

Walton Family Foundation

Public Charter School Proposal Guidelines

START-UP

Walton Family Foundation (WFF) Public Charter School Startup Grants offer financial support to qualified schools while they are waiting for authorizer approval of a submitted charter petition and during their first year of operation. Applicants may apply for startup grants in two phases and use this proposal for either submission:

- 1) **a Pre-Authorization Grant** for up to \$30,000 offered two months before submitting a charter petition, and/or
- 2) **a Post-Authorization Grant** for up to \$200,000 once the school is approved by its authorizer and during the school's first year of operation.

A. To qualify for a WFF planning grant, the applicant **must**:

- 1) Demonstrate potential for delivering excellent academic results;
- 2) Serve significant low-income student populations; and
- 3) Draw a majority of their students from one of WFF's targeted districts (see the WFF website at www.wffhome.com for the current list).

B. Before being awarded a WFF planning grant, the applicant **must**:

- 1) Submit a complete WFF Public Charter School Startup Grant Proposal, using the attached form.
- 2) Complete a successful interview with a WFF Program Officer or a Local Grant Partner (see *the WFF website for a current list of Local Grant Partners*).

C. In addition, applicants for a Pre-Authorization Startup Grant without a 501(c)(3) designation from the IRS will be required to submit to a credit check and meet WFF credit standards.

D. Charter Management Organization (CMO) affiliates: Schools affiliated with select CMOs may be eligible to apply for WFF startup assistance through separate programs, and they should not complete this proposal. Please see the WFF website for a current list of these CMOs. If you are affiliated with any of these organizations or other CMOs, please check with your home office about their relationship with the Walton Family Foundation.

E. Fellowship Programs: Schools with leaders trained by Building Excellent Schools or KIPP receive startup assistance from WFF through separate programs, and they should not complete this proposal. If you are affiliated with either of these fellowship programs, please check with your home office about your relationship with the Walton Family Foundation.

- F. WFF has concluded that effective management of student and other school data is critical to a school's success. For this reason, WFF requires all recipients of our startup grants to adopt a student information system (such as Apple's PowerSchool) and periodically provide defined data elements to our vendor, CREDO. For every recipient of a Post-Authorization Grant, WFF earmarks \$20,000 to cover the cost of licensing fees and technical assistance for two years. This amount is in addition to the startup grant award.
- G. Please complete the attached proposal within 30 days of receipt. WFF will not consider proposals submitted after the deadlines noted above. WFF will also not review or consider incomplete proposals (*note required attachments*).
- H. Create your proposal by using the electronic (MS WORD) template provided in **11-point font and name your file after the school you represent (for example: FLCharterAcademy.doc)**. We recommend you limit your answers to the spaces provided. When answering questions that call for a narrative response, clear, concise statements that directly answer the question are best.
- I. If a particular question is not applicable to your school, please explain why. Completion of all proposal sections is mandatory for grant consideration.
- J. **Mail 2 complete unbound, standalone copies** of all required materials via U.S. POSTAL SERVICE ONLY (*the address listed below will NOT accept other signature-required, delivery services such as FedEx*) to:

Kellie O'Keefe
Senior Program Officer
The Walton Family Foundation
1650 38th Street; Suite 101 W
Boulder, CO 80301

and **E-mail one complete file named after your school** with all required materials to kokeefe@wffmail.com

- K. If you have any questions regarding this proposal, please call our Colorado office at 303.442.3434 ext. 2

Walton Family Foundation

Public Charter School Proposal

START-UP

(To be used for both the Pre-Authorization and Post-Authorization Proposal)

GENERAL INFORMATION

Please check the grant(s) for which your group is applying to the Walton Family Foundation (WFF) and note the required attachments for each section:

Pre-Authorization Grant Up to \$30,000, offered during the two months before a school submits its charter petition to its authorizer for approval; and/or

Post-Authorization Grant Up to \$200,000, offered once a school is approved by its authorizer and during the first year of a school's operation.

