



# Green Dot Excel Public Charter School

**2017-2018 ANNUAL ORGANIZATIONAL  
PERFORMANCE REPORT**

by Washington State Charter School Commission



WASHINGTON STATE  
*Charter School Commission*  
STUDENTS • INNOVATION • TRANSPARENCY

# SCHOOL OVERVIEW

## Green Dot Excel Public Charter School



<b>19300 108th Ave SE, Kent, Washington 98031</b>	
<b>School Contact Information</b>	(253) 487-7530
<b>School Website</b>	<a href="https://wa.greendot.org/excel/">https://wa.greendot.org/excel/</a>
<b>District of Residence</b>	Kent School District
<b>Leadership</b>	Andra Maughan
<b>School Mission</b>	To prepare all students to excel at four-year colleges and to become leaders in their communities.
<b>Education Program Terms &amp; Design Elements</b>	<ul style="list-style-type: none"> <li>All middle school students will be enrolled in a technology-focused course. All high school students will have access to technology and computer science-focused courses.</li> <li>Students will experience effective teaching aligned with our teaching framework and multiple assessments to measure growth and inform instruction. Students will access the academic intervention, counseling, and clinical services as necessary to break down the barriers to learning.</li> <li>All teachers will receive high-quality professional development that includes focussing on teaching and instruction, creating a college-going culture, eliminating barriers to learning, and promoting leadership and life skills.</li> </ul>
<b>Grades Served</b>	7–9
<b>First Year of Operation</b>	2016–17
<b>Total Student Enrollment</b>	158 <small>Enrollment is based on OSPI report card data</small>

## Student Demographics

### STUDENT GROUPS

Special Education	10%
Limited English	9%
Low Income	37%

### GENDER

Male	56%
Female	44%

### RACE / ETHNICITY

American Indian / Alaskan Native	N/A
Asian	6%
Black / African American	45%
Hispanic / Latino of any race(s)	8%
Native Hawaiian / Other Pacific Islander	1%
Two or More Races	7%
White	33%

## INTRODUCTION

The Organizational Performance Framework is a reporting tool designed to communicate to the charter school and public the compliance-related standards that all charter schools authorized by the Washington State Charter School Commission (the Commission) must meet. The Organizational Performance Framework lists the standards which align to state and federal law, rules, regulations, and the charter contract that charter schools are required to meet.

## PURPOSE OF REPORT

The Commission's Organizational Performance Framework is intended to lay out the legal requirements for charter schools. It is designed to treat all charter schools as though they are the same only in terms of meeting minimum legal and ethical requirements. This enables charter schools to retain the flexibility and autonomy to be different in the ways that matter most for a school's mission, vision, and educational program. The expectations set out in the Organizational Performance Framework derive from state and federal law as well as the operating terms in the charter application. Of the three frameworks, the Organizational Performance Framework is most closely aligned with the charter contract in terms of documenting operational expectations such as (but not limited to), special education, accounting practices, and reporting requirements.

One of the Commission's core responsibilities with respect to charter schools is to protect the public interest, and the Organizational Performance Framework is the primary lever for carrying out this responsibility. It enables the Commission to ensure that charter schools are respecting rights of students, staff, and families within the schools as well as the interests of the general public in ensuring that charter schools meet the legal obligations that state and federal legislatures have determined should apply.

The central premise of charter school autonomy is that the authorizer will articulate the expected outcomes, and the school will have maximum flexibility to determine the best way to achieve those outcomes. In other words, the authorizer articulates the ends, and the school decides the means of getting there. The Organizational Performance Framework is the place where the school becomes externally accountable for how it operates.

## AT A GLANCE

# GREEN DOT EXCEL PUBLIC CHARTER SCHOOL

### Is Green Dot Excel Public Charter School meeting legal obligations?

Ratings will be determined through the Commission's quality assurance on-site and desk reviews as well as through the Commission's Pre-Opening and Annual Compliance Calendar. Additionally, the charter school board's signed assurances and school contract will be reviewed for evidence of compliance. All schools are obligated to comply with all state and federal public school reporting and compliance requirements as monitored by the Office of Superintendent of Public Instruction (OSPI) and the State Auditor's Office (SAO).

#### **MEETS Standard**

The school materially meets the expectations outlined per state and/or federal laws, rules and regulation, or the charter contract.

#### **DOES NOT MEET Standard**

The school failed to implement the program in the manner described; the failure(s) were material and significant to the viability of the school, or regardless of the severity of the failure(s), the board had not instituted remedies that have resulted in prompt and sufficient movement toward compliance to the satisfaction of the authorizer.

## GREEN DOT EXCEL PUBLIC CHARTER SCHOOL

These ratings provide clarity to schools about how decisions will be made and which components of performance are most important. Additionally, ratings provide a “bright line” regarding charter school performance expectations that ensures consistency in Commission decision-making and supports parents as they navigate their public school options.

