

Sarasota County Public Schools

2013-2014 Charter Renewal Application
Renewal Analysis Summary

Imagine School at Palmer Ranch

Background information and review findings considered to determine recommendation for Charter School Renewal are as follows:

- Imagine School Palmer Ranch (ISPR) opened in 2009-2010. The current term of the charter ends June 30, 2014. As a high performing charter school, ISPR is seeking a 15 year charter extension.
- ISPR currently serves students in grades Pre-Kindergarten through eighth grade with 30% minority students and 43% on free/reduced lunch. English Language Learners (ELL) and students with disabilities represent 6% and 18% of the school population, respectively.
- At this time ISPR is not planning to add additional grade levels or to expand enrollment beyond the projected student enrollment trends. The student enrollment history and projected enrollment is provided in Attachment A.

The Imagine School Palmer Ranch Governing Board has an established agreement with Imagine Schools Non-Profit Inc., for the provision of operating services including financial management, payroll and accounting, and leasing of facilities.

Imagine Schools has charter schools throughout Florida and in multiple states. Imagine Schools also provides support for the implementation of educational programs through the *Imagine Schools Academic Excellence Framework*. The Framework references best practices to assist schools, including Palmer Ranch, in becoming schools of excellence and the organization provides access to instructional resources, materials and professional development. The school plans to continue the contract with Imagine Schools, Inc.

School Finances and Financial Viability

The school opened in August of 2009, with a student FTE earnings of 283 in grades kindergarten through grades 6. The school expanded one grade level for the next two years to be a kindergarten through grade 8 school. The school has a current student FTE of 520. The school has always been timely in the submission of their monthly unaudited financial statements and the required year end audit. The charter school entered into an operating sublease agreement with an affiliated entity of the management company for real property located at 6220 McIntosh Road, Sarasota, Florida, for the period August 1, 2009, through July 31, 2024. In the first year the school operated with a small surplus. In the fiscal year 2010-2011, the enrollment came in more than 100 students below projection and the school had to borrow funds from the Management Company.

Interim Unaudited Financial Information for the Fiscal Year 2013-2014

In November of 2013, the state notified the school district that the charter school had achieved the ranking of High Performing. This changed the interim financial statement submission to a quarterly basis from the monthly submission requirement. The latest data available as of September 31, 2013, reported the unassigned fund balance to be \$150,752. The current student FTE earned is 520, based upon an original budget of 577 student FTE, for a shortfall of 57 student FTE.

Fiscal Year Ended June 30, 2013

The enrollment projection for the school year 2012-2013 was to earn 681 student FTE. The actual FTE earned was 574, a shortfall of 107 student FTE. The below information from the audited Financials demonstrates the problem associated with the student enrollment being 108 student FTE below the projection.

The audited financial statements, "Statement of Net Position", which includes capital assets and depreciation as of June 30, 2013, indicate the unassigned fund balance was deficit (\$132,520) or deficit 2.76% of total Governmental Fund program revenues. The total ending Net Assets was deficit (\$44,114). A net deficit of (\$44,114) is reported in the government-wide Statement of Net Position. An operating surplus has been budgeted for fiscal year 2013-2014, in the amount of \$117,010. In the audited Balance Sheet – General Fund and the Required Supplementary Information, the gross fund balance is \$10,635 and the unassigned fund balance is \$1.

Operating deficits are funded by the Imagine Schools, Inc. management company. The amount payable for the operating note advances as of June 30, 2013, is \$137,054 to be paid over the next two fiscal years.

In the notes to the Financial Statements, the Operating Capital Advance Note reads as follows: "In the event there are not sufficient funds to pay operating expenses, the Charter School may request operating cash advances from the Management Company. During the year in which an operating capital advance is made, the operating capital advances are to be reimbursed on the first date that funds become available, for which funds are not otherwise reserved under the Charter School budget.

If at the end of a fiscal year, the Charter School's fund balance is not sufficiently positive as defined by F.S. 218.503 and the requirements of the Sarasota County School Board, all operating capital advances made during such fiscal year shall be forgiven, that will enable the define fund balance to reflect a surplus of at least \$1, or greater if greater, the fund balance required by the Sarasota County School Board. However, in no event, shall the Management Company be required to make any operating capital advances, which if forgiven, may result in cumulative amount of forgiveness in excess of \$1,500,000. As of June 30, 2013, the cumulative amount of forgiveness to date was \$238,869 due to a current year contribution in the same amount.

