



## Fiscal Year (FY) 2023 Authorizer Annual Report

Enter responses where prompted. Enter an “x” in underlined space before “Yes” or “No” responses. Only provide information for one school in each table row. Add additional rows to tables, as needed.

### Authorizer Information

Name of Authorizing Organization: **Volunteers of America - Minnesota**

Mailing Address: 9220 Bass Lake Rd Ste 255, New Hope, MN 55428

Name and Title of Primary Authorizer Contact: Stephanie Olsen, Authorizing Senior Program Manager

Telephone of Primary Authorizer Contact: 612-345-8271

Email Address of Primary Authorizer Contact: [solsen@voamn.org](mailto:solsen@voamn.org)

Authorizing Mission: Volunteers of America-Minnesota (VOA-MN) Charter School Authorizing Program will improve all pupil learning and all student achievement with service to others as its core.

Authorizer Summary: Authorizing Program Vision: Volunteers of America-Minnesota (VOA-MN) Charter School Authorizing Program will authorize high quality charter schools that improve all pupil learning, all student achievement, and promote service to others.

In 2000, the Minnesota state legislature made it possible for a non-profit organization in Minnesota to authorize charter schools. Volunteers of America-Minnesota (VOA-MN) became the first non-profit charter school authorizer in the nation. In the years that we have been authorizing, VOA-MN has developed and practices a model of charter school authorizing that goes beyond the compliance-based role vaguely outlined in state statute. We engage in proactive relationships and add value to the schools with which we work. During the startup phase, VOA-MN works closely with founding groups to ensure that tasks necessary to a successful opening (facility, finance, human resources, marketing/recruitment, curriculum development) are accomplished promptly. Once operational, VOA-MN continues to vigilantly monitor the academic, board governance, operations, and financial performance of its schools through frequent communication, school site visits, board meeting observations, and regularly reviewing of school documents. When signs of trouble arise, we work closely with the school’s board and management team to problem-solve and identify resources that may be helpful. This is a departure from the traditional reactive relationship between charter school authorizers and schools.

VOA-MN has much to offer charter schools in the way of expertise in non-profit management, board governance, public school finance, and school performance. Our track record of responding to emerging community needs with effective social service programs and highly experienced authorizing team makes our organization particularly qualified to authorize charter schools. We recognize the great challenges and difficulties charter school development and operation and can help schools to navigate this complex process while respecting the autonomy and uniqueness of each school.

The VOA-MN Charter School Authorizing Program is proud of our history of quality oversight, the quality of the schools in our portfolio, and the School Network Collaboration initiatives we continue to foster. Our school collaboration initiatives are ongoing and intended to help charter schools live up to the promise of increased autonomy in exchange for quality performance. Working together (collaborating) our 20 schools are stronger than a single school would be navigating challenges on its own.

As a VOA-MN authorized charter school, you are not just a charter school, but a part of the bigger VOA-MN Charter School Network of 20 schools, which promote peer leader relationships between schools by facilitating school network informal discussion times and creating professional development opportunities for participants—whether as a board member, school leader, or community member.

VOA-MN authorized' schools appreciate being a part of the network of high-quality schools. The network of charter schools meets informally weekly via Zoom and gathers annually during our two-day Annual Minnesota Charter School Leadership Conference promoted by Volunteers of America-Minnesota. In 2023, the conference was opened to all charter school leaders and board members who wished to attend regardless of their authorizer and other authorizers also participated. VOA-MN decided to open the conference to the leadership of all Minnesota charter schools to further share best practices between school leaders. The National Charter School Institute partnered with VOA-MN on the expanded conference.

Each June during the conference, the VOA-MN leaders also vote on a School Leadership Team (SLT) who help develop and guide collaboration initiatives and help develop the agenda for the Annual Minnesota Charter School Leadership Conference. Each collaboration initiative provides leaders with the opportunity to regularly share ideas on effective educational and operational strategies/ proven practices, offers peer mentoring to new leaders, and together broaden individuals' understanding of the charter school community throughout Minnesota.

Innovative Authorizer Initiatives Continued by VOA-MN in 2023:

- Annual Charter School Leadership Conference held in Bemidji, Minnesota
- School Leadership Team
- Weekly informal and voluntary school leader meetings (virtual format)
- VOA-MN Collaboration Website and Listserv which is a web-based platform for sharing best practices.
- VOA-MN Special Education Collaboration meetings for sharing best practices (virtual format)

## Authorizer Processes

### New Charter School Applications in FY 2023 (B.1)

Did your organization review any new charter school applications?

No

If no, please provide an explanation: VOA-MN did not have any new school application submissions to review. The FY23 focus of VOA-MN was the development of pre-operational Heartland Lakes Community School.

### New Charter School Openings in FY 2023 (B.2)

Did your organization engage in ready-to-open activities?

No

If no, please provide an explanation: VOA-MN has one pre-operational school, and it is not scheduled to open until fall 2024. Therefore, no RTO meeting was necessary.

### Charter School Expansion Applications (to add primary enrollment sites or grades, including instructional prekindergarten or preschool programs) in FY 2023 (B.2)

Did your organization review any site and/or grade expansion applications (including instructional prekindergarten or preschool programs)?  **Yes**

If yes, complete the table below for each application.

Name of Charter School	Proposed Additional Grades to be Served	Authorizer Approval or Disapproval	MDE Approval or Disapproval	If Disapproved, Reason(s) for Disapproval	Application Withdrawn by Applicant
Twin Lakes STEM Academy	grades 7-8	Approved	Approved	NA	No

### Early Childhood Health and Developmental Screening Requests in FY 2023 (B.2)

Did your organization review any requests for official early childhood health and developmental screening program recognition?  **Yes**

If yes, complete the table below for each request.

Name of Charter School	Authorizer Approval or Disapproval	MDE Approval or Disapproval	If Disapproved, Reason(s) for Disapproval	Application Withdrawn by Applicant
New Century School	Approved	Approved	N/A	N/A

### Charter School Change in Authorizer Requests in FY 2023 (B.2)

Did your organization review any change in authorizer requests?

**No**

If no, please provide an explanation: VOA-MN did not receive any school change in authorizer requests.

### Charter Contract Renewals in FY 2023 (B.9)

Did your organization engage in charter renewal activities in FY 2023?  **Yes**

If yes, complete the table below for each school.

Name of Charter School	Was Contract Renewed?	If Yes, Term of Contract Renewal	If No, Reason(s) for Nonrenewal
Lakes International Language Academy	YES	07/01/2023-06/30/2028	NA

## Additional Authorizer Activities

### Authorizer Organizational Goals (A.2)

Describe the progress your organization made on its organizational goals related to authorizing in FY 2023.

Progress and associated activities included in blue text below for each goal and strategy/activity.