Name of school: Horizon Science Academy Denison Date: May 12, 2006

Address: 1700 Denison Avenue

City: Cleveland State: Ohio Zip: 44109

Name of any key supporting organization(s):

Concept Schools (CS) – Education Management Organization

Person completing form: Ozgur Balsoy Title: VP of Ohio Schools
(Primary contact for application)

Telephone: 216.255.7188 Fax: _____ E-mail: obalsoy@gmail.com

Supporting contact: Jamella Lee
(Colleague, board member or assistant of primary grant contact)

Telephone: 224.659.1484 Fax: 847. 671. 2612 E-mail: jlee@conceptschoools.org

Has any individual or organization affiliated with this application previously received a WFF grant?

No If yes, please describe:

Horizon Science Academy Toledo – a sister school that belongs to the Concept Schools network.

Is any individual or organization affiliated with this application currently applying for a WFF grant?

No If yes, please describe:

Noble Academy Columbus, Noble Academy Cleveland, Metropolitan Academy of Science, Horizon Science Academy

Cleveland Middle - sister schools belonging to the Concept Schools network.

Does the founding organization have 501(c)(3) tax status from the IRS?

No When do you plan to apply for 501(c)(3) tax status? (date) May 2006

Yes _____ Name of organization as listed on the 501(c)(3) tax letter

Do you or will you have a checking account open in the name of the school? No Yes

I. CHARTER AUTHORIZATION

Charter approval date (please circle whether anticipated or actual): 1/7/2005

School opening date: 2/22/2005

Length of initial charter term: 5 years. Charter to be renewed/renewed in year: 2010

Charter school authorizing board, group or agency:

Lucas County Educational Service Center

Contact at the authorizing agency: Jim George Telephone: 419.724.4288

Has a business plan been created for the school? No Yes

II. SCHOOL MISSION

In the space provided, please describe the school's mission statement:

The mission of Horizon Science Academy Denison is to provide an environment of learning and continuous growth with a rigorous college-prep math, science, and language arts program, and to create an atmosphere for students, parents, and teachers to reach their highest potential to become effective, responsible and productive citizens.

III. TARGET POPULATION

Please fill in the spaces provided as completely as possible. Where necessary, feel free to include approximations:

Estimated/actual number of Students in Year One and Grades Served:	40 students, grades 5-6
Estimated/actual number of Students at Full Enrollment, Grades Served and Year:	300 students, grades 5-8, year 2010-2011
Anticipated/actual Racial/Ethnic Composition of Student Body (by %):	African American – 45%, Latino – 19%, Native American – 0%, Other – 36%
Anticipated/actual Free and Reduced Lunch Population (by %) and English Language Learner Population (by %):	Free and Reduced Lunch – 70% English Language Learners – 1%
In which local school district (and sub-district, if applicable) will the school be located?	In Ohio, charter schools are considered districts.
From which local school districts will the school draw its students (by %)	Cleveland Public Schools

In the space provided, please describe how the school is recruiting families, including advertising, community meetings, door-to-door canvassing, etc. and list how many students are on the schools "intent to enroll" list:

Horizon Science Academy Denison vigorously disseminates announcements to the public through as many available routes as is practical, including (but not limited to): organizing open house meetings at the local public library, posting and distributing flyers in various communities, attending community organizations' meetings of all kinds, direct mailings, and visiting: after-school programs, youth and community centers, and businesses and civic organizations. Our outreach strategy will consist of presentations at the facilities of local social service providers, libraries, and common meeting places. Everyone will be invited to presentations about the school and events at the school through primary news and media sources utilizing print media, the internet, and television. Horizon Science Academy Denison will collaborate with organizations to publicize events in the community through the local newspapers. These methods will help ensure that the invitation to hear directly about the opportunities offered to potential students of Horizon Science Academy is widely circulated.

In the space provided, please briefly outline leadership's experience serving the target population, particularly in providing educational services:

The Director of Horizon Science Academy Denison is an experienced educator (PhD) and VP of Concept Schools Ohio Schools. He is well-positioned to carry out the successful principles of this model and continue to adapt it to the context of the Cleveland and Ohio community - providing opportunities for college and universities, community organizations, museums, businesses and professionals from all fields of expertise to be engaged in the school and provide support for our students. Furthermore, the board is composed of a mix of board members from our other Concept Schools providing them not only with a familiarity of our model, but an understanding of their oversight role.

