



DEPARTMENT OF PUBLIC INSTRUCTION  
 ATTN: SCOTT EAGLEBURGER  
 CHARTER SCHOOL TEAM  
 125 SOUTH WEBSTER STREET  
 P.O. BOX 7841  
 MADISON, WI 53707-7841

## Initial Implementation Grant

I. GENERAL INFORMATION			
1. School District/Chartering Authority Kaukauna Area School District		2. Name of District Administrator Mary K. Weber	
3. School District/Chartering Authority Address <i>Street, City, State, ZIP</i> 1701 Count Rd. CE, Kaukauna, WI, 54130		4. CESA No. 06	5. LEA Code 2758
6. District Administrator E-Mail Address weberm@kaukauna.k12.wi.us		7. District Administrator Phone Area/No. (920) 766-6100	
8. If Multi-District, list district names		9. Charter School Operated by CESA <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
10. Name of Charter School Park Community Charter School	11. Charter School Address <i>Street, City, State, ZIP</i> 509 Lawe St., Kaukauna, WI 54130		
12. Charter School Governance Board President Andrea Schaller		13. Governance Board President Phone Area/No. (920) 462-4602	
14. Governance Board President E-Mail Address aschaller@new.rr.com		15. Amount Requested \$200,000	

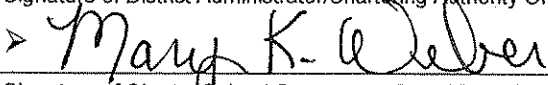
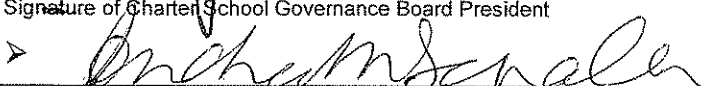
## II. ASSURANCES

Each participating subgrant recipient does hereby agree to comply with the following assurances: *Read and check*

- 1. Subgrant funds will be expended during the specified subgrant period; the school district or chartering authority shall serve as the fiscal agent for all subgrants; standard accounting procedures will be utilized by subgrant recipients and records of all subgrant expenditures will be maintained in an accurate, thorough, and complete manner. Any administrative fees or expenses reserved from the subgrant are prohibited unless agreed to by the chartering authority and subgrantee as noted in section 5204(f) (4) (B) of the ESEA Part B Public Charter Schools.
- 2. Subgrant recipients/chartering authorities by endorsement of this proposal, assure that an application to develop and operate a charter school has been submitted to the authorizer. Both parties assure the application for federal charter school funds has been submitted to the authorizer in an adequate and timely manner.
- 3. Subgrant recipients will participate in all data reporting and evaluation activities or onsite monitoring as requested by the U.S. Department of Education and the Wisconsin Department of Public Instruction, including the School Performance Report, participation at a reporting conference, a final grant report document, and financial claim.
- 4. Subgrant recipients will expend planning funds only for the purpose of planning a charter school which is nonsectarian and which will be in compliance with all Wisconsin laws and administrative rules regarding staff certification and licensure.
- 5. Subgrant recipients will comply with all provisions of all applicable acts, regulations and federal laws including, but not limited by enumeration to, the Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, and part B of the Individuals With Disabilities Education Act, and all provisions of the Department of Education General Administrative Regulations (EDGAR), 34 CFR, Parts 76, 77, 80, 81, 85, 97, 98, and 99.
- 6. Subgrant recipients will comply with all provisions of the Non-Regulatory Guidance—Public Charter Schools Program of the United States Department of Education <http://www.ed.gov/policy/eisec/guid/cspguidance03.pdf>.
- 7. Subgrant recipients ensure that the charter school will receive funds through programs administered by the United States Department of Education under which funds are allocated on a formula basis. Each charter school will receive such funds for which it is eligible.

## III. SIGNATURES

**WE, THE UNDERSIGNED, CERTIFY** that the information provided in the application is true and correct to the best of our knowledge.

Signature of District Administrator/Chartering Authority Official 	Date Signed 4-1-11
Signature of Charter School Governance Board President 	Date Signed 4/1/11

**REQUIRED****IV. CERTIFICATION AND ENTITLEMENT****REQUIRED**

Agencies receiving funds under any of the grant programs must collect this certificate whenever they enter into a covered transaction with a grantee. (Refer to instructions for more information.)

**Certification Regarding  
Debarment, Suspension, Ineligibility, and Voluntary Exclusion**

Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, Section 85.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, *Federal Register* (pages 19160-19211). Copies of the regulations may be obtained by contacting the person to which this proposal is submitted.

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

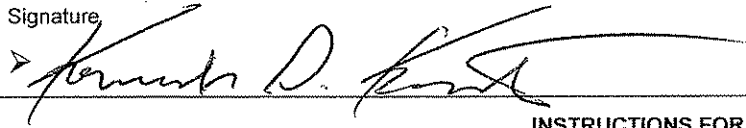
LEA/Agency/Company Name

Kaukauna Area School District

Name and Title of Authorized Representative

Kenneth D. Kortens, Principal Park Community Charter School

Signature



Date

4/11/2011

**INSTRUCTIONS FOR CERTIFICATION**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement List (202-786-0688).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

## V. CHARTER SCHOOL INFORMATION

1. Name of Charter School Park Community Charter School		2. Public School Conversion <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
3. Will your charter school be a virtual charter school as defined under Section 115.001(16), Wisconsin Statutes? A virtual charter school is a charter school under contract with a school board under s. 118.40 in which all or a portion of the instruction is provided through means of the internet, and the pupils enrolled in and instructional staff employed by the school are geographically remote from each other. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
4. Type of School <input checked="" type="checkbox"/> Instrumentality <input type="checkbox"/> Non-Instrumentality		5. Grade Level(s) to be Served by Charter School 1-4	6. Projected Enrollment 225
7. Primary Type of Students Served All student primary types		8. Primary Educational Model Place-based If Other, Specify	
9. Primary Curricular Emphasis 21st Century Skills If Other, Specify		10. Secondary Curricular Emphasis Choose One If Other, Specify	
11. School Leadership Model <i>See Instructions</i>			
a. Will your charter school share space with another public school? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown			
b. Will your charter school be led by a principal? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown			
c. Will your charter school be a teacher-led school? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Unknown			
12. Secondary School Delivery Model <i>See instructions</i> School will not serve students in grades 6-12 If Other, Specify		13. Date Charter to be Granted <i>Mo./Day/Yr.</i> 1/31/2011	14. Date Charter School Will Open <i>Mo./Day/Yr.</i> 9/1/2011
15. Charter School Administrator (If known) Kenneth Kortens		16. Charter School Administrator Phone Number <i>Area/No.</i> (920) 759-6131	
17. Charter School Administrator Email Address kortensk@kaukauna.k12.wi.us			

**VI-A. LOCAL PLAN FOR USE OF DISCRETIONARY FUNDS**  
*Add as many pages as needed.*  
*Tab in last cell of table to add a new row.*

**Local Plan:** For each objective identified, develop a chronological list of critical benchmark activities for the first year. Please itemize budgeted amounts to extent possible.

Measurable Outcomes	Activity	Date To Be Accomplished	Person/Position Responsible	Budgeted Amount Federal/Charter Grant Funds
<p>By July 2012, PCCS Governance Board will have had monthly meetings, training and development, and visits to charter schools</p>	<ol style="list-style-type: none"> <li>1. The Governance Board will be meeting each month; finance, curriculum, and partnering committees will be meeting monthly.</li> <li>2. The advisory group to the Governing Council will meet twice a year with the Council</li> <li>3. The PCCS Governance Board will produce a strategic 5 year plan by November, 2011 and share with the Kaukauna Area School Board in December, 2011.</li> <li>4. An annual review and report will be shared with the Kaukauna Area School Board in June, 2012.</li> <li>5. PCCS Governance Board members will attend WI Charter Conference and associated training and development opportunities.</li> <li>6. Travel expenses for consultants</li> </ol>	<p>Ongoing</p>	<p>Governance Board</p>	<p>\$5000.00</p>

V. LOCAL PLAN FOR USE OF DISCRETIONARY FUNDS (cont'd.)  
 Add as many pages as needed.  
 Tab in last cell of table to add a new row.

Measurable Outcomes	Activity	Date To Be Accomplished	Person/Position Responsible	Budgeted Amount Federal Charter Grant Funds
<p>By July 2012, PCCS Place – Based pedagogy will have been successfully implemented in its first year. This will be the result of:</p>	<ol style="list-style-type: none"> <li>1. PCCS staff will have sufficient time to initiate, design, and develop pedagogy through extended contract time during the 2011 and 2012 summers, as well as during the school year.</li> <li>2. PCCS will continue developing a literacy curriculum through shared reading, interactive read aloud, and social skill integration using Making Meaning Comprehensive program and Early learning using SIPPS program.</li> <li>3. PCCS staff will attend the Wisconsin State Charter Conference.</li> <li>4. PCCS staff will attend the Project-based Learning Institute in August, 2011.</li> <li>5. Securing needed school furnishings</li> <li>6. Professional Development (conferences, classes, workshops)</li> <li>7. Associated Travel costs for PCCS faculty</li> </ol>	<p>Summer, 2011</p> <p>Ongoing</p>	<p>Extended Contracts</p>	<ol style="list-style-type: none"> <li>1) \$30,000.00</li> <li>2) \$10,000.00</li> <li>3) \$3,000.00</li> <li>4) \$1,000.00</li> <li>5) \$10,000.00</li> <li>6) \$10,000.00</li> <li>7) \$9,000.00</li> </ol>
<p>By July 2012, an academic accountability plan will be fully implemented with pre-post testing in core academics</p>	<p>Securing of pre/post test                      Design of school survey                      Scoring and reporting                      Academic goals and meeting with District Team</p>	<p>Ongoing</p> <p>June, 2011</p>	<p>Governance Board</p>	<p>\$5,000.00</p>

**V. LOCAL PLAN FOR USE OF DISCRETIONARY FUNDS (cont'd.)**

*Add as many pages as needed.  
Tab in last cell of table to add a new row.*

Measurable Outcomes	Activity	Date To Be Accomplished	Person/Position Responsible	Budgeted Amount Federal Charter Grant Funds
July 2012, Charter Consultants and Specialized Consultants will have supported the implementation year with training, coaching, resourcing, and troubleshooting.	Coaching Retainer for comprehensive charter school coaching during first year.	Ongoing		\$15,000.00
	Curriculum consultants workshops and training	Ongoing		\$10,000.00
	Specialized Consultants:	Ongoing		\$10,000.00
	Consultants Travel			\$6,000.00
By July 2012, a technology plan would have been developed and the phase II purchases fully implemented by November 1, 2011.	1) 60 Tablet or Notebook computers 2) 3 Elmo Projector Document Cameras 3) MP3 Players: books on tape 4) Computer Backpacks	Ongoing	Curriculum Design Teacher Team	1) \$30,000.00 2) \$2100.00 3) \$3000.00 4) \$1000.00
By September 2011, PCCS will have several learning platforms designed and equipped for implementation.	Kaukauna Utilities and 1,000 Island Field study equipment and learning platform supplies. PCCS	Ongoing	Curriculum Design Teacher Team	\$30,000.00
By July 2012, Communication and Marketing plan will have been fully implemented.	Promotional materials, school sign, banners, web-site development, and community meetings	Ongoing	Governance Board	\$10,000.00

**VI-B. BUDGET SUMMARY**

Authorizer	Charter School Name	Grant Period Begin : End August 1, 2011 : July 31, 2012	Project Number For DPI Use Only
------------	---------------------	---	------------------------------------

A number must be entered in every Amount Requested/Change Requested field below. If the field should be blank you MUST enter a zero "0" for calculation purposes.