**GOAL 1: High Quality School Choice: Build a portfolio of charter schools committed to excellence in education, financial management, and governance.**

- **Improve currently authorized schools:**

Provide oversight of professional development plans, including alignment that:

- Schools have adopted a formal teacher evaluation process and adhere to the requirements set forth in state statute (Minn. Stat. 122A.40). [VOA-MN Academic Standard 4: The school has adopted a formal teacher evaluation process and adheres to the requirements set forth in Minnesota Statute 122A.40. A majority of our schools are meeting this standard.](#)
- All teachers are supported through a school-wide professional development plan based on analysis of assessment data and linked to improving pupil learning and student achievement. [VOA-MN Academic Standard 5: All teachers are supported through a school-wide professional development plan based on analysis of assessment data and directly linked to improving pupil learning and student achievement. A majority of our schools are meeting this standard.](#)
- Monitor compliance with financial and governance laws and oversee implementation of CSAP expectations for quality in both areas per the charter school contract. [VOA-MN Governance and Finance Standards monitored regularly. In FY23, VOA-MN tried to be more proactive in our oversight, especially regarding reviewing board packets before the board meeting to ask questions and provide technical assistance as needed to avoid violations of law.](#)
- Utilize Intervention plans to facilitate improvement and ultimately close charter schools that are not making necessary progress in meeting contract performance standards. [During FY23 VOA-MN placed three schools in Intervention with two remaining in Intervention at the start of FY24 – Green Isle Community School and Athlos Academy St. Cloud.](#)

**Within CSAP capacity, increase the number of charter schools in the VOA-MN network by 1-2 schools per year if applicant meets the VOA-MN performance standards. [VOA-MN approved one new school application in FY22/23 – Heartland Lakes Community School.](#)**

**GOAL 2: Quality School Performance: Create and maintain systems of charter school performance review that support analysis, reflection and planning, and implementation of continuous improvement measures for the charter schools we authorize.**

**Related Strategies and Activities Utilize the charter school network to create a culture of continuous improvement among charter school leaders:**

- Charter School Authorizing Program (CSAP) will continue to use the Charter School Network to build organizational and operational capacity among charter schools in our portfolio. CSAP will continue to encourage collaboration and mentoring between leaders of VOA-MN Authorized charter schools. ([refer to response to next bullet](#)).
- The CSAP annual conference will include opportunities for both school leaders and board chairs to access training and network with other schools authorized by VOA MN. The annual conference will also include an opportunity for discussion and strategies for dissemination of “best practices.”

[During FY23, VOA-MN continued to offer Friday leadership meetings \(virtually\) and the elected School Leadership Team members checked in regularly with new school leaders. The VOA-MN also continued our School Collaboration Website and Leadership Listserv, two initiatives that promote sharing of best practices and support between our school leaders.](#)

**Revise systems to support the balance of accountability and autonomy:**

- Consistently communicate expectations to school leaders.

[VOA-MN continues to publish three Network Performance Reports annually – School Academic Performance, School Governance, and School Finance. In FY23, Authorizer VOA-MN rolled out an exciting new initiative to make the three larger reports more valuable by publishing school-specific “Scorecards” which contain an analysis of the extent to which each school has met all performance standards contained in their charter contract and are on-track for charter renewal. This initiative was well received and voiced to be valuable by our charter schools.](#)

- Increase oversight and support for struggling schools.

[During FY23 VOA-MN placed three schools in Intervention with two remaining in Intervention at the start of FY24 – Green Isle Community School \(GICS\) and Athlos Academy St. Cloud. Authorizer VOA-MN increased our oversight presence at both schools and the Financial Analyst increased technical assistance, oversight, and training of GICS who entered Statutory Operating Debt.](#)

**Provide public transparency and acknowledge high performance.**

- Maintain the VOA-MN Network Performance Reports on the CSAP website.

[VOA-MN continues to publish three Network Performance Reports annually – School Academic Performance, School Governance, and School Finance. In FY23, Authorizer VOA-MN rolled out an exciting new initiative to make the three larger reports more valuable by publishing school-specific “Scorecards” which contain an analysis of the extent to which each school has met all performance standards contained in their charter contract and are on-track for charter renewal.](#)

- Encourage schools to achieve the VOA-MN Awards of Excellence in the three pillars: academic program, financial management, and school board governance.

**AWARDS ACHIEVED BY GROUP**

ACADEMIC: Bluffview Montessori School, FIT Academy, Naytahwaush Community Charter School, New Century School, SchoolCraft Learning Community, Twin Lakes Stem Academy, Woodbury Leadership Academy.

FINANCE: Athlos Leadership Academy, Bluffview Montessori School, Kaleidoscope Charter School, Kipp North Star Academy, New Century School, PACT Charter School, Spectrum High School, Woodbury Leadership Academy.

GOVERNANCE: Harbor City International School, Spectrum High School, TrekNorth High School

**GOAL 3: Service-Learning: Build a portfolio of charter schools committed to service learning and “uplifting all lives.”**

**Related Strategies and Activities**

- All VOA-MN authorized charter schools are contractually required to have a schoolwide plan for service learning tied to outcomes and include student/school outcomes in their Annual Reports. 100 percent of VOA-MN schools had schoolwide service-learning plans tied to outcomes and included outcomes in their Annual Reports.

**GOAL 4: Voice in state public policymaking: Maintain a strong public presence in state education policymaking.**

**Related Strategies and Activities VOA-MN team members will:**

- Participate in state and national charter school organization meetings at least six times annually to influence public policy and to advocate for the charter schools.

During FY23, VOA-MN was an active participant in NACSA meetings related to the federal CSP grant and federal definition of qualified authorizer. We were also participants in A-GAME meetings convened approximately quarterly by the National Charter School Institute.

- Continue to collaborate with local charter school stakeholders to build a community of authorizers.

During FY23, VOA-MN invited other authorizing organizations to participate in the MN Charter School Leadership Conference. Three other authorizing organizations attended. It is anticipated that authorizer participation in the statewide conference promoted by VOA-MN will continue to grow.

- Share VOA-MN oversight tools and assistance to other authorizers, locally and nationally.

VOA-MN continues to publish three Network Performance Reports annually – School Academic Performance, School Governance, and School Finance housed on our website. Our authorizing program manual is also housed on our website for the public, including other authorizers, to view.

- Help educate the legislature and public about the role of the authorizer and its benefits to improving quality public education.

VOA-MN did not have the opportunity to participate in state legislative discussions. However, we continue to coach our school leaders on the importance of inviting legislators to their schools and contact their legislators proactively on legislation that would benefit charter schools.

- Maintain relationships among charter school authorizers.

VOA-MN has close relationships with many authorizers. We do not hesitate to contact any authorizer for feedback on challenges, suggestions on how to improve our affidavits, or to share our best practices when asked.

**GOAL 5: National presence and collaboration: Build excellence in authorizing in Minnesota and nationally through participation in the National Association of Charter School Authorizers and collaboration with colleagues in our field.**

**Related Strategies and Activities Actively develop and utilize national best practices and resources:**

- A VOA-MN representative will annually attend a national meeting and/or conference.

During FY23, the VOA-MN Governance Analyst attended the California Charter School Association Annual Conference and the VOA-MN Program Manager attended the North Carolina Charter Schools Annual Conference. The authorizing program was unable to attend the NACSA National Conference.

- Seek opportunities to share quality practices with colleagues, locally and nationally.

VOA-MN continues to house on our website our Authorizing Manual and Network Performance Reports. We also continue to welcome questions from other authorizers and opportunities to provide feedback. To the extent we are able, VOA-MN participates in the A-GAME national initiative headed by the National Charter School Institute.

- Adapt applicable best practices to fit the Minnesota authorizing environment and the VOA-MN CSAP.

During FY23, Authorizer VOA-MN rolled out an exciting new initiative to make the three larger reports more valuable by publishing school-specific “Scorecards” which contain an analysis of the extent to which each school has met all performance standards contained in their charter contract and are on-track for charter renewal.

## **Authorizer Structure of Operations (A.3)**

**Describe changes, if any, to your organization’s structure of operations related to authorizing in FY 2023 (for example, organizational changes, new positions, updated full-time equivalents of authorizing positions, etc.).**

The VOA-MN Authorizing Program added the Field Representative Position (.25 FTE in FY23). The position serves as the authorizing program lead on New School Development. In this capacity, the position meets monthly with the lead school developer and attends monthly board meetings and other relevant meetings as requested. The position also supports new school leaders and coordinates weekly school leadership Zoom meetings. The plan is to continue to expand this position in FY24.

The VOA-MN Authorizing Program also added a new Special Education Analyst. The position is responsible for convening our monthly Special Education Collaboration meetings with school special education faculty (virtually). An FTE equivalent was not assigned in FY23 for this position.

