

# **Exhibit A:**

## **Minnesota Department of Education Approval**

# **Exhibit B:**

## **Articles of Incorporation of the School**

# **Exhibit C:**

## **Bylaws of the School**

## **Exhibit D: Description of Educational Program: In-School Time**

**School Name:**

**Mission:**

**Vision:**

**Program Description:**

*Provide a description that outlines the school's educational programs and how they are designed to meet the school's mission and vision. If the school has a preschool or PreK instructional program, include a description of that program. This document should be no more than two pages and should provide a current, accurate and general overview of the school's programs during the school day.*

## **Exhibit E: Description of Additional Programs – Out-of-School Time**

Out-of-School Time Programs include any programs operated before or after school hours, or on weekends, or during school calendar breaks, but does not include school clubs or athletics. The School does not implement out-of-school time programs not otherwise identified and described in this Exhibit.

**School Name:**

**Program Description:**

*Provide a description that outlines the school's out-of-school time programs and how they are designed to advance the school's mission and vision. Be sure to include information on how these programs are staffed and funded. This document should be no more than two pages and should provide a current, accurate and general overview of the school's out-of-school time programs. For example, do not provide specific days and times of after school programming. Instead, describe the purpose and main activities carried out.*

## Exhibit F: Statutory Purposes

The primary purpose of **SCHOOL NAME** is to improve all pupil learning and all student achievement. **SCHOOL NAME** will report its implementation of the primary purpose in its annual report.

*Provide a brief summary of the methods the school will use to achieve this purpose. This should not be more than one page.*

The additional purpose(s) of **SCHOOL NAME** is (are) to (check all that apply; the school must choose at least one additional purpose):

- Increase learning opportunities for all pupils.
- Encourage the use of different and innovative teaching methods.
- Measure learning outcomes and create different and innovative forms of measuring outcomes.
- Establish new forms of accountability for schools.
- Create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.

**SCHOOL NAME** will report its implementation of this (these) additional purpose(s) in its annual report.

*Provide a brief summary of the methods the school will use to achieve each of these additional purposes. This should not be more than a half page per additional purpose. You do not have to include all additional purposes. In fact, fewer may be better as you must report on each additional purpose you identify here in your annual report, and the school will be held accountable for its performance in each of these areas.*

\*\*\*\*\*SCHOOL NAME HERE\*\*\*\*\*

**Exhibit G: Academic and Academic-Related Goals**  
**Contract Period July 1, 20xx through June 30, 20xx**

As articulated in MN Stat. 124E.10, Subd. 1(b), "A charter school must design its programs to at least meet the outcomes adopted by the commissioner for public school

**Ready for Kindergarten [R4K]**

All students are ready for kindergarten.

**Reading Well by 3rd Grade [RG3]**

All students in third grade achieve grade-level literacy.

**Achievement Gap Closure [AGC]**

All racial and economic achievement gaps between students are closed.

**Career and College Readiness [CCR]**

All students are career- and college-ready before graduating from high school.

**Graduate from High School [GRAD]**

All students graduate from high school.

Each measure is weighted to indicate its overall significance in fulfilling the primary purpose of improving all pupil learning and all student achievement. The school earns a

Exceeds Target: ×1.5 points

Meets Target: ×1.0 points

Approaches Target: ×0.5 points

Does Not Meet Target: ×0.0 points

Indicator areas are then assigned a rating based on the percentage of points earned:

Exceeds Standard = 100.1-150.0% of points earned

Meets Standard = 75.0-100.0% of points earned

Approaches Standard = 50.0-74.9% of points earned

Does Not Meet Standard = 0.0-49.9% of points earned

*All goals are for students enrolled as of October 1 in each of the years assessed for all grades assessed unless otherwise indicated.*

## Summary of Indicator Points

Indicator	Points Possible	Points Earned	% Earned
1: Mission Related Outcomes	8	0	0.0%
2: English Language Learners	8	0	0.0%
3: Reading Growth	20	0	0.0%
4: Math Growth	20	0	0.0%
5: Reading Proficiency	15	0	0.0%
6: Math Proficiency	15	0	0.0%
7: Science Proficiency (and Growth)	10	0	0.0%
8: Other Proficiency or Growth	3	0	0.0%
9: Post-Secondary Readiness	12	0	0.0%
10: Attendance	4	0	0.0%
<b>Overall</b>	<b>115</b>	<b>0</b>	<b>0.0%</b>

### Indicator 1: Mission Related

**8 Points**

<i>School Goal: Over the period of the contract, students at **School Name** (**School Name**) will develop their executive function skills and behaviors.</i>			
Performance Ratings	Measure 1.1 [CCR] – <b>8 Points:</b> From FY22 to FY25, the aggregate percentage of students who can manage their time by prioritizing and completing 80% of tasks and assignments on time will be 70%.		Result:
Exceeds Target (x 1.5)	The aggregate average score is at least 82.0%.		
Meets Target (x1.0)	The aggregate average score is at least 72.0%.		
Approaches Target (x0.5)	The aggregate average score is at least 62.0%.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
		Points Possible	Points Earned
		<b>8</b>	<b>0</b>
		%	Earned
		<b>0.0%</b>	

### Indicator 2: English Language Learners

**8 Points**

<i>School Goal: Over the period of the contract, students at **School Name** (**School Name**) will demonstrate progress toward becoming proficient in English.</i>			
Performance Ratings	Measure 2.1 [CCR] – <b>4 Points:</b> From FY22 to FY25, the aggregate percentage of English Learners meeting target on the ACCESS test in all grades will be equal to or greater than that of the state percentage of English Learners meeting target.		Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 10.0 percentage points greater than the state percentage of English Learners meeting target.		



<b>Meets Target (x1.0)</b>	The aggregate percentage is equal to or greater than the state percentage of English Learners meeting target.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is within 5.0 percentage points of the state percentage of English Learners meeting target.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 2.2 [CCR] – 4 Points: From FY22 to FY25, the average progress toward target for English Learners in all grades on the ACCESS test will be equal to or greater than the state average progress toward target.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The aggregate percentage is least 10.0 percentage points over the state average progress toward target.		
<b>Meets Target (x1.0)</b>	The aggregate percentage equal to or greater than the state average progress toward target.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is within 5.0 percentage points of the state’s average progress toward target.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>8</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

### Indicator 3: Reading Growth

**20 Points**

<b>School Goal: Over the period of the contract, <i>**School Name**</i> students will demonstrate growth in reading as measured by state accountability tests and nationally normed assessments.</b>			
<b>Performance Ratings</b>	<b>Measure 3.1 [CCR] – 2 Points: In aggregate, from FY22-FY25, the overall percentage of students whose achievement level on the statewide assessments for reading (as measured by North Star Academic Progress) improved on statewide assessments is equal to or greater than the state percentage.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school achieves an overall percentage greater than 10 percentage points over that of the state.		
<b>Meets Target (x1.0)</b>	The school achieves an overall percentage equal to or greater than that of the state.		
<b>Approaches Target (x0.5)</b>	The school achieves an overall percentage that is within 10 percentage points of the state.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 3.2 [CCR] – 6 Points: In aggregate, from FY22-FY25, the overall percentage of students whose achievement level decreased or stayed "does not meet standards" on statewide assessments for reading (as measured by North Star Academic Progress) is equal to or less than the state.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school achieves an overall percentage at least 10 percentage points less than that of the state.		
<b>Meets Target (x1.0)</b>	The school achieves an overall percentage less than or equal to that of the state.		
<b>Approaches Target (x0.5)</b>	The school achieves an overall percentage that is no more than 10 percentage points greater than that of the state.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 3.3 [CCR] – 12 Points: From FY22 to FY25, the aggregate percentage of students who meet their fall to spring expected growth target as measured by a norm-referenced assessment will be at least 50%.</b>		<b>Result:</b>

<b>Exceeds Target (x 1.5)</b>	The aggregate percentage is at least 60.0%.		
<b>Meets Target (x1.0)</b>	The aggregate percentage is at least 50.0%.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is at least 40.0%.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>20</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

#### Indicator 4: Math Growth

**20 Points**

<b>School Goal: Over the period of the contract, <i>**School Name**</i> students will demonstrate growth in math as measured by state accountability tests and nationally normed assessments.</b>			
<b>Performance Ratings</b>	<b>Measure 4.1 [CCR] – 2 Points: In aggregate, from FY22-FY25, the overall percentage of students whose achievement level on the statewide assessments for math (as measured by North Star Academic Progress) improved on statewide assessments is equal to or greater than the state percentage.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school achieves an overall percentage greater than 10 percentage points over that of the state.		
<b>Meets Target (x1.0)</b>	The school achieves an overall percentage equal to or greater than that of the state.		
<b>Approaches Target (x0.5)</b>	The school achieves an overall percentage that is within 10 percentage points of the state.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 4.2 [CCR] – 6 Points: In aggregate, from FY22-FY25, the overall percentage of students whose achievement level decreased or stayed "does not meet standards" on statewide assessments for math (as measured by North Star Academic Progress) is equal to or less than the state.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school achieves an overall percentage at least 10 percentage points less than that of the state.		
<b>Meets Target (x1.0)</b>	The school achieves an overall percentage less than or equal to that of the state.		
<b>Approaches Target (x0.5)</b>	The school achieves an overall percentage that is no more than 10 percentage points greater than that of the state.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 4.3 [CCR] – 12 Points: From FY22 to FY25, the aggregate percentage of students who meet their fall to spring expected growth target as measured by a norm-referenced assessment will be at least 50%.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The aggregate percentage is at least 60.0%.		
<b>Meets Target (x1.0)</b>	The aggregate percentage is at least 50.0%.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is at least 40.0%.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>20</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

## Indicator 5: Reading Proficiency

15 Points

School Goal: Over the period of the contract, <b>**School Name**</b> students will demonstrate proficiency in reading as measured by state assessments.			
<b>Performance Ratings</b>	<b>Measure 5.1 [RG3] – 1 Point: From FY22 to FY25, the school’s aggregate proficiency index score for students in grade 3 will be greater than that of the state for the same grade.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the state’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.2 [RG3] – 1 Point: From FY22 to FY25, the school’s aggregate proficiency index score for students in grade 3 will be greater than that of the resident district (ISD 31 – Gopherville) for the same grade.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the district’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the district’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the district’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.3 [CCR] – 3 Points: From FY22 to FY25, the school’s aggregate proficiency index score for all students grades 4-8 will be greater than that of the state for the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the state’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.4 [CCR] – 4 Points: From FY22 to FY25, the school’s aggregate proficiency index score for all students grades 4-8 will be greater than that of the resident district (ISD 31 – Gopherville) for the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the district’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the district’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the district’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.5 [AGC] – 2 Points: From FY22 to FY25, the school’s aggregate proficiency index score for students in the Free/Reduced Priced Lunch group will be greater than that of the state for the same group and the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the state’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.6 [AGC] – 2 Points: From FY22 to FY25, the school’s aggregate proficiency index score for students in the Free/Reduced Priced Lunch group will be greater than that of the resident district (ISD 31 – Gopherville) for the same group and the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the district’s score.		