WUFAR Function	WUFAR Object	Amount Requested	Change Requested
<b>Instruction (100 000 Series)</b> Activities dealing directly with the interaction between instructional staff and students.	a. Salaries (100s), <i>substitute teachers only</i>	\$0	
	b. Fringe Benefits (200s)	\$0	
	c. Purchased Services (300s)	\$24,000	
	d. Non-Capital Objects (400s) Supplies & Materials	\$76,000	
	e. Capital Objects (500s) equipment	\$0	
	<b>TOTAL Instruction</b>		<b>\$100,000</b>
<b>Support Services—Pupil and Instructional Staff Services (in 210 000 and 220 000 Series)</b> Support services are those which facilitate and enhance instructional or other components of the grant. This category includes staff development and supervision.	a. Salaries (100s), <i>extended contracts</i>	\$34,000	
	b. Fringe Benefits (200s)	\$5,000	
	c. Purchased Services (300s)	\$0	
	d. Non-Capital Objects (400s) Supplies & Materials	\$5,000	
	e. Capital Objects (500s) equipment	\$0	
	<b>TOTAL Support Services—Pupil/Instructional Staff Services</b>		<b>\$44,000</b>
<b>Support Services—Administration*</b> (Associated with functions in 230 000 series and above.) Includes general; business; and central service administration.	a. Purchased Services (300s)	\$56,000	
	b. Non-Capital Objects (400s) Supplies & Materials		
	c. Capital Objects (500s) equipment		
	<b>TOTAL Support Services—Administration</b>		<b>\$56,000</b>
<b>TOTAL BUDGET</b>		<b>\$200,000</b>	<b>\$0</b>
<b>DPI Approval</b>	DPI Reviewer Signature/Date		

\*Any administrative fees or expenses reserved from the subgrant are prohibited unless agreed to by the chartering authority and the subgrantee [Section 5204(f)(4)(B), NCLB Act 2001]. USDE staff has indicated that administrative expenses may not exceed 5 percent of the grant award.

Grant recipients may make budget adjustments up to 10 percent higher or lower in any approved category; changes larger than 10 percent require DPI approval.

**Budget Revisions:** Submit a copy of this page or PI-9600-B (see resources) with appropriate revisions included, with justification provided. Submit request at least 30 days prior to expenditure of grant monies.





## **Executive Summary**

Kaukauna is a community of long Wisconsin heritage and beauty along the Fox River. Park Community Charter School (PCCS) serving grades 1-4, is an innovative place-based learning community for elementary students that values its small town roots while building the foundational capacity in students to be global learners and leaders.

Park Community Charter School blends three pillars of school design with innovative curriculum tenets into its personalized learning community. Increased parent involvement, evident in its Charter School Governance Board and in high regard for its place-based community partners will be a hallmark of Park Community Charter School.

## Pillars of School Design

- Place-based Education: Where community connections provide ample opportunities for student engagement and projects, field studies, service learning and environmental initiatives to take place. A charter school where community elders and experts will be called upon as resources to enhance the student's learning.
- Respectful Climate: Embedded teamwork, multi-aged learning opportunities and leadership development in a climate of respectfulness and inclusivity.

## Curriculum Innovations

- Foreign language exposure and global understandings contribute to the curriculum.
- Math, reinvented and reinvigorated, by combining strong foundational math skills with math thinking processes applied in science and social studies projects.
- School as a Wellness Community
- Technology Infused Environment
- Field study partnerships with Kaukauna Utilities, 1,000 Islands Environmental Center, The Grignon Mansion and other local businesses.

## Governance Board and Parent Involvement

- Community members, parents, and staff making up the Governance Board.
- Involvement of parents in various initiatives of the charter place-based curriculum.
- Neighborhood projects and activities that strengthen the school to home and community connection.

As a charter school Park Community Charter School will be an autonomous school providing another choice of excellent elementary education for Kaukauna area families and will complement that education by providing students a choice for in-depth study. A charter school is defined by its level of autonomous governance as well as its innovative curriculum contribution. Park Community Charter School will be led by an independent governing council of community leaders, professionals, parents, business innovators, and educators. PCCS believes that all students are to be educated to the highest standards – and that this fundamental outcome will be fully realized as students are engaged and see the connections between learning and the larger world.

## **I. The Charter School Vision for Innovation**

1. Describe the educational vision and philosophy, which will drive your charter school implementation effort including the underlying theories and research which support that vision. Include the following:

a. Include a vision or mission statement.

Park Community Charter School Inc., currently servicing students in grades one through four with the potential to expand in subsequent years, shall strive to develop knowledgeable, responsible, compassionate students with the skills and conscience to adapt to and contribute to a changing world, by addressing each student's academic, social, emotional, and physical needs through a research-based curriculum delivered in collaboration with the community.

b. Describe why a charter is needed to achieve the vision. How is the school innovative or unique and how will it differ from the schools now currently available to students in the district?

A charter school allows for a new model of school governance, a degree of pedagogical flexibility in return for accountability, and the capacity to innovate because of a new and vigorous vision. As a new school, various infrastructure pieces will be made to fit the needs of the students in achieving the vision; curriculum will be created, teachers trained, and community members and parents strategically involved to initiate and sustain a new learning climate. As needed, to give the school flexibility in its design and delivery, PCCS will employ waivers from selected district policies and state statutes. The charter school law of Wisconsin is the best vehicle to do all of the above.

c. Summarize research supporting the vision.

The Harvard Graduate School of Education addressed the power of place-based learning in its monograph, Learning in Place:

Pedagogy of place brings school and community together on a common pathway dedicated to stewardship and life-long learning. It is teaching by using one's landscape, family, and community surroundings as the educational foundation. Significant learning takes place outdoors and in the community. This community expands outward from local landscape and home, to regional realities, to international issues. In coming to know one's place, one comes to know what is fundamental to all places.<sup>2</sup>

The Rural School and Community Trust ([www.ruraledu.org](http://www.ruraledu.org)) arrived at the following points they deemed essential in place-based education.

- The school and community actively collaborate to make the local place a good one in which to learn, work, and live.
- Students do sustained academic work that draws upon and contributes to the place in which they live. They practice new skills and responsibilities, serving as scholars, workers, and citizens in their community.
- Schools mirror the democratic values they seek to instill, arranging their resources so that every child is known well and every child's participation, regardless of ability, is encouraged and valued.
- Decision-making about the education of the community's children is shared, informed by expertise both in and outside the school.
- All participants, including teachers, students, and community members, expect excellent effort from each other and review their joint progress regularly and thoughtfully. Multiple measures and public input enlarge assessments of student performance.
- The school and community support students, their teachers, and their adult mentors in these new roles.

The Buck Institute ([www.bie.org](http://www.bie.org)) has an extensive library of research collected on this area of curriculum; e.g. inquiry, problem, project, and place based learning. One meta-

analysis cited is: Ravitz, J. (2008). Introduction: Summarizing Findings and Looking Ahead to a New Generation of PBL Research. *Interdisciplinary Journal of Problem-based Learning*, 3(1), 4-11. Available at: [www.docs.lib.purdue.edu/ijpbl/vol3/iss1/2/](http://www.docs.lib.purdue.edu/ijpbl/vol3/iss1/2/)

An extensive list of schools implementing place-based pedagogy and links to their school websites that show extensive school work can be found at [www.coopecology.com](http://www.coopecology.com)

An extensive collection of place-based projects can be found at [www.promiseofplace.org](http://www.promiseofplace.org) that archives academic success and community connections across America. Finally, an extensive survey of place-based schools is contained in a 6-page brochure that summarizes evaluation data from six place-based education programs representing nearly 100 schools (rural, suburban, and urban) covering twelve states. The body of evidence reflects over 800 adult interviews or focus group participants; over 200 student interviews; over 750 educator surveys; over 2,000 student surveys; extensive document review; and dozens of on-site observations.

The findings are compelling and clear: place-based education fosters students' connection to place and creates vibrant partnerships between schools and communities. It boosts student achievement and improves environmental, social, and economic vitality. The report is titled: *The benefits of place-based education: A report from the place-based education evaluation collaborative.* [www.peecworks.org/PEEC/Benefits\\_of\\_PBE-PEEC\\_2008\\_web.pdf](http://www.peecworks.org/PEEC/Benefits_of_PBE-PEEC_2008_web.pdf)

## 2. Provide a description of:

### a. The grade levels of children to be served and the projected enrollment numbers:

Park Community Charter School will be a 1<sup>st</sup> to 4th grade charter school of 225 students.

### b. The primary educational model used to meet the charter school vision and how it will be implemented:

#### Pillars of School Design

Place-based Education: Community connections will provide ample opportunities for student engagement and projects, field studies, service learning, and environmental initiatives. Community elders and experts are called upon as resources to enhance the student's learning.

Respectful Climate: Embedded teamwork, multi-age learning opportunities and leadership development will be fostered in a climate of respectfulness and inclusivity.

Community Connections of Caring: Students of character will be nurtured through integrated community service experiences that foster civic responsibility.

#### Curriculum:

The Park Community Charter School Inc. will provide an academically rigorous place-based curriculum aligned with the Wisconsin model academic standards in the core subjects of language arts/reading, math, science, and social studies. By encompassing this standards-based curriculum, Park Community Charter School Inc. will engage students to make the Kaukauna community the focus of study. This charter school will offer an innovative choice for students to become part of a smaller learning community that exemplifies the best of multi-age learning, community involvement, and leadership development for life.

#### Teaching Techniques:

Teachers will use a variety of instructional materials and strategies to assure that students achieve the academic benchmarks at their grade level. Daily instruction and enrichment in language arts and math will provide targeted instruction in these core areas. Common formative assessments will assist teachers in designing individualized instruction to maximize learning for each student. Teacher collaboration will be used to determine learning goals based on student needs, strengths, and interests in accordance with the academic benchmarks.

c. The measurable goals of the charter school for each of the first three-years (this does not include student achievement goals—these are addressed in question (e) below):

d. The means of measuring the charter school goals each year:

Park Community Charter School Inc. Goals:

**By July 2012, PCCS Governance Board will have had monthly meetings, training and development, and visits to charter schools.**

1. The Governance Board will be meeting each month; finance, curriculum, and partnering committees will be meeting monthly.
2. The advisory group to the Governing Council will meet twice a year with the Council.
3. The PCCS Governance Board will produce a strategic 5-year plan by November, 2011 and share with the Kaukauna School Board in December, 2011.
4. An annual review and report will be shared with Kaukauna School Board in June, 2012
5. PCCS Governance Board members will attend WI Charter Conference and associated training and development opportunities.

Means of measuring the charter school goals: Minutes of Council meetings, minutes of advisory meetings, 5-year strategic plan; Annual report and review, Training items.

**By July 2012, PCCS Place-based pedagogy will have been successfully implemented in its first year. This will be the result of:**

**Curriculum Development, Professional Development in Place-based Pedagogy**

1. 100% of staff will be trained in and given time to develop the PCCS Place-based pedagogy.
2. PCCS staff will attend the Wisconsin State Charter Conference.
3. PCCS staff will attend the Project-based Learning Institute in August, 2011.
4. PCCS staff will have sufficient time to initiate, design, and develop pedagogy through extended contract time during the 2011 and 2012 summers, as well as during the school year.
5. PCCS will have developed an enhanced place-based literacy curriculum through innovative shared reading, interactive read-aloud, and social skill integration using Making Meaning Comprehension program. Early learning using SIPPS Phonemic Instruction program.

Means of measuring the charter school goals

Place-based training and development plan; school visit logs and debriefs, Charter Conference debriefs, Learning platform retreats, project-based Summer Institute attendance and debrief, video network connection with other place-based schools;

**By July 2012, an academic accountability plan will be fully implemented with pre-post testing in core academics**

**Assessment and Accountability**

1. All students will have a reading learning plan by November 1<sup>st</sup>, 2011.
2. All teachers will have a professional development plan connected to the charter school

goals by September 1<sup>st</sup>, 2011.