## **Authorizing Staff Expertise (A.4)**

**Briefly describe the background and experience, in the areas of charter school academics, finance, operations, and law, of any authorizing staff, committee members, board members, consultants, etc.**

### **MEET THE VOA-MN AUTHORIZING PROGRAM TEAM**

**Katie Perzel**, VOA-MN Senior Director of Behavioral Health and Education (been with VOA-MN since 2005, 18 years)

- **EDUCATION:** Master of Social Work -St. Catherine University and University of St. Thomas and Bachelor of Science in Psychology and in Carlson School of Business and Management – University of MN
  - LICENSE: Independent Clinical Social Worker
- Division Director of Education Programs and Clinical Services -VOAMN

- Unit Director of Senior Mental Health -VOAMN
- Mental Health Therapist -VOAMN

**Stephanie Olsen, VOA-MN Authorizing Program Manager** (been with VOA-MN since 2011, 13 years)

- **EDUCATION:** Bachelor of Science in Social Studies Secondary Education - St. Cloud State University
- **LICENSE:** MN Teacher - Social Studies Secondary Education (has lapsed)
- Charter School Specialist / Authorizer Liaison - Minnesota Department of Education
- State Representative - Minnesota House of Representatives (committees: Education Policy, K-12 Finance, Government Operations, Rules)
  - Education Research Consultant - Minnesota House of Representatives Majority Caucus
  - Legislative Assistant - Minnesota Senate
  - Teacher - Forest Lake High School

**Roderick Haenke, VOA-MN Authorizing Program Governance Analyst and Constituent Services** (been with the VOA-MN Authorizing Program since July 2017, 6.5 years)

- **EDUCATION:** Ed. S in School Administration and Masters of Curriculum and Instruction, St. Thomas University, St. Paul, MN; B.S. Degree in Elementary Education, St. Cloud State University, St. Cloud, MN.
- **LICENSE:** MN Teacher and Professional Administration – Principal and Superintendent (has lapsed)
  - President, Instructional Designs, Inc. (consultant to many Minnesota charter schools and authorizers)
  - Director of Curriculum, Instruction, and Assessment for the Minnesota Association of Charter Schools
  - Vice President, Broad Education/Learning Outfitters (educational software company)
  - Elementary Principal, North Hills Elementary School (York, Pa.)
  - 8 Years Classroom Teacher (four Minnesota schools)

**Rochel Perna, VOA-MN Authorizing Program Financial Analyst and SLT Coordinator** (been with the VOA-MN Authorizing Program since July 2017, 6.5 years)

- **EDUCATION:** Bachelor of Science in Business – University of Minnesota, Twin Cities; Carlson School of Management
- **LICENSE:** Certified Public Accountant
  - Business Manager – Mahtomedi Public Schools
  - Director of Finance – Fridley Public Schools
  - House Nezerka and Froelich CPAs

**Phillip Morris, VOA-MN Authorizing Program Academic Analyst** (been with the VOA-MN Authorizing Program since fall 2017, 6.5 years)

- **EDUCATION:** Bachelor of Arts in History – Vancouver Island University; Master of Arts in Teaching – Hamline University
- **LICENSE:** State of Minnesota Educator License K-6 Elementary Education, 5-8 Social Studies
  - Assessment Coordinator – Yinghua Academy
  - Teacher – Yinghua Academy

**Terri Anderson, VOA-MN Authorizing Program Field Representative** (been with the VOA-MN Authorizing Program since July 2022, 1.5 years and former VOA-MN Charter School Leader)



- **EDUCATION:** K-12 Superintendent and Principal - Bethel University; Master of Education in Curriculum and Instruction - College of St. Scholastica; Bachelor of Arts in Elementary Education - College of St. Benedict.
- **LICENSE:** Minnesota superintendent, principal, teacher and coach licensure
- Superintendent and Principal, ISD 4155 Naytahwaush Community Charter School, 2009-2022
- Executive Director, Naytahwaush Community Foundation
- Startup Coordinator, Naytahwaush Community Charter School
- Waubun-Ogema-White Earth School Board Member and Chair
- Faculty and Field Team, Rural School and Community Trust
- Outreach Coordinator, Center for School Change, Humphrey Institute, University of Minnesota
- Adjunct Instructor, Minnesota and Community Technical College, Bemidji State University, Hamline University, White Earth Tribal and Community College
- Best Practices Graduation Standards Trainer, Department of Education
- Third Grade Teacher, St. Labre Indian School

**Dawn Maslowski, VOA-MN Authorizing Program Administrative Assistant** (been with the VOA-MN Authorizing Program since August 2019, 4.5 years)

- Executive Assistant to the Executive Director – TIES
- Administrative Assistant to the Superintendent – Mahtomedi Public Schools

**Samuel Zimmerman, VOA-MN Authorizing Program Special Education Analyst** (FY23 only)

- EDUCATION: BA in Education and Special Education – Long Island University, New York
- LICENSURE: MN Professional Administration (Superintendent), MN Professional Administration (Special Education Director); MN Tier Two Academic and Behavioral Strategist Teacher.
- Indian Education Specialist, Minnesota Department of Education
- Special Education Director, Harbor City International School
- Owner of CRANE SUPERIOR STUDIO, LLC in Duluth MN Administrator of Special Education at NYC Department of Education

## **Authorizing Leadership and Staff Skill Development (A.5)**

**Describe how your organization built the knowledge and skill base of its authorizing leadership and staff through professional development over the past year.**

Frequency and attendance at training varies depending on the training opportunities offered and whether, or not, an authorizing team member needs professional development in any given topic.

All our authorizing team members had the opportunity to participate in professional development during our two-day Annual Minnesota Charter School Leadership Conference held in Bemidji, Minnesota June 12-14, 2023. VOA-MN authorizing team members also participate in all MDE meetings applicable to their areas of oversight. The Program Director and Program Manager were also required by the VOA-MN Corporation to participate in Annual Diversity, Equity, and Inclusion (DEI) training and self-evaluation/reflection tied to a Corporate-wide improvement plan. The VOA-MN Authorizing Program Manager also attended the North Carolina Charter School Association Annual Conference, and the Governance Analyst attended the Annual California Charter School Association Conference.

## Authorizer Self-Evaluation (A.9)

Describe how your organization self-evaluated its internal ability (capacity, infrastructure, and practices) to oversee the portfolio of charter schools over the past year.

In June, each Performance Analyst and the Program Assistant participate in an Annual Performance Review process facilitated by the Program Manager before their contract is renewed. This process incorporates self-reflection and a discussion on how much the Analyst is meeting their expected performance and oversight responsibilities. The process also includes a discussion on areas for improvement in their roles and responsibilities, the setting of personal goals for the following fiscal year and plans for professional development aligned to those goals and continuous improvement. Goals are based on both Analyst performance and ongoing authorized school needs assessment.

In FY23, we began having full-day team retreats twice annually. This is a change from monthly team meetings and has turned out to foster much more meaningful discussions of our authorizing practices and school performance. More specifically, one or more members of the team identify any concerns with our schools, and we devise a plan of action for how we will resolve the performance or compliance concern. Changes &/or additional oversight measures are implemented as needed resulting from that process (ex. Financial Analyst meets with a school leader and business manager to discuss why complete financials are not being received by the authorizer as part of the monthly board packet as required by VOA-MN performance standards and the schools plan for improvement to meet that standard).

Additionally, Authorizer VOA-MN includes an addendum to each Network Performance Report that contains the extent to which all our schools are meeting our performance standards. Through analysis of that addendum, we form a plan to help our schools on any standards with weak performance.

The VOA-MN Authorizing Program also conducts a survey of our schools annually to determine the extent to which our schools feel satisfied with our authorizing program, including level of autonomy, authorizer response time, quality of oversight, authorizer representative professionalism, etc. The VOA-MN Corporate Senior Leadership Team is included on the evaluation / debriefing of annual survey results because the quality of program service is very important to corporate leadership.

