



CHARTER RENEWAL APPLICATION COVER SHEET

NAME OF CHARTER SCHOOL SEEKING RENEWAL: PARKWAY ACADEMY@ BC

CHARTER SCHOOL LOCATION NUMBER: 5181

DATE: November 20, 2011

NAME OF GOVERNING BOARD: AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL

Provide the name of the person who will serve as the primary contact for this renewal application. The primary contact should serve as the contact for follow-ups, interviews, and notices regarding this renewal application.

CONTACT PERSON: Clarissa Wright TITLE/RELATIONSHIP TO GOVERNING BOARD: Executive Director

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NAME OF EDUCATION SERVICE PROVIDER (if any): _____

I certify that I have the authority to submit this application and that all information contained herein is complete and accurate, realizing that any misrepresentation could result in disqualification from the application process or revocation after award. I understand that incomplete applications will not be considered. The person named as the contact person for the application is so authorized to serve as the primary contact for this application on behalf of the organization.

Clarissa Wright

Printed Name

Clarissa Wright

Signature

November 20, 2011

Date

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Broward County Public Schools Charter School Renewal: Indicators and Standards

In accordance with Florida Charter School Law, a charter school may be renewed provided that a program review demonstrates that the school has successfully fulfilled the terms of its contract [1002.33(7)(a)(17)]. In conducting a renewal program review, the sponsor will focus its analysis on the school's performance in three categories:

- Educational performance
- Financial performance
- Organizational performance

The following defines specific indicators (the types and level of information and data that will be collected) and standards (the benchmark by which such indicators will be measured) that will be analyzed and evaluated within these three categories. It is a school's performance within these indicators that inform a charter renewal decision.

Furthermore, should a charter school meet the standards for renewal, The School Board of Broward County, FL will also review future Educational, Financial and Organizational plans submitted as part of this application for the term of its subsequent contract. Any modifications/adjustments/amendments it proposes to make to its current contract that would take effect over the subsequent contract term will be negotiated during the contract phase.

Important Reminders

- All renewal applications must be submitted electronically, as one continuous PDF file per school, to charterapplications@browardschools.com by 5:00 PM Wednesday, November 30, 2011.
- Only electronic applications, submitted as one continuous PDF file, will be accepted. Please scan the appendices as part of the PDF file.
- Renewing schools must clearly name and include their location number on all documents submitted, including the completed renewal application and all appendices referenced in their application
- Scan application and appendices as one continuous PDF file and include the school's name and location number when saving (Ex. HappyCharter6868; SunnyCharter7878, etc.)
- Renewal applications must contain a table of contents, clearly outlining all required components, and identifying the pages where the sections are discussed.
- Applicants are to number all pages and ensure that pagination is in sequential order
- Applicants are to submit a 5-year budget as an Appendix.

NOTE: Renewal applications will be reviewed as submitted; additional documents will not be accepted after 5:00 PM Wednesday, November 30, 2011.