3. All students will take a pre/post nationally recognized academic performance test.
4. All students and families will provide input to a school survey.

Means of measuring the charter school goals

Reading learning plans, professional development plans, test in Sept and May, Climate survey and report.

**Successful implementation of PCCS for 2011-2012**

1. By July 2012, Charter Consultants will have supported the implementation year with training, coaching, resourcing, and troubleshooting.
2. By July 2012, Communication and Marketing plan will have been fully implemented.
3. By October 2011, Curriculum supplies and materials would have been secured.
4. By July 2012, a technology plan would have been developed and the phase II purchases fully implemented by November 1, 2011.
5. By September 2011, PCCS will have several learning platforms designed and equipped for implementation.

e. The measurable student achievement goals for each of the first three years:

f. The means of measuring the student achievement goals:

**Standardized achievement testing** will be part of a data-driven accountability system that informs and guides curriculum and instruction. The Kaukauna Area School District currently uses the MAP (Measuring Academic Progress) test in all 1-4 elementary buildings for grades 2-4. The PCCS Governing Board and Staff will be selecting a nationally normed assessment in June of 2011. This assessment could be an expansion of MAP for all grades or another nationally normed assessment.

**Year 1: Implementing a Place-based curriculum: Goals for projects, math, reading, and presentations skills.**

- 85% of students will complete a class project that benefits the community.
- 85% of students will complete reading experiences that involve stories from Kaukauna.
- 85% of students will complete a math project that demonstrates understanding of math thinking.
- 90% of students will present at the Community Showcase.
- Means of Measurement: Completed Projects and Assessments; Community Showcase presentations

**Year 2: Implementing a Place-based curriculum: Goals for projects, math, reading, and presentations skills.**

- 90% of students will complete a class project that benefits the community.
- 90% of students will complete reading experiences that involve stories from Kaukauna.
- 90% of students will complete a math project that demonstrates understanding of math thinking.
- 95% of students will present at the Fall Community Showcase.

- 95% of students will present at the Spring Community Showcase.
- Means of Measurement: Completed Projects and Assessments; Community Showcase presentations

**Year 3: Implementing a Place-based curriculum: Goals for projects, math, reading, and presentations skills.**

- 95% of students will complete a class project that benefits the community.
- 95% of students will complete reading experiences that involve stories from Kaukauna.
- 95% of students will complete a math project that demonstrates understanding of math thinking.
- 100% of students will present at the Fall Community Showcase.
- 100% of students will present at the Spring Community Showcase.
- Means of Measurement: Completed Projects and Assessments; Community Showcase presentations

**The Park Community Charter School accountability plan will include, but not be limited to the following:**

Performance on the WKCE , MAP Testing or other nationally normed assessment, Annual Review of Student Personal Mission Statement, Parent Satisfaction Survey, Quarterly Report Cards, Attendance Data, Discipline Data, Parent/Teacher/Student led Conferences, Ongoing teacher evaluation of student progress, Student self-evaluation of progress, Student Portfolios, Subject area and Skill based Tests, and standardized achievement tests

PCCS currently is using NWEA Measure of Academic Progress. During the summer 2011 training PCCS will investigate and select another nationally standardized assessment for reading and math such as the Iowa Test of Basic Skills, the Metropolitan or an expansion of NWEA Measure of Academic Progress to include primary grades.

**3. Address the following:**

**a. Explain how the charter school provides its students' core academic subjects:**

From the charter contract:

**Core Academics:** The Park Community Charter School Inc. will, by September 1 of each year, provide an annual set of academic goals to the Board of Education of the Kaukauna Area School District. Annual reports of progress towards these goals shall be provided by June 30. The Park Community Charter School Inc. curriculum is based on the Wisconsin State Standards and the pedagogy will be implemented in the following manner:

**Science and Social Studies:** The Science and Social Studies curriculum will be delivered through place-based learning - hands-on experiences that turn communities into classrooms. Students will become researchers, accessing informational texts and other resources to support their learning. Learning will be personally relevant to the student taking place at school, in the schoolyard, in the community and in the environment. Social studies may include local heritage, community history, geography, and culture. Life, physical, and earth science strands may be taught using the local ecology, landscapes and environment. Through Park Community Charter School Inc., students will learn to take care of their world by understanding where they live and taking action in their own backyards and communities.

Math: Park Community Charter School Inc. will develop students who have a critical understanding of mathematical processes and applications. Because math literacy is essential for all students, the following points are key to students' development:

- a. Basic skills;
- b. Problem solving;
- c. Comprehensive math communication, both written and oral;
- d. Collaborative learning;
- e. Assessment embedded instruction;
- f. Higher order thinking;
- g. Differentiated instruction;
- h. Pre-algebra and algebraic skills; and
- i. Integrated math vocabulary.

Literacy: Park Community Charter School Inc. teaches language arts using a balanced literacy framework including:

- a. Reading aloud;
- b. Shared reading;
- c. Reading workshop;
- d. Small group reading instruction;
- e. Conferencing;
- f. Partnership work;
- g. Word study;
- h. Interactive writing; and
- i. Writing workshop.

Music, Arts, Physical Education and Library (MAPE-L): Music, Arts, Physical Education and Library (MAPE-L) are available parts of Park Community Charter School Inc. Students will be given standards-based instruction on a regular basis in each discipline. Students' involvement will allow them the opportunity to share their talents with others and give back to the community. MAPE-L teachers will collaborate with Park Community Charter School Inc. staff to develop special units engaging our community learning platforms.

b. Justify why the charter school is an elementary or secondary school and not just a program within an existing school or district.

Park Community Charter School is a conversion of a full elementary school that has been in existence for over 100 years in the community of Kaukauna.

4. Describe the charter school's five-year professional development plan by answering the following questions:

*Complete only if your answers have changed since you submitted a planning grant.*

Answers have not changed since submitting the planning grant

5. Plans for Opening Charter Schools in Fall 2011.

a. Provide the details for the following related to your planning and preparation for opening your charter school in the fall. Indicate types of training, coaching, consultants, trainers, and approximate amount of time each teacher in the charter school will be spending in this type of professional development during the summer.

## 2011

### *Spring:*

Attend the Wisconsin Charter Schools Conference, April 7-8.  
Continued place-based learning platform retreats developing curriculum

### *April/May*

Implementation Grant submitted.  
Visiting of charter schools and outlining summer professional development tasks.  
NEED energy training in Kewaunee  
Task force begin to research pre/post testing instrument tool

### *Summer:*

- June: Jan Bontz, Darlene Machten, and James Lewicki coaching charter faculty on creating 30 day plan for fall implementation.
- June National Energy Education Training
- June: Staff working for 1-3 weeks on charter start-up school design, curriculum and professional development:
- June: Continued development of creative and design integrated learning platforms at Kaukauna Utilities and 1,000 Islands
- June/July: Training and technology integration.
- June/July Continued staff work on literacy development

### *August*

- Project-based Learning Summer Institute, Appleton
- August: Staff working for 1-3 weeks on charter start-up school design, curriculum and professional development:
- Charter consultants continuing coaching with faculty
- Continued curriculum development work
- Learning Environment is created.
- Students and parents are introduced to new learning environment
- Orientation for students
- Implementation Begins.

b. If you have staff who are not engaged in the full training regimen, explain how they will be receive such training and develop similar competencies as those who completed the full training program.

All staff at Park will be engaged in the full training regimen.

## **II. Governance and Autonomy**

1. Describe how the charter school will take advantage of the flexibility afforded it under state law.

Park Community Charter School will utilize local school board policy waivers; a community leadership profile that is a majority of its Governance Board members; enhanced professional development through the many networks within the Wisconsin Charter School movement, and a unified pedagogy developed by the PCCS faculty – to meets its vision.

2. If applicable, submit a request and justification for waivers of any federal statutory or regulatory provisions that the applicant believes are necessary for the successful operation of the charter school.

No waivers from federal statutory or regulatory provisions are sought at this time.



3. Local school board policies will apply to this charter school unless they are waived by the school board. The waivers must be described in the charter contract. Please identify school board policies that will be waived for this charter school and how the waiver(s) will support the operation of the charter school. This question does not apply to independent (2r) charter schools.

From section 3.1 of the Park Community Charter School Contract

Park Community Charter School is allowed to waive the following Kaukauna Area Public Schools policies that would restrict the innovation opportunities for the implementation of the Park Community Charter School.

1. Selection of Instructional Materials (Board Policy 330 & 332);
2. Instructional Program & Curriculum Development (Board Policy 310 & 340);
3. Professional Development (Board Policy 536);
4. Student Assessment (Board Policy 348); and
5. Animals in the Classroom (Board Policy 453.9)

4. Charter schools must have a separate governance board that is legally able to contract with the authorizer.

- a. Provide a description of the charter school governing board including membership names and roles of the board members, election of members and terms of office and how frequently the board meets throughout the year.

At no time shall the Governance Board be comprised of more than forty-nine percent (49%) of Staff Members. The Board Members shall be selected as specified elsewhere in these bylaws. Board Members shall serve terms of two (2) years each, provided, however, some of the initial Board Members shall be appointed to three (3) year terms so that the terms of the Board Members are staggered. No Board Member shall serve more than three (3) consecutive terms in office, unless otherwise agreed upon by the unanimous vote of the Governance Board. Each Board Member shall hold office until the next annual Governance Board meeting and until his or her successor shall have been elected by the Board Members as provided below or until his or her prior death, resignation, or removal as provided in Section 4.11 of these Bylaws.

Notwithstanding the foregoing, the Board of Governance shall also include the Chief Executive Officer (Principal), who shall be a non-voting member. As used throughout these Bylaws, any provision that requires the vote of the Board of Governance shall not include the vote of the Chief Executive Officer (Principal).

The board positions will be elected on a yearly term

Andrea Schaller – Chair  
Scott Fuller – Vice-Chair  
Joe Lucas – Treasurer  
Becky Schuler – Secretary

Our meetings are held monthly during the school calendar; on the second Tuesday of the month at 6PM.

b. Describe the authority this governing board has to make decisions regarding the operation of the charter school including personnel, curriculum, local assessments and policy development. Indicate if the charter board is a non-stock corporation or non-profit organization.

Below is from the Park Community Charter School Contract:

**VII. Governance, Structure, and Responsibility**

The governance structure of Park Community Charter School Inc. will involve the cooperation of parents, teachers, students, administrators, and community, represented by the Governance Board.

The Governance Board shall consist of seven (7) to eleven (11) members.

The members shall include no less than two (2) parents of Park Community Charter School Inc. students, two (2) Park Community Charter School Inc. staff members, and three (3) community members at large.

The Governance Board will have autonomy in determining policies related to the day to day operation of the school and will be the final arbiter of all Park Community Charter School Inc. policies.

The Governance Board shall have autonomy in determining all expenditures from the Charter School planning and implementation grants and shall work with the Kaukauna Area School District to establish and manage the Park Community Charter School Inc. budget. Under the direction of the Kaukauna Area School District Financial Manager all expenditures from the Park Community Charter School Inc. grant funds shall strictly adhere to all state and federal guidelines for allowable grant uses.

The Governance Board shall work with administrators to select staff and recommend to the Board of Education candidates for staff vacancies and transfers. All hiring of new employees shall comply with established procedures of the Kaukauna Area School District. All staff, including staff currently under the Kaukauna Area School District's Master Agreement, who wish to transfer to Park Community Charter School Inc., must demonstrate competencies in place-based education and other pedagogies as articulated by the Governance Board, or be willing to receive training in such methodology.

