

**ALTERNATIVE EDUCATION  
Lane County Public Schools  
Annual Program Site Evaluation  
2015-16**

Program/School Name Looking Glass – Center Point

Health & Safety – Facility Condition

**Is the facility clean & orderly**                      Yes                       No

**Comments:** The facility was neat and orderly. We visited the classrooms, office areas, kitchen, conference room, the art room and the break/lunch room. All areas of the school were clean and organized.

Does facility meet safety code                      Yes                       No

**Comments:** A report was shared indicating the facility was in compliance with its fire inspection as well as the sanitation inspection conducted by the Eugene 4J School District.

***Attendance/Discipline Policy*** (collect copy of program's Attendance & Discipline Policy)

Are district attendance reporting policies being adhered to?                      Yes                       No

**Comments:** Center Point has expectations around regular attendance and it is written in the student handbook. Sections of the handbook include what to do when a child is sick, refuses to come to school, has an appointment during school hours and has unexcused and excused absences.

**Is attendance taken daily?**                      Yes                       No

**Comments:** Daily attendance is taken at Center Point. If parents do not report their student as absent, phone calls are made home by the family service coordinator to verify the absence.

Is there an effective method of presenting & enforcing attendance policies?                      Yes                       No

**Comments:** Students who are missing school and have unexcused absences do experience consequences. These students experience a level drop, which indicates a loss of privileges. Proactively, students earn rewards for good attendance. Staff members sometimes will pick up students at home when they are absent.

Are discipline procedures posted?                      Yes                       No

**Comments:** School rules were posted in the classrooms and other school areas for students to see. All students in attendance also have a daily success chart where they are assessed at the end of each class period. It looks much like a point sheet kept by the students in their binders.

Are students alert and engaged?                      Yes                       No

**Comments:** We visited one classroom where the instructor was teaching a health lesson using a smart board for an instructional tool. Students were listening and answering questions, although multiple missed opportunities occurred, during which students could have been more engaged and actively participating. Throughout the school, students' needs were being accommodated with a variety of adult supports.

## Curriculum

What does a lesson plan look like for an average day?

Teacher lesson plans are kept online and broken down by the week. These are adjusted depending on how far the students progress within a given day. These are working documents, and could be improved by linking them to CCSS.

How are the needs assessed and met for IEP students?

When a student enrolls at Center Point, the IEP is reviewed. Assessments are given, and the IEP may be rewritten depending on student need. Data to inform class scheduling and instructional decisions may include a writing sample and the WRAT or DAR.

Is curriculum state approved? Yes  No

Comments: Much of the curricula in use is found on the internet or other avenues. The math textbook in use is Glencoe, which was once approved by the state but has since become dated. The school is attempting to teach to the common core state standards without current textbooks.

---

### What criteria are used for awarding grades/credits? (i.e. proficiency, mastery, project, seat-hours)

The criteria used for awarding credit is passing assignments with an 80% of possible points. Students are allowed to correct the work and return it for credit, but the second attempt requires 100% accuracy.

Has the program been consistent in reporting credits/grades to contracting district? Yes  No

Comments: Center Point faxes student grades to the home district's registrar. The credits are then coded correctly at the local high school and then added to the student transcript. This takes place at the end of each trimester. Progress is reported quarterly to both parents and districts.

## Teacher Evaluation

Does instructor show ability to engage students? Yes  No

Comments: As mentioned earlier, the teacher used the smartboard in the lesson. Students were paying attention and asking and answering questions. There were missed opportunities for student discourse or role playing to occur, which would have further engaged students in the content, especially since the topic was a social skill.

What is the instructor's style of presentation? The lesson observed was a stand and deliver lesson. The teacher was teaching in a small classroom with approximately 6-7 students in attendance. The instructor did move across the front of the classroom but did not circulate between student desks.

**Is instructor accredited by the state of Oregon?**    Yes     No

**Comments:** Center Point is not required to have HQ staff, due to being an alternative education school.  
Some of the staff are licensed in the State of Oregon while others do not hold a valid teaching certificate.

**Has a background investigation been done on all personnel?**    Yes     No

**Comments:** All staff members are required to have a background check and documents support this  
happening with school personnel.

**Site Evaluation Completed by:**

Brian Dean Flick/Amy Tidwell  
Name

Bethel #52  
School District

Date: April 5, 2015