Please refer to Attachment B for the financial analysis summary for school years 2011-12, 2010-11 and 2009-10.

Student Achievement and Accountability

ISPR is rated by the Florida Department of Education as an “A” school and is designated as a High Performing Charter School. Over the past four years student proficiency levels are higher than the district’s average in reading, mathematics and science at the middle school levels. However, ISPR school performance levels for grades 3 – 5 have fluctuated over the years and are lower than the district’s in reading, and significantly lower in mathematics and science. Please see the charts (Attachment C) showing the percent of students proficient in mathematics and reading, for grades 3 – 5 and grades 6 – 8, and in science for grades 5 and 8. The ISPR Governing Board and school administration have put measures in place to address the lower achievement performance at the elementary level.

The school participates in all district and state-required assessments and adheres to all school improvement planning and school grades reporting requirements.

Curriculum & Instruction

To address the declining trend in student percent proficient in Reading and Math for grades three and five, the school implemented several new strategies including a new curriculum, new instructional materials, enhanced professional development for teachers, and added the Instruction Coach position to support school staff. Details are provided by the school in their response to the CRC’s concerns on the attached CRC Findings/Questions and School Responses.

Exceptional Student Education (ESE) and ELL Services

Procedures are in place and followed for determining eligibility and placement in the least restrictive environment and the provision of special education and related services to ESE students as set forth in the IDEA guidelines. ESE education and related services are being delivered as indicated on the student’s IEP. Service delivery models implemented at the school align with the level of service indicated in the application.

Historically the school’s ESOL program follows the district plan and has met all requirements to ensure compliance with the META Consent Decree. ESOL education and related services are being delivered as indicated on the student’s ELL Plan. Results of the district’s routine 2013-14 ELL monitoring found that in some cases the school did not maintain ESOL documentation appropriately. The school’s new ESOL liaison is learning the protocol and these minor discrepancies have been addressed to the satisfaction of district staff and the CRC.

School-Parent Communications and other Student Support Services

The school has well-developed policies and guidelines in parent friendly formats that keep parents informed of their students’ progress, programs offered and other school-related events. Health services are managed appropriately at the school site.

The school follows the district's Code of Student Conduct and provided evidence that the school adheres to these guidelines.

Human Resources

Instructional staff meets the teacher certification and/or the highly qualified requirements. ESOL and ESE endorsed teachers serve the needs of ELL and ESE students, respectively. According to the *2013-14 Opening of School Checklist*, a complete list of ISPR employees is on file and all employees have been fingerprinted and have background screenings on record.

Business Operations

ISPR contracts with the district for transportation and food services. The school has met all the transportation regulations, however, the district's Food and Nutrition Services (FNS) Department reported several areas of concern related to the school's lack of compliance with food services requirements prescribed by local regulations, the county health department and the USDA. The district FNS director continues to communicate with the school leadership and offer assistance to remedy these concerns. However, if ISPR does not follow the district's directives to correct their procedures and does not adhere to food service regulations, the district may discontinue contracting with the school for food services in 2014-15.

Evidence of fire, safety and health inspections are on file and meet facilities requirements. The school is not planning to expand or make any changes to the current instructional facilities. Insurance policies are on file documenting active coverage for all of the required areas of insurance.

Contract Compliance

The school has consistently submitted all required documents, manuals, handbooks, as listed on the *Opening of School Checklist* and all state-required reports in a timely fashion.

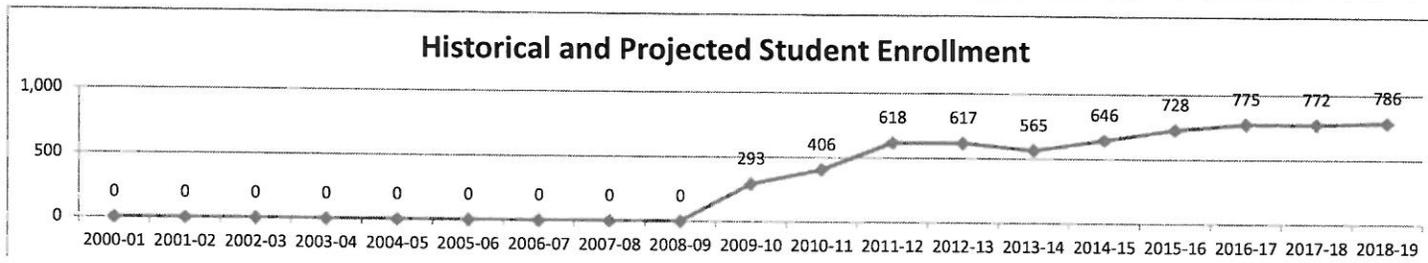
The School Board of Sarasota County, Florida
 Student Enrollment for the Period 2011-2012 through 2018-2019