INDICATOR	MEASURE	RATING
<b>1. Education Program</b>	1a. Material Terms of the Charter Contract	MEETS
	1b. Education Requirements	MEETS
	1c. Students with Disability Rights	MEETS
	1d. English Language Learner Rights	DOES NOT MEET
<b>2. Financial Management &amp; Oversight</b>	2a. Financial Reporting & Compliance Requirements	MEETS
	2b. Adherence to Generally Accepted Accounting Principles (GAAP)	MEETS
<b>3. Governance &amp; Reporting</b>	3a. Governance Requirements	MEETS
	3b. Management Accountability	MEETS
	3c. Reporting Requirements	DOES NOT MEET
<b>4. Students, Parents &amp; Employees</b>	4a. Rights of Students	DOES NOT MEET
	4b. Recurrent Enrollment <small>* No target set for recurrent enrollment in first two years of operation</small>	NOT APPLICABLE
	4c. Teacher and Staff Credentials	MEETS
	4d. Employee Rights	DOES NOT MEET
	4e. Background Checks	MEETS
<b>5. School Environment</b>	5a. Facilities and Transportation	MEETS
	5b. Health and Safety	MEETS
	5c. Information Management	MEETS
<b>6. Other Obligations</b>	6a. Mission Specific Non-Academic Goal - Average Daily Attendance	DOES NOT MEET
	6b. Mission Specific Non-Academic Goal - Parent Satisfaction	MEETS

# METHODOLOGY

# GREEN DOT EXCEL PUBLIC CHARTER SCHOOL

## 1. EDUCATION PROGRAM

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
1a. Materials Terms of the Charter Contract	The materials terms of the education program in all material respects and the education program in operation reflects the material terms as defined in the charter contract or subsequently approved amendments.	MEETS
1b. Education Requirements	Applicable laws, rules regulations, and provisions of the charter contract related to education requirements and mandated programming as a result of state or federal funding.	MEETS
1c. Students with Disabilities Rights	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to the treatment of students with identified disabilities and those suspected of having a disability.	MEETS
1d. English Language Learner Rights	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to requirements regarding English Language Learners (ELLs).	DOES NOT MEET

### SCHOOL-SPECIFIC NARRATIVE

Green Dot Excel Public Charter School (Green Dot Excel) did not remain in compliance at all times throughout the year with the implementation of its Education Program Terms. Green Dot Excel was not in compliance with measure 1d. English Language Learner Rights according to the CPR report. Following the 2017–18 school year, SAO issued no findings in its [Accountability Audit Report](#) regarding the implementation of mandated programming as a result of state or federal funding or special education enrollment.

Green Dot Excel conducts meetings with parents and appropriate personnel to determine acceptance of transfer Individualized Education Plans (IEP) and provision of comparable services or the need to revise the IEP based on a review of current data. Green Dot Excel uses a Student Support Team (SST) process to identify academic, social, emotional, or functional interventions and refer students suspected of having a disability for evaluations. The school ensures that evaluations are sufficient in scope to determine eligibility and develop an appropriate Individualized Education Plan or Section 504 Plan. As needed, Green Dot Excel provides instructional procedural supports and services to students with special needs and provided accommodations and modifications for diverse learners. The school ensures procedural safeguards for students and families as evidenced in timely notifications and conducts necessary progress monitoring

activities. Green Dot Excel provides the least restrictive environment placements to address students receiving access to the general education curriculum with their typical peers. Current placements include full inclusion, push-in services, and pull-out services, and individual and small group instruction from appropriate teachers, staff, and related service personnel. The school provides an alternative curriculum for reading and math to students with significant learning challenges. Green Dot Excel ensures students who have been removed from classes for disciplinary reasons receive appropriate services, manifestation determinations, functional behavior assessments, and behavior intervention plans as needed.

Green Dot Excel includes a home language survey in its enrollment packet to determine families who need information in a language other than English. The school provides qualified and competent adult interpreters to communicate with parents of English Language Learners (ELLs) at events and translate vital documents as needed or requested.

Green Dot Excel has a process to identify, assess, and place ELL students in appropriate classes. The process includes a home language survey, teacher referral, and provisions for testing students. Green Dot Excel administers the ELPA -21 to determine English proficiency and provides on-going progress monitoring of academic performance. The school delivers English language development services based on direct support from the English Language Arts and Humanities teachers. According to the CPR, Green Dot Excel has two EL teachers listed in the staff qualification list, but some EL students do not have them on their course schedules. Therefore, the school was given a rating of does not meet.