<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the district's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.7 [AGC] – 1 Point: From FY22 to FY25, the school's aggregate proficiency index score for students in the Special Education group will be greater than that of the state for the same group and the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school's aggregate proficiency index score is at least 10.0 points above the state's score.		
<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the state's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 5.8 [AGC] – 1 Point: From FY22 to FY25, the school's aggregate proficiency index score for students in the Special Education group will be greater than that of the resident district (ISD 31 – Gopherville) for the same group and the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the district's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>15</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

### Indicator 6: Math Proficiency

**15 Points**

<b>School Goal: Over the period of the contract, <i>**School Name**</i> students will demonstrate proficiency in math as measured by state assessments.</b>			
<b>Performance Ratings</b>	<b>Measure 6.1 [CCR] – 5 Points: From FY22 to FY25, the school's aggregate proficiency index score for students grades 3-8 will be greater than that of the state for the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school's aggregate proficiency index score is at least 10.0 points above the state's score.		
<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the state's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 6.2 [CCR] – 5 Points: From FY22 to FY25, the school's aggregate proficiency index score for students grades 3-8 will be greater than that of the resident district (ISD 31 – Gopherville) for the same grades.</b>		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the district's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		

<b>Performance Ratings</b>	<b>Measure 6.3 [AGC] – 2 Points:</b> From FY22 to FY25, the school’s aggregate proficiency index score for students in the Free/Reduced Priced Lunch group will be greater than that of the state for the same group and the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the state’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 6.4 [AGC] – 1 Point:</b> From FY22 to FY25, the school’s aggregate proficiency index score for students in the Free/Reduced Priced Lunch group will be greater than that of the resident district (ISD 31 – Gopherville) for the same group and the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the district’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the district’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the district’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 6.5 [AGC] – 1 Point:</b> From FY22 to FY25, the school’s aggregate proficiency index score for students in the Special Education group will be greater than that of the state for the same group and the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the state’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 6.6 [AGC] – 1 Point:</b> From FY22 to FY25, the school’s aggregate proficiency index score for students in the Special Education group will be greater than that of the resident district (ISD 31 – Gopherville) for the same group and the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the district’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the district’s score.		
<b>Approaches Target (x0.5)</b>	The school’s aggregate proficiency index score is within 10.0 points of the district’s score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>15</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

### Indicator 7: Science Proficiency

**10 Points**

**School Goal:** Over the period of the contract, **\*\*School Name\*\*** students will demonstrate proficiency in science as measured by state assessments and growth in science as measured by nationally normed assessments.

<b>Performance Ratings</b>	<b>Measure 7.1 [CCR] – 2 Points:</b> From FY22 to FY25, the school’s aggregate proficiency index score for students in grades 5 & 8 will be greater than that of the state for the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school’s aggregate proficiency index score is at least 10.0 points above the state’s score.		
<b>Meets Target (x1.0)</b>	The school’s aggregate proficiency index score is greater than the state’s score.		

<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the state's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 7.2 [CCR] – 2 Points:</b> From FY22 to FY25, for students in grades 5 & 8, the school's aggregate proficiency index score for students in grades 5 & 8 will be greater than that of the resident district (ISD 31 – Gopherville) for the same grades.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The school's aggregate proficiency index score is at least 10.0 points above the district's score.		
<b>Meets Target (x1.0)</b>	The school's aggregate proficiency index score is greater than the district's score.		
<b>Approaches Target (x0.5)</b>	The school's aggregate proficiency index score is within 10.0 points of the district's score.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 7.3 [CCR] – 6 Points:</b> From FY22 to FY25, the aggregate percentage of students who meet their fall to spring expected growth target as measured by a norm-referenced assessment will be at least 50%.		<b>Result:</b>
<b>Exceeds Target (x 1.5)</b>	The aggregate percentage is at least 60.0%.		
<b>Meets Target (x1.0)</b>	The aggregate percentage is at least 50.0%.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is at least 40.0%.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>10</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>

### Indicator 8: Proficiency in Other Curricular Areas

**3 Points**

<b>School Goal:</b> Over the period of the contract, students enrolled at <b>**School Name**</b> will demonstrate readiness for kindergarten as measured by a locally-developed Kindergarten Readiness Checklist.			
<b>Performance Ratings</b>	<b>Measure 8.1 [R4K] – 1 Point:</b> From FY22 to FY25, the aggregate percentage of students enrolled in preschool and entering kindergarten the next school year who meet or exceed kindergarten readiness standards as measured by the Kindergarten Readiness Checklist assessed annually in the spring will be at least 85%.		<b>Result:</b>
<b>Exceeds Target (x1.5)</b>	The aggregate percentage is at least 95%.		
<b>Meets Target (x1.0)</b>	The aggregate percentage is at least 85%.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is at least 80%.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
<b>Performance Ratings</b>	<b>Measure 8.2 [CCR] – 2 Points:</b> From FY22 to FY25, the aggregate percentage of students in grades 1-12 who increase (or maintain if above 90%) proficiency in writing skills from winter to spring as measured by the locally-developed assessment rubric will be at least 90%.		<b>Result:</b>
<b>Exceeds Target (x1.5)</b>	The aggregate percentage is at least 95%.		
<b>Meets Target (x1.0)</b>	The aggregate percentage is at least 90%.		
<b>Approaches Target (x0.5)</b>	The aggregate percentage is at least 80%.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		

Points Possible	Points Earned	% Earned
3	0	0.0%

### Indicator 9: Post-Secondary Readiness

12 Points

School Goal: Over the period of the contract, students at <b>**School Name**</b> will demonstrate readiness for post-secondary success.			
Performance Ratings	Measure 9.1 [CCR] – 4 Points: From FY22 to FY25, the aggregate 4-year graduation rate will be at least 67.0%.		Result:
Exceeds Target (x 1.5)	The aggregate 4-year graduation rate is at least 75.0%.		
Meets Target (x1.0)	The aggregate 4-year graduation rate is at least 67.0%.		
Approaches Target (x0.5)	The aggregate 4-year graduation rate is at least 60.0%.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 9.2 [CCR] – 4 Points: From FY22 to FY25, the aggregate percentage of graduating students who earn a score of college ready on college placement exams (ACT and ACCUPLACER) will be at least 60%.		Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 70%.		
Meets Target (x1.0)	The aggregate percentage is at least 60%.		
Approaches Target (x0.5)	The aggregate percentage is at least 50%.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
Performance Ratings	Measure 9.3 [CCR] – 4 Points: From FY22 to FY25, the aggregate percentage of graduating students who earned at least one college credit prior to graduation through College in Schools, PSEO, AP, or other means will be at least 60%.		Result:
Exceeds Target (x 1.5)	The aggregate percentage is at least 70%.		
Meets Target (x1.0)	The aggregate percentage is at least 60%.		
Approaches Target (x0.5)	The aggregate percentage is at least 50%.		
Does Not Meet Target (x0.0)	The school did not meet the criteria for any of the ratings above.		
		Points Possible	Points Earned
		12	0
			% Earned
			0.0%

### Indicator 10: Attendance

4 Points

School Goal: Over the period of the contract, <b>**School Name**</b> students will attend the school at high rates.			
Performance Ratings	Measure 10.1 – 4 Points: From FY22-FY25, the average of the school's annual consistent attendance rates is equal to or greater than the state.		Result:
Exceeds Target (x 1.5)	The average of the school's consistent attendance rates is 5 percentage points greater than that of the state.		
Meets Target (x1.0)	The average of the school's consistent attendance rates is equal to or greater than that of the state.		

<b>Approaches Target (x0.5)</b>	The average of the school's annual attendance rates is within 5 percentage points of the state.		
<b>Does Not Meet Target (x0.0)</b>	The school did not meet the criteria for any of the ratings above.		
		<b>Points Possible</b>	<b>Points Earned</b>
		<b>4</b>	<b>0</b>
			<b>% Earned</b>
			<b>0.0%</b>



## **Exhibit H: School Name Environmental Education Goals**

### **EE Performance Indicator 1: Awareness**

1. TBD% of students at School Name have the awareness, or are increasing their awareness, of the relationship between the environment and human life as measured by curriculum-based measures across the contract period.

### **EE Performance Indicator 2: Knowledge**

2. TBD% of students at School Name have the knowledge, or are increasing their knowledge, of human and natural systems and processes as measured by curriculum-based measures across the contract period.

### **EE Performance Indicator 3: Attitudes**

3. TBD% of students at School Name have an attitude, or are increasing their attitude of, appreciation and concern for the environment as measured by curriculum-based measures across the contract period.