Historical Student enrollment by Grade level information (Based upon October of each school year)

Imagine Charter School at Palmer Ranch

School Principal:	Ms. Alisa Wright	Year School Opened	2009
School Address:	6220 McIntosh Road Sarasota, FL 34238	Buildings Leased	
School Phone	(941) 257-1124	Free / Reduced Lunch Percentage	35.31%
School Web Site	imagineschoolatpalmerranch.com	Title One School	No

Student Enrollment by Grade Level										
	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018	2018-2019
PreKindergarten	0	0	61	37	38	38	38	38	38	38
Kindergarten	46	44	66	76	54	64	72	72	71	80
First	35	49	53	62	61	64	72	70	69	77
Second	26	38	50	52	47	64	69	77	69	74
Third	39	37	40	57	50	54	86	92	83	73
Fourth	37	42	42	38	41	54	62	84	91	80
Fifth	54	45	52	43	42	44	66	93	95	96
Sixth	56	83	99	75	67	88	86	70	95	99
Seventh	0	68	88	90	80	88	92	90	72	99
Eighth	0	0	67	87	85	88	85	89	87	70
Ninth										
Tenth										
Eleventh										
Twelfth										
Total by Grade	293	406	618	617	565	646	728	775	772	786
Students by Program funded through the Florida Education Finance Program										
Basic Education	233	330	449	448	396	452	510	543	541	550
E.S.O.L.	9	3	10	18	25	29	33	35	35	35
Students with Disabilities k-3	16	17	23	37	29	34	38	40	40	41
Students with Disabilities 4-8	26	54	69	71	70	80	90	95	95	97
Students with Disabilities 9-12	0	0	0	0	0	0	0	0	0	0
ESE Level 4	0	0	0	0	0	0	0	0	0	0
ESE Level 5	0	0	0	0	0	0	0	0	0	0
Career Education			0	0	0	0	0	0	0	0
Total Students by Program	284	404	551	574	520	594	670	713	711	723



**The School Board of Sarasota County, Florida
Charter School Contract Renewals**

**Imagine School at Sarasota, LLC
D/B/A Imagine School at Palmer Ranch**

Financial and Enrollment Executive Summary

The school opened in August of 2009, with a student FTE earnings of 283 in grades kindergarten through grades 6. The school expanded one grade level for the next two years to be a kindergarten through grade 8 school. The school has a current student FTE of 520. The school has always been timely in the submission of their monthly unaudited financial statements and the required year end audit. The charter school entered into an operating sublease agreement with an affiliated entity of the management company for real property located at 6220 McIntosh Road, Sarasota, Florida, for the period August 1, 2009, through July 31, 2024. In the first year the school operated with a small surplus. In the fiscal year 2010-2011, the enrollment came in more than 100 students below projection and the school had to borrow funds from the Management Company. Details by year are contained in the below yearly financial analysis.

Interim Unaudited Financial Information for the Fiscal Year 2013-2014

In November of 2013, the Office of School Choice notified the school district that the charter school had achieved the ranking of High Performing. This changed the interim financial statement submission to a quarterly basis from the monthly submission requirement. The latest data available as of September 31, 2013, reported the unassigned fund balance to be \$150,752. The current student FTE earned is 520, based upon an original budget of 577 student FTE, for a shortfall of 57 student FTE.

Fiscal Year Ended June 30, 2013

The enrollment projection for the school year 2012-2013, was to earn 681 student FTE. The actual FTE earned was 574, a shortfall of 107 student FTE. The below information from the audited Financials demonstrates the problem associated with the student enrollment being 108 student FTE below the projection.

The audited financial statements, "Statement of Net Position", which includes capital assets and depreciation as of June 30, 2013, indicate the unassigned fund balance was deficit (\$132,520) or deficit 2.76% of total Governmental Fund program revenues. The total ending Net Assets was deficit (\$44,114). A net deficit of (\$44,114) is reported in the government-wide Statement of Net Position. An operating surplus has been budgeted for fiscal year 2013-2014, in the amount of \$117,010. In the audited Balance Sheet – General Fund and the Required Supplementary Information, the gross fund balance is \$10,635 and the unassigned fund balance is \$1.

