

RENEWAL Charter School APPLICATION for



FY **2023** Alaska Department of Education & Early Development 801 W 10th Street, Suite 200 P.O. Box 110500 Juneau, AK 99811-050

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DIRECTIONS

Application for a Renewal Charter

Parties interested in submitting a renewal application for a charter school should familiarize themselves with all applicable state statutes and regulations contained within this document.

Local School Districts/School Boards may have developed a Charter Schools renewal application form for approval at the local level that requires additional information, however for the purposes of seeking State Board of Education & Early Development approval, <u>this renewal</u> <u>application form MUST be used.</u> Sufficient evidence must be presented to address all sections of this renewal application form for the department to deem the renewal application compliant and forward to the State Board of Education for approval.

Timeline:

Applicants must follow all local procedures to seek Charter School approval by their local boards.

Not later than 30 days after a local school board's decision to approve a renewal application for a charter school, the local school board must forward the renewal application to the State Board of Education & Early Development for review and approval by mailing to the department: (1) the complete renewal application filed with the local school board, including all supporting documents required;

- (2) the written decision of the local school board;
- (3) all other materials considered by the local school board in support or in opposition to the renewal application; and
- (4) the minutes of the local school board meeting at which the charter was approved.

In the event the local school district/local board has a separate renewal application form that differs from the state required form, **it is the responsibility of the Charter School to transfer complete responses to the department form.**

An original and 4 copies of the DEED Charter School Renewal Application Form should be mailed to:

Alaska Department of Education & Early Development Attn: Charter School Program Manager P.O. Box 110500 Juneau, Alaska 99811-0500

<u>Please also submit via email an electronic copy of the renewal application form to</u> <u>amanda.duvall@alaska.gov</u>

A renewal application approved by a local school board and submitted to the department <u>must</u> <u>be received by the department at least 90 days</u> before the next regularly scheduled meeting of the State Board of Education and Early Development. See the <u>State Board schedule</u> (education.alaska.gov/State_Board) for a list of upcoming Board meetings. A renewal application for a charter school approved by a local school board may not be submitted to the department more than 12 months before the expiration of the existing contract.

Required Format:

- 1. Not more than 200 pages single-sided, *unbound*, in 12 point font.
- 2. ALL pages numbered in consecutive order (i.e. 1, 2, 3, ...200).
- 3. A table of contents.
- 4. Follow in numerical order the numbered sections and sub-elements of the application.
- 5. ALL numbered sections and sub-elements must be addressed.

Upon receipt, the renewal application will go through a technical review committee to determine if any additional information is necessary. Addressing each section with sufficient detail and evidence examples will decrease the likelihood of additional information being requested.

Once the technical review committee agrees the applicant has demonstrated compliance, the renewal application will be scheduled to be addressed by the State Board of Education & Early Development at their next meeting.

Charter School Renewal Application

Please provide <u>narrative</u> responses to the following areas. If referencing evidence within a document that is included as an appendix, please also provide sufficient detail in the narrative response for review purposes.

Section 1: Establishment of the Charter at the Local Level

i. Provide the primary purpose of the charter and how it specifically differs from other educational options available in the community. Provide a narrative to describe how the charter has changed since the last application. AS 14.03.265(a)(1-3)

1.1 The purpose of the Frontier Charter School is to provide greater educational choices and opportunities to homeschooling students and to assist parent/guardians in developing their child's educational program.

1.2 Institution's Beliefs:

1.2.1 Frontier Charter is "A School with Heart."

1.2.1.1 Genuine respect, admiration and appreciation for homeschooling parents and students;

1.2.1.2 Honesty, integrity, fairness and friendliness in all that we do;

- 1.2.1.3 True flexibility to genuinely customize an education plan;
- 1.2.1.4 Our goal, in all we do, is to make a homeschooling parent's job easier;
- 1.2.1.5 Stakeholders will experience meaningful customer service.

1.2.2 Parents/guardians believe that they can help each of their children achieve academic excellence. This belief stems from the fact that they are willing and able to give education top priority and that they can build an individualized education program that meets the needs of each child.

1.2.3 "The Frontier Way:"

1.2.3.1 We provide resources in support of parent/family educational values and goals;

1.2.3.2 We strive to offer the greatest level of freedom to choose the curriculum and vendor. Refer to section 3.10 for information about curriculum and methods.

1.3 Institution's Vision, Mission, and Goals:

1.3.1 Vision: All students are prepared to navigate their own Frontier.

1.3.2 Mission: To equip students by creating an ideal educational community linking families, experts and learners.

1.3.3 Goals: To accomplish the mission, the founders of Frontier Charter School have developed the following goals through discussions based upon prior experiences with other schooling options, expressed shared needs of the homeschooling community and a review of research on homeschoolers.

1.3.3.1 Academic-Curriculum Goals: Frontier Charter School will provide families with the broadest range of curricula options through:

1.3.3.1.1 Regular interaction with academic advisors who will counsel families on options geared toward their student's needs based upon expressed needs of parents and students, review of student work and evaluation of standardized test results;

1.3.3.1.2 Communication using newsletter and calendar listing school, district, and community sponsored academic opportunities;

1.3.3.1.3 An on-line searchable curriculum database to include curriculum descriptions, curriculum providers, and local vendor options.

1.3.3.2 Community Goals:

1.3.3.2.1 Develop business partnerships with local vendors to increase supplemental enrichment and educational opportunities on and off campus.

1.3.3.2.2 Frontier students will have the opportunity to participate in classes at other schools and collaborations throughout the community.

1.3.3.2.3 Frontier will provide students with a learning community through elementary, middle, and high school student cohorts, school-based sessions, and educational field trips.

1.3.3.2.4 Frontier will foster community through the organization of academic competitions and other means that may be identified.

1.3.3.2.5 Frontier will fashion school community through the maintenance of social media.

1.3.3.3 Technological Goals:

1.3.3.3.1 Frontier Charter School will integrate digital resources into teaching, learning, and operations to improve professional practice, student performance, and organizational effectiveness.

1.3.3.3.2 Frontier will develop and maintain a website that can be easily updated by staff. The site will include student learning plan development, budget creation and management, on-line registration and reenrollment, and a calendar of events.

Describe how the charter has changed since the last application

i. (b) Provide a narrative to describe how the charter has changed since the last application. AS 14.03.26

Changes to the Charter include:

Pages 7-8

- Revised mission statement. Added a vision and belief statement. Updated the school's academic, community, and technological goals.
- The former mission statement included, "Frontier serves full-time home-schooling families in the Anchorage School District who are pursuing academic excellence." We retained the pursuit of "academic excellence" in our belief statement, but intentionally deleted, "serves full-time" so that we do not exclude part-time students from our program. Additionally, the words, "in the Anchorage School District" restricts our program to the geographic boundaries of the school district. While Frontier has not sought authorization to become a statewide correspondence-study program, we do not wish to restrict ourselves from the ability to do so in the future.

Page 17

• Section 2.1.2 was changed from, "The Chief Administrator for Frontier Charter School will be either a principal with a current Alaska Type B Administrative Certificate or

Advisor-in-Charge or other qualified person" to "The administrator for Frontier Charter School will be a principal with a current Alaska Type B Administrative Certificate";

- Chief Administrator changed to Principal throughout;
- Teacher changed to Academic Advisor throughout;
- Staffing increased from two to six administrative assistants, and three to seven certified advisors. Appendix H provides details about Frontier's enrollment growth during the last five years.

Page 28

- Added, "by the Frontier curriculum coordinator for alignment to state standards and adherence to nonsectarian/sectarian purchasing guidelines;"
- Added, "Once the technical review of the new curriculum is completed, proposals move to the APC for review and approval."
- Added, "The APC will yearly review, evaluate, and revise the curriculum approval processes to ensure that the highest standards for curricular quality and rigor are met."

Page 29

The following was added to reflect our current practices:

- 3.2.4.1.2 Frontier students can register for a maximum of 3 classes at another ASD school, or up to 50% of total courses enrolled.
- 3.2.4.1.2.1 ASD courses will be paid for out of the student's Frontier Charter School student account at the Anchorage School District class charge-back rate.
- 3.2.4.1.2.2 Frontier student registration and payment for an ASD course requires preauthorization from the Frontier administrator using a completed part-time enrollment form.

Pages 29-30

• Updated the service of special education students to align with ASD practice.

Page 31

- Updated Frontier Charter School Performance Targets from the Anchorage School District's "2020 Plan" to the new ASD "Strategy XXVI Fueling our Future" goals.
- Added a participation goal for benchmark and State summative assessments.

Pages 32-33

• Updated how Frontier identifies low-performing students to ensure they receive additional support to meet their needs and reach proficiency. Exhibit "H" describes the MTSS meetings, added since that last charter.

Page 33

• Added Sec. 14.03.016 of the Alaska Statute (2016) that recognizes a parent's right to withdraw a student from testing required by the state. This replaces Section 4.8.2.2 of Frontier's SY 14-23 Charter which stated, "Students will be required to participate in

State-mandated assessments annually. Those who do not participate without receiving an exemption from the Chief Administrator will not be allowed to re-enroll in Frontier Charter School."

Page 32-33

• Added strategies and a school commitment in section 3.5.5-3.5.2 to increase the rate of student participation in benchmark and State assessments.

Page 33-34

• Added new student assessments utilized in addition to those required by state law FastBridge, Student Map Growth, i-Ready, and PSAT assessments.

Page 37

• Frontier expanded from one administrative center to two. The first leased facility is located at 400 W. Northern Lights Blvd. in Anchorage. The second leased facility is located at 16707 Coronado Road, at Eagle River, AK. Frontier is the only ASD correspondence-study program with an office and resource center at Eagle River, Alaska.

Page 39

• Added a description of the admissions process for returning students.

Page 40

• Deleted the following from the section from the enrollment calendar: "The enrollment process must be completed by October 31 of the school year or the student will be notified that he/she is being withdrawn from the school."

Page 41-42

• Updated the recruitment process adding strategies to recruit a pool of applicants to reflect the diversity of the school system as a whole.

Page 52-53

• Revised the curriculum, calendar, and pupil/teacher ratio waivers as follows:

CURRICULUM WAIVER

ORIGINAL: [333.5 A, e (4)] calls for a description of the curriculum in each subject matter area. This is in direct conflict with an essential element of the charter's educational program which allows for each family to choose their curriculum in partnership with their Academic Advisor.

REVISED: (BP 6141) calls for a description of the curriculum in each subject matter area. Working with academic advisors, Frontier families select their own curriculum to customize students' Individual Learning Plans (ILPs).

CALENDAR WAIVER

ORIGINAL: [333.5 A, e (6)] calls for schedule information including start and end times and a calendar for the school year. This is in direct conflict with an essential element of the charter's educational program which allows for each family to set their schedule in partnership with their Academic Advisor.

REVISED: (BP 6111) calls for schedule information, including start and end times, and a calendar for the school year. Frontier follows a year-round calendar schedule and allows families to set their schedule in cooperation with their academic advisor.

PUPIL-TEACHER RATIO

ORIGINAL: [333.5 A, m] calls for a determination of the pupil-teacher ratio. This is in direct conflict with an essential element of the charter's policy which allows for each family to contract with teachers in association with other students as they choose.

REVISED: (AS) 14.03.255(c)(9) calls for a determination of the pupil-teacher ratio. Pupil-teacher ratio varies due to the unique structure of the Individualized Learning Plan (ILP). Essential elements of the charter's policy allow for each family to coordinate with teachers in association with other students as they choose. Each academic advisor serves as many or as few students as allowed by Frontier policy.

Page 57

• The enrollment maximum was increased from 550 to 1,500 students.

Pages 66-75 The school's bylaws were updated as follows

(Section 2.4 on pages 20-21 of the charter was changed to reflect these bylaw changes).

Page 66

• Updated APC member next election dates.

Page 67

• Re-balanced APC members' term expiration dates, affecting seats B & E.

Page 67

• Changed the Student Representative seat H to be an elected position.

Page 67

• Changed Higher Education Representative Seat I to be an elected position.

Page 67

• Added: "Frontier staff members subject to a performance review by the principal are not eligible to serve as an APC member."

Page 68

- Added Seat K, Member at Large, appointed annually.
- Article III, Academic Policy Committee Section 4, Number 12: Changed the word "shall" to "may" in the sentence, "The school shall pay for service."

Page 70

• Parents may vote for the Higher Education Representative.

Page 70

• Enrolled high school students are eligible to vote for the student representative.

Page 71

• Article III, Academic Policy Committee Section 11: Added "an Academic Policy Committee member may serve for consecutive terms. When a term ends an election will take place."

Page 72

• Article IV, Officers Section 7 Secretary: The requirement to keep the APC minutes in "one or more books provided for that purpose," and references to the corporate seal were removed.

Page 74

• Article V, Meetings of the APC Section 2: Changed the APC annual meeting time and date to be less rigid.

Page 98

• Added a student handbook.

Page 186

• Added a parent/guardian general agreement.

ii. Provide evidence of the local school board approval of the reapplication for the charter school marked as Appendix A. AS 14.03.250(b)

APPENDIX A: Evidence will be provided as meeting minutes after the ASD School Board approves the charter renewal.

iii. Provide evidence of the signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c) marked as Appendix B. AS 14.03.255(c)(1-14)

APPENDIX B: Evidence will be provided after the ASD School Board approves the charter renewal. The signed contract with all required elements is recorded in Appendix B.

iv. Provide either the charter school's bylaws marked as Appendix C or an indication on the signed assurance page that the bylaws previously submitted to the department in the initial application or previous renewal applications have not changed. 4 AAC 33.110(a)(4)

APPENDIX C: Frontier Charter School Bylaws.

v. Provide evidence of the Academic Policy Committee (APC) consisting of parents of students attending the school, advisors, and school employees. Evidence includes a list of the members of the APC and their qualifications, as well as the written minutes from meetings where the charter school met with the academic policy committee to fulfill the requirement of at least once each year monitoring the progress in achieving the committee's policies and goals. Mark as Appendix D. AS 14.03.250(a), AS 14.03.255(b)(4), 4 AAC 33.110(a)(1)

APPENDIX D: Board documentation and meeting minutes.

Frontier Charter School is governed by an APC consisting of parents, educators, and members of our community. These volunteers establish the mission for our school and ensure that the policies are in line with this mission. They oversee the management, budget, and processes of our school, according to established bylaws. Additionally, APC members conduct an extensive rewrite of the charter and resubmit an application for renewal to the Anchorage School District and the State of Alaska every ten years. Parents and advisors serve three-year terms, and other community members serve one-year terms. APC meetings are held at least four times a year and more often as needed. All members of the public, and especially our Frontier Families, are invited to attend meetings to engage with our APC members and learn more about school operations. Meeting times and location, APC Bylaws, and our current charter are posted at our website: <<u>https://www.asdk12.org/frontier</u>>.

References: AS 14.03.250. Application for charter schools, AS 14.03.255(c)(1-14) Organization and operation of a charter school, AS 14.03.265 Admission, 4 AAC 33.110 Charter school application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 1	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Purpose	Page 7	
Evidence of board approval	Page 48 Appendix A	
Evidence of signed contract with all required elements	Pages 50-62 Appendix B See required element below (items 1-14)	
1. Description of educational program	Page 51 Appendix B	
2. Specific levels of achievement for the education program	Page 51 Appendix B	
3. Admissions Policy and Procedures	Page 51 Appendix B	
4. Administrative Policies	Page 51 Appendix B	
5. Statement of Charter funding	Page 53 Appendix B	

Section 1	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
6. Method of accountability for receipts and expenditures	Page 53-54 Appendix B	
7. Location and description of facility	Page 55 Appendix B	
8. Name of teachers who by agreement will teach in the charter	Page 56 Appendix B	
9. Teacher to student ratio	Page 57 Appendix B	
10. Number of students to be served	Page 57 Appendix B	
11. Term of contract (not to exceed 10 years)	Page 57-58 Appendix B	
12. Termination Clause	Page 58 Appendix B	
13. Statement of state and federal law compliance	Page 59 Appendix B	
14. Exemptions or requirements included in contract	Page 52-53 Appendix B	
Evidence of bylaws or assurance	Page 63 Appendix C	
Evidence of APC, including list of names/qualifications, meeting minutes	Page 80 Appendix D	

i. Provide information on how the charter school is administered to ensure that the terms of the contract required by AS 14.03.255 (c) are being met; including who is responsible and what mechanism(s) they use. AS 14.03.255(b)(2)

2.1 Frontier Charter School staff includes a principal, a business manager, six administrative assistants, and seven academic advisors.

2.1.1 The bargaining agreements with Anchorage School District will be honored for any covered employee of Frontier Charter School.

2.1.2 The administrator for Frontier Charter School will be a principal with a current Alaska Type B Administrative Certificate.

2.1.3 A teacher may not be assigned to the charter school unless the teacher consents to the assignment.

2.1.4 Administrative assistants divide their labor between business and academic operations.

2.1.5 An addendum shall be offered to an ASD nurse to annually evaluate all immunization records for currency according to existing state regulations.

2.2 Teaching staff: Instruction will be provided to Frontier Charter School students by the parent or guardian, by certificated teachers, and by qualified instructors as determined by parent/guardian and approved in the ILP. This section covers those individuals who are Anchorage School District full-time teachers, retired Anchorage School District teachers, or certificated teachers on the Anchorage School District eligible-to-hire list.

2.2.1 Any teacher employed by or retired from the Anchorage School District or in the Anchorage School District's eligible-to-hire pool of approved teacher candidates shall be eligible to be employed by Frontier Charter School. A teacher may not be assigned to the charter school unless the teacher consents to the assignment. Except as approved by formal waiver, all provisions of the existing negotiated agreement with the Anchorage Education Association apply to advisors in the charter school.

2.2.2 Charter school teachers (academic advisors) shall be evaluated in an equivalent manner as all other teachers in the District and in conformance with applicable District and State requirements. Although an advisor may teach about various religions as part of the curriculum, they may not advocate a particular religious view or that a particular religious view is true or false. Sept. 15, 1988 Op. Att'y Gen. on AS 14.0090.

2.2.3 The compensation rate for a teacher shall be that provided for under the existing collective bargaining agreement.

2.2.4 A teacher per hour compensation rate shall be the teacher's annual salary (according to 105 Salary Schedule) divided by the 182 days in the school term and that quotient divided by the number of hours required by the AEA agreement for a full-time teacher.

2.2.5 The principal will select and supervise the teachers. They will work at or out of the school office and be assigned students according to a procedure designed by the principal.

2.2.6 Certified ASD teachers serve as academic advisors at Frontier Charter School. Their responsibilities will include:

2.2.6.1 assisting parents/guardians to develop their student(s)' individual learning plans (ILPs);

2.2.6.2 tracking annually how each student is progressing toward meeting State content and performance standards;

2.2.6.3 recommending alternative curricular options based upon either the parent's/guardian's request or review of State Standards compliance and/or standardized test scores;

2.2.6.4 reviewing student expenditures for compliance with procurement policies, agreement with ILP, and inclusion on budget;

2.2.6.5 communicating regularly with families as needed to ensure family's understanding of the Frontier Charter School program;

2.2.6.6 evaluating assessment scores and assisting families in understanding how to use results to improve their student's program of learning;

2.2.6.7 assisting families to pursue qualification of their student for Special Education services;

2.2.6.8 with the parents, making final grade placement for the upcoming school year by June 30 of each school year;

2.2.6.9 communicating regularly with the principal regarding family needs;

2.2.6.10 preparing workshops and field trips for students or parents on relevant topics;

2.2.6.11 teaching classes as needs dictate;

2.2.6.12 helping with the recruitment of direct instruction teachers;

2.2.6.13 recommending courses that would benefit students and helping to design curriculum;

2.2.6.14 and assisting parents/guardians in the administration of creative learning programs.

2.3 Principal:

2.3.1 The principal will take direction from, fulfill those tasks assigned by, and report to, the Academic Policy Committee and be charged by the Academic Policy Committee to effectively administrate the school based upon State and District policies, the Frontier Charter School Charter and other governing documents, and the Annual School Action Plan and Parent Involvement Plan.

2.3.2 The principal will hire staff and provide oversight of all full-time and part-time Frontier Charter School staff while serving as liaison between the District and the Academic Policy Committee.

2.3.3 The principal will

2.3.3.1 prepare an annual budget including determining annual program budget for the school based on AS 14.03.260, and annually recommend per-student account allotments;

2.3.3.2 prepare any required District or State reports; administer all State mandated standardized tests;

2.3.3.3 oversee the accounting for all receipts and expenditures;

2.3.3.4 make recommendations to the Academic Policy Committee regarding staffing issues, policies, and/or financial matters.

2.3.4 The principal will continually review academic standards through evaluation of ILPs, appraisal of courses taught by certificated teachers, review of standardized test scores, and review of achievement levels of students in district, state or national academic events.

2.3.5 The principal will

2.3.5.1 maintain procurement policies for educational materials, books and other supplies, types of educational services and use of facilities allowable for requisition or reimbursement;

2.3.5.2 oversee all Frontier Charter School activities;

2.3.5.3 cooperate with any audits by the school district or the Academic Policy Committee;

2.3.5.4 and oversee the maintenance of the school website, online digital resources, calendar, family, advisor and vendor transaction software, volunteer opportunities, and regular communication.

2.3.6 The principal will

2.3.6.1 oversee the maintenance of permanent school records, including all Academic Policy Committee meeting minutes, the charter and bylaws and all reports filed with the District or State;

2.3.6.2 approve services provided by vendors and qualified instructors;

2.3.6.3 oversee the distance learning delivery program;

2.3.6.4 and manage volunteer activities and participation.

2.4 Academic Policy Committee:

2.4.1 The composition of the Academic Policy Committee will be as follows:

2.4.1.1 two (2) of the members shall be eligible teachers, (1 elected, 1 appointed by the Board);

2.4.1.2 four (4) of the members shall be eligible parents (3 elected, 1 appointed by the Board).

2.4.1.3 At the discretion of the Academic Policy Committee,

2.4.1.3.1 one (1) student representative may be elected,

2.4.1.3.2 one (1) higher education representative may be elected,

2.4.1.3.3 one (1) member of the local business community may be appointed by the Board,

2.4.1.3.4 and one (1) member at large may be appointed by the Board.

2.4.2 Terms of Office

2.4.2.1 The terms of office for parent and teacher seats shall be for three (3) years.

2.4.2.2 The terms of office for seats "A" through "F" of the Academic Policy Committee shall be staggered as follows:

2.4.2.2.1 Seat A/Teacher. Elected. Term expires June 2023.

2.4.2.2.2 Seat B/Teacher. Appointed. Term expires June 2025.

2.4.2.2.3 Seat C/Parent. Elected. Term expires June 2024.

2.4.2.2.4 Seat D/Parent. Elected. Term expires June 2023.

2.4.2.2.5 Seat E/Parent. Elected. Term expires June 2025.

2.4.2.2.6 Seat F/Parent. Appointed. Term expires June 2024.

2.4.2.3 If seats "H", "I", "J", and/or "K" are authorized by the Academic Policy Committee, these members shall serve one-year terms in the Academic Policy Committee.

2.4.3 The principal of Frontier Charter School and an elected eligible high school student shall attend meetings of the Academic Policy Committee in an advisory capacity. They shall not have voting rights, nor may they attend Executive Sessions without invitation by the Academic Policy Committee.

2.4.4 The Anchorage School District may appoint a representative to attend Academic Policy Committee meetings in an advisory capacity, also without voting rights, and without access to Executive Sessions absent the invitation of the Academic Policy Committee.

2.4.5 Elections shall be held in May prior to the expiration of the term of members of the Academic Policy Committee on June 30 of the same year. Those Academic Policy Committee seats that are appointed positions shall be filled by the majority decision of the members of the Academic Policy Committee at the annual meeting. Any vacancies shall be filled by a majority vote of the Academic Policy Committee and when deemed

appropriate by the Committee. The person filling such vacancy shall serve for the remainder of the term applicable to the seat that was vacated.

2.4.6 The Academic Policy Committee will be responsible for:

2.4.6.1 ensuring the fulfillment of the mission; formulating, adopting and maintaining a complete set of bylaws, charter, rules, regulations, and policies by which the charter school shall be governed;

2.4.6.2 developing a Strategic Plan to provide the staff with specific goals and responsibilities consistent with school action plans, outlines specific objectives, assigns target dates, and is used during the principal evaluation process;

2.4.6.3 Reviewing, evaluating, and revising as needed the curriculum approval processes to ensure that the highest standards for curricular quality and rigor are met;

2.4.6.4 creating subcommittees as needed to oversee academic accountability, legal/risk management, finances, board development, and personnel issues of the school;

2.4.6.5 contracting with a Type B certified administrator for advisor evaluations; selecting a principal and assigning duties;

2.4.6.6 authorizing the hiring of additional administrative staff in the event of significant increases in enrollment;

2.4.6.7 monitoring the charter school overhead rate and taking steps to cut school administrative costs or increase funding if such measures are required to fulfill the mission;

2.4.6.8 annually evaluating the principal;

2.4.6.9 annually conducting a survey to allow families, advisors and vendors to provide input about the school, its administration, its effectiveness and areas of strength and weakness;

2.4.6.10 ruling on matters brought forward by the principal; and ruling on matters as otherwise permitted or required by law.

ii. Provide the written administrative policy manual utilized by the charter or an indication on the signed assurance page that the policy manual submitted to the department in the initial

application or previous renewal applications has not changed. Mark as Appendix E. 4 AAC 33.110(a)(13)

Frontier Charter School's administrative policies are found in Appendix C the APC's By-laws; Appendix E, the Frontier Student Handbook; Exhibit H, the General Agreement; Exhibit J, the Frontier Charter School Parent Complaint Policy.

iii. Provide evidence that the charter school met regularly with parents and with advisors of the charter school to review, evaluate, and improve operations of the charter school, including any review recommendations. AS 14.03.255(b)(3)

Frontier Charter School met with parents and advisors at monthly APC meetings. These are public meetings held to review, evaluate, and improve operations at the school. Here, in a transparent manner, the school reviewed progress and update goals, revised policy handbooks, and provided guidance to administration. The administrator provided guidance and assisted the board throughout the process. Parents, advisors, and administration recommended necessary changes and updates to benefit the program. The record shows that we met on a regular basis, as evidenced by the archive of minutes listed at our website: <www.asdk12.org/frontier>. Further evidence is provided in Exhibits B and C.

EXHIBIT B provides evidence that Frontier Charter parents and advisors review progress and update school goals in what is referred to as the, "Continuous Improvement Plan."

EXHIBIT C provides evidence that the administration communicated with parents to improve the operation of the school.

iv. Provide evidence that the charter school met with the APC at least once a year to monitor progress in achieving the committee's policies and goals. AS 14.03.255(b)(4)

The Frontier APC meets regularly. The motions of every meeting have been presented to the Anchorage School Board during Frontier's annual review. All minutes remain on file in the designated APC file at 400 W. Northern Lights, Suite 6.

APPENDIX D provides APC board minutes for review.

v. Provide a description of the school schedule and calendar. 4 AAC 33.110(a)(9)

Frontier Charter School's calendar is aligned with the District's calendar. In addition to the normal school year, Frontier staff work and homeschool students may choose to take courses during the summer months. Our school is in operation July 1 through June 30.

EXHIBIT D: Frontier Charter School and Anchorage School District calendars.

vi. If applicable: Provide information on alternative educational options for students not wishing to attend the charter if the charter school is the only school in the community. 4 AAC 33.110(a)(12)

Not applicable.

References: AS 14.03.255. Organization and operation of a charter school, 4 AAC 33.110 Charter school application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 2	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of administrative oversight	Pages 19-22 Page 80 Appendix D	
Evidence of written administrative policy manual or assurance	Page 98 Appendix E Page 193 Exhibit J	
Evidence of regular parent and advisor contacts for continuous improvement	Page 23 Page 171 Exhibit B Page 174 Exhibit C	
Evidence of annual APC meeting	Page 23 Page 80 Appendix D	
Description of school schedule and calendar	Page 23 Page 178 Exhibit D	

Section 2	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Alternative options for students if no other educational program exists	Not applicable	

i. Provide a description of the educational program to be offered at the charter school including specific teaching methods that benefit an age group, grade level or specific type of student and examples of curriculum utilized. AS 14.03.255(c)(1), AS 14.03.265(a)(1-3), 4 AAC 33.110(a)(5)

3.1 Program Description

3.1.1 Frontier was first approved as a charter school during 2003 to provide a partnership opportunity between homeschooling parents and the Anchorage School District.

3.1.2 Frontier provides support and funding to help families to procure educational services, curriculum, and supplies necessary for homeschooling. Purchases are subject to approval by Frontier of the student's educational plan. Families use these funds to enroll their child in ASD and/or other approved courses and to purchase necessary supplies to be taught at home.

3.1.3 The ultimate purpose of Frontier is to provide greater educational choices and opportunities to homeschooling students and to assist homeschooled families in developing their child's educational program.

3.1.4 Frontier is a parent-directed homeschool program in that parents take the primary responsibility for developing an Individual Learning Plan (hereafter ILP) for each of their children.

3.1.5 In their pursuit of academic excellence, parents will receive ongoing support by certified teachers (academic advisors) who will provide assistance and oversight.

3.1.6 With the assistance of public funds, Frontier Charter School will provide students with qualified instructors and community resources including guidance to parents; books and supplies; small group classes; university-level classes; one-on-one tutoring; distance learning courses; online courses with synchronous, real-time interaction between students and advisor; asynchronous online courses for independent study; in person classes offered by local vendors; and access to educational facilities. Frontier students will have access to classes conducted at Anchorage School District Schools, and can participate in District sponsored academic competitions.

ii. Provide evidence of a written instructional program that addresses state content standards under 4 AAC 04 and aligns with the content on the statewide assessment system under 4 AAC 06.710-4 AAC 06.790 marked as Appendix F. 4 AAC 33.110(a)(6)

3.2 Instructional Program: Curriculum/Methods

3.2.1 Each student's course of study will be outlined in an Individualized Learning Plan (ILP).

3.2.1.1 ILPs are developed annually at the start of the school year;

3.2.1.2 are customized to match the abilities and learning styles of each student to enable each student to reach her or his maximum potential;

3.2.1.2.1 developed by the parent(s)/guardian(s);

3.2.1.2.2 in association with an Academic Advisor;

3.2.1.3 fulfill the core and elective requirements set forth in the school scheduling requirements in section 3.2.4;

3.2.1.4 comply with the Anchorage School District and Alaska Department of Education guidelines for non-sectarian curricula;

3.2.1.5 comply with the Alaska state content and performance standards and documented in the student's cumulative folder; and

3.2.1.6 include any IEPs developed by the District for the student.

3.2.1.7 Each ILP will be required to list:

3.2.1.7.1 subjects or course titles;

3.2.1.7.2 specific objectives and requirements for each course listed;

3.2.1.7.3 method of instruction (parent-taught, small group class, one-on-one tutoring, etc.);

3.2.1.7.4 resources required for each course including texts, other educational materials, school supplies, lessons, facilities, or equipment rental;

3.2.1.7.5 method of evaluation per course;

3.2.1.7.6 grading system used per course as applicable; and

3.2.1.7.7 accompanying student or family budget.

3.2.1.8 Each ILP will be

3.2.1.8.1 reviewed by an academic advisor during or prior to the beginning of the student count period outlined in state regulation, or within two weeks of enrollment;

3.2.1.8.2 evaluated for meeting State Content and Performance Standards; and

3.2.1.8.3 approved by the application of the academic advisor's signature or electronic signature in the Frontier Student Aptitude Learning Tracking Tool.

3.2.1.8.4 No ILP can be unilaterally altered by the academic advisor.

3.2.1.8.5 The ILP may be amended anytime throughout the school year by the addition or deletion of material. Financial transactions related to the amendments will be approved after amendments are documented.

3.2.1.8.6 No ILP can be amended to delete course work such that the student would be less than a full-time student, seniors and students with an IEP excepted as noted in the enrollment section.

3.2.2 The choice of curricula for families is intentionally broad in an effort to best customize the education for each child. It includes:

3.2.2.1 any course of study agreed to by the parent and the Frontier Academic Advisor;

3.2.2.2 courses that are intended to fulfill ASD graduation requirements (ASD Diploma Track);

3.2.2.3 courses that are not intended to fulfill ASD graduation requirements (Frontier Charter School Program Completion Track);

3.2.2.4 all "Credit by Choice" options offered by ASD;

3.2.2.5 any course currently offered within the District;

3.2.2.6 King Tech High School classes that are available with allocated spaces as per ASD school policy for vocational students;

3.2.2.7 any course currently offered within another District with which ASD maintains an exchange program should such a relationship be established;

3.2.2.8 any University of Alaska at Anchorage course;

3.2.2.9 any course from another university or college; and

3.2.2.10 any course or program of study that meets the requirements set forth in the ILP requirements of section 3.2.1 and the scheduling requirements of section 3.2.4.

3.2.3 The school has a systematic plan in place to monitor curriculum implementation and curriculum quality. As a publicly funded homeschool charter school, Frontier enjoys curricular freedom. When families join Frontier they agree and understand that, though they have curricular freedom, every child must have an individual learning plan created for each required subject before the beginning of the State Count Period, or within two weeks of enrollment. They also agree that all curricular choices will be subject to the following review process.

3.2.3.1 Curricular choices must be aligned to the learning plan created in the Student Aptitude Learning Tracking Tool (SALTT). Every ILP is reviewed for accuracy and relevancy:

3.2.3.1.1 by the certified advisor for curricular alignment to the individual learning plan;

3.2.3.1.2 by the Frontier curriculum coordinator for alignment to state standards and adherence to nonsectarian/sectarian purchasing guidelines;

3.2.3.1.3 by the business office for procurement eligibility;

3.2.3.1.4 by the Frontier principal for review and to assure compliance and eligibility.

3.2.3.2 Once the technical review of the new curriculum is completed, proposals move to the APC for review and approval.

3.2.3.3 The APC will yearly review, evaluate, and revise the curriculum approval processes to ensure that the highest standards for curricular quality and rigor are met.

3.2.4 Scheduling requirements

3.2.4.1 Frontier's fiscal year extends from July 1 through June 30. Within the fiscal year, families may choose their own homeschooling calendar as long as the student meets the full-time enrollment requirements set forth below and it is consistent with state mandatory attendance laws.