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Focus Area	Indicator	Standard/Criteria	Sources of Evidence
Federal Accountability	AYP School Improvement status	The school has not been identified for School Improvement	FCAT, State AYP Standards
	AYP attainment	The school has achieved its AYP target	
	Sub-group(s) attainment of AYP	The school has achieved its AYP targets in identified student sub-group(s)	
Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices. Include your plan to increase and/or maintain your AYP status for the upcoming term of your charter.			
<p>The current School Grade from the state of Florida has not been determined to date. Performance data to date is included in attached documents title Demographics and School Performance outcomes (Federal Accountability 1). This data is reported by the Department of Education Florida Indicators School Report. Since school grading began at Parkway Academy @ BC, the school has received as high as a “C” (2006 and 2008) and lowest grade of an “F”(2007). Yet, while receiving an “F” grade, 3 points from a D, all subgroups made AYP. (This “F” grade was due to not receiving all learning gains and scores from students who attended Miami-Dade County Public Schools). Subsequently, we have diligently worked with Broward and Miami-Dade student performance assessment departments to assure correct reporting of all students’ prior and current test scores.</p> <p>As indicated in our AYP report, Parkway Academy consistently increases learning gains in students in the lowest percentile and all sub-groups. In 2011, over 50% of students in the lowest percentile demonstrated learning gains in reading and math. See Educational Performance Appendices: Appendix D.</p> <p>Students unfortunately arrive with deficiencies in all subject areas, as indicated in previous FCAT scores, BAT, DAR, FAIR results. Parkway Academy works conscientiously with Broward County Schools and the Florida State Department of Education to improve student success in school. Examples include the increase of students graduating from High School, Parkway Academy has an 83% graduation rate that exceeds the districts’ percentage of students attending college or institutions of higher learning. Parkway Academy Charter High School 2011 graduating class had a 52% acceptance rate to a number of prestigious universities throughout the United States and a 35% acceptance rate to the finest colleges in the State of Florida. According to the National Student Clearing House, 69% of Parkway’s graduating students were ready for college, as determined by the percentage of high school graduates who enroll in post-secondary education by the Fall Semester, following high school graduation.</p> <p>The remaining 20% of our graduates have shown that entering into the workforce immediately after graduation is by choice or necessity. Yet, they are still eager to continue their education beyond their high school years. Parkway Academy continues to assist our current students as well as past graduates to ensure their success in all of future endeavors whether it is in education or in their</p>			

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career field of choice.

An increase of dual enrollment students occurs each year. Currently, 9%, grades 11 and 12th, of our students are enrolled in dual enrollment classes at Broward College. This includes students enrolled in the Automotive Program located on the campus.

We continuously work to improve and increase test scores and graduation rates. See Educational Performance Appendices: Appendix A and C.

Statutory References: 1002.33(7)(a)(4)

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Focus Area	Indicator	Standard/Criteria	Sources of Evidence
State Accountability	FCAT achievement	Students at the school demonstrate proficiency or progress towards meeting proficiency, in subjects tested (mathematics, reading, writing and science)	FCAT
	School grade	“C” or above	School grade as determined by FL DOE
	Annual student gains	Students are making one-year’s worth of growth annually in mathematics and reading.	FCAT
	Annual gains of students achieving in the bottom 25%	50% make one-year’s worth of growth	FCAT
	% of students tested	The school is appropriately administering applicable state standardized tests to its students.	FCAT
	Relative performance	The school’s performance meets or exceeds the performance of schools with closely comparable student populations.	FCAT

Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. Lit any Appendices.

Include your plan to increase and/or maintain your student achievement, school grade, learning gains and relative performance for the upcoming term of your charter.

FCAT achievement

Parkway Academy offers a dynamic and innovative education model that sets high expectations for the school and its students. The school participates in all applicable components of the Florida State Accountability System as required by Florida Statute, as well as any other age-appropriate research based assessments required by the Florida State Department of Education. Stakeholders, consisting of parents, teachers, administrators, and board members, analyze prior year student performance trends and establish measurable goals for the current school year.

In 2011, Parkway Academy has met and exceeded making AYP in Math (57%) and Reading (53%) in the lowest percentile. Learning gains have increased since the 2002-2003 school year. We constantly monitor and evaluate programs and teachers to meet the needs of our students. See Educational Performance Appendices: Appendix B and D.