The School Board of Sarasota County, Florida Charter School Contract Renewals

Fiscal Year Ended June 30, 2013 - continued

Operating deficits are funded by the Management Company. The amount payable for the operating note advances as of June 30, 2013, is \$137,054 to be paid over the next two fiscal years.

In the notes to the Financial Statements, the Operating Capital Advance Note reads as follows: "In the event there are not sufficient funds to pay operating expenses, the Charter School may request operating cash advances from the Management Company. During the year in which an operating capital advance is made, the operating capital advances are to be reimbursed on the first date that funds become available, for which funds are not otherwise reserved under the Charter School budget.

If at the end of a fiscal year, the Charter School's fund balance is not sufficiently positive as defined by F.S. 218.503(1) (2011) and the requirements of the Sarasota County School Board, all operating capital advances made during such fiscal year shall be forgiven, that will enable the define fund balance to reflect a surplus of at least \$1, or greater if greater, the fund balance required by the Sarasota County School Board. However, in no event, shall the Management Company be required to make any operating capital advances, which if forgiven, may result in cumulative amount of forgiveness in excess of \$1,500,000. As of June 30, 2013, the cumulative amount of forgiveness to date was \$238,869 due to a current year contribution in the same amount. "

Fiscal Year Ended June 30, 2012

The enrollment projection for the school year 2011-2012, was to earn 562 student FTE. The actual FTE earned was 552, a shortfall of 10 student FTE.

The audited financial statements, "Statement of Net Position", which includes capital assets and depreciation, as of June 30, 2012, indicate the unassigned fund balance was deficit (\$82,602) or deficit 1.91% of total Governmental Fund program revenues. The total Net Assets is \$32,966. In the audited Balance Sheet – General Fund and the Required Supplementary Information the gross fund balance is \$153,279 and the unassigned fund balance is \$113,023. Operating deficits are funded by the Management Company. The amount payable for the operating note advances as of June 30, 2012, is \$205,581 to be paid over the next three fiscal years.

Fiscal Year Ended June 30, 2011

Prior to this fiscal year, the school was operating with no deficits and was not receiving operating advances. The enrollment projection was for 507 student FTE. The school earned 403 student FTE. A shortfall of 104 student FTE. This caused a negative \$213,214 change in net assets.

The audited financial statements, "Statement of Net Position", which includes capital assets and depreciation, as of June 30, 2011, indicate the unassigned fund balance was deficit (\$188,466) or deficit 5.32% of total Governmental Fund program revenues. The total Net Assets is deficit (\$94,928). In the audited Balance Sheet – General Fund and the Required Supplementary Information, the gross fund balance is \$68,748 and the unassigned fund balance is \$0. Operating deficits are funded by the Management Company. The amount payable for the operating note advances as of June 30, 2011, is \$274,644 to be paid over the next five fiscal years.