VOA-MN Employee Management Meetings: Monthly standing meetings occur between Senior Program Manager and Division Director. The agenda for these informal meetings includes discussion of how much our program is meeting performance and budget expectations and a plan for implementing any identified areas for improvement.

Corporate Management Meetings: The Program Directors and Managers meet quarterly. These meetings are to discuss program progress, meeting performance and budget expectations, and plan for implementing any identified areas for improvement. The Management Meetings also included professional development on Diversity, Equity, and Inclusion (DEI) and Unconscious Bias. The Division Director and Program Manager participate in a more formal goal-based performance evaluation process, set by the corporate leadership of VOA-MN, semi-annually (mid-year progress check-in and end of year full evaluation). Corporate VOA-MN also requires all employees and contractors that have VOA-MN emails to participate in Data Practices / Privacy training and pass an exam at the end of the training.

## Authorizer High Quality Authorizing Dissemination (A.10)

**Describe how your organization disseminated best authorizing practices and/or assisted other authorizers in high quality authorizing over the past year.**

VOA-MN disseminates authorizing tools, documents, and information through its website and upon request. The Annual Minnesota Charter School Leadership Conference promoted by VOA-MN was opened to ALL charter schools to participate in 2023 and various authorizers also attended. This was a change based on the belief that sharing of best practices between charter schools and providing opportunity to further build relationships and collaborate, which are important to the continued growth of quality chartering in Minnesota.

## Charter School Support, Development and Technical Assistance (B.7)

Describe how your organization supported its portfolio of charter schools through intentional assistance and development offerings over the past year.

All our initiatives from FY22 continued in FY23.

- **Individualized Technical Assistance - VOA-MN employees and contractors provide support and technical assistance for school leaders/board members frequently.** Board training on various topics is provided upon school request and free of charge (ex. topics: Board vs. Management, Open Meeting Law). VOA-MN representatives provide information and services to member schools that help them succeed while allowing them to use their own resources and infrastructure for continued success. Our School Performance Analysts provide all new school leaders and board chairs with one-on-one review of the VOA-MN performance standards and respond to any questions.
- **Annual VOA-MN School Network Conference** – The VOA-MN Authorizing Program sponsors a two-day annual conference for its schools which offers professional development on a variety of topics. Conference participation is free of charge to our schools. The annual three-day conference is packed with information for both school leaders and board members. In FY23, VOA-MN continued the MSBA statutory board training for VOA-MN newly elected board members.
- **Charter School Collaboration (CSC) Website** – The website is a location where VOA-MN school leaders can share best practices policies, procedures, and samples of school publications/ communications. Incorporated into the CSC is a tool whereby VOA-MN school leaders can communicate directly with other VOA-MN school leaders – questions, concerns, needs for assistance. The authorizing team members are purposefully not on that listserv so communications between the schools can be confidential. It is a collaboration tool, not an oversight tool.
- **Weekly School Leadership Meetings** – The VOA-MN Charter School Authorizing Program continues to help our schools collaboratively manage the fluidity of changes and challenges facing schools through our Friday VOA-MN virtual School Leadership Meetings. Participation in these meetings is voluntary, but highly encouraged. This initiative has exponentially advanced collaboration and brought the heads of VOA-MN schools closer in many ways. The weekly meetings are attended by the VOA-MN Authorizing Program Manager, but in an administrative role – scheduling, helping with technology, reminders, assisting with coordinating guest speakers on timely topics, etc. The School Leadership Team Chair leads the Friday meetings.
- **Special Education Collaboration Meetings** - The VOA-MN Special Education Analyst convenes a meeting of the special education faculty from VOA-MN charter schools monthly in a virtual format. The meetings are designed to discuss timely special education topics, share best practices, and boost collaboration between schools.

## High-Quality Charter School Replication and Dissemination of Best School Practices (B.8)

Describe how your organization promoted model replication and dissemination of best practices of high-quality charters schools over the past year.

- **Annual Minnesota Charter School Leadership Conference Promoted by VOA-MN** – The VOA-MN Authorizing Program promotes a two-day annual conference which offers professional development on a variety of topics. Conference participation is free of charge to our schools. The annual two-day conference is packed with information for both school leaders and board members. In FY23, VOA-MN continued the MSBA statutory board training for VOA-MN newly elected board members. The expansion of the Charter School Leadership Conference was a deliberate decision to further promote the dissemination of information, school collaboration, and promoting best practices.

- **Charter School Collaboration (CSC) Website** – The website is a location where VOA-MN school leaders can share best practices policies, procedures, and samples of school publications/ communications. Incorporated into the CSC is a tool whereby VOA-MN school leaders can communicate directly with other VOA-MN school leaders – questions, concerns, needs for assistance. The authorizing team members are purposefully not on that listserv so communications between the schools can be confidential. It is a collaboration tool, not an oversight tool.
- **Weekly School Leadership Meetings** – The VOA-MN Charter School Authorizing Program continues to help our schools collaboratively manage the fluidity of changes and challenges facing schools through our Friday VOA-MN virtual School Leadership Meetings. Participation in these meetings is voluntary, but highly encouraged. This initiative has exponentially advanced collaboration and brought the heads of VOA-MN schools closer in many ways. The weekly meetings are attended by a member of the VOA-MN Authorizing Program, but in an administrative role – scheduling, helping with technology, reminders, assisting with coordinating guest speakers on timely topics, etc. The School Leadership Team Chair leads the Friday meetings and facilitates the dissemination of timely information.
- **Special Education Collaboration Meetings** - The VOA-MN Special Education Analyst convenes a meeting of the special education faculty from VOA-MN charter schools monthly in a virtual format. The meetings are designed to discuss timely special education topics, share best practices, and boost collaboration between schools.

## Portfolio Information

### General Charter School Portfolio Data (as of June 30, 2023)

#### *Preoperational Charter Schools in Authorizer’s Portfolio*

Name of Charter School	Charter School Local Educational Agency (LEA) Number (if assigned)	Charter Schools Program (CSP) Grant Recipient	Grade Levels Approved to Serve	Projected Enrollment when Fully Enrolled	Proposed Location	Proposed Opening Date
Heartland Lakes Community School	4302	Yes	K-12	260	Park Rapids	09/01/2024

#### *Operational Charter Schools in Authorizer’s Portfolio*

Name of Charter School	Charter School LEA Number	CSP Grant Recipient	Grade Levels Served in FY 2023	Location
Athlos Academy of St. Cloud	4250	No	K-8 Approved K-12	St. Cloud

<b>Name of Charter School</b>	<b>Charter School LEA Number</b>	<b>CSP Grant Recipient</b>	<b>Grade Levels Served in FY 2023</b>	<b>Location</b>
<b>Athlos Leadership Academy</b>	4011	No	PK-8	Brooklyn Park
<b>Birch Grove Community School</b>	4145	No	K-5	Tofte
<b>Buffview Montessori School</b>	4001	No	Preschool--8	Winona
<b>Fit Academy</b>	4244	No	K-12	Apple Valley
<b>Green Isle Community School</b>	4144	No	K-5	Green Isle
<b>Harbor City International School</b>	4085	No	9-12 Approved 6-12	Duluth
<b>Kaleidoscope Charter School</b>	4118	No	K-12	Otsego
<b>Kipp: North Star Academy</b>	4191	No	K-8 Approved K-12	Minneapolis
<b>Lakes International Language Academy</b>	4116	No	Preschool-12	Forest Lake
<b>Naytahwaush Community Charter School</b>	4155	No	K-6	Naytahwaush

