

**ALTERNATIVE EDUCATION
Lane County Public Schools
Annual Program Site Evaluation
2013-14**

Program/School Name Creative Minds

Health & Safety – Facility Condition

Is the facility clean & orderly Yes No

Comments: Facility appeared to be clean and orderly.

Does facility meet safety code Yes No

Comments: The school passed the annual inspection by the Fire Marshal in June 2013. Please be sure to check all building fire extinguishers as required and indicate on the green tags attached to the canister the date they were inspected.

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

Are district attendance reporting policies being adhered to? Yes No

Comments: _____

Is attendance taken daily? Yes No

Comments: _____

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

Comments: Attendance goal = 90%. If student misses 6 days/month or 10 days/semester, student will be withdrawn from the program, unless special circumstance have been identified.

Are discipline procedures posted? Yes No

Comments: Discipline procedures are listed in the student handbook, which is provided to the student at the time the application is submitted.

Are students alert and engaged? Yes No

Comments: _____

Curriculum

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

Teachers do not do daily lesson plans. Instead, teachers develop a detailed course syllabus.

How are the needs assessed and met for IEP students?

Creative Minds SpEd teacher provides support for students on IEPs.

Is curriculum state approved? Yes No

Comments: School director reported that Creative Minds does not use a published curriculum. Teachers use the state grade level benchmarks to develop their own curriculum. Course syllabi indicate teacher uses Glencoe math textbooks.

In conversation with the staff at Creative Minds we asked how they were preparing for the new Common Core State Standards and the Smarter Balanced Assessment. We were surprised when they did not know about these new state requirements being implemented in the 2014-15 school year. They were not aware of the shifts in English Language Arts and Mathematics. We also explained the amount of staff development Bethel had provided this year to prepare administrators and teaching staff for the CCSS implementation and the curricular adjustments the District was making. We gave them a quick overview of these changes, provided them with on-line resources, and emphasized the more rigorous requirements for high school graduation. We found the lack of awareness very concerning and believe that the school will be hard-pressed to get up to speed within the short amount of time they have left in the school year.

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

Seat time, packet work, proficiency extra credit, volunteer work outside of school (e.g., project work), clubs.

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

Comments: _____

Teacher Evaluation

Does instructor show ability to engage students? Yes No

Comments: The groups are very small (no more than 5 in a group). Students work mostly in the small group format but may choose to work by themselves. Students are cooperative within the small group setting. In general, students were engaged in the lesson.

What is the instructor's style of presentation? Varies. There tends to be an emphasis on oral instruction but teachers encourage students to engage in discussion of the materials. One group was working in the computer lab on a report of their choice and students did have evidence of task completion.

Is instructor accredited by the state of Oregon? Yes No

Comments: Currently, Creative Minds employs three licensed teachers and one teacher who is not licensed. No documentation of highly qualified status.

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

Comments: _____

Site Evaluation Completed by:

Brian Flick, Monique Siemerink
Name

Bethel School District
School District

Date: March 27, 2014