IV. INSTRUCTIONAL FOCUS & METHODS

Please outline the school's schedule in comparison to its surrounding district:

Number of school days per year:	Applicant School: 190	District School: 180
Hours in core school day (for 100% of students):	Applicant School: 8	District School: 7
Hours in the extended school day (including tutoring/mentoring/academic activities). Note % of students in extended day programs:	Applicant School: 9	District School: 7
Total hours of operation:	Applicant School: 920	District School: 840
Within this framework, please summarize how you have structured the school day to allow for instructional time to meet the individual needs of remedial students. Please compare your approach to that of surrounding district schools:	<p>In order to ensure we meet the instructional needs of remedial students, we have structured our school day such that students receive instruction in the core subjects of math and language arts 5 days per week, 1.5 hours per day in each subject. During the first 45 minutes of instruction each day, remedial students receive the same instruction as students that are on grade-level. However, during the next 45 minutes of instruction in the specific subject area, our remedial students receive individualized instruction as needed. Furthermore, our remedial students are required to attend tutoring during the last period of the day and tutoring after-school. Furthermore, we require our remedial students (that are at a certain level) to attend Saturday school.</p>	

In the space provided, please describe the instructional methods that the teachers will use so that students acquire important skills and knowledge. Why are these methods appropriate to the student population and how will they ensure that students meet state learning requirements?

Our intent is not to subscribe to one method but have many successful methods to maximize classroom learning. Horizon Science Academy Denison believes in allowing teachers to teach in an environment that supports their successful practices and strategies, so that each teacher can customize their teaching materials according to their particular group of students needs. Horizon Science Academy Denison teachers use a unique mix of the following instructional techniques: direct teaching, problem based learning, project based learning, and collaborative learning. Use of these techniques reflect core beliefs of providing an engaging, dynamic learning environment for students to explore the questions they have about the world and ways to positively contribute to the world around them. We are utilizing a diversity of instructional approaches to teach advanced concepts and thinking skills in mathematics and science, as well as other disciplines.

V. TEACHERS

In the space provided, please list the top three criteria used to evaluate a teacher's job performance. Please include who conducts the evaluations, and how compensation is determined:

The top three criteria used to evaluate a teacher’s job performance include: 1) Student/Parent Relations - via either a) breakfast, lunch, and dinner, b) home tutoring, or c) family/student visit. 2) Standardized Tests – teacher’s will receive credit per student in their subject area if they meet or exceed the expectations provided in our rubric. Teacher’s will not be credited if 75% of the students they teach aren’t proficient. 3) Fairs - via either a) school-wide fairs, b) city-wide (district/regional) fairs, c) state-wide fairs, or d) national/international fairs. More in-depth descriptions on each of these can be provided as needed.

Compensation for a teacher is determined by the number of points allocated in each category per the rubric. According to the rubric, any staff member who reaches 2500 points will receive an additional 5% of their salary. Every additional 250 points will add 1% to the bonus. The total bonus amount can’t exceed 10% of a teacher’s salary.

VI. ACADEMIC STANDARDS/ASSESSMENT AND PERFORMANCE

Please outline the sets of standards that form the basis for the school's academic design. Please identify all sources from which the school has drawn standards (e.g. *Core Knowledge Sequence*, *Modern Red Schoolhouse*, *New Standards*, etc.) and feel free to expand this table to include additional boxes as necessary:

Sets of Standards	Source	Subject Areas	Reason for Choosing
Example: Ohio State Standards	Ohio DOE	Math, Reading, Social Sciences	Required by State
Ohio State Standards	Ohio DOE	Math, Reading, Science, Social Studies, Citizenship, Writing	Required by State

Please outline major curricular programs that the school has selected for use, including basal series, textbooks and literacy programs (i.e. *Harcourt Trophy Series, Open Court, Success for All, Saxon Math, Direct Instruction, Junior Great Books, etc.*).