### **EE Performance Indicator 4: Skills**

4. TBD% of students at School Name have or are increasing their problem solving and critical thinking skills as it relates to the environment and human life as measured by curriculum-based measures across the contract period.

### **EE Performance Indicator 5: Action**

5. TBD% of students at School Name demonstrate the capacity, or are increasing their capacity, to work individually and collectively toward sustaining a healthy natural environment as measured by curriculum-based measures across the contract period.

The school will develop an Environmental Literacy Plan (ELP) that will specify the curriculum-based measures. The ELP will be submitted to Osprey Wilds annually no later than September 1 for the current school year and is subject to approval by Osprey Wilds. If the ELP does not satisfactorily meet Osprey Wilds' expectations for environmental education as determined by Osprey Wilds, the ELP will need to be revised until such expectations are met.

# **Exhibit I:**

## **Admissions Policies & Procedures**

## **EXHIBIT J – GOVERNANCE, MANAGEMENT, AND ADMINISTRATION PLAN**

The School shall have all powers, duties and responsibilities provided by law to a charter school.

The School shall abide by all applicable federal laws, statutes and regulations.

The School shall be exempt from all Minnesota statutes and rules applicable to a School, a School board or a School district, except as provided by Minnesota Statutes Chapter 124E unless a statute or rule is made specifically applicable to a charter school or as otherwise specified in this Contract.

The School shall be governed by a Board of Directors elected in accordance with policies and procedures in the School's Bylaws and consistent with statutory requirements.

The School Board of Directors shall decide matters related to operation of the School, including, but not limited to, budgeting, curriculum, and operating procedures.

Meetings of the School Board of Directors shall comply with the Minnesota Open Meeting Law, Minnesota Statutes Chapter 13D.

The School Board of Directors delegates the day-to-day management of the School to the administrator(s) who is/are hired and supervised by the School Board of Directors. The School Board of Directors may choose to contract with a third-party provider (CMO/EMO) for comprehensive education design and operation services or comprehensive management services.

The School Board of Directors shall employ and contract with necessary teachers, as defined by Minnesota Statutes section 122A.15, Subd. 1 who hold valid licenses to perform the particular service for which they are employed at the School.

Teachers employed by the School shall be treated by the School as public school teachers for the purposes of Minnesota Statutes Chapters 354 and 354A.

The School Board of Directors may employ necessary employees who are not required to hold teaching licenses to perform duties other than teaching and may contract for other services.

The School Board of Directors may discharge teachers and non-licensed employees.

The School shall employ or contract with a Minnesota licensed director of special education to be responsible for program development, coordination, evaluation, in-service training, general special education supervision, and administration for the School's total special education system (TSES). This administrator shall also be responsible for overseeing that the School has a written Child Find Policy, and shall oversee the implementation of this policy, as well as the School's continued compliance with this policy and special education services to students.

The School shall pursue all financial resources available to Schools to provide special education services.

The School Board of Directors shall demonstrate governance practices of a viable organization as measured by indicators including but not limited to: ongoing training for the Board of Directors, proper oversight by the Board of Directors, active participation by members of the Board of

Directors, adopting of required policies, self evaluation, evaluation of the school administrator(s) and other indicators identified in Osprey Wilds performance evaluations.

The School shall demonstrate operational practices of a viable organization as measured by indicators including but not limited to: evaluation of staff, gathering of appropriate student achievement and other data, timely and accurate submission of reports, employing appropriate and qualified staff, implementing effective and efficient transportation and food programs, having appropriate insurances in place, maintaining a safe and healthy School environment, and other indicators identified in Osprey Wilds performance evaluations.

## **Exhibit K – Financial Management Plan**

The School Board of Directors is trained in financial oversight.

The School Board of Directors establishes, monitors and amends the School's fiscal year budget.

The School Board of Directors monitors and evaluates the School's recordkeeping, controls, and financial position.

The School will utilize the Uniform Financial Accounting and Reporting Standards (UFARS). Student accounting will comply with the Minnesota Accounting and Reporting Student System (MARSS).

The Board of Directors retains an external auditor on an annual basis to review the School's internal controls and processes. The Board initiates and monitors corrective action to ensure that noted deficiencies, if any, are addressed and will not result in repeat findings in subsequent audits.

The School shall be a financially viable and sustainable organization as measured by indicators including but not limited to: fund balance, audit findings, proper use of public funds, appropriate financial systems, quality internal control processes, timely reporting, timely payment of invoices, percentage of funds dedicated to instruction, and other indicators identified in the Osprey Wilds performance evaluations.

## Exhibit L: Board Member Statement of Assurance

By signing my name below, I acknowledge that:

- I am a Board member of **NAME OF SCHOOL**;
- I have reviewed the charter school contract between **NAME OF SCHOOL** and Osprey Wilds Environmental Learning Center;
- I have no conflict of interest as defined by MN §124E.07, Subd. 3;
- If a conflict of interest arises as defined by MN §124E.07, Subd. 3, I will immediately vacate my position on the Board;
- If a conflict of interest arises as defined by MN §124E.14, the Board will not enter into an agreement or contract with the vendor that creates the identified conflict of interest;
- I will participate in all board training as required by MN §124E.07, Subd. 7 and the charter contract;
- I will immediately vacate my position on the Board if I do not meet training requirements which includes training on the board's role and responsibilities, employment policies and practices, and financial management that must be initiated with six months after being seated and completed within 12 months of being seated, along with ongoing annual training;
- The Board is responsible for ensuring compliance with all federal and state laws governing organizational, programmatic, and financial requirements applicable to charter schools including the expectations contained in the preceding assurances.

---

Signature

---

Date

---

Printed Name

---

Phone Number

---

E-mail Address

**Exhibit M: Charter School Closure Process and Plan**

**Osprey Wilds Environmental Learning Center**  
**Charter School Closure Process and Plan**

**Name of School:**

This document is to be completed by the Board of Directors of the School, in collaboration with the authorizer, as soon as is practical after the school board is aware of the pending closure of the School.

<b>TASKS</b>	<b>Person Responsible</b>	<b>Date Completed and Comments</b>
<b>Establish <i>ad hoc</i> School Board Committee for wind-up / restructuring</b>		
Designate School contact person(s) to send and receive communications from Osprey Wilds;		
Designate employees or School Board members who will handle various aspects of winding up of School operations;		
Provide contact information, and list of employees / School Board members and correspondent responsibilities to Osprey Wilds		
Identify and retain a licensed MN attorney to provide legal advice and ensure statutory requirements are met during the wind-up and dissolution process, per MN §317A.735 Subd. 1.		
Other:		
<b>Contact MDE Charter Center Immediately</b>		
Contact the MDE Charter Center immediately to facilitate the legal transfer of all property of the school that was purchased with Federal Charter School Program funds to other schools. Federal law and the assurances signed by the school requires special attention be given to this property. Contact the CSP Federal Grant personnel at MDE for guidelines and assistance. ( <i>See Inventory and Liquidation of Assets below.</i> )		
Other:		
<b>Reserve Funds</b>		
Segregate by School Board resolution in a separate checking account \$45,000 in funds to be used for legal, accounting, and other expenses to execute this Closure Plan and to dissolve the School Corporation.		
Other:		
<b>Notification of Parents / Guardians</b>		
Within 10 business days after notice of final determination, notify parents / guardians and employees of school regarding the closure of the School, in accordance with MN §124E.10 Subd. 1(b)1, if such notification has not been made. Such notification shall include, but not be limited		

<p>to, the following:</p> <ul style="list-style-type: none"> <li>* date of the last day of regular instruction;</li> <li>* cancellation of any planned summer school;</li> <li>* notice to parents that enrollment of children in their district of residence or other school is mandatory under state law for children that are six years of age or older;</li> <li>* information and offer of assistance to enable the student to re-enroll in another school, per MN §124E.10 Subd. 1(b)2</li> <li>* offer of copies of student records before the charter revocation (June 30).</li> </ul> <p>Provide Osprey Wilds with a copy of the notice when it is sent to families.</p>		
<p>Other:</p>		
<b>Final Report Cards and Student Records Notice</b>		
<p>Within 7 business days after charter revocation (June 30), provide parents / guardians with copies of final report cards and notice of where student records will be sent (the student’s district of residence) and specific contact information.</p> <ul style="list-style-type: none"> <li>* The notice must advise the parent/guardian to contact the school where the student intends to enroll and to have the student’s new school contact the student’s district of residence to have the student’s educational records transferred to the new school.</li> </ul> <p>Provide Osprey Wilds with a copy of the notice.</p>		
<p>Other:</p>		
<b>Transfer of Student Records and Testing Material</b>		
<p>No later than 10 business days after charter revocation (June 30) send student records to the student’s district of residence in accordance with MN §124E.10 Subd. 6(b), including:</p> <ul style="list-style-type: none"> <li>* Individualized Education Programs (IEPs) and all records regarding special education and supplemental services;</li> <li>* Student health / immunization records;</li> <li>* Attendance records; and</li> <li>* Disciplinary records, in accordance with MN §120A.22, Subd. 7(c). If transfer records include information about disciplinary actions, the school will provide notice to the student’s parent or guardian that formal disciplinary records will be transferred as a part of the student’s educational record, in accordance with data practices under chapter 13 of the Family Educational Rights and Privacy Act of 1974, United States Code, title 20, section 1232(g).</li> <li>* All other student records.</li> </ul> <p>All end of school year grades and evaluations must be completed and made part of the student records, including any IEP / Committee on Special Education meetings / progress reports. As noted above, parents / guardians should be offered copies of</p>		