<b>Name of Charter School</b>	<b>Charter School LEA Number</b>	<b>CSP Grant Recipient</b>	<b>Grade Levels Served in FY 2023</b>	<b>Location</b>
<b>New Century School</b>	4240	No	Preschool – 11 Approved P-12	St. Paul
<b>PACT Charter School</b>	4008	No	K-12	Ramsey
<b>Schoolcraft Learning Community</b>	4058	No	K-8	Bemidji
<b>Southside Family Charter School</b>	4162	No	K-8	St. Paul
<b>Spectrum High School</b>	4160	No	6-12	Elk River
<b>Tesfa International School</b>	4239	No	K-6	Brooklyn Park
<b>TrekNorth High School</b>	4106	No	6-12 Approved K-12	Bemidji
<b>Woodbury Leadership Academy</b>	4228	No	K-8 Approved PK-12	Woodbury

***MDE Officially Recognized Early Learning Programs at Charter Schools in Authorizer’s Portfolio***

<b>Name of Charter School</b>	<b>Officially Recognized Early Childhood Health and Developmental Screening Program</b>	<b>Officially Recognized Instructional Preschool Program to provide early childhood education and preparation for transition to</b>	<b>Officially Recognized Instructional Prekindergarten Program for four-year-olds to prepare children for entry into</b>
-------------------------------	---	---	--

		kindergarten for children ages three through five	kindergarten the following year
Athlos Leadership Academy	No	No	Yes
Bluffview Montessori School	No	Yes	No
Lakes International Language Academy	No	Yes	No
New Century School	Yes	Yes	No

### Charter School Portfolio Activity in FY 2023

Did any charter schools leave your organization’s portfolio and transfer to another authorizer during or at the end of the year? **\_No**

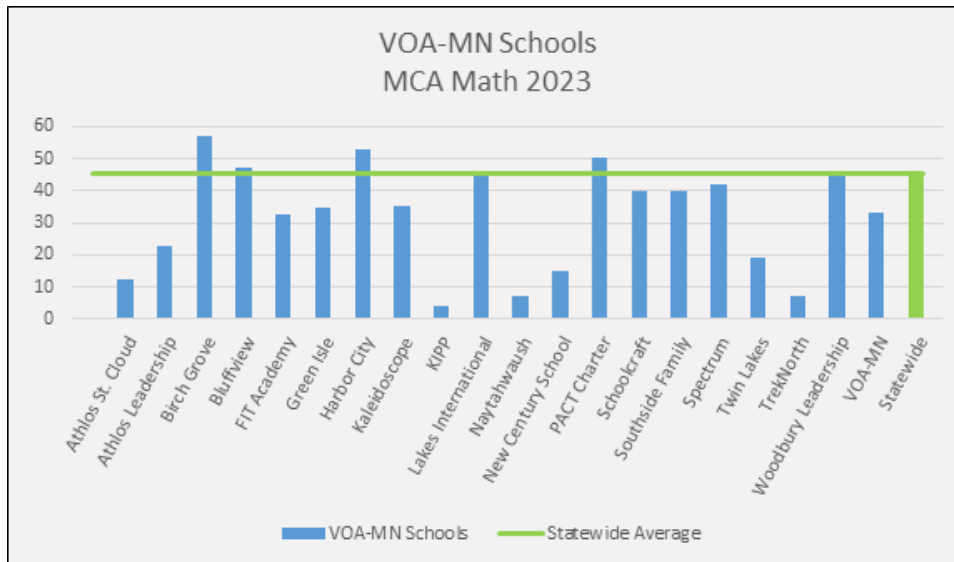
Did your organization terminate or revoke the charter contract for any charter school before the end of the contract term? **\_No**

Did any charter schools voluntarily close during or at the end of the year? **\_\_\_\_\_No**

### Charter School Portfolio Performance

#### Academic Performance

Present outcome data regarding key academic performance indicators your organization used when evaluating your portfolio of charter schools. Provide a narrative analysis of this data, indicating strengths and areas for growth.



Data Source: Minnesota Report Card

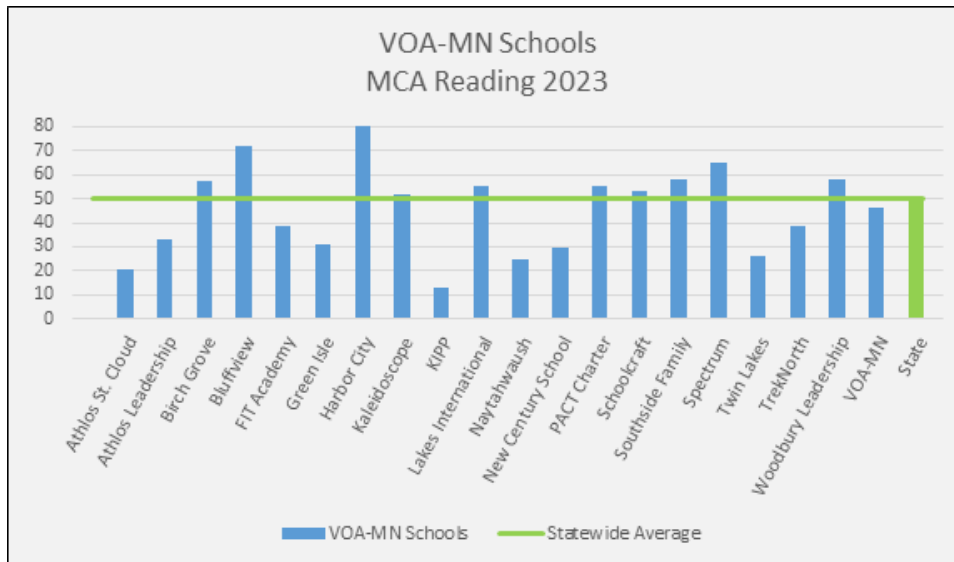
### VOA-MN Charter Schools' Math Proficiency

SCHOOL NAME	2019	2020	2021	2022	2023
<b>Statewide Average</b>	55.5%		44.2%	44.8%	45.5%
<b>Athlos Academy of St. Cloud</b>	31.1%		14.7%	14.3%	12.1%
<b>Athlos Leadership Academy</b>	39.9%		22.8%	20.8%	22.5%
<b>Birch Grove Community School</b>	66.7%		68.4%	66.7%	57.1%
<b>Bluffview Montessori School</b>	54.1%		49.2%	49.6%	47.4%
<b>FIT Academy</b>	20.5%		24.0%	25.2%	32.4%
<b>Green Isle Community School</b>	57.7%		42.3%	50.0%	34.6%
<b>Harbor City International School</b>	40.5%		N/A	43.6%	52.5%
<b>Kaleidoscope Charter School</b>	54.0%		39.9%	36.0%	35.4%
<b>KIPP North Star Academy</b>	19.2%		4.8%	4.3%	4.2%



<b>Lakes International Language Academy</b>	58.8%	41.7%	47.5%	44.6%
<b>Naytahwaush Community Charter School</b>	26.8%	15.7%	12.9%	6.9%
<b>New Century School</b>	44.8%	44.0%	21.2%	14.7%
<b>PACT Charter School</b>	61.8%	43.7%	55.2%	50.5%
<b>Schoolcraft Learning Community</b>	50.0%	40.0%	43.7%	39.7%
<b>Southside Family Charter School</b>	52.2%	56.5%	48.6%	40.0%
<b>Spectrum High School</b>	61.0%	49.2%	47.1%	41.8%
<b>Twin Lakes STEM Academy</b>	31.6%	6.9%	12.2%	19.1%
<b>TrekNorth High School</b>	40.3%	13.5%	14.9%	7.0%
<b>Woodbury Leadership Academy</b>	54.2%	36.7%	49.7%	45.5%
<b>VOA-MN</b>	44.8%	31.6%	32.1%	33.0%

Both the chart and the table above illustrate the 2023 math proficiency for the VOA-MN network of charter schools. The green line indicates the state average 45.5%. Five schools in the VOA-MN network, Birch Grove Community School, Bluffview Montessori School, Harbor City International School, PACT Charter School, and Woodbury Leadership Academy met or exceeded the statewide average on the 2023 math MCA. In addition, four schools in the VOA-MN network, Lakes International Language Academy, Schoolcraft Learning Community, Southside Family Charter School and Spectrum High School scored within ten percentage points of the statewide average. The remaining ten schools scored below 35.5% on the 2023 math MCA. This is an area for continued improvement for all the schools in the VOA-MN network of charter schools. As an authorizer, VOA-MN will continue to emphasize the importance of data-driven decision-making at the school level and academic goal-based professional development.