Curriculum Name	Source	Subject Areas	Reason for Choosing
Example: Readers and Writers Workshop	Ohio State Literacy Collaborative	English/Language Arts, Social Science	Balanced literacy approach utilizing shared inquiry practice
Elem. – McGraw Hill / McMillan Science; Middle – Glencoe Integrated Science High – Prentice Hall		Science	Alignment to state standards across the states. Teacher recommendations.
<i>Elem.</i> - McGraw-Hill/U.of Chicago Everyday Math; Middle - Glencoe High-Key Press Curriculum		Math	Alignment to state standards across the states. Teacher recommendations.
Elem – McGraw Hill Middle – McGraw Hill High – McGraw Hill		Social Studies	Alignment to state standards across the states. Teacher recommendations.
Elem – Prentice Hall Middle – Prentice Hall High – Prentice Hall		English	Alignment to state standards across the states. Teacher recommendations.

In the space provided, please explain the approaches you will use to incorporate a diversity of cultural viewpoints in the curriculum:

Our mix of instructional methods of direct teaching, project based learning, problem based learning, and collaborative learning provide opportunities to incorporate a diversity of viewpoints in the curriculum.

Furthermore, one of the core features of our school is multi-cultural teaching and learning. Therefore, through exposing our students to a rich, diversity of American and international teachers and our overseas summer programs, Horizon Science Academy Denison promotes respect for diversity and creates a context within which teachers and students experiences can be understood, appreciated, and connected to the curriculum.

Please identify all assessments (e.g., *state tests, test company tests*) and other measures (e.g., *teacher-designed assessments, portfolio evaluation, parent surveys*) that the school uses to monitor student learning and school performance.

Assessment Tool Name	When Administered	Purpose for Administering
Ex: Illinois Standards Achievement Test	Grades 6-8; once per year	State mandated test for city, state and federal accountability
IOWA	Grades k-12; twice per year (Fall and Spring)	To monitor student's entry level and achievement.
Ohio Achievement Tests	Grade 3,4,5,7,8;once per year	State mandated test for city, state, and federal accountability
Ohio Proficiency Tests	Grade 4 and 6: once per year	State mandated test for city, state, and federal accountability
Accelerated Reading	Continuous	Improve reading

In the space provided, please describe how the school's assessment plan allows it to track student performance over the course of each year as opposed to tracking performance from one year to the next:

Through Concept Schools (CS), Horizon Science Academy provides monthly review tests and quarterly practice tests as part of its on-going assessment system. Tests are aligned with state standards and prepared for state specific achievement tests. These test results provide invaluable information to educators, parents, students and administrators. One of the most important components in implementing an educational system is ongoing **review tests**. Review tests can be used not only to evaluate student performance and progress, but also to inform instructional planning so that it better meets the needs of students. Teachers can then plan where to begin the instructional activities, decide how to pace the instruction and determine the degree of success brought about by the instructional strategies used with the students. The tests are prepared by managing staff according to the CS Annual Plans, which only covers the subjects taught between two review tests. **Practice tests**, which aim to prepare students for standardized tests, are an important component of Concept's Assessment System. They provide periodic checkpoints on the progress of students in meeting the benchmarks established by the state's content standards.

In the space provided, please explain how you will raise the achievement of low-performing students to grade level:

In order to raise the achievement of low-performing students to grade level we practice a couple of other core features of our school: personalizing instruction and developing continuous relationships (home visits, tutoring at home) with our students/families.

In terms of personalizing instruction, we provide our low-performing students not only an extended school day, week, and year (as with all of our students), but we also require them to attend tutoring during the last period of the day, after-school tutoring, and Saturday tutoring.

Please complete the following Performance Outcome and Goals table as accurately and comprehensively as possible.

*Performance Outcome	**Charter Agreement Expectation	***School's Internal Goal
Ex: Daily Attendance Rate	Higher daily attendance rate than nearby district schools: which average 90%.	A daily attendance rate of over 95% each year.
Ex: Iowa Test of Basic Skills	A minimum of 0.8 average grade equivalency gains for all students between fall and spring testing.	1.0 average grade level equivalency gains for all students between fall and spring testing.
Achievement and Proficiency Tests	Meet the 75 percent proficient or above req. on state achievement & proficiency	Meet a 90 %proficiency or above req. on state achv. & proficiency tests after 5 years.
Attendance Rate	Meet the 93 percent state requirement in attendance.	Achieve an attendance rate of at least 95% yearly.
Parent Involvement		After 5 years, 75% parent school-wide involvement.
Teacher Performance		Organize or participate in at least one summer field trip or competition.
Student Attrition	Retain 95% of student enrollment each year.	
Graduation (after contract renewal)	Meet the state 90% graduation requirement.	Achieve 100% graduation rate for all students.