<p>students' records prior to June 30. Testing material, including scores, test booklets, and annual data files etc. required to be maintained by the School by the State Education Department must also be forwarded to each student's district of residence. To the extent that scores, etc. will come into existence after charter revocation, arrangements should be made with the testing agent to forward such material to each student's district of residence. The school should also send a set of Individual Student Reports to each student's district of residence and parents.</p>		
<p>No later than 15 business days after charter revocation (June 30), the school must provide Osprey Wilds a spreadsheet recording the name of each student and to which school that student's records were sent. If a student's records were sent to the district office, the spreadsheet should document that and include the name and title of the district employee who took possession of those records.</p>		
<p>Other:</p>		
<p><b>Notification of School Districts</b></p>		
<p>Within 7 business days after charter revocation (June 30), the School must notify the school district in which the School is located regarding the termination of the education program and lack of future enrollment in accordance with MN §124E.10 Subd. 1(b)1.</p> <ul style="list-style-type: none"> <li>* If applicable, notification regarding cessation of food and transportation services should be provided.</li> <li>* Provide notice to the districts that arrangements should be made to pick up any district property; e.g., borrowed books, nursing equipment.</li> </ul> <p>Provide Osprey Wilds with a copy of the notice.</p>		
<p>Other:</p>		
<p><b>Notification of Funding Sources /Charitable Partners</b></p>		
<p>Within 7 business days after charter revocation (June 30), all other sources of the School's operational funding must be notified in writing of the closure of the School as well as charitable partners of the School.</p> <ul style="list-style-type: none"> <li>* The School should not accept further loans from management companies, etc. nor otherwise incur additional liability. However, it may continue to accept gifts from charitable partners as long as the charity is aware of the School's closure / restructuring status.</li> <li>* Charities with property on the premises of the School should be notified to remove same as soon as possible or after charter revocation, whichever is appropriate.</li> </ul>		
<p>Other:</p>		
<p><b>Notification of Contractors and Termination of Contracts</b></p>		
<p>Within 20 business days after charter revocation (June 30), formulate a list of all contractors with contracts in effect, and notify</p>		

<p>them regarding cessation of current school operations at charter revocation.</p> <ul style="list-style-type: none"> <li>* If applicable, instruct contractors to make arrangements to remove any contractor property from the School facility by a date certain, e.g., copying machines, water coolers, other rented property.</li> <li>* Retain records of past contracts with proof that they were fully paid (see Records Retention, below) to prevent spurious claims.</li> </ul> <p>Provide Osprey Wilds with a copy of such notice.</p> <p>As appropriate, and to the extent possible, terminate contracts for goods and services as of the last date such goods or services will be needed to the extent not necessary for the educational program or closure of the School.</p> <ul style="list-style-type: none"> <li>* Telephone, gas, electric, water, insurance (premises and E&amp;O insurance, see below) should remain operative through the charter revocation and to the extent necessary.</li> </ul>		
---	--	--

Other:		
--------	--	--

<b>Notification of Employees and Benefit Providers</b>		
--	--	--

<p>After an employee termination date is established, but in no event later than June 1, notify all employees of termination of employment and/or contracts, and notify benefit providers of pending termination of all employees. Further notify employees and providers of termination of all benefit programs, and, if allowable, terminate all programs as of the last date of service in accordance with applicable law and regulations (i.e. COBRA), including:</p> <ul style="list-style-type: none"> <li>* health care / health insurance;</li> <li>* life insurance;</li> <li>* dental plans;</li> <li>* eyeglass plans;</li> <li>* cafeteria plans;</li> <li>* 401(k), retirement plans;</li> <li>* pension plans;</li> <li>* TRA; and</li> <li>* PERA</li> </ul> <p>Specific rules and regulations may apply to such programs especially teacher's retirement plans so legal counsel should be consulted. Employees should be notified of eligibility for unemployment compensation. (In the event the School has not paid into the unemployment program on an ongoing basis, the School may have significant financial liability on an ongoing basis after charter revocation (June 30), and reserve funds should be set aside for this purpose.) See School Wind-Up Plan and Action regarding payment of taxes, below.</p>		
---	--	--

Other:		
--------	--	--

<b>Notification of Food and Transportation Services and Cancellation of Contracts</b>		
---	--	--

<p>Within 20 business days after charter revocation (June 30), or earlier if required by the contractual notice requirements, cancel school district or private food and/or transportation services for summer school and next school year.</p>		
<p>Other:</p>		
<b>Notification of Osprey Wilds Regarding Lawsuits</b>		
<p>As soon as possible after receiving notice and/or service of process regarding litigation against, or initiated by, the School, School Board or School employees, notify Osprey Wilds and provide copies of legal papers received.</p> <p>The School has an ongoing obligation to keep Osprey Wilds informed regarding such litigation, including bankruptcy, whether voluntary or involuntary, and to provide copies of all filings.</p>		
<p>Other:</p>		
<b>List of Creditors and Debtors; UCC Search</b>		
<p>Within 20 business days after charter revocation (June 30), formulate list of creditors and debtors and any amounts accrued and unpaid with respect to such creditor or debtor.</p> <ul style="list-style-type: none"> <li>* This list is not the same as the contractor list, above, but may include contractors, which should be listed.</li> <li>* Creditors include lenders, mortgage holders, bond holders, equipment suppliers, service providers and secured and unsecured creditors. Security interests may be recorded and filed pursuant to the Uniform Commercial Code (UCC) with the county and State of Minnesota, and may include all of the assets of the School Corporation or specific assets in which a creditor has an interest as long as such debt remains outstanding.</li> <li>* The UCC search should be performed by the School to determine if there are any secured creditors and to what assets security interests are attached.</li> <li>* Debtors include persons who owe the school fees or credits, lessees or sub lessees of the School, and any person holding property of the School.</li> </ul> <p>Provide a copy of the list of creditors to Osprey Wilds with the amount owed to each creditor thereon and the amount owed by each debtor.</p>		
<p>Other:</p>		
<b>Notification to Creditors</b>		
<p>Within 30 business days after charter revocation (June 30), the School must notify all creditors of its closure. The School should solicit from each creditor a final accounting of the School's accrued and unpaid debt owed to such creditor. This figure should be compared to the School's calculation of the debt and be reconciled between the parties. To the extent possible, the School should also begin to negotiate a settlement of debts, which is</p>		

ultimately consummated by a settlement agreement reflecting satisfaction and release of the existing obligations, if possible.		
--	--	--

Other:		
--------	--	--

<b>Notification to Debtors</b>		
--------------------------------	--	--

Within 30 business days after charter revocation (June 30), the School must contact all debtors and demand payment. To the extent collection efforts are unsuccessful, the School may turn the debt over to commercial debt collection agencies. All records regarding such collection or disputes by debtors regarding amounts owed must be retained.		
--	--	--

Other:		
--------	--	--

<b>School Wind-Up Plan and Action</b>		
---------------------------------------	--	--

<p>The School Corporation shall collect debts, dispose of assets and negotiate with and pay creditors in an orderly fashion in accordance with a timetable and plan adopted by the School's board of directors. Priority should be given to continuing the School's educational program through the end of the school year and retaining funds to complete the wind-up process.</p> <p>The initial plan should be adopted within 20 business days of notice of final determination, and be updated at least bi-weekly with copies to Osprey Wilds. The plan should include, but not be limited to, the following.</p> <ul style="list-style-type: none"><li>* Termination of non-essential personnel and cancellation of non-essential services prior to charter revocation (June 30).</li><li>* Make final federal, state and local tax payments (every employer, including the School, which pays wages to employees is responsible for withholding, depositing, paying, and reporting federal, state and local income tax, social security taxes, and federal unemployment tax for such wage payments).</li><li>* Auction / sale of assets in a manner that avoids conflicts of interest, and maximizes net revenue to the extent permitted by ongoing agreements with existing creditors in accordance with MN §15.054. (See Liquidation of Assets, below.)</li><li>* Liquidation or closing of bank accounts according to a schedule that minimizes fees but leaves the School enough flexibility to pay creditors, attorneys, accountants, etc. during the course of the wind-up, including funds for a final audit, and (if the School Corporation does not submit or the board of directors do not approve a renewal application), for dissolution.</li><li>* Cancellation of corporate credit cards and lines of credit.</li><li>* Change authorized signatures on accounts as needed to reflect changes in persons authorized to implement the wind-up operations of the School Corporation, and</li></ul>		
--	--	--

<p>employment, contract and School Board status of those authorized to sign for the School.</p> <p>Status reports on the implementation of the School Wind-Up Plan to be submitted to Osprey Wilds through Interim Statements and a Final Statement (below).</p>		
<p>Other:</p>		
<p><b>Protection of Assets; Insurance</b></p>		
<p>The School's assets and any assets in the School that belong to others must be protected against theft, misappropriation and deterioration.</p> <ul style="list-style-type: none"> <li>* Existing insurance coverage should be maintained on the assets until the disposal of such assets in accordance with the Wind-Up Plan.</li> <li>* Continue existing insurance for School Facility, vehicles and other assets until <ul style="list-style-type: none"> <li>1) disposal or transfer of real estate or termination of lease, and</li> <li>2) disposal, transfer or sale of vehicles and other assets are sold, respectively.</li> </ul> </li> <li>* Negotiate School Facility insurance with entities that may take possession of School Facility – leaseholder, lenders, mortgagors, bond holders, etc., if possible.</li> <li>* Appropriate security services should be obtained or maintained.</li> <li>* Action may include moving assets to secure storage after closure or loss of the School Facility.</li> </ul>		
<p>Other:</p>		
<p><b>Inventory</b></p>		
<p>No later than 30 business days prior to charter revocation (June 30), all of the School's assets must be inventoried with item numbers and quantities and/or its inventory updated.</p> <ul style="list-style-type: none"> <li>* All assets of the School, not just ones over a certain dollar value, must be inventoried.</li> <li>* Identify assets purchased with Federal CSP Grant funds.</li> <li>* Identify assets belonging to other entities (school district, county, municipality, teachers, health department, foundations, vendors, PTA, etc.), including those borrowed or loaned.</li> <li>* Identify assets encumbered by the terms of a contingent gift, grant or donation, or a security interest.</li> <li>* Return assets not belonging to School and document same.</li> </ul> <p>Provide Osprey Wilds with a copy of the inventory.</p>		
<p>Other:</p>		
<p><b>Liquidation of Assets</b></p>		
<p>Assets must be liquidated in a commercially reasonable manner including, but not limited to, sale by way of auction, sealed</p>		