Statutory References: 1002.33(7)(a)(3); 1002.33(7)(a)(4); 1002.33(16)(a)(2)

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Focus Area	Indicator	Standard/Criteria	Sources of Evidence
Mission-Specific Accountability	Achievement of school/mission-specific goals	The school is achieving, or making significant progress towards achieving, the school/mission-specific goals as defined in the school's contract.	As defined in the school's contract
<p>Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices.</p> <p>Include your plan to improve and/or maintain your goals for the upcoming term of your charter.</p> <p>As defined in the school's contract, Parkway uses its mission to guide the community to academic excellence through analyzing and reviewing student performance in a strategic manner that fosters a learning community among its students, parents, and instructional and non-instructional staff. Parkway Academy utilizes faculty, parent and student surveys to demonstrate its respect of all stakeholders and to support stakeholders desire to assume leadership roles within a safe and orderly learning school environment. These surveys review the school culture, including the safety of the school, respect for all, as well as the stakeholders' reflections on academic learning. Students at Parkway complete the surveys, and the data is collected. The students are provided the opportunity to join student organizations that gives voice to their opinions which helps shape the school. Additionally, Parkway has developed a sense of equity in how programs are developed and how resources are allocated for curricular and extra-curricular activities to enhance a love of learning and a lifetime of growing among all students.</p> <p>Programs designed with strong parental involvement, produce students who perform better than in otherwise identical programs that do not involve parents as thoroughly, or that do not involve them at all. Parent participation is integral to the success of Parkway and will continue to be solicited for the development of school goals and objectives in support of the mission. In addition to the role parents play in governance, all parents sign a commitment agreeing to volunteer at the school. Volunteer opportunities are individualized to meet the needs, demands, and capabilities of individual families.</p> <p>Parental involvement is also fostered through access to information and communication provided by Parkway's Edline Information System. Parents receive real-time updates of their child's status and are able to engage in two-way communication with school administrators and teachers. Parents who do not have computer access can use the system within the school or communicate with teachers and administrators by phone or face-to-face conferences.</p> <p>Parkway has learned to review stakeholder concerns as well as areas that stakeholders see as strengths through informal discussions, formal meetings and survey analysis in order to problem-solve and/or improve overall school culture and academic effectiveness.</p>			

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Parkway Academy was created to address the growing demand of higher skilled automotive technicians. This vision evoked the Board of Directors to create a school that would provide training for interested students in high school to be trained and receive ASE skills, then matriculate to Broward College for an AS degree in Automotive Technology. Parkway Academy has grown from 278 students in its first year to well over 500 students in grades 9-12 in 2011. An increase of automotive students enrolling in the automotive program has grown to over 75 students. The collaboration with Broward College and the Automotive Technical Charter High, Board of Directors is very positive and has produced students who will receive vocational training and technology skills that will be productive in the automotive industry.

Included as achievements in the vision/mission of the school includes The National Automotive Technicians Education Foundation (NATEF) Accreditation of the school's automotive program which is Automotive Service Excellence certified (ASE) and being one of two schools in the state to be selected to participate in the Automotive Youth Education Systems (AYES) program. (2011-2012 school year).

Parkway Academy also qualified to receive the Carl Perkins Grant. (2011-2012). The purpose of this grant is to develop more fully the academic, vocational, and technical skills of secondary and postsecondary students who elect to enroll in vocational and technical education programs. This plan is an agreement between the State of Florida and the Federal Government to assure the administration of vocational and technical education programs is consistent with the State's goals, policies and objectives, and with Federal Laws and Regulations. The plan communicates the scope of the State's commitment to the support of vocational and technical education programs linked to the federal government. This also serves to clarify the relationship of the Florida Department of Education to the Federal Government as well as to agencies within the State that deliver vocational and technical education programs and services.

The vision is coupled with Parkway Academy @ BC to continue to be an innovative public technical school with a solid emphasis on technical/vocational skills and curriculum. These emphases together with the philosophy of a traditional liberal education will lead to improved education outcomes as indicated in the graduation rate and enhanced career opportunities. In keeping with the focus of developing the whole student, enrichment programs such as study skills and test preparation classes, music, art, dance programs, clubs and service groups as well as athletics will support the technical focus and provide students with needed affective skills and social experiences to excel in all facets of life. The comprehensive educational program will focus on developing effective, functioning members of society. Whether graduates choose to pursue post-secondary opportunities or directly enter the workforce, this program will provide every student with the competitive edge necessary to thrive in a new economy in which service opportunities abound, manufacturing opportunities diminish, and the attainment of skills are at a premium level.