Meetings of the Governance Board shall be governed by Robert's Rules of Order and shall comply with Wisconsin Open Meetings Law for public entities, § 19.81, et seq., Wisconsin Statutes.

c. Describe how the governance board of the charter school has control over the charter school's budget and expenditures.

The Governance Board shall have autonomy in determining all expenditures from Kaukauna Area School District allocated funds, federal grant funds, and donations designated for Park Community Charter School.

d. Include a description of the administrative relationship between the charter school and the authorizer and describe how the charter school will be managed.

The principal will oversee the operation of the Park Community Charter School Inc. and will be responsible for administrative decisions at the school regarding, but not limited to, the following:

1. Administration of discipline in accordance with the Park Community Charter School Inc. and the Kaukauna Area School District code of conduct and Board policies;
2. Development of appropriate teacher training;
3. Budget management;
4. Evaluation of Park Community Charter School Inc. personnel;
5. Development of a marketing plan for Park Community Charter School Inc.;
6. Establishment of community, business, and educational partners; and
7. Providing reports to the Governance Board.

e. If the charter school shares a principal with a traditional school, indicate how the management of the charter school will be impacted?

Park Community Charter School will share a principal with Victor Haen Elementary School which is located about a mile west of PCCS. Both schools are of similar size and manageable for one person. The principal has been transitioning to the position by participating in platform development, parent charter informational meetings, charter budget development, grant writing and governing board participation. The new principal has also attended the Wisconsin Charter School Conference in recent years and has been a proponent of charter development in the Kaukauna Area School District. Time will be equally devoted to each school. The daily management of PCCS will be a joint collaboration between the building learning team and the principal.

f. Describe the training that will be provided to the charter board and when it will be delivered, e.g., governing authority, Roberts Rules, by-laws, finances/budgets, fund raising, parent involvement, policies/procedures, etc.

The Park Governance Board will continue to meet every month and will be trained in five major areas and continuing throughout the implementation year. The importance of a vital mission and vision of the school being shared with the community and guiding the strategic decision making; the curriculum accountability needed for a charter school; building community/parent partnerships; finance and budgeting, and fund development. During its monthly meetings the Council will continue to sharpen its skills regarding the role of a charter Governance Board and Robert's Rules and other meeting protocols as needed.

5. Describe how parents and community members are involved in the implementation of the charter school.

Regular meetings have been held to inform parents of the progress of the charter development. Meetings are posted in accordance with open meetings requirements and parents are members of the governing board. Foundational documents, meeting minutes, meeting agendas, and platform information are also found on the [www.pccscharter.org](http://www.pccscharter.org) website. A charter update is front and center in each addition of the current Park Elementary School Newsletter. An informational brochure was developed by staff and has been distributed to parents who have expressed interest in attending PCCS and those in the current Park attendance area. Additional information and an opportunity to comment are available on Face Book.

6. Return up to three letters of support from parents and community members.

See Attached.

7. Attach two (2) copies of the charter school contract now in effect if it has been amended since it was submitted to the DPI as part of the planning grant.

See Attached.

### **III. Equal Access (Admissions and Lottery)**

1. Provide a description of how your school assures equal access for all students regardless of gender, race, national origin, color, disability or age factors.

Park Community Charter School will not deny admission or participation in any program or activity on the basis of a person's sex, race, religion, national origin, ancestry, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Applications processes and marketing information are designed to ensure the above.

2. Provide a description of how your school will serve students with disabilities.

PCCS will follow the Kaukauna school district special education plan and program, including the provision of alternative assessment procedures that follow District, state and federal special education laws and policies. Through its policies and procedures, PCCS will comply with the requirements of the Individuals with Disabilities in Education Act (IDEA), Section 504 of the Rehabilitation Act, and the applicable provisions of Subchapter V of Ch. 115, Wis. Stats., including but not limited to identifying, evaluating, planning programs and services and providing a free and appropriate public education (FAPE) as required by those laws.

3. Provide a description of how students in the community are informed about the charter school and given an equal opportunity to attend.

Park Community Charter School shall make every effort to achieve a gender-balanced pool of applicants that reflect the racial and cultural diversity of KASD. This will be achieved through advertising to the general population of, including but not limited to, residents of the KASD and areas surrounding Park Community Charter School with special efforts to reach under-served populations.

4. Provide the admissions policy for the school. If applicable, describe any minimum qualifications for admission and how these qualifications are: (a) consistent with the statutory purposes of the federal charter school program; (b) reasonably necessary to achieve the educational mission of the charter school; and (c) consistent with civil rights laws and Part B of the Individuals with Disabilities Education Act.

5. Provide a description of a random lottery process to be implemented if more students apply for admission than can be accommodated in the charter school.

Answers to #4 and #5 are contained below from the Admission Criteria language in the PCCS contract:

### **Admission Criteria**

The Park Community Charter School Inc. shall strive to have an enrollment that reflects the racial/ethnic balance of the Kaukauna Area School District population.

Park Community Charter School Inc. will not deny admission or participation in any program or activity on the basis of a person's sex, race, religion, national origin, ancestry, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.

Park Community Charter School Inc. shall be nonsectarian in its programs, admissions policies, employment practice and all other operations.

Application for enrollment will be open to any students who reside within the Kaukauna Area School District and students attending the District through the open enrollment process who are assigned to the Park Community Charter School Inc.

Application to and attendance at the Park Community Charter School Inc. is completely voluntary. Students who reside in the Park School attendance area and do not wish to attend the Charter School will remain eligible to attend the Kaukauna Area School District schools. The Park Community Charter School Inc. designated attendance area shall be the attendance area of Park School. The admission to Park Community Charter School Inc. by any student who resides outside of the Park Community Charter School Inc. attendance area shall be equally treated.

If applications for admission to Park Community Charter School Inc. exceed the approved capacity, a lottery system will be employed to select from applications submitted. Applicants who are siblings of current Park Community Charter School Inc. students, or children of Park Community Charter School Inc. teachers or administrators, will be admitted prior to the lottery, according to § 118.40, Wisconsin Statutes. To be eligible for admission through this lottery placement process, individuals must have submitted a complete and a valid enrollment application. Furthermore, Park Community Charter School Inc. will not be required to admit any student who is under a current expulsion order from a school district. Students cannot be placed at Park Community Charter School Inc. by the Kaukauna Area School District, but must follow the admissions protocol.

A waiting list will be maintained in order drawn by lottery, if needed, for admission of students should space become available during the school year. The waiting list will be maintained from the close of the recruitment period to the first day of the subsequent school year. A student may reapply after their name has been removed from the waiting list. The Governance Board will be responsible for conducting lottery drawing(s) at a regularly scheduled Board meeting.

### **IV. Assurances**

Please provide the following:

1. As required by section 427 of the General Education Provisions Act (GEPA), describe proposed steps the grantee will take to ensure equitable access to, and participation in, the charter school. (The statute, which allows applicants discretion in developing the required description, highlights six types of barriers (gender, race, national origin, color, disability, or age) that can impede equitable access or participation.

In your description, you may use local circumstances to determine the extent to which these or other barriers prevent equitable participation by students, teachers, parents, or other community members. The description need not be lengthy, but it should include a **clear and succinct description of how the applicant plans to address those barriers that are applicable to its circumstances.**

Park Community Charter School will not discriminate in admission or deny participation in any program or activity on the basis of a person's sex, race, religion, national origin, ancestry, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability. Proposed steps to ensure equitable access to, and participation in the PCCS Charter School are as follows:

**Gender** PCCS is open to people of all genders. If gender-based offensive behaviors or language occurs, educators will discuss the incident with the involved students and take corrective action if necessary.

**Race, National Origin, Color** : PCCS is open to people of all races, national origins, and colors. In any environment, culturally relevant practices can improve the lives of students. Students will learn using the context of "place" be it in the school, neighborhood or larger community. Materials and activities will be relevant to the student and families being served.

**Disability:** Programs and services will be adapted as appropriate and as designated in a student's Individual Education Plan (IEP). PCCS will follow the Kaukauna Special Education Plan and implementation guidelines.

2. Provide an assurance that the charter school will not charge tuition.

No tuition is charged.

3. Provide an assurance that the charter school will be nonsectarian.

PCCS will be nonsectarian in all its practices and protocols

## **V. Budget**

Complete the **Local Plan for Use of Discretionary Funds**, page 4, of the **application form**. This section should align with the outcomes and measurable objectives and activities identified in the application narrative. The budgeted amounts in the local plan should also be consistent with the **Budget Summary** on page 5 of the **application form**.

The following questions must be completed:

1. If you received a planning grant, describe how planning funds were used for:

a. Training

The following training activity has been part of the planning grant year:

1. Numerous place-based curriculum development days with James Lewicki, Charter School Consultant.
2. Curriculum learning platform development
3. National Energy Education Development Training workshop
4. Making Meaning Comprehensive Training
5. Several School visits to Charter Schools around the state.
6. Respectful Climate Training
7. School Visits: Hamilton-Sussex School District

B. Consultants

- a. James Lewicki has been with us as a charter consultant for over a year

- working with the teachers during the planning year.
- b. Marketing Consultant from Wisconsin Charter Schools Association
- c. Creative Design Consultant
- d. Consultant in June from National Energy Education Development

1. For this application provide a list of itemized expenditures and a budget narrative which provides a rationale for why the expenses are necessary. This list should be consistent with the **Local Plan For Use of Discretionary Funds, but should offer greater detail** including specific items and the cost of items that will be purchased.

The following are the expenditures for the PCCS 2011-2012 implementation grant request. By July 2012, PCCS Governance Board will have had monthly meetings, training and development, and visits to charter schools. 5,000

1. The Governance Board will be meeting each month; finance, curriculum, and partnering committees will be meeting monthly.
2. The advisory group to the Governing Council will meet twice a year with the Council.
3. The PCCS Governance Board will produce a strategic 5-year plan by November, 2011 and share with the Kaukauna School Board in December, 2011.
4. An annual review and report will be shared with Kaukauna School Board in June, 2012
5. PCCS Governance Board members will attend WI Charter Conference and associated training and development opportunities.
6. Travel costs

Means of measuring the charter school goals: Minutes of Council meetings, minutes of advisory meetings, 5 year strategic plan; Annual report and review, Training items.

**By July 2012, PCCS Place-based pedagogy will have been successfully implemented in its first year. This will be the result of:**

1. PCCS staff will have sufficient time to initiate, design, and develop pedagogy through extended contract time during the 2011 and 2012 summers, as well as during the school year. Extended Contracts 30,000
2. PCCS will continue developing a literacy curriculum through shared reading, interactive read-aloud, and social skill integration using Making Meaning Comprehensive program and early learning using SIPPS program. Extended contracts time: 10,000
3. PCCS staff will attend the Wisconsin State Charter Conference. 3,000
4. PCCS staff will attend the Project-based Learning Institute in August, 2011. 1,000
5. Securing needed school furnishings 10,000
6. Professional Development (conferences, classes, workshops) 10,000
7. Associated Travel costs for PCCS faculty 10,000

Means of measuring the charter school goals:

Place-based training and development plan; school visit logs and debriefs, Charter Conference debriefs, Learning platform retreats, project-based Summer Institute attendance and debrief, video network connection with other place-based schools;

**By July 2012, an academic accountability plan will be fully implemented with pre-post testing in core academics**

Assessment and Accountability 5,000

1. All students will have a reading learning plan by November 1<sup>st</sup>, 2011.
2. All teachers will have a professional development plan connected to the charter school goals by September 1<sup>st</sup>, 2011.
3. All students will take a pre/post nationally recognized academic performance test.

4. All students and families will provide input to a school survey.

Means of measuring the charter school goals

Reading learning plans, professional development plans, test in Sept and May, Climate survey and report.