<p>bidding or other commercially reasonable sales methods to the extent permitted under agreements with existing creditors and to the extent such assets are free and clear of any liens or encumbrances. If an asset is subject to a lien, encumbrance or security interest (above), the secured party should be contacted. <i>(See Federal CSP Grant information above.)</i></p> <p>Pursuant to MN §317A.735, no asset may be given away, except as authorized by law. In cases where the cost of disposing of an asset will exceed the cost to be received at sale or auction, it may be permissible to give away or discard such assets. However, this should be cleared from the largest or sole creditor(s) in advance. School Board members and their relatives as well as employees and students of the School should not purchase any asset unless the purchase is disclosed to the School Board and the disclosure is made a matter of record in the School Board's minutes and approved by a majority of the non-interested members of the School Board.</p>		
<p>Other:</p>		
<p><b>E&amp;O Insurance</b></p>		
<p>Maintain existing directors and officers' liability (E&amp;O) insurance, if any, until final dissolution of the School Corporation. If no such E&amp;O insurance exists, disclose this fact to the board of directors.</p>		
<p>Other:</p>		
<p><b>Interim Statements</b></p>		
<p>No later than 10 business days after charter revocation (June 30), prepare, and submit to Osprey Wilds, an interim statement in a form satisfactory to Osprey Wilds, of the status of all contracts and other obligations of the School Corporation, and all funds, including principal and accrued interest, owed to, and by, the School Corporation, with supporting evidence showing:</p> <ul style="list-style-type: none"> <li>* all creditors or former creditors, any amounts paid to creditors (or in-kind exchanges of assets), and any amounts of debt of the School or School Corporation outstanding, including principal and accrued interest, as of the date of the interim report; and</li> <li>* all amounts owed to the School Corporation by debtors, any amounts paid by debtors, and whether any debtors have paid in full, and any amounts outstanding; and</li> <li>* all income generated through sale or auction of assets and any other change in status of assets.</li> </ul> <p>The School will prepare and submit such statements to Osprey Wilds at 30 day intervals until the final statement (below) is prepared and submitted.</p>		
<p>Other:</p>		
<p><b>Final Statement</b></p>		

<p>At a date to be determined by Osprey Wilds, anticipated to be no later than 90 business days after charter revocation (June 30), no later than 10 business days prior to the filing of a dissolution proceeding the School shall prepare to the full satisfaction of Osprey Wilds a final statement of the status of all contracts and other obligations of the School Corporation, and all funds owed to the School, audited (or confirmed) by an independent accountant, with supporting evidence showing:</p> <ul style="list-style-type: none"> <li>* all assets and the value and location thereof, whether such asset has been distributed to creditors in satisfaction or payment of any existing debt obligation; and</li> <li>* each remaining creditor and any and all amounts owed to each creditor, including principal and accrued interest through the date of such statement; and</li> <li>* statement that (a) all debts have been collected, or (b) that good faith efforts have been made to collect same, and</li> <li>* each remaining debtor of the School or School Corporation and the amounts owed by each debtor, including principal and accrued interest.</li> </ul> <p>* This statement is submitted to Osprey Wilds in the form in which it will be sworn and submitted to the MN Attorney General and/or MN Secretary of State as part of any dissolution proceeding.</p> <p>* This statement is in addition to the final Financial Statement Audit.</p>		
Other:		
<b>Final Financial Statement Audit</b>		
The School must have a financial statement audit performed in accordance with the Charter and the Act no later than November 1 of the calendar year in which the School ceases instruction.		
Other:		
<b>Closeout of State and Federal Grants</b>		
<p>State, federal and other grants must be closed out, (<i>See Contact MDE section above</i>) including:</p> <ul style="list-style-type: none"> <li>* notification to the grant entity of the School closure; and</li> <li>* filing of any required expenditure reports or receipts and any required program reports.</li> </ul> <p>The School Corporation should continue to pursue grant funds to which it is entitled, provided that it fully discloses its current situation and intentions with respect to closure. The School Corporation should not seek or accept grant funds for future school years when the School will be closed. Grant status should be noted on financial statements.</p>		
Other:		
<b>IRS Status; Reports</b>		

<p>The School Board must continue to take all steps necessary to maintain its 501(c)(3) status, including, but not limited to, the following:</p> <ul style="list-style-type: none"> <li>* notification to IRS regarding any address change of the School Corporation;</li> <li>* filing of required tax returns or reports (e.g., IRS form 990 and Schedule A); and</li> <li>* notification to the IRS of dissolution of the education corporation and its 501(c)(3) status and furnish a copy to Osprey Wilds.</li> </ul>		
<p>Other:</p>		
<b>Corporate Records</b>		
<p>In all cases, the School Board shall maintain all corporate records related to:</p> <ul style="list-style-type: none"> <li>* Loans, bonds, mortgages and other financing;</li> <li>* Contracts;</li> <li>* Leases;</li> <li>* Assets and asset sales;</li> <li>* Grants – records relating to federal grants must be kept in accordance with 34 CFR 8042.</li> <li>* Governance (Minutes, by-laws, policies);</li> <li>* Employees (background checks, personnel files);</li> <li>* Accounting/audit, taxes and tax status, etc.;</li> <li>* Personnel,</li> <li>* Employee benefit programs and benefits; and</li> <li>* Student summary test data files</li> <li>* Any items listed in this Closure Plan.</li> </ul> <p>When the School Corporation is dissolved, the members of the School Board or other custodian of the records of the School have the duty to properly maintain the permanent records of the School according to law and stored in a secure, locked container.</p>		
<p>Other:</p>		
<b>Resolution of Dissolution</b>		
<p>The School Board must adopt a resolution that the School Corporation be dissolved and proceed to file the same with the MN Attorney General and/or MN Secretary of State.</p>		
<p>Other:</p>		
<b>Dissolution</b>		
<p>The Board must follow the dissolution provisions in its articles of incorporation and applicable laws. This may include:</p> <ul style="list-style-type: none"> <li>* a complete statement of all assets, their location and an estimate of their value; and</li> <li>* a statement of the ascertainable debts of the education corporation.</li> </ul> <p>Whenever the Charter or an order of dissolution is made, the members of the School Board or other custodian of the records of</p>		



<p>the School have the duty to properly maintain the permanent records of the School according to law and stored in a secure, locked container. The Board must provide the name and contact information of the person who will maintain the permanent records of the school.</p> <p>Copies of all papers related to dissolution should be sent to Osprey Wilds.</p> <p>Members of the School Board are empowered to continue in office even after the expiration of the Charter and dissolution of the School Corporation for the purpose of winding-up and settling the affairs of the School Corporation, and after the dissolution of the School Corporation.</p>		
<p>Other:</p>		
<b>Final Distribution of Assets</b>		
<p>All liabilities and obligations of the School must be paid and discharged (or adequate provision must be made therefore) to the extent of the School's assets. Any assets held subject to a lien, encumbrance, security interest or other written conditions or limitations must be disposed of in accordance with and subject to those conditions or limitations. Assets received and held by the School subject to limitations permitting their use only for charitable, benevolent, educational, or similar purposes, but not held upon condition requiring return or with specific disposition instructions, shall be held until dissolution and transferred or conveyed to one or more charter schools or to the school district in which the School is located.</p> <p style="padding-left: 40px;">* An itemized receipt must be obtained from each recipient of an asset containing the name, address and telephone number of the recipient. (In case of later question, audit or review by federal bankruptcy or state supreme court, or other governmental body.)</p> <p style="padding-left: 40px;">* In closing out any federal grant and accounting for any federal grant funds, property owned by the federal government or property acquired under a federal grant must be distributed in accordance with federal regulations.</p>		
<p>Other:</p>		

## **EXHIBIT N - Provisions for Education Service or Management Contract**

In the event the Charter School intends to contract with a third party provider ("Service Provider") for comprehensive school management or operations services ("Service Contract"), all of the following requirements must be met by the Charter School:

1. Submission of Service Contract. The Service Contract is subject to review and approval by the authorizer and shall be submitted to the authorizer no later than 30 days prior to its effective date.
2. Required Terms of Service Contract. The Service Contract shall include, without limitation, the following Required Terms:
  - a. The Service Contract shall identify the Charter School board of directors as the party ultimately responsible for the success or failure of the school, and clearly define the Service Provider as a vendor of services.
  - b. The Service Contract shall ensure that the Charter School board of directors maintains independent fiduciary oversight and authority over the school budget at all times.
  - c. The Service Contract shall establish the primacy of the charter contract with the authorizer ("Charter School Agreement") over the Service Contract.
  - d. The term of the Service Contract shall be no longer than the term of the Charter School Agreement.
  - e. The Service Contract shall be subject to, and shall incorporate by reference, the terms and conditions of the Charter School Agreement.
  - f. The Service Contract shall articulate the performance measures, consequences, and mechanisms by which the Charter School board of directors will hold the Service Provider accountable aligned with the Charter School Agreement, including the process and criteria to be used for evaluation of the Service Provider by the Charter School.
  - g. The Service Contract shall clearly delineate the respective roles and responsibilities of the Service Provider and the Charter School in the management and operation of each school facility for which the Service Provider shall provide management or operations services, including responsibilities of each party in the event of school closure.
  - h. The Service Contract shall contain provisions requiring Service Provider compliance with all requirements, terms and conditions established by any Federal or State funding source.
  - i. The Service Contract shall clearly state all compensation and payments to be paid by the Charter School to the Service Provider or any affiliated entity for all services including management, administrative, licensing, technology, curriculum, performance bonuses, and any other amounts paid to the Service Provider or any affiliated entity, including to any third party vendors, and shall clearly explain the method for calculating such fees or payments.
  - j. The Service Contract shall acknowledge the existence of any existing or proposed facility agreement between the Charter School board of directors and the Service Provider or any affiliated entity and shall provide a copy of said facility agreement to the Authorizer with the submission of the Service Contract.