3.2.4.1.1 Full-time status at Frontier Charter School requires students to be enrolled in eight or more units of instruction per year on their ILP, four of which must be core units.

3.2.4.1.2 Frontier students can register for a maximum of 3 classes at another ASD school, or up to 50% of total courses enrolled.

3.2.4.1.2.1 ASD courses will be paid out of the student's Frontier Charter School student account at the Anchorage School District class charge-back rate.

3.2.4.1.2.2 Frontier student registration and payment for an ASD course requires preauthorization from the Frontier administrator using a completed part-time enrollment form.

3.2.4.1.3 Seniors who are completing their planned program of completion, either in the ASD Diploma Track or certificate of completion, may enroll at less than full-time level. Funding will be commensurate with level of attendance.

3.2.4.1.4 Students who have an IEP at the time of enrollment and are scheduled to receive services at an Anchorage School District school may enroll dually at Frontier Charter School and the Anchorage School District school.

3.2.4.1.5 Frontier Charter School students may participate in ASAA activities consistent with ASAA and Anchorage School District rules. Attendance will be established by the evidence of ongoing participation in the classes in which the student has enrolled. This evidence may take the form of a learning log or a weekly activity report, or parent and/or advisor assent.

iii. Provide a description of plans for serving special education, vocational education, gifted, and bilingual students. 4 AAC 33.110(a)(10)

3.3 The purpose of the Frontier Charter School is to provide greater educational choices and opportunities to homeschooling students and to assist parent/guardians in developing their child's educational program.

3.3.1 Frontier parents/guardians believe that they can help each of their children achieve academic excellence. This belief stems from the fact that they are willing and able to give education top priority and that they can build an individualized education program that meets the needs of each child.

3.3.2 It will be the responsibility of the academic advisors to provide appropriate curriculum recommendations to parents/guardians of students who may fall in any academic achievement level.

3.3.3 Frontier's educational program allows for a customized program of learning to be developed for every enrolling child. Because Frontier's curriculum is customized, students who qualify as English Language Learners (ELL) and 'gifted' can be integrated into the general education program. ELL students receive assessment accommodations and resources to assist them in developing their ILPs. Additionally, there are ASD approved vendors who support ELL students, meeting their unique challenges and language barriers. Students who are identified as ELL and/or 'gifted' by the District can receive services at their neighborhood school.

3.3.4 As a homeschool program with a wide variety of course options, Frontier Charter is ideal for assisting students interested in vocational education. Our advisors encourage students to pursue their career goals to the extent possible while in high school. They can do this in a variety of ways. First, students can tailor the courses they choose to further the vocational education of their choice. Second, students have access to King Tech High School courses which offer a large variety of vocational training in specific fields. Third, students can receive high school credit for work and volunteer experience. Lastly, students can take college courses that earn both high school and college credits. These can be tailored to their career path and interests.

3.3.5 Students who are eligible to receive Special Education services and have an IEP will receive services through the Anchorage School District Special Education program.

3.3.6 Frontier Charter School will practice no discrimination in the admission of students or in the implementation of the educational program in accordance with school district, state and federal requirements.

iv. Provide the written objectives for program achievement desired by the charter. Include information on the progress of the charter to date in reaching the objectives. Include in this section information on ASPI star rating, comparisons of state assessments for the school to district averages, as well as student performance by disaggregated groups. Include a synopsis of how students in your school are performing. Also include information on how the charter addresses the needs of students who do not perform at acceptable levels of proficiency. 4AAC 33.110(a)(7)

APPENDIX F: Frontier's accountability data is found in Appendix F to include information on the ASPI star rating, comparisons of state assessments for the school to district and state averages, as well as student performance by disaggregated groups.

3.4 Frontier Charter School's objectives for academic achievement are as follows:

3.4.1 For each student to be successful as measured by the State of Alaska's accountability system. Frontier agrees to follow the same performance targets as the Anchorage School District.

3.4.1.1 The percentage of third grade students proficient in reading on the state summative test will increase from a baseline of TBA% in Spring 2022 to 80% by May 2026.

3.4.1.2 The percentage of students in grades 3-9 proficient in mathematics on the state summative assessment will increase from a baseline of TBA% in Spring 2022 to 55% by Spring 2026.

3.4.1.3 Frontier's benchmark assessment participation rate goal is to increase from TBA% to 95% by Spring 2026.

3.4.1.4 Frontier's summative assessment participation rate goal is to increase from TBA% to 95% by Spring 2026.

3.4.1.5 The percentage of high school students graduating Life Ready as well as College and/or Career Ready will increase from a baseline of TBA in Spring 2022 to 90% by Spring 2026.

3.4.1.6 Frontier's graduation rate goal is to increase the four-year graduation rate from 64.2% in Spring 2021 to 75% by Spring 2026; the five-year graduation rate from 79.1% in Spring 2022 to 90% by Spring 2026.

3.5 Frontier addresses the needs of students who do not perform at acceptable levels of proficiency.

3.5.1 During September through May, the administrator will conduct monthly Multi-Tiered System of Supports (MTSS) meetings with the academic advisors to ensure that all students receive core instruction, and all low-performing students receive additional support to meet their needs and to reach proficiency. Academic advisors apply MTSS protocols and find alternative supports to improve student learning. Frontier is uniquely designed to meet the needs of these struggling learners through enrichment programs and a diversity of skill sets among the academic advisors and Frontier school psychologist. Weekly academic advisor meetings with the principal and monthly MTSS meetings give advisors an opportunity to collaborate and share expertise in problemsolving student challenges.

3.5.1.1 Exhibit H (Page 184) describes the monthly MTSS meeting plan. 3.5.1.2 Section 3.5.2 below describes how academic advisors use the AK STAR assessment to identify low-performing students and modify their learning plans to ensure they receive additional support to meet their needs and reach proficiency.

3.5.2 Standardized test scores will be evaluated by the student's academic advisor within one month of their receipt by the school. It will be the responsibility of the advisor to:

3.5.2.1 Make recommendations to the parent/guardian regarding modifying the ILP if test results indicate a particular deficiency or strength;

3.5.2.2 Make available interventions to students. Parents must meet with their academic advisor monthly to discuss interventions and strategies to meet their goals. We have recommended that some students dually enroll for specific subjects if we identify that the best intervention will be face-to-face daily instruction.

3.5.2.3 File a report with the principal listing all families contacted, reason for contact and resolution.

3.5.3 Academic advisors will make a grade placement for each student by June of each year based upon the parent/guardian recommendation, successful completion of ILP goals and results of standardized assessments. In the case of a parental/guardian dispute with the grade placement, the principal will make the final decision.

3.5.4 Academic advisors will offer student and parent workshops to assist families in their preparations for participating in required assessments.

3.5.5 The number of total students tested has dropped in recent years, especially during the Covid-19 pandemic. Some parents do not allow their students to participate in State assessments proctored at school, per Alaska Statute that recognizes a parent's right to withdraw a student from testing required by the state. Sec. 14.03.016 states,

"A parent's right to direct the education of the parent's child. (a) A local school board shall, in consultation with parents, advisors, and school administrators, adopt policies to promote the involvement of parents in the school district's education program. The policies must include procedures (1) recognizing the authority of a parent and allowing a parent to object to and withdraw the child from a standards-based assessment or test required by the state."

Therefore, Frontier staff will promote assessment and encourage families to participate, especially in the benchmark assessments, and to use these assessments as a tool to guide the instruction of their homeschooled children.

3.5.5.1 Staff will communicate the importance of participation in assessments at required new parent information meetings, ILP meetings, progress monitoring meetings, and grade conferences. Staff will promote increased participation by finding new ways to make assessment data more meaningful to the homeschool parent-advisor.

3.5.5.2 Frontier anticipates increased participation due to our efforts and has set benchmark and summative assessments participation goals in sections 3.4.1.3 and 3.4.1.4 of the charter.

v. Provide a description of the mechanisms for student assessment utilized in addition to those required by state law. 4 AAC 33.110(a)(5)

3.6 Frontier Charter School implements FastBridge, Student Map Growth, and i-Ready assessments. They are used by academic advisors to monitor student growth and support informed instructional decisions.

3.7 Learning profile assessments are offered to Frontier students to help homeschool parent/guardians build a map or picture of their child's unique learning patterns. Our objective is work with the family as an intervention team to identify the unique abilities of individual learners to empower students to effectively make connections: What students need to learn, how they learn it, and/or how they can express what they have learned. Frontier employs a Nationally Certified School Psychologist to build and adjust the learning profile to meet annual program needs, administer assessments, and to assist students, parent/guardians, and academic advisors to apply the assessment and intervention techniques to individualized learning plans.

3.7.1 Beginning in the school year 2022-23, the learning profile was modified to support a school-wide math initiative providing homeschool families with targeted math support.

3.8 Frontier Charter School offers the Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT).

3.9 Frontier Charter School follows ASD standards for assessments and the following contained in the charter:

3.9.1 All kindergarteners have a standard-based benchmark reporting semesterly between the parent and Frontier Academic Advisor based on their child's developmental skills. ASD standards are used to assess and rate on a scale from 0 to 4. 0 means no progress, 1 is little progress, 2 is making progress, 3 is proficient, and 4 is advanced. Progress reports are based on developmental skills.

3.9.2 Grades 1-6 are submitted each semester by the academic advisor in partnership with the parent. Grades 1, 2, and 3 use "O", "S," and "N." Grades 4-6 use standard grading of "A-F" for all core subjects. PE, music, health, and art are effort only ("O", "S", and "N"). Elementary needs 4 grades for LA: reading, writing, handwriting, and spelling.

3.9.3 Grades 7-8 are submitted by the academic advisor in partnership with the parent. Grades are submitted each semester and are letter grade for each course in the student's ILP.

3.9.4 Grades 9-12 are submitted by the academic advisor in partnership with the parent. Letter grades are required each semester. Semester grades must be entered for each course. If the course/class is not entered by the required date, no credit will be given.

3.9.5 Students taking classes from distance education, college/university, or vocational and technical schools forward copies of the instructional grade report to their academic advisor.

3.9.6 Grades for the courses in the student's ILP are determined and assigned by the certificated teacher/academic advisor with input from the homeschool parent. Work samples and time logs submitted help the advisor to substantiate the grades assigned.

References: AS 14.03.255. Organization and operation of a charter school, AS 14.03.265 Admission, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 3	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of educational program	Page 25	
Evidence of written instructional program that addresses content standards and aligns with statewide assessment system	Pages 26-29	
Description of plans for serving special education, vocational education, gifted and bilingual students	Page 30	
Evidence of written objectives for program achievement, progress on meeting objectives, comparisons of disaggregated assessment data to district and state averages, and plans to address students who do not perform at acceptable levels	Pages 31-33 Pages 128-148 Appendix F	
Description of the mechanisms for student assessment in addition to those required by state law	Pages 33-34	

Section 4: Professional Development

i. Provide a description of and schedule for staff development activities. 4 AAC 33.110(a)(8).

EXHIBIT E provides a schedule of Frontier Charter School staff development.

4.1 Frontier staff are required to complete training and professional development required by the State of Alaska for public school employees.

4.2 Staff participate in professional development and training required by the Anchorage School District unless alternative professional development necessary to school operations is specifically designated by the principal.

4.3 Regular meetings are designated for staff member collaborative planning and professional development. This time provides the opportunity for employees to understand and apply the foundational principles and educational philosophies of the school and increase proficiency in delivering services.

References: 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 4	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of and schedule for planned professional development	Page 36 Page 180 Exhibit E	

Section 5: Facility

i. Provide the location for the charter school, description of the facility and lease information. AS 14.03.255(c)(7)(d), 4 AAC 33.110(a)(15)

See Exhibit G: Facility Maps

5.1 Frontier Charter School has two locations. A main office located at 400 W. Northern Lights Blvd., Anchorage, and a branch office in Eagle River at 16707 Coronado Road Unit B.

5.1.1 The Anchorage office has been in the same building since Frontier opened in May 2003. Starting with 2,895 sf, Frontier now occupies 7,204 sf, comprised of 8 individual offices, 4 open-area offices, reception and general administrative space, conference room, general workroom, resource room, utility and storage space, file storage and multi-use space.

5.1.2 The Eagle River branch office opened in March 2015 and has 2,311 sf consisting of 4 open-area offices, admin and reception space, two workrooms and utility & storage space.

5.1.3 The leases for both locations are set to end as of 6/30/22. Discussions are underway with the owners of each location to renew the leases for another ten years.

5.2 As a correspondence study program, Frontier does not require dedicated classrooms for student instruction. Rather, space is required for administrative purposes, which includes academic advising, registration and enrollment, managing student spending (procurement), space to conduct mandated assessments, etc.

5.3 Frontier complies with all local, state and federal health and safety requirements where applicable.

ii. Describe the plans for the charter school's facility and any plans for projected growth. *4* AAC 33.110(a)(15)

See Exhibit G: Facility Maps

5.4 Frontier's two locations are adequate for future enrollment growth.

References: AS 14.03.255. Organization and operation of a charter school, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 5	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Description of facility and location of the charter school including addressing district leased space if applicable	Page 37 Page 182 Exhibit G	
Evidence of a written facility plans	Page 37 Page 182 Exhibit G	

Section 6: Admission

i. Provide the written admission policies and procedures utilized by the charter. Please include evidence that the school is ensuring an equal and bias-free access to all eligible students. Mark as Appendix G. AS 14.03.255(c)(3), 4 AAC 33.110(a)(11)

APPENDIX G provides evidence that the school is ensuring an equal and bias-free access to all eligible students.

6.1 Eligibility Criteria

6.1.1 Frontier is a public school and accepts all applications for enrollment from students who are of school age and who are not enrolled in another public school.

6.1.2 By enrolling the student in the charter school the parent/guardian agrees to abide by school policies.

6.1.3 The parent/guardian of a new student who would like to enroll in Frontier must attend an informational meeting. The school staff provides an overview of the school's functions and answers any questions that parents and students might have.

6.2 Returning Families

6.2.1 Enrollment openings at Frontier are first offered to returning students and their school age siblings, as long as enrollment is under the school's cap.

6.2.2 Returning students retain their place in the school from year to year by submitting an intent to enroll form to Frontier by March 15 or such date as may be determined.

6.2.3 Parents must then complete the district's re-enrollment process during the district's registration window. Parents must submit all documentation required by the Anchorage School District, such as but not limited to immunization records, a certified copy of a birth certificate, and transcripts of grades from outside the district, if applicable.

6.2.4 The registrar then accepts the enrollments for any student who is a returning student or their sibling, as long as the sibling's enrollment is under the school's cap.

6.3 New Families

6.3.1 Frontier Charter School will enroll all eligible students who submit a timely application, unless the number of those applications exceeds the capacity of the program.

6.3.2 In the event of an excess of those applications, the charter school and the local school board shall attempt to accommodate all of those applicants.

6.3.3 If it is not possible to accommodate all eligible students who submit a timely application, students shall be accepted using the Anchorage School District lottery system.

6.4 Enrollment:

6.4.1 Students will be considered enrolled at Frontier Charter School when their school district enrollment is complete and the required Frontier Individual Learning Plans (ILPs) are approved by their Academic Advisor. Student enrollment is not complete until an Academic Advisor approves ILPs.

6.4.2 ILPS are due ten days after the initial advisor meeting or the official ASD start of school.

6.5 Enrollment Calendar

6.5.1 Frontier Charter School will be a year-round school with the school year beginning July 1 and ending June 30 annually.

6.5.2 Students may apply for admission year-round.

6.5.3 Students enrolling via the lottery must have completed the enrollment process within fifteen business days of their receiving notification of admission or their slot will be given to another student.

6.6 Allowance for program diversity

6.6.1 Frontier Charter School will practice no discrimination in the admission of students or in the implementation of the educational program in accordance with school district, state and federal requirements.

6.6.2 Frontier Charter School, through the development of an ILP for each student, allows for a customized program of learning to be developed for every enrolling child. It will be the responsibility of the academic advisors to provide appropriate curriculum recommendations to parents/guardians of students who may fall in any academic achievement level.

6.6.3 Gifted programs offered by the District will be made available for registration, within the district, to Frontier Charter School students as space allows.

6.6.4 Students who are eligible to receive Special Education services and have an IEP will receive services through the Anchorage School District Special Education program.

6.6.4.1 Frontier students who are identified as possibly being eligible to receive special services will first meet with the Student Intervention Team at Frontier Charter School. Referrals made for further evaluation by the District will be made by this team.

6.6.4.2 Services provided to students with an IEP in a regular instruction classroom, with no accompanying accommodations, will be paid out of the student's Frontier Charter School student account at the Anchorage School District class charge-back rate.

ii. Provide a written student recruitment process, including a lottery or random drawing mechanism for enrollment if applicants exceed the school's capacity. Please include information in this section describing enrollment and waitlist numbers for the past 3-5 years. Mark as Appendix H. AS 14.03.265(b), 4 AAC 33.110(a)(17)

APPENDIX H provides a description of enrollment and waitlist numbers for the past 5 years.

6.7 Recruitment Process:

6.7.1 Frontier Charter School shall provide all interested students with a fair opportunity for access. To do so, Frontier will develop strategies to recruit a pool of applicants which reflects the diversity of the school system as a whole. Recruitment includes the following efforts and does not create any priority or preference for admission.

6.7.1.1 Frontier enrolls new students year round. Students enrolled after the October count period receive an allotment adequate to fund their education plan even though Frontier does not receive any state funding or local contribution.

6.7.1.2 Frontier partners with a local nonprofit to provide support for Alaskan Native students while the students live in a local residential treatment facility in Anchorage. These students enroll at Frontier Charter each month of the year, for an average of 10 to 15 months before returning home.

6.7.1.3 The Frontier staff members participate at public library school information events.

6.7.1.4 Frontier provides for radio advertising on a variety of radio stations.

Section 6: Admission

6.7.1.5 Frontier creates a public social media presence and provides staffing to daily monitor, update, and provide quick responses to public inquiry.

6.7.1.6 Frontier also provides search engine optimization so it is easier for families to find our website.

6.8 Lottery:

6.8.1 Students will be admitted on a first-come, first-serve basis until the enrollment maximum is reached.

6.8.2 In the event of an excess of applications, the school and district will attempt to accommodate those applicants.

6.8.2.1 The maximum number of students who may enroll in Frontier Charter School will be determined annually by an agreement with the Anchorage School District administration.

6.8.3 Students will be admitted using the Anchorage School District lottery system if it is not possible to accommodate all eligible students.

6.8.4 The building administrator may preempt the process with the approval of the appropriate Instructional Division Senior Director. [ASD Administrative Regulations 5116(a), Lottery Procedures].

References: AS 14.03.255. Organization and operation of a charter school, AS 14.02.265 Admission, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 6	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of written admission policies and procedures	Pages 39-41 Page 149 Appendix G	

Section 6	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of a written student recruitment process, including enrollment and waitlist numbers	Pages 41-42 Pages 150-151 Appendix H	

Section 7: Fiscal

i. Provide a written budget summary and financial plan, including a statement of the charter school's funding allocation from the local school board and costs assignable to the charter school program budget. Information in this section should explicitly detail the amount and sources of the revenue streams; the specific indirect rate (not to exceed 4%) and details of what the indirect rate charges cover; as well as the charter's eligibility to receive additional revenue over the 2.65 mills required in the foundation formula. Projected budget marked as Appendix I. AS 14.03.255(c)(5), 4 AAC 33.110(a)(14)(A)

APPENDIX I: Projected budget.

7.1 Frontier's annual program budget is generated through the District's Office of Management and Budget and utilizes anticipated District funding based on a per pupil allocation for the students enrolled.

7.1.1 The per pupil allocation is computed in a manner consistent with the method in which the District receives revenues from the State of Alaska, less administrative costs retained by the District as determined by applying the indirect cost rate approved by the State of Alaska Department of Education and Early Development.

7.1.2 Frontier's budget for School Year 2021-22 was \$3,115,485, based on a Correspondence Average Daily Membership count of 481.4 students. A copy of the budget summary is provided at Appendix I.

7.2 The budget summary details how the school's allocation will be used to operate the school. In addition to staffing, facility and administrative costs, funds are included for student allotments.

7.3 The District may allocate additional revenue beyond the per pupil allocation based on the approved program but any such increase must be approved by the District's Board.

7.4 The District withholds indirect funds at a rate (not to exceed 4%) and provides support services for Frontier (and the other charter schools) that includes: finance and accounting, purchasing, IT services including applications such as Q and Business Plus, human resources, payroll, business management, records management, training and staff development.

7.5 Frontier Charter School is eligible to receive additional funding over the 2.65 mills required in the foundation formula.

ii. Provide a signed assurance that:

The charter school follows all district approved practices to account for receipts and expenditures; the charter school has been successful in ending each year with a zero or

positive fund balance; all audit reports to date indicate the school has met its obligation to ensure the fiscal integrity of the school's financial operation. AS 14.03.255(b)(1)(c)(6)

EXHIBIT F: Charter School Fund Balance report.

7.6 Frontier agrees to establish, maintain and retain appropriate financial records in accordance with all applicable local, state and federal laws, rules and regulations, and to make such records available to the Anchorage School District, as requested.

7.7 Frontier accounts for receipts and expenditures by using and complying with the District's accounting, audit and other fiscal procedures.

7.8 All audit reports to date indicate that Frontier has met its obligation to ensure the fiscal integrity of the school's financial operation.

7.8.1 Audits are performed by the District, the Municipality of Anchorage and the State of Alaska.

7.8.2 Records of these audits are maintained at the District's level for each school and published in the Comprehensive Annual Finance Report (CAFR).

7.9 Since opening in May 2003, Frontier has ended each school year with a zero or positive fund balance. See Exhibit F for the report Charter School Fund Balance which details year-end fund balances from 2011-2012 to 2020-2021.

References: AS 14.03.255. Organization and operation of a charter school, AS 14.02.265 Admission, 4 AAC 33.110 Charter School application and review procedure.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 7	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of a budget plan	Page 44 Pages 152-161 Appendix I	

Section 7	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Evidence of assurance	Page 45 Pg. 181 Exhibit F	

Section 8: Transportation

i. Provide the district charter school transportation policy, if proposed or adopted, marked as Appendix J. *4 AAC 33.110(a)(19)*

8.1 Parents or guardians of students at Frontier Charter School shall be responsible for their student's transportation.

References: AS 14.03.255. Organization and operation of a charter school, AS 14.02.265 Admission, 4 AAC 33.110 Charter School application and review procedure, AS 14.09.010 Transportation (e)(1-3)(f)(g), 4 AAC 27.057 Charter School Transportation policy.

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Reviewer Rating Template

Use the reviewer rating template below to fill in the page numbers to depict the location of the responses for each sub-element. Do not use the reviewer's notes column.

Section 8	Page Number location(s) of response(s) including Appendices	Reviewer's notes Rating: Compliant/Noncompliant
Plans for pupil transportation	Page 47 Page 162 Appendix J	

APPENDIX A Provide evidence of the local school board approval of the reapplication for the charter school.

Appendix A

Evidence of school board approval

Evidence will be provided as meeting minutes after the ASD School Board approves the Frontier Charter School application.

APPENDIX A

Provide evidence of the local school board approval of the reapplication for the charter school.

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Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

Appendix B

Contract between the charter school and the school board

CHARTER SCHOOL CONTRACT

This Charter School Contract (the "Contract") is entered into and made effective as of the ______ of ______, 20____ (the "Effective Date"), by and between Frontier Charter School, located at 400 W. Northern Lights Blvd., Anchorage, AK 99503, with a second administrative center located at 16707 Coronado Rd., Eagle River, AK 99577, hereafter "Charter School," and the Anchorage School District, acting through its School Board, located at 5530 E. Northern Lights Blvd., Anchorage, Alaska 99504, hereafter the "District." Charter School and the District are referred to herein individually as a "Party" or, collectively, as "Parties."

WHEREAS, Charter School desires to operate within the District in conformance with Alaska Statutes 14.03.250 et seq. and all applicable District policies and procedures; and

WHEREAS, the District has reviewed and approved Charter School's application, subject to any amendments or conditions noted by the District;

WHEREAS, by Board Resolution adopted ((DATE)), the District conditionally granted Charter School's application contingent upon the negotiation and execution of an contract acceptable to the District and subject to certain other conditions, including approval by the State of Alaska Department of Education and Early Development; and

WHEREAS, the Parties contemplate that this Contract will govern the relationship between the Parties and the operation of the Charter School;

NOW THEREFORE, in consideration of the mutual covenants and agreements contained in this Contract, the Parties agree as follows:

Charter School shall provide an educational program in the District subject to the terms and conditions of this Contract, commencing on the first day of July for the school year 2023-24. Services will be provided in accordance with the Charter School Calendar identified herein.

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

- <u>Compliance with Regulatory Requirements</u>: Charter School shall comply with all local, state, and federal laws and regulations applicable to public schools in Anchorage, Alaska. Charter School further warrants that it has reviewed and fully understands all requirements imposed by District policy and regulation on the operation of charter schools, and warrants that it shall adhere to all such District policies and regulations, except as otherwise stated in Section 4 herein.
- 2. Educational Program: Charter School shall provide an educational program that advances students' mastery of basic skill areas including mathematics, science, health, reading, language arts, and social studies. Charter School's educational program shall be appropriate to the age of students included in the program. Charter School shall also provide for instruction in physical education, music, art, and instructional technology. The educational program shall be designed as described in the Charter School's application.
- 3. <u>Achievement Levels</u>: Charter School's educational program shall result in students' attaining the specific levels of achievement described in the Charter School's application.
- 4. Administrative Policies and Procedures:
 - a. <u>Admission Policies and Procedures</u>: Charter School shall operate for ten years. Eligible students are those who are grade-appropriate for the Charter School. Any eligible student who applies in a timely fashion will be admitted, up to the maximum number of students that can be accommodated by the Charter School's program. If more eligible students apply than can be accommodated, admission to the Charter School's program will be determined by a drawing using the District's Lottery Procedures as of the date of the application. Charter School shall not discriminate in any way against any individual or group of individuals on the basis of any classification protected by state, local, or federal law, or District policy.
 - b. <u>Academic Policies:</u> Academic policies and goals for the Charter School shall be established by the Academic Policy Committee ("APC"). The APC shall be an elected board. Election procedures shall be as outlined in the school's Bylaws

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

approved by the District. The APC shall meet with the Charter School principal/administrator at least four times each year, to monitor progress in achieving the APC's policies and goals.

The APC shall include <u>7 persons</u>, including parents of students attending the Charter School, advisors at the Charter School, and other Charter School employees. Students may be included in the APC if the Charter School is for grades 9-12. The APC's founding members shall be as stated in the Charter School's Application.

Members of the APC shall be expected to participate in professional development activities that help them understand their responsibilities, stay abreast of new developments in education and law, and learn new ways to cope effectively with the problems they confront. APC members shall be expected to participate in at least one such professional development activity per year. Funds for such professional development activities shall be provided annually by Charter School.

Neither the APC acting as a whole, nor any of its members, shall have any authority to bind the District in any way.

c. <u>Charter School has requested and received authorization for the following</u> exemptions from District policies and procedures. Exemptions listed should include specific alternative curriculum the charter school has elected to use and has been approved in replacement of the ASD School Board Approved Curriculum:

Frontier Charter School has been granted the following waivers from District policies and procedures:

(List and number below)

1) Curriculum: (BP 6141) calls for a description of the curriculum in each subject matter area. Working with academic advisors, Frontier families select their own curriculum to customize students' Individual Learning Plans (ILPs).

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

2) Calendar: (BP 6111) calls for schedule information, including start and end times, and a calendar for the school year. Frontier follows a year-round calendar schedule and allows families to set their schedule in cooperation with their academic advisor.

3) Pupil-teacher ratio: (AS) 14.03.255(c)(9) calls for a determination of the pupilteacher ratio. Pupil-teacher ratio varies due to the unique structure of the Individualized Learning Plan (ILP). Essential elements of the charter's policy allow for each family to coordinate with teachers in association with other students as they choose. Each academic advisor serves as many or as few students as allowed by Frontier policy.

4) For purposes of ASAA participation, Frontier Charter School will interpret the student activities attendance rule such that the ILP documentation of ten instructional units throughout the school year demonstrates "regular attendance at school".

- 5. <u>Funding</u>: The District shall allocate funding for the Charter School based on a per-pupil allocation for the students enrolled in the Charter School, computed in a manner consistent with the method in which the District receives revenues from the State of Alaska, less administrative costs retained by the District as determined by applying the indirect cost rate approved by the State of Alaska Department of Education and Early Development. The District may allocate additional revenue beyond the per pupil allocation based on the approved program for the Charter School; but any such increase must be approved by the District's Board. The Charter School shall comply with all local, state, and federal requirements for the receipt and use of public money.
- 6. <u>School District Charges</u>: Charter School shall operate under the terms of the approved program budget. The program budget utilizes anticipated District funding based on a per-pupil allocation for the students enrolled in the Charter School. The per-pupil allocation is computed in a manner consistent with the method in which the District receives revenues from the State of Alaska, less administrative costs retained by the District as determined by applying the indirect cost rate approved by the State of Alaska Department of Education and Early Development. Charter School's funding allocation from the District for purposes of creating the program budget was ((BUDGET AMOUNT)). The approved program budget includes the revenues identified above. In

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

addition, revenues generated for special populations of students, revenues from grants, and special revenue funds beyond the per-pupil allocation may be approved by the District's Board.

Operating revenues actually provided to the Charter School by the District may exceed or be less than the approved program budget since actual revenues shall be determined from actual student enrollments in the Charter School during the year in which the Charter School is operating. The District shall be entitled to adjust the funding to reflect actual student enrollment. Actual student enrollment shall be determined in the same manner that the State of Alaska uses to determine student enrollments and state revenues generated in the District.

- 7. <u>Student Fees and Charges</u>: Charter School shall not charge tuition to students who reside within the District. Any fees charged to students by the Charter School, including but not limited to supply and activity fees, shall be retained by the Charter School and included in the Charter School program budget.
- 8. <u>Budget and Accounting</u>: The Charter School's funding allocation for its first school year under this Contract, subject to adjustment based on state funding and enrollment, and a statement of costs assignable to the Charter School program budget are attached as part of the final District-approved Charter School application. The budget will be amended on an annual basis to reflect any changes in Charter School's funding allocation or assigned costs for subsequent school years. On or before the 15th day of November of each year, the Charter School shall provide the District with an annual budget for the following school year for approval. Charter School acknowledges that adjustments to the Charter School budget may be necessary if the estimated revenues are revised due to actions by the District's Board, the Alaska State Legislature, or the Anchorage Municipal Assembly.

Charter School shall account for receipts and expenditures by using and complying with the District's accounting, audit, and other fiscal procedures. Charter School shall establish, maintain, and retain appropriate financial records in accordance with all applicable federal, state, and local laws, rules and regulations, and will make such records available to the District upon request. Charter School agrees that it shall comply with all local, state, and federal requirements for receipt and use of public money.

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

 Facility: The Charter School shall be operated at the following location: Frontier Charter School has two locations. A main office located at <u>400 W. Northern Lights Blvd.</u>, <u>Anchorage</u>, and a branch office in Eagle River at <u>16707 Coronado Road Unit B.</u>

The Anchorage office has been in the same building since Frontier opened in May 2003. Starting with 2,895 sf, Frontier now occupies <u>7,204 sf</u>, comprised of 8 individual offices, 4 open-area offices, reception and general administrative space, conference room, general workroom, resource room, utility and storage space, file storage and multi-use space.

The Eagle River branch office opened in March 2015 and has <u>2,311 sf</u> consisting of 4 open-area offices, administrative and reception space, two workrooms and utility & storage space.

As a correspondence study program, Frontier does not require dedicated classrooms for student instruction. Rather, space is required for administrative purposes, which includes academic advising, registration and enrollment, managing student spending (procurement), space to conduct mandated assessments, etc.

Charter School warrants that the Facility shall, at all times, comply with all local, state, and federal health and safety requirements applicable to public schools in the District. Should the Charter School wish to enter into any facility lease or extension thereof, Charter School shall be required to confer with, and obtain prior written approval from the District's Director of Purchasing.

- 10. <u>Procurement</u>: Charter School warrants that it shall comply with all District policies and procedures, and all applicable state, federal, and local laws and regulations, in obtaining leased or rented space. Charter School shall be solely responsible to fund the procurement of all leased or rented space, facility improvements, modifications, materials, and supplies. All Charter School personnel shall be recruited and furnished at Charter School's sole expense.
- 11. <u>Teachers and Staff</u>: At the time of executing this Contract, the parties anticipate that the following teachers and staff members will, under separate agreements, teach in the Charter School:

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

Teachers/Academic Advisors: Bland, Wiley Brown, Barbara Christenson, Carrie Dennis, Ruth Hunt, Elizabeth Leahy, Kristin Swanberg, Pamela

Administrative Assistants: Darrell, Amy Hook, Carli-ann Kim, Mia Mitchell, Margie Ryan, Janel Smith, Norma

Administration: Finkler, Gerald – Principal Grant, Scott - Business Manager

At the time of executing this Contract, the Parties anticipate that the following individual(s) will, under separate agreement(s), act as a principal/administrator in the Charter School: <u>Gerald M. Finkler, Principal</u>.

The Charter School's principal/administrator, advisors, and staff shall have no authority to bind the District in any way. Charter School shall promptly provide the District with written notice of any proposed changes to the Charter School's staff.

Charter School agrees that certificated staff shall be evaluated in an equivalent manner as other advisors and administrators in equivalent positions in the District. Evaluation procedures for certificated staff must be identical to the District's procedures, unless the Charter School's approved application includes a detailed description of the evaluation procedures to be used in the Charter School, in which case the Charter School may use that District-approved procedure. The Performance Standards adopted by the State of Alaska Board of Education and Early Development and the District for

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

teachers and administrators must be included in any alternative evaluation procedures that are proposed for certificated staff. However, to clarify expectations, the Charter School's Academic Policy Committee may develop additional performance indicators that are relevant to the educational program of the Charter School. To the extent required by any applicable collective bargaining agreement, any changes to the evaluation procedures for advisors must be developed in consultation with the advisor's union, giving the union full opportunity to review and collaborate on those changes.