Parkway Academy also has SACS Accreditation (AdvancED) which is a voluntary method of quality assurance developed more than 100 years ago by American Universities and Secondary Schools, and designed primarily to distinguish schools adhering to a set of educational standards. The accreditation process is also known in terms of its ability to effectively drive student performance and continuous improvement in education.

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In an effort to best meet the needs of the students based on the above data points, Parkway Administration and Staff will continuously look to the vision and mission statements to guide its collaboration with its parents, students, teachers and community members, to positively affect the community and greater world.

Statutory References: 1002.33(7)(a)(3)

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Focus Area	Indicator	Standard/Criteria	Sources of Evidence
Educational Program Implementation	Implementation of the mission	The school is implementing its mission as defined in the school’s contract.	FCAT, standardized test results, internally- developed assessments, onsite evaluation
	Implementation of curriculum and instructional techniques	The school is successfully implementing curriculum and instructional techniques as defined in the school’s contract.	
	Implementation of specialized instruction for students, particularly of those below grade level	The school implements demonstrably effective instructional techniques that support struggling students achieve grade level.	
	Data-driven decision-making	The school competently uses qualitative and quantitative data to inform and guide instructional planning and practice aligned with Sunshine State Standards.	
	Implementation of exceptional education programs	The school provides quality services for exceptional students as defined in the school’s contract and as required by applicable law.	
	Implementation of ELL program	The school provides quality services for English Language Learner students as defined in the school’s contract and as required by applicable law.	
Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices. Include your Educational Program Implementation plan for the upcoming term of your charter. <u>Implementation of the mission</u> The mission of the Automotive Technical Charter High School is aligned with that of the Broward County School Board, acknowledging each individual’s intelligences. In this environment, students are provided with a challenging, personalized learning experience that ensures the highest measurement of intellectual potential and an increased sense of self-esteem. The student population will improve its academic achievement, (as indicated in our graduation rate), motivation, discipline and self-control through program utilizing personal plans, integrated experimental learning, critical thinking skills, real-work and life experiences,(as indicated in the percentage of students that are college ready) modern languages, recreational and athletic activities, life skills and technology. We value the traditional classroom teacher and the role family plays in impacting our student’s achievement.(as evident in 92% of our parents completing their parent volunteer hours per year).			

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Implementation of curriculum and instructional techniques

The curriculum at Parkway Academy promotes a well-rounded curriculum to meet the needs of our students.

Research based educational practices, and the Florida Next Generation Standards drive the curriculum. The curriculum is designed to serve students of all ability levels. “Marzano’s”, What Works in Schools and Differentiated Instruction are all elements of the research based curriculum that have proven to be effective and increase academic success. The research-based instructional strategies listed below, are in conjunction with the implementation of the research of Robert J. Marzano.”Art & Science of Teaching” These strategies influence and assist teachers in planning lessons that truly meet the learning needs of all students. Each of the strategies provides students a unique opportunity for their learning to be academically rigorous and challenging, yet innovative and focused on individual student learning needs.

According to Marzano (2003), there are many research based instructional strategies that can be implemented in the classroom that have shown to positively impact student learning.

Therefore, all students have a personal education plan and academic support that guide them and provide opportunities for academic excellence. Students scoring on levels one and two on FCAT reading/math or scoring below the 30th percentile BAT are enrolled in Intensive reading and math classes. Intensive reading and math classes group students by deficiencies on FCAT, teacher assessments and FCAT Test Maker assessments. Students enrolled in these classes are encouraged to attend afterschool tutoring as well as Saturday School. Curriculum used for afterschool tutoring is supplemental to the materials used during the regular school day. Students scoring level three and above are enrolled in Reading 1 class in 9th grade and Reading 2 classes in 10th grade. The curriculum in these classes is designed to enhance and increase reading performance. Students scoring level three and above in Math are enrolled Integrated Math/Algebra 1 classes to increase math performance. Students who have passed Algebra 1 EOC and received high school credit will be enrolled in Geometry math classes.