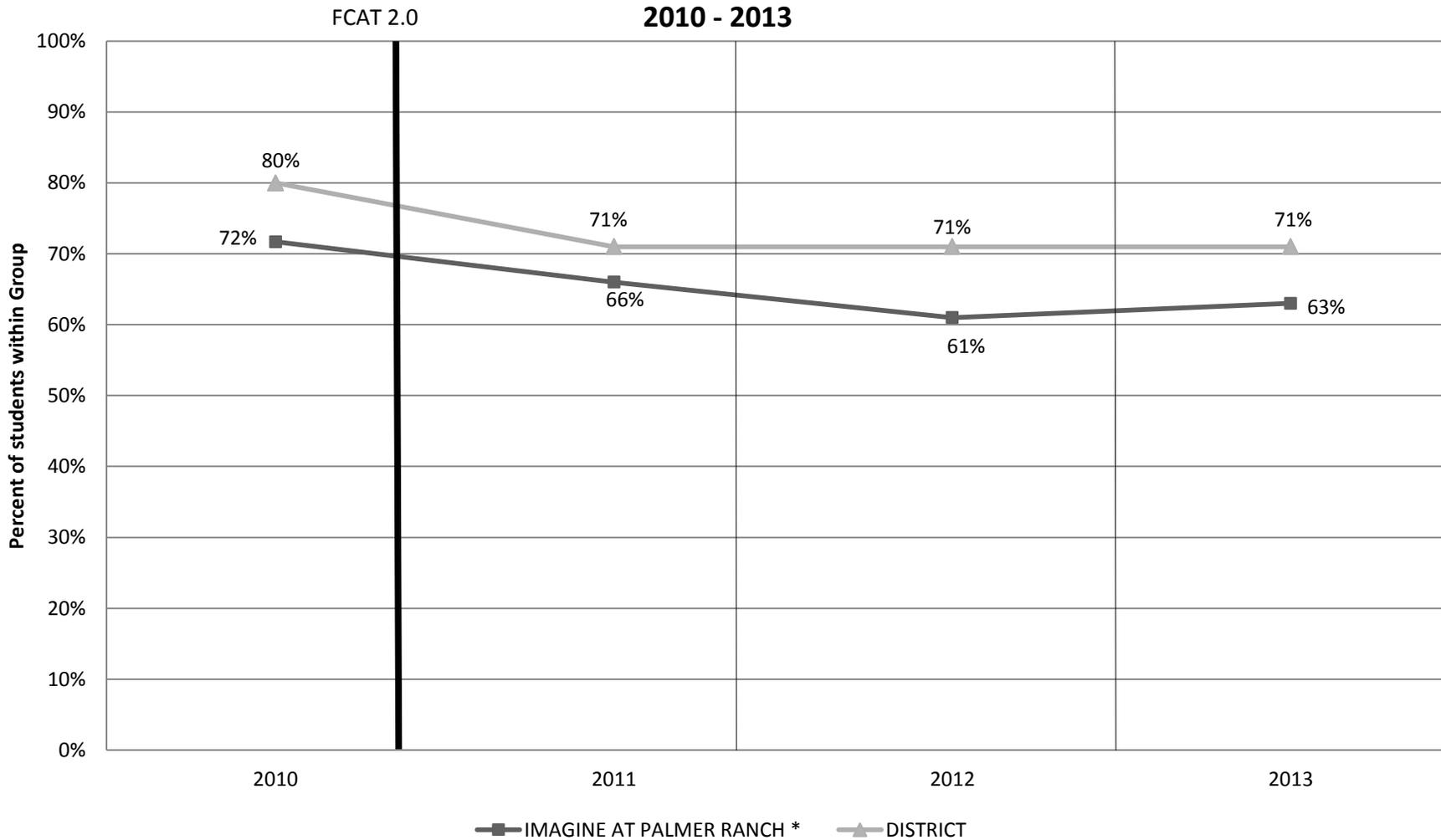
The School Board of Sarasota County, Florida Charter School Contract Renewals

Fiscal Year Ended June 30, 2010

This was the first fiscal year of operations for the school. The student FTE projection was for 485 student FTE. The school actual student FTE was 283. The school adjusted staffing prior to opening to ensure staying within the budget. The audited financial statements, "Statement of Net Position", which includes capital assets and depreciation, as of June 30, 2011, indicate the unassigned fund balance was \$19,311 or .85% of total Governmental Fund program revenues. The total Net Assets is \$118,286. In the audited Balance Sheet – General Fund and the Required Supplementary Information, the gross fund balance is \$19,311 and the unassigned fund balance is \$19,311. As of June 30, 2010, there were no operating cash loans.