*Performance Outcome: Includes a list of such performance indicators as: state tests, national tests, diagnostic tests, survey results, attendance, matriculation, graduation, college placement & college retention.

**Charter Agreement Expectation: Includes expectations agreed to in the charter contract between the school and its authorizer. Progress on these expectations will determine whether or not the school's charter is renewed.

***School's Internal Goal: Includes any goals that the school's leadership and governing board have set for performance beyond what is expected in the charter. These goals form the basis for how the governing board and families are likely to evaluate the school's progress.

In the space provided, please summarize how these expectations and goals will be communicated to parents:

These expectations and goals will be continually communicated to parents through our initial open house, quarterly Parent/Teacher Conferences (on Saturdays), and home visits to parents/students. Also, before the school year begins, parents will have an opportunity to review these expectations and goals and must sign the Parent Commitment letter to helping the school and their students achieve these goals.

It takes the commitment of parents and students to help us achieve our goals.

VII. FUNDRAISING

Above and beyond public revenues, how much supplemental funding per year will be required to sustain the school's programs during its first three years of operation?

First Year: \$ 270,000 Second Year: \$ 350,000 Third Year: \$ 350,000 Total: \$ 970,000

In the space provided, please briefly describe when the school expects to sustain its core operations solely with per pupil revenue and how the school will maintain fiscal stability and protect against funding fluctuations, emergency facility costs, delays in public payments, as well as other obstacles:

The school expects to sustain its core operations solely with per pupil revenue after its start-up period (year 1-3). In order to maintain fiscal stability, Horizon Science Academy Denison uses a set of internal control policies to addresses compliance with Ohio laws, conflicts of interest, signature authorities, government access to records, accounting procedures, cash management, budget development, financial reporting, property management, and procurement. Horizon Science Academy Denison will use the QuickBooks accounting software to aid in preparing for monthly financial reports and end-of-year audits. This computer system will be used in parallel with the day-to-day book-keeping. Horizon Science Academy Denison will use traditional paper check register and bill filing systems. A Balance Sheet, Income Statement, and Statement of Cash Flows will be prepared for monthly board meetings and sponsor reports. HSA Denison will generate financial accounting data in the format required by the State of Ohio Auditor's Office and the Ohio Department of Education.

Please indicate funding that the school will receive and the schedule for those funds (federal, state, local, philanthropic grants, in-kind, etc.).

Source (or note as anonymous)	Purpose (facilities, equipment, etc.)	Amount (pending or confirmed?)	Schedule (month/year)
• Federal Title X	• Startup	\$ 50,000 confirmed	• June 2007
• Local/State PPR	• Operations	\$ 150,000/month pending	• Starting on Sept. 2007
TOTAL		\$	

VIII. STUDENT DATA MANAGEMENT AND ENROLLMENT

In the space provided, please outline your plans for adopting and implementing a student information system (SIS) and describe how this will assist school leaders in managing the school's future academic success. If you have a particular SIS in mind, please also name the program and why you've selected it:

Concept Schools has completed Phase 1 of the creation of a Student Information System for their network of schools. The system to date provides student daily attendance records and homework assignments. Phase 2 of the Student Information System will allow schools to track student's academic progress on monthly review tests, quarterly practice tests, and state standardized tests.

In the space provided, please outline your plans for enrolling students. Include a timeline of activities and description of enrollment documents/forms that the school anticipates using for the enrollment process (*required attachment*):

Sample documents/forms that we have used for this process include:

Application form
Parent Commitment Letter
Student Commitment Letter
Student Handbook.