Unless the School District and any association representing an employee agree to an exemption, all provisions of any existing negotiated or collective bargaining agreement applicable to any employee shall remain in effect while the employee provides services at the Charter School. All waiver requests and written responses from the appropriate bargaining units are included in this contract and are attached hereto.

- 12. <u>Pupil-Teacher Ratio</u>: The Charter School shall maintain the following pupil-teacher ratio: Waiver applied.
- 13. <u>Enrollment</u>: The Charter School shall enroll a minimum of 150 students and a maximum of 1,500 students at all times. Student enrollment may be adjusted pursuant to the admissions procedures set forth above if there is increased student demand to attend Charter School.
- 14. <u>School Calendar</u>: Unless otherwise specified in this Section 14, Charter School shall follow the District's yearly calendar, including dates for mandated testing, holidays and parent-teacher conferences. Waiver applied.
- 15. <u>Retirement</u>: All employees of the Charter School shall be members of the Advisors' Retirement System or the Public Employees' Retirement System and shall be subject to the requirements of those systems.
- 16. <u>Term</u>: This Contract shall be effective upon complete execution and shall be reviewed annually. The Contract has been approved for a period of ten fiscal years and will terminate on <u>June 30, 2033</u> (the "Termination Date"). (No Contract may be approved for a term in excess of ten years). Charter School may apply for an extension of this Contract or reapply for a new Contract no later than 180 calendar days prior to the Termination Date. The District may, in its sole discretion, grant or deny any such request for extension or reapplication.

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

Although this Contract is for the operation of Charter School for a period of ten years, any financial commitment on the part of the District contained in this Contract is subject to annual appropriation by the District. The Parties agree that the District has no obligation to fund the financial obligations under this Contract other than for the current year of the Term. The Parties further agree that the District has no obligation to provide the services described within this Contract other than for the current year of the Term.

- 17. <u>No Third Party Beneficiaries</u>: Nothing in this Contract is intended to confer upon any person, other than the Parties, any rights, remedies, obligations, or liabilities under or by reason of this Contract.
- 18. <u>Termination</u>: The District may, in its sole discretion, terminate this Contract for Charter School's failure to meet educational achievement goals or fiscal management standards, for a default in any provision of this Contract, or for any other cause. The District shall provide at least 30 days' written notice to Charter School of its intent to terminate this Contract and, if applicable, the reasons for doing so. If Charter School fails to remedy the cause for termination within the time provided in this notice, then this Contract shall automatically terminate at the date stated in the notice. Upon termination, Charter School shall immediately return any unused funds to the District.

Charter School may terminate this Contract for the following school year by giving written notice to the District on or before February 1 of a given school year of its intent to cease operations for the following year.

19. <u>Risk Management and Maintenance of Insurance</u>: Charter School agrees to adequately protect against liability and risk through an active risk management program. Charter School agrees that it shall coordinate all risk management activities through the District's Department of Risk Management and Insurance (the "Department"). Charter School shall not compromise, settle, negotiate, or otherwise affect any disposition of any actual or potential demands, claims, lawsuits, fines, judgments, or liabilities without first consulting with the Department and receiving the Department's prior written approval.

Charter School shall at all times operate in such a manner as to minimize the risk of injury or harm to students, employees, and others. Charter School shall comply with all

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

District policies and procedures and all applicable local, state, and federal laws concerning student welfare, safety and health, including, without limitation, those policies, procedures, and laws addressing the reporting of child abuse, accident prevention, disaster response, and governing the operation of school facilities.

Charter School shall secure, and maintain at all times while this Contract is in force, at Charter School's sole cost and expense, insurance coverages with financially secure (minimum Standard & Poor's/AM Best rating of A-) and reputable insurers, authorized to do business in Anchorage, Alaska and satisfactory to the District, of the nature and with minimum limits equal to or in excess of the requirements set forth on Exhibit "A," attached hereto and incorporated herein. The District shall have the right to review these insurance requirements at any time and may, in its sole discretion, require Charter School to obtain additional or greater insurance coverages upon thirty (30) days' written notice. Charter School shall produce insurance certificates evidencing compliance with this Section 19 upon written request.

The satisfaction of any deductibles or self-insured retentions attendant to said coverages shall be the sole responsibility of Charter School. All insurance coverage carried by Charter School, to the extent allowed by law, shall name the District as an "additional insured," so that said insurance, with regard to the types of coverages required hereby, be made to extend to and protect the District to the same extent Charter School is covered. The insurance required hereby shall in no way be construed to limit Charter School's indemnity obligations under Section 21 of this Contract.

- 20. <u>Contract Compliance</u>: Charter School shall actively oversee its operations to ensure that the terms of this Contract are met. Charter School shall meet regularly with parents, advisors/staff, and (as appropriate) students to review, evaluate, and improve operations of the Charter School. Charter School shall meet with the Academic Policy Committee at least quarterly to monitor progress in achieving the Committee's policies and goals.
- 21. <u>Indemnification</u>: Charter School shall indemnify, defend, and hold harmless the District and its officers, agents, and employees from and against any and all demands, claims, lawsuits, fines, judgments, and liabilities (including, without limitation, actual attorney's fees and expenses) arising out of this Contract or in any manner pertaining Charter School's operations. This expressly includes, but is not limited to, any claims arising from

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other losses of any kind or nature whatsoever. The obligations of this Section 21 shall survive the termination or other expiration of this Contract.

- 22. <u>No Agency, Partnership, or Joint Venture</u>: Nothing in this Contract shall be construed to constitute Charter School as an agent, employee, partner, or joint venturer of the District, nor shall Charter School have any authority to bind the District. In no event may Charter School exceed the authority granted to charter schools under Alaska Statutes 14.03.250 et seq., nor may Charter School transact business as any other type of entity under applicable law.
- 23. <u>No Waiver</u>: The District's failure to complain of any act or omission on the part of the Charter School, no matter how long the same may continue, shall not be deemed to be a waiver by the District of any of its rights hereunder. No waiver by the District shall be effective unless in writing by an authorized representative, and no such waiver shall be deemed a waiver of a breach of any other provision of this Contract or a consent to any subsequent breach of the same or any other provision. If any action by Charter School shall require the consent or approval of the District, the District's consent to or approval of such action on any one occasion shall not be deemed a consent to or approval of said action on any subsequent occasion.
- 24. <u>Non-Assignability</u>: Neither this Contract, nor any duties hereunder, may be assigned or subcontracted, in whole or in part, by Charter School without the written consent of a duly authorized representative of the District.
- 25. <u>Notices</u>: Any notice to be given hereunder by either Party shall be in writing and personally delivered, emailed, or mailed to the other Party at the address(es) set forth herein:

If to the Anchorage School District: Anchorage School District Attn: Superintendent 5530 E. Northern Lights Blvd. Anchorage, Alaska 99504

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

If to Charter School: <u>Frontier Charter School</u> Attn: APC Board Chair 400 W. Northern Lights Blvd. Suite 6 Anchorage, Alaska 99503

26. <u>Miscellaneous</u>: This Contract shall be governed by and construed in accordance with the laws of the State of Alaska. Any action arising out of this Contract shall be brought before a court of competent jurisdiction in Anchorage, Alaska.

The terms and conditions of this Contract shall not be amended, altered, waived, modified, or changed except by a written instrument, duly executed by authorized representatives of each Party.

If any term, covenant, or condition of this Contract or application thereof to any person or circumstances shall, to any extent, by invalid or unenforceable, the remainder of this Contract or the application of such term, covenant, or condition to persons and circumstances other than those to which it has been held invalid or unenforceable, shall not be affected thereby, and each term, covenant, and condition of this Contract shall be valid and shall be enforced to the fullest extent permitted by law.

This Contract may be executed in counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same document.

27. Entire Agreement: In addition to the mutual covenants and agreements set forth herein, the Parties agree to be bound by the terms of the final approved Charter School Application attached hereto as Exhibit B, the terms of which are incorporated herein by reference. In the event of any conflict between this Contract and the Charter School Application, this Contract shall prevail.

This Contract (which includes all recitals, exhibits, and documents incorporated by reference) constitutes the entire agreement of the Parties pertaining to its subject matter, and supersedes and replaces in its entirety all prior and contemporaneous negotiations, understandings, and agreements. No covenant or condition not expressed in this Contract shall affect or be effective to interpret, change, or restrict this Contract.

Provide evidence of a signed contract between the charter school and the local school board containing all required elements under AS 14.03.255(c).

This Contract may only be amended or modified in writing, duly signed by the District's School Board President and the Charter School's authorized representative.

Dated _____

School Board President Anchorage School District

Dated _____

Steve Darrell APC Chair Frontier Charter School

(Revised 9/24/21)

Appendix C

Bylaws

2023/24 to 2033/34



400 West Northern Lights Blvd., Anchorage, AK 99503 16707 Coronado Road, Eagle River, AK 99577 (907) 742-1181 Phone (907) 742-1188 fax www.frontiercs.org

- ARTICLE I: Offices
- ARTICLE II: No Members
- ARTICLE III: Academic Policy Committee
- ARTICLE IV: Officers
- ARTICLE V: Meetings of the APC
- ARTICLE VI: Committees
- ARTICLE VII: Contracts, Checks, Deposits and Funds
- ARTICLE VIII: Fiscal Year
- ARTICLE IX: Seal
- ARTICLE X: Waiver of Notice
- ARTICLE XI: Amendments to Bylaws

ARTICLE I: Offices

1. The principal office of the corporation/school (hereinafter "school") shall be located in the Municipality of Anchorage, Alaska. The school shall have and continuously maintain within the State of Alaska a registered office, and a registered agent whose office is identical with such registered office, as required by the Alaska Nonprofit Corporation Act. The registered office may be, but need not be, identical with the principal office in the Municipality of Anchorage, Alaska, and the address of the registered office may be changed from time-to-time by the Academic Policy Committee/Board of Directors (hereinafter referred to jointly as the "APC").

ARTICLE II: No Members

1. The school shall have no members. However, the APC shall encourage participation in the affairs of the school by parents, students, advisors and staff members of Frontier Charter School. As set forth in these Bylaws, parents, students and advisors shall have certain voting rights regarding the election of the APC. Actions which by law would otherwise require approval by a majority of all members of the corporation shall require only approval of a majority of the voting members of the APC.

ARTICLE III: Academic Policy Committee

Section 1. General Powers

1. The affairs of the school shall be managed by the APC. The APC shall be a single body. In addition to managing the school, the APC shall have the powers and shall fulfill the duties prescribed in these Bylaws and in Alaska Statutes, including but not limited to A.S. 14.03.250 et. seq.

Section 2. Specific Powers

1. The APC shall perform the following functions:

a) Uphold the mission statement as stated in the Frontier Charter School/Anchorage School District contract. It shall also oversee accountability in academics, legal/risk management, finances, operations/maintenance, ASAA activities and capital budgeting issues of Frontier Charter School.

b) Ensure that Frontier Charter School, Inc. operates as a nonprofit, nonpartisan, noncommercial and nonsectarian organization. The names of members of the APC in their individual capacity or the name of Frontier Charter School, Inc., shall not be used in connection with any commercial concern, any partisan interest, or for any purpose not appropriately related to the promotion of the responsibilities of the APC.

c) Promote professional conduct in accordance with Anchorage School District policy.

d) Select a principal, and delegate those administrative and other duties the APC from time-totime desires.

e) Hire or direct the principal to hire additional administrative staff or resource advisors as the APC, in its discretion, deems appropriate.

h) Monitor the overhead rate, approve annual and other budgets, and take those steps deemed appropriate by the APC to control school administrative and other costs.

i) Rule on questions of advisor eligibility and contract viability raised by the principal.

j) Select, or direct the principal to select, qualified directors or coaches for ASAA activities if Frontier Charter School, Inc. participates in those activities.

k) Review contracts as the APC deems appropriate or upon request of the principal.

I) Conduct an annual review of the principal, such review to be forwarded to the Anchorage School District Superintendent and kept in the principal's personnel file.

m) Annually review requests for purchase of materials initially denied by the principal, provided such request is sponsored by at least one member of the APC.

n) Enter into contracts, leases and other agreements which are, in the APC's judgment, deemed necessary or desirable for the operation of the school.

Section 3. Actions by the Academic Policy Committee

1. No member of the APC shall act on his/her own in the name of the APC unless so authorized by these Bylaws or by resolution of the APC.

2. APC members will be excused from voting upon, but not from the discussion of, any matter involving:

- (a) A conflict of interest;
- (b) A self-dealing transaction;
- (c) Indemnification of the APC member; or
- (d) Any other matter at the discretion of a majority of the APC members present.

3. It shall be the duty of every APC member to maintain the confidentiality of all APC discussions that are conducted while in Executive Session. Any APC member violating this confidence may be disciplined to the extent and in a manner deemed appropriate by the APC, including removal from the APC.

Section 4. Number, Tenure and Qualifications

1. The APC shall consist of the following members for the terms indicated:

- Seat A/Teacher. Elected. Three-year term. (Next elections 2023, 2026, 2029, 2032)
- Seat B/Teacher. Appointed. Three-year term. (Next appointments 2025, 2028, 2031)
- Seat C/Parent. Elected. Three-year term. (Next elections 2024, 2027, 2030, 2033)
- Seat D/Parent. Elected. Three-year term. (Next elections 2023, 2026, 2029, 2032)
- Seat E/Parent. Elected. Three-year term. (Next elections 2025, 2028, 2031)
- Seat F/Parent. Appointed. Three-year term. (Next appointments 2024, 2027, 2030, 2033)
- Seat G/Principal/CEO. Ex officio
- If approved by APC. Seat H/Student Rep. Elected. Term expires annually.
- If approved by APC. Seat I/Higher Ed. Rep. Elected. Term expires annually.
- If approved by APC. Seat J/Local Business person Rep. Appointed. Term expires annually.
- If approved by APC. Seat K/Member At Large. Appointed. Term expires annually.

2. All parent and advisor seats have three-year terms, while the others have one-year terms.

3. The number of APC members shall be five (5) to nine (9) voting members. The APC members who shall have voting rights shall be those APC members holding the parent seats, the advisor seats, the higher education seat, the local businessperson seat, and the member at large seat. The student representative shall act in an advisory capacity only, and shall not have a vote. The term of office for the parent and advisor seats shall be three (3) years. The term of office for the

student representative seat, higher education seat, the local businessperson seat, and the member at large shall be one (1) year. All expiring APC terms shall terminate on the last day of June in the year of expiration.

4. There shall be four parent seats (Seats C, D, E, and F). Of those four parent seats, three (3) shall be elected (Seats C, D, and E), and one (1) shall be appointed by a majority of the APC (Seat F). There shall be two (2) advisor seats (Seats A and B). Of those two advisor seats, one (1) shall be elected (Seat A), and one (1) shall be appointed by a majority of the APC (Seat B). There shall be one (1) elected student representative (Seat H), and one (1) elected higher education seat (Seat I). At the discretion of the APC, the following two seats may be appointed annually by a majority of the APC: one (1) member of the local business community (Seat J); and (1) member at large (Seat K). The principal of Frontier Charter School shall not be a member of the APC and shall have no right to vote at any APC meeting. The principal and the student representative may not attend Executive Sessions without invitation by the APC. The Anchorage School District may appoint a representative to attend APC meetings in an advisory capacity, but such a school district representative shall also not have any voting rights and shall not be entitled to attend any Executive Sessions unless invited by the APC.

The eligibility requirements for Academic Policy Committee membership are as follows:

5. Parents. All parent members of the APC must be the parent or legal guardian of a student enrolled in Frontier Charter School. No parent or legal guardian who has the credentials to serve as a Frontier Charter School advisor is eligible to occupy a parent seat on the APC.

6. Teachers. All teacher members of the APC must have a minimum of three years of professional teaching experience or teaching credentials that make them eligible to serve as a Frontier Charter School or Anchorage School District advisor, regardless of whether or not such credentialed person is employed by or seeking to be employed by Frontier Charter School or the Anchorage School District. Frontier staff members subject to a performance review by the principal are not eligible to serve as an APC member.

7. Student Representative. The student representative to the Academic Policy Committee must be a high school student enrolled in the school.

8. Higher Education Representative. A current or past member of the teaching, administrative and/or research staff of any institute of higher education are eligible for this seat.

9. Local Business Community Representative. A person who is a member of the local business community, which shall be broadly interpreted, is eligible for this seat.

10. Member At Large. A person from the local community who can demonstrate a vested interest in homeschooling following the model of Frontier Charter School. Special consideration will be given to members of the Frontier Charter Alumni, parents of former Frontier Charter students, former employees of Frontier Charter School, or a person having expertise in homeschooling.

11. With the exception of the student representative, no more than one member of a household may sit on the APC at the same time.

12. Members of the APC are required to have e-mail and Internet access. The school may pay for service. If an APC member does not have a computer, one may be made available for loan.

Section 5. Election/Appointment of Members

1. The terms of the members of the APC shall be set forth as above. As to those seats that are to be filled by elections of the Frontier Charter School general community, elections shall be held at the annual meeting during the year each respective member's term expires. As to those seats that are to be filled by appointment of the APC, those appointments shall also be filled at the annual meeting or at such other time as deemed appropriate by the APC, but such appointments shall be by a majority vote of the members of the APC whose terms are not expiring at the time of the appointment. Appointments may be based upon but not restricted to the report previously delivered to the APC by the APC Development Committee pursuant to Article VI, Section 2 of these Bylaws.

Section 6. Election Committee.

1. In March of each year the Chair/President of the APC shall appoint an Election Committee of three (3) persons. The composition of the committee shall be two (2) parents and one (1) advisor who each meets the qualifications to vote as set forth in Article III, Section 7, paragraphs 1 and 2.

2. Of these three committee members, at least one person shall be a member of the APC. The Election Committee shall oversee the election process for positions on the APC. Elections shall be conducted by mail in accordance with the procedures for a secret vote outlined in Robert's

Rules of Order, Newly Revised, Section 45, and Voting Procedure; alternatively, ballots may be cast in person at the school's annual meeting. The Election Committee shall do the following:

3. Receive candidate applications for membership from the APC Development Committee.

4. Prepare a candidate report which may, but need not, include a brief statement not to exceed two typewritten pages from candidates, which statement shall be held at the principal office of the school and be made available to all interested parents, students, advisors and staff members of Frontier Charter School at least two weeks before the annual meeting at which an election will take place.

5. Prepare a secret ballot listing the candidates. No write-in votes will be valid or counted.6. Ensure that an up-to-date master list of qualified voters is compiled within two weeks preceding the election.

7. Distribute the secret ballots by mail according to election procedures established by the Election Committee or the APC no less than ten days prior to the second Tuesday in May. To be valid and counted, all returned ballots must be postmarked by that second Tuesday in May.

8. Oversee the in-person voting at the annual meeting to ensure that the voting is conducted in a fair manner in accordance with whatever further election procedures the Election Committee or the APC adopt.

9. Tally all eligible votes within one week of the annual meeting, checking names against the master list and also ensuring only a single vote per qualified voter.

10. Advise the candidates and the APC of the election results.

11. Prepare a report stating the results of the election, which report shall be kept at the principal office of the school and be made available for review by interested parents, students, advisors and staff members of Frontier Charter School.

Section 7. Eligibility to Vote

Eligibility to vote in elections for members of the APC shall be as follows:

1. Parents. Parents or legal guardians of one or more students enrolled in Frontier Charter School two weeks prior to the election, with the exception noted below in this paragraph, are eligible to vote for parent representatives (Seats C, D, E, and F) and higher education representative (Seat I). Parents who are Alaska certified advisors, and/or parents who are otherwise eligible to enter into contracts with Frontier Charter School families or who are in any manner employed by Frontier Charter School are not eligible to vote for parent seats on the APC.

2. Advisors/Staff. Anchorage School District advisors having one or more contracts with Frontier Charter School students are eligible to vote for advisor representatives (Seats A and B) and higher education representative (Seat I), on the APC. A parent or legal guardian who has the credentials to serve as a Frontier Charter School or Anchorage School District advisor, even if not employed as a Frontier Charter School advisor or as an ASD advisor, is eligible to vote only for advisor representatives. All staff members currently employed by the school are eligible to vote in the same manner as advisors. A advisor or staff member whose children are enrolled in the school is eligible to vote for advisor representatives but not parent representatives.

3. Students. Enrolled high school students are eligible to vote for the student representative.

4. Number of Votes, and Dispute Resolution. Cumulative voting is permitted. Each Frontier parent or legal guardian may cast one vote per open position for which they are eligible to vote. By way of example, if there are two parent seats and one advisor seat open for election, if the family has three children enrolled at the school, and if neither of that family's parents/guardians holds credentials sufficient to make them currently eligible to teach at Frontier Charter School or any other ASD school, each parent/guardian may cast two votes for the parent seats and none for the advisor seat. The Elections Committee shall be responsible for monitoring voter eligibility and exercising its discretion to resolve any disputes involving the casting of ballots.

Section 8. Vacancies

1. Any vacancy occurring on the APC shall be filled by appointment by a majority of the remaining members of the APC. The replacement member of the APC shall serve out the unexpired term of his or her predecessor in office.

Section 9. Compensation

1. Members of the APC shall not receive any salaries for their services, but by resolution of the APC a fixed sum for babysitting expenses or other expenses of attendance, if any, may be allowed for attendance at each regular or special meeting of the APC.

Section 10. Removal

1. Any member elected or appointed by the APC may be removed by a majority vote of the APC whenever, in the majority's judgment, the best interests of the school would be served thereby.

Section 11. Limitation on Terms

1. An Academic Policy Committee member may serve for consecutive terms without term limits. When a term ends an election will take place.

ARTICLE IV: Officers

Section 1. Officers

1. The officers of the school shall be Chair/President, one or more Vice-Chair/Vice-Presidents (the number thereof to be determined by the APC), Secretary, and a Treasurer, each of whom shall also be a member of the APC. A single person may hold the positions of Secretary and Treasurer. The APC may elect or appoint such other officers, including one or more assistant Secretaries or Treasurers, as the APC shall from time-to-time deem desirable, such officers to have the authority and perform duties prescribed by the APC.

Section 2. Election and Term of Office

1. The officers of the school shall be elected annually by a majority vote of the APC at the first regular meeting following June 30 of each year. If the election of officers is not held at such meeting, such election shall be held as soon thereafter as convenient. Each officer shall hold office until his or her successor has been duly elected or until he or she is removed from the APC in the manner set forth in these Bylaws.

Section 3. Removal

1. Any officer elected or appointed by the APC may be removed by a majority vote of the APC whenever, in the majority's judgment, the best interests of the school would be served thereby.

Section 4. Vacancies

1. A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by a majority vote of the APC, and that officer shall serve for the unexpired portion of the term.

Section 5. Chair/President

1. The Chair/President shall be the presiding officer at all APC meetings. The Chair/President shall have such authority and perform such duties as shall be directed by the APC from time-to-time. Any voting member of the APC may serve as the Chair/President.

Section 6. Vice-Chair/Vice-President

1. In the absence of the Chair/President, or in the event of his or her death, inability or refusal to act, the Vice-Chair/Vice-President (or in the event there be more than one Vice-Chair/Vice-President, the Vice-Chair/Vice-Presidents in order of their election) shall perform the duties of the Chair/President, and when so acting shall have all the powers of and be subject to all the restrictions upon the Chair/President. Any Vice-Chair/Vice-President shall perform such other duties as from time-to-time may be assigned to him or her by the APC. Any voting member of the APC may serve as the Vice-Chair/Vice-President.

Section 7. Secretary

1. The Secretary shall keep, or make provision for the keeping of, the minutes of the meetings of the APC; see that all notices are duly given in accordance with the provisions of these Bylaws or as required by law; be custodian of the corporate records; keep a list of the post office address and e-mail address of each member of the APC; and in general perform such other duties as from time-to-time may be assigned to him or her by the APC. Any voting member of the APC may serve as the Secretary.

Section 8. Treasurer

The Treasurer shall have charge and custody of and be responsible for all funds and securities of the school; receive and give receipts for monies due and payable to the school from any

source whatsoever, and deposit all such monies in the name of the school at such banks, trust companies or other depositories as shall be selected in accordance with the provisions of these Bylaws; and in general perform all such other duties as from time-to-time may be assigned to him or her by the APC. If required by the APC, the Treasurer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety or sureties as the APC shall determine. The cost of such bond shall be borne by the school. Any voting member of the APC may serve as the Treasurer.

ARTICLE V: Meetings of the APC

Section 1. Parliamentary Authority and Guidelines for APC Meetings

1. The following shall be the guiding principle behind all meetings of the Frontier Charter School APC: The great lesson for democracies to learn is for the majority to give the minority a full, free opportunity to present their side of the case, and then for the minority, having failed to win a majority to their views, gracefully to submit and to recognize the action as that of the entire organization, and cheerfully to assist in carrying it out, until they can secure its repeal. - General Henry Martyn Robert

2. Whenever possible all decisions of the Academic Policy Committee will be made by unanimous consent. Although unanimity is desired and shall be pursued, in the absence of unanimity a majority vote of the APC shall control.

3. All portions of all meetings of the APC (except Executive Sessions) will be open to the public, and all parents, students, advisors and staff members of Frontier Charter School are hereby invited and encouraged to attend and to provide input.

4. The Chair/President of the APC will be responsible for guiding discussion, keeping discussions to time limits imposed by the Chair/President and/or a majority of the APC, and for restating all decisions so that the Secretary can record them accurately. In the case of disagreement, the APC will look to the Chair/President to guide the body in fairly deliberating and deciding an issue.

5. All action items must, and non-action items may, be accompanied by a memo prepared by the principal (or his/her designee), staff, committee, an APC member or by another informed person relating pertinent information with which APC members and the public can inform themselves on the topic. These memos shall be delivered to APC members at least forty-eight

(48) hours prior to the meeting, and copies will be made available to the public at the school's office and at the meeting.

6. The agenda must be approved by a majority of the APC at the start of each meeting. No action items can be added at the meeting itself. Non-action items may be added as time allows. Action items are those for which a vote is taken at that meeting; non-action items are all other items.

7. The APC Secretary (or his/her designee) shall record summary minutes which contain a timeline for the meeting (meeting start time and time of meeting adjournment), an exact statement of motions, a brief summary of comments made during any public comment period, and the APC's vote on each motion. The comment summaries shall include only the speaker's name and topic of comment. Committee reports, administrative reports and treasurer's reports may be attached.

8. Strict adherence to parliamentary rules will be restricted to the making of main motions and the following five subsidiary motions (as defined in any Robert's Rules of Order reference):

- (a) to amend,
- (b) to refer to committee,
- (c) to postpone to a definite time,
- (d) to lay on the table, and
- (e) to order the previous question (end debate).

Section 2. Annual Meetings

1. Annual meetings of the APC shall be held in May or June for the election of APC members whose terms expire in any particular year as set forth in Article III of these Bylaws.

Section 3. Regular Meetings

1. The APC shall also hold regular meetings at least quarterly.

Section 4. Special Meetings

1. Special meetings of the APC may be called by the Chair/President or by any three members of the APC.

Section 5. Place of Meetings

1. The APC may designate any place within the Municipality of Anchorage as the place of meeting for any annual meeting, regular meeting or special meeting. If no designation is made, the place of meeting shall be the principal office of the school.

Section 6. Notice of Meetings

1. Notice of all annual, regular and special meetings shall be delivered, either personally, by mail or by email, to each member of the APC not less than forty-eight (48) hours nor more than thirty (30) days before the date set for such meeting. In addition, notice of all meetings shall be posted at the principal office of the school and on the school's web site at least twenty-four (24) hours prior to such meeting. The notice shall set forth the date, time, place and agenda for the meeting.

Section 7. Quorum

1. Greater than fifty-percent (50%) of the voting members of the APC constitutes a quorum. The act of a majority of the members of the APC at a meeting at which a quorum is present shall be the act of the APC, unless the act of a greater number is required by law or by these Bylaws. If a quorum is not present at any meeting of the APC, or if a quorum is initially present but thereafter one or more members departs the meeting, the meeting may continue but no votes may be taken.

Section 8. Executive Sessions

1. The voting members of the APC may meet at any time in Executive Session to discuss personnel, legal or other sensitive issues. An Executive Session may be convened only upon a majority vote of the voting members of the APC after the general purpose for the Executive Session is stated during the public session.

Section 9. Adjournment

1. A majority of the APC members present at a meeting, whether or not a quorum exists, may adjourn the meeting to another time and place. If the adjournment is to be for no more than twenty-four (24) hours and if the matters to be discussed are already included on the agenda

for the adjourned meeting, then neither a new agenda nor notice of the date, time or place of holding the next meeting need be given to APC members or to anyone else not present at the time of the adjournment. If the next meeting is scheduled to occur more than twenty-four (24) hours after the adjourned meeting, notice of the date, time and place for the next meeting, and an agenda, shall be given as specified elsewhere in these Bylaws.

Section 10. Telephonic Participation and Informal Action by Members

1. APC members may participate in APC meetings through use of conference telephone or similar communication equipment, so long as all APC members participating in such meetings can hear one another. Telephonic participation in a meeting pursuant to this section constitutes personal presence at such meetings.

2. Meeting minutes shall be approved by a majority vote of the APC, and such approval may be given in person at the next APC meeting or prior to such meeting by first class mail, facsimile or email.

3. Any action required by law to be taken at a meeting of the APC may be taken without a meeting if a consent in writing setting forth the action so taken is unanimously approved by one hundred percent (100%) of the voting members of the APC entitled to vote with respect to the subject matter thereof. Consents may be evidenced either by a writing signed or email transmitted by each APC member entitled to vote on the issue.

Section 11. No Proxies

1. No members of the APC may vote by proxy.

ARTICLE VI: Committees

Section 1. Executive Committee

1. The APC, by resolution adopted by a majority vote of the APC, may designate and appoint an Executive Committee. The Executive Committee shall consist of two or more APC members, one of whom shall be the APC Chair/President. The Executive Committee shall have those duties and authority of the APC in the management of the school that a majority of the full APC from time-to-time delegates to the Executive Committee. In no event, however, shall any such Executive Committee or any other committee have authority to amend, alter or repeal these

Bylaws; elect, appoint or remove any member of any such committee or any director or officer of the school; amend the Articles of Incorporation; adopt a plan of merger or adopt a plan of consolidation with another school; authorize the sale, lease, exchange or mortgage of all or substantially all of the property or other assets of the school, authorize the voluntary dissolution of the school or revoke proceedings therefore; adopt a plan for the distribution of the assets of the school; amend, alter or repeal any resolution of the APC; or amend, alter or repeal any obligation, duty or responsibility of any individual APC member, whether imposed by policies adopted by the APC, by these Bylaws, by law or otherwise.

Section 2. APC Development Committee

1. The APC Chair/President shall appoint, in July of each year or as thereafter deemed appropriate, members of an APC Development Committee. Removal of any such member shall be at the discretion of the Chair/President. The Development Committee shall be comprised of no less than two (2) APC members and two (2) Frontier Charter School parents, advisors or staff members. The Chair/President shall be an ex-officio member of the Development Committee.

2. Development Committee may be authorized to perform any or all of the following functions:(a) Participate in the planning for an annual APC Member Orientation/Strategic Planning retreat, preferably to be held before September 1 of each year;

(b) Profile the current APC for expertise, knowledge, skills and experiences relevant to APC activities;

(c) Identify new expertise, knowledge, skills, personal contacts and experiences that would help further the mission, vision, goals and strategies of Frontier Charter School, particularly as they relate to strategic planning;

(d) Focus the recruiting priorities for prospective APC members in accordance with above paragraphs 1 and 2;

(e) Develop a list of prospective APC members;

(f) Conduct an initial contact with top recruiting prospects;

(g) Schedule and conduct an APC member orientation session by the end of March of each year for prospective APC members;

(h) Prepare a report with recommendations for filling the appointed APC member seats and a list of nominations for the elected APC member seats to be delivered to the APC and

(i) Such other duties as assigned by the Chair/President.

Section 3. Other Committees

1. The Chair/President or the APC may appoint other committees not having and not exercising the authority of the APC in the management of the school. Members of such committees shall perform such duties as the Chair/President or the APC shall assign. The Chair/President shall be an ex-officio member of all such committees.

ARTICLE VII: Contracts, Checks, Deposits and Funds

Section 1. Contracts

1. The APC may authorize any officer or officers, agent or agents of the school, in addition to the officers so authorized by these Bylaws, to enter into any contract or execute and deliver any instrument in the name of and on behalf of the school, and such authority may be general or confined to specific instances.

Section 2. Checks, Drafts, Etc.

1. All checks, drafts or orders for the payment of money, notes or other evidences of indebtedness issued in the name of the school may be signed as determined by resolutions of the APC.

Section 3. Deposits

1. All funds of the school shall be deposited from time-to-time to the credit of the school in such banks, trust companies or other depositories as the APC may select.

Section 4. Gifts

1. The APC may accept on behalf of the school any contribution, gift, bequest or grant for the general purposes or for any special purpose of the school.

ARTICLE VIII: Fiscal Year

1. The fiscal year of the school shall begin on the first day of July and end on the last day of June in each year.

ARTICLE IX: Waiver of Notice

1. Whenever any notice is required to be given under the provisions of the Alaska Nonprofit Corporations Act, the provisions of the Articles of Incorporation, the Bylaws of the school or otherwise, a waiver thereof in writing signed by the person or persons entitled to such notice, whether before or after the time stated therein, shall be deemed equivalent to the giving of such notice.

ARTICLE X: Amendments to Bylaws

1. These Bylaws may be altered, amended, or repealed and new Bylaws may be adopted by a two-thirds vote of the APC who are present at any annual, regular or special meeting where a quorum is present. Proposed changes to the Bylaws may be submitted by any member of the APC, by parents with students enrolled in the school, and by advisors or staff under contract with the school. The proposed Bylaws change(s) shall first be submitted in writing to the members of the APC and placed on the agenda at the annual or regular APC meeting prior to the meeting at which the proposed change(s) will come up for a vote. Following the introduction of the proposed change(s) at a regular APC meeting, such proposed change(s) shall be posted at the school's principal office and on the web site for no less than three weeks before the proposed change(s) will come up for a vote, the purpose being to make the proposed change(s) available for comment by families with students enrolled in the school and by advisors and staff with contracts with the school.

Appendix D

List of the Members of the APC, Qualifications, Minutes

List of the current members of the APC:

Mary Morgan. Seat A/Teacher. Elected. Three-year term: 2020-23.