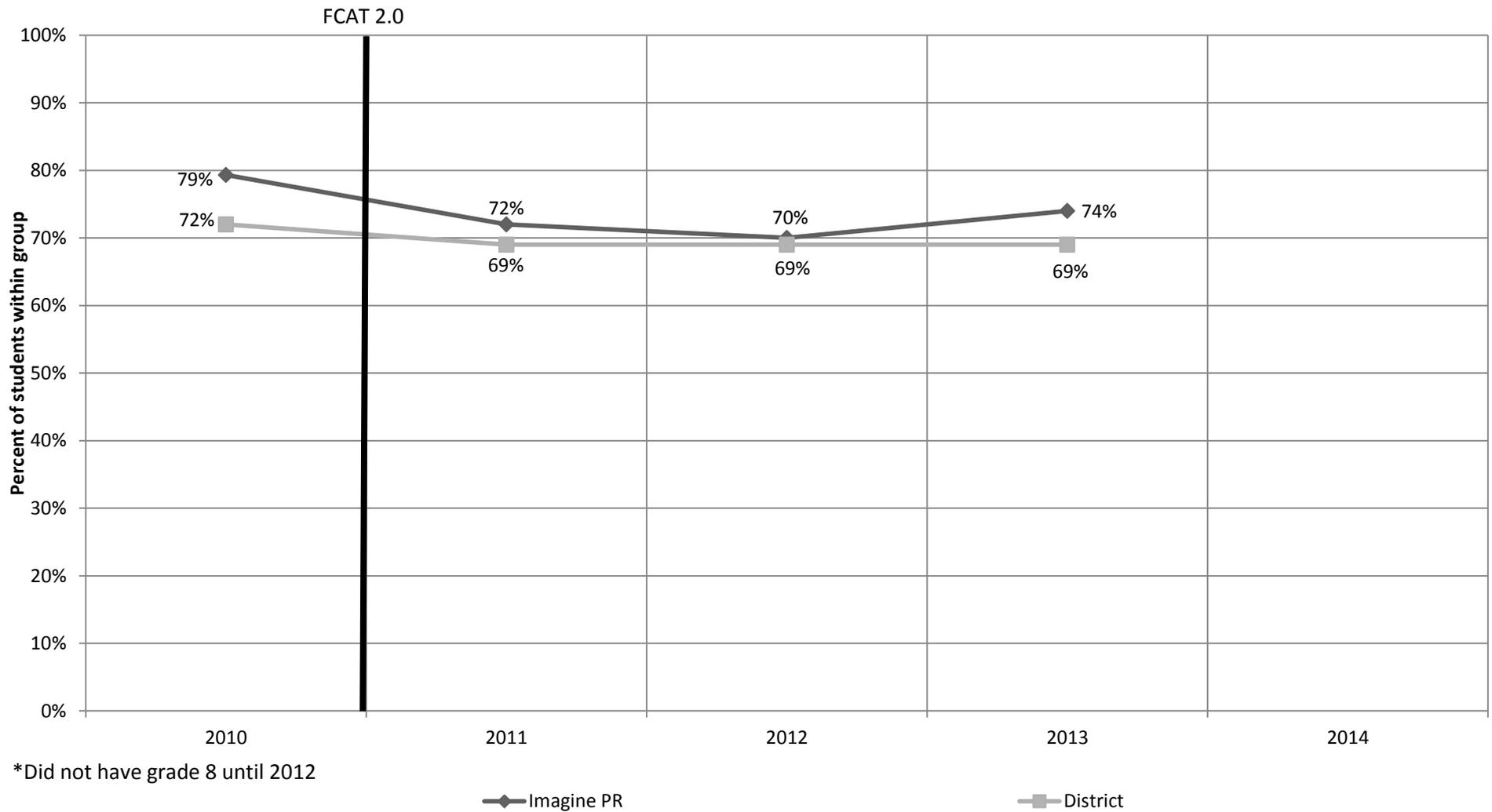
Office of Research Assessment Evaluation and School Improvement

IMAGINE SCHOOL AT PALMER RANCH
FCAT 1.0 and 2.0 READING
Percent of Students Level 3 and Above
Grades 3-5
2010 - 2013



