

# KIPP INDIANAPOLIS COLLEGE PREP

## 2012-2013 Performance Analysis

### *Core Question 3: Is the school meeting its operations and access obligations?*

3.1. Has the school satisfactorily completed all of its organizational and governance obligations?	
STANDARD	School has substantially completed all of its organizational and governance obligations as specified in the Compliance and Governance Handbook, including: a) maintenance of adequate “compliance and governance binder” containing all required documents; b) completion of criminal background checks on all Board members; c) transparency of meetings and decision-making in accordance with open meetings obligations; d) maintenance of adequate Board minutes. Any concerns are minor and the school presents a credible plan to address them.

2012-13 Performance: Exceeds Standard

For the 2012-13 school year, KIPP Indianapolis College Prep excelled and was proactive in completing all of its governance and organizational compliance obligations. Ms. Brenda Albright, Director of Finance and Administration, was extremely efficient and ensured that the school was compliant in all areas required by the Mayor’s Office of Education Innovation. Documentation was always sent in advance of compliance due dates, and was clear and concise. Criminal background checks, board member resumes, and teacher licensing information were proactively sent.

Board meetings were transparent with public notices always posted in advance of meetings and board minutes that reflected the discussion of key areas including committee updates. Board minutes were organized and efficient. Board procedures and policies were followed in accordance with open meeting obligations, and the board was knowledgeable of all applicable laws including Indiana Open Door Law. The board also actively engaged each other during meetings to ensure that policies and procedures were aligned with the mission of the school and any action taken was reflective of a thorough decision making process.

The school leadership and Ms. Albright were in continuous communication which was necessary to ensure that all obligations and requirements set forth by the Mayor’s Office of Education Innovation are met. Therefore, KIPP Indianapolis College Prep **exceeded standard** on this indicator for 2012-13.

<b>3.2. Is the school's physical plant safe and conducive to learning?</b>	
<b>STANDARD</b>	Significant health and safety code requirements are being met AND the facility generally provides a safe environment that is conducive to learning, based on conditions such as: a design well-suited to meet the curricular and social needs of its students, faculty, and community members; a size appropriate for the enrollment and student-teacher ratios in each class; good maintenance and security; well-maintained equipment and furniture that match the educational needs of the students; and accessibility to all students.

2012-13 Performance: **Meets Standard**

In 2012-13, the KIPP Indianapolis College Prep facility met all health and safety code requirements and provided a safe environment conducive to learning. The facility's design, size, maintenance, security, equipment and furniture were all adequate to meet the school's needs. The school was accessible to all including people with physical disabilities. The Mayor's Office monitoring of KIPP's compliance with health and safety code requirements did not reveal any significant concerns related to these obligations. Accordingly, the school met the Mayor's Office standard for this indicator for 2012-13.

<b>3.3. Has the school established and implemented a fair and appropriate pupil enrollment process?</b>	
<b>STANDARD</b>	The school's enrollment process complies with applicable law; there are minimal documented parent complaints suggesting that it is not being implemented fairly or appropriately; AND the school has engaged in outreach to students throughout the community.

2012-13 Performance: **Meets Standard**

KIPP Indianapolis College Prep met standard for the 2012-13 school year because the school engaged in community outreach to prospective students. The school does, however, have lottery and enrollment procedures in place that complied with Indiana charter school laws.

<b>3.4. Is the school properly maintaining special education files for its special needs students?</b>	
<b>STANDARD</b>	The school is fulfilling its legal obligations regarding special-needs students, as indicated by conditions such as the following: individualized education plans are up-to-date, student evaluations or re-evaluations have occurred within the appropriate timeframe, files contain the relevant required information, such as, file log sheet, parent consent form, documentation of case conference notification to parents and other conference participants and signatures of attendees at case conferences.

**Not Evaluated.** KIPP Indianapolis College Prep was not evaluated on this indicator for 2012-13.

<b>3.5. Is the school fulfilling its legal obligations related to access and services to English as a Second Language (ESL) students?</b>	
<b>STANDARD</b>	<b>The school is fulfilling its legal obligations regarding ESL students, as indicated by conditions such as the following: appropriate staff have a clear understanding of current legislation, research and effective practices relating to the provision of ESL services; relationships with students, parents, and external providers that are well-managed and comply with law and regulation.</b>

**Not Evaluated.** KIPP Indianapolis College Prep was not evaluated on this indicator for 2012-13.