Cal Dunham. Seat B/Teacher Appointed. Three-year term: 2021-2024.

Jill Blackstone. Seat C/Parent. Elected. Three-year term: 2021-2024.

Kathy Houser. Seat D/Parent. Elected. Three-year term: 2020-2023.

Steve Darrell. Seat E/Parent. Elected. Three-year term: 2021-2024.

Frank Schneider. Seat F/Parent. Appointed. Three-year term: 2021-2024.

Gerald Finkler. Seat G/Principal/CEO. Ex officio.

Vacant. Seat H/Student Rep. Appointed. Term expires annually.

Vacant. Seat I/Higher Ed. Rep. Appointed. Term expires annually.

Joyce Burke. Seat J/Local Businessperson Rep. Appointed. Term expires annually.

Please note: The newly proposed structure of the APC is found on page 66 of this application and below. We have changed the Student Representative seat H and the Higher Education Representative Seat I to be elected positions. We also added Seat K, Member at Large, appointed annually.

1. The APC shall consist of the following members for the terms indicated:

- Seat A/Teacher. Elected. Three-year term. (Next elections 2023, 2026, 2029, 2032).
- Seat B/Teacher. Appointed. Three-year term. (Next appointments 2025, 2028, 2031).
- Seat C/Parent. Elected. Three-year term. (Next elections 2024, 2027, 2030, 2033).
- Seat D/Parent. Elected. Three-year term. (Next elections 2023, 2026, 2029, 2032).
- Seat E/Parent. Elected. Three-year term. (Next elections 2025, 2028, 2031).
- Seat F/Parent. Appointed. Three-year term. (Next appointments 2024, 2027, 2030, 2033).
- Seat G/Principal/CEO. Ex officio.
- If approved by APC. Seat H/Student Rep. Elected. Term expires annually.
- If approved by APC. Seat I/Higher Ed. Rep. Elected. Term expires annually.
- If approved by APC. Seat J/Local Business person Rep. Appointed. Term expires annually.
- If approved by APC. Seat K/Member At Large. Appointed. Term expires annually.

Minutes

5/8/2021

Attending: Mary Morgan, Steve Darrell, Joyce Burke, Brett McBryde, Tim Scott, Scott Grant, Mary Meade.

Open Meeting

Motion to amend Agenda to add: Approval of Mission Statement Approval of School Calendar Approval of Spending deadlines Approval of ILP deadlines Approval of Grade deadlines Joyce 1st, Mary 2nd. Motion passed UA. Mary Morgan motion to approve Mission Statement. Steve 2nd.

Discussion- change first "promote" in the statement to "stimulate". Motion passed UA.

Mary Morgan motion to approve the changes to the ILP's, Grades, and Spending deadlines. Joyce 2nd.

Discussion- Scott Grant- The changes are necessary to improve workflow over the year and not cause bottlenecks at the end of the year. Brett McBryde- These changes should result in better service for the parents and eliminate the need to hire extra staff to handle the crush of paperwork at the end of the year. Motion passed UA.

Steve- motion to approve Frontier Calendar. Mary 2nd. Discussion- none Motion passed UA New Business Charter Renewal Dates- Superintendent and Charter School person* need finished copies in October. Hard Copies for the Anchorage School Board in December. Tim has finished the charter renewal. The board will form an ad-hoc committee to edit the document in June.

Mary- Requisition question about preschool siblings having the ability to buy learning supplies from their older siblings account. Tim pointed out that Frontier has allowed that since homeschooling parents have to educate the younger students too and it helps our current students as well.

Steve- motion to adjourn. Joyce 2nd. Motion passed UA Meeting Adjourned.

Frontier Charter School Academic Policy Committee Minutes October 9, 2013 12:00 pm

Attendance: Mary Morgan, Jana Otzgurt, Steve Darrell, Joyce Burke, Brett McBryde, Tim Scott

Call to open Meeting- Steve. 2nd Mary Move to approve Agenda Mary. 2nd Steve. Move to approve 8/15/2013 Minutes Jana. 2nd Steve

Announcements Staples student account update Southcentral Lunch on November 8th at 1:30pm. Graduation Date May 8th 2014 Next APC meeting will be Oct. 31, 2013 at noon in the office.

Brett made a motion to Reconfirm Scott Grant as our agent on our Biennial Report to the State of Alaska and affirm our officers for the biennial report submitted online. Jana 2nd. President- Brett McBryde Vice President- Joyce Burke Secretary/Treasurer Mary Morgan Directors, Cal Dunham, Steve Darrell, Jana Otzgurt Passed unanimously

New Business Enrollment numbers- about 313 Principals Report

Jana made a motion to go into Executive Session to discuss strategy regarding personnel in preparation for possible changes for the 2014-2015 school year. 2nd Joyce

Motion to adjourn Steve, 2nd Mary

Frontier Charter School Academic Policy Committee Minutes April 4, 2014 12:00 p.m.

Board members in attendance by teleconference: Mary Morgan, Jana Ozturgut, Joyce Burke, Brett McBryde Board members absent: Steve Darrel and Cal Dunham Guests in attendance in person: Tim Scott, Heikke Fuller, Scott Grant, Margie Mitchell, Matt Clark

A quorum was established.

Brett McBryde opened the meeting at 4:03 p.m.

Approve The Agenda - Morgan moved/ Burke Second [UC]

Announcements - none

Old Business - none

New Business

Principal Selection

Burke - Moved to go into Executive Session to consider applicants for employment, and to reconvene in Open Session.

Ozturgut seconded

Roll Call Vote

Mary Morgan - Yes Jana Ozturgut - Yes Joyce Burke - Yes

Brett Mcbryde - Yes

Executive Session

Open Session

Jana Ozturgut moved to offer a principal contract to Gerald Finkler for the 2014-2015 School Year.

Joyce Burke - Second

Roll Call Vote

Mary Morgan - Yes Jana Ozturgut - Yes Joyce Burke - Yes Brett Mcbryde - Yes

Cal Dunham - Yes [by proxy]

Motion to Adjourn - Ozturgut moved/ Burke second [UC] 4:16 p.m.

Frontier Charter School Academic Policy Committee Meeting Minutes June 22, 2015

Board members attending: Cal Dunham, Brett McBryde, Mary Morgan, Steve Darrell. Members excused: Joyce Burke Frontier staff attending: Jerry Finkler, Scott Grant, Margie Mitchell

A Quorum was established

Brett called the meeting to order at 12:00 p.m. Brett moved to approve agenda. Seconded by Cal. Unanimous vote to approve.

Action Items:

Frontier Charter School - Eagle River Branch Office, 16707 Coronado Road, Eagle River, Alaska:

RESOLUTION: The Corporation resolves that Gerald M. Finkler, Frontier Chief Administrator, is hereby authorized to execute the 16707 Coronado Road, Eagle River, Alaska, Center Lease on behalf of Frontier Charter School and to bind the corporation for the terms stated therein.

Dated in the State of Alaska on the 22nd day of June, 2015.

ett My Ball (Signature)

Brett McBryde, APC Chair 400 West Northern Lights, Suite 4 Anchorage, AK 99503

Meeting Adjourned - 12:04 Motioned to adjorn by Steve - Second by Mary

Frontier Charter School

Regular Academic Policy Committee Meeting Minutes May 11th, 2016

Members attending: Brett McBryde, Steve Darrell, Cal Dunham, Joyce Burke and Mary Morgan, Jerry Finkler (Ex Officio). **Frontier staff attending:** Scott Grant and Margie Mitchell. **Guest:** MAJ August (Chris) Seeber and Dr. Lisa Seeber.

Call to Order: A quorum being present, Steve Darrell moved to open the meeting at 12: 07 p.m. Second by Mary Morgan. **Approval of Agenda** The agenda was approved by unanimous consent.

Approval of Minutes of 4/13/16 Meeting: Steve Darrell moved to approve the 4/13/16 meeting minutes. Second by Cal Dunham; Unanimous vote to approve.

Discussion Items:

Tour of the Units 5, 6&7: Principal Jerry Finkler showed the Members Units 5, 6 & 7 and explained how these units will replace current offices located in Units 3 & 4. Also discussed removal of certain interior walls to create an open-office concept for the academic advisors.

Current enrollment numbers: Principal Jerry Finkler briefed the APC members about SY 16/17 enrollment numbers as of 5/11/16. Compared current numbers with those of last year at the same time.

APC Elections: A handout was provided to the Members about current APC Seat E availability as well as biographies from two interested candidates.

August (Chris) Seeber was in attendance at the 5/11/16 meeting and indicated that he would be submitting his candidate biography by the deadline.

Budget: Jerry and Business Manager Scott Grant reviewed recently passed and pending State of Alaska legislation that impacts education funding for FY 17. It appears that funding will be left intact though the FY 17 Operating Budget is still pending action by the House and Senate. Jerry briefed the Members about hiring a replacement for our FDCC, who is leaving Alaska, and reclassifying the position to an Administrative Assistant.

Marketing: The Marketing Team (Brett, Cal & Scott Grant) will meet to discuss plans for next year for advertising.

Facilities: Update from Jerry Finkler and Scott Grant regarding changing space at Frontier's Anchorage office. Jerry and Scott will work with Owner/Landlord Mary L. Williams to negotiate an agreement to drop Units 3 & 4 and add units 5, 6 & 7 effective 5/1/16. The change will be reflected in an amendment to the existing lease. The amendment language will need to be approved by ASD Purchasing and ASD's attorneys. The amendment will be provided to the APC members by email for approval and ratification at the next scheduled APC meeting.

UA Scholars: Jerry distributed copies of the proposed new UA Scholars selection policy to the APC Members. Frontier's proposed policy will be submitted to the UA Scholars program office for their approval. If approved, The APC will review the UA response and discuss the next meeting.

Upcoming action items:

Lease Language from ASD Purchasing and Landlord Mary Williams. UA Scholars proposed policy Appoint a person to the APC Business Seat APC may appoint someone to the "appointed" APC Parent Seat "F". Install new member to the "elected" Parent Seat "E". Install board officers.

Meeting Adjourned: 1:10 p.m. by Brett McBryde. Seconded by Steve Darrell

Adjournment:

Motion to adjourn by Brett McBryde; second by Steve Darr

Frontier Charter School

Regular Academic Policy Committee Meeting Minutes November 30th, 2016

Members attending: Brett McBryde, Steve Darrell, Cal Dunham, Joyce Burke, Erika Bruce, and Jerry Finkler (Ex Officio). Excused: Mary Morgan Frontier Staff attending: Scott Grant and Margie Mitchell

Call to Order: A quorum being present, Brett McBryde moved to open the meeting at 12:09 p.m. Second by Steve Darrell.

Approval of Agenda 11/30/2016: The agenda was approved by unanimous consent.

Approval of Minutes of 9/21/16 Meeting: Brett McBryde moved to approve the 9/21/16 meeting minutes. Second by Steve Darrell; Unanimous vote to approve.

Approval of Minutes of 10/19/16 Meeting: Steve Darrell moved to approve the 10/19/16 meeting minutes. Second by Brett McBryde; Unanimous vote to approve.

Discussion Items:

AdvancEd Accreditation/SIP: Upcoming training available for APC with the Alaska Association of School Boards in January.

Curriculum: Principal Finkler presented and recommended approval of curriculum that was reviewed and in alignment with state standards to the Academic Policy Committee. This curriculum list is available to the public for review and feedback. The APC plans to make a decision at the next regular meeting to be held January 18, 2017.

SY Budget Planning: General discussion.

Adjournment: Motion to adjourn by Steve Darrell; second by Joyce Burke. Meeting adjourned at 1:03 p.m. for the APC to break into Executive Session.

Frontier Charter School

Regular Academic Policy Committee Meeting Minutes October 25, 2017

Members attending: Steve Darrell, Cal Dunham, Joyce Burke, Mary Morgan, Jill Blackstone, and Jerry Finkler (Ex Officio). Frontier staff attending: Scott Grant and Margie Mitchell.

Call to Order: A quorum being present, Joyce Burke moved to open the meeting at 12:00 p.m.; Second by Cal Dunham.

Approval of Agenda: The agenda was approved by unanimous consent.

Approval of Minutes of 10/04/17 Meeting: Motion to approve by Mary Morgan; second by Joyce Burke; unanimous vote to approve.

Administrative Reports:

- Enrollment
- MAP Growth/Measures of Academic Progress Assessment results

Discussion Items (No Action Taken):

- 2017-2018 Advanc-ed Accreditation School Improvement and SIP
- 2017-2018 APC Academic and Community Engagement Goals
- Frontier Parent Handbooks, Guidelines and Policies
- Student Member on Academic Policy Committee
- Student Aptitude Learning Tracking Tool
- Resource sharing between Frontier and ASD

Adjournment: Motion to adjourn by Cal Dunham; second by Joyce Burke. Meeting adjourned at 1:45 p.m.

Frontier Charter School Drafted for Review Minutes of the APC Work Session October 10, 2018

Members attending: Steve Darrell, Joyce Burke, Mary Morgan, Jill Blackstone, Cal Dunham, Ethan Darrell, and Jerry Finkler (Ex Officio) **Frontier Staff attending:** Scott Grant, Kristin Leahy and Margie Mitchell **Guest:** Frank Schneider

Call to Order: A quorum being present, Steve Darrell moved to convene the meeting at 12:05 p.m.; Second by Cal Dunham.

Approval of Minutes 09/20/2018. Approval of Agenda 10/10/2018: Joyce Burke motioned to approve the agenda; Cal Dunham seconded. The agenda was approved by unanimous vote.

Administrative Reports:

- 1. Accreditation update and planning for Nov. 19-20 Engagement Review Team visit;
- 2. School plan to monitor curriculum implementation and quality;
- 3. Staff implementation of MAP Growth assessments;
- Frontier Charter Activities: Science Labs Sept. 20 Oct 11, 2018: Parent Seminar Scheduled for Nov. 3; "Our Town" School social event scheduled for Nov. 10; Student "Finding Your Future" Seminar Nov. 20; Student clubs are all set for Oct. 15 - Nov. 19.

Discussion Items:

- 1. Preparing for the next round of stakeholder input: Principal to implement a staff survey, certified Advanc-Ed surveys, and student inventories; APC will survey families that homeschool outside Frontier Charter School.
- 2. Reviewed APC worksession results and discussed APC goals for SY18-19. Goals will be solidified at an upcoming APC meeting:

a. Review and update Frontier's vision and mission statement using the AdvancEd eProve Strategies tool;

b. Improve student learning as measured by MAP Growth and PEAKS student assessments;

c. SY 19-20 enrollment: Staff has initiated an internal self-study to determine why SY 18-19 enrollment appears to be in decline and how best to reverse that trend. A report and proposed action plan is forthcoming.

Adjournment: Motion to adjourn by Steve Darrell; second by Joyce Burke. Meeting adjourned at 1:30 p.m. Our next meeting date will be 11/29/18 from 12:00 noon to 2:00 p.m.

Frontier Charter School Minutes of the APC Meeting February 21, 2019

Members attending: Steve Darrell, Joyce Burke, Mary Morgan, Jill Blackstone, Frank Schneider, and Jerry Finkler (Ex Officio). Members excused: Cal Dunham. Frontier Staff attending: Scott Grant and Margie Mitchell. Call to Order: A quorum being present, Steve Darrell moved to convene the meeting at 12:12 p.m. Approval of Minutes 01/24/19: Motion by Steve Darrell to approve the minutes of the 01/24/19 APC meeting; Second by Mary Morgan. The minutes were approved by unanimous vote. Approval of Agenda 02/21/2019: Changed wording from, "Authorize FCS Principal to take steps needed to balance the FY20 budget based on the Fall 2018 Oasis Report" to "Authorize FCS Principal to take steps needed to balance the FY20 budget base on the estimated Fall 2019 Oasis Report." Motion by Joyce Burke to approve the agenda; The agenda was approved by unanimous vote.

Administrative Reports

Curriculum Budget

Discussion Items

Fiscal 2019 and 2020 Budgets Planned APC work session to review Advanced Education report and establish school priorities.

Motions

Jill Blackstone motioned to table Curriculum List until a further date.

Mary Morgan motioned the Approval of the FY20 Budget; Frank Schneider seconded followed by a unanimous vote.

Steve Darrell motioned to Authorize FCS Principal, Jerry Finkler, to take steps needed to balance the FY 2020 budget based on the estimated Fall 2019, 267.3 FTE Oasis Report. The authorization was approved by unanimous vote.

Jill Blackstone motioned for FCS Principal to seek ASD approval to amend the FCS Charter to permit FCS to enroll students who are concurrently enrolled at a private K-12 school. The Frontier Charter change was unanimously approved.

Adjournment: Motion to adjourn at 2:30 pm.

Frontier Charter School Academic Policy Committee Meeting Minutes November 22, 2019

Members attending: Steve Darrell, Jill Blackstone, Joyce Burke, Cal Dunham, Frank Schneider, Gerald Finkler (ex officio) Members Excused: Mary Morgan. Frontier Staff attending: Margie Mitchell, Scott Grant.

Call to order: A quorum being present, Steve Darrell convened the meeting at 2:05 p.m.

Approval of minutes and agenda: Motion by Frank Schneider to approve the minutes of the 09/19/19 APC meeting. The minutes were approved by unanimous vote. Motion by Jill Blackstone to approve the agenda. Joyce Burke seconded. The agenda was approved by unanimous vote.

Discussion items: School budget; Recruitment and retention of students; AdvancEd school improvement goals; Frontier's new website and other forms of school communication; Graduation rate; K-8 curriculum review.

Next meeting date: December 19, 2019 at 2:00 p.m.

Adjournment: The meeting adjourned at 3:45 p.m.

Frontier Charter School Academic Policy Committee Meeting Minutes February 27, 2020

Members attending: Steve Darrell, Jill Blackstone, Joyce Burke, Jerry Finkler (ex officio), Mary Morgan, Frank Schneider. ASD Rep., Darrell Vincek. Members Excused: Joyce Burke, and Cal Dunham. Frontier Staff attending: Margie Mitchell, Scott Grant.

Call to order: A quorum being present, Steve Darrell convened the meeting at 2:07 p.m.

Approval of minutes and agenda: Frank Schneider moved to approve the minutes of the 1/23/20 APC meeting. Second, by Steve Darrell. The minutes were approved by unanimous vote. Mary Morgan moved to approve the agenda of the 1/23/20 APC meeting. Seconded by Frank Schneider. Unanimous vote to approve

Discussion items:

Enrollment, recruitment, retention; School improvement grant; APC election; Steve Darrell, Frank Schneider, and Cal Dunham volunteered for the election sub-committee; Darrell Vincek provided information about an upcoming opportunity for board training with presenter AJ Craybill.

Action Items:

No action was taken to approve the grades 9-12 curriculum. The meeting time was used for the purpose of discussion.

Adjournment: The meeting adjourned at 3:34 p.m., motioned by Steve Darrell and Seconded by Jill Blackstone.

Frontier Charter School Academic Policy Committee Meeting Minutes January 19, 2021

Members attending via Zoom: Steve Darrell, Jill Blackstone, Joyce Burke, Frank Schneider, Mary Morgan, Jerry Finkler (Ex Officio). Members attending via phone: None. Frontier Staff attending via Zoom: Scott Grant, Margie Mitchell, Carli-ann Hook. ASD Staff attending via Zoom: Darrell Vincek

Call to Order: A quorum being present, Steve Darrell moved to convene the meeting at 1:34 pm **Approval of Agenda 1/19/21:** Jill Blackstone moved to approve, Frank Schneider seconded. **Approval of Minutes 12/8/2020:** Frank Schneider moved to approve minutes. Joyce Burke seconded.

Administrative Reports:

Introduced new employees at the Anchorage office Business office report and Budget

Action Items:

- a. Approval of FY22 Budget
- b. Approval to hire 1.0 FTE Administrative Assistant

Approval FY 21 Budget: Steve Darrell moved to approve FY21 Budget. Frank Schneider seconded.

Approval to hire 1.0 FTE Administrative Assistant: Steve Darrell moved to approve 1.0 FTE Administrative Assistant. Joyce Burke seconded. Vote to approve unanimous. Motion carries.

Meeting Discussion:

- a. FY22 Student Allocation Discussion
- b. Enrollment Cap Discussion
- c. Work Session for Mission & Vision
- d. Curriculum

Approval to increase Enrollment Cap: APC unanimously agrees to allow Jerry Finkler to request ASD to increase Frontier Enrollment Cap to 950.

Public Comment:

None

Meeting adjourned at 3:55 pm. Adjourned by Steve Darrell.

Frontier Charter School Academic Policy Committee Meeting Minutes

February 16, 2021 Regular APC Meeting

Members attending: Steve Darrell, Joyce Burke, Jerry Finkler (Ex Officio)

Members attending via Zoom: Frank Schneider, Mary Morgan,

Frontier Staff attending: Scott Grant

Frontier Staff attending via Zoom: Margie Mitchell, Carli-ann Hook

Call to Order: A quorum being present, Steve Darrell moved to convene the meeting at 1:40 pm

Approval of Agenda 2/16/2021: Mary Morgan moved to approve, Frank Schneider seconded.

Approval of Minutes 2/03/2021: Steve Darrell moved to approve minutes Joyce Burke seconded.

Administrative Reports

Lottery Memo to ASD School Board Enrollment Survey Graduation update Hiring new AA Visit our school's month Climate and Connectedness survey

Vision Statement

All students are prepared to navigate their own Frontier.

Mission Statement

To equip students by creating an ideal educational community linking homes, experts and learners.

Public Comment: None

Meeting adjourned at 3:10 pm. Joyce Burke motioned to adjourn. Seconded by Mary Morgan

Next Meeting: 3/16/21 from 2:00 p.m. to 3:30 p.m. at the Eagle River Office.

Frontier Charter School APC Meeting Location: 400 W. Northern Lights Blvd., Ste. 6, Anchorage AK 99503 1 :00-3:00 pm December 7, 2021

Members attending in person: Steve Darrell, Kathy Houser, Jerry Finkler (Ex Officio) Members attending in Zoom: Jill Blackstone, Joyce, Burke, Frank Schneider, Mary Morgan Frontier Staff attending: Scott Grant, Amy Darrell Frontier Staff attending via Zoom: None

Call to Order: A quorum being present, Steve Darrell convened the meeting at 2:04 pm. Approval of Agenda: Frank Schneider moved to approve. Steve Darrell seconded. Approval of Minutes: 11/17/21: Steve Darrell moved to approve minutes Frank Schneider seconded.

Administrative Reports:

A. FY 23 Budget

Motion: To approve Frontier Charter School's FY 23 Budget for 600 full time students @ \$3,875,465

Meeting Discussion:

A. FY 23 BudgetB. Enrollment/Marketing PlanC. Bylaws

Action Item:

A. APC voted unanimously to approve Frontier Charter School's FY 23 Budget for 600 full time students @ \$3,875,465.

Board Training:

A. Bylaw Review, Section 1.b Article 111, Section 4, Point 7 through Article VI, Section 1.

Public Comment: None

Executive Session: None

Meeting adjourned at 4:09 pm. APC Chair Steve Darrell.

Next Meeting: 12/15/2021 at the Anchorage Office from 2:30-3:30 p.m.

Frontier Charter School APC Meeting Location: Frontier Anchorage Office 400 W Northern Lights Blvd., Ste. 6; Anchorage, AK 99503 1:30 pm - 4:00 pm April 11, 2022

Members attending in person: Steve Darrell, Jill Blackstone, Kathy Houser, Joyce Burke, Frank Schneider, Jerry Finkler (Ex Officio)

Members attending in Zoom: Mary Morgan

Frontier Staff attending: Scott Grant, Amy Darrell

Call to Order: A quorum being present, Steve Darrell convened the meeting at 1:37 pm.

Approval of Agenda: Joyce Burke moved to approve. Kathy Houser seconded with order changed to have the Executive Session take first.

Approval of Minutes 3/16/2022: Frank Schneider moved to approve minutes Joyce Burke seconded with addition to the Training Section to include section 6 of the Charter.

Executive Session: Principal Evaluation and Contract

Steve Darrell motioned to enter at 1:45 p.m. to discuss principal evaluation. Joyce Burke seconded.

Steve Darrell motioned to approve the contract for Gerald Finkler for FY22-FY24 as previously submitted. Frank Schneider seconded.

Motion carries unanimously

Jerry Finkler invited in at 2:03 pm

Executive session adjourned 2:08 pm

Administrative Reports:

- A. State Grant Eligibility
- B. School Improvement Plan

Work Sessions:

- A. Charter Application
- **B.** Admission Process
- C. Mission/Vision

Form # 05-15-036 Alaska Department of Education & Early Development

D. Lottery Process

Meeting Discussion:

A. APC Election Schedule

Training:

A. Charter Review Sections 4 and 5

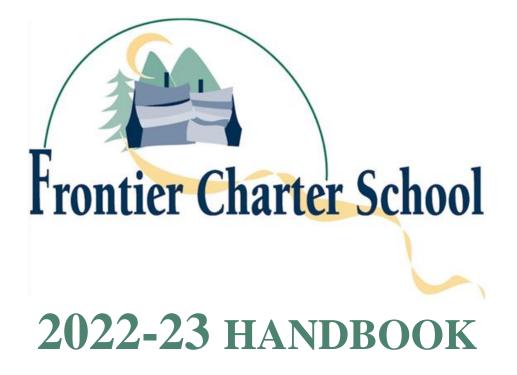
Public Comment: None

Meeting adjourned at 4:18 pm: Steve Darrell moved to adjourn. Frank Schneider seconded.

Next Meeting: 4/30/2022 at the Eagle River Office from 8:30 a.m. to 11:30 a.m., to include a work session.

Appendix E

Frontier Handbook



Two Locations to Serve You

Anchorage: 400 W. Northern Lights Blvd., Suite 6 Anchorage, AK 99503

Eagle River: 16707 Coronado St. (In the Starbucks building) Eagle River, AK 99577

Web Address: https://www.asdk12.org/frontier

Front Desk Phone for Both Locations

(907) 742-1181

Staff Contact Information

For help with enrollment, or to inquire about our school, contact:

Jerry Finkler, Principal (907) 742-1182 Margie Mitchell, Registrar (907) 742-1194 Amy Darrell Registrar's Assistant (907) 742-1181 (9:00am-1:30pm)

For general questions about the school, policies, SALTT assistance, or homeschool advice, contact:

Carli Hook Administrative Assistant (907) 742-2940 (1:00pm-4:30pm)

For questions about ordering curriculum, teaching supplies, correspondence courses, and UAA classes, contact:

LaNore Smith Administrative Assistant (907) 742-1189

For questions about ordering services and reimbursements, contact:

Scott Grant Business Manager (907) 742-1184 Mia Kim Administrative assistant (907) 742-1190 Janel Ryan Administrative assistant (907) 742-1195

For educational support, contact Frontier Academic Advisors:

Wiley Bland (907) 742-1183 Barbara Brown (907) 742-1196 Carrie Christenson (907) 742-2942 Elizabeth Hunt (907) 742-1186 Kristin Leahy (907) 742-1190 Pamela Swanberg (907) 742-2941 Ruth Dennis (907) 742-2943

Dates You Need to Know

July 1-15 Summer Break, Offices Closed 18 Open for the New School Year	January 9 Classes Begin 16 Martin Luther King Day Office Closed
August 16 In-Service Day PD- No Appointments	February 1 First day to Re-enroll for SY 2023/2024 20 Presidents Day -Office Closed 24 In-Service Day PD- No appointments
September 5 Labor Day Holiday	March 10 End of Third Quarter 10 In-Service Day PD- No appointments 13-17 Spring Break
October 7 Full Funding Deadline 21 End of First Quarter 21 In-Service Day PD- No appointments	April 7 Requisitions and Reimbursements Submittal Deadline 28 Graduate's Grades Due
November 11 In-Service Day PD - No Appointments 24-25 Thanksgiving Break	May 4 High School Graduation Ceremony 5 K-11 Grades Due 23 End of Fourth Quarter/last day of class 29 Memorial Day - Office Closed
December 2 Graduate's Grades Due 9 First Semester Grades Due 16 Fall Reimbursements Submittal Deadline 21 End of 2nd Quarter Classes 22 In-Service Day - Office Closed 23-Jan. 6 Winter Break	June Summer school opportunities Summer enrichment Extensions for completion of spring courses

6/29/2022

"The Frontier Way"

Frontier Charter School is here to help you be the best educator for your child by providing you with all the support, guidance, and resources you need to homeschool.

We strive to offer you the greatest level of freedom to choose the curriculum that you want.

We provide resources in support of your educational values, goals, and desires for your children.

Frontier Charter is "A School with Heart".

- Genuine respect, admiration and appreciation for homeschooling parents and students;
- Honesty, Integrity, Fairness and Friendliness in all that we do;
- True flexibility to genuinely customize an education plan;
- Our goal, in all we do, is to make a homeschooling parent's job easier;
- Families will experience meaningful customer service.

Purpose

The purpose of the Frontier Charter School is to provide greater educational choices and opportunities to homeschooling students and to assist parent/guardians in developing their child's educational program.

The Academic Policy Committee

Frontier Charter School is governed by an Academic Policy Committee (APC), which consists of parents, advisors, and members of our community who have a vested interest in homeschooling at Frontier. These volunteers establish the mission for our school and ensure that the policies of the school are in line with this mission. They oversee the management, budget, and processes of our school, according to established bylaws. Additionally, APC members conduct an extensive rewrite of the charter and resubmit an application for renewal to the Anchorage School District and the State of Alaska every ten years. Parents and advisors serve three-year terms, and other community members oneyear terms. APC meetings are held at least four times a year and more often as needed.

In 2014, the Advanc-ED accreditation review team noted that, "Frontier Charter School's Academic Policy Committee is a model of governance for APC's statewide. This exceptionally professional and effective group of volunteers strongly supports the mission of the school and promotes a culture that is student centered and is aligned with the mission. An educated and informed board that encourages stakeholder involvement results in improved professional practice and creates an environment for student success." Frontier Charter School is proud of, and grateful for, the efforts of our current and former APC representatives.

All members of the public, and especially our Frontier Families, are invited to attend meetings to engage with our APC members and learn more about school operations. Meeting times and location, APC Bylaws, and our current charter may be found on our website.



Photo by Any Lane, Pexels.com

The Role of the Parent

Homeschool parents provide instruction at Frontier Charter School. At least one parent or guardian must take an active role in implementing the homeschool program. This responsibility includes: (1) Monthly contact between the parent and academic advisor; (2) Ensuring a successful homeschool routine; (3) Providing students with instruction based on high standards; (4) Placing orders and purchasing supplies; (5) Managing the student budget; (6) Monitoring student progress; (7) Implementing homeschool advisor planning and record-keeping requirements.

Frontier parents/guardians believe that they can help each of their children achieve academic excellence. This belief stems from the fact that they are willing and able to give education top

priority and that they can build an individualized education program that meets the needs of each child.

Monthly Contact with Your Academic Advisor

Monthly contact between the parent and academic advisor is required. The purpose of this communication is to review student progress. There are many ways to communicate that are acceptable. Parents can meet with their academic advisor in person or online, using phone or email.

Email Requirement

Email is the primary form of communication at Frontier Charter School.

Please check and respond to email messages from Frontier staff. Also, we would be glad to text or use some other form of communication as much as we possibly can. Just let us know your preferred method of communication.

Planning Requirements

1) The parent and Frontier Academic Advisor jointly develop an ILP or Individual Learning Plan for each subject. This plan may provide for review and consideration of any recommendations submitted by the parent or student.

2) ILPs need to be approved by the advisor before the class begins. After the ILP is approved, changes can be made with advisor consent. The fall semester deadline to amend ILPs is the last day of the first quarter. The spring semester ILP amendment deadline is the last day of the third quarter.

3) During July - October: ILPs must be completed and ready for advisor approval within the first 10 days of enrollment.



4) Parent/guardian paid purchases of non-sectarian curriculum, teaching supplies and instructional services from recognized non-profit providers are reimbursable using Frontier funds. Pre-approval by the student's academic advisor is required.

As a publically funded homeschool charter school Frontier enjoys curricular freedom. When families join Frontier Charter they agree and understand that, though they have curricular freedom, they understand that all curricular choices will be reviewed by staff for alignment to state standards and must adhere to non-sectarian/sectarian purchasing guidelines (4 AAC 33.421). They also agree that all curricular choices will be subject to the following review process:

Curricular choices must be aligned to the ILP. Every proposal is reviewed for accuracy and relevancy and passed through internal review at three or four different levels: (1) The certified advisor for curricular alignment to the individual education plan; (2) The financial control clerk for procurement eligibility; (3) The Frontier chief financial official for approval for ordering; (4) The Frontier principal for final review (if needed).

Core Courses

A student must take at least fifty percent of one's coursework in core courses. "Core course" means a course of study in language arts; mathematics; social studies; science; technology; world languages; or a course required by a student's IEP if the student is receiving special education and related services under <u>4 AAC 52</u>.

Frontier Charter School will waive the requirements of this section under the following circumstances: (1) If the student obtained achievement levels that met standards in English language arts and mathematics as set out in <u>4 AAC 06.739</u>, during the previous academic year. (2) If the student is a senior and needs less than 50 percent of the student's curriculum in core courses to qualify for high school graduation.

Photo by C. Hook

Assessments

Assessments are a valuable tool to measure student growth. We are proud to offer three assessments for our families to use as they see fit. If you have questions about each assessment please talk with your advisor.

AK Star- This is the AK state assessment for students in grades 3-10. This is a standards-based test designed to measure student attainment of the Alaska performance standards. March 27-April 28, 2023 is the testing window. The exact dates that we will be proctoring the test are yet to be determined. We will provide you with the dates through the school newsletter this spring. You must sign up through your academic advisor.

FastBridge K-3 This informative assessment will help you track the progress of your child's *early literacy skills*. FastBridge will be a live one-on-one assessment given by a Frontier Advisor. It will only take the child 10-15 minutes.

i-Ready Diagnostic, K -8 Frontier Charter has purchased

an i-Ready account of our own to serve our families. This can be taken in your own home to chart the academic growth of your students. After the diagnostic has been taken, you may also use the program as a supplementary curriculum in *language arts and math* for grades K-8. i-Ready will give your student practice lessons in these subjects at the levels that the diagnostic determined.