Parkway Academy has adapted the Comprehensive K-12 Reading Plan of the Broward County School District. The Reading Leadership team at the school level is the guiding and supporting force of the Reading program. The analysis of data drives all decision-making in academic reading placement.

Professional development is systemic throughout the school year and is targeted at individual teacher needs as determined by analysis of student performance data. Measurable student achievement goals are established and clearly described and defined. Appropriate research-based instructional materials and strategies are used to address specific student needs.

Professional development for all teachers, coaches and administrators is provided to ensure that all teachers are grounded in the essential components of reading instruction. Providers of professional development (internal and external) and must base training in reading instruction on scientifically-based reading research. Professional development options are provided to address the following:

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- Fidelity of implementation of all instructional materials, all reading programs, and strategies are based on scientifically-based reading research, including early intervention, classroom reading materials, and accelerated programs.
- Instruction in the use of screening, diagnostic, and classroom-based progress monitoring assessments, as well as other procedures that effectively identify students who may be at risk of reading are modeled and monitored

All teachers have been trained and are currently assessing students using the Florida Assessment Instruction for Reading (PMRN).

Professional development at Parkway also follows the state of Florida's protocol for professional development. Teachers attend summer professional development sessions designed with a focus on understanding and identifying a guaranteed and viable curriculum, aligning instruction with the Next Generation Sunshine State Standards, data-driven instructional planning, and the use of effective assessment feedback. These sessions, combined with the needs assessment and student data analysis are the basis for professional development throughout the year. Throughout the school year, the Leadership Team/ District trainers/private vendors provide training sessions called Professional Learning Communities on research-based instructional methods, legislative updates that impact their teaching, and data-driven instruction.

New teachers participate in an annual New Teacher Induction as well as sessions throughout the school year. These sessions include orientation to and training for *What Works in Schools*, the Edline Information System, Child Abuse Recognition Training, and Code of Ethics for Professional Educators in the state of Florida, Classroom Management and school policies and procedures. Throughout the year, new teachers have a network of support through their mentor, department heads, curriculum facilitator, math coach and leadership Team. The new teachers meet at least once a month with their mentor or as needed.

During the school year, staff training needs and opportunities are identified according to analysis of student performance data, classroom observations, and teacher requests. Parkway designs or selects professional development programs based on Parkway's needs with input from administrators, staff, and the community. Below is a sampling of professional development:

Parkway Policies and Procedures

- Edline Information System
- Collection and Interpretation of Student Performance and Achievement Data
- Alignment of Curriculum, Instruction, and Assessments to the Next Generation Sunshine State Standards
- Theory of Multiple Intelligences
- Assessment and Evaluation
- Bullying
- Sexual Harassment
- Ethics of Professional Conduct
- Units of Study: An Interdisciplinary Approach (cross curriculum)

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- Classroom Instruction that Works: 9 High-Yield Strategies
- Standards-Driven Instruction
- Discipline Strategies and Implementation
- Centers in the Classroom
- Technology in the Classroom
- Response to Intervention
- English for Speakers of Other Languages Regulations and Procedures
- Exceptional Student Education Regulations and Procedures
- Research-Based Innovative Learning Methods
- Positive Behavior Support Models

Professional Development provided by Subject Area or Content

Including, but not limited to the following:

- Writing Workshops
- Six Traits of Effective Writing
- Writing in the Content Area
- Math Workshops
- Creating Effective Standards-Based Lessons Utilizing FCAT TEST Maker
- Reading Workshops
- Reading in the Content Areas
- Science Workshops

Professional Development is generally held at least twice and up to four times per month as part of the Professional Learning Communities trainings for all teachers. The professional development selections will be based upon the needs of the teachers as demonstrated by the administrator walk-throughs, benchmark data, and standards assessments. Training will also be held to broaden the teachers' knowledge and understanding regarding Exceptional Student Education, Response to Intervention, ESOL, Behavior Management training and Policies and Procedures.