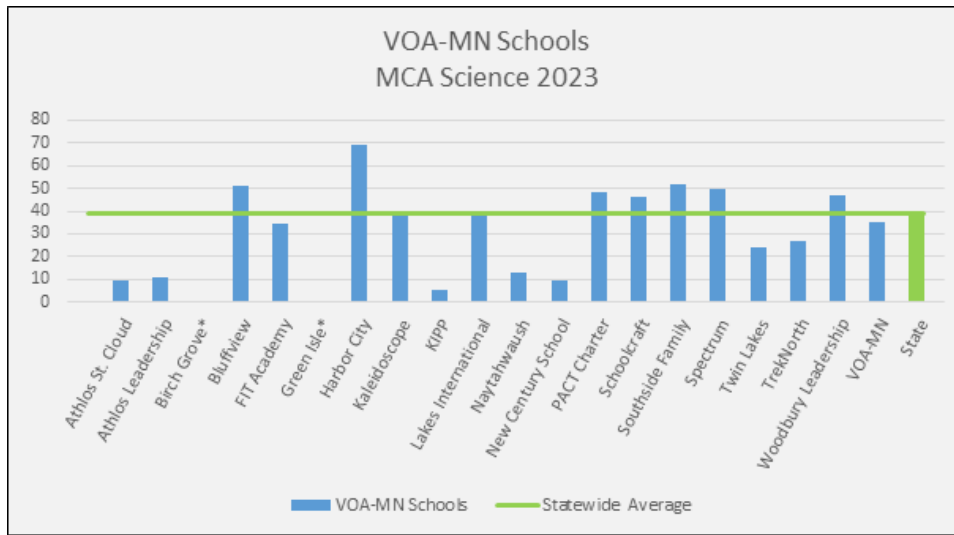
Data Source: Minnesota Report Card

### VOA-MN Charter Schools' Reading Proficiency

SCHOOL NAME	2019	2020	2021	2022	2023
<b>Statewide Average</b>	59.2%		52.5%	51.1%	49.9%
<b>Athlos Academy of St. Cloud</b>	40.2%		26.7%	23.6%	20.3%
<b>Athlos Leadership Academy</b>	51.6%		41.6%	35.1%	32.8%
<b>Birch Grove Community School</b>	CTSTR		57.9%	83.3%	57.1%
<b>Bluffview Montessori</b>	69.6%		64.6%	68.1%	71.9%
<b>FIT Academy</b>	43.2%		36.6%	36.7%	38.3%
<b>Green Isle Community School</b>	50.0%		30.8%	46.2%	30.8%
<b>Harbor City International School</b>	81.3%		N/A	71.4%	84.3%
<b>Kaleidoscope Charter School</b>	62.9%		49.5%	50.7%	51.5%

<b>KIPP North Star Academy</b>	26.8%	12.1%	13.4%	13.1%
<b>Lakes International Language Academy</b>	65.7%	49.3%	53.0%	55.0%
<b>Naytahwaush Community Charter School</b>	25.5%	27.5%	21.4%	24.7%
<b>New Century School</b>	32.1%	42.6%	31.0%	29.4%
<b>PACT Charter School</b>	66.1%	52.6%	59.6%	55.3%
<b>Schoolcraft Learning Community</b>	53.9%	55.7%	59.3%	52.9%
<b>Southside Family Charter School</b>	68.2%	67.9%	62.2%	58.2%
<b>Spectrum High School</b>	69.7%	72.0%	71.7%	64.6%
<b>Twin Lakes STEM Academy</b>	28.9%	19.7%	18.6%	26.1%
<b>TrekNorth High School</b>	62.4%	43.5%	40.3%	38.9%
<b>Woodbury Leadership Academy</b>	48.9%	50.7%	57.0%	57.7%
<b>VOA-MN</b>	53.8%	44.3%	44.8%	46.2%

Both the chart and the table above illustrate the 2023 reading proficiency for the VOA-MN network of charter schools. The green line indicates the state average 49.9%. Ten schools in the VOA-MN network, Birch Grove Community School, Bluffview Montessori School, Harbor City International School, Kaleidoscope Charter School, Lakes International Language Academy, PACT Charter School, Schoolcraft Learning Community, Southside Family Charter School, Spectrum High School and Woodbury Leadership Academy met or exceeded the state average on the 2023 reading MCA. No schools in the VOA-MN network of charter schools scored within ten percentage points of the statewide average. The remaining nine schools scored below 39.9% on the 2023 reading MCA. Reading proficiency is another area for continued improvement for all schools in the VOA-MN network of charter schools. As an authorizer, VOA-MN will continue to emphasize the importance of data-driven decision-making at the school level and academic goal-based professional development.



Data Source: Minnesota Report Card

### VOA-MN Charter Schools' Science Proficiency

SCHOOL NAME	2019	2020	2021	2022	2023
<b>Statewide Average</b>	50.7%		43.1%	41.3%	39.2%
<b>Athlos Academy of St. Cloud</b>	31.8%		17.4%	21.6%	9.2%
<b>Athlos Leadership Academy</b>	28.1%		31.5%	16.2%	11.0%
<b>Birch Grove Community School</b>	CTSTR		CTSTR	CTSTR	CTSTR
<b>Bluffview Montessori</b>	58.1%		48.9%	61.0%	51.2%
<b>FIT Academy</b>	25.0%		30.4%	22.6%	34.4%
<b>Green Isle Community School</b>	CTSTR		CTSTR	41.7%	CTSTR
<b>Harbor City International School</b>	76.6%		N/A	75.0%	68.8%
<b>Kaleidoscope Charter School</b>	51.3%		42.9%	41.8%	40.2%
<b>KIPP North Star Academy</b>	32.4%		7.8%	7.5%	5.7%

Lakes International Language Academy	55.9%	49.7%	41.6%	37.6%
Naytahwaush Community Charter School	CTSTR	5.3%	35.0%	13.3%
New Century School	59.3%	45.9%	7.0%	9.7%
PACT Charter School	53.1%	34.5%	38.1%	48.5%
Schoolcraft Learning Community	45.9%	53.8%	48.6%	46.5%
Southside Family Charter School	60.0%	CTSTR	50.0%	51.9%
Spectrum High School	63.9%	63.9%	53.0%	49.4%
Twin Lakes STEM Academy	CTSTR	7.7%	0.0%	24.1%
TrekNorth High School	51.3%	42.3%	24.0%	27.0%
Woodbury Leadership Academy	50.0%	45.0%	51.6%	47.2%
VOA-MN	49.6%	40.4%	35.3%	34.9%

Both the chart and the table above illustrate the 2023 science proficiency for the VOA-MN network of charter schools. The green line indicates the state average 39.2%. Eight schools in the VOA-MN network, Bluffview Montessori School, Harbor City International School, Kaleidoscope Charter School, PACT Charter School, Schoolcraft Learning Community, Southside Family Charter School, Spectrum High School, Schoolcraft Learning Community, and Woodbury Leadership Academy, met or exceeded the state average on the 2023 science MCA. In addition, two schools in the VOA-MN network, FIT Academy, and Lakes International Language Academy, scored within ten percentage points of the statewide average. The remaining nine schools either scored below 29.2% on the 2023 science MCA or did not have enough a testing cell large enough to record a score.