In the space provided, please describe how you will engage parents and families in the education and assessment of students. Also include your plans to involve minority families:

We will engage parents and families in the education and assessment of students through our homework hotline, on-line database (for checking students homework assignment and progress), and through our Parents as Educators program. The program will include the following goals: lending books, workbooks, and other materials to parents, asking parents to take their children to the public library (we will provide the necessary information about how to get there, how to get a library card, and so forth needed), asking parents to have their children describe (in detail, daily) what they did in school, provide assignments that requires children to ask their parents questions, suggest games or group activities related to the children's schoolwork that can be played by either parent or child or by child and siblings, suggest how parents can use home materials and activities to stimulate their children's interest in reading, math and other subjects, provide a questionnaire to parents, so that they can provide feedback about the school and their children's progress, providing parents workshops for teaching, making learning materials, or correcting mistakes appropriately.

IX. SCHOOL AUTONOMY

Will the school exercise complete control over its budget and purchasing decisions? No Yes

As necessary, please explain: _____

Will the school have banking and accounting systems separate from its authorizer? No Yes

As necessary, please explain: _____

Will the school exercise control over staff recruitment, hiring, evaluation, compensation and dismissal? No Yes

As necessary, please explain: _____

Does the founding organization have a 501(c)(3) tax status from the IRS? No Yes

As necessary, please explain:

Are your teachers part of a collective-bargaining unit or governed by a local teachers' union contract? No Yes

If yes, what is the name of the union?

X. BOARD GOVERNANCE

In the space provided, list the board with short descriptions of their affiliations and backgrounds (*full bios need to be attached*)

Our board members are professors/academics in the math, science, and technology fields. Their names and affiliations are as follows: a) Huseyin Kara, Founder, Horizon Science Academy Child Development Center and Math Teacher b) Cengiz Altuntas, PhD, Research Assistant, Cleveland Clinic Foundation c) Ibrahim Budak e) Metin Yavutz, Cleveland State University, Applied Biomedical Engineering Program and f) Cengiz Karatas.

In the space provided, describe steps the Board is taking to develop its ability to effectively govern the school and oversee its performance?

This board has a track record of individuals who serve on boards managing charter schools. All of our present board members have previously or currently serve on one of our Horizon Science Academy (HSA) boards in Ohio.

In the space provided, please describe the Board's primary responsibilities and which areas of expertise and constituencies are represented:

The Board of Horizon Science Academy Denison protects the public interest and upholds the public trust by applying the highest standards of service in governing the school according to its by-laws, the charter contract, and relevant state and federal statutes. It is the duty of the Board of Directors to oversee operations of the school, decide on major policy matters, elects new board members and officers, approve committees, and appoint, support, and evaluate the Director of the school. The Board of Directors assesses the performance of the school as a whole according to internal and external accountability goals. When appropriate, Board members will respond to opportunities to make personal and organizational resources and talents available for the benefit of the school. In order to successfully undertake all these responsibilities, the Board will organize, manage, and assess itself in an efficient, business-like manner.

XI. SCHOOL LEADERSHIP

In the space provided, who is your school leader(ship) and what measures will be used by the governing board to evaluate the performance of school leadership?

The performance of the school leadership will be evaluated by teacher, student, and parent satisfaction surveys as well as by the school's fiscal status.

XII. FACILITY

In the space provided, please describe the school site and facilities agreement in detail (*provide of space, lease/purchase/donation, length of agreement, etc.*), including the timing of your negotiations. Also list the annual facility costs as a percentage of the schools overall annual operating budget:

Horizon Science Academy-Denison Middle School campus is located at 1700 Denison Avenue, Cleveland Ohio 44109. It is a three floor building totaling 52,140sq. ft with associated land of approximately 1.72 acres.

Annual facility costs (rent, utilities, and maintenance) as a percentage of the schools overall annual operating budget for the average Concept Schools is 25%.

In the space provided, please describe your contingency plan in the event that the first facilities option becomes unavailable:

We currently have facilities.