Office of Research Assessment Evaluation and School Improvement

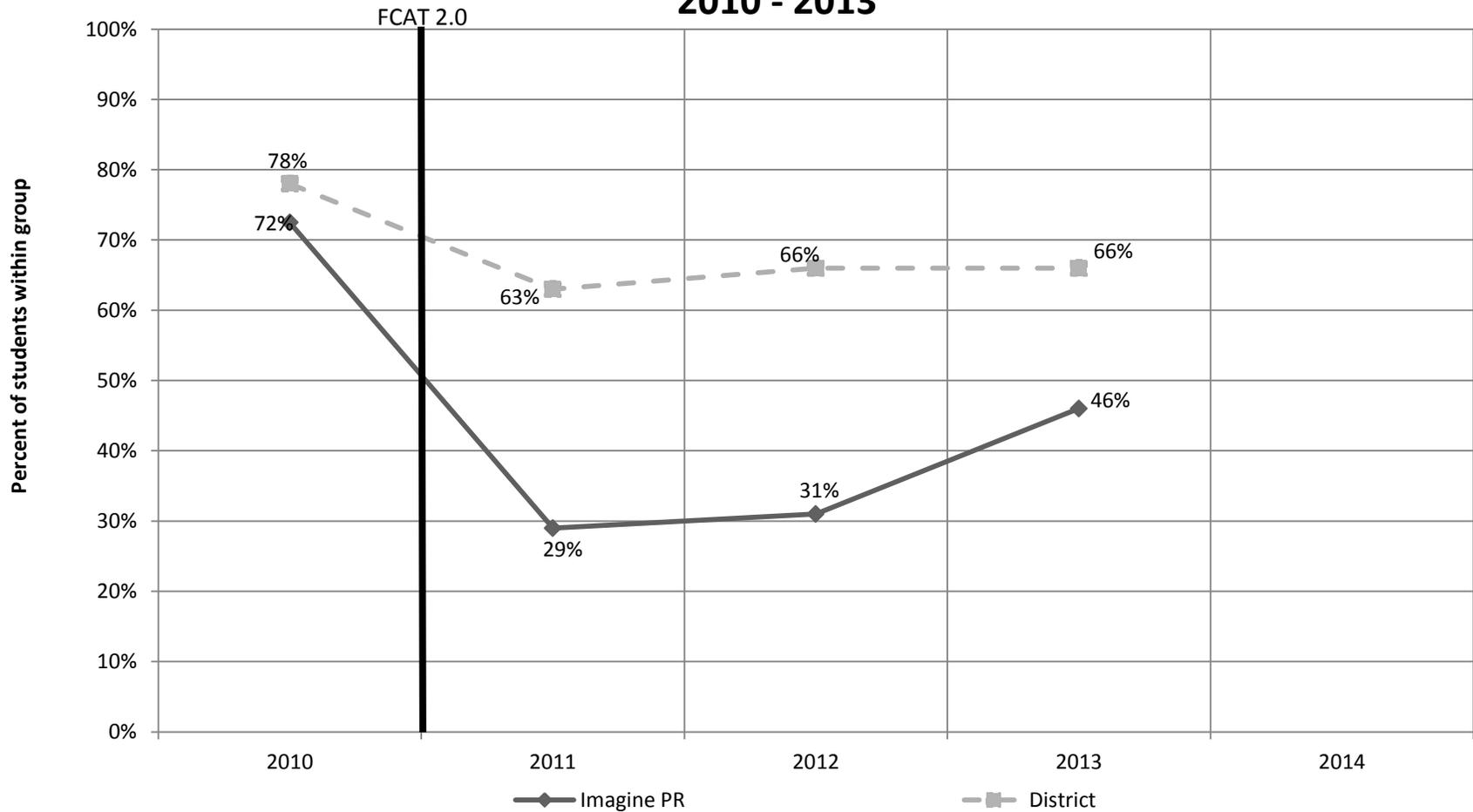
IMAGINE SCHOOL at PALMER RANCH FCAT 1.0 and 2.0 READING Percent of Students Level 3 and Above Grades 6-8* 2010 - 2013