## Operational Performance (VOA-MN two parts: governance, management and operations)

Present outcome data regarding key operational performance indicators your organization used when evaluating your portfolio of charter schools. Provide a narrative analysis of this data, indicating strengths and areas for growth.

### Governance Performance

#### VOA-MN SCHOOL BOARD GOVERNANCE STANDARDS FY 2023

The authorizer regularly monitors the performance quality of the school board based on authorizer observations; interviews with the director, board, and faculty; and the review of school policies, reports, and board meeting minutes. A school must have a governance model that provides quality oversight by ensuring that there are checks and balances between the board and the school administrators.

The VOA-MN Charter School Authorizing Program publishes annually a School Board Governance Report on their network of authorized charter schools. The report gives a single annual source on the board operations and compliance of the fifteen VOA-MN- authorized charter schools. Authorizer VOA-MN also observes a minimum of one school board meeting annually.

The VOA-MN determined school board governance standards contained below are uniform for all VOA-MN charter schools. The standards are contained in VOA-MN Charter Contract Addendum B (School Accountability and Authorizer Oversight System) and serve as the basis for both annual authorizer monitoring of school board performance and contract renewal determinations. The authorizer will monitor school performance meeting these standards on an ongoing basis and the standards shall be evaluated in the annual VOA-MN Network Governance Report. The standards also serve as the criteria for contract renewal determinations. The authorizer reserves the right to have flexibility to amend these standards /expectations as needed.

VOA-MN's school board governance standards / expectations include the following:

Governance Standard 1. The Board of Directors met its governance model requirements laid out in its bylaws and membership requirements as required by Minnesota Statute\*.

Governance Standard 2. The Board of Directors has the necessary knowledge to carry out the responsibilities contained in Minn Stat 124E.07, Subd. 6. (Duties), including knowledge in finance/budget, policy/legal, personnel/employment, and education.

Governance Standard 3. The board adheres to an orientation process for bringing on new members.

Governance Standard 4. The Board of Directors complies with initial and ongoing training requirements set forth in Minn. Stat 124E.07, Subd 7 (Training): governance, financial, and employment policies and practices.

Governance Standard 5. The Board of Directors completes a self-evaluation each year.

Governance Standard 6. The Board of Directors will comply with MN Open Meeting Law, Chapter 13D, and maintains a quorum for all board meetings.

Governance Standard 7. The board regularly reviews, updates, and approves its bylaws. The bylaws are consistent with state law.

Governance Standard 8. The Board of Directors adheres to board member election requirements set forth by state statute\*.

Governance Standard 9. The Board conducts an annual evaluation (including all aspects of the position description) of the performance of the school leader through a defined annual evaluation process.

Governance Standard 10. The Board has a board-approved professional development plan for the school director (if applicable as required by Minn. Stat. 124E.12, Subd. 2\*.

Governance Standard 11. The Board of Directors monitors the organization's adherence to school board policies.

Governance Standard 12. The Board of Directors complies with Federal data practices law and the Minnesota Data Practices Act (Minn. Stat. Chapter 13) \*.

Governance Standard 13. The Board of Directors provides ongoing oversight of school academic performance.

Governance Standard 14. The school maintains a high level of parent, teacher and student satisfaction rates based on school surveys conducted and student/faculty retention rates.

Governance Standard 15. Board documents are distributed to all board members at least 3 days prior to a board meeting.

Governance Standard 16. The Board of Directors maintains a Board Documents Binder which includes meeting minutes, bylaws and articles of incorporation and financial statements; and statutory requirements for posting board related information on the school's website\*.

Governance Standard 17. The board has a policy review calendar and reviews and updates its policies as needed or required by state law.

The following list of VOA-MN schools were determined to have met all the VOA-MN Board Governance standards from July 1, 2022 – June 30, 2023.

- FIT Academy
- New Century School
- TrekNorth High School
- Woodbury Leadership Academy

The VOA-MN Governance Award for FY23 goes to schools that met or partially met ALL standards. They also must have achieved 90% of all standards. Schools that achieve this award demonstrate that they are attentive to meeting all VOA-MN Governance Standards and provide evidence of accomplishing the important work of the board that these Standards represent. The following list of VOA-MN schools were determined to have met the requirements and have been awarded the Governance Award for FY23.

- Athlos Leadership Academy
- Birch Grove Community School
- FIT Academy
- Green Isle Community School
- Harbor City International School
- Kaleidoscope Charter School
- Lakes International Language Academy
- New Century School
- PACT
- Spectrum High School
- TrekNorth High School

- Woodbury Leadership Academy

SCHOOL NAME	VOAMN PERCENT of GOVERNANCE STANDARDS MET		
Athlos Academy of St. Cloud	25	34	73.5%
Athlos Leadership Academy	31	34	91.2%
Bluffview Montessori	30	34	88.2%
Birch Grove Community School	32	34	94.1%
FIT Academy	34	34	100%
Green Isle Community School	32	34	94.1%
Harbor City International School	32	34	94.1%
Kaleidoscope Charter School	33	34	97.1%
KIPP: North Star Academy	30	34	88.2%
Lakes International Language Academy	33	34	97.1%
Naytahwaush Community Charter School	31	34	91.2%
New Century School	34	34	100%
PACT	33	34	97.1%
Schoolcraft Learning Community	31	34	91.2%
Southside Family Charter School	28	34	82.4%
Spectrum High School	32	34	94.1%
Twin Lakes Stem Academy	29	34	85.3%
TrekNorth High School	34	34	100%
Woodbury Leadership Academy	34	34	100%
Cumulative	598	612	97.7%
<b>Did each school meet the majority of [INSERT] standards?</b>	Yes		
<b>Did each school achieve at least a “Satisfactory” rating in [INSERT]? (at least 70% of points possible)</b>	Yes		

**ANALYSIS:** Overall, VOA-MN Schools use highly effective governance practices as demonstrated by meeting most or all of the 17 standards. 4 schools met all the standards. 14/19 schools met over 90% of the standards. 18/19 met over 80% of the standards. Cumulatively, VOA-MN Schools met 97.7% of all standards. When boards meet these standards, it means that they:

1. pay attention to the development and training of their board members,
2. are attentive to the important work required of charter boards,
2. provide oversight of the academics and employees,
3. are following statutory responsibilities, and
4. are committed to continuous improvement.

**STRATEGY FOR IMPROVEMENT MEETING / MAINTAINING GOAL:** The main strategies for increasing the number of schools demonstrate full compliance with the VOA-MN Governance Standards and win the Governance Award involve education, training, and communications. VOA-MN will review the FY23 evaluations with school boards and leaders to make sure they know exactly what they need to do and document to win the award and meet all the standards. The



VOA-MN Governance Analyst will also provide training on the VOA-MN standards during the year as requested. VOA-MN also provides an annual report template to schools to help them know what standards can be addressed in their annual report in the fall of the year. VOA-MN Governance Analyst also keeps a running record of compliance regularly throughout the year and provides friendly reminders through regular contact with school leaders/board chairs throughout the year. VOA-MN uses a board observation rubric aligned to the Governance Standards as another opportunity to provide feedback on meeting standards. This year the schools are also being provided with a midyear Dashboard that is an opportunity for them to self-evaluate what standards are met midyear and what standards still need to be met for FY24.

## Management and Operations Performance

Effective daily operations of a charter school support the Learning Program. A well-run school provides an environment in which staff and students can perform at the highest possible level and more effectively reach the school's goals. Management and operations of the school will be monitored and reported by the authorizer using the Formal Site Visit Rubric. The standards also serve as the criteria for contract renewal determinations.