Implementation of specialized instruction for students, particularly of those below grade level

Meeting the need of individual students has been a part of the fabric of Parkway since its inception. Parkway competently uses qualitative and quantitative data to inform and guide instructional planning and practice aligned with the Next Generation Sunshine State Standards. (ie. Virtual counselor, FAIR, IEP's, etc.)

The core curriculum uses a spiral, interdisciplinary study, reading and writing across the curriculum, critical thinking skills and cooperative learning projects throughout the curriculum. Students below grade level has a Student Academic Plan (SAP) that assess

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their skills level when they enroll in the school, design a path for growth, periodically reassess skill development and alter the plan as needed. Assessment is a fundamental to the development of a good SAP since only through authentic assessments will each student's strengths become evident. Therefore our curriculum framework places emphasis on teaching, writing and mathematics as well as foreign language, physical education, the arts, technology and vocational education. The overarching goal and a solid academic foundation for our students.

Students entering Parkway academy who are not reading on grade level have a variety of reading intervention needs. No single program or strategy can be successful in the remediation of all students. The SAP will be used to monitor students below grade level which will include a collaborative effort between the leadership team, teacher, students and parents. The SAP identifies the student's strengths and weaknesses and lists goals for improvement.

The leadership team, teacher and /or department heads will consider the following information when assessing the student's strengths and weaknesses:

- The student's grade point average prior to his/her enrollment
- The results of any assessment testing (FCAT, DAR, FAIR, etc.)
- Reports and observations from the student's teachers
- Information and suggestions from the student's parents
- Student "data chats"
- Example of student's work

The Reading Goal as stated in the School improvement plan is to increase the level of reading proficient students from 23% to 26% by June 2012. To accomplish this, student data will be analyzed individually and students will be placed in Reading courses based on the District's Struggling Reader's Chart and services provided as follows:

Students with severe speech/auditory impairments:

Students classified with severe speech & language impairments are evaluated with the Goldman Fristoe Test of Articulation-Second edition (GFTA-2) and the Oral Language & Writing Subtest (OWLS). Students receive services from a certified speech and language therapist according to IEP.

For students with severe auditory impairments, Parkway uses the Test of Auditory Processing. An audiologist will assess these students and provide recommendations according to district guidelines. Students and teachers are provided with hearing assisted devices. The support of the exceptional education specialist is always available for teachers and students. The ESE specialist also acts as the inclusion liaison for both students and teachers.

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Students are screened using the Florida Assessments for Instruction in Reading (FAIR), the Florida Oral Reading Fluency (FORF) probes, and the Diagnostic Assessment of Reading (DAR) word list to determine if placement in Intensive Reading is needed. Parkway administers the District's mini benchmark assessment test, as well.

The school wide curriculum is divided into three tiers based on student need. Phase 1 instruction is the core instruction required for all students in high schools. As part of Stage 1 instruction, all students must participate in a daily schedule of core classes as required for student progression and to meet graduation requirements for career and college readiness. These required areas of core instruction are based on the Next Generation Sunshine State Standards and include language arts, mathematics, science, social studies, the arts, health and physical education, and foreign languages. Phase 1 instruction in reading includes the Language Arts courses in which all students receive instruction for mastery of the New Core Standards for Language Arts.

Further Phase 1 interventions at Parkway include differentiated instruction, flexible groupings, classroom management and universal screenings. To ensure the quality of all programs we review data constantly. Parkway teachers consistently use formative assessments in between mini-assessment tests to inform them about their students and then adjust the instruction. The data based FCAT Test Maker is used in Reading, Math and Science with FCAT style assessment used as a universal screening tool to identify students in needs of intervention. If they do not reach expectations then students are placed accordingly in Phase 2 small groups during enrichment classes.