- k. The Service Contract shall ensure that all payments to the Charter School from the State or other grant making organizations shall be made to an account controlled by the Charter School board of directors, not the Service Provider.
- l. The Service Contract shall require all instructional materials, furnishings, and equipment purchased or developed with public funds to be the property of the Charter School, not the Service Provider.
- m. The Service Contract shall require the Charter School board of directors to directly select, retain and compensate the school attorney and audit firm, and the school's attorney must be independent and must not represent the Service Provider or principals thereof.
- n. The Service Contract shall provide that all employees or contractors of the Service Provider who have direct, regular contact with students of the Charter School shall be subject to criminal background investigations and checks in compliance with applicable laws.
- o. The Service Contract shall provide that any and all financial books of the Charter School held or managed by the Service Provider shall be available for inspection by the Charter School board of directors and/or the authorizer.
- p. The Service Contract shall provide that all financial reports provided or prepared by the Service Provider shall be presented in GAAP/FASB (Financial Accounting Standards Board) approved nonprofit format consistent with authorizer requirements.

### 3. Financial Reporting

- a. Budget. The budget prepared by the Charter School board of directors pursuant to applicable provisions of the Charter School Agreement shall include, without limitation, the following itemized information:
  - i. All contract payments, lease payments, management fees, administrative fees, licensing fees, curriculum fees, technology fees, performance bonuses and other amounts budgeted for the Service Provider or any affiliated entity, with the method for calculating such fees or payments clearly explained.
- b. Financial Statements. In the event that monthly or quarterly financial statements are required to be furnished by the Charter School pursuant to the applicable provisions of the Charter School Agreement, such financial statements shall reflect the school's financial operations, including an itemized accounting of all amounts paid to the Service Provider and any affiliated entity or otherwise paid for services in the Service Contract, which amounts shall be itemized in a manner that clearly corresponds to those categories provided in the Charter School's annual budget or the Service Contract.
- c. Annual Audit. The Financial Audits required under applicable provisions of the Charter School Agreement shall include review of all fees and payments made by the Charter School to the Service Provider or any affiliated entity.
- d. Reporting of Loans and Investments. All loans or grants to, or investments in, the Charter School by the Service Provider or any affiliated entity must be evidenced by appropriate documentation and disclosure, either in the Service Contract or through separate agreements. In the case of investments, such documentation shall explain

how the investment shall be treated on the books of the Charter School and shall clearly state the Service Provider or affiliated entity's expected return on equity.

Nothing in the document shall be construed to waive or otherwise limit the obligation of the Charter School to provide information otherwise required to be reported by the Charter School under the Charter Schools Law or the Charter School Agreement.

**Exhibit O:**

**Performance Evaluation  
of School**

## **Exhibit P: Ongoing Evaluation Criteria, Processes, and Procedures**

The Osprey Wilds Charter School Division (CSD) is comprised of professionals with charter school authorizing and evaluation expertise. This includes both employees of Osprey Wilds Environmental Learning Center and contracted service providers. The CSD is overseen and monitored by the Charter School Committee and the Osprey Wilds Board of Directors. Ultimately, the Osprey Wilds Board makes decisions regarding the ongoing authorization of any particular school.

### **Ongoing Evaluation Criteria**

Osprey Wilds evaluates schools in four primary areas:

1. Academic Performance
2. Environmental Education Performance
3. Financial Performance
4. Operations Performance

### **Academic Performance**

Osprey Wilds evaluates its authorized schools' academic performance on 11 primary indicators.

Following are the key questions each indicator addresses:

<b>Indicator 1:</b> Mission Related Outcomes	Are all students achieving significant academic and/or personal growth, knowledge and skill development, and accomplishments related to the school's mission?
<b>Indicator 2:</b> English Language Learners	Are EL students at the school achieving adequate progress towards English Language Proficiency?
<b>Indicator 3:</b> Reading Growth	Are all and subgroups of students meeting expected growth targets in reading?
<b>Indicator 4:</b> Math Growth	Are all and subgroups of students meeting expected growth targets in math?
<b>Indicator 5:</b> Reading Proficiency	Are all and subgroups of students achieving proficiency in reading?
<b>Indicator 6:</b> Math Proficiency	Are all and subgroups of students achieving proficiency in math?
<b>Indicator 7:</b> Science Proficiency (and Growth)	Are all and subgroups of students achieving proficiency in science? And, if applicable, are all and subgroups of students meeting expected growth targets in science?

<b>Indicator 8:</b> Proficiency or Growth in Other Curricular Areas or Educational Programs	Are all and subgroups of students achieving proficiency or meeting expected growth targets in other curricular areas or educational programs?
<b>Indicator 9:</b> Post Secondary Readiness	Are all and subgroups of high school students prepared for post secondary success?
<b>Indicator 10:</b> Attendance	Are students attending the school at high rates?
<b>Indicator A:</b> Federal and State Accountability	How is the school performing according to federal and state accountability measures?

Not all performance indicators are applicable to each school; for example, one indicator is only for high schools. A school will have a contractual goal in each applicable indicator area, and the school's performance on attaining these goals will be evaluated according to the measures defined in Exhibit G: Academic and Academic-Related Goals. Each measure is weighted to indicate its overall significance in fulfilling the primary purpose of charter schools as outlined in statute which is to improve all pupil learning and all student achievement. These weights are agreed upon by Osprey Wilds and the school and are included in Exhibit G. The school earns a rating on each measure based on the school's performance over the term of the contract. Each performance rating is assigned a point value according to the weight of the measure:

- Exceeds Target: ×1.5 points
- Meets Target: ×1.0 points
- Approaches Target: ×0.5 points
- Does Not Meet Target: ×0.0 points

Indicator areas are then assigned a rating based on the percentage of points earned:

- Exceeds Standard = 100.1-150.0% of points earned
- Meets Standard = 75.0-100.0% of points earned
- Approaches Standard = 50.0-74.9% of points earned
- Does Not Meet Standard = 0.0-49.9% of points earned

Improving all pupil learning and all student achievement is the most important factor Osprey Wilds will consider in determining contract renewal, which determination shall be based substantially on the school's attainment of its academic and academic-related goals identified in Exhibit G. See "Guidelines for Renewal Determination" below for more information.

Academic Performance Evaluations are completed annually and as often as deemed appropriate by Osprey Wilds.

## **Environmental Education Performance**

Osprey Wilds evaluates its authorized schools' Environmental Education (EE) performance on eight primary indicators.

<b>OUTCOMES</b>	<b>Indicator 1: Awareness</b>	Students demonstrate an awareness of the relationship between the environment and human life and the diversity of life that shares the earth with humans.
	<b>Indicator 2: Knowledge</b>	Students have knowledge of how natural systems function and how human systems interact with and depend on them.
	<b>Indicator 3: Attitudes</b>	Students demonstrate respect and concern for the earth's health and the motivation to participate in environmental stewardship.
	<b>Indicator 4: Skills</b>	Students possess the skills needed to identify and critically analyze environmental issues, and to contribute to resolving the root of environmental challenges.
	<b>Indicator 5: Action</b>	Students have the capacity, or are increasing their capacity, to perceive and interpret the health of environmental and social systems and take appropriate action to maintain, restore, or improve the health of those systems.
<b>INPUTS</b>	<b>Indicator 6: Environmental Education Program</b>	The school implements values and strategies that foster learning and create environmentally literate citizens who engage in creating healthy outcomes for individuals, communities, and the Earth.
	<b>Indicator 7: Governance</b>	The board of directors allocates the appropriate financial, human, and organizational resources to carry out environmental education and monitors the school's progress toward its goals.
	<b>Indicator 8: Operations</b>	Operational decision-making by school leadership, staff, and faculty reflects a commitment to environmental sustainability. The school has a waste reduction and recycling program in place.

EE Performance Evaluations may be completed annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.



## **Financial Performance**

Osprey Wilds evaluates its authorized schools' financial performance on three primary indicators.

### **1. Financial Management**

This portion of the evaluation focuses on the school's performance relative to required financial management. Quality management and oversight of financials is a critical indicator of financial health. Schools that fail to meet the standards are not implementing best practices or those required by law or the charter contract and may be at greater risk for financial challenges in the present or future. This indicator includes the following measures: **Budgeting, Financial Policies and Practices, Financial Reporting, and Financial Audit.**

### **2. Near-Term Financial Health**

This portion of the evaluation tests a school's near term financial health and is designed to depict the school's financial position and viability in the coming year. Schools that fail to meet the standards may currently be experiencing financial difficulties and/or have a higher likelihood for financial hardship. These schools may require additional review and/or corrective action by Osprey Wilds. This indicator includes the following measures: **Current Ratio, Days Cash on Hand, and Enrollment Variance.**

### **3. Financial Sustainability**

This portion of the evaluation includes longer-term financial sustainability measures and is designed to depict the school's financial position and viability over time. Schools that fail to meet the standards are more likely to face financial hardship in the future. This indicator includes the following measures: **Fund Balance Percentage, Total Margin and Aggregated Three-Year Total Margin, and Debt to Asset Ratio.**

Near-Term and Sustainability indicators are evaluated by Osprey Wilds annually. The Management indicator may be evaluated annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.

## **Operations Performance**

Osprey Wilds evaluates its authorized schools' operations performance on six primary indicators, or general categories.