### VOA-MN SCHOOL MANAGEMENT AND OPERATIONS STANDARDS

#### FY 2023

*Authorizer school management and operations standards / expectations include:*

**M/O Standard 1:** Mission and vision are central to the school's identity and inform all decision-making processes. The school's learning program exemplifies the mission and vision of the school. (Data source: annual school site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 2:** The school has a plan for Service Learning that connects classroom learning with real life lessons that come through service. (Data source: annual school site visits, annual submission calendar, document review, discussions with school leadership)

Schools meeting standard in FY23 = 18:19

**M/O Standard 3:** The school maintains a safe and healthy environment per state and federal guides and board policy. (e.g., facility /ADA, building inspections, school liability insurance, student medical / health matters, school drills). (Data source: annual school site visits, annual submission calendar, document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 4:** Evidence suggests that the school engages parents and students in ways that build positive relationships and engages them as partners in their child's learning (Data source: annual school site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 5:** Evidence suggests that the schoolteachers are covering the scope and sequence of the state academic standards and engaging in data-driven decision-making. (Data source: annual school site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 6:** The school employs highly qualified, appropriately licensed teachers. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership).

Schools meeting standard in FY23 = 19:19

**M/O Standard 7:** Criminal background checks are conducted on all persons per the board policy and Minn. Stat. 123B.03, Subd.1. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 8:** The school meets / maintains its enrollment goals. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 17:19

**M/O Standard 9:** The school institutes a student admission process that complies with Minnesota law. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 10:** The school's employment process complies with state and federal law. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 11:** The school has defined job descriptions and defined evaluation process for all personnel. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 12:** The school complies with IDEA, special education laws and school's TSES plan, including "Child Find." Applicable training is provided to faculty annually. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership, MDE communications)

Schools meeting standard in FY23 = 19:19

**M/O Standard 13:** The school provides professional development annually to faculty on special education to ensure school compliance with Child Find and other special education laws. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

**M/O Standard 14:** The school is not subject to special education investigations by MDE and is not in Corrective Action. (Data source: annual site visits, annual submission calendar document review, discussions with school leadership, MDE communications)

Schools meeting standard in FY23 = 19:19

**M/O Standard 15:** The school is compliant with laws pertaining to special education directors and Advisor Council (SEAC). (Data source: annual site visits, annual submission calendar document review, discussions with school leadership)

Schools meeting standard in FY23 = 19:19

*Legal and Contractual Compliance* - VOA-MN expects compliance with legal and contractual obligations. Each VOA-MN authorized charter school shall maintain a Compliance Binder on site that includes VOA-MN defined evidence of compliance with state and federal statutes organized in the manner prescribed by VOA-MN. Additionally, VOA-MN authorized charter schools shall submit information to the authorizer in accordance with the VOA-MN prescribed Annual Submission Calendar. The management and operations of the school will be monitored by the authorizer and reported in the Formal Site Visit Report and Annual School Scorecard and additionally as needed. *This section is not scored individually. The compliance binder and submission calendar are systems for ongoing monitoring of school performance and compliance and compliance requirements are imbedded in previous sections.*

## **Financial Performance**

Present outcome data regarding key financial performance indicators your organization used when evaluating your portfolio of charter schools. Provide a narrative analysis of this data, indicating strengths and areas for growth.

### **VOA-MN SCHOOL FINANCIAL STANDARDS**

The VOA-MN Charter School Authorizing Program provides high quality financial oversight of its network of schools. These schools' pride themselves on being part of a cooperative venture where ideas are shared and input from school leaders is valued and used to strengthen all members.

The VOA-MN determined school financial standards serve as the basis to monitor member school's financial health and compliance with state and federal laws, including proper use of public funds. In addition, the standards are used to evaluate school financial performance and to determine the VOA-MN Finance Award recipients.

There were 19 operational schools and no schools in planning during FY23. Key performance indicators used to evaluate VOA-MN authorized charter schools include:

1. The school maintains a balanced budget.
2. The school is compliant with state and federal financial reporting deadlines and laws, including the proper use of public funds.
3. The school's financial audit will be submitted to the Minnesota Department of Education, Office of the State Auditor and the authorizer by December 31.
4. Schools are expected to have audits that are free of all findings.
5. The school is current on all financial obligations, including pension payments, payroll taxes, insurance coverage, loan payments and terms.
6. The school provides VOA-MN and school board members with monthly financials. June financial reports may be delayed until year-end journal entries are completed. Packets include at least the following: 1) detailed income/expense report, 2) cash flow projection, 3) check register, and 4) current enrollment (Average Daily Membership). The board should review and approve the financials at each board meeting.
7. The school develops and maintains a targeted General Fund balance determined by the school board. For the finance report, VOA-MN also determines a standard for fund balance annually based on items such as school funding trends and funding holdbacks.
8. The school board has a finance committee that meets regularly to review financials.
9. All finance committee members exhibit working knowledge of financial oversight.
10. The school is not in Statutory Operating Debt (SOD).

Three schools (in red font) did not submit financial audit reports to the authorizer for FY23 as of the date of the submission of this report, therefore certain performance indicators could not be scored. This will be indicated with Xs in the following table.

VOA-MN Finance Performance Indicator Results (2=met, 1=partially met, 0=did not meet, X=could not score)

School	FB										
	1	2	3	4	5	6	7	%	8	9	10
Athlos Academy St Cloud	2	2	2	2	2	2	0	12	2	2	2
Athlos Leadership Academy	2	2	2	2	2	2	2	26	2	2	2
Birch Grove Comm School	2	2	2	1	2	2	2	23	2	2	2
Bluffview Montessori School	2	2	2	2	2	2	2	42	2	2	2
FIT Academy	2	2	2	0	2	2	0	15	2	2	2
Green Isle Community School	X	0	X	X	0	0	X	X	0	0	X
Harbor City Int'l School	0	2	2	2	2	2	1	19	2	2	2
Kaleidoscope Charter School	2	2	2	2	2	2	2	48	2	2	2
Kipp: Northstar Academy	2	2	2	2	2	2	2	48	2	2	2
Lakes Int'l Language Academy	2	2	2	1	2	2	2	31	2	2	2
Naytahwaush Comm Charter Sch	2	2	2	2	2	2	2	73	2	0	2
New Century School	X	2	X	X	2	2	X	X	2	2	2
PACT Charter School	2	2	2	2	2	2	2	38	2	2	2
Schoolcraft Learning Community	2	2	2	1	2	1	2	45	1	2	2
Southside Family Charter School	0	2	2	0	2	1	0	6	2	2	2
Spectrum High School	2	2	2	2	2	2	2	27	2	2	2
Twin Lakes Stem Academy	X	2	X	X	2	2	X	X	1	2	X
TrekNorth Jr. and Sr. High School	2	2	2	0	2	2	2	76	1	2	2
Woodbury Leadership Academy	2	2	2	2	2	2	2	27	2	2	2

Here are some financial highlights for 16 out of the 19 VOA-MN authorized charter schools for FY23. Three schools did not submit financial audit reports to the authorizer for FY23 as of the date of the submission of this report, therefore, could not be included in this data.

- 88% (14 of 16) schools maintained a balanced budget.
- Fund balances:
  - 86% of the schools met or exceeded the 20% fund balance target.
  - 14% of the schools had a fund balance between 10% and 19.99%.

- 0% of the schools had a fund balance between 0 and 9.99%.
- 63% (10 of 16) schools were free of all audit findings.

## **Other Performance (if applicable)**

**Present outcome data regarding other key performance indicators your organization used when evaluating your portfolio of charter schools. Provide a narrative analysis of this data, indicating strengths and areas for growth.**

Three essential questions guide VOA-MN authorizer oversight:

1. **Academic Program Performance - Is the school's Learning Program a Success?**
2. **Financial Sustainability – Does the School Exhibit Strong Financial Health?**
3. **Is the organization effective and well run?** (Board governance / management and operations)

A narrative and analysis of all those three areas has been provided in the prior sections.