Successful implementation of PCCS for 2011-2012

**By July 2012, Charter Consultants and Specialized Consultants will have supported the implementation year with training, coaching, resourcing, and troubleshooting.**

Consultants will be utilized in several manners; first, charter consultants that can coach the implementation effort and work with the full PCCS team; from faculty to Governance Board during the entire year; second, consultants that can come in a lead workshops and specific trainings in various aspects of the curriculum; and third consultants that can come in and offer highly specialized knowledge for aspect of the place-based pedagogy.

For coaching year long consultants: 15,000

For curriculum consultants 10,000

For specialized consultants 10,000

Consultants Travel 6,000

**By July 2012, Communication and Marketing Plan will have been fully implemented.**

Promotional materials, school sign, banners, web-site development, and community meetings. 10,000

**By October 2011, Curriculum supplies and materials would have been secured.**

**By July 2012, a technology plan would have been developed and the phase II purchases fully implemented by November 1, 2011. 36,000**

60 Table or Notebooks 30,000

3 Elmo Projector Document Cameras 2,000

30 MP3 Players: books on tape 3,000

75 Computer Backpacks 1,000

**By September 2011, PCCS will have several learning platforms designed and equipped for implementation as well as all curriculum supplies and materials for the start-up. 30,000**

3. Describe how the implementation funds will be used in conjunction with other federal program funds available to the charter school; e.g., Title I and IDEA funds.

Charter School funds

Funds will not supplant other federal program initiatives and the charter school will have access to all other federal funding sources.

4. Describe the method by which controls over expenditures and records of expenditures will be maintained.

The Kaukauna School District, as authorizer and fiscal agent, will create an account for grant monies consisting of an income and series of expense accounts following the Wisconsin Uniform Financial Accounting Requirement (WUFAR) codes. Accurate records of all grant expenditures will be kept by following all established district procedures for accounting and control.

5. Please use the attached budget worksheets or similar locally developed worksheets indicating the total projected costs and revenues for operating the charter school for each of



the first five years. (Note: the budget worksheets should include all expenditures and revenues from State, local, federal and other funds including the anticipated federal charter school grant funds. (Replicate worksheets for each of five years and attach the expenditures and revenues worksheets (Appendices A & B) to the application and designate the year to which they apply). ONLY THE EXPENSE AND REVENUE WORKSHEETS SHOULD BE INCLUDED IN THE APPLICATION SUBMITTED TO DPI.

6. Provide a plan on how the school's innovative offerings and professional development will be sustained and continued after the charter school grant expires. (This should include fundraising activities by charter board, staff, etc.).

The PCCS Governance Board is dedicated to the continuation of professional development beyond the charter school start-up funding. The Finance committee of the Governing Council will begin fund development to raise funds for continuing professional development efforts as well as transportation and other unfunded costs to meet the mission of PCCS.

7. Complete the VI-B Budget Summary form provided, PI-9600-I, page 5 of the application. See Attached

---

<sup>2</sup> Ulichny, P., C. Fontaine, V. Perrone. Rural Trust Assessment Monograph. Cambridge, MA, Rural School and Community Trust Research and Evaluation Program, Harvard Graduate School of Education, 1999.



# Park Community Charter School

## Five Year Budget Projection

	2011-2012	2012-2013	2013-2014	2014-2015	2015-2016
<b>Salaries and Wages</b>					
Classroom staff	\$ 540,488.64	\$ 549,136.46	\$ 617,922.64	\$ 627,809.40	\$ 697,854.35
Administrative staff	\$ 43,144.65	\$ 43,834.96	\$ 44,536.32	\$ 45,248.91	\$ 45,972.89
Custodial/maintenance staff	\$ -	\$ -	\$ -	\$ -	\$ -
Other staff salary and wages	\$ 283,889.71	\$ 288,431.95	\$ 293,046.86	\$ 297,735.61	\$ 302,499.38
Total salaries and wages	\$ 867,523.00	\$ 881,403.37	\$ 955,505.82	\$ 970,793.92	\$ 1,046,326.62
<b>FICA and Medicare Taxes</b>					
Classroom staff	\$ 41,347.38	\$ 42,008.94	\$ 47,271.08	\$ 48,027.42	\$ 53,385.86
Administrative staff	\$ 3,300.57	\$ 3,353.37	\$ 3,407.03	\$ 3,461.54	\$ 3,516.93
Custodial/maintenance staff	\$ -	\$ -	\$ -	\$ -	\$ -
Other staff salary and wages	\$ 21,717.56	\$ 22,065.04	\$ 22,418.08	\$ 22,776.77	\$ 23,141.20
Total salaries and wages	\$ 66,365.51	\$ 67,427.36	\$ 73,096.20	\$ 74,265.73	\$ 80,043.99
<b>Employer paid benefits</b>					
Classroom staff	\$ 206,294.15	\$ 226,923.57	\$ 269,615.92	\$ 296,577.51	\$ 346,235.27
Administrative staff	\$ 28,493.63	\$ 28,778.57	\$ 29,066.35	\$ 29,357.02	\$ 29,650.59
Custodial/maintenance staff	\$ -	\$ -	\$ -	\$ -	\$ -
Other staff salary and wages	\$ 16,475.96	\$ 18,123.56	\$ 19,935.91	\$ 21,929.50	\$ 24,122.45
Total salaries and wages	\$ 251,263.74	\$ 273,825.69	\$ 318,618.19	\$ 347,864.03	\$ 400,008.30
<b>Purchased operational services</b>					
Telephone	\$ 805.00	\$ 829.15	\$ 854.02	\$ 879.65	\$ 906.03
Internet access	\$ -	\$ -	\$ -	\$ -	\$ -
Electricity	\$ 12,554.16	\$ 12,930.78	\$ 13,318.70	\$ 13,718.26	\$ 14,129.81
Gas	\$ 16,438.80	\$ 16,931.96	\$ 17,439.92	\$ 17,963.12	\$ 18,502.01
Equipment maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Building custodial service	\$ 37,940.50	\$ 39,078.71	\$ 40,251.07	\$ 41,466.60	\$ 42,702.36
Building repair	\$ 5,100.00	\$ 5,253.00	\$ 5,410.59	\$ 5,572.91	\$ 5,740.09
Security service	\$ 105.57	\$ 108.74	\$ 112.00	\$ 115.36	\$ 118.82
Other purchased services	\$ 96,850.24	\$ 105,588.50	\$ 57,235.55	\$ 58,952.62	\$ 60,721.19
Total purchased services	\$ 169,794.26	\$ 180,700.84	\$ 134,621.86	\$ 138,650.52	\$ 142,820.33
<b>Supplies</b>					
Administrative supplies	\$ 4,059.44	\$ 4,100.03	\$ 4,141.03	\$ 4,182.44	\$ 4,224.26
Classroom supplies	\$ 82,768.00	\$ 83,368.00	\$ 13,666.15	\$ 14,266.15	\$ 14,266.15
Building maintenance supplies	\$ 4,461.50	\$ 4,550.73	\$ 4,641.74	\$ 4,734.58	\$ 4,829.27
Other supplies	\$ 22,423.32	\$ 22,423.32	\$ 23,965.14	\$ 23,965.14	\$ 223,965.14
Total supplies	\$ 113,712.26	\$ 114,442.08	\$ 46,414.06	\$ 47,148.31	\$ 247,284.83
<b>Total operating budget</b>	\$ 1,468,658.77	\$ 1,517,799.34	\$ 1,528,256.13	\$ 1,578,732.51	\$ 1,916,484.07
Grant funds - Charter School/Wisconsin DPI	\$ 200,000.00	\$ 200,000.00	\$ -	\$ -	\$ 200,000.00
Operators' subsidy or contribution	\$ 1,268,658.77	\$ 1,317,799.34	\$ 1,528,256.13	\$ 1,578,732.51	\$ 1,716,484.07

Kaukauna Area School District charter schools will be audited through the normal process by Kerber Rose & Associates of Shawano, WI.



Appendix B  
 Charter School Revenues  
 Annual Five Year Projections

REVENUE ITEMS	TOTAL REVENUES 2011-12	TOTAL REVENUES 2012-13	TOTAL REVENUES 2013-14	TOTAL REVENUES 2014-15	TOTAL REVENUES 2015-16
<b>CONTRACT AMOUNT &amp; CONTRIBUTIONS</b>					
CONTRACT AMOUNT					
OPERATORS' SUBSIDY or CONTRIBUTION	1,304,452	1,486,415	1,602,717	1,602,717	1,722,304
FUND RAISING OR EXTERNAL CONTRIBUTIONS					
<b>TOTAL TUTION &amp; CONTRIBUTIONS</b>	\$ 1,304,452	\$ 1,486,415	\$ 1,602,717	\$ 1,602,717	\$ 1,722,304
<b>SCHOOL FEES</b>					
BOOK & SUPPLY FEES	2,800	2,800	2,845	2,890	2,937
PERSONAL USE ITEMS					
SOCIAL AND EXTRA-CURRICULAR FEES					
<b>TOTAL SCHOOL FEES</b>	\$ 2,800	\$ 2,800	\$ 2,845	\$ 2,890	\$ 2,937
<b>FOOD SERVICE REVENUES</b>					
MEAL AND OTHER FOOD SERVICE CHARGES					
GOVERNMENT FUNDED FOOD SERVICE ASSISTANCE					
<b>TOTAL FOOD SERVICE REVENUES</b>	-	-	-	-	-
<b>OTHER GOVERNMENT PAYMENTS: List Below</b>					
Wisconsin Dpl. Charter School Funding	\$ 200,000	\$ 200,000			\$ 200,000
<b>TOTAL OTHER GOVERNMENT PAYMENTS</b>		\$ 200,000			\$ 200,000
INVESTMENT INCOME					
RENTAL OF FACILITIES TO OTHERS					
OTHER: Describe Below					
<b>TOTAL OTHER</b>					
<b>TOTAL REVENUES</b>	\$ 1,307,252	\$ 1,689,215	\$ 1,605,562	\$ 1,605,607	\$ 1,925,241



**Charter School Contract**  
**Between**  
**The Kaukauna Area School District And**  
**The Park Community Charter School Inc.**

This contract is made this 20<sup>th</sup> day of December 2010 by and between the Board of Education of the Kaukauna Area School District and the Park Community Charter School Inc., a Wisconsin non-stock corporation.

**WHEREAS**, According to Section 118.40 of the Wisconsin Charter School legislation, the Board of Education of the Kaukauna Area School District is authorized to initiate and enter into a contract establishing Park Community Charter School Inc. as a charter school;

**WHEREAS**, The Park Community Charter School Inc. Governance Board seeks approval and financial support from the Kaukauna Area School District to carry out its responsibilities toward instituting a charter school in Kaukauna, WI incorporating the principles of place-based education;

**WHEREAS**, The organizers of the Park Community Charter School Inc. have extensively explored the establishment of a charter school;

**WHEREAS**, The Board of Education of the Kaukauna Area School District has received a grant from the Department of Public Instruction in the amount of \$250,000 for three years to establish the Park Community Charter School Inc.; and

**WHEREAS**, The parties have successfully negotiated this Contract as a charter school contract in accordance with §118.40, Wisconsin Statutes.

Therefore, the parties agree as follows:

The Board of Education of the Kaukauna Area School District agrees to the establishment of a Charter School to be known as the Park Community Charter School Inc., and enters into this Contract with the Park Community Charter School Inc. and authorizes the Park Community Charter School Inc. to operate the Charter School.

**I. Parties**

- A. The name of the person seeking to establish the Charter School is the Park Community Charter School Inc., through its Governance Board.
- B. The Authorizer is the Board of Education of the Kaukauna Area School District.
- C. The principal shall be in charge of Park Community Charter School Inc...