## SCHOOL RESPONSE

**DATA SOURCES:** *Attachment 4 of Charter Contract, Charter Contract Amendments, board meeting agendas, packets, reports and minutes, Commission Site Visit Report, School Calendar, Statement of Assurances within Charter Contract, Pre-Opening Conditions Submissions (if applicable), OSPI Consolidated Program Review (CPR) (if applicable), SAO Accountability Audit, Washington Integrated System of Monitoring (WISM) (if applicable)*

## 2. FINANCIAL MANAGEMENT AND OVERSIGHT

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
2a. Financial Reporting and Compliance Requirements	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to financial reporting and compliance requirements. All policies and requirements issued by the Office of Superintendent of Public Instruction and Washington State Auditor's office concerning accounting for public school districts in the state of Washington.	MEETS
2b. Adherence to Generally Accepted Accounting Principles (GAAP)	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to financial management and oversight expectations as evidenced by an annual independent financial audit.	MEETS

### SCHOOL-SPECIFIC NARRATIVE

Green Dot Excel maintained compliance with its financial reporting and compliance requirements to the Commission, OSPI, and the SAO. The school's independent auditors, Vavrinek, Trine, Day & Co., LLP issued an unmodified report that identified no material weaknesses, reported no significant deficiencies, and noted no areas of noncompliance material to the financial statements

### SCHOOL RESPONSE

**DATA SOURCES:** *Quarterly Financial Report, Annual Budget, Annual Independent Financial Audit*



# 3. GOVERNANCE AND REPORTING

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
3a. Governance Requirements	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to governance by its board.	MEETS
3b. Management Accountability	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to oversight of the school management team.	MEETS
3c. Reporting Requirements	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to relevant reporting requirements to the Commission, state, and federal authorities.	DOES NOT MEET

## BOARD OVERVIEW

- 5**  
MEMBERS
- 3**  
required for Quorum
- The Destiny board meets on a bi- **monthly** basis.
- No fewer than **3**, no more than **5** directors
  - Board members serve **2 year terms**
  - **49%** of board can be “interested” parties

## SCHOOL-SPECIFIC NARRATIVE

As verified by the Commission through its board meeting observations and the SAO through its [Accountability Audit Report](#), the board at Green Dot Excel maintained compliance with its governance requirements. It demonstrated adherence to board policies and procedures, including those established in the by-laws, and revision of policies and procedures, as necessary. The board held all meetings in accordance with the Open Public Meetings Act, adhered to the rules and regulations of the Public Records Act and demonstrated effective and transparent management of conflicts of interest and code of ethics. Green Dot Excel’s board is active, inquisitive, and provides competent oversight of the school. The board is comprised of individuals with experience in public relations, education, business, development, non-profits, real estate, and finance. A review of meeting minutes and notes demonstrates the board’s clear understanding of and commitment to the school’s mission. Directors were consistently engaged at board meetings, asking clarifying questions to each other, school staff, and other presenters and offering expertise where needed.

The Green Dot Excel board, with the counsel of the Green Dot home office, completes a performance-based evaluation of the school leader mid-year and at the end of the school year.

While the board has a process in place to set and evaluate goals by committee, the board did not have a formalized evaluation for itself at the close of the 2017–18 school year.

Green Dot Excel did not maintain compliance with its reporting requirements to the Commission submitting on time and accurate documentation. The school failed to submit or was late in submitting 11 of the 43 compliance items. The Commission received no reports from state or federal entities regarding late or

inaccurate compliance submissions.

## SCHOOL RESPONSE

**DATA SOURCES:** *Commission Board Meeting Observations, Annual Compliance Calendar, SAO Accountability Audit*

## 4. STUDENTS, PARENTS, AND EMPLOYEES

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
4a. Rights of Students	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to the rights of students.	DOES NOT MEET
4b. Recurrent Enrollment	The number of students continuing to be enrolled in the school from one year to the next expressed as a percentage of the total number of students eligible to continue their enrollment at the school. * No target set for recurrent enrollment in first two years of operation	NOT APPLICABLE
4c. Teacher and Staff Credentials	Legal obligations for public schools to employ appropriately qualified and credentialed staff, including administrative, teaching, and educational support staff as required by law.	MEETS
4d. Employee Rights	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to employment considerations.	DOES NOT MEET
4e. Background Checks	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to background checks of all applicable individuals (including stand and members of the charter community, where applicable).	MEETS

### SCHOOL COMPLIANCE WITH ADMISSIONS AND ENROLLMENT PRACTICES

No limits to admission on any basis other than age group, grade level, or enrollment capacity	✓
No tuition charged	✓
Follows lottery enrollment laws	✓
Does not inquire about a student's special education status during the application process	✓
Accepts a variety of documents to establish a student's age and residency	✓
Does not inquire about a student or parent's U.S. citizenship status or immigration status	✓

### SCHOOL-SPECIFIC NARRATIVE

Through a desk audit of documentation submitted by Green Dot Excel, the Commission monitored compliance with the school's obligation to protect the rights of all students. The Commission did not identify any areas of non-compliance. However, the Consolidated Program Review performed by OSPI identified that the school nondiscrimination and sexual harassment policy and procedure for students was not compliant. The recommendation was to update the student handbook with the relevant information prior to the start of the 2018-19 school year.