### **1. Educational Program**

This portion of the evaluation focuses on how the school has implemented key components of the educational program. This indicator includes the following measures: **Mission & Vision, Instruction & Assessment, Educational Requirements, Special Education, English Learners, and Parent & Student Satisfaction.**

### **2. Governance**

This portion of the evaluation focuses on the board's governance, oversight, and evaluation. This indicator includes the following measures: **Board Composition & Capacity, Board Decision-Making & Oversight, and Management Accountability.**

### **3. School Environment**

This portion of the evaluation focuses on the environment that the school has created for students. This indicator includes the following measures: **Facilities & Transportation and Health & Safety.**

### **4. Student Rights**

This portion of the evaluation focuses on the practices and procedures of the school related to student enrollment and privacy rights. This indicator includes the following measures: **Admissions & Enrollment and Due Process & Privacy.**

### **5. Personnel Practices**

This portion of the evaluation focuses on the school's practices and successes related to staffing. This indicator includes the following measures: **Licensure, Staff Retention and Employment Practices.**

### **6. Compliance & Reporting**

This portion of the evaluation focuses on the school's ability to meet various authorizer and state compliance and reporting deadlines and activities. This indicator includes the following measures: **Charter School Annual Reports, Insurance and Authorizer & State Compliance.**

Operations Performance Evaluations may be completed annually or as often as deemed appropriate by Osprey Wilds, but at least in the school's renewal year.

## **Process and Procedures for Ongoing Evaluation**

The Osprey Wilds CSD uses the following process and procedures to conduct ongoing evaluation of its authorized schools:

Data Review and Analysis – Osprey Wilds regularly reviews data that is publicly available, supplied by the school, or provided by MDE. This includes a review of state academic data, annual reports, budgets, financial audits, other compliance documents, and any other relevant data available to Osprey Wilds. This also includes a periodic review of financial reports and board meeting materials and minutes. Osprey Wilds reserves the right to request data from the school consistent with data privacy practices.

Site Visits and Board Observations – Osprey Wilds regularly visits authorized schools to verify performance and compliance. Osprey Wilds, at its sole discretion, determines the frequency and scope of site visits. During site visits, Osprey Wilds staff or contracted evaluators observe classrooms, tour the facilities and interview key school stakeholders including board members, school leadership, teachers, staff, parents, and students. In a school's renewal year, Osprey Wilds will send a team of evaluators to conduct a renewal site visit in preparation for determining a renewal recommendation to the Charter School Committee and Board of Directors.

Osprey Wilds attends at least one board meeting per year for each of its authorized schools in order to observe the school's governance. Osprey Wilds, at its sole discretion, determines the frequency of attendance at board meetings. Osprey Wilds may also request time on a meeting agenda to present information to the school's board.

Feedback and Strategic Intervention – Osprey Wilds provides feedback to schools in its portfolio through performance evaluations, presentations at school board meetings, formal written communication to the school leadership and board, and informal verbal communication. Osprey Wilds also gives schools the opportunity to provide additional information on any relevant issues that warrant explanation or clarification.

Osprey Wilds may, at its discretion, implement a formal intervention or provide strategic support to schools that are not in compliance with or are not on track to meet statutory or contractual expectations.

Renewal Recommendations – During the final year of an authorized school's active contract, the school is required to submit an application for renewal that summarizes how it fulfilled the terms of its active contract, the strategic direction it plans for the years of a subsequent contract, and potential performance goals for a subsequent contract. Osprey Wilds CSD reviews that application, conducts a renewal site visit, completes a renewal evaluation report, and compiles a recommendation to the Osprey Wilds Board. Those recommendations are reviewed and accepted or amended by the Charter School Committee (CSC). The CSC's recommendations are then presented to the Osprey Wilds Board for adoption or amendment.

## **Guidelines for Renewal Determination\***

Charter renewal will be based primarily on a school's attainment of its academic and academic-related goals identified in Exhibit G, which is evaluated according to Osprey Wilds' Academic Performance Framework, and secondarily on other factors, including but not limited to Environmental Educational, Financial, and Operations performance, intervention status of the school, and designations assigned to the school by the Minnesota Department of Education.

### **Renewal Tracks**

In the final year of an authorized school's active contract, Osprey Wilds will determine the school's renewal track as outlined below:

#### **1. Eligible for Fast Track Renewal**

- Condensed renewal application and site visit, including collection of school's best practices for future dissemination by Osprey Wilds.
- Earlier board resolution by the Osprey Wilds Board of Directors.
- Five-year renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

#### **2. Eligible for Renewal**

- Standard renewal application and site visit.
- Five-year renewal or three-year probationary renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

#### **3. Candidate for Nonrenewal**

- Standard renewal application and site visit.
- Nonrenewal, one-year conditional renewal, or three-year probationary renewal recommendation by the CSD to the CSC as merited by school's performance over the contract term.

### **Primary Factor**

Notwithstanding secondary factors, renewal tracks will be determined by Osprey Wilds based upon the school's fulfillment of the primary factor, which is the attainment of its academic and academic-related goals identified in Exhibit G:

- If a school attains all of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., 100% or more of possible points), the school will be considered eligible for fast track renewal.
- If a school attains at least half of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., 50% or more of possible points), the school will be considered eligible for renewal.
- If a school attains less than half of its contractual outcomes in Exhibit G as determined by Osprey Wilds' Academic Performance Evaluation (i.e., less than 50% of possible points), the school will be considered a candidate for nonrenewal.

### **Secondary Factors**

The following secondary factors, either alone or in combination with one or more factors, may alter a school's renewal track. Osprey Wilds will provide clear analysis of each secondary factor and the rationale for its impact on the school's renewal track determination in the renewal evaluation report.

#### **Secondary factors that may decrease a renewal track (e.g., from "eligible for renewal" to "candidate for nonrenewal"):**

- The school receives a rating of Does Not Meet Standard in any indicator area on the most recent Academic Performance Evaluation.
- The school receives a rating of Does Not Meet Standard, Minimally Developed, or Undeveloped in any indicator area or measure on the most recent Environmental Education Evaluation.
- The school receives a rating of Does Not Meet or Falls Far Below Standard in any measure on the most recent Financial Performance Evaluation.
- The school receives a rating of Does Not Meet Standard in any measure on the most recent Operations Performance Evaluation.
- The school (or a site at the school) is currently identified for targeted or comprehensive support under the North Star system for school and district accountability by the Minnesota Department of Education.
- The school was placed on intervention by Osprey Wilds at any time during the current contract term.
- The school's current contract is a probationary contract.

#### **Secondary factors that may increase a renewal track (e.g., from "candidate for nonrenewal" to "eligible for renewal" or "eligible for renewal" to "eligible for fast track renewal"):**

- The school (or a site at the school) was recognized for success by the Minnesota Department of Education at any time during the current contract term.
- The school was identified as a High-Quality Charter School (HQCS) by the Minnesota Department of Education at any time during the current contract term.
- The school was identified as a HQCS due to its academic performance by the Minnesota Department of Education at any time during the current contract term, but was ineligible to receive the designation due to financial and/or compliance check(s) in at least two years of the current contract term.
- Other external recognition from a reputable organization that demonstrates the school is successfully fulfilling the primary or additional purposes of Minnesota Statutes 124E.01.

*\*These guidelines do not obligate the Osprey Wilds Charter School Division, Charter School Committee, or Board of Directors to a particular renewal decision or length of contract and should not be construed as requirements or guarantees.*

## Exhibit Q: Range of Possible Interventions

Osprey Wilds Environmental Learning Center Range of Possible Interventions		
<p>If Osprey Wilds has a concern about the School, or if the School fails to make adequate progress towards achieving its academic or environmental education goals or to meet financial requirements, or to comply with Applicable Law, or other requirements of this contract, Osprey Wilds shall determine the appropriate intervention. The interventions below need not be implemented sequentially, and Osprey Wilds will implement these as it sees fit and at its sole discretion.</p>		
Status	Caused by	Will result in
<p>LEVEL ONE Notice of Concern</p>	<p>Signs of weak performance identified through routine monitoring; through implementation, compliance, or performance reviews; or by other means.</p> <p>Lack of progress towards meeting contractual goals.</p> <p>Failure to submit required documents on a timely basis.</p> <p>Failure to comply with applicable law or the conditions of the charter contract.</p> <p>Signs of poor financial health or management.</p>	<p>Letter from Osprey Wilds to the charter school's board of directors detailing areas of concern and action required to address concerns.</p> <p><i>and/or</i></p> <p>Osprey Wilds recommendation that the school develops a remediation plan.</p>
<p>LEVEL TWO Notice of Deficiency</p>	<p>Failure to meet multiple performance targets; or repeated failure to meet a single performance target.</p> <p>Significant failure to comply with applicable law or the conditions of the charter contract.</p> <p>Continued evidence of poor financial health or management.</p>	<p>Letter from Osprey Wilds to charter school board of directors detailing areas of deficiency and action required to address deficiency.</p> <p><i>and/or</i></p> <p>Requirement of a remediation plan containing specific improvement objectives, technical assistance requirements, and schedule for remedial action to be approved by Osprey Wilds.</p>
<p>LEVEL THREE Notice of Probationary Status</p>	<p>Continued failure to meet school targets or failure to meet objectives of a remediation plan.</p> <p>Continued failure to comply with the applicable law or the conditions of the charter contract.</p> <p>Severe concerns regarding the school's financial viability.</p>	<p>Letter from Osprey Wilds to charter school board of directors detailing reasons for probationary status and action required to address concerns.</p> <p><i>and/or</i></p> <p>Remediation plan imposed by Osprey Wilds.</p> <p><i>and/or</i></p> <p>Osprey Wilds may appoint staff or a consultant to monitor implementation of the remediation plan</p>
<p>LEVEL FOUR Charter Review</p>	<p>Failure to address the terms of Probationary Status.</p> <p>Extended pattern of failure to meet contractual goals and/or to comply with applicable law or the conditions of the charter contract.</p> <p>Severe and persistent concerns regarding the school's financial viability.</p>	<p>Consideration and decision by the Osprey Wilds Board to revoke or not to revoke the school's charter, or to impose lesser sanctions.</p>
<p>LEVEL FIVE Charter Revocation</p>	<p>Charter Review results in recommendation to revoke.</p>	<p>Commencement of charter revocation proceedings consistent with Minnesota Stat. 124E and the terms of the charter contract.</p>