## II. General Information

- A. This Contract will be in effect for five (5) years commencing on 1 July 2011. Pursuant to Section 118.40(3)(b), Wis. Stats., upon expiration of the initial term, the parties may mutually agree to renew this Contract for such additional term for up to a maximum period of five (5) years as they deem appropriate.
- B. Park Community Charter School Inc. shall be an instrumentality of the Kaukauna Area School District.
- C. The Kaukauna Area School District will provide appropriate and adequate space within the buildings, grounds and facilities of the Kaukauna Area School District to house the Park Community Charter School Inc.
- D. All teachers, support staff, and administrators working at Park Community Charter School Inc. shall be employees of the Kaukauna Area School District.
- E. All teachers and administrators employed at Park Community Charter School Inc. shall function within the provisions of the Master Agreement between the Kaukauna Area School District and the Kaukauna Education Association unless a "Memorandum of Understanding" exempts such provision(s) as agreed to by the Board of Education of the Kaukauna Area School District and the Kaukauna Education Association.
- F. All staff shall hold appropriate licenses as required by state law for public school teachers.

## III. Description of the Charter School.

- A. Vision Statement: Park Community Charter School Inc., currently servicing students in grades one through four with the potential to expand in subsequent years, shall strive to develop knowledgeable, responsible, compassionate students with the skills and conscience to adapt to and contribute to a changing world, by addressing each student's academic, social, emotional, and physical needs through a research-based curriculum delivered in collaboration with the community.
- B. Pillars of School Design:
  - 1. Place-based Education: Community connections will provide ample opportunities for student engagement and projects, field studies, service learning, and environmental initiatives. Community elders and experts are called upon as resources to enhance the student's learning.



2. Respectful Climate: Embedded teamwork, multi-age learning opportunities and leadership development will be fostered in a climate of respectfulness and inclusivity.
  3. Community Service: Students of character will be nurtured through integrated community service experiences that foster civic responsibility.
- C. Curriculum: The Park Community Charter School Inc. will provide an academically rigorous place-based curriculum aligned with the Wisconsin model academic standards in the core subjects of language arts/reading, math, science, and social studies. By encompassing this standards-based curriculum, Park Community Charter School Inc. will engage students to make the Kaukauna community the focus of study. This charter school will offer an innovative choice for students to become part of a smaller learning community that exemplifies the best of multi-age learning, community involvement, and leadership development for life.
- D. Teaching Techniques: Teachers will use a variety of instructional materials and strategies to assure that students achieve the academic benchmarks at their grade level. Daily instruction and enrichment in language arts and math will provide targeted instruction in these core areas. Common formative assessments will assist teachers in designing individualized instruction to maximize learning for each student. Teacher collaboration will be used to determine learning goals based on student needs, strengths, and interests in accordance with the academic benchmarks.
- E. Implementation Plan: The Governance Board shall submit to the Kaukauna Area School District for approval an implementation plan incorporating curriculum changes that include place-based education objectives. This document shall address the following items relevant to the formation of a place-based program:
1. Curriculum Enhancements capitalizing on our community's history, landscape, ecology, and commerce.
  2. Community Leaders/Businesses who will be involved in supporting place-based education.
  3. Consultants and other academic resources to be called upon for assistance in implementation.
  4. Project Plan for training staff and coordinating teaching for place-based learning modules.
- F. Park Community Charter School Inc. Goals: The following school goals shall be reported by September 1 and an end of the year progress report will be submitted

annually by June 30 by the Governance Board to the Board of Education of the Kaukauna Area School District:

1. Governance Board established and meeting monthly.
  2. One hundred percent (100%) of faculty continuing professional development in the areas of:
    - Place-based learning;
    - Respectful climate;
  3. Development of community learning platforms/curricula;
  4. Engaging parent/community development.
- G. Data Compilation: The principal will compile information obtained from parent/student/teacher and administrative surveys and report the results to both the Governance Board and the Kaukauna Area School District Board of Education at least annually.
- H. Data Assessment: Assessments of place-based learning and student survey results will assist stakeholders in determining increases in student understanding of local communities, their heritage, and history.
- I. Core Academics: The Park Community Charter School Inc. will, by September 1 of each year, provide an annual set of academic goals to the Board of Education of the Kaukauna Area School District. Annual reports of progress towards these goals shall be provided by June 30. The Park Community Charter School Inc. curriculum is based on the Wisconsin State Standards and the pedagogy will be implemented in the following manner:
1. Science and Social Studies: The Science and Social Studies curriculum will be delivered through place-based learning – hands-on experiences that turn communities into classrooms. Students will become researchers, accessing informational texts and other resources to support their learning. Learning will be personally relevant to the student taking place at school, in the schoolyard, in the community and in the environment. Social studies may include local heritage, community history, geography, and culture. Life, physical, and earth science strands may be taught using the local ecology, landscapes and environment. Through Park Community Charter School Inc., students will learn to take care of their world by understanding where they live and taking action in their own backyards and communities.
  2. Math: Park Community Charter School Inc. will develop students who have a critical understanding of mathematical processes and applications. Because math literacy is essential for all students, the following points are key to students' development:
    - a. Basic skills;

- b. Problem solving;
  - c. Comprehensive math communication, both written and oral;
  - d. Collaborative learning;
  - e. Assessment embedded instruction;
  - f. Higher order thinking;
  - g. Differentiated instruction;
  - h. Pre-algebra and algebraic skills; and
  - i. Integrated math vocabulary.
3. Literacy: Park Community Charter School Inc. teaches language arts using a balanced literacy framework including:
- a. Reading aloud;
  - b. Shared reading;
  - c. Reading workshop;
  - d. Small group reading instruction;
  - e. Conferencing;
  - f. Partnership work;
  - g. Word study;
  - h. Interactive writing; and
  - i. Writing workshop.
4. Music, Arts, Physical Education and Library (MAPE-L): Music, Arts, Physical Education and Library (MAPE-L) are available parts of Park Community Charter School Inc. Students will be given standards-based instruction on a regular basis in each discipline. Students' involvement will allow them the opportunity to share their talents with others and give back to the community. MAPE-L teachers will collaborate with Park Community Charter School Inc. staff to develop special units engaging our community learning platforms.
- J. Student Discipline: Students will be subject to Park Community Charter School Inc. policies as well as all relevant state statutes and related Kaukauna Area School District Board policies regarding appropriate behavior and discipline as outlined in the Park Community Charter School Inc. Handbook. Upon enrollment all students and parents will be notified of their rights, responsibilities and expectations. Pursuant to Section 120.13, Wisconsin Statutes, the Kaukauna Area School District shall be responsible for suspension and expulsion of students.

#### **IV. Methods of Measuring Student Progress**

- A. Although not exhaustive, the following methods may be utilized by Park Community Charter School Inc. to measure and monitor student progress:
  - 1. Student Performance on the Wisconsin State Knowledge and Concepts Exam;

2. Annual review of individual student progress;
3. Pre/Post local math and language arts essentials assessments;
4. Progress reports;
5. Parent-teacher-student conferences;
6. Subject area tests;
7. Student attendance data;
8. Review of student behavior records;
9. Parent satisfaction survey;
10. Ongoing teacher evaluation of student progress;
11. Community presentation sessions where students present completed projects as individuals, small groups, or entire grade levels; and
12. Measure of Academic Progress assessment.

**V. Waivers of District Policy**

- A. Park Community Charter School Inc. may waive the following Kaukauna Area School District policies:
  1. Selection of Instructional Materials (Board Policy 330 & 332);
  2. Instructional Program & Curriculum Development (Board Policy 310 & 340);
  3. Professional Development (Board Policy 536);
  4. Student Assessment (Board Policy 348); and
  5. Animals in the Classroom (Board Policy 453.9)
- B. The Park Community Charter School Inc. may request additional policy waivers from the Kaukauna Area School District Board of education on an as needed basis.
- C. Park Community Charter School Inc. is exempt from all Wisconsin State Statutes that do not specifically apply to charter schools.

**VI. Respective Liabilities of the Kaukauna Area School District and the Park Community Charter School Inc.**

- A. Park Community Charter School Inc. staff will receive necessary specialized training in place-based instruction and other areas needed to fulfill the mission of Park Community Charter School Inc.
- B. Park Community Charter School Inc. will strengthen the Kaukauna Area School District's ability to offer pedagogical choices that meet the educational needs of all students. This will include creating a learning environment with the expectation that students will learn challenging, interesting, and relevant, standards-based material.

- C. All Park Community Charter School Inc. students will be held to a high standard of conduct and follow Park Community Charter School Inc. Student Guidelines.
- D. Park Community Charter School Inc. will provide necessary special education services to meet the needs outlined in students' Individual Education Plans in accordance with the Kaukauna Area School District special education district plan.
- E. The Kaukauna Area School District will provide transportation for students who reside within the Park Community Charter School Inc. attendance area (currently areas 5 and 8 as of 1 September 2010) and meet the established transportation eligibility criteria for students. For those students outside the Park Community Charter School Inc. boundaries, parents must provide transportation.
- F. The Kaukauna Area School District will provide the same type and limits of insurance for Park Community Charter School Inc. operations that it provides for the operation of other Kaukauna Area School District schools, their employees and authorized volunteers.
- G. Kaukauna Area School District shall maintain the Park Community Charter School Inc. facility to the same health and safety standards as other Kaukauna Area School District buildings as well as keep the facility compliant with local, state, and federal code. In addition, the health, privacy and safety policies applicable to all other non-charter schools in the Kaukauna Area School District shall apply equally to the Park Community Charter School Inc... Visitors to the Park Community Charter School Inc. will be required to sign in at the school office and will be required to wear a name badge on the Park Community Charter School Inc. premises. The Kaukauna Area School District will train necessary staff to effectively respond to any safety or health threats that could arise.
- H. The Kaukauna Area School District shall provide regular business functions, administration, pupil services and other support staff in a similar manner to that provided other district elementary schools including, but not limited to: purchasing, accounts payable, accounting, bookkeeping, risk management, auditing, cash management, payroll, benefits administration, recordkeeping, reporting and other compliance monitoring and fulfillment, building and grounds maintenance, and testing of students. The Kaukauna Area School District will at all times remain the sole employer of all personnel engaged in providing administrative services.
- I. The Kaukauna Area School District business office, in accordance with standard Kaukauna Area School District policies and procedures, will perform an annual audit of the financial operations of the Park Community Charter School Inc. The scope of the annual audit will be determined by the Kaukauna Area School District and conducted at the expense of the Kaukauna Area School District. The Park Community Charter School Inc. will participate in all financial audits and

comply with all audit procedures and requirements of the Kaukauna Area School District audit team as contracted by the Kaukauna Area School District Board of Education. Funds provided by or procured from the Park Community Charter School Inc. as an instrumentality and component unit of the Kaukauna Area School District are subject to the Kaukauna Area School District fiscal accounting procedures, including audits. A copy of the annual audit report sections pertaining to the Park Community Charter School Inc. shall be delivered to the Park Community Charter Governance Board within ten (10) working days of being approved by Kaukauna Area School District. Park Community Charter School Inc. shall comply with all audit recommendations.