For the 2017–18 school year, the school had coordinators in place to fulfill its responsibilities under Section

504, Title IX, McKinney-Vento, Foster Care, and state nondiscrimination laws. Each of the coordinators received training regarding their responsibilities.

Overall, Green Dot Excel has removed barriers to the enrollment and retention of all students. Its application is available on its website and campus and is translated into seven languages. The school follows admissions and enrollment practices outlined in RCW 28A.710.050 (not limiting admission on any basis other than age group, grade level, or enrollment capacity; not charging tuition; following lottery enrollment laws; revising enrollment capacity annually to facilitate the academic success of its students). Furthermore, Green Dot Excel includes a Student Housing Questionnaire in its enrollment packet. The school identified a Foster Care/McKinney-Vento Liaison responsible for enrollment, accommodations, and transportation for eligible students and coordination of services with community agencies and entities.

Green Dot Excel had a recurrent enrollment rate of 50.81 percent from 2016–17 academic year to 2017–18 academic year. The school was not evaluated on recurrent enrollment because this was the first year recurrent enrollment was calculated, and no targets had been set. Recurrent enrollment for the first two years is used as a baseline to set subsequent recurrent enrollment targets.

Following the 2017–18 school year, the SAO issued no findings in its [Accountability Audit Report](#) regarding teacher and staff credentials.

The Consolidated Program Review performed by OSPI identified that the school nondiscrimination and sexual harassment policy and procedure for employees was not compliant. The recommendation was to update staff handbook and provide training around the discrimination complaint process prior to the start of the 2018-19 school year.

## SCHOOL RESPONSE

**DATA SOURCES:** *Commission Site Visit Report (if applicable), SAO Accountability Audit, Pre-Opening Conditions Submissions (if applicable), Employee Handbook, OSPI Consolidated Program Review (CPR) (if applicable), Washington Integrated System of Monitoring (WISM) (if applicable)*

## 5. SCHOOL ENVIRONMENT

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
5a. Facilities and Transportation	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to the school facilities, grounds, and transportation.	MEETS
5b. Health and Safety	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to safety and the provision of health-related services.	MEETS
5c. Information Management	Applicable state and federal laws, rules, regulations, and provisions of the charter contract relating to maintaining and handling information appropriately.	MEETS

### SCHOOL-SPECIFIC NARRATIVE

Following the 2017–18 school year, the SAO issued no findings in its [Accountability Audit Report](#) regarding transportation.

In 2017–18, the Commission received no complaints regarding the health and safety of Green Dot Excel’s facility. The school maintained compliance with legal obligations for providing student transportation and offered a safe environment conducive to learning. The facility’s design, size, maintenance, security, equipment, and furniture were all adequate to meet the school’s needs. The school was accessible to all, including people with physical disabilities.

During the 2017–18 school year, the Commission received no complaints regarding Green Dot Excel’s adherence to Health and Safety Code requirements. Green Dot Excel submitted all of the required safety plans during the re-opening process and provided evidence that lockdown and fire drills were conducted.

In 2017–18, Green Dot Excel maintained compliance with public records requirements, proper and secure maintenance of student, governance, and finance records, rules, and regulations regarding transferring of student records. The school follows proper safety and security procedures to ensure a safe testing administration.

### SCHOOL RESPONSE

**DATA SOURCES:** *Commission Site Visit Report (if applicable), SAO Accountability Audit, Pre-Opening Conditions, United States Department of Agriculture (USDA) Administrative Review (if applicable)*

## 6. MISSION SPECIFIC NON-ACADEMIC GOALS

MEASURE	THE SCHOOL DEMONSTRATES COMPLIANCE WITH THE FOLLOWING	RATING
6a. Student attendance	Student average daily attendance will be at least 95% for the year.	DOES NOT MEET
6b. Parent satisfaction	At least 80% of parents would recommend Green Dot to a friend.	MEETS

### SCHOOL-SPECIFIC NARRATIVE

Each year, Commission authorized charter schools set mission specific non-academic goals that are aligned to or support the school’s unique mission. All data for mission specific goals are self-reported by the individual school.

In 2017–18, Green Dot Excel set its goal around student attendance and parent satisfaction. The school reported an average daily attendance of 93 percent thus failing to meet its target of 95 percent. Green Dot Excel did meet its parent satisfaction goals. The school reported 91 percent of parents would recommend Green Dot Excel to a friend.

### SCHOOL RESPONSE

**DATA SOURCES:** *Based on mission specific non-academic goal created in conjunction with the school as a Contract Amendment*