**Exhibit R: Financial Statement Template & Guide**

The School shall furnish Osprey Wilds, on at least a quarterly basis (for quarters ending 9/30, 12/31, 3/31, and 6/30), with a balance sheet and income and expense statement presented in the format outlined below or in a similar fashion that is approved by Osprey Wilds. This format is consistent with UFARS reporting and ensures clear reporting of restricted funds while identifying administrative and educational program expenses. In addition, by June 30 of each year the School shall furnish Osprey Wilds with a budget of revenues and expenditures consistent with this format or in a similar fashion that is approved by Osprey Wilds

**SCHOOL NAME:**

**PERIOD ENDING:**

Description	General Fund 01	Food Service Fund 02	Community Service Fund 04	Total Funds
<b>ASSETS</b>				
Cash - checking				
Cash - savings				
Investments				
Accounts Receivable - due from MDE				
Accounts Receivable - due from other				
Prepays				
Other (specify and add rows as needed)				
<b>TOTAL ASSETS</b>				
<b>LIABILITIES &amp; FUND BALANCE</b>				
<b>Liabilities</b>				
Accounts Payable				
Payroll Liabilities				
Deferred Revenue				
Due to Other				
Short Term Debt				
<b>Total Liabilities</b>				
<b>Fund Balance</b>				
Unassigned Fund Balance – Previous YE				
Net Income/(Loss) – Current YTD				
<b>Total Fund Balance</b>				
<b>TOTAL LIABILITIES &amp; FUND BALANCE</b>				

SCHOOL NAME:  
 PERIOD ENDING:

Student Enrollment	ADM: PU:	ADM: PU:	Percent of Budget
GENERAL FUND - 01	Approved Budget	Year-to-Date Activity	
REVENUES			
<b>State Revenues</b>			
General Education Aid			
Facilities Lease Aid			
Special Education Aid			
Other (specify and add rows as needed)			
<b>Total State Revenues</b>			
<b>Federal Revenues</b>			
Title (specify I, II, or III and add rows as needed)			
Federal Special Education			
Other (specify and add rows as needed)			
<b>Total Federal Revenues</b>			
<b>Local Revenues</b>			
Miscellaneous (specify and add rows as needed)			
<b>Total Local Revenues</b>			
<b>TOTAL REVENUES</b>			
EXPENDITURES			
<b>Administration</b>			
Salaries			
Benefits			
Purchased Services			
Other			
<b>Total Administration</b>			
<b>District Support Services</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
Capital Expenditures			
<b>Total District Support Services</b>			
<b>Elementary and Secondary Regular Instruction</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
Capital Expenditures			



Other Expenditures			
<b>Total Elementary and Secondary Regular Instruction</b>			
<b>State Special Education</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Total State Special Education</b>			
<b>Federal Special Education</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Total Federal Special Education</b>			
<b>Title Programs</b> (specify I, II, or III and add rows as needed for each Title program)			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Title Programs</b>			
<b>Other Federal Programs</b> (specify and add rows as needed for each program)			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Other Federal Programs</b>			
<b>Instructional Support Services</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Total Instructional Support Services</b>			
<b>Pupil Support Services</b>			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
<b>Pupil Support Services</b>			
<b>Sites and Buildings</b>			
Salaries			
Benefits			
Facilities Lease			

Purchased Services (Repairs, maintenance, utilities, other)			
Supplies and Materials			
Capital Expenditures			
<b>Total Sites and Buildings</b>			
<b>Fiscal and Other Fixed Costs</b>			
Purchased Services			
Interfund Transfer			
<b>Total Fiscal and Other Fixed Costs</b>			
<b>TOTAL EXPENDITURES</b>			
<b>GENERAL FUND 01 - NET SURPLUS (DEFICIT)</b>			
<b>FOOD SERVICE FUND - 02</b>	Approved Budget	Year -to-Date Activity	Percent of Budget
REVENUES			
State Revenues			
Federal Revenues			
Sale of Lunches and Other Local Revenue			
Transfer from General Fund			
<b>TOTAL REVENUES</b>			
EXPENDITURES			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
Other (specify)			
<b>TOTAL EXPENDITURES</b>			
<b>FOOD SERVICE FUND 02 - NET SURPLUS (DEFICIT)</b>			
<b>COMMUNITY SERVICE FUND - 04</b>	Approved Budget	Year -to-Date Activity	Percent of Budget
REVENUES			
State Revenues			
Federal Revenues			
Other Local Revenues			
Transfer from General Fund			
<b>TOTAL REVENUES</b>			

EXPENDITURES			
Salaries			
Benefits			
Purchased Services			
Supplies and Materials			
Other			
<b>TOTAL EXPENDITURES</b>			
<b>COMMUNITY SERVICE FUND 04 - NET INCOME</b>			
Fund Balance at Beginning of Year			
Net Surplus (Deficit) Year to Date			
Ending Fund Balance			

SCHOOL NAME:

Board Approved Date:

Enrollment	FYXX	FYXX
PK		
K		
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
<b>Total ADM</b>		
<b>Total PPU</b>		

	Approved Budget FYXX	Approved Budget FYXX
<b>GENERAL FUND - 01</b>		
<b>REVENUES</b>		
<b>State Revenues</b>		
General Education Aid		
Facilities Lease Aid		
Special Education Aid		
Other (specify and add rows as needed)		
<b>Total State Revenues</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Federal Revenues</b>		
Title I		
Title II		
Title III		
Title IV		
Federal Special Education		
Federal CSP Grant		
REAP		
Other (specify and add rows as needed)		
<b>Total Federal Revenues</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Local Revenues</b>		
Donations		
Fundraising		
Miscellaneous (specify and add rows as needed)		
<b>Total Local Revenues</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND 01 - TOTAL REVENUES</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>		
<b>Administration</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Other (specify and add rows as needed)		
<b>Total Administration</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>District Support Services</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
Other (specify and add rows as needed)		
Capital Expenditures		
<b>Total District Support Services</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Elementary and Secondary Regular Instruction</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
Capital Expenditures		
Other (specify and add rows as needed)		
<b>Total Elementary and Secondary Regular Instruction</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>State Special Education</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
<b>Total State Special Education</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Federal Special Education</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
<b>Total Federal Special Education</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Title I (add rows as needed for each Title program)</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
<b>Total Title I</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Title II (add rows as needed for each Title program)</b>		
Salaries		
Benefits		
Purchased Services (specify and add rows as needed)		
Supplies and Materials		
<b>Total Title II</b>	<b>\$0.00</b>	<b>\$0.00</b>

<b>Title III</b> (add rows as needed for each Title program)			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
<b>Total Title III</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Other Federal Programs</b> (add rows as needed for each program)			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
<b>Other Federal Programs</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Instructional Support Services</b>			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
<b>Total Instructional Support Services</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Pupil Support Services</b>			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
<b>Pupil Support Services</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Sites and Buildings</b> (add rows as needed)			
Salaries			
Benefits			
Facilities Lease			
Maintenance			
Utilities			
Insurance			
Supplies and Materials			
Other <i>(specify and add rows as needed)</i>			
Capital Expenditures			
<b>Total Sites and Buildings</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>Fiscal and Other Fixed Costs</b> (add rows as needed)			
Purchased Services <i>(specify and add rows as needed)</i>			
Interfund Transfer			
<b>Total Fiscal and Other Fixed Costs</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND 01 - TOTAL EXPENDITURES</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>GENERAL FUND 01 - NET INCOME</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>FOOD SERVICE FUND - 02</b>		<b>Approved Budget FYXX</b>	<b>Approved Budget FYXX</b>
<b>REVENUES</b>			
State Revenues			
Federal Revenues			
Sale of Lunches and Other Local Revenue			
Transfer from General Fund			
<b>FUND 02 -TOTAL REVENUES</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
Other			
<b>FUND 02 - TOTAL EXPENDITURES</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>FOOD SERVICE FUND 02 - NET INCOME</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>COMMUNITY SERVICE FUND - 04</b>		<b>Approved Budget FY19</b>	<b>Approved Budget FY20</b>
<b>REVENUES</b>			
State Revenues			
Federal Revenues			
Other Local Revenues			
Transfer from General Fund			
<b>FUND 04 - TOTAL REVENUES</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>EXPENDITURES</b>			
Salaries			
Benefits			
Purchased Services <i>(specify and add rows as needed)</i>			
Supplies and Materials			
Other			
<b>FUND 04 - TOTAL EXPENDITURES</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>COMMUNITY SERVICE FUND 04 - NET INCOME</b>		<b>\$0.00</b>	<b>\$0.00</b>
<b>FUND BALANCE AT BEGINNING OF YEAR</b>			
<b>ALL FUNDS NET INCOME OR LOSS</b>			
<b>ENDING FUND BALANCE</b>			

## Exhibit S: Outstanding Obligations from the Previous Contract

### School Name:

*Below are the items identified in the school's most recent renewal evaluation (Exhibit O) that must be resolved prior to the school's next renewal evaluation (identified in Section 12.1 of the contract). The school is responsible for ensuring that it identifies specific benchmarks, timelines, and resources (e.g. time, money, expertise) to accomplish the milestones identified below. Osprey Wilds will monitor the school's progress and if benchmarks are not satisfactorily met as determined by OW, OW may proceed with intervention as outlined in **Exhibit Q: Range of Possible Interventions**.*

#### Academics

- 

#### Environmental Education

- 

#### Financial

- 

#### Operations

-