- J. Kaukauna Area School District will provide the Park Community Charter School Inc. Governance Board with a monthly financial statement providing all details on the budget.
- K. Kaukauna Area School District is responsible for the maintenance/cleaning of all Park Community Charter School Inc. facilities consistent with District standards.
- L. Staff vacancies will be filled through the Kaukauna Area School District identified process.
- M. All property of the Park Community Charter School Inc. shall be used in the operation of the Park Community Charter School Inc. All property purchased in part or in whole by the Kaukauna Area School District funds will be classified as Kaukauna Area School District property. Any property that is subject to lease shall be so identified and a copy of the applicable lease shall be provided to the Kaukauna Area School District. Subject to this Contract, property of the Park Community Charter School Inc. shall remain the property of the Park Community Charter School Inc. The Park Community Charter School Inc. shall maintain all such property in good condition and in compliance with all applicable laws, ordinances, and codes. The Park Community Charter School Inc. will take all steps necessary to assure that its' property remains at all times free of liens, security interests, or any other encumbrances. Except for supplies used in the ordinary course of its operations, the Park Community Charter School Inc. shall not remove or dispose of any of its property from the premises without prior written notification to the Kaukauna Area School District. Park Community Charter School Inc. shall utilize the asset management system of Kaukauna Area School District for its property.

The Kaukauna Area School District shall maintain all of its property in good condition and in compliance with all applicable laws, ordinances, and codes. The Park Community Charter School Inc. shall take all steps reasonably necessary to assure that the Kaukauna Area School District's property is not subject to extraordinary wear and tear. All items of property provided by the Kaukauna Area School District for the use of the Park Community Charter School Inc. will remain the property of the Kaukauna Area School District.

## VII. Governance, Structure, and Responsibility

- A. The governance structure of Park Community Charter School Inc. will involve the cooperation of parents, teachers, students, administrators, and community, represented by the Governance Board.
- B. The Governance Board shall consist of seven (7) to eleven (11) members.
- C. The members shall include no less than two (2) parents of Park Community Charter School Inc. students, two (2) Park Community Charter School Inc. staff members, and three (3) community members at large.
- D. A quorum shall consist of a simple majority of members.
- E. Community member-at-large seats will be filled through a nominating and election process. A member-at-large will serve a two (2) year term and will be elected by the Governance Board. A member-at-large may re-apply to serve additional terms. Selection will be determined by simple majority vote of a quorum of the Governance Board members.
- F. Parent members shall be selected through an application and interview process. Parent representatives will serve a two (2) year term and will be elected by the Governance Board. A parent representative may re-apply to serve additional terms. Selection will be determined by a simple majority vote of a quorum of the Governance Board members. Initial members who are Park Community Charter School Inc. staff will be assigned either a two (2) or three (3) year term.
- G. Applicants will be required to undergo a background check.
- H. Membership on the Governance Board will terminate when:
  - 1. A parent representative no longer has a student enrolled in the school;
  - 2. A community representative no longer lives in the school district;
  - 3. A staff representative no longer holds a position at Park School;
  - 4. A member has missed three (3) scheduled Governance Board meetings during an academic year; or
  - 5. A member submits a letter of resignation to the Governance Board Chair.
- I. Officer elections will occur every year in May. Elected officers will comprise an executive board, which will consist of a chair, secretary, and treasurer.
- J. The Governance Board will have autonomy in determining policies related to the day to day operation of the school and will be the final arbiter of all Park Community Charter School Inc. policies.

- K. The Governance Board shall have autonomy in determining all expenditures from the Charter School planning and implementation grants and shall work with the Kaukauna Area School District to establish and manage the Park Community Charter School Inc. budget. Under the direction of the Kaukauna Area School District Financial Manager all expenditures from the Park Community Charter School Inc. grant funds shall strictly adhere to all state and federal guidelines for allowable grant uses.
- L. The Governance Board shall work with administrators to select staff and recommend to the Board of Education candidates for staff vacancies and transfers. All hiring of new employees shall comply with established procedures of the Kaukauna Area School District. All staff, including staff currently under the Kaukauna Area School District's Master Agreement, who wish to transfer to Park Community Charter School Inc., must demonstrate competencies in place-based education and other pedagogies as articulated by the Governance Board, or be willing to receive training in such methodology.
- M. Meetings of the Governance Board shall be governed by Robert's Rules of Order and shall comply with Wisconsin Open Meetings Law for public entities, § 19.81, et seq., Wisconsin Statutes.
- N. The Governance Board chair shall have the authority to call a meeting with a seventy-two (72) hour notice. The Governance Board Chair shall distribute an agenda to all Governance Board members at least twenty-four (24) hours prior to the time of the meeting.
- O. The Governance Board shall notify the public of its meetings at least twenty-four (24) hours in advance of the meeting. The notice shall include the time, date, location and purpose of the meeting and the agenda. The Governance Board shall provide information regarding its meetings to the office of the Kaukauna Area School District Administrator.
- P. The principal will oversee the operation of the Park Community Charter School Inc. and will be responsible for administrative decisions at the school regarding, but not limited to, the following:
1. Administration of discipline in accordance with the Park Community Charter School Inc. and the Kaukauna Area School District code of conduct and Board policies;
  2. Development of appropriate teacher training;
  3. Budget management;
  4. Evaluation of Park Community Charter School Inc. personnel;
  5. Development of a marketing plan for Park Community Charter School Inc.;
  6. Establishment of community, business, and educational partners; and
  7. Providing reports to the Governance Board.



- Q. Any significant program change for the Park Community Charter School Inc. is subject to approval by the Governance Board and the Kaukauna Area School District Board of Education.
- R. The Park Community Charter School Inc. Governance Board shall not engage in direct discussions or negotiations with the Kaukauna Education Association on any matter that is not authorized in writing by the Kaukauna Area School District Administrator.

### **VIII. Admission Criteria**

- A. The Park Community Charter School Inc. shall strive to have an enrollment that reflects the racial/ethnic balance of the Kaukauna Area School District population.
- B. Park Community Charter School Inc. will not deny admission or participation in any program or activity on the basis of a person's sex, race, religion, national origin, ancestry, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional or learning disability.
- C. Park Community Charter School Inc. shall be nonsectarian in its programs, admissions policies, employment practice and all other operations.
- D. Application for enrollment will be open to any students who reside within the Kaukauna Area School District and students attending the District through the open enrollment process who are assigned to the Park Community Charter School Inc.
- E. Application to and attendance at the Park Community Charter School Inc. is completely voluntary. Students who reside in the Park School attendance area and do not wish to attend the Charter School will remain eligible to attend the Kaukauna Area School District schools. The Park Community Charter School Inc. designated attendance area shall be the attendance area of Park School. The admission to Park Community Charter School Inc. by any student who resides outside of the Park Community Charter School Inc. attendance area shall be equally treated.
- F. If applications for admission to Park Community Charter School Inc. exceed the approved capacity, a lottery system will be employed to select from applications submitted. Applicants who are siblings of current Park Community Charter School Inc. students, or children of Park Community Charter School Inc. staff or administrators, will be admitted prior to the lottery, according to § 118.40, Wisconsin Statutes. To be eligible for admission through this lottery placement process, individuals must have submitted a complete and a valid enrollment application. Furthermore, Park Community Charter School Inc. will not be

required to admit any student who is under a current expulsion order from a school district. Students cannot be placed at Park Community Charter School Inc. by the Kaukauna Area School District, but must follow the admissions protocol.

- G. A waiting list will be maintained in order drawn by lottery, if needed, for admission of students should space become available during the school year. The waiting list will be maintained from the close of the recruitment period to the first day of the subsequent school year. A student may reapply after their name has been removed from the waiting list. The Governance Board will be responsible for conducting lottery drawing(s) at a regularly scheduled Board meeting.
- H. No tuition is charged. Park Community Charter School Inc. students will be required to pay for standard fees in accordance with the Kaukauna Area School District Policies.
- I. The District will provide and maintain adequate staff each year to obtain class sizes comparable to District averages for those same grades.

#### **IX. Financial/Operational**

- A. Budgeted allocations shall be dispersed according to the wishes of the Governance Board in consultation with the principal and consistent with District procedures. Any grants applied for and received by Park Community Charter School Inc. shall be disbursed through the grant guidelines under the direction of the Governance Board. A copy of the proposed five (5) year operating budget is attached as A.
- B. The Park Community Charter School Inc. may apply for additional state and federal grant monies available to the Kaukauna Area School District. Such grant applications are subject to approval by the Governance Board and the Kaukauna Area School District Board of Education. The Governance Board may apply for independent foundation grants at its own discretion.
- C. District per pupil allocations for the Park Community Charter School Inc. will be consistent with the Kaukauna Area School District practices.
- D. Federal funds will be distributed to Park Community Charter School Inc. as determined by allocation qualifications.
- E. If necessary, Park Community Charter School Inc. will be billed at the Kaukauna Area School District indirect cost rate on file at DPI for accounting and audit procedures. The current indirect cost rate for the Kaukauna Area School District as of 20 December 2010 is three percent (3%).
- F. Complaints of substance filed either with the Kaukauna Area School District Board of Education or Park Community Charter School Inc. regarding the

operation or the manner in which the Kaukauna Area School District Administration carries out its responsibilities relative to Park Community Charter School Inc. shall be immediately shared between both Parties to this contract.

**X. Termination of This Contract**

- A. An annual review of the relationship outlined herein by the Governance Board and the Kaukauna Area School District Board of Education shall be held in June, or at a mutually agreed upon time.
- B. The Kaukauna Area School District Board of Education may revoke the contract, in its sole discretion, if any of the following occur:
  - 1. Failure of the Park Community Charter School Inc. to meet any term or obligation in this Contract;
  - 2. The Park Community Charter School Inc. has insufficient enrollment to successfully operate a charter school;
  - 3. The Park Community Charter School Inc. has insufficient funding to continue operating as a charter school;
  - 4. The enrolled pupils have failed to make sufficient progress in attaining educational goals, or have failed to achieve Adequate Yearly Progress, as determined by the State of Wisconsin pursuant to the federal No Child Left Behind Act, for 3 consecutive years;
  - 5. The Park Community Charter School Inc. Governance Board members, employees, or agents provide the Kaukauna Area School District Board of Education false or intentionally misleading information or documentation in the performance of this Contract;
  - 6. Failure of the Park Community Charter School Inc. to comply with generally accepted accounting standards of fiscal management; or
  - 7. Failure of the Park Community Charter School Inc. to comply with state or federal laws or Kaukauna Area School District policies.
- C. The Governance Board of the Park Community Charter School Inc. may, following a majority vote, terminate this contract for any significant breach of provisions by the Kaukauna Area School District by providing ninety (90) days of written notice to the Kaukauna Area School District of the breach. In the event this occurs, the Kaukauna Area School District Board reserves the right to cure such breach within sixty (60) days, or make satisfactory provisions to cure same with respect to such breach. If the breach is not cured, the Park Community

Charter School Inc. may terminate this Contract effective thirty (30) days thereafter.

- D. In the event Park Community Charter School Inc. should be dissolved, the Kaukauna Area School District shall assume ownership of all charter school assets and unspent funds unless otherwise specified by state or federal law.

## **XI. Notice**

Whenever this Contract provides that notice must or may be given or that information must or may be provided, notice and information shall be provided in the following manner.

To: The Kaukauna  
Area School District

President, Board of Education  
Kaukauna Area School District  
1701 County Road CE  
Kaukauna, WI 54130-3916

Director of Curriculum and  
Instruction  
Kaukauna Area School District  
1701 County Road CE  
Kaukauna, WI 54130-3916

With a copy to:

Superintendent of Schools  
Kaukauna Area School District  
1701 County Road CE  
Kaukauna, WI 54130-3916

To: The Park Community  
Charter School Inc.

President  
Park Community Charter School Inc.  
Governing Board  
Andrea Schaller  
Kaukauna, WI

Administrator  
Park Community Charter School Inc.  
Ken Kortens  
Kaukauna, WI

Notice hereunder shall be effective if made by hand delivery or by United States Mail, postage prepaid, certified with return receipt requested. Notices shall be effective (i) when actually received by the addressee, if made by hand delivery, or (ii) 3 days after

delivering the pertinent notice to the control of the United States Postal Service, if made by certified mail with return receipt requested.