XIII. SERVICE CONTRACTS

If applicable and in the space provided, list the name of any technical assistance, back-office or school management providers with which the school is or will be contracting, which criteria was used to select the services and the annual cost as a percentage of the school's overall operating budget:

Horizon Science Academy Denison will contract with Concept Schools. Concept Schools is the EMO responsible for building and starting HSA Denison. Concept Schools charges schools a monthly 10% service fee. However, within the school's first year of operations, Concept Schools may/may not charge the school (depending on the schools budgetary needs as it relates to facilities).

In the space provided, please describe what benchmarks will be used to hold the provider(s) accountable for performance and how they are being incorporated into the contractual agreement:

The primary benchmarks for Concept Schools, our parent organization and contractual EMO include:

- Monthly financial statements to the board and authorizer.
- Monthly review tests production, dissemination, and reporting to the school
- Quarterly practice tests production, dissemination, and reporting to the school.

XIV. GRANT REQUEST BUDGET/ESTIMATED EXPENSES

Please estimate the cost for each area/item to be addressed as well as the total estimated/projected dollar amount to complete these tasks. Include a brief explanation of each item. Applicants are encouraged to hold the itemized grant request to no more than 3 pages in length:

Public Charter School Startup Grant Budget

Name/Description of Item or Group of Items	Estimated Amount
• Furniture: classroom, cafeteria, science labs, computers	\$ 140,000
• Educational materials	\$ 56,250
• Instructional equipment (LCD projectors, TV/VCRs)	\$ 16,000
• Computers	\$ 17,750
•	\$
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Insert School Name Here: Horizon Science Academy Denison	Total: \$ 230,000

A. BUDGET DETAILS

1. Requested funding amounts should be clearly for the direct service of your students and their academic development. Please review the chart and/or consult with WFF staff to determine an appropriate amount for your request. Grants awarded below the requested amount are based on committee allocations when balanced with other requests, budget constraints and applicant needs.
2. Grant requests may **not** be used for facilities expenses (e.g. *purchase, lease, construction, renovation, etc.*).
3. If your school contracts for services with any outside vendor, you must state clearly and explicitly that the items in your grant request are separate and distinct from services, goods, etc. that fall under the school's management contract. That is, a grant may not be used to offset any costs that are the responsibility of the management company.
4. The grant budget should be applied towards high-priority items that are clearly in the best interest of starting a school.

B. PROPOSAL ATTACHMENTS (see guidelines for number of copies and mail/e-mail instructions)

1. Management Team:
 - Resumes for all school leaders who have business, administrative or academic responsibilities beyond full-time classroom duties.
2. Governing Board:
 - School by-laws.
 - Resumes for each member of the Board, including current address and phone number.
3. Business Planning:
 - When applying for any Walton Family Foundation Charter School funding, you must include prepared financial statements along with other information. Please see the WFF website at www.wffhome.com for a template and guidance on this attachment.
4. Charter Status Documentation:
 - If applying for a Pre-Authorization Grant (\$30,000) – an Executive Summary of your schools Charter Petition
 - If applying for a Post-Authorization Grant (\$200,000) – The official document from your charter authorizer (state board, university, school district, etc.) on stationary stating you are a charter school under their jurisdiction and including the federal tax identification number in the letter.

5. Miscellaneous Attachments:

- A Conflict of Interest Policy – If the charter school board includes staff, authorizers/sponsors, or any other individuals whose roles as board members could be in conflict with their employment roles, please include 1 copy of a policy that outlines how these conflicts-of-interest will be addressed.
- A signed certification of intent to participate in the CREDO evaluation.
- A sample enrollment form currently being used for the school.

Please include the following attachments only if they apply to your school:

6. Education Management Partnership

- Include the management contract or agreement with the company you have hired or plan to hire.
- Language stating that any property acquired with the grant proceeds will remain property of the school or other qualified non-profit entity and will not become property of the management company.

7. School Performance Outcomes and Financials

- If this public charter school has already been in operation for one full year, or other campuses are operating in your "network" of schools, please include a brief, clear and concise 1-4 page analysis of your school's assessment results (*both internal and external*) and what they say about student academic performance and progress at your school. It is preferable that this analysis be value-added, examining student gains cohort-by-cohort while controlling for the "static" caused by ongoing turnover. Hard, comprehensive presentation of data in all grades for all testing is requested, in addition to selective, narrative analysis.
- If this public charter school has already been in operation for one full year, please attach a copy of the school's audited financial statements (*report from an independent and certified public accountant*).