Measures of Academic Progress (MAP) Growth, 3-9 MAP Growth is proctored in fall and winter at each of our offices. It is an adaptive assessment that will help you chart student growth in *math and reading* throughout the years. We offer to proctor this assessment for students in grades 3-9.

Grades

Click for grade report forms

1) A grade, or other determination that the student has met the standards for a course, will be determined and assigned by the certificated advisor who is responsible for the course; the ILP plan may provide for review and consideration of any recommendations submitted by the student or the student's parents (4 AAC 33.421).

Parents must submit grades no later than 4 weeks after the last day of each semester. If you have special circumstances, exceptions can be arranged with your academic advisor.
 Funding may be frozen if grades are not submitted within four weeks of semester's end. This applies to both fall and spring semesters.

3) A quarterly review of the student's progress with the parent/student is required (4 AAC 33.421). Documentation (daily work, tests, logs, computer-based assessments, advisor grade book, and other student work) is necessary to assess student learning.

4) When a class on the ILP is recorded as a Distance Education class, that class is graded by the institution, not by Frontier Charter School or the parent. The final grade for this course will be provided on a transcript from the educational institution. Frontier will submit this grade to the Anchorage School District.

Enrollment Eligibility

Any student who resides within the Municipality of Anchorage who is five years old on or before September 1st of the current school year may be eligible to enroll at Frontier Charter School for kindergarten, and 6 years old by September 1 for the first grade. The Anchorage School District accepts enrollment from students who are under 20 years old before the start of the school year. Parent/guardian must retain a physical address in the Municipality of Anchorage (MOA) during the school year. Every year families must submit Proof of residency within the MOA. Proof of residency must be a utility bill (gas, electric, water, or waste) or a copy of the current year's lease showing the family's address. All documents must show residence and billing address.

Leaving the State

Students moving from Anchorage must notify the academic advisor as soon as possible. Under special circumstances, such as military, medical, or student athletic travel, limited extended leave periods may be pre-approved as long as the student maintains residency in Anchorage, maintains the monthly contact and reporting schedule, and has completed required forms.

Withdrawal Policy

Please take into account the following when considering withdrawal from Frontier:

1)The student must be enrolled at Frontier at the end of each semester to qualify for a computer purchase reimbursement.

2) Students withdrawing from Frontier prior to the end of the State of Alaska student count period (4th week of October of the current school year) are responsible for reimbursing the program for the portion of the educational allotment they have used.

3) The parent/guardian will be financially liable for requested materials and/or equipment that are missing or damaged.

4) Purchase Requests dated on or after the withdrawal date are not permitted.

5) All non-expendable materials remain the property of the school district and must be returned to the district (4 AAC 33.422). Resources purchased with Frontier funds (from the student allotment), are the property of Frontier and the Anchorage School District and must be returned when exiting the program. In some cases, materials or equipment that are assigned to a withdrawing or graduating student may be retained for use by a sibling currently enrolled in the program, if the enrolled sibling's ILP documents the need. Parents will be provided a list of non-consumable materials purchased with allotment funds (including reimbursed and requisitioned goods).

6) Withdrawing mid-semester may result in starting the class over again at the next school.

7) Frontier will assign grades based on work completed and records submitted.

High School Requirements

1) Students must complete the required 22.5 credits to be awarded a high school diploma through the Anchorage School District.

2) A typical high school semester 1/2 credit course requires an average of 90 hours per semester of work and *quality* content in each subject.

3) High school grades will be determined through logs, work samples, tests, and other documentation, with academic advisor review to show course completion. Note about institutionally graded classes:

When a class on the ILP is recorded as a College or Distance Education class, that class is graded by the institution, not by Frontier Charter School or the parent. The final grade for this course will be provided on a transcript from the educational institution. Frontier will post this grade to the Anchorage School District transcript.

4) It is the responsibility of the high school parent and student to attend to and maintain documentation for:

a. NCAA — parents/guardians are responsible to abide by all NCAA requirements and verify directly through NCAA that a course is NCAA approved prior to enrolling their student in a course.

b. Scholarship opportunities and financial aid deadlines (including filing FAFSA). This includes the Alaska Performance Scholarship.

c. AP, PSAT, SAT, ACT, WorkKeys assessments. Alaska Performance Scholarship students must take these assessments no later than March of their senior year. [Frontier Charter School of Record ID number: 020358].

d. College applications including the Common Application, and college admittance requirement deadlines.

e. Vocational and/or military applications including admittance requirement deadlines.

f. Other post-graduation endeavors.

AP Credit Policy

Advanced Placement (AP) credit is awarded to AP-level courses taught by a certified AP instructor with AP curricular level material. While students in these AP classes are encouraged to take AP tests, AP credit is not tied to the actual AP test.

If a homeschooling parent would like to teach an AP level course, the student must take the College Board AP exam that accompanies this course and receive a 3 or better for the final score. (Please Note: Registering for the AP Exam is the sole responsibility of the Frontier Homeschool parent.) If the student does not receive a 3 or better on the exam, the class will be noted as a regular level course on the student's ASD transcript.

See link for the official list of all AP courses:

https://apcourseaudit.inflexion.org/ledger/.

UA Scholar Nominations Policy

Refer to the UA Scholars Program webpage and program information booklet for information about the UA Scholar program: <u>http://www.alaska.edu/scholars/</u>. Important UA deadlines are listed on this webpage.

Frontier Charter School has established the following criteria for our determination of UA Scholars:

Frontier UA Scholars will be determined after the final GPA and rank have been completed for the second semester of a student's junior year of high school at Frontier. For high school junior year coursework to be considered for this scholarship determination, the classes must be registered on the student's ASD transcript by the second Friday of June each year.

To determine rank, a student's weighted cumulative GPA (grade point average) will be combined with the number of high school advanced placement (AP) classes and college classes passed by the student for a final determination of class rank. Based on this ranking, the top 10% of the students in the FCS Junior class will be nominated for the UA Scholars Program. A detailed description of the ranking process follows.

Ranking criteria for Frontier Charter School Juniors

1. Weighted GPA

2. Classes

a. Defined as a combination of the following:

- College Classes. The student must achieve a grade of "C" or better.
- Advanced Placement (AP) Classes. Students must achieve a 3, 4 or 5 on the AP test or take the AP class from an accredited institution.

b. Limited to a combined sum of 4 college and/or AP classes per year beginning in ninth grade. The maximum number of classes for a junior would therefore never exceed twelve. Explanation:

College classes are limited for the following reason. High school student allotments are \$4,000 per year at Frontier Charter School. This allotment can provide sufficient funding for a student to pay for up to 4 classes per year.

Step 1: Select all students with a weighted GPA of 3.5 or higher.

Step 2: Divide the weighted GPA by 5 and multiply by 100 = GPA in Percentage. Weighted GPA/5 x 100= Percent.

Step 3: Calculate the number of classes as follows: Determine the number of college and AP classes taken by each student. Only count a maximum of four classes per year per student. Add these classes together to find the sum total of classes for each student for all four years of high school.

Step 4: Compare the number of classes taken by each student to the highest number of classes taken by a student that year. To do so, find the ratio of the *classes taken* by each student (a) *to the maximum classes taken by any student in that grade* (b), multiplied by 100 to get the percent of classes: $a/b \ge 100 = \%$ of classes.

Step 5: Add the two percentages and divide by 2. This gives equal weight to both categories.

Step 6: Arrange in order from highest to lowest. That is the ranking order for the UAA Scholarship.

Student	GPA	Number of Classes	Rank
Student Five	3.8889	9	0.889
Student Twelve	3.5217	7	0.741

Example:

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Student Two	4	6	0.733
Student Six	3.88	6	0.721
Student Eight	3.68	6	0.701
Student Seven	3.8333	5	0.661
Student Three	3.92	4	0.614
Student One	4.3	3	0.597
Student Ten	3.56	4	0.578
Student Four	3.8966	2	0.501
Student Eleven	3.5556	2	0.467
Student Nine	3.5833	1	0.414

Sports Eligibility

1) Frontier Charter School students who participate in the athletic programs at other ASD schools must follow the Alaska School Activities Association (ASAA) guidelines for Sports Eligibility.

2) Students must be enrolled in at least 5 classes (4 for seniors) with a minimum of a 2.0 GPA.

3) Students must be making adequate progress and have a grade of 60% or better in each class. For example, in a semester course, they must be through half of the class by mid-semester.

4) It is the responsibility of the parent/guardian to submit quarterly grades in a timely manner to their Academic Advisor so athletic eligibility can be determined. The registrar/coach/activities personnel from the neighborhood school will not accept eligibility grades from parents; grades must be submitted to the Frontier Academic Advisor on a Frontier grade form. Please note: If a student is participating in a course

from an institution that the Frontier academic advisor cannot directly monitor progress in (such as an APU, UAA, K12 classes) the parent will need to submit a progress report from the institution showing the grade to date.

5) Be sure to budget in enough time to allow Frontier staff at least two days to submit the grades to the neighborhood school to meet the following deadlines:

1st Quarter:	October 21, 2022	2nd Quarter:	December 22, 2022
3rd Ouarter:	March 10, 2023	4th Ouarter:	May 23, 2023

Definitions

Enrollment: Enrollment is the process of applying for admission and completing the process to be accepted/admitted, whether into a school or into a program. Please note that enrollment at Frontier Charter School is not complete until the student's individual learning plans are approved by an academic advisor.

Registration: To sign up for classes.

Consumable Goods: Consumable goods are items which are marked in workbooks or lab manuals, put together permanently (eg. models), or otherwise altered or used in a way that can only be done once (science kits, art materials, printer cartridges, etc.). Consumable goods do not need to be returned to Frontier Charter School. Typically (but not always) consumable items do not exceed \$200 in cost.

Non-Consumable Goods: Non-consumable goods must be returned to FCS when the student leaves the program for any reason. Typically (but not always) non-consumable items are items that exceed \$200. Examples: goods not altered from original condition, hard-covered textbooks, scientific calculators, DVD/CDs, etc.

Core Unit: A unit of instruction (course) that is in the area of Math, Science, Social Studies, Language Arts, Technology, or World Language. Courses: Secondary: for each secondary course, less than three hours per week of scheduled face-to-face interaction, in the same location, between a advisor certified under AS 14.20.020; Elementary: for elementary students, less than 15 hours per week of scheduled face-to-face interaction, in the same location, between a advisor certified under AS14.20.020

Elective Unit: A unit of instruction (course) that is not in a core subject area (generally art, music, or PE).

Goods: Tangible items such as curricula, books, supplies, etc. All goods are either consumable or non-consumable.

Homeschool: Means an educational program provided by a parent or legal guardian under AS 14.30.010 (b)1(12).

IEP: Individualized Educational Plan. Special education services are available to students who experience disabilities. Individual special education programs are cooperatively developed by an individual education planning team, which includes parents, advisors, administrators, and sometimes, other specialists.

ILP: Individualized Learning Plan. This is the schedule of classes that you, the parent, designs for your student (s) in consultation with your Academic Advisor. Planned expenditures for the student's instructional needs must be documented in the ILP. The ILP details the goals of the course, curriculum, and how you plan to implement your course.



Neighborhood School: The school that a student would attend if they had not chosen to attend a charter school or other ASD alternative school. To find your neighborhood school, go to the following ASD link: <u>www.asdk12.org/depts/demographics/boundary</u>

Non-Profit Vendor: A vendor that has a not-for-profit status and tax ID number.

Non-Sectarian: Secular. Not specifically pertaining to, being based upon, or incorporating religious concepts.

S.A.L.T.T. / Student Aptitude Learning Tracking Tool: This is our school's online system where you will formulate your ILPs and budget your funds.

Parent/Guardian: The parent, legal guardian or adult advocate recognized by the Anchorage School District as having responsibility for the student.

Private School: A primary or secondary school registered with the State Department of Education and Early Development (DEED) as a private school. Please note: Out-of-district correspondence schools (homeschool programs) registered with the state are not considered private schools.

Reimbursement: A means of procuring goods or services in which the parent or guardian purchases the good or service with their own funds and then seeks reimbursement from Frontier Charter School.

To process a reimbursement we must have:

<u>Proof of Purchase:</u> What was purchased? How was it purchased? When was it purchased? <u>Proof of Receipt:</u> Was it physically received by the purchaser? When was it received? <u>Proof of Payment:</u> How and when was payment made? What was the payment amount?

Requisition: A means of procuring goods or services where the goods or services are purchased by the Frontier Charter School purchasing department at the request of the parent or guardian.

Secondary Student: A student enrolled in grades 7 through 12.

Sectarian: Specifically pertaining to, based upon, or incorporating religious concepts.

Services: Intangible items such as lessons, classes, equipment rental, classroom rental, online classes, etc. Services may be provided by either an ASD advisor or a vendor.

Unit of Instruction: A course consisting of ninety or more hours of instruction.

Vendor: An individual, organization, or business, etc. that sells goods or services.

State of Alaska Correspondence Program Rights and Expectations

The following statements are from the regulations listed. These are a few of the rights and expectations a parent/guardian may presume of an Alaskan Correspondence Program.

The program must conform with statewide goals and performance standards 4AAC 04.010-04.20.

The program must use curriculum materials, including textbooks and other instructional aids, that are in compliance with state standards AS 14.07.050, AS 14.08.111(9), AS 14.14.090(7), AS 14.03.090, & AS 14.18.060.

Certificated staff members may not advocate religious, partisan, sectarian, or denominational doctrine as part of the member's instructional or other duties. Nothing in this subsection prevents a parent from providing instruction to the parent's own child using materials of the parent's choice, if such material was not purchased with money provided by the department or district. 4 AAC 33.421(d) & AS 14.03.090

The certified advisor, parent, and district must jointly develop an individual learning plan for each student. 4AAC 33.421(e1) & 4AAC 04.140.

There will be at least monthly contact with the parent/student, with at least quarterly reviews of the student's work/progress. 4 AAC 33.421(e2).

A grade, or other determination that the student has met the standards for a course, will be determined and assigned by the certificated, highly-qualified advisor who is responsible for the course; the plan may provide for review and consideration of any recommendations submitted by the student or the student's parents. 4 AAC 33.421(e3).

Student transcripts may include courses taken by the student that were not offered or approved by the district and for which no public money was provided; the transcript must note whether the student's mastery of the content of the course was approved by the district as meeting a requirement for graduation. 4 AAC 33.421(e4).

The district must require students to participate in the statewide student assessment program as required. 4 AAC 33.421(ef).

A signed agreement between the certificated advisor assigned by the correspondence study program and at least one parent of each student that verifies that. 4 AAC 33.421(g).

The correspondence program parents/student have the same rights and access to appeal processes/due process and other district programs as any other parent enrolled with the district. 4 AAC 33.421(g1).

Correspondence programs must have an open enrollment policy (with some exceptions allowed for charter programs). No student will be denied enrollment due to a disability or special education services. 4 AAC 33.422(a).

A student may not be counted as being enrolled in a course if the student is concurrently enrolled in a substantially similar course in a different educational institution, including a private school. 4 AAC 33.430(a).

Vendor services may be contracted to provide tutoring to a student. 4 AAC 33.422.

A student must take at least 50% of the coursework in core classes. 4 AAC 33.426.

A parent may purchase nonsectarian services and materials from a public, private, or religious organization with a student allotment. AS.14.03.310b

The following items may NOT be paid for with educational allotments:

- Religious, partisan, sectarian, or denominational textbooks or other curriculum materials. 4aac33.421(4e).
- Services provided to a student by a family member. 4aac33.421(5).

Student Fund Account Basics

Students enrolled in Frontier's homeschool program receive a student fund account that can cover a wide variety of resources needed to accomplish a student's annual academic plan. Depending on the approved academic plan, homeschool students enrolled full-time by October 7, 2022 may receive an allocation based on these grade levels:

K-6 \$3000 7-8 \$3100 9-12 \$4100

1) The amount of the annual student fund account will be determined each summer for the upcoming school year. Student funding is subject to change from year to year.

2) Fund accounts are intended to supplement one year of a student's homeschool education. Parents have from July through the month of March to purchase what they need for the year.

3) Fund accounts are intended to be used for educational purposes during the school year in which the funding is provided. For those students that do not use their entire allotment during the current school year, and who re-enroll for the next year, up to \$1000 may be carried forward to the new school year.

4) Students may utilize a sibling's fund account after their own funds are depleted. Additional rules apply so please contact your advisor for details. <u>Click to view How-To videos for ILPs</u>, <u>Requisitions</u>, <u>Reimbursements</u>

Purchasing Standards

The following standards constitute the appropriate and allowable expenditures of a fund account.

Discuss purchases with your academic advisor to assure they are fundable by Frontier Charter School. You should not order items for reimbursement until your advisor has approved the order. Frontier is required by Alaska state regulation to have final approval in the spending of funds.

Every purchase must be clearly supported by an individualized learning plan (ILP).

Each school year, an ILP must be developed for each subject before allotment funds can be accessed. The ILP outlines goals and objectives and lists instructional materials and methods to be used throughout the school year for each student. Course materials will be reviewed by the advisor to be in alignment with state standards and compliant with regulations.

Allowable Expenditures

Every purchase must be clearly supported by an appropriate student(s) individualized learning plan (ILP).

Books (textbooks, workbooks, novels, audio, or e-books);

Curriculum Packages (Book Shark, Math-U-See, Timberdoodle)

School Supplies (paper, pencils, notebooks).

Instructional Services (academic courses, tutoring, music, fine arts, and PE instruction).

Entrance Fees to a facility and for field trips when listed as a part of the ILP (Alaska Native Heritage Center, Anchorage Museum, Seward Sealife Center).

Technology Computers, Printers, Tablets, e-Readers, etc.

Musical Instrument Frontier will reimburse for the rental or lease of an instrument. If the student purchases an instrument, a one-time reimbursement for up to \$400 is available.

Please Note: Be aware that non-consumable items purchased/reimbursed with Frontier funds remain the property of Frontier Charter School/ASD, except that families are allowed to keep the computers and technology equipment that have been reimbursed.

Expenditure Limitations

The student fund account may not be used to pay for any item considered excessive by the administrator, or excluded below.

1) Religious, partisan, sectarian, or denominational textbooks or other curriculum materials. Frontier Charter School welcomes faith-based homeschool families. Although faith-based curriculum cannot be purchased using Frontier funds, nothing prevents a parent from teaching their own child using materials of the parent/guardian's choice, if the materials were not purchased with money provided by Frontier Charter School.

2) The fund account may not be used by the school or the parent to supplant district funds or obligations for IEP services.

3) Purchases of supplies, materials or services that will be used for profit cannot be purchased using the fund account (example: supplies to make bracelets to sell).

4) Payment for services provided to a student by a family member: the student's spouse, guardian, parent, step-parent, sibling, step-sibling, grandparent, step-grandparent, child, uncle, or aunt.

5) Sales tax.

6) Family travel (transportation, food, lodging).

7) Pets and livestock.

8) Physical education equipment, maintenance, accessories, and uniforms. Frontier will allow reimbursement of up to \$50 per student per year for basic PE items. (Balls, jump ropes, bad mitten set, etc.)

9) Annual passes or family memberships to a sports or recreational facility. However, funds may be used for student membership if that membership is a part of the individualized learning plan and the cost of the membership is pro-rated to include only the cost for the student.

10) Personal use items. Examples: tools, food, cookware, utensils, appliances, and cleaning supplies.

11) Toys, software or media without educational value or are customarily used for entertainment. Examples: gaming devices, dolls, Star Wars Lego kits.

12) Furniture to include student desks and filing cabinets.

13) Permanent items that adhere to or enhance the value of a non-school facility.

14) Horticulture projects are limited to \$100; reimbursement only. Contact your advisor for details.

15) Tickets to music and fine arts performances: Reimbursement only; maximum reimbursement for ticket purchases limited to \$40 per eligible student per event.

16) Students who enroll for their fifth year or more of High School can use allotment funds only for the courses required for graduation or to meet I.E.P. requirements. Please consult with your academic advisor.

17) The student fund account may not be used to pay for any item with fees that exceed the basic requirement to adequately learn or assess knowledge in the subject area.

Funding Available for Preschool

Families with children currently enrolled at Frontier Charter School are eligible to receive \$350 for curriculum and supplies for a sibling of preschool age (4 years old by September 1 of the current school year). These funds cannot be used for services (swimming lessons, piano lessons, etc). An individual learning plan will be required.



Computers SY 2022-2023

Frontier students can use their allotment funds to purchase a computer for use with their academic plan. A computer may be obtained by:

- I. Parent purchase with reimbursement from student funds: maximum \$1500 reimbursed over three years. Up to \$500 per year deducted from the student's account.
- II. Frontier purchase based on parent requisition: maximum \$650, funds deducted from the student's account.

Students can use allotment funds to purchase a new computer every three years (from date of prior purchase).

The Reimbursement Program:

- <u>Maximum</u> reimbursement per computer per student: \$1500 (\$500 max/year for 3 years)
 - o Paid at the rate of \$250 per semester (Fall/1st Semester & Spring/2nd Semester)
 - o Paid on or about the following dates:

 1^{st} Semester: New purchase made between 7/1/22-12/16/22 or continued from prior year: 12/31/22

 2^{nd} Semester: New Purchase made between 12/17/22-4/7/23 or continued from prior semester or year: 5/31/23

No reimbursements are made during the summer months. **Student must be actively enrolled at Frontier Charter at the end of each semester** (Fall: 12/16/22; Spring: 5/23/23) to qualify for reimbursement.

Reimbursement will continue until the item cost is fully reimbursed or the \$1500 maximum is reached. However, **a new reimbursement request entered into SALTT** is required each school year.

- Advisor approval is required.
- One computer or eligible device per student. Must be necessary for a student's academic plan and included with the related ILP's.
- Parents/Guardians/Students choose the brand, style and features desired.

o 4G/5G service for tablet computers is not eligible for reimbursement.

- A purchase receipt along with the reimbursement request form from SALTT are required for reimbursement processing.
- Extended warranty, virus software, mouse, keyboard, carrying case, printer or all-in-one, etc., may be included if purchased at the same time and included on the same receipt as the computer/tablet/e-reader. The \$1500 maximum over three years limit still applies.
- Home networking components are not eligible for reimbursement.
- Any rental/lease agreement between the computer vendor and the purchasing parent/guardian/student is the **sole** responsibility of the parent/guardian.
- Frontier Charter School will have no responsibility for repairs, warranty administration, virus clean-up, etc. for computers or other items reimbursed under this program.
- Original receipt for 1st Semester purchased items must be submitted for reimbursement by 12/16/22 to receive the 1st semester reimbursement check (issued about 12/31/22).
 - Please remember to create a reimbursement request. The 2nd semester check will be issued without additional paperwork providing the reimbursement requested for the year is \$500 or less.
- Reimbursement request and original receipts for 2nd semester purchased items must be submitted by 4/7/23 to receive the second semester check (issue date about 5/31/23).

If you purchase a computer or other eligible device through an online vendor, please remember to: 1) print a hard copy of the order confirmation email and 2) keep the packing list upon receipt of the item. If the shipment arrives and no packing list is included, cut the shipping label from the carton and submit as a back-up proof of receiving the item(s).

Those two documents, along with an <u>extract of your credit card statement</u> showing purchase payment, are essential for reimbursement.

The Requisition Program:

• Based on a parent requisition, Frontier will purchase a computer of your choice and deduct the cost from your student(s) allotment funds. The maximum amount of the requisitioned computer is \$650.

- Find the computer that fits your student needs and include the information and suggested source in the requisition. Amazon, BestBuy, Office Depot, Fred Meyer, Walmart are good sources for basic laptop computers.
- Apple iPads are eligible subject to the \$650 maximum purchase price. Extended warranty service may be included, subject to the \$650 maximum purchase.
- Try to avoid computers that are on sale for a limited time. While we place orders daily, we may not be able to make the purchase in time to meet the sale dates.
- Peripheral items (optical/dvd drive, keyboard, mouse, carrying case, etc.) can be purchased separately and are not included in the \$650 maximum.
- Due to security considerations, Frontier purchased computers will not be shipped directly to the student's home but will be available for pick-up at Frontier's Anchorage or Eagle River offices. Peripheral items may be shipped to the student upon request.
- The computer becomes the property of the student and does not need to be returned.
- Frontier Charter School will have no responsibility for repairs, warranty administration, virus clean-up, etc. for computers purchased under this program.

Questions, comments and suggestions are always welcome! Please contact your advisor or one of the business office staff members:

LaNore Smith, Admin Assistant, Requisitions, 742-1189 or Smith_Lanore@asdk12.org

Mia Kim, Admin Assistant, Reimbursements, 742-1190 or Kim_Mia@asdk12.org

Janel Ryan, Admin Assistant, Instructional Vendors, 742-1195 or Ryan_Janel@asdk12.org

Scott Grant, Business Manager, 742-1184 or Grant_Scott@asdk12.org



Reimbursements SY 2022-2023

Parent/guardian paid purchases of non-sectarian curriculum, teaching supplies and instructional services providers are reimbursable using Frontier funds. Approval by the student's advisor is required. See list of eligible items:

Upon receipt of the required purchase documentation and after approval and preparation by Frontier Charter, reimbursement requests are sent to ASD accounting for payment. A reimbursement check will be mailed directly to you from the Anchorage School District accounting department. Direct deposit of the reimbursement payment is available and highly encouraged. A direct deposit form is available here:

We place orders every day and typically can get in-stock items from Lower 48 suppliers in a week or less. Just create a requisition in SALTT for the items you want. The advantages to you: no reimbursement paperwork to hassle with and your personal funds are not tied up waiting for reimbursement.

Note: for PE activities provided by non-profits such as Cook Inlet Soccer, YMCA, etc., where space is limited and may fill up rapidly, it is best to pay for the registration early and receive reimbursement by Frontier. Contact us for more information.

If you do decide to purchase eligible items or services, please submit reimbursement requests for items purchased between July 1, 2022– December 16, 2022 (**Fall Semester**) by **4PM Friday**, **December 16, 2022**. Fall semester reimbursement requests submitted after that date may be returned.

Reimbursement for SY 22/23 curriculum items purchased in May or June 2022 specifically for use in SY 22/23 are eligible for reimbursement. Contact your Frontier Advisor for details.

Reimbursement requests for items purchased between December 17, 2022 – April 7, 2023 (For **Spring Semester**) must be submitted by **4PM Friday, April 7, 2023**. Submittals after that date will be returned.

ONE exception:

April, May & June internet invoices/statements and receipts for instructional services paid direct to vendors must be submitted by the end of each month. Requisitions should already be in place

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and advisor approved by April 7. Late submittals will be returned. More information will be forthcoming as we get closer to the due dates.

If you choose to buy eligible "stuff" and/or services and receive a reimbursement from your student(s) Frontier allocation:

The supporting documentation for all reimbursement checks issued by Frontier Charter School is reviewed and audited by the Anchorage School District accounting department. We follow ASD policy and procedure for documentation and eligibility of reimbursements.

To process a reimbursement we **<u>must</u>** have:

Proof of Purchase:

What was purchased? How was it purchased? When was it purchased?

Proof of Receipt:

Was it physically received by the purchaser? When was it received?

Proof of Payment:

How and when was payment made? What was the payment amount?

Cash register (point of sale) receipts from stores such as Wal-Mart, Fred Meyer, Costco, Office Depot, etc. meet the three requirements listed above.

Parent/guardian/student purchase of a computer, tablet or e-reader can be reimbursed up to certain limits and conditions apply. A separate information sheet provides program details and is available here:

Reimbursements are processed chronologically: First-in First-out. The Anchorage School District accounts payable folks will mail the reimbursement check to the address you provide on the reimbursement form. Alternatively, a direct deposit option is available in lieu of a mailed check. We strongly encourage the use of direct deposit. A copy of the direct deposit authorization form is available here:

Reimbursement requests start with our on-line system (**SALTT**). An ILP is required and must tie to your reimbursement. Your advisor will approve/disapprove the reimbursement request. Once the online reimbursement request is completed please be sure to print the form, attach the receipt(s) and send to your Frontier Academic Advisor and cc to Kim_Mia@asdk12.org.

To receive payment for approved reimbursement as quickly and efficiently as possible, please follow these instructions:

• **<u>Original</u>** receipts are preferred and encouraged. However, we will accept copies of originals sent by email. Originals can be dropped off at either office or mailed to the main

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office at 400 W Northern Lts Blvd Ste 6, Anchorage, AK 99503. The originals can be emailed, in PDF format, to your advisor with a cc to Mia Kim (Kim_Mia@asdk12.org).

- We MUST be able to clearly print the emailed receipts on 8 ½ x 11" paper. Receipts must have the vendor's name, address and phone number imprinted on the receipt. Receipts provided that will not print clearly on 8 ½ x 11" paper will be returned.
- Receipts must be legible and readable. If we can't read it or the receipt is too light to copy, we will send the receipt and reimbursement request back to you.
- Items to be reimbursed should be clearly identified by name, title, cost, etc. If the receipt merely says "Book" please include a note identifying the title.
- **PLEASE DO NOT USE A HIGHLIGHTER** on register receipts. Many vendors use thermal type paper to print receipts. <u>Highlighter ink rapidly fades the print on thermal paper receipts</u>. Rather than using a highlighter, please circle the items to be reimbursed.
- Please line through items listed on the receipts that are not to be reimbursed.
- If you use tape to secure a thermal paper receipt to a sheet of paper, **please be sure that the tape does not cover any of the print**. As with highlighters, tape fades out and obliterates the print in a few weeks. If we can't read the receipt, we will return it without reimbursement.

Please remember that your advisor's approval is required and the items need to be tied to the appropriate ILP(s) before we can process the reimbursement request. Questions about this? Call your advisor.

For goods purchased at a store, the original cash register receipt alone is adequate.

To process your reimbursement for on-line purchases, we need:

- Proof of purchase (what was purchased, cost, start/end dates, etc.)
 - Copy of confirmation for online orders (Amazon.com; Alibris.com; Barnesandnoble.com, Rainbow Resource Center, Timberdoodle, etc.).
 - Brochure explaining PE or music lessons from non-profit providers (Nordic Skiing, MOA Pools, Cook Inlet Soccer, etc.)
- Proof of receiving the item or service
 - **Original** packing list included with shipment
 - No packing list? Please call and we will figure out Plan B. Amazon no longer provides packing lists. Please print a copy of the Final Order Details/Invoice and write the date received and carrier used (USPS/Amazon/UPS/FedEx, etc.) on the Final Details.

- Proof of payment
 - A copy of your credit card statement if credit card receipt is not available (please black-out sensitive information but be sure to leave the last 4 digits of the credit card number and your name & address). Many credit card companies provide the ability to print individual transactions from their website once a transaction has posted. These work great for proof of payment purposes.
 - Copy of your canceled check, front <u>and</u> back.
 - Copy of your bank statement showing the check listing by number and amount. Please black out all non-related entries and information but be sure your name and financial institution's name are shown.

If we cannot prove that you paid for and received the item, we cannot reimburse the item.

To process a reimbursement <u>for services provided by a recognized non-profit organization or an</u> <u>eligible for-profit provider</u>, we need the following:

- A copy of the program/course/event brochure. This should include dates, fees and description of the instruction. A readable copy printed from the vendor's website is acceptable.
- Proof of payment
 - Original receipt from the vendor
 - If paid online: copy of credit card statement or transaction; copy of bank statement; copy of check (front <u>and</u> back).
 - Include copy of online confirmation
 - An IRS Form W-9 is needed from For-Profit service providers (please call the business office for details).

Examples of approved non-profit organizations:

YMCA	American Red Cross
Chugiak Youth Sports Association (CYSA)	Eagle River Nature Center
MOA Pools (Anchorage Parks & Rec)	Anchorage Nordic Association

Don't know if a vendor is a non-profit? Call the business office.

For reimbursement of services paid to a for-profit provider, we need:

• A brochure or information sheet from the vendor outlining the services provided.

- A copy of the paid invoice from the vendor
- An IRS Form W-9 from the vendor. ASD accounting will not process reimbursements for payments made to a for-profit vendor unless a W-9 is attached to the documentation submitted by Frontier.

To process a <u>reimbursement for **internet service**</u> we need the following:

• A copy of pages 1 & 3 of your monthly invoice/statement (page one shows name & address and summary of services provided while page 3 shows the specific internet service package purchased). The bill/invoice/statement must show your name and address.

Families can be reimbursed up to \$70/month for internet service. If that amount does not provide adequate bandwidth, contact your advisor. Please remember that we cannot pay for telephone service or cable / satellite television service.

Please do not hold onto your reimbursements until the 12/16/22 or 4/7/23 deadlines! Submit your reimbursements as they happen. :-)

Additional details about April-May-June internet reimbursement will be forthcoming.

These instructions will also be posted to Frontier's website. Check the website often for the current reimbursement process and procedure.

Questions, comments and suggestions about the reimbursement process are always welcome!

Scott Grant Business Manager <u>Grant_Scott@asdk12.org</u> 1-907-742-1184

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Appendix F

Addressing State Content Standards

The following tables are available at the State of Alaska's Department of Education webpage under the section, "Report Card to the Public" <u>https://education.alaska.gov/compass/report-card</u>. These tables illustrate Frontier Charter School's progress in addressing the State of Alaska content standards.

Tables A and B (Pages 126-131) compare the achievement of Frontier Charter School students to the Anchorage School District and the State of Alaska in the subjects of English Language Arts (ELA) and Mathematics for the last three assessment years: SY 2017-18, SY 2018-19, SY 2020-21.

Note that during SY 2019-20 there was no participation in testing due to the response to Novel Coronavirus Disease (COVID-19).

Although PEAKS assessments were administered in spring 2021, DEED cautions against comparing 2021 PEAKS data to previous years:

"There are two important considerations to keep in mind when interpreting these data. First, the testing population in 2021 was not comparable to the tested population in previous years. In 2019, participation rates were typical; in 2020, there was no participation in testing at all; in 2021, the participation rate was about 27 percentage points less than in the previous three years of testing. Second, the pandemic shifted instructional methods and interrupted learning for significant parts of school year 2020-2021, which may have adversely affected assessment participation and performance. These two points make the comparison of the PEAKS data in 2021 to prior years misleading and deters focus from core pandemic-related issues. DEED advises substantial caution and qualification of any conclusions from comparisons between 2021 and previous years' data."

 Table C (Page 132) compares two-year trends in student achievement data, comparing the 2017-18 school year with 2018-19.