*Did not have grade 8 until 2012

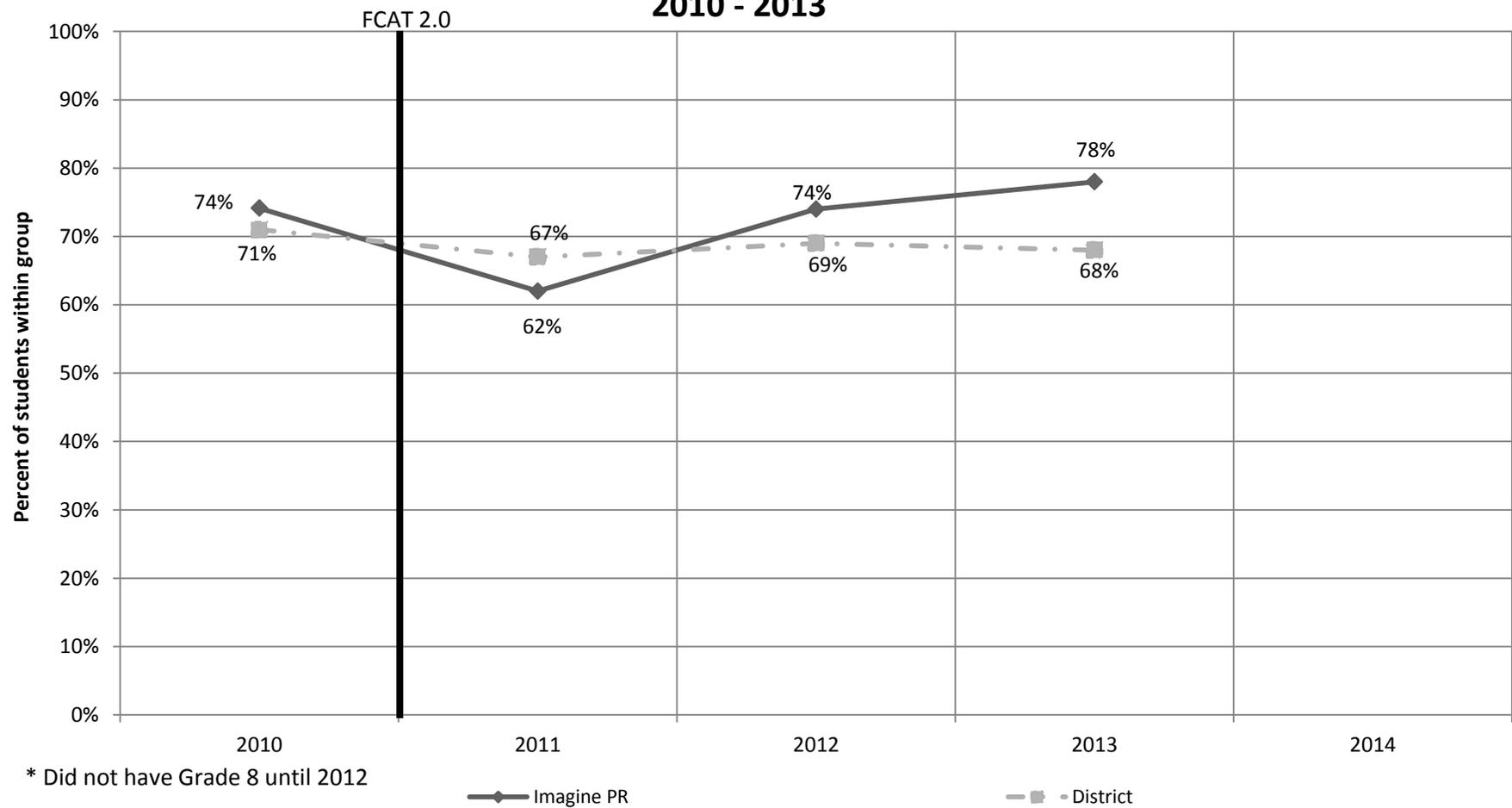
Office of Research Assessment Evaluation and School Improvement

IMAGINE AT PALMER RANCH ELEMENTARY SCHOOL FCAT 1.0 and 2.0 MATHEMATICS Percent of Students Level 3 and Above Grades 3-5 2010 - 2013



Office of Research Assessment Evaluation and School Improvement

IMAGINE SCHOOL at PALMER RANCH FCAT 1.0 and 2.0 MATHEMATICS Percent of Students Level 3 and Above Grades 6-8* 2010 - 2013



FCAT SCIENCE GRADES 5 AND 8
SY 2012 AND SY2013

Grade	School Number	School	Test Scores 2012			Retrofitted Science 2012**			Test Scores 2013		
			Number of Students	Mean Scale Score (100-500)	%AL3+ Percent in Achievement Levels 3 and Above	Number of Students	Mean Scale Score (140-260)	Percent in Achievement Levels 3 and Above	Number of Students	Mean Scale Score (140-260)	Percent in Achievement Levels 3 and Above
05		STATE GRADE 5	199,164	322	51	199,164	200	52	195,131	201	53
05		TOTAL DISTRICT	3,088	340	62	3,088	207	63	2,977	208	64
05	0106	IMAGINE AT PALMER RANCH	43	303	40	43	193	40	43	190	35

Grade	School Number	School	Test Scores 2012			Retrofitted Science 2012**			Test Scores 2013		
			Number of Students	Mean Scale Score (100-500)	%AL3+ Percent in Achievement Levels 3 and Above	Number of Students	Mean Scale Score (140-260)	Percent in Achievement Levels 3 and Above	Number of Students	Mean Scale Score (140-260)	Percent in Achievement Levels 3 and Above
08		STATE GRADE 8	193,401	316	46	193,401	200	47	195,685	200	47
08		TOTAL DISTRICT	3,125	334	57	3,125	206	58	3,164	206	59
08	0106	IMAGINE AT PALMER RANCH	66	335	62	66	207	64	80	210	61