## **XII. Miscellaneous**

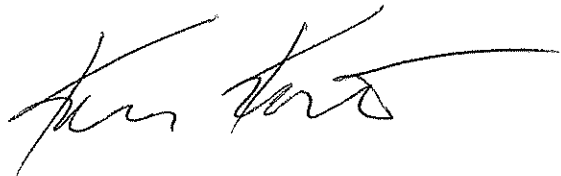
- A. Governing Law. This Contract shall be governed by, and construed and interpreted under the laws of the State of Wisconsin.
- B. Application of Statutes. If, after the effective date of this Contract, there is a change in applicable law which alters or amends the responsibilities or obligations of any of the parties to this Contract, this Contract shall be altered or amended by the parties to conform to the change in existing law as of the effective date of such change. Additionally, the parties may modify this Agreement to comport with requirements of federal or state rules or regulations so that receipt of federal or state grants for the charter school are not jeopardized.
- C. Entire Agreement. This Contract sets forth the entire agreement between the parties with respect to the subject matter of this Contract. All prior applications, agreements or contracts, representations, statements, negotiations, understandings and undertakings are superseded by this Contract.
- D. Severability. If any provision of this Contract is held to be invalid or unenforceable, it shall be ineffective only to the extent of the invalidity, without affecting or impairing the validity and enforceability of the remainder of the provisions of this Contract. If any provision of this Contract shall be or be determined to be in violation of any federal, state or local law, such provision shall be considered null and void, and all other provisions shall remain in full force and effect.
- E. Amendments/Modifications. No amendment or modification to this Contract shall be effective unless it is in writing and signed by authorized representatives of both parties.
- F. Assignment. This Contract is not assignable.
- G. Counterparts: Signature by Facsimile. This Contract may be signed in counterparts, which shall together constitute the signed original Contract. A signature delivered by facsimile or electronic mail shall be considered an original for purpose of this Contract.
- H. Force Majeure. If any circumstances occur which are beyond the control of a party, which delay or render impossible the obligations of such party, the party's obligation to perform such services shall be postponed for an equivalent period of time or shall be canceled, if such performance has been rendered impossible by such circumstances.

- I. No Third Party Rights. This Contract is made for the sole benefit of the Parties. Except as otherwise expressly provided, nothing in this Contract shall create or be deemed to create a relationship among the Parties or any of them, and any third party, including a relationship in the nature of a third party beneficiary or fiduciary.

**THE UNDERSIGNED HAVE READ, UNDERSTAND, AND AGREE TO COMPLY WITH AND BE BOUND BY THE TERMS AND CONDITIONS AS SET FORTH IN THIS CONTRACT.**

Park Community Charter School Inc. Governance Board	Board of Education of the Kaukauna Area School District
Name	Name
Chair	President
Date	Date

*Signed Copy of Contract on  
file with DPI*



Addendum  
to  
Charter School Contract Between  
The Kaukauna Area School District and The Park Community Charter School Inc.

VII. Governance, Structure, and Responsibility

B. The Governance Board shall consist of seven (7) to eleven (11) members. **The Board composition shall not exceed 49% of school district staff.**

VII. Governance, Structure, and Responsibility

G. Applicants will be required to undergo a background check. **The Governance Board shall use the KASD background check process to determine whether a perspective Governance Board member has been convicted of any criminal activity that may reflect poorly on the school or place students at any risk, and if so they will be ineligible to serve.**

L. **Following statement will be added to L. Through the use of teacher lead presentations, the staff will present regular updates to the Governance Board on specific curricular areas. On an annual basis, the Board will review goal attainment consistent with article IV.A. in the PCCS Inc. contract. As an instrumentality charter school of the Kaukauna Area School District, the evaluation of school staff including the principal, PCCS will follow the guidelines and procedures established by the district.**

VIII. Admission Criteria

A. **The PCCS Inc. shall strive to have an enrollment that reflects the racial /ethnic balance of the KASD population. This will be achieved through advertising to the general population of, including but not limited to, residents of the Kaukauna Area School District and surrounding Park Community Charter School with special efforts to reach underserved populations.**

E. **Application to and attendance at the PCCS Inc. is completely voluntary. Students who reside in the PCCS Inc. attendance area have preference for admission. Students who reside in the PCCS Inc. attendance area and do not wish to attend the charter school will remain eligible to attend the KASD schools. Any students who reside outside of the PCCS Inc. attendance area shall receive equal treatment for admission through the Open Enrollment process both within and outside of the district.**

F. **If applications for admission to PCCS Inc. exceed the approved capacity, a lottery system will be employed to select from applications submitted. Applicants, who are children of PCCS teachers and founders and all students residing in the PCCS attendance area as determined by the Kaukauna Area School District, are exempt from the lottery.**

IX. Financial / Operational

G. **Annually a presentation to the Governance Board will be made by PCCS staff to review programmatic components of the charter school. The presentation will include the following:**





- Expenses related to the establishment of the program
- Achievement data related to the program and its relation to school goals
- Forecast future costs

THE UNDERSIGNED HAVE READ, UNDERSTAND, AND AGREE TO COMPLY WITH AND BE BOUND BY THE TERMS AND CONDITIONS AS SET FORTH IN THIS CONTRACT.

Park Community Charter School Inc. Governance Board	Board of Education of the Kaukauna Area School District
Name ANDREA M. SCHALLER	Name Todd ARNOLDSON
Chair Andrea M. Schaller	President Todd Arnoldson
Date 4/11/11	Date 4/6/11



March 30, 2011

To Whom It May Concern:

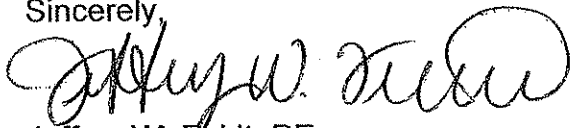
Kaukauna Utilities is a community owned electric and water utility serving more than 15,000 electric and 6,000 water customers in the City of Kaukauna and surrounding area. As we have been in existence for 100 years, our roots are deep and strong in the Kaukauna community. As we begin our second century of operation, we are very excited about the opportunity to partner with Park Community Charter School to be a part of their educational process.

Kaukauna Utilities has a long history of community involvement and giving back of our time, talent and resources to the community. We place a strong emphasis on opportunities that positively impact our children. As such, Park Community Charter School's three pillars of education; place-based learning, respectful climate and community service mesh very well with Kaukauna Utilities community involvement activities.

Utilizing Kaukauna Utilities as a learning platform, students will gain not only a greater understanding of science, environment and sustainability but also the historical significance and impact that hydroelectric power has had on development and growth of the City for the past century. Students will be able to see first-hand the process of how the electricity that powers their computers and televisions is generated as well as how water from the ground is purified and distributed to their homes for drinking water. Utilizing an educational program such as the National Energy Education Development Project (NEED), an age appropriate curriculum will be developed that integrates the development of critical thinking and problem solving with hands-on activities and real-world situations. In addition, Kaukauna Utilities staff will be available to provide professional expertise as necessary to assist with demonstrations, discussions and hands-on labs and activities.

Kaukauna Utilities is committed to ensuring the success of Park Community Charter School for the benefit of generations to come. As such, I respectfully ask that you support the school by approving their request for an implementation grant. Thank you in advance for your consideration and please do not hesitate to contact me if you have any questions or concerns.

Sincerely,



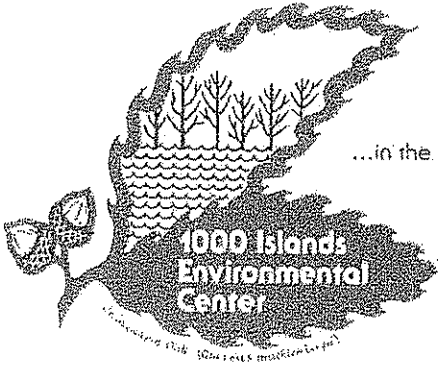
Jeffery W. Feldt, PE

General Manager

(920) 462-0218

[jfeldt@ku-wi.org](mailto:jfeldt@ku-wi.org)





...in the 1000 Islands Conservancy Area of the Lower Fox River.

1000 Beaulieu Court Kaukauna, WI 54130  
920-766-4733 • Fax 920-766-6321  
E-mail: thousandisland@new.rr.com

March 24, 2011

To Whom It May Concern:

The 1000 Islands Environmental Center is a 350 acre conservancy zone and nature center along the Fox River in Kaukauna. Our mission statement is to provide children, adults, and families the knowledge and skills needed to build a sustainable balance between the environment, economy, and community through education, conservation, and recreation.

I was very excited to learn about the Park Community Charter School (PCCS) and fully support them in their journey to bring this unique learning style to Kaukauna. As an organization based in environmental concepts, we strive to help our visitors make real life connections between the environment and their everyday lives. This effort mirrors the effort of the PCCS. They are striving not only to teach their students the basic academic concepts, but get them to understand the real world connections that these lessons have in their lives and their communities.

PCCS students would be able to utilize existing environmental education programs at 1000 Islands to learn their science units while integrating other academic components such as math, history and language arts. New programs and interactive exhibits will be designed with input from PCCS teachers to compliment classroom learning resulting in a well-rounded education that stresses involvement based learning. It is a fantastic opportunity to extend the classroom beyond the traditional four walls and immerse students in the lessons being taught. The collaboration between PCCS and 1000 Islands will help build our program base and interactive exhibits which will not only benefit PCCS students but the nearly 40,000 visitors that come through our doors each year as well.

At 1000 Islands, we have committed to supporting the Park Community Charter School in any way that we can. I hope that you will also support this school by approving their grant request. If you have any questions or would like to discuss the collaboration further, feel free to contact me at (920)766-4733.

Sincerely,

Debra Nowak, Naturalist



March 27, 2011

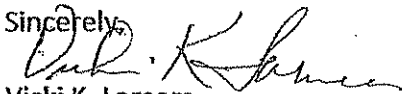
To Whom It May Concern,

I am writing this letter in support of the Park Community Charter School. I am a parent of two children who attend Park School and another who will attend Park Community Charter School next year. I have been a member of the Parent Advisory Committee for the last six years and plan to be for the next four. I am involved with providing birthday books for children, playground equipment, school dances, guest authors, school banners, popcorn days, and the necessary fundraising it takes to purchase the aforementioned items. Fundraising is not an easy thing to do especially when children come from families whose socio-economic backgrounds are challenged. There is no shame in having a hand up not a hand out. I believe the funding that is provided to Park Community Charter School is just that. It will make dreams a reality and will directly impact students in a positive way during the school day. I am certain that the new programs offered will re-energize teachers and excite students to learn.

The teachers are devoted to making a positive difference in the lives of their students. They already are doing great things in and out of the classroom. Park Community Charter School will allow the teachers to step out of the box and be even more creative in their teaching methods. Learning without purpose or understanding is not learning. Application of what is being taught is essential to a student's overall understanding of it. The students at Park Community Charter School will be fortunate to be able to use the resources in the community as their classroom. Local businesses, parks, the Fox River, 1000 Islands Environmental Center, and the Kaukauna Public Library are all in walking distance of Park School's current location so the physical needs are also being advanced.

I believe the last few lines of Robert Frost's poem *The Road Not Taken* sums up how Park Community Charter School will affect the children who attend. "Two roads diverged in a wood; and I— I took the one less traveled by, And that has made all the difference." The staff at Park Community Charter School realizes the importance of taking the road less traveled and the impact it has daily in the lives of children. The teachers are working diligently to make sure that the students will continue to receive a high quality education, understand how to be a kid for character and what it means to be part of a community.

Sincerely,



Vicki K. Lamers

1532 Peters Road

Kaukauna, WI 54130

920-759-2761