Tables D and E (Pages 133-136) record the academic growth in ELA and Mathematics for the 2017-18 and 2018-19 school years. Academic Growth is the change in student values on the statewide PEAKS assessments in ELA and Mathematics over two

consecutive years. It indicates the number of students that demonstrated growth based on the growth table divided by the total number of students with two consecutive years of test scores then multiplied by 100.

Tables F and G (Pages 137-139) record the Summary Participation Rates during SY 2017-18, SY 2018-19, and SY 2020-21.

 Table H (Page 140) records Frontier's Graduation and Dropout Rates over time: SY 2017-18 through SY 2020-21.

Table I (Page 141) shows the 4-Year graduation rate by subcategories.

Table J (Page 142) shows the 5-Year graduation rate by subcategories.

Table K (Page 143) compares Frontier's graduation rates with the Anchorage School District for SY 2020-21.

Table L (Page 144) compares Frontier dropout rates with the Anchorage School District for SY 2020-21.

ELA 2017-18	Advanced	Percent		Proficient	Percent		Below Pro	ficient Perce	nt	Far Below	Proficient P	ercent	Total	Percent Tes	sted	
TABLE A-1	School	District	State	School	District	State	School	District	State	School	District	State	School	School	District	State
All Students	10.32%	11.48%	10.25%	28.57%	34.16%	32.11%	26.98%	28.99%	27.62%	34.13%	25.37%	29.99%	126	82.89%	96.86%	91.54%
Male	16.13%	9.92%	8.47%	29.03%	31.98%	29.94%	19.35%	28.81%	27.63%	35.48%	29.29%	33.92%	62	79.49%	96.96%	91.68%
Female	4.69%	13.13%	12.13%	28.13%	36.47%	34.42%	34.38%	29.18%	27.60%	32.81%	21.22%	25.81%	64	86.49%	96.75%	91.40%
African American	*	4.27%	4.51%	*	25.16%	26.55%	*	32.59%	32.55%	*	37.97%	36.38%	3	100.00%	97.38%	94.58%
Alaska Native/American Indian	0.00%	3.81%	2.44%	7.14%	21.84%	15.18%	21.43%	31.76%	25.79%	71.43%	42.58%	56.59%	14	93.33%	95.67%	95.36%
Asian/Pacific Islander	20.00%	5.86%	6.59%	0.00%	25.02%	27.58%	60.00%	32.66%	33.16%	20.00%	36.47%	32.32%	5	100.00%	97.94%	96.75%
Caucasian	12.99%	19.00%	16.12%	36.36%	42.60%	41.70%	24.68%	24.32%	25.54%	25.97%	14.08%	16.64%	77	80.21%	96.46%	87.53%
Hispanic	6.67%	6.43%	7.42%	26.67%	31.53%	31.35%	20.00%	32.48%	32.55%	46.67%	29.56%	28.61%	15	88.24%	96.78%	93.90%
Two or More Races	8.33%	8.16%	8.93%	16.67%	33.63%	34.03%	33.33%	32.00%	30.91%	41.67%	26.21%	26.13%	12	75.00%	97.29%	94.79%
Economically Disadvantaged	2.56%	4.92%	4.56%	20.51%	26.14%	23.61%	33.33%	32.80%	29.77%	43.59%	36.14%	42.02%	39	82.98%	96.85%	92.99%
Not Economically Disadvantaged	13.79%	19.22%	16.33%	32.18%	43.62%	41.21%	24.14%	24.50%	25.32%	29.89%	12.66%	17.11%	87	82.86%	96.87%	90.04%
Students With Disabilities	0.00%	1.85%	1.74%	18.18%	11.01%	10.80%	36.36%	26.24%	25.22%	45.45%	60.90%	62.24%	11	73.33%	94.77%	92.84%
Disabled With Accommodations	0.00%	0.91%	0.86%	20.00%	9.27%	8.14%	30.00%	26.12%	24.20%	50.00%	63.70%	66.81%	10	71.43%	94.94%	95.19%
Students Without Disabilities	11.30%	12.85%	11.57%	29.57%	37.44%	35.44%	26.09%	29.38%	27.99%	33.04%	20.34%	24.95%	115	83.94%	97.16%	91.34%
Limited English Proficient	*	1.18%	0.71%	*	12.37%	7.86%	*	32.59%	24.11%	*	53.85%	67.04%	4	100.00%	97.32%	96.78%

Not Limited English Proficient	10.66%	13.18%	11.73%	29.51%	37.74%	35.88%	27.87%	28.40%	28.16%	31.97%	20.69%	24.23%	122	82.43%	96.78%	90.78%
Migrant Students	*	5.73%	4.56%	*	28.74%	23.10%	*	33.30%	29.08%	*	32.24%	43.26%	4	100.00%	97.35%	96.19%
Not Migrant Students	10.66%	11.95%	10.77%	28.69%	34.60%	32.94%	27.05%	28.64%	27.48%	33.61%	24.81%	28.77%	122	82.43%	96.82%	91.14%
Active Duty Parent/Guardian	7.69%	17.13%	15.05%	38.46%	41.41%	41.70%	38.46%	28.74%	28.09%	15.38%	12.71%	15.16%	13	81.25%	98.41%	92.24%
Not Active Duty Parent/Guardian	10.62%	10.92%	9.87%	27.43%	33.44%	31.36%	25.66%	29.01%	27.58%	36.28%	26.63%	31.15%	113	83.09%	96.70%	91.49%
Homeless	*	1.77%	2.49%	*	14.65%	17.16%	*	29.29%	29.99%	*	54.29%	50.07%	3	75.00%	94.51%	93.81%
Not Homeless	10.57%	11.82%	10.42%	28.46%	34.83%	32.44%	26.83%	28.98%	27.57%	34.15%	24.38%	29.54%	123	83.11%	96.94%	91.49%
Foster Care	*	4.44%	2.81%	*	16.44%	16.15%	*	31.11%	30.06%	*	48.00%	50.98%	1	100.00%	96.57%	96.09%
Not Foster Care	10.40%	11.55%	10.33%	28.80%	34.33%	32.29%	27.20%	28.97%	27.59%	33.60%	25.15%	29.75%	125	82.78%	96.86%	91.49%

TABLE A / PEAKS / ELA SY 2018-19

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ELA 2018-19	Advanced	Advanced Percent Proficient Percent					Below Prot	ficient Percei	nt	Far Below	Proficient Pe	ercent	Total	Percent Tested		
TABLE A-2	School	District	State	School	District	State	School	District	State	School	District	State	School	School	District	State
All Students	15.31%	11.13%	10.16%	33.67%	31.10%	29.11%	30.61%	28.45%	26.77%	20.41%	29.33%	34.15%	97	72.93%	97.05%	90.84%
Male	15.69%	8.82%	8.02%	29.41%	29.11%	27.01%	21.57%	28.16%	26.66%	33.33%	33.90%	38.50%	51	71.83%	97.28%	91.00%
Female	14.89%	13.57%	12.44%	38.30%	33.20%	31.36%	40.43%	28.76%	26.90%	6.38%	24.47%	29.51%	46	74.19%	96.80%	90.67%
African American	*	4.76%	4.64%	*	19.95%	21.72%	*	31.80%	31.92%	*	43.49%	42.12%	3	100.00%	98.35%	94.27%
Alaska Native/American Indian	0.00%	3.46%	2.29%	17.65%	19.45%	13.26%	41.18%	27.89%	22.56%	41.18%	49.19%	62.16%	16	72.73%	96.82%	95.19%

Asian/Pacific Islander	*	5.99%	6.70%	*	22.92%	25.83%	*	30.69%	30.81%	*	40.40%	36.71%	4	80.00%	98.41%	96.65%
Caucasian	15.00%	17.99%	16.16%	38.33%	39.34%	37.93%	28.33%	25.63%	26.21%	18.33%	17.03%	19.89%	60	70.59%	95.94%	86.34%
Hispanic	20.00%	6.17%	6.95%	40.00%	29.76%	30.33%	30.00%	30.71%	30.80%	10.00%	33.36%	32.17%	10	83.33%	97.70%	94.03%
Two or More Races	*	8.93%	8.74%	*	29.80%	30.69%	*	30.89%	30.76%	*	30.38%	29.98%	4	66.67%	97.74%	94.00%
Economically Disadvantaged	11.11%	4.58%	4.52%	33.33%	23.89%	21.28%	33.33%	30.65%	27.71%	22.22%	40.89%	46.65%	35	76.09%	97.42%	92.85%
Not Economically Disadvantaged	17.74%	18.60%	16.00%	33.87%	39.33%	37.24%	29.03%	25.95%	25.80%	19.35%	16.12%	21.18%	62	71.26%	96.62%	88.84%
Students With Disabilities	0.00%	1.23%	1.44%	16.67%	9.61%	9.42%	41.67%	23.60%	22.21%	41.67%	65.56%	66.99%	12	66.67%	95.99%	93.00%
Disabled With Accommodations	*	0.13%	0.42%	*	3.91%	5.95%	*	21.42%	20.16%	*	74.53%	73.50%	3	50.00%	96.00%	95.47%
Students Without Disabilities	17.44%	12.62%	11.52%	36.05%	34.34%	32.19%	29.07%	29.18%	27.49%	17.44%	23.86%	29.01%	85	73.91%	97.21%	90.51%
Limited English Proficient	*	1.31%	0.79%	*	13.48%	9.12%	*	30.75%	22.59%	*	54.46%	67.56%	2	66.67%	98.14%	97.58%
Not Limited English Proficient	15.63%	12.99%	11.63%	34.38%	34.43%	32.25%	30.21%	28.02%	27.43%	19.79%	24.56%	28.91%	95	73.08%	96.84%	89.87%
Migrant Students	0.00%	4.36%	4.62%	12.50%	29.31%	22.11%	62.50%	29.49%	26.31%	25.00%	36.84%	47.04%	8	88.89%	96.99%	95.48%
Not Migrant Students	16.67%	11.64%	10.68%	35.56%	31.23%	29.78%	27.78%	28.37%	26.82%	20.00%	28.75%	32.92%	89	71.77%	97.05%	90.42%
Active Duty Parent/Guardian	27.27%	15.45%	15.20%	54.55%	40.33%	39.85%	18.18%	28.72%	27.65%	0.00%	15.50%	17.49%	11	61.11%	98.18%	92.15%
Not Active Duty Parent/Guardian	13.79%	10.71%	9.76%	31.03%	30.21%	28.26%	32.18%	28.43%	26.70%	22.99%	30.65%	35.48%	86	74.78%	96.94%	90.74%
Not Homeless	15.31%	11.40%	10.32%	33.67%	31.63%	29.40%	30.61%	28.44%	26.73%	20.41%	28.53%	33.74%	97	72.93%	97.03%	90.75%

Foster Care	*	2.41%	1.47%	*	17.27%	14.57%	*	22.89%	23.80%	*	57.43%	60.16%	0	0.00%	97.65%	96.64%
Not Foster Care	15.31%	11.22%	10.26%	33.67%	31.24%	29.29%	30.61%	28.51%	26.81%	20.41%	29.03%	33.83%	97	73.48%	97.04%	90.77%

ELA 2020-21	Advanced	Percent		Proficient	Percent		Below Pro	ficient Perce	nt	Far Below	Proficient Po	ercent	Total Tested	Percent Tested		
TABLE A-3	School	District	State	School	District	State	School	District	State	School	District	State	School	School	District	State
All Students	32.00%	13.05%	11.88%	56.00%	30.09%	27.74%	4.00%	24.92%	24.10%	8.00%	31.94%	36.59%	25	6.33%	71.76%	64.63%
Male	25.00%	10.54%	9.70%	62.50%	28.14%	25.96%	0.00%	25.30%	23.82%	12.50%	36.03%	40.82%	16	8.00%	72.33%	65.24%
Female	44.44%	15.77%	14.23%	44.44%	32.19%	29.66%	11.11%	24.52%	24.41%	0.00%	27.52%	32.02%	9	4.62%	71.15%	63.99%
African American	*	5.89%	6.51%	*	20.81%	23.75%	*	29.06%	28.64%	*	44.24%	41.86%	0	0.00%	70.28%	63.66%
Alaska Native/American Indian	*	3.63%	2.47%	*	17.89%	11.30%	*	25.22%	20.26%	*	53.26%	66.34%	3	10.00%	69.86%	73.84%
Asian/Pacific Islander	*	7.03%	8.15%	*	21.49%	24.09%	*	26.90%	28.01%	*	44.58%	39.95%	1	5.26%	69.35%	68.84%
Caucasian	30.00%	21.56%	19.46%	70.00%	37.96%	37.29%	0.00%	22.41%	23.74%	0.00%	18.07%	19.76%	10	4.24%	72.16%	58.58%
Hispanic	*	7.71%	9.11%	*	28.00%	29.84%	*	26.81%	27.34%	*	37.47%	34.22%	4	10.00%	73.33%	67.18%
Two or More Races	28.57%	10.01%	10.47%	42.86%	30.97%	30.26%	14.29%	26.17%	27.31%	14.29%	32.85%	32.26%	7	13.21%	73.80%	66.95%
Economically Disadvantaged	*	4.42%	4.74%	*	20.59%	18.44%	*	27.17%	24.25%	*	47.81%	52.88%	4	4.65%	70.08%	67.07%
Not Economically Disadvantaged	38.10%	20.06%	17.86%	57.14%	37.79%	35.53%	4.76%	23.10%	23.98%	0.00%	19.05%	22.94%	21	6.80%	73.18%	62.72%
Students With Disabilities	*	1.41%	1.86%	*	9.85%	10.39%	*	21.15%	20.83%	*	67.59%	67.24%	3	7.32%	71.47%	68.33%

Disabled With Accommodations	*	1.18%	0.98%	*	7.89%	7.31%	*	20.21%	18.87%	*	70.72%	73.22%	2	5.88%	72.48%	75.85%
Students Without Disabilities	36.36%	14.91%	13.65%	54.55%	33.32%	30.80%	4.55%	25.53%	24.68%	4.55%	26.24%	31.19%	22	6.21%	71.80%	64.02%
Limited English Proficient	*	1.98%	1.32%	*	15.88%	11.44%	*	28.34%	22.06%	*	53.80%	65.38%	1	5.88%	73.73%	73.84%
Not Limited English Proficient	33.33%	15.61%	13.55%	58.33%	33.37%	30.32%	4.17%	24.14%	24.43%	4.17%	26.89%	32.04%	24	6.35%	71.32%	63.38%
Migrant Students	*	7.02%	6.70%	*	27.17%	20.78%	*	25.59%	24.03%	*	40.22%	48.64%	1	3.57%	73.23%	77.94%
Not Migrant Students	33.33%	13.46%	12.41%	54.17%	30.28%	28.45%	4.17%	24.88%	24.11%	8.33%	31.38%	35.36%	24	6.54%	71.66%	63.52%
Active Duty Parent/Guardian	*	16.07%	17.62%	*	41.47%	40.26%	*	25.32%	24.90%	*	17.14%	17.68%	0	0.00%	79.66%	69.73%
Not Active Duty Parent/Guardian	32.00%	12.76%	11.40%	56.00%	28.98%	26.70%	4.00%	24.89%	24.04%	8.00%	33.37%	38.17%	25	7.04%	71.08%	64.24%
Homeless	*	1.96%	3.22%	*	11.17%	13.29%	*	23.18%	23.89%	*	63.69%	60.81%	0	0.00%	68.00%	63.73%
Not Homeless	32.00%	13.31%	12.03%	56.00%	30.52%	27.99%	4.00%	24.96%	24.11%	8.00%	31.21%	36.18%	25	6.35%	71.85%	64.64%
Foster Care	*	1.94%	1.98%	*	13.11%	13.59%	*	25.73%	24.12%	*	59.22%	61.07%	0	0.00%	78.08%	79.49%
Not Foster Care	32.00%	13.20%	12.03%	56.00%	30.31%	27.96%	4.00%	24.91%	24.10%	8.00%	31.58%	36.22%	25	6.38%	71.68%	64.45%

MATH 2017-18	Advanced	Percent		Proficient 1	Percent		Below Pro	ficient Percer	nt	Far Below	Proficient Pe	ercent	Total	Percent Tes	sted	
TABLE B-1	School	District	State	School	District	State	School	District	State	School	District	State	School	School	District	State
All Students	3.28%	6.78%	5.57%	20.49%	34.10%	31.04%	47.54%	45.19%	46.24%	28.69%	13.93%	16.97%	122	80.26%	96.96%	91.36%
Male	5.00%	7.80%	6.38%	30.00%	34.35%	30.90%	38.33%	43.33%	44.76%	26.67%	14.53%	17.76%	60	76.92%	96.96%	91.48%
Female	1.61%	5.70%	4.71%	11.29%	33.84%	31.19%	56.45%	47.16%	47.80%	30.65%	13.30%	16.13%	62	83.78%	96.97%	91.24%

African American	*	2.29%	2.38%	*	20.16%	19.92%	*	53.91%	54.82%	*	23.64%	22.72%	3	100.00%	97.46%	94.68%
Alaska Native/American Indian	0.00%	2.24%	1.36%	7.14%	24.74%	15.74%	28.57%	51.10%	49.75%	64.29%	21.93%	33.15%	14	93.33%	95.71%	95.08%
Asian/Pacific Islander	0.00%	3.89%	4.23%	20.00%	25.43%	27.24%	40.00%	51.40%	50.33%	40.00%	19.29%	16.77%	5	100.00%	98.44%	97.12%
Caucasian	4.05%	10.82%	8.56%	25.68%	44.04%	40.65%	54.05%	37.79%	41.64%	16.22%	7.35%	9.11%	74	77.08%	96.31%	87.18%
Hispanic	0.00%	3.73%	3.66%	20.00%	28.43%	28.53%	40.00%	49.89%	50.49%	40.00%	17.95%	16.88%	15	88.24%	97.50%	94.28%
Two or More Races	9.09%	5.56%	5.33%	9.09%	31.44%	31.51%	45.45%	48.26%	49.18%	36.36%	14.74%	13.93%	11	68.75%	97.24%	94.63%
Economically Disadvantaged	0.00%	2.78%	2.34%	5.26%	24.66%	21.76%	47.37%	52.16%	51.49%	47.37%	20.39%	24.19%	38	80.85%	97.04%	92.93%
Not Economically Disadvantaged	4.76%	11.50%	9.04%	27.38%	45.25%	40.99%	47.62%	36.95%	40.60%	20.24%	6.29%	9.21%	84	80.00%	96.87%	89.74%
Students With Disabilities	0.00%	1.42%	1.29%	18.18%	9.56%	9.36%	54.55%	48.34%	47.27%	27.27%	40.68%	42.07%	11	73.33%	94.48%	92.69%
Disabled With Accommodations	0.00%	0.62%	0.55%	20.00%	7.35%	6.27%	50.00%	49.03%	47.56%	30.00%	42.99%	45.60%	10	71.43%	94.63%	94.89%
Students Without Disabilities	3.60%	7.53%	6.24%	20.72%	37.56%	34.42%	46.85%	44.75%	46.07%	28.83%	10.16%	13.06%	111	81.02%	97.32%	91.16%
Limited English Proficient	*	1.43%	0.85%	*	17.76%	10.84%	*	51.83%	47.11%	*	28.97%	39.82%	4	100.00%	98.44%	97.14%
Not Limited English Proficient	3.39%	7.67%	6.32%	21.19%	36.81%	34.23%	49.15%	44.09%	46.10%	26.27%	11.43%	13.36%	118	79.73%	96.72%	90.51%
Migrant Students	*	3.34%	2.68%	*	30.27%	23.91%	*	50.00%	50.41%	*	16.39%	23.00%	4	100.00%	97.08%	95.97%
Not Migrant Students	3.39%	7.05%	5.84%	21.19%	34.41%	31.69%	46.61%	44.81%	45.85%	28.81%	13.73%	16.41%	118	79.73%	96.96%	90.96%

Active Duty Parent/Guardian	15.38%	10.75%	9.00%	23.08%	43.17%	40.87%	38.46%	39.90%	41.92%	23.08%	6.18%	8.17%	13	81.25%	98.28%	92.26%
Not Active Duty Parent/Guardian	1.83%	6.38%	5.30%	20.18%	33.20%	30.26%	48.62%	45.72%	46.58%	29.36%	14.70%	17.66%	109	80.15%	96.84%	91.29%
Homeless	*	0.88%	1.01%	*	13.46%	14.28%	*	56.23%	56.30%	*	29.43%	27.46%	3	75.00%	94.91%	94.20%
Not Homeless	3.36%	6.98%	5.67%	21.01%	34.81%	31.41%	47.90%	44.82%	46.01%	27.73%	13.40%	16.73%	119	80.41%	97.04%	91.30%
Foster Care	*	1.79%	1.13%	*	20.63%	18.36%	*	51.12%	52.54%	*	26.46%	27.97%	1	100.00%	95.71%	95.55%

MATH 2018-19	Advanced	Percent		Proficient l	Percent		Below Pro	ficient Perce	nt	Far Below	Proficient Pe	ercent	Total	Percent Tes	sted	
TABLE B-2	School	District	State	School	District	State	School	District	State	School	District	State	School	School	District	State
All Students	4.90%	7.23%	6.18%	32.35%	32.22%	29.56%	42.16%	42.11%	42.45%	20.59%	18.45%	21.88%	101	75.94%	96.97%	90.80%
Male	7.55%	8.18%	7.00%	26.42%	32.41%	29.41%	37.74%	40.09%	40.68%	28.30%	19.32%	22.96%	53	74.65%	97.21%	91.03%
Female	2.04%	6.22%	5.30%	38.78%	32.01%	29.73%	46.94%	44.26%	44.34%	12.24%	17.52%	20.74%	48	77.42%	96.72%	90.55%
African American	*	1.67%	1.83%	*	19.97%	20.00%	*	46.20%	47.43%	*	32.16%	30.74%	3	100.00%	98.27%	94.24%
Alaska Native/American Indian	0.00%	2.08%	1.41%	10.53%	20.12%	14.46%	52.63%	47.99%	44.49%	36.84%	29.81%	39.90%	18	81.82%	97.28%	95.12%
Asian/Pacific Islander	*	4.52%	4.99%	*	23.36%	25.76%	*	47.16%	46.20%	*	24.97%	22.27%	4	80.00%	98.57%	96.77%
Caucasian	6.45%	11.64%	9.80%	35.48%	42.48%	38.83%	43.55%	35.83%	38.75%	14.52%	10.05%	12.80%	62	72.94%	95.77%	86.27%
Hispanic	0.00%	4.34%	4.14%	30.00%	27.42%	28.40%	30.00%	46.08%	46.25%	40.00%	22.16%	20.93%	10	83.33%	97.46%	93.97%
Two or More Races	*	5.57%	4.97%	*	29.64%	30.24%	*	45.31%	46.25%	*	19.48%	18.75%	4	66.67%	97.45%	93.97%

Economically Disadvantaged	2.70%	2.87%	2.51%	27.03%	22.95%	20.85%	40.54%	47.57%	46.06%	29.73%	26.61%	30.56%	36	78.26%	97.40%	92.77%
Not Economically Disadvantaged	6.15%	12.20%	9.99%	35.38%	42.80%	38.60%	43.08%	35.88%	38.71%	15.38%	9.12%	12.88%	65	74.71%	96.49%	88.84%
Students With Disabilities	0.00%	1.26%	1.30%	8.33%	8.68%	9.03%	75.00%	40.31%	38.92%	16.67%	49.74%	50.81%	12	66.67%	95.90%	93.00%
Disabled With Accommodations	*	0.19%	0.31%	*	4.61%	5.39%	*	39.86%	38.36%	*	55.34%	55.96%	2	33.33%	96.24%	95.40%
Students Without Disabilities	5.56%	8.13%	6.94%	35.56%	35.76%	32.77%	37.78%	42.38%	43.00%	21.11%	13.73%	17.36%	89	77.39%	97.14%	90.46%
Limited English Proficient	*	2.07%	1.31%	*	16.75%	11.62%	*	46.82%	41.72%	*	34.37%	44.46%	3	100.00%	98.48%	97.64%
Not Limited English Proficient	5.05%	8.21%	6.95%	33.33%	35.16%	32.41%	43.43%	41.22%	42.56%	18.18%	15.41%	18.30%	98	75.38%	96.69%	89.80%
Migrant Students	0.00%	3.76%	3.00%	12.50%	27.30%	22.99%	75.00%	46.65%	46.09%	12.50%	22.28%	28.03%	8	88.89%	96.93%	95.53%
Not Migrant Students	5.32%	7.49%	6.48%	34.04%	32.59%	30.19%	39.36%	41.77%	42.10%	21.28%	18.15%	21.30%	93	75.00%	96.97%	90.37%
Active Duty Parent/Guardian	25.00%	9.68%	8.68%	41.67%	45.35%	42.52%	16.67%	35.23%	37.94%	16.67%	9.73%	11.01%	12	66.67%	98.04%	92.03%
Not Active Duty Parent/Guardian	2.22%	6.99%	5.98%	31.11%	30.96%	28.53%	45.56%	42.77%	42.81%	21.11%	19.28%	22.75%	89	77.39%	96.87%	90.70%
Not Homeless	4.90%	7.44%	6.30%	32.35%	32.72%	29.85%	42.16%	41.97%	42.34%	20.59%	17.86%	21.59%	101	75.94%	96.95%	90.71%
Foster Care	*	0.40%	0.53%	*	16.80%	14.82%	*	44.40%	46.60%	*	38.40%	38.05%	1	100.00%	98.04%	96.77%
Not Foster Care	4.95%	7.30%	6.25%	32.67%	32.38%	29.74%	41.58%	42.09%	42.40%	20.79%	18.23%	21.69%	100	75.76%	96.96%	90.73%

MATH 2020-21 Advanced Percent Proficient Percent Proficient Percent Below Proficient Percent Far Below Proficient Percent Perc	ed
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TABLE B-3	School	District	State	School	School	District	State									
All Students	16.67%	8.05%	6.54%	41.67%	28.73%	25.93%	33.33%	38.50%	38.69%	8.33%	24.72%	29.13%	24	6.08%	71.17%	63.98%
Male	6.67%	8.67%	7.25%	40.00%	29.32%	26.20%	46.67%	37.04%	37.05%	6.67%	24.98%	29.80%	15	7.50%	71.77%	64.70%
Female	33.33%	7.38%	5.77%	44.44%	28.09%	25.64%	11.11%	40.09%	40.47%	11.11%	24.45%	28.40%	9	4.62%	70.53%	63.21%
African American	*	2.53%	2.55%	*	14.49%	15.38%	*	44.02%	45.05%	*	38.96%	37.81%	0	0.00%	69.17%	62.26%
Alaska Native/American Indian	*	1.85%	1.23%	*	15.58%	10.02%	*	41.35%	36.13%	*	41.22%	52.98%	3	10.00%	70.10%	73.14%
Asian/Pacific Islander	*	4.41%	4.83%	*	21.14%	23.91%	*	40.36%	41.16%	*	34.09%	30.20%	1	5.26%	68.43%	68.25%
Caucasian	0.00%	13.47%	10.90%	70.00%	39.21%	36.48%	30.00%	34.35%	37.36%	0.00%	12.97%	15.50%	10	4.24%	71.77%	57.96%
Hispanic	*	4.65%	4.50%	*	23.04%	24.61%	*	41.27%	42.95%	*	31.03%	28.29%	3	7.50%	72.65%	66.59%
Two or More Races	42.86%	6.27%	5.68%	14.29%	26.83%	26.28%	28.57%	41.39%	42.60%	14.29%	25.50%	25.70%	7	13.21%	72.83%	66.33%
Economically Disadvantaged	*	2.17%	2.21%	*	17.56%	16.10%	*	41.97%	39.24%	*	38.30%	42.73%	3	3.49%	69.28%	66.43%
Not Economically Disadvantaged	19.05%	12.79%	10.17%	47.62%	37.74%	34.17%	28.57%	35.70%	38.23%	4.76%	13.77%	17.73%	21	6.80%	72.77%	62.06%
Students With Disabilities	*	1.47%	1.45%	*	8.73%	8.19%	*	30.15%	30.76%	*	59.65%	59.92%	3	7.32%	70.92%	68.09%
Disabled With Accommodations	*	1.19%	0.78%	*	6.96%	5.27%	*	29.13%	28.81%	*	62.72%	65.51%	2	5.88%	71.91%	75.56%
Students Without Disabilities	19.05%	9.10%	7.44%	47.62%	31.93%	29.08%	28.57%	39.84%	40.10%	4.76%	19.13%	23.66%	21	5.93%	71.21%	63.30%
Limited English Proficient	*	2.10%	1.42%	*	15.02%	10.83%	*	40.32%	35.11%	*	42.56%	52.67%	0	0.00%	73.01%	72.84%
Not Limited English Proficient	16.67%	9.42%	7.35%	41.67%	31.89%	28.31%	33.33%	38.08%	39.25%	8.33%	20.61%	25.41%	24	6.35%	70.76%	62.77%

Migrant Students	*	4.07%	3.46%	*	23.73%	19.84%	*	42.90%	40.94%	*	29.29%	35.91%	1	3.57%	72.87%	77.20%
Not Migrant Students	17.39%	8.32%	6.85%	43.48%	29.07%	26.55%	30.43%	38.20%	38.46%	8.70%	24.41%	28.44%	23	6.27%	71.06%	62.88%
Active Duty Parent/Guardian	*	9.29%	9.17%	*	40.14%	38.17%	*	39.00%	40.18%	*	11.57%	12.92%	0	0.00%	79.37%	69.31%
Not Active Duty Parent/Guardian	16.67%	7.93%	6.32%	41.67%	27.62%	24.90%	33.33%	38.45%	38.56%	8.33%	26.00%	30.49%	24	6.76%	70.46%	63.57%
Homeless	*	2.01%	1.50%	*	6.90%	9.43%	*	37.64%	41.39%	*	53.45%	48.50%	0	0.00%	66.10%	62.51%
Not Homeless	16.67%	8.19%	6.63%	41.67%	29.22%	26.21%	33.33%	38.52%	38.64%	8.33%	24.07%	28.80%	24	6.09%	71.29%	64.00%
Foster Care	*	1.93%	1.07%	*	10.14%	10.26%	*	36.23%	37.67%	*	51.69%	51.61%	0	0.00%	78.85%	79.25%
Not Foster Care	16.67%	8.13%	6.62%	41.67%	28.97%	26.16%	33.33%	38.53%	38.70%	8.33%	24.36%	28.79%	24	6.12%	71.08%	63.79%

TABLE C / TWO	TABLE C / TWO-YEAR TREND DATA									
All Grades and b	y Grade									
	Science									
Grade	2017-2018	2018-2019								
All Grades	46.04%	59.09%								
Grade 4	57.14%	40% or fewer								
Grade 8	36.36%	53.33%								
Grade 10	50.00%	66.67%								

All Grades and by G	rade	
	ELA	
Grade	2017-2018	2018-2019
All Grades	38.89%	48.98%
Grade 3	37.50%	54.54%
Grade 4	57.14%	40.00%
Grade 5	26.67%	44.44%
Grade 6	53.84%	62.50%
Grade 7	27.28%	58.33%
Grade 8	45.45%	52.94%
Grade 9	33.33%	35.71%
All Grades and by G	rade	
	МАТН	
Grade	2017-2018	2018-2019
All Grades	23.77%	37.25%
Grade 3	25.00%	54.55%
Grade 4	42.86%	40% or fewer
Grade 5	21.43%	40.00%

Grade 6	33.33%	37.50%
Grade 7	36.36%	38.46%
Grade 8	27.27%	35.29%
Grade 9	13.51%	30.00%

TABLE D - SY18 ELA ACADEMIC PROGRESS

	Academic Growth 🕄
Rate (%)	English Language Arts (ELA) 43.75% All Students
43.75	 *% African American
*	 *% Alaska Native/American Indian
*	*% Asian/Pacific Islander
*	46.34% Caucasian
46.34	*% Hispanic
*	*% Two or More Races
*	40% Economically Disadvantaged
40	*% Students With Disabilities
*	*% English Learners
*	
	43.75 * * * 46.34 * * * 46.34 *

OGRESS	Academic Progress
	Academic Growth 🗿 English Language Arts (ELA)
Rate (%)	57.41% All Students
57.41	/ *% African American
*	 *% Alaska Native/American Indian
*	*% Asian/Pacific Islander
*	58.82% Caucasian
58.82	*% Hispanic
*	*% Two or More Races
*	50% Economically Disadvantaged
50	*% Students With Disabilities
*	*% English Learners
*	
	Rate (%) 57.41 * * * 58.82 * \$ \$ 50 *

%) *% African American *% Alaska Native/American Indian *% Asian/Pacific Islander 36.84% Caucasian
%) *% Alaska Native/American Indian *% Asian/Pacific Islander
*% Asian/Pacific Islander
36.84% Caucasian
*% Hispanic
*% Two or More Races
0% Economically Disadvantaged
*% Students With Disabilities
*% English Learners

TABLE D - <mark>SY19 MATH</mark> ACADEMIC I	Mathematics	
Mathematics		40.74% All Students
Student Group	Rate (%)	*% African American
All Students	40.74	*% Alaska Native/American Indian
African American	*	
Alaska Native/American Indian	*	*% Asian/Pacific Islander
Asian/Pacific Islander	*	38.24% Caucasian
Caucasian	38.24	/ *% Hispanic
Hispanic	*	
Two or More Races	*	*% Two or More Races
Economically Disadvantaged	40	40% Economically Disadvantaged
Students With Disabilities	*	
English Learners	*	*% Students With Disabilities
		*% English Learners

Table F shows the participation rates in ELA PEAKS during SY 2017-18, SY 2018-19, and SY 2020-21.

Note: Full Academic Year (FAY) is defined as continuous enrollment from October 1 to the first day of the assessment window and represents the number of students in the grades span that were enrolled in the school for a Full Academic Year.