Phase 2 instruction, all students who score at Level 1 or 2 on FCAT Reading are required by Florida statute 6A-6.054 to be provided intensive reading Intervention daily. All Level 1 and 2 secondary students are administered a screening at the beginning of the year and are progress monitored three times a year using the Florida Assessment for Instruction in Reading (FAIR) or the Florida Oral Reading Fluency (FORF) probes and Diagnostic Assessment of Reading (DAR) word lists. Florida Oral Reading Fluency (FORF) data is recorded in Virtual Counselor and data from the Florida Assessment for Instruction in Reading (FAIR) is reported directly to the PMRN.

Students are placed in a 90-minute block of uninterrupted reading instruction using a Comprehensive Intensive Reading Program. (CIRP). To qualify as a CIRP, it must consist of scientific, research-based instructional practices and strategies to meet the needs of students in all areas of reading: Phonemic Awareness, Phonics, Fluency, Vocabulary and Comprehension. Students are placed in the specific Intensive Reading program that best meets their needs based on data, and the criteria for placement in each program is outlined in detail on the High School Intensive Reading Placement Charts. Students that have been identified as not being fluent by the criteria outlined on the placement chart have at least 90 minutes of reading per day for 180 days.

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Phase 2 intervention begins with identifying what interventions specifically address the deficit area, setting a student's baseline in the deficit area and then setting goals for improvement. Once decided upon, the teacher teaches the intervention according to the decided upon plan monitoring progress and using data to make instructional decisions. Phase 2 interventions includes evidence-based learning strategies such as small grouping peer tutoring, repeated reading and story mapping, providing targeted instruction throughout the week and extended practice in the deficit area. Included within instruction is data collection and then providing ongoing and systematic corrective feedback and data chats to students.

Phase 2 instruction consists of explicit and systematic instruction for all intensive reading students that have not passed the FCAT using the Hampton Brown/National Geographic Edge Comprehensive Intensive Reading Programs (CIRPs). Hampton Brown/National Geographic Edge is state adopted and meets the criteria for scientifically research based reading programs. Students needing to meet graduation requirements, with passing scores on the FCAT Retake or concordant scores on the ACT or SAT use IMPACT. (Parkway retakes in Reading demonstrated an increase from 38% in 2010 to 49% in 2011)

Phase 1 instruction is the core instruction required for all students in high schools. As part of Stage 1 instruction, all students must participate in a daily schedule of core classes as required for student progression and to meet graduation requirements for career and college readiness. These required areas of core instruction are based on the New Generation Standards and include language arts, mathematics, science, social studies, the arts, health and physical education, and foreign languages. Phase 1 instruction in reading includes the Language Arts courses in which all students receive instruction for mastery of the New Generation Standards for Language Arts.

Further Phase 1 interventions at Parkway include differentiated instruction, flexible groupings, classroom management and universal screenings. To ensure the quality of programs.

Knowing that assessment is useless if it does not inform instruction, Parkway teachers consistently use formative assessments in between mini-assessment tests to inform them about their students and then adjust instruction. The data based FCAT Maker is used in Reading, Math and Science with FCAT style assessment used as a universal screening tool to identify students in needs of intervention. If they do not reach expectations then students are placed accordingly in Phase 2 small groups during enrichment classes.

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Phase 2 intervention begins with identifying what interventions specifically address the deficit area, setting a student's baseline in the deficit area and then setting goals for improvement. Once decided upon, the teacher teaches the intervention according to the decided upon plan monitoring progress and using data to make instructional decisions. Phase 2 interventions includes evidence-based learning strategies such as small grouping peer tutoring, repeated reading and story mapping, providing targeted instruction throughout the week and extended practice in the deficit area. Included within instruction is data collection and then providing ongoing and systematic corrective feedback and data chats to students.

