School Advisory Council (SAC)
Semi-Annual Report Reference Guide

As part of the Renaissance Charter School initiative, School Advisory Councils (SAC) are established at each school to assist in the selection and ongoing monitoring of qualified turnaround teams that meet the needs and interests of the school community. The Renaissance SACs serve in an advisory capacity, providing input and feedback to the Charter School and the School District.

Each Renaissance Charter School SAC will have the following three main functions:

- <u>Monitor performance and fidelity of the Charter School</u>: The SAC shall monitor the Charter School in the Charter School's ongoing review of the implementation of its goals as outlined in its Charter.

- <u>Solicit feedback from broader school community</u>: The SAC shall solicit feedback from the broader School community to inform the SAC's ongoing review of the Charter School's implementation of the Charter.

- <u>Report to the School District</u>: Twice a year throughout the term of the Charter, the SAC shall report to the School District on the fidelity of the Charter School's implementation of the Charter and the performance of the school.

The Semi-Annual Report serves as a review tool for the SAC, Charter School, and School District on the following:

- Fidelity of the Charter School's implementation of its charter
- Adherence to roles and responsibilities of the SAC and the Charter School based on the Memorandum of Understanding (MOU)
- Highlights, challenges, and next steps

The Semi-Annual reports will cover two periods:

- First Semester (September to December)
- Second Semester (January to June)

Report Content

The following are topics a SAC may want to cover in one or both of its semi-annual reports. Please aim to discuss at least 7 out of 10 of the topics below, and please feel free to add other categories. The best reports are those that reflect input from the entire SAC and are based on your observations, discussions, and school data. There is no minimum or maximum report length.

1. SAC Development and Growth

2. Relationship between SAC and the Charter School

3. School Design (curriculum and program implementation)

4. Student Assessment and Achievement

5. Staffing (school leadership, teachers, and professional development)

6. School Culture, Climate, and Safety

7. Admissions and Enrollment

8. Outreach and Communications with School Community

9. Facilities

10. Catch-all category

The following pages include some guiding questions for these core topic areas, as well as a framework (works well; do differently; and suggested changes) for organizing your findings on each topic area.

Topic 1: SAC development and growth

Guiding questions: How has the SAC changed since the last school year? Discuss status of council membership and composition, officers and their roles, and whether the by-laws are adopted. How is the SAC working to improve its structure and governance (including increasing SAC membership, attendance, and participation, and fulfilling roles and responsibilities)?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 2: Relationship between SAC and the Charter School

Guiding questions: Describe the efforts of the Charter School and SAC to create (for new turnarounds) and maintain a strong, working partnership. How did both parties effectively communicate and support each other's work during the first half of the school year? Have there been any changes in the relationship between the School and the SAC from last year to this year?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 3: School Design (curriculum and program implementation)

Guiding questions: How has the Charter School design and curriculum impacted the student population? Have there been any changes to school design or curriculum since the 2011-12 school year? How does the school's curriculum and design serve the needs of all students including English language learners, special education, and mentally gifted? What is the status of any after-school enrichment programs, student athletics, and extracurricular activities? How effective is the Charter School in supporting behavioral health and/or emotional issues (i.e. social services, wraparound services, etc.)?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 4: Student Assessment and Achievement

Guiding questions: Has the Charter School implemented performance assessments to measure student achievement other than the PSSAs? What student achievement goals and results have been communicated to the school community? How well are students doing academically in comparison to the last school year?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.

Do differently	
Example	Evidence

Suggested changes	

Topic 5: Staffing (school leadership, teachers, and professional development)

Guiding questions: Describe any significant changes in school leadership, staff, and teachers since the 2011-12 school year. Was the Charter School fully staffed for school opening and over the first half of the school year? Have there been any staffing issues? Describe any professional development received by school staff this school year the SAC is aware of.

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 6: School Culture, Climate, and Safety

Guiding questions: How has the culture and climate of the school has changed since the end of the last school year? What is the current school culture? How has the Charter School addressed the issue of safety at the school? Are there any safety concerns?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 7: Admissions and Enrollment

Guiding questions: Describe the efforts of the Charter School to reach out to the school community to enroll students from last year and new neighborhood students. How effectively do these efforts align to stated goals in charter application? Are there any barriers to admission?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 8: Outreach and Communications with School Community

Guiding questions: Describe the efforts of the Charter School related to school community outreach and communications during the summer in support of school opening and over the first half of the school year. How effectively do these efforts align to the goals in the charter application? Describe any SAC-lead activities and/or support to the School in school community outreach and communications during the summer and over the first half of the school year.

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 9: Facilities

Guiding questions: Has the Charter School made efforts to improve the physical appearance of the school and learning environment to support a new and improved school climate, culture, and expectations? Have there been any changes to the facilities at the school since the end of the 2011-12 school year?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	

Topic 10: Catch-all category

Guiding questions: Are there any other items of note or areas of concern related to relevant topics (i.e., within the terms of the MOU)?

Worked well	
Example	Evidence
1.	1.
2.	2.
3.	3.
4.	4.
Do differently	
Example	Evidence
Suggested changes	