Tab	le F: Englis	sh Language Arts (l	ELA)		
Subgroup	Target	2017-2018 FAY Info	2017-2018 Tested Info *The number of FAY students who tested in the content area of ELA	SY 18 Participation Rate (%)	Target Met?
All Student	s 95%	103	88	85.44	No
		2010 2010			The second se
Subgroup	Target	2018 - 2019 FAY Info	2018 - 2019 Tested Info	SY 19 Participation Rate (%)	Target Met?
All Students	95%	98	72	73.47	No
Subgroup	Target	2020 - 2021 FAY Info	2020 - 2021 Tested Info	SY 21 Participation Rate (%)	Target Met?
All Students	95%		25	6.33	No

Table G shows the participation rates in Mathematics during SY 2017-18, SY 2018-19, and SY 2020-21. Note: Full Academic Year (FAY) is defined as continuous enrollment from October 1 to the first day of the assessment window and represents the number of students in the grades span that were enrolled in the school for a Full Academic Year.

Table G: Mathematics 2017-2018 Tested Info *The number of FAY students who tested in the content area of Subgroup Target 2017-2018 FAY Info ELA SY 18 Participation Rate (%) **Target Met?** All Students 95% 103 86 83.5 No 2018 - 2019 Target FAY Info 2018 - 2019 Tested Info **SY 19 Participation Rate (%)** Met? Subgroup Target All 95% 98 74 75.51 No Students 2020 - 2021 Target Subgroup Target FAY Info 2020 - 2021 Tested Info **SY21 Participation Rate (%)** Met?

6.08

24

All

Students

95%

No

	School Year	Test	School Participation
	SY15	AMP	83.13%
	SY16	AMP	96.41%
School participation rate on the first day of AMP, PEAKS, AK STAR	SY17	PEAKS	89.89%
	SY18	PEAKS	82.89%
	SY19	PEAKS	72.93%
	SY20	PEAKS	Canceled
	SY21	PEAKS	6.33%

Tables H shows the Graduation and Dropout Rates for SY 2017-18, SY 2018-19, SY 2019-20, and SY 2020-21.

Graduation Rates							
2017-18	2018-19	018-19 2019-20					
65.45%	62.50%	62.50%	64.15%				

Dropout Rates			
2017-18	2018-19	2019-20	2020-21

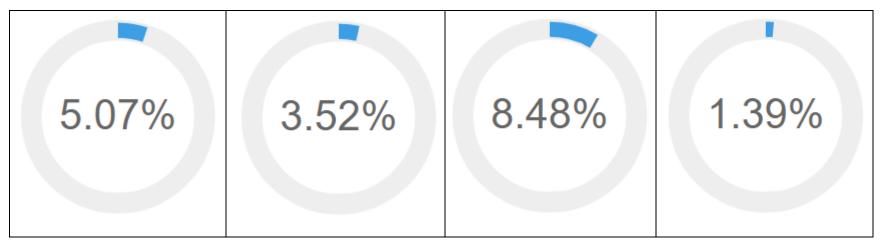


Table I shows the **4-Year** graduation rate by subcategories.

Student Group	2018-2019 Graduation Rate (%)	2018-2019 Interim Target (%)	2018-2019 Interim Target Met	2019-2020 Interim Target (%)
All Students	65.45	67.24	No	69.77
African American	*	*	*	*
Alaska Native/American Indian	*	*	*	*
Asian/Pacific Islander	*	*	*	*
Caucasian	65.85	75.86	No	77.43
Hispanic	*	*	*	*
Two or More Races	*	*	*	*
Economically Disadvantaged	56.25	56.65	No	60.35
Students With Disabilities	*	*	*	*
English Learners	*	*	*	×

Table J shows the 5-Year graduation rate by subcategories.

Student Group	2018-2019 Graduation Rate (%)	2018-2019 Interim Target (%)	2018-2019 Interim Target Met	2019-2020 Interim Target (%)
All Students	68.63	70.58	No	73.07
African American	*	*	*	*
Alaska Native/American Indian	*	*	*	*
Asian/Pacific Islander	*	*	*	*
Caucasian	72.22	77.48	No	79.21
Hispanic	*	*	*	*
Two or More Races	*	*	*	*
Economically Disadvantaged	62.5	63.3	No	66.6
Students With Disabilities	*	*	*	*
English Learners	*	*	*	*

Table K compares Frontier graduation rates with the Anchorage School District for SY 2020-21.

School Year 2020-21 Graduation Rates						
Subgroup	District Graduation Rate	School Graduation Rate				
All Students	82.03%	64.15%				
Male	78.92%	62.96%				
Female	85.32%	65.38%				
African American	83.87%	100.00%				
Alaska Native/American Indian	55.56%	33.33%				
Asian/Pacific Islander	85.37%	66.67%				
Caucasian	87.64%	68.75%				
Hispanic	80.60%	83.33%				
Two or More Races	76.76%	28.57%				
Economically Disadvantaged	71.30%	46.15%				
Not Economically Disadvantaged	89.02%	70.00%				

Students With Disabilities	52.67%	50.00%
Students Without Disabilities	85.95%	66.67%
English Learners	75.07%	50.00%
Migrant Students	82.98%	66.67%
Active Duty Parent/Guardian	89.57%	100.00%
Homeless	39.81%	n/a
Foster Care	37.50%	n/a

Table L compares Frontier dropout rates with the Anchorage School District for SY 2020-21.

School Year 2020-21 Dropout Rates					
Subgroup	District Dropout Rate	School Dropout Rate			
All Students	2.46%	1.39%			
Male	2.92%	0.58%			
Female	1.98%	2.14%			
African American	2.75%	0.00%			

Alaska Native/American Indian	5.78%	3.45%
Asian/Pacific Islander	1.90%	0.00%
Caucasian	1.74%	1.33%
Hispanic	2.43%	0.00%
Two or More Races	3.10%	2.27%
Economically Disadvantaged	2.66%	1.45%
Not Economically Disadvantaged	2.32%	1.38%
Students With Disabilities	4.06%	0.00%
Students Without Disabilities	2.20%	1.55%
English Learners	2.36%	7.14%
Migrant Students	2.17%	4.00%
Active Duty Parent/Guardian	0.51%	0.00%
Homeless	7.79%	0.00%
Foster Care	5.33%	25.00%

APPENDIX G ADMISSION POLICY AND PROCEDURE

Appendix G

Evidence of equal and bias-free access

6.7 Recruitment Process:

6.7.1 Frontier Charter School shall provide all interested students with a fair opportunity for access. To do so, Frontier will develop strategies to recruit a pool of applicants, which reflects the diversity of the school system as a whole. Recruitment includes the following efforts and does not create any priority or preference for admission.

6.7.1.2.1 Frontier enrolls new students year round. Students enrolled after the October count period receive an allotment adequate to fund their education plan, even though Frontier does not receive any state funding or local contribution.

6.7.1.2 Frontier partners with a local nonprofit to provide support for Alaskan Native students while the students live in a local residential treatment facility in Anchorage. These students enroll at Frontier Charter each month of the year, for an average of 10 to 15 months before returning home.

6.7.1.3 The Frontier staff members participate at public library school information events.

6.7.1.4 Frontier provides for radio advertising on a variety of radio stations.

6.7.1.5 Frontier creates a public social media presence and provides staffing to daily monitor, update, and provide quick responses to public inquiry.

6.7.1.6 Frontier also provides search engine optimization so it is easier for families to find our website.

APPENDIX H ENROLLMENT AND WAITLIST NUMBERS

Appendix H

Description of enrollment and waitlist numbers

During school years 2014 through 2023, Frontier Charter School did not reach its enrollment maximum. During the 2020-21 school year, Frontier received an excess of applications. In response, the Anchorage School District chose to raise the enrollment maximum for Frontier Charter School from 550 to 750 students. Because Frontier Charter is a correspondence-study program, we only required an additional 4 certified and 4 classified staff members to serve an additional 482.25 students (ADM). In this instance, the district and school chose to accommodate the excess of eligible applicants, rather than to waitlist students and implement a random drawing, as described below in AS 14.03.265:

"A charter school shall enroll all eligible students who submit a timely application, unless the number of those applications exceeds the capacity of the program, class, grade level, or building. In the event of an excess of those applications, the charter school and the local school board shall attempt to accommodate all of those applicants by considering providing additional classroom space and assigning additional advisors from the district to the charter school. If it is not possible to accommodate all eligible students who submit a timely application, students shall be accepted by random drawing."

Enrollment Details by Year:

SY 2021-2022

481.30 Funding ADM

- Total number of students that enrolled during the year
 381 Total K-6 enrolled SY
 477 Total 7-12 enrolled SY
- 312 Withdrawal/Transfers Total
- 06 Dropout Total

SY 2020-2021

726.25 Funding ADM

- 916 Total number of students that enrolled during the year
 441 Total K-6 enrolled SY
 475 Total 7-12 enrolled SY
- 82 Withdrawal/Transfers Total
- 05 Dropout Total.

APPENDIX H ENROLLMENT AND WAITLIST NUMBERS

SY 2019-2020

244.00 Funding ADM

377 Total number of students that enrolled during the year

98 Total K-6 enrolled SY

279 Total 7-12 enrolled SY

- 86 Withdrawal/Transfers Total
- 08 Dropout Total.

SY 2018-2019

267.30 Funding ADM

- 381 Total number of students that enrolled during the year
 87 Total K-6 enrolled SY
 294 Total 7-12 enrolled SY
- 78 Withdrawal/Transfers Total
- 06 Dropout Total,

SY 2017-2018

297.16 Funding ADM

- 422 Total number of students that enrolled during the year
 99 Total K-6 enrolled SY
 323 Total 7-12 enrolled SY
- 80 Withdrawal/Transfers Total
- 13 Dropout Total

SY 2016-2017

300.25 Funding ADM

407 Total number of students that enrolled during the year

111 Total K-6 enrolled SY

296 Total 7-12 enrolled SY

- 88 Withdrawal/Transfers Total
- 07 Dropout Total

Appendix I

Projected Budget

		RECAP OF T	OTAL BUDGET			
		202	2-2023			
		545: Frontic	r Charter School			
Organization:	1545				Budget Version:	PL
08/22/2022					Page	
	COMPLETED	BY SCHOOL: SUPPLIES			0.0.12-0.00	
		DESCRIPTION		ALLOCATION		
	4010	Office Supplies		2,500.00		
	4020	Textbooks		350,000.00		
	4040	Teaching Supplies		350,000.00		
	4060	Meals & Food		1,000.00		
			Supplies Total:	703,500.00		
	COMPLETED	BY SCHOOL: EQUIPMENT				
	OBJECT	DESCRIPTION		ALLOCATION		
	5400	Expendable Equipment		10,000.00		
	5420	Tagged Equipment		0.00		
			Equipment Total:	10,000.00		
		TOTAL SUPPLY AND EQUIPM	ENT ALLOCATION:	713,500.00		
			PERCENT UNORD	ERED 0.00%		
	COMPLET	ED BY BUDGET DEPA	RTMENT: BUDGE	T SUMMARY	7	21000/00000000000
	OBJECT	DESCRIPTION		ALLOCATION		
	110	SALARIES		1,108,689.00		
	210	BENEFITS		482,597.00		
	310	PURCHASED SERVICES		1,540,695.00		
	410	SUPPLIES & MATERIALS		718,500.00		
	510	EQUIPMENT		0.00		
	610	OTHER		25,000.00		
			TOTAL:	3,875,481.00		

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

		545: Frontier Charter Scho	001	
Organiza	tion: 1545		Bud	get Version: PL
08/22/20	22			Page 1
OBJECT	DESCRIPTION			
1181	Other Professional	Is Classified		
1.00	154504	BUSINESS MANAGER		99,457.00
				22,101.00
		1.0 FTE		
		230 DAYS		
		NA		
		NA	00000	
ODIDOT	D.D.D.D.D.D.D.D.D.D.D.D.D.D.D.D.D.D.D.		TOTAL:	99,457.00
OBJECT 1191	DESCRIPTION	3		
	Technical Classifie	5d.		
1.00	154503		22222220104510	0.00
			TOTAL:	0.00
OBJECT	DESCRIPTION			
1201	Clerical			
1.00	154504	ADMIN ASSISTANT		19,180.00
		12 MONTHS		
		TOTE/T13/D		
		NA		
1.00	154504	ADMIN ASSISTANT		15,343.00
10000				13,343.00
		12 MONTHS		
		TOTE/T13/D		
		NA		
1.00	154504	ADMIN ASSISTANT		35,677.00
		12 MONTHS		
		TOTE/T13/D		
		NA		
1.00	154504	ADMIN ASSISTANT		53,934.00
	1174/07/07/07			23,234.00
		12 MONTHS		
		RANGE 13 P		
		NA		

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

	2 224-38439	545: Prontier	Charter School		
	ion: 1545			Location: PL	
08/22/20	22			Page 3	
1.00	154504	ADMIN ASSISTANT		34,984.00	
		12 MONTHS			
		TOTE/T13/D			
1.00	164504	NA			
1.00	154504	ADMIN ASSISTANT		53,934.00	
		12 MONTHS			
		RANGE 13 P			
		NA			
			TOTAL:	213,052.00	
OBJECT	DESCRIPTION			07 2041 00000	
1220	Extra Help Certifie	cated			
1.00	154501			0.00	
			TOTAL:	0.00	
OBJECT	DESCRIPTION				
1300	Principals	.			
1.00	154513	PRINCIPAL		128,882.00	
		214 DAY CONTRACT			
		1.0 FTE			
		NA			
			TOTAL:	128,882.00	
OBJECT 1310	DESCRIPTION	-			
	Elementary Teach	ers		20 m	
1.00	154501			0.00	
ODIFOT	DESCRIPTION		TOTAL:	0.00	
OBJECT 1320	DESCRIPTION	1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 - 1948 -			
1.00	Secondary Teache			0.1920.0025	
1.00	154501	TEACHER		81,074.00	
		1.0 FTE			
		NA			
		NA			
1.00	154501	TEACHER		94,006.00	
		1.0 FTE			
		NA			
		NA			

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		545: Frontier Charter School		
Organizatio	on: 1545	545: Fronuer Charter School	Location: PL	
08/22/202			Page 4	
1.00	154501	TEACHER	94,715.00	
			54,115,000	
		1.0 FTE NA		
		NA		
1.00	154501	TEACHER	92,811.00	
			92,011.00	
		1.0 FTE		
		NA NA		
1.00	154501			
1.00	154501	TEACHER	78,441.00	
		1.0 FTE		
		NA		
		NA		
1.00	154501	TEACHER	81,074.00	
		1.0 FTE		
		NA		
		NA		
1.00	154501	TEACHER	94,006.00	
		1.0 FTE		
		NA		
		NA		
		TOTAL:	616,127.00	
	DESCRIPTION		8759 8 00785586	
	Added Duty Certif	licated		
1.00	154501	ADDED DUTY FOR SCIENCE LABS AND ACADEMIC CLUBS	6,500.00	
1.00	154502	NURSE SERVICES FOR FRONTIER CHARTER PAID BY ADDENDA	6,000.00	
		TOTAL:	12,500.00	
OBJECT	DESCRIPTION		12,000,00	
and the second se	Added Days Certif	ficated		
1.00	154501	ADDED DAYS FOR CERTIFICATED TEACHERS FOR WORK BEFORE OR AFTER THE FY 23 CONTRACT START AND END DATES.	20,000.00	
		ESTIMATE 40 ADDED DAYS BETWEEN 7 CERTIFICATED ADVISORS.		
1.00	154513	ADDED DAYS FOR PRINCIPAL @ \$602.25 PER DIEM, 10 DAYS	6,023.00	
OBJECT	DECONTRACT	TOTAL:	26,023.00	
	DESCRIPTION Added Days Class			

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

140	072002	1000 10000	545: Frontier Charter School		
1000	1000 - 1000 - V	on: 1545		Location: PL	
08	/22/202	22		Page 5	
	1.00	154504	20 ADDED DAYS FOR FRONTIER BUSINESS MANAGER @ 432.42 PER DIEM	8,648.00	
0.0.00			TOTAL:	8,648.00	
OBJEC 1371		DESCRIPTION Sub Teachers Class	iG.d		
	1.00	154501			
	1.00	154501	SUBSTITUTE TEACHERS AND PROCTORS for MANDATORY ASSESSMENTS.	4,000.00	
			TOTAL:	4,000.00	
OBJEC	CT	DESCRIPTION			
1420		Bonus Certificated			
	1.00	154501		0.00	
0.550/2/128			TOTAL:	0.00	
OBJEC	CT	DESCRIPTION			
1421		Bonus Classified			
	1.00	154504	CLASSIFIED BONUS PER NEGOTIATED AGREEMENT.	0.00	
			TOTAL:	0.00	
OBJEC	CT	DESCRIPTION			
2100		Group Life			
	1.00	154501	GROUP LIFE FOR 7 EA CERTIFICATED TEACHERS @ \$108	756.00	
	1.00	154503		0.00	
	1.00	154504	GROUP LIFE BUSINESS MANAGER @ \$324 6 ADMIN ASSISTANTS @ \$54 EA	642.00	
	1.00	154513	GROUP LIFE FOR FRONTIER PRINCIPAL @ .32% OF SALARY	412.00	
		104015	TOTAL:	412.00	
OBJEC	T	DESCRIPTION	IOTAL:	1,810.00	
2200		Group Med			
5513.05	1.00	154501	GROUP MEDICAL FOR 7 EA 1.0 FTE CERTIFICATED TEACHERS @ \$20340/FTE	142,380.00	
	1.00	154503		0.00	
	1.00	154504	BUSINESS MANAGER @ \$20,340	99,300.00	
			4 ADMIN ASSISTANTS 1.0 FTE @ \$19,740 EACH	2210,00100	
	1.00	154513	GROUP MEDICAL INSURANCE FOR FRONTIER PRINCIPAL @ \$20340	20,340.00	
			TOTAL:	262,020.00	
OBJEC	CT	DESCRIPTION			
2500		Workers' Compensa	tion		
	1.00	154501	WORKERS COMP @ 1.07% OF SALARY	6,919.00	
	1.00	154502	WORKERS COMP @ 1.07% OF ADDENDA	64.00	
	1.00	154503		0.00	

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DETAIL OF BUDGET REQUEST

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Organizati	95, ou - 1077, 670.			Location: PL	
08/22/202	22			Page 6	
1.00	154503			0.00	
1.00	154504	1.07% OF SALARY		3,436.00	
1.00	154513	WORKER'S COMP @ 1.07% OF SALARY		1,443.00	
		2005	TOTAL:	11,862.00	
OBJECT	DESCRIPTION				
2550	Unemployment In				
1.00	154501	UNEMPLOYMENT INS @ .1445% OF SALARY		934.00	
1.00	154502	UNEMPLOYMENT @ .1445% OF ADDENDA		9.00	
1.00	154503			0.00	
1.00	154504	0.1445% OF SALARY		464.00	
1.00	154513	UNEMPLOYMENT INS @ .1445% OF SALARY.		195.00	
			TOTAL:	1,602.00	
OBJECT	DESCRIPTION				
2600	Social Security				
1.00	154501	SOCIAL SECURITY FOR SUBSTITUTE TEACHER/PROCTORS.		248.00	
1.00	154503			0.00	
1.00	154504	6.2 % OF SALARY.		19,912.00	
			TOTAL:	20,160.00	
OBJECT	DESCRIPTION				
2610	Medicare				
1.00	154501	MEDICARE @ 1.45% OF SALARY		9,376.00	
1.00	154502	MEDICARE @ 1.45% OF ADDENDA		87.00	
1.00	154503			0.00	
1.00	154504	1.45 % OF SALARY.		4,657.00	
1.00	154513	MEDICARE @ 1.45% SALARY		1,956.00	
			TOTAL:	16,076.00	
OBJECT	DESCRIPTION	- 11 20			
2700	Certificated Retire	ement			
1.00	154501	TRS @ 12.56% OF SALARY		80,714.00	
1.00	154502	TRS @ 12.56% OF ADDENDA		754.00	
1.00	154513	TRS @ 12.56 % SALARY		16,944.00	
			TOTAL:	98,412.00	
OBJECT	DESCRIPTION				
2800	Public Employees	Retirement			
1.00	154501	22% of Salary		0.00	
	154503			0.00	
1.00					
1.00 1.00	154504	CLASSIFIED RETIREMENT @ 22.00% SALARY	TOTAL:	70,655.00	

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

Organizati	ion: 1545	545: Frontier Charter School	Location: PL	
08/22/202	22		Page 7	
OBJECT	DESCRIPTION			
3010	Contracted Svcs A	dministration		
1.00	154504	CONTINUED DEVELOPMENT OF FRONTIER'S ON-LINE ENROLLMENT/ILP/BUSINESS OPERATIONS SYSTEM.	75,000.00	
12/10/10/10/10/10		TOTAL:	75,000.00	
OBJECT	DESCRIPTION			
3030	Contracted Svcs In			
1.00	154501	INSTRUCTION SERVICE PROVIDED BY NON-ASD INSTRUCTORS. ACTUAL VENDORS WILL BE DETERMINED WHEN ILP'S ARE CRAFTED BY FRONTIER CHARTER PARENTS AND APPROVED BY CERTIFICATED STAFF.	400,000.00	
		TOTAL:	400,000.00	
OBJECT	DESCRIPTION		-12262-2210-22-22	
3040	Contracted ASD S	ervices		
1.00	154501	ESTIMATED CHARGEBACK FEES FOR COURSES TAKEN BY FRONTIER CHARTER STUDENTS AT OTHER ASD SCHOOLS.	125,000.00	
		TOTAL:	125,000.00	
OBJECT	DESCRIPTION		(ā	
3050	Equipment Repair			
1.00	154501	ANNUAL MAINTENANCE OF PHOTO ID SYSTEM.	1,500.00	
		TOTAL:	1,500.00	
OBJECT	DESCRIPTION			
3200	Rental Land & Bui	lidings		
1.00	154505	OFFICE SPACE LEASE FOR ANCHORAGE AND EAGLE RIVER BRANCH LOCATIONS: 400 W NORTHERN LIGHTS BLVD, ANCHORAGE JULY 1, 2022 - JUNE 30, 2023 \$184,350 16707 CORONADO RD, EAGLE RIVER JULY 1, 2022 - JUNE 30, 2023 \$88718 OFF-SITE STORAGE RENTAL UNIT \$900 HIGH SCHOOL GRADUATION VENUE @ \$750	274,718.00	
ODIECT	DRADINTIAN	TOTAL:	274,718.00	
OBJECT 3210	DESCRIPTION Rental Equipment	•		
1.00	154501		60.000.00	
1.00	134301	RENTAL/LEASE COST FOR REIMBURSEMENT TO FRONTIER PARENTS/STUDENTS FOR STUDENT PURCHASE OF COMPUTER & TECHNOLOGY EQUIPMENT.	60,000.00	
227755775		TOTAL:	60,000.00	
OBJECT	DESCRIPTION	•		
3220	Contracted Svcs Co	opier Lease		

Form # 05-15-036 Alaska Department of Education & Early Development

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

122-1010/024/1010		545: Frontier Charter School	
Organizati	CON COMMENTS		Location: PL
08/22/202	22		Page 8
1.00	154501	LEASE CHARGES FOR COPIER: \$425/MONTH/COPIER 1 AT EACH BRANCH LOCATION: ANCHORAGE & EAGLE RIVER	10,200.00
		TOTAL:	10,200.00
OBJECT 3230	DESCRIPTION		
	Advertising		
1.00	154504	DIGITAL MARKETING/RADIO/TV/PRINT/DIRECT MAIL ADVERTISING FOR FY23 NEW STUDENT RECRUITING.	50,000.00
opmor	DECORPTION	TOTAL:	50,000.00
OBJECT	DESCRIPTION		
3430	Parking/Mileage In		
1.00	154501	MILEAGE REIMBURSEMENT FOR CERTIFICATED STAFF DRIVING TO IEP MEETINGS, ETC.	1,000.00
		TOTAL:	1,000.00
OBJECT	DESCRIPTION		
3500	Heat For Buildings		
1.00	154505	NATURAL GAS SERVICE FOR FRONTIER'S OFFICES AT: 400 W NORTHERN LIGHTS BLVD SUITES 5-6-7-8-9. \$7000 16707 CORONADO ROAD UNIT B, EAGLE RIVER \$3000	10,000.00
		TOTAL:	10,000.00
OBJECT	DESCRIPTION		68
3520	Electricity		
1.00	154505	ELECTRICAL SERVICE FOR FCS OFFICES AT 400 W NORTHERN LTS BLVD SUITES 5-6-7-8-9 \$11,500 16707 CORONADO ROAD UNIT B, EAGLE RIVER \$3,500	15,000.00
		TOTAL:	15,000.00
OBJECT	DESCRIPTION		10000000
3530	Telephone		
1.00	154501	REIMBURSEMENT OF PARENT/GUARDIAN PURCHASE OF INTERNET SERVICE FOR USE BY FRONTIER STUDENT(S).	36,056.00
1.00	154505	ESTIMATED TELEPHONE EXPENSE FOR FCS' OFFICES AT 400 W NORTHERN LTS BLVD, ANCHORAGE & 16707 CORONADO ROAD UNIT B, EAGLE RIVER	30,000.00
		INCLUDES EQUIPMENT, VOICE/DATA LINES, INTERNET AND STAFF CELL PHONES.	
		TOTAL:	66,056.00
OBJECT	DESCRIPTION		
3600	Staff Travel		

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2022-2023

545: Frontier Charter School

Organizat	ion: 1545	545: Frontier Charter School	
08/22/20			Location: PL
			Page 9
1.00	154504	CONFERENCE TRAVEL EXPENSE FOR FRONTIER ACADEMIC POLICY COMMITTEE MEMBERS AND STAFF TO ATTEND CHARTER SCHOOL CONFERENCES.	0.00
ODIFICIT	DECONDENCI	TOTAL:	0.00
OBJECT 3614	DESCRIPTION		
01725-001	Other Membership		
1.00	154504	FY 23 ANNUAL DUES FOR AdvancED/COGNIA ACCREDITATION	1,200.00
ODIECT	DECODUCTION	TOTAL:	1,200.00
OBJECT 3980	DESCRIPTION		
1.00	Unallocated Adjust	ments	
1.00	154501 154501		0.00
1.00	154501	TO BE DETERMINED BY EV 22 BROOD AN ARTING	0.00
1.00	104501	TO BE DETERMINED BY FY 23 PROGRAM NEEDS.	451,021.00
OBJECT	DESCRIPTION	TOTAL:	451,021.00
4010	Office Supplies		
1.00	154501	OFFICE SUPPLY TYPE ITEMS USED BY FCS STUDENTS AND	5 000 00
1105	0.5.9.5.2.5.	ACADEMIC ADVISORS.	5,000.00
1.00	154504	OFFICE SUPPLIES FOR FCS' ADMINISTRATIVE TEAM & APC	2,500.00
		TOTAL:	7,500.00
DBJECT 4020	DESCRIPTION Textbooks		
1.00	154501	TEXTBOOK/CURRICULUM PURCHASES FOR FRONTIER CHARTER STUDENTS. ACTUAL CURRICULUM ITEMS WILL BE IDENTIFIED FROM COMPLETED ILP'S SUBMITTED BY PARENTS AND APPROVED BY FRONTIER'S CERTIFICATED STAFF.	350,000.00
onmore	DEADERSION	TOTAL:	350,000.00
DBJECT 4040	DESCRIPTION		
1.00	Teaching Supplies		100000000000000000000000000000000000000
1.00	154501	TEACHING SUPPLY ITEMS FOR FRONTIER CHARTER STUDENTS. ITEMS WILL BE IDENTIFIED IN ELP'S SUBMITTED BY FRONTIER PARENTS AND APPROVED BY FRONTIER'S CERTIFICATED STAFF.	350,000.00
		TOTAL:	350,000.00
OBJECT	DESCRIPTION		
1060	Meals & Food		
1.00	154504	FOOD/REFRESHMENT ITEMS FOR FCS STUDENT ACTIVITIES & MEETINGS	1,000.00
		TOTAL:	

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DETAIL OF BUDGET REQUEST

2022-2023

545: Frontier Charter School

Organizati 08/22/202			Location: PL	
OBJECT	DESCRIPTION		Page 10	
5400	Expendable Equipr	nent		
1.00	154501	EQUIPMENT FOR USE BY FRONTIER CHARTER STUDENTS. ITEMS WILL BE IDENTIFIED IN PARENT SUBMITTED ILPS AND APPROVED BY CERTIFICATED STAFF.	10,000.00	
		TOTAL:	10,000.00	
OBJECT	DESCRIPTION			
5420	Tagged Equipment			
1.00	154501		0.00	
		TOTAL:	0.00	
OBJECT	DESCRIPTION			
6070	Liability Insurance			
1.00	154508	LIABILITY INSURANCE FOR FRONTIER CHARTER SCHOOL. COVERAGE PROVIDED THROUGH ALASKA MUNICIPAL LEAGUE/JOINT INSURANCE ASSOCIATION (AML/JIA). THIS IS AN ESTIMATE BASED ON THE PROJECTED NUMBER OF FY23 STUDENTS AND ANTICIPATED INSURANCE RATE INCREASES. INCLUDES FRONTIER'S ANCHORAGE AND EAGLE RIVER OFFICES.	25,000.00	
		TOTAL:	25,000.00	
			50000/121-000/150000X	

GRAND TOTAL: 3,875,481.00

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APPENDIX J TRANSPORTATION

Appendix J

Transportation Not Applicable

Frontier Charter School is a correspondence study program. Parents or guardians of students at Frontier Charter School shall be responsible for their student's transportation.

APPENDIX K CHARTER SCHOOLS ASSURANCE PAGE

Appendix K

Charter Schools Assurance Page

By signing this document, the school district files its assurance that the statements, documents and/or information listed below is in compliance with all state and federal laws and regulations.

The charter school bylaws previously submitted to the department in the initial application or previous renewal applications have not changed. 4 AAC 33.110(a)(4)

The charter school administrative policy manual submitted to the department in the initial application or previous renewal applications has not changed. 4 AAC 33.110(a)(13)

The charter school follows all district approved practices to account for receipts and expenditures. AS 14.03255(b)(1)(c)(6), 4 AAC 33.110(a)(14)(B)

The charter school has been successful in ending each year with a zero or positive fund balance. AS 14.03255(b)(1)

All audit reports to date indicate the charter school has met its obligation to ensure the fiscal integrity of the school's financial operation. AS 14.03255(b)(2)(c)(13)

Name of the Charter Program: _____

Name of Superintendent: _____

Signature of Superintendent:	Date:
Signature of Supermitting	Dutc.

Appendix L

Correspondence Program Statement of Assurance Page

Alaska Department of Education and Early Development Correspondence Program Statement of Assurance

As the Superintendent of the school district, I make the following assurances to the department. This listing is not exhaustive and may not reflect all requirements, including future regulatory changes. Please initial all clarifications statements in the sections below.

_____ Learning Plans (4 AAC 33.421) *Initial*

Correspondence student's individual learning plan must provide for, monitoring of each student by the assigned certificated advisor (for students that achievement levels did not meet standards, and at least monthly advisor-student, or advisor-parent contact).

The district must maintain a record of quarterly reviews of a student's work or progress with a grade (or other determination that the student has met the standards for a course), determined by the assigned advisor responsible for the course.

Textbooks or other curriculum materials and the course of study are appropriate for the student as outlined in the individual learning plan.

For each course offered for credit by the program, the program must assign a certificated advisor who has the primary responsibility for the course.

A correspondence study program (that is not a charter school) shall use curriculum materials, including textbooks and other instructional aids, that have been approved by the district, are of the same quality as those materials that the district offers in the district's other programs, and follow AS 14.03.090 and AS 14.18.60 (A program that is a charter school shall review and approve all curriculum materials for compliance in accordance with state statutes).

An employee of the district, including a certificated staff member, may not advocate religious, partisan, sectarian, or denominational doctrine as part of the employee's instructional or other duties. This does not prevent a parent from providing

supplemental instruction to the parent's own child using materials of the parent's choice, if the materials were not purchased with money provided by the department or district.

The district must require students to participate in the statewide student assessment program.

A correspondence program must have an open enrollment policy for the program for the entire school year (only charter schools may limit enrollment).

A correspondence study program may not pay for or provide money for services or materials that do not reasonably relate to the delivery of the students' instructional needs. Textbooks, curriculum materials, school supplies, tutoring services, athletic equipment, and technology expenses may be approved by the certificated advisor who has primary responsibility for the course. Funding for other materials/services requires approval of the correspondence program director or designee and must be noted in the student's individual learning plan.

A correspondence study program, or a parent through a fund account, may contract with a private individual to provide tutoring to a student in a subject described in 4 AAC 04.140, fine arts, music, or physical education, if the instruction is part of the student's individual learning plan under (d) of this section and the tutor is not vested with the primary responsibility to plan, instruct, or evaluate the learning of the student in the subject.

____Fund Accounts (4 AAC 33.422) Initial

A correspondence study program may provide a fund account to the student's parents for the purpose of meeting instructional expenses for the student enrolled in the program. Expenditures from a fund account must be for the student's instructional needs as described in the individual learning plan.

Textbooks, equipment, and other curriculum materials purchased with state money, including money provided to the parent through a fund account, are property of the district. Materials that are not consumables must be returned to the district when the student leaves the program for any reason.

A fund account may not be used to pay for any item or service excluded under 4 AAC 33.421(h) (additional clarification is provided by the department upon request).

The fund account may not be used by the district or the parent to supplant district funds or obligations for IEP services.

The district or charter school may not permit the transfer of funds between student fund accounts except in the case of families with multiple students enrolled.

<u>Core Course Requirements (4 AAC 33.426)</u> Initial

A student enrolled in a correspondence study program, whether full-time or part-time, must take at least 50 percent of the student's coursework that the student takes through the correspondence study program in core courses. A student enrolled in more than two correspondence classes must take core courses in at least two different subject areas (districts may waive the requirement for a senior and needs less than 50 percent of the student's curriculum in core courses to qualify for high school graduation).

Core course work performed outside the student's correspondence study program may not count towards the requirements.

A student may not be counted as being enrolled in a course if the student is concurrently enrolled in a substantially similar course in a different educational institution, including a private school.

_____Special Education (4 AAC 33.432) Initial

A district that offers a correspondence study program shall enroll a special education student on the same basis as any other student, including child find, provision of special education and related services, procedural safeguards, and the development of the student's IEP.

<u>Reporting Requirements (4 AAC 33.440)</u> Initial

Districts shall submit a report to the department (along with the student count period information) in an electronic format and must contain the number of out-of-district students enrolled in the district's statewide correspondence study program, by district of residence with the name, address, telephone number, and student identification number of each student enrolled part-time in the district's statewide correspondence study program, and the percentage of full-time equivalency.

