

MEMORANDUM

to: Members of the Charter School Review Committee
from: Sue Gramling and Janice Ereth, NCCD/CRC
cc: Jarett Fields; Cheryl Olp; Deb Paulus, NCCD/CRC
subject: Third Annual Renewal of the City of Milwaukee Contract With NCCD/CRC for the 2015-16 Academic Year
date: July 21, 2015

Please accept this memo as application for the second of two additional one-year extensions to the contract currently in place for Educational Oversight Services for the Milwaukee Charter School Review Committee (CSRC) between the City of Milwaukee and the NCCD Children's Research Center (CRC).

I. Charter School Monitoring Services for 2015–16

CRC will provide the following services and deliverables for each of the city's chartered schools:

1. Conduct fall and spring interviews with each school's leadership.
2. Conduct at least two site visits at each school.
3. Facilitate the completion of a learning memo and provide a data addendum as needed.
4. Provide continuous follow-up and support for data gathering and compliance monitoring to all of the schools as needed.
5. Conduct a random review of special education files.
6. Collect and analyze data submitted by the schools.
7. Produce a draft and final annual monitoring report that includes recommendations for action related to academic performance against criteria established by the CSRC. Possible recommended actions include continued monitoring (no action at this time) or consideration for probation, closure, or renewal of charter contract.¹

¹ Upon request, CRC will produce and present a PowerPoint presentation to board or staff based on a school's report.

In addition to the above services provided directly to each school, the following services and activities are indirectly related to assisting the schools through assistance to the CSRC.²

1. Present each school's report to the CSRC with follow-up activities related to questions or concerns.
2. Assist the CSRC in the presentation/production of reports to the City of Milwaukee Common Council Steering and Rules Committee.
3. Provide assistance, as needed, to the CSRC to address issues that arise throughout the year.

Proposed Budget

Each returning elementary school:	Seven schools @ \$18,825 + CPI ³	\$131,775 + CPI
One returning high school:	One school @ \$18,825 + CPI	\$18,825 + CPI
One returning K-12 school (1.75): ⁴	One school @ \$18,825+ \$14,118 + CPI	\$32,943 + CPI
One returning 7-12 (1.5): ⁵	One school @ \$18,825+ \$9,413 + CPI	\$28,238 + CPI
<i>Total:</i>		<i>\$211,781 + CPI</i>
<i>Assuming the CPI increase of 1.3% applies:</i>		<i>\$214,534</i>

II. Board Meeting Support and Attendance

The CSRC will meet with the board of directors for each of the city's chartered schools and has requested CRC staff to provide support by preparing for and attending these meetings. The CRC staff person assigned to the school will provide this service. The content of these meetings will include an explanation of the city's expectations, discussion of the school's progress, and any other pertinent information.

Proposed Budget

<i>Ten schools @ \$1,050 per school</i>	<i>\$10,500</i>
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² These costs are included in the per-school cost for each of the city-chartered schools.

³ According to the Bureau of Labor Statistics news released February 16, 2015, the Consumer Price Index (CPI) for all urban consumers in the Milwaukee-Racine area rose 1.3% over the year. The first half of 2015 CPI for Milwaukee-Racine is scheduled to be released August 19, 2015. The contract caps the CPI at 3% for at least two consecutive years.

⁴ Because this school will require three separate sets of analyses (elementary, sixth through eighth grades, and high school) the cost is 1.75 times the single-school cost.

⁵ Because this school will require two separate sets of analyses (seventh and eighth grades and high school), the cost is 1.5 times the single-school cost.

III. Biennial Survey and Interviews

In the past, the CSRC has requested that CRC conduct a survey and interview process for the purpose of gathering information regarding organizational competency and stakeholder satisfaction. The CSRC asked that this process be completed every other academic year. CRC last completed this process for the 2013-14 academic year. The information was included in the 2013-14 annual reports for each city-chartered school operating that year. Assuming CSRC continues this process, CRC staff will:

- Design, revise, and update five interview/survey tools to be used for the following stakeholders: administrators, board members, teachers, students, and parents; this includes Spanish versions for Spanish-speaking parents.
- Interview one administrator from each school; all or 50% of the teachers at each school (up to a total of 10 per school); and 20 students (10 from each of the top two grade levels at the school).
- Mail and/or distribute surveys to all parents.
- Conduct follow-up phone calls to 80% of the families not returning a survey, including the provision of Spanish-speaking interviewers for those Spanish-speaking families.
- Enter data from survey information.
- Analyze and include the survey and interview information in each school's annual monitoring report.

Proposed Budget

10.5 schools⁶ @ \$9,947⁷ per school *\$104,444*

Total monitoring contract to be billed/paid in 12 equal payments: \$329,478

⁶ Due to the small number of students enrolled in Escuela Verde, the school is not considered as a 1.5 site for the survey/interview part of this contract. The Milwaukee Academy of Science (MAS), providing K through 12th grade, is a very large school and is counted as a 1.5 site for the survey purpose.

⁷ The per-school rate for the 2013-14 academic year was \$9,617. The amount proposed for 2015-16 includes a 2.1% CPI increase for the 2014-15 year, plus the 1.3% CPI increase for the 2015-16 year.

III. Activities Beyond the Scope of the 2015–16 Monitoring Contract

The Department of Public Instruction (DPI) continues to implement changes in the state testing and assessments during the 2015-16 school year. At this time, the DPI assessments and possible scoring systems for 2015-16 have not been established. It is necessary for CRC staff to continue to conduct research and advise the CSRC as to the impact of changes on CSRC expectations and monitoring practices related to the DPI 2015-16 assessments. This work will continue to be invoiced separately on an as-needed basis and will not exceed a total of \$13,000 for the 2015-16 academic year.⁸

⁸ For the 2014-15 contract, the total amount billed for this piece from September 1, 2014, through May 31, 2015, was approximately \$10,000.