their schedule of events, and register for their trainings at <http://www.cde.state.co.us/cdechart/chartcalendar>

CDE's Schools of Choice Office puts out a twice-monthly "SOC Update" email and other important announcements through its Charter School ListServ. To sign up visit: <http://www.cde.state.co.us/cdechart/joinlistserv>

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