By signing and submitting this request for funding, the requesting organization acknowledges that the Walton Family Foundation has not previously made any promise to provide the funding requested herein and that the requesting organization has not relied to its detriment upon any statement by the Walton Family Foundation or its representatives to obtain the funding requested herein. The requesting organization further acknowledges that any approval of its grant proposal will be communicated only by, and is contingent upon execution of, a written grant agreement between the requesting organization and the Foundation signed by the Foundation's Executive Director.

Signed:  
Primary Contact and Board Member

Date: May 12, 2006

CERTIFICATION OF ACCURACY AND INTENT TO PARTICIPATE IN EVALUATION PROCESS

Required Participation in Charter School Portfolio Evaluation

All schools that are awarded startup grants are required to participate in an evaluation of student achievement that is being conducted on behalf of the Walton Family Foundation by CREDO of the Hoover Institute at Stanford University. Should this grant application be approved, the Foundation will provide your school with a computer-based student information system at no charge, provided that you commit to using that system and sharing the data on an annual basis with the research team at Stanford.

Functional Capabilities

To minimize the impact of gathering, retrieving and transmitting desired data, CREDO is using a student information software package that can be easily adopted by each school. The software offers a broad range of functionality beyond the evaluation requirements – such as student performance profiles and compliance reporting – so that it can serve multiple objectives and provide continuing value to portfolio schools. Use of this software could be very helpful in enabling your organization to sharpen key operational areas that can seem daunting and cost-prohibitive, such as: (1) proactively managing accountability for performance, (2) efficiently handling reporting to authorities, and (3) increasing your capacity for data-driven decision-making.

The system is designed to collect information on each student and teacher in a simple record, requiring input only twice yearly – once in the fall and once in the spring. From these student and teacher records, the software will produce monitoring reports for all participating schools. These reports could then be transmitted, either in paper or electronic format, to CREDO for analysis. In order to receive the software package, participating schools transfer to CREDO a pre-formatted export of data that is required to conduct an evaluation capable of withstanding rigorous professional scrutiny. This data transfer must be performed in a timely manner 1-2 times per year.

Privacy Protections

Please be aware that – to protect student and staff privacy – The Foundation will not require any personally identifying information on any individual at any time. The entire evaluation can be completed using unique ID numbers – either those required by your state data system or ones that are generated for your own use. **Each school will be provided with a Confidentiality and Privacy Agreement that details the protections that CREDO will guarantee for all the data it receives from participating schools.**

Technical Specifications and Support

The software will be made available for installation on a PC platform. CREDO will augment the technical support available from the vendor with Internet-based resources such as Frequently Asked Questions and example pages. CREDO will also develop and distribute a user guide that illustrates the various useful reports and scenarios that the software will support. If you have technical questions, CREDO can be contacted directly at 650-725-3431.

I hereby certify that the above information is correct, the applicant school is willing to participate in the evaluation process, and that I am authorized by the governing board of the school to submit this grant application to The Walton Family Foundation.

Signature: 

Title: VP of Ohio Schools Date: May 12, 2006

If your school has not yet been approved as a charter, or it does not have a 501(c) 3 designation, please provide the requested information below:

Consumer Report
Disclosure and Authorization

By this document, the Walton Family Foundation discloses to me that a consumer report on me will be obtained for the purposes of applying for a grant as part of the grant application process and, if I am provided a grant, a consumer report may be obtained at any time during the grant period. Upon my request to the Walton Family Foundation, I will be informed of whether a consumer report was requested and, if so, the name and address of the consumer reporting agency that furnished the report.

By signing below, I hereby authorize the procurement of a consumer report on me by the Walton Family Foundation, and acknowledge that this authorization shall remain on file and shall serve as an ongoing authorization for the Walton Family Foundation to procure such consumer reports at any time during the grant period.

Name Vedat Akgun

Street Address 9450 W. Bryn Mawr Avenue, Suite 250

City, State, Zip Rosemont, IL 60018

Signature 

Social Security Number _____

Date May 12, 2006