<u>Program Review (4 AAC 33.460)</u> Initial

The department monitors correspondence study programs to ensure compliance with

the requirements. Upon request by the department, the district shall provide:

"a list of all students enrolled in the statewide correspondence program, including each student's name, age, student identification issued by the department, entry date, exit date, whether the student has a disability category. Separately, the district shall provide a list of all administrators, advisors, advisor aides, and related services personnel who provide special education and related services in the district, including, for certificated staff members, the advisor certificate numbers, and any other information required by the department to monitor programs."

This information may be used to identify individual student records for more detailed examination.

The department may place a district on a plan of correction for violations of any regulatory requirements. If a district is found to have knowingly violated regulations, the department may withdraw approval for the district to operate a correspondence study program. If the department finds that public money was spent in violation of the requirements, the department will require repayment of the misspent money, without regard to fault or intent.

__Clarification of Terms

Initial

"curriculum" means a written plan that sets out the scope and arrangement of the educational program planned for a district; "curriculum" includes the scope and sequence of objectives and activities for a given course.

"curriculum material" includes textbooks, software, multimedia materials, and other materials for which the primary purpose is for use in instructional activity; "curriculum material" does not include literary works.

"home school" means an educational program provided in the child's home by a parent or legal guardian under AS 14.30.010 (b)(12).

"advisor" means a person employed by a district in a teaching, counseling, or administrative position and has the appropriate certificate issued by the department.

"correspondence study program" means any educational program, including a charter school program or a state supported home-schooling program that provides:

 (A) For each secondary course, less than three hours per week of scheduled face to face interaction in the same location, between a advisor certified under AS 14.20.020 and each class;

(B) For elementary students, less than 15 hours per week of scheduled face to face interaction, in the same location, between a advisor certified under AS 14.20.020 And each full-time equivalent elementary student.

This assurance agreement between the district and the Department identifies that the district understands its obligation to comply with all state statutes and regulations that apply to correspondence study programs and confirms that it will comply with established laws.

This document is required to operate a school district correspondence program within the State of Alaska, under 4 ACC 33.420.

By signing this document, the school district files its assurance to operate a correspondence study program and to comply with regulations 4 AAC 33.405 – 4AAC 33.440, and any other applicable state and federal regulations and statutes. Except as provided in 4 AAC 33.460(c), after the receipt of this signed statement, the department will review for approval a school district's intent to operate a correspondence program. Once approved, the district does not have to submit a new statement of assurance each year, except that a district must submit a new statement before implementing any change in the program. The department may require a renewal of assurances as necessary as regulatory or other changes warrant.

Name of the School District: <u>Anchorage School District</u>

Name of the Correspondence Program: <u>Frontier Charter School</u>

Type of Program (select one):

State-wide program District-wide program X

Grades Addressed by the Program: <u>K-12</u>

Name of Superintendent:

Signature of Superintendent:______Date: _____

-----Department Use Only-----

Date of Approval: _____

Department approval by: _____

Note: This Statement of Assurance applies from the date of approval to the date of withdrawal, superseded or revocation by the State of Alaska.

Return to: Correspondence Program Manager, Kate Foster via email: <u>kate.foster@alaska.gov</u>

Form #05-23-019 Alaska Department of Education & Early Development

EXHIBIT A Schedule of Required Insurances

Exhibit A

Schedule of Required Insurances

INSURANCE REQUIREMENTS

Frontier Charter School shall, in accordance with this Contract, secure and maintain at all times while this Contract is in force, at Frontier Charter School's sole cost and expense, insurance coverage with a licensed insurer with an A.M. Best rating of no less than A-, or with an Alaska Joint Insurance Arrangement as described in Alaska Statute AS 21.76.010 *et seq.*, and with minimum limits equal to or in excess of the requirements set forth herein:

A. General Liability, Public Officials Errors and Omissions, and Educators Errors and Omissions, and Abuse and Sexual Molestation Coverage

Limit of Insurance: - \$15,500,000.

B. Hired and Non Owned Auto – Physical Damage (Included in General Liability Limit)

Limit of Insurance: - \$15,500,000

C. Crime

Employee Honesty/Faithful Performance – \$1,000,000 Forgery – Alteration of Money, Securities, and Counterfeit Paper – \$1,000,000 Computer Fraud – \$1,000,000

D. Workers Compensation – Required Only If Employee Is Not An Employee of the District

Employers Liability: Bodily Injury by Accident – \$500,000 Each Accident Bodily Injury by Disease – \$500,000 Policy Limit Bodily Injury by Disease – \$500,000 Each Employee

EXHIBIT B Meetings to review, evaluate, and improve operations

Exhibit **B**

Meetings to review, evaluate, and improve operations

Parents and advisors reviewed progress of the Frontier Charter School (FCS) Continuous Improvement Plan at a meeting held June 6, 2022. Minutes of the meeting and improvement plan follow:

> Frontier Charter School APC Meeting Location: Frontier Anchorage Office 16707 Coronado Road, AK 99577 1:30 – 3:30 pm June 6, 2022

Members attending in person: Steve Darrell, Jill Blackstone, Kathy Houser, Cal Dunham, Jerry Finkler (Ex Officio)

Members attending in Zoom: Mary Morgan

Frontier Staff attending: Carrie Christenson, Amy Darrell, Ruth Dennis Carli Hook, Pam Swanberg,

Call to Order: A quorum being present, Steve Darrell convened the meeting at 1:38 pm.

Approval of Agenda: Steve Darrell moved to approve. Mary Morgan seconded.

Approval of Minutes 5/24/2022: Jill Blackstone moved to approve minutes. Kathy Houser seconded.

Administrative Reports:

A. Advertise to Replace a Full-time K-12 Educational Specialist

Action Item:

A. Local Business Community Representative Appointment

APC Unanimously voted to appoint Joyce Burke to Seat J

Work Sessions:

A. Monitor School's Continuous Improvement Plan and Strategic Goals

B. Charter Application Renewal

Training:

EXHIBIT B Meetings to review, evaluate, and improve operations

A. Professional Learning Objectives B. APC Responsibilities

Public Comment: None

Meeting adjourned at 3:57 pm: Steve Darrell adjourned

Next Meeting: 7/27/2022 at the Eagle River Office from 1:30 p.m. to 3:30 p.m., to include a work session

Meeting Handout:

SY 23 FCS CONTINUOUS IMPROVEMENT INITIATIVES

Student Engagement:

FIRST OBJECTIVE

Help parents help students take personal responsibility for their learning by providing programs and services to focus learners on career planning and educational futures.

First Critical Initiative: The parent and Academic Advisor collaborate to prepare an individual learning plan for each student.

Intended Outcome: Parents are supported and equipped to be their child's educational advocate.

Key measure: (1) Evidence that both parent and staff developed the student Individual Learning Plan; (2) Parent and staff collaborated on the ILP as evidenced by "Calendly" appointments.

Second Critical Initiative: Help students get started to find career pathways and educational opportunities including apprenticeship, vocational school, and college.

Intended Outcome: Focus students on future goals to motivate them to engage and complete a high school learning path.

Key measure: Record student participation.

EXHIBIT B

Meetings to review, evaluate, and improve operations

SECOND OBJECTIVE

Low-performing students receive additional support to meet their needs and to reach proficiency.

Critical Initiative: Students behind in credit will be assigned an academic coach. The expectation is for the coach and student to meet once each week to review student work.

Intended Outcome: Increase the rate of successful course completion.

Key measure: Compare course completion of the participants with nonparticipants.

THIRD OBJECTIVE

Provide homeschool students with supplemental enrichment and educational opportunities on and off the school's campus to support the homeschooling program.

Critical Initiatives: (1) Staff members develop and facilitate learning opportunities in the community. (2) Inform parents of educational opportunities for their children by communicating with families using a weekly newsletter.

Intended Outcomes: Learners experiencing isolation due to the Covid-19 pandemic will be provided options for social. Learners engage in experiences that develop their love of learning.

Key measures: Record student participation.

Professional Learning

OBJECTIVE

Improve Frontier's effectiveness by hiring and training staff members. Due to the Covid-19 pandemic, Frontier Charter School had to more than double the number of staff members to keep pace with the increased enrollment of homeschool students.

Critical Initiative: Leadership facilitates weekly staff communication and training sessions.

Intended Outcome: Staff acquires knowledge and skills to perform the essential tasks effectively.

Key measure: Experienced staff train inexperienced staff.

Exhibit C

Parent/Guardian Survey

8/25/22, 2:09 PM

Frontier Charter's Family Survey 2022

Frontier Charter's Family Survey 2022

We value your feedback. We would like to continuously improve and make Frontier Charter the best fit for you! Please take this short survey so we can understand how to better serve our amazing families.

1. How satisfied were you with your overall experience with Frontier Charter for the 2021-2022 school year?



2. How would you rate our customer service?

Mark only one oval.



3. How would you rate your interactions with the business team (Purchases, reimbursements, assistance) ?

Mark only one oval.



https://docs.google.com/forms/d/16r4S9FK2d89xsbckh2nYKimUrUzIGU77N6h-3lirO7c/edit

1/5

8/25/22, 2:35 PM	Frontier Charter's Family Survey 2022
4.	Were you able to accomplish your educational goals with the funding provided?
	Mark only one oval.
	 We needed more funding Our funding was sufficient We had excess funding
5.	Overall, how satisfied were you with your advisor? Mark only one oval.
	1 2 3 4 5
	Not at all satisfied Very satisfied

6. How knowledgeable was your advisor about curriculum options?



7. When your advisor did not know the answer to a specific question, how timely was she at getting you an answer?

Mark only one oval.						
	1	2	3	4	5	
I never received an answer	\bigcirc	\bigcirc	\bigcirc	\bigcirc	\bigcirc	I received a timely answer

https://docs.google.com/forms/d/16r4S9FK2d89xsbckh2nYKimUrUzIGU77N6h-3lirO7c/edit

8/25/22, 2:41 PM				Frontier	Charter's Fa	amily Surv	ey 2022
8.	How comfortable did	you fee	el discu	ussing	frustrat	tions w	ith you advisor?
	Mark only one oval.						
		1	2	2	4	F	
			2	3	4	5	V
	Not at all comfortable		\bigcirc	\bigcirc	\bigcirc	\bigcirc	Very comfortable

9. Were you readily able to contact your advisor when needed?

Mark only one oval.

Yes, I was always able to connect with her

O Mostly

Sometimes

Rarely

No, it was difficult to connect with her

10. Did you participate in any extracurricular activities with Frontier Charter? Check all that apply.

Check all that apply.

- Field Trips
- Talent Show
- Battle of the Books

https://docs.google.com/forms/d/16r4S9FK2d89xsbckh2nYKimUrUzIGU77N6h-3lirO7c/edit

Next year we are happy to bring back our clubs. Which clubs most interest you?

Frontier Charter's Family Survey 2022

	Lego We-Do Robotics K-2 Lego Robotics 3-6 Lego Robotics 7-12 Science Labs, Elementary Science Labs, Middle School Science Labs, High School Art Drama Geography Other:
12.	If you clicked other, please tell us what interests you.
13.	Please tell us what you believe we excel in.
14.	Please tell us how you think we can improve.
google.co	om/forms/d/16r4S9FK2d89xsbckh2nYKimUrUzIGU77N6h-31irO7c/edit

https://docs

8/25/22, 2:42 PM

11.

Check all that apply.

Check all that apply.

186

4/5

EXHIBIT D School Calendars

							School Calendars							
20	~						Anchorage School	Dist	ric	t				
	The second		2	02	2 ·	- 2	3 School Year	С	al	e r	n d	a r	*	
s	м	τ	W	T	F	S	JULY	S	м	T	w	T	F	
			July				4 Independence Day holiday AUGUST			Jo	inuar	у		
					1	2	15 Teachers' first day	1	2	3	4	5	6	
3	4	5	6	7	8	9	1617 State released professional development	8		10	11	12	13	
10	11	12	13	14	15	16	day** Classes begin	15	16	17	18	19	20	3
17	18	19	20	21	22	23	25 Classes begin for Preschool/	22	23	24	25	26	27	
24	25	26	27	28	29	30	Kindergarten'	29	30	31				
31							5 Labor Day holiday**			2007AL 2007		2/2/0		
			2000.0000				OCTOBER			Fe	brua	2.0	~	
			Augus	T	6 4	0.417	21 State released professional development	5 8		-	-	2	3	
	1	2	3	4	5	6	day. End of first quarter.** (26)27) Parent/Teacher conference days	5	6	7	8	9	10	
7	8	9	10		12	13	28 State released professional development	12	13	14	15	16	17	
14	15	16	17	18	19	20	day.**	19	20	21	22	23	24	
21	22	23	24	PK/K	26	27	NOVEMBER [8] Asynchronous Learning Day. 2022 General	26	27	28				
28	29	30	31				[6] Asynchronous Learning Day. 2022 General Election**				March	2		
		50	ptemi	her			[11] State released professional development			300	1	2	3	
		36	pienii	1	2	3	day** 24-25 Thanksgiving holiday**	5	6	7	8	9	10	١
4	5	6	7	8	9	10	DECEMBER	12	13	14	15	16	17	1
11	12	13	14	15	16	17	A Classes end	19	(20	21	22	23	24	
18	12	20	21	22	23	24	22 State released grade reporting day. End of	26	27	28	29	30	31	
25	26	27	28	29	30	24	second quarter.** 23-31 Winter break**	20	-	20	200	00	0.	
20	20	-	20	-	50		JANUARY				April			
		C	ctob	er			1-6 Winter break (continued)** Classes begin							
						1	16 Martin Luther King Jr. holiday**	2	3	4	5	6	7	
2	3	4	5	6	7	8	FEBRUARY	9	10	11	12	13	14	
9	10	11	12	13	14	15	20 Presidents Day holiday** 22/23 Parent/Teacher conference days	16	17	18	19	20	21	
16	17	18	19	20	21	22	(elementary school only)	23	24	25	26	27	28	
23	(24	25	26	27	28	29	24 State released professional development	30						
30	31			2			day. Start of Fur Rendezvous** MARCH				Herei			
							10 State released grade reporting day. End of		100		May	2		
			ovemb		8	525	third quarter**	1	0	2 9	3 10	4	5 12	
	140	1	2	3	4	5	13-17 Spring break" MAY	7	8 15			11	12	
6	7	[8]	9	10	11	12	Classes end. End of fourth quarter.	14	15	16	17 24	18		
13	14	15	16	17	18	19	Z4 Teacher's last day	21 28	22	30	31	25	26	
20	21	22	23	24	25	26	29 Memorial Day holiday	28	29	30	31			
27	28	29	30				() Beginning, end of quarter				June			
		De	cem	per								1	2	
		1749		1	2	3	Q1-45, Q2-39, Q3-41, Q4-47	4	5	6	7	8	9	8
4	5	6	7	8	9	10		11	12	13	14	15	16	
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18	19	20	A	22)		24		25	26	27	28	29	30	ſ
25	26	27	28	29	30	31		17018	20222	CHOX	100754	21186	0224723	

EXHIBIT D School Calendars

Dates You Need to Know

July 1-15 Summer Break, Offices Closed 18 Open for the New School Year	January 9 Classes Begin 16 Martin Luther King Day Office Closed
August 16 In-Service Day PD- No Appointments	February 1 First day to Re-enroll for SY 2023/2024 20 Presidents Day -Office Closed 24 In-Service Day PD- No appointments
September 5 Labor Day Holiday	March 10 End of Third Quarter 10 In-Service Day PD- No appointments 13-17 Spring Break
October 7 Full Funding Deadline 21 End of First Quarter 21 In-Service Day PD- No appointments	April 7 Requisitions and Reimbursements Submittal Deadline 28 Graduate's Grades Due
November 11 In-Service Day PD - No Appointments 24-25 Thanksgiving Break	May 5 K-11 Grades Due 23 End of Fourth Quarter/last day of class 29 Memorial Day - Office Closed TBD- High School Graduation Ceremony
December 2 Graduate's Grades Due 9 First Semester Grades Due 16 Fall Reimbursements Submittal Deadline 21 End of 2nd Quarter Classes 22 In-Service Day - Office Closed 23-Jan. 6 Winter Break	June Summer school opportunities Summer enrichment Extensions for completion of spring courses

6/29/2022

EXHIBIT E Staff Development Schedule

Exhibit E

Schedule for Frontier Charter School Staff Development

2021-2022 Homeschool Advisor Training and Staff Professional Developmen	t	
Activity Title	Start Date	End Date
Weekly training for parent/guardian homeschool advisors The school principal facilitated parent meetings each Wednesday, July 14 through September 29, 2021. Training sessions provided specific information and discussion about the parent's instructional role, curriculum, assessment, requisitioning services and educational supplies.	07/14/2021	9/29/2021
ALL STAFF Frontier Charter: Emergency Action Plan (EAP) Orientation-2021	10/1/2021	10/1/2021
APC Alaska Association of School Boards (AASB) Charter School Academy Training	10/09/21	10/09/21
ALL STAFF Frontier Charter School: Correspondence Study Programs in the Homeschool Marketplace, 11-12-2021	11/12/2021	11/12/2021
ALL STAFF Frontier Charter School: Understanding Correspondence Study Programs in the Homeschool Marketplace, 11-24-2021	11/24/2021	11/24/2021
ALL STAFF Frontier Charter School: What Sets Us Apart from the Other Correspondence Study Programs? 12-16-2021, 9:00 am - 12:00 pm	12/16/2021	12/16/2021
ADVISORS Frontier Charter School: AK STAR and Alaska Science Assessment Test Administrator Training, March 17, 9:00 am, Conference Room	3/17/2022	3/17/2022
ALL STAFF Frontier Charter School: Correspondence Study Programs in the Homeschool Marketplace, 11-12-2021	11/12/2021	11/12/2021
APC Board Training: Bylaws	11/17/2021	11/17/2021
ALL STAFF Frontier Charter School: Understanding Correspondence Study Programs in the Homeschool Marketplace, 11-24-2021	11/24/2021	11/24/2021
APC Board Training: Bylaws	12/07/2021	12/07/2021
APC Board Training: Bylaws	12/15/2021	12/15/2021
ALL STAFF Frontier Charter School: What Sets Us Apart from the Other Correspondence Study Programs? 12-16-2021, 9:00 am - 12:00 pm	12/16/2021	12/16/2021

EXHIBIT E Staff Development Schedule

ADVISORS TISS Frontier Charter School: Teaching and Learning for Online Courses: Tools for Success, 1/13/2022, 8:30-9:30 am at Frontier, plus 15 asynchronous hours 1/13/2022 through 4/28/2022.	1/13/2022	1/13/2022
APC Board Training: Charter Admissions Policy and Procedures	3/16/2022	3/16/2022
ADVISORS Frontier Charter School: AK STAR and Alaska Science Assessment Test Administrator Training, March 17, 9:00 am, Conference Room	3/17/2022	3/17/2022
APC Board Training: Educational Vision, Mission, Philosophy; Facilities; Alaska Statutes on Charter Schools	4/30/22	4/30/22

EXHIBIT F **Charter School Fund Report**

Charter School Fund Balance Report

ANCHORAGE SCHOOL DISTRICT

TABLE AB

For the Last Ten Years CHARTER SCHOOL FUND BALANCE

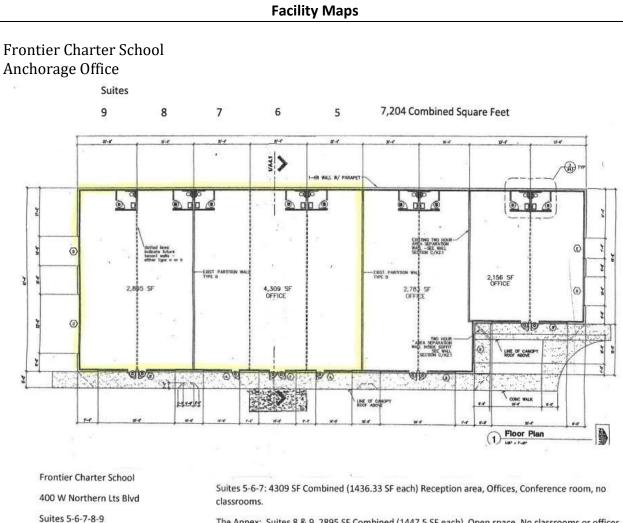
Fiscal Year	2012/13	laska Native Itural Charter School	Aqu	arian Charter School	100.00	le Academy arter School		ily Partnership arter School	Fr	ontier Charter School
2011-2012	\$	214,694	\$	207,036	\$	218,037	S	207,422	\$	798,198
2012-2013		243,659		217,374		212,096		115,182		855,361
2013-2014		189,432		144,015		274,091		175,926		890,631
2014-2015		803,944		775,373		758,422		977,677		1,090,945
2015-2016		1,074,362		1,028,503		976,282		1,301,984		842,012
2016-2017		1,269,833		1,313,058		1,073,027		1,913,521		833,252
2017-2018		1,365,952		1,446,493		1,438,361		2,430,829		781,082
2018-2019		1,777,502		1,825,276		1,638,218		2,867,396		499,199
2019-2020		2,138,961		2,092,751		1,857,079		3,507,630		453,986
2020-2021		2,219,031		2,319,391		1,997,415		5,834,371		1,938,094

Fiscal Year	6.262	thiand Tech arter School	PAIDEIA Cooperativ Charter Sch	e	Rilke Schule Charter School	STrEaM Academy	Win	terberry Charter School
2011-2012	\$	166,763	\$	- \$	46,831	\$ -	\$	7,577
2012-2013		24,568			582	<u></u>		47,023
2013-2014		49,482		87	31,481	×.		49,123
2014-2015		378,080			393,522	2		516,885
2015-2016		209,067	110,	831	669,760	8		818,753
2016-2017		251,670	162,	759	692,987	53,976		1,085,093
2017-2018		149,322	102,	730	934,876	102,991		628,578
2018-2019		142,274			1,220,235	439,698		375,664
2019-2020		129,063		10	1,044,069	616,220		464,198
2020-2021		31,973			877,177	652,017		837,504

Year	Grand Total
2011-2012	\$ 1,866,558
2012-2013	1,715,845
2013-2014	1,804,181
2014-2015	5,694,848
2015-2016	7,031,554
2016-2017	8,649,176
2017-2018	9,381,214
2018-2019	10,785,462
2019-2020	12,303,957
2020-2021	16,706,973

EXHIBIT G **Facility Maps**

Exhibit G



Anchorage, AK 99503

The Annex: Suites 8 & 9 2895 SF Combined (1447.5 SF each) Open space. No classrooms or offices.

EXHIBIT G Facility Maps

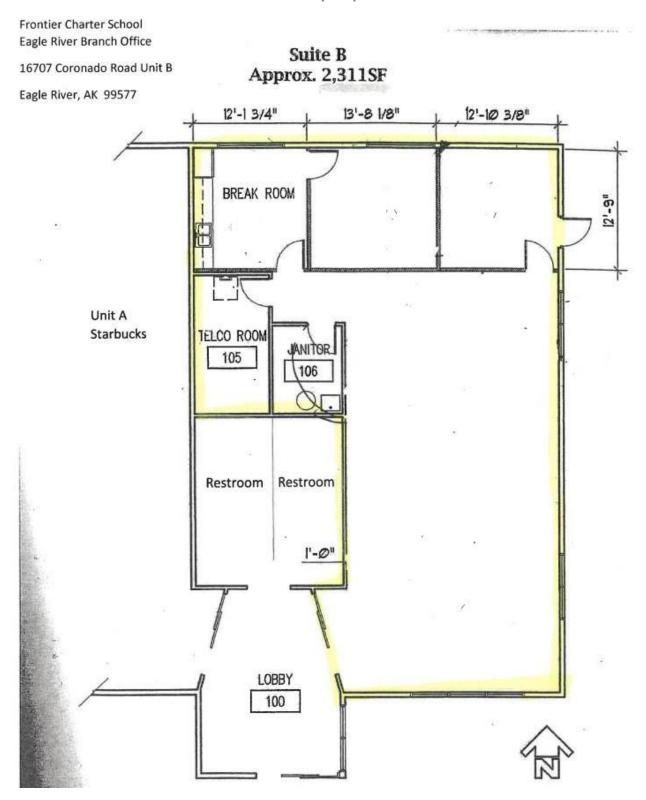


EXHIBIT H MTSS MEETINGS

Monthly MTSS Meetings

Multi-tiered Systems of Support meetings are designed so that all students have equitable access to high-quality instruction and interventions to meet student needs.

Meeting Preparation:

1) The registrar prepares class rosters for academic advisors four days prior to the meeting.

2) A review of student academic progress is completed by the academic advisors.

3) Advisor contact notes will be printed and reviewed by the principal. Advisors will use an electronic system to create and store a record of student progress, including meaningful monthly contact with a homeschool advisor.

4) Advisors inform the MTSS team of credits earned, track toward graduation, assessment status, and pacing. For example,

- Is student "x" working at least at grade level? IEP goals?
- Does student "x" need any immediate support systems put into place today?
- Look at the individual needs of a student and prioritize interventions and plans.
- Have they begun all of their semester courses?
- Do they have curriculum?
- Is the student's pacing adequate to have the courses completed by the end of the semester?
- Regarding seniors: Will they graduate? Will they walk?

EXHIBIT H MTSS MEETINGS

The following conditions are considered serious red flags at our school.

1. Inability to adhere to basic Frontier Charter School requirements:

- a. Completed ILPs
- b. Align all purchase requests with ILPs in a timely manner
- c. Align ILP goals and objectives to standards

2. Lack of regular attention to schooling (possible indicators)

- a. Limited progress/time on classwork/sporadic attendance
- b. Multiple excuses for limited progress
- c. Incomplete/inability to provide documentation (daily work, tests, logs, computer-based progress reports or certificates of completion, and other student work)

3. Grade inflation

- a. Grades not consistent with assessments
- b. Grades/progress reports from 3rd party vendors are different than parent grades

c. A dramatic increase in grades at Frontier when compared to the previous school

d. Providing grades for courses completed outside of grade level

4. Failure to communicate with staff

- a. Not returning calls
- b. Does not return emails or other communication requests from staff
- c. Avoidance behavior by the family

Exhibit I General Agreement Please indicate that you are aware of the homeschool program requirements at Frontier Charter School and accept the role and responsibilities of a Frontier parent by initialing each item below. STUDENT NAME(S)_____ PARENT - GUARDIAN NAME, SIGNATURE _____ DATE ACADEMIC ADVISOR SIGNATURE DATE The Role of the Parent and Guardian (Initial _____) Parents are the primary instructors at Frontier Charter School. Frontier's program supports the homeschool philosophy that one of the primary reasons parents choose to homeschool their children is their belief that they can help each of their children achieve academic excellence. This belief stems from the fact that they are willing and able to give education top priority and that they can build an individualized learning plan that meets the needs of each child. Frontier staff are thrilled to partner with parents to help each Frontier student meet their personal goals. At least one parent/guardian must take an active role implementing the homeschool program. The parent/guardian fulfills the role as their child's advisor at Frontier Charter School. This responsibility includes: □ Preparing individual learning plans for each student.

- □ Ensuring a successful homeschool routine.
- □ Providing students with instruction based on high standards.
- □ Monitoring student progress.
- □ Implementing advisor planning and record keeping.
- □ Managing the student budget.
- □ Procurement of educational resources and services as needed.

Email Requirement (Initial _____)

□ The parent responsibility includes checking and responding to email messages from Frontier staff.

Monthly Contact (Initial _____)

Monthly communication with your assigned Frontier academic advisor is required. The purpose of this communication is to review student progress. There are many modes of communication that are acceptable. Parents can meet with their academic advisor in person or online, over the phone or through email.

ILP Requirement (Initial _____)

- □ The parent and academic advisor jointly develop an Individual Learning Plan (ILP) for each subject.
- □ A minimum of 4 classes are required to be enrolled full-time.
- □ ILPs will be created in SALTT and must be ready for advisor approval within 10 days of the initial advisor meeting in order for enrollment to be complete.
- □ ILPs need to be approved by the advisor **before** the class begins.

- □ With advisor consent, changes can be made to the ILP after the class has started.
- □ For students performing below proficient on State and/or District assessments, ILPs will include interventions and measures to monitor progress and may require the commitment of specific levels of time and resources to aid in the mastery of grade level basic skills.
- □ For students with IEPs, ILPs will indicate how IEP goals will be met and progress monitored.

Frontier Charter and ASD Handbooks (Initial _____)

□ It is the responsibility of the parent/guardian to understand program policies and requirements in the Frontier/ASD charter document and policy handbooks, located online at https://sites.google.com/asdk12.net/forms-and-policies/home

Grades (Initial _____)

- □ A grade, or other determination that the student has met the standards for the course, will be determined and assigned by the advisor responsible for the course and approved by the academic advisor.
- Documentation (daily work, tests, logs, computer-based progress reports or certificates of completion, and other student work) is necessary to assess student learning.
- **u** Turn in a completed grade report in time for the Fall and Spring deadlines.
- □ Courses that are not completed by the grading deadline are reported as N's (Grades K-3) and as F's (Grades 4-12). Upon completion, the final grade will be submitted to the Frontier advisor and a change of grade will be made to the student's transcript. Final course grades are reported in the semester in which the course has been completed.
- □ Students enrolled in classes provided by another institution are subject to the grading policies of that institution. Grades received by the institution are the grades assigned by Frontier.

State and District Assessments (Initial _____)

- □ Students will be scheduled for State and District assessments.
- $\hfill\square$ These assessments help identify the learning needs of students.

Student Allotment Basics (Initial _____)

- □ Students enrolling during the October Count Period will receive a partial allotment. Students enrolling after the October Count Period will not receive an allotment.
- □ Half of the student allotment may be used prior to October 31 -- the remainder after this date.
- □ Enrollment paperwork and course ILPs must be completed prior to approval and processing of any reimbursements or purchases.
- □ No more than half of student allotment can be used for elective courses or course materials.
- Expenses must be directly connected to the student's ILP as an element of the specific course of study.
- □ Allotments cannot be used to cover special education curriculum and teaching materials.
- □ Monitor spending deadlines and review the <u>Student Fund Account Basics and Purchasing Standards</u>.

High School Requirements (Initial _____)

- □ Students must complete the required 22.5 credits to be awarded a high school diploma through the Anchorage School District. For details review the High School Program of Studies
- □ High school students may earn a maximum of 4 credits per semester.
- A typical high school semester half-credit course requires an average of 90 hours per semester of work and quality content in

each subject.

- □ Students who withdraw after the first 10 days in a course may have a WF (withdraw failing) recorded on their transcripts. The WF counts in the calculation of the Grade Point Average (GPA). (See the ASD Student handbook).
- □ High school grades will be determined through logs, work samples, tests, other documentation, and academic advisor review to show course completion.
- □ It is the responsibility of the high school parent and student to attend to and maintain documentation for:
 - → College applications including admittance requirement deadlines.
 - → Vocational and /or military applications including admittance requirement deadlines.
 - → Scholarship opportunities and financial aid deadlines (including filing FAFSA).
 - → College/Vocational/Military admission test requirements and deadlines.
 - \rightarrow Other post graduation endeavors.
 - → NCAA: Parents/guardians are responsible to abide by all NCAA requirements and verify directly through the NCAA that a course is approved prior to enrolling their student in a course. Visit http://www.ncaa.org/.

Students with IEPs (Initial _____)

Special education services are provided by the student's neighborhood school. That school writes the IEP annually and conducts a re-evaluation every 3 years. The neighborhood school, in conjunction with you and your academic advisor, will update the IEP each year. In order to assist in this process, it is the parents responsibility to collect data and monitor progress toward the goals written in the IEP. This responsibility includes:

- □ Participate in meetings with your neighborhood school IEP team.
- □ Write ILPs that include details about specific curriculum and tutors/resources that will be used.
- □ Ensure that ILPs indicate how IEP goals will be met and progress monitored.
- □ Participate in State and District standardized assessments.

- □ Collect data on your student's IEP goals.
- □ Provide quarterly progress reports on student's IEP goals.

Withdrawing from Frontier (Initial _____)

- □ Students withdrawing from Frontier prior to the end of the October Count Period (4th week of October) are responsible for reimbursing the program for the portion of the educational allotment they have used.
- □ The parent/guardian will be financially liable for requested materials and/or equipment that are missing or damaged.
- □ Student's must be enrolled at Frontier at the end of each semester to qualify for a computer purchase reimbursement.
- □ Purchase requests dated on or after the withdrawal date are not permitted.
- All non-expendable materials remain the property of the school district and must be returned to the district (4 AAC 33.422). Resources purchased with Frontier funds (from the student allotment), are the property of Frontier and the Anchorage School District and must be returned when exiting the program. In some cases, materials or equipment that are assigned to a withdrawing or graduating student may be retained for use by a sibling currently enrolled in the program, if the enrolled sibling's ILP documents the need. Parents will be provided a list of non-consumable materials purchased with allotment funds (including reimbursed and requisitioned goods).
- □ Withdrawing mid-semester may result in starting the class over again at the next school.
- Grades to date must be submitted to the advisor upon withdrawal. Frontier will assign grades based on work completed and records submitted.

EXHIBIT J Complaint Resolution Policy

Exhibit J

Frontier Charter School Complaint Resolution Policy



Communication is paramount within the Frontier community. Most complaints can be resolved by informal discussions between the complainant and the employee or the employee's principal. The formal complaint process is reserved for complaints which are not resolved after the informal process has been attempted.

Informal Complaint Resolution

Complaints should be first directed to the staff member involved to work through the problem to get it resolved. If talking with the staff member directly does not resolve the complaint, document (write) the complaint and attach any documentation available. Send the written complaint to the principal. The principal will get back to you within three days to assist you in resolving the difficulty.

Formal Complaint Resolution

If written communication to the principal does not satisfactorily resolve the issue, contact an APC member. Send the written complaint and any paperwork. If the APC member feels further review is warranted, he/she may offer to accompany you to a meeting with the principal to resolve the issue.

If a meeting between the APC member, complainant, and the principal does not result in a satisfactory resolution, a subcommittee (3 APC members) will be appointed by the chair to conduct a hearing and make a ruling. The ruling of the subcommittee shall be final.

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