Phase 2 instruction consists of explicit and systematic instruction for all intensive reading students that have not passed the FCAT using the Hampton Brown/National Geographic Edge Comprehensive Intensive Reading Programs (CIRPs). Hampton Brown/National Geographic Edge is state adopted and meets the criteria for scientifically research based reading programs. Students needing to meet graduation requirements, with passing scores on the FCAT Retake or concordant scores on the ACT or SAT use IMPACT. (Parkway retakes in Reading demonstrated an increase from 38% in 2010 to 49% in 2011)

Once Phase 2 is complete including all progress monitoring activities and a student is not responding to the intervention then a student is moved to Phase 3 intervention. A psycho-ed evaluation is referred after determined that Phase 3 interventions did not work. Individual attention to the diagnostic needs of students requiring remediation is still necessary at this time following all interventions necessary. The Child Study Team will follow up and review the data collected as part of Phase 1, Phase 2, and/or Phase 3 interventions. All screening data is reviewed by Parkway's Child Study Team. Once interventions are established, they are implemented and then evaluated based on whether the student is responding to the interventions. Documentation of the interventions at each RTI Tier will then be reviewed to evaluate if the strategies were successful. If the strategies were successful, then monitoring would continue on an as needed basis. Interventions are established, agreed upon, implemented and monitored by the teacher(s) and the parent(s) throughout the process. After Tier 3 interventions are determined unsuccessful, a district school psychologist will determine the appropriateness of the Exceptional Student Education referral and decide to administer a formal psychological evaluation after given parental consent. The IEP Committee will determine a student's eligibility for ESE services based on the results of the psychologist's formal assessment.

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To ensure fidelity to both NCLB & IDEA procedural requirements, programming, professional development will be conducted at the school for all administrators and educators. Further, professional development will continue throughout the year including evidence-based instructional strategies and classroom management training to ensure that teachers have all tools needed to ensure students' academic and social achievement.

Daily lesson plans driven by common core standards, benchmarks, content area test specs and essential questions which provide teachers guidance in facilitating strategy and skill instruction across multiple text selections, both literary and informational. Relevant, contemporary literature engages adolescent learners and provides opportunities to access increasingly more challenging text. A variety of assessments, both informal and formal are used regularly to monitor students' progress and identify targeted instructional needs.

Data-driven decision-making

Baseline assessment provides all stakeholders with the information needed to identify students' strengths and weaknesses, to effectively target instruction, and to set school level, classroom-level, and individual student-level goals.

Parkway Administrative Team along with school leaders, analyze baseline data from all assessments, (FCAT Test Maker, CELLA, BAT, DAR, etc.) and then provide targeted professional development to support teachers' knowledge base of the best instructional strategies to employ, that best meet the needs of each student. Teachers then have the information needed to effectively adjust instructional focus, and employ regrouping and other strategies, to ensure that each student is making progress towards mastery of specific skills and content. Using this approach of data-driven instruction and ongoing teacher support, through collaboration within the framework around meeting the needs of each student, Parkway ensures a culture of continuous improvement and increased student achievement.

After data-driven instruction, formative assessments will be given to determine areas of growth, and will be used to continue to identify instructional priorities. Assessments measure instructional effectiveness and student achievement, and are an integral part of student achievement. Formative assessments, in particular, provide a systematic and regular measurement of students' progress in the classroom, and are the processes used to drive instructional practice.

The process of data-driven instruction, assessment, grading and reporting of a particular standard is thorough. Teachers and administrators, based on the data, will make the decision to either move on to a new standard and begin with a baseline assessment, or revisit the same standard through data-driven instruction, reaching students who need remediation or acceleration through differentiated instruction.

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Implementation of exceptional education programs

Parkway provides quality services for exceptional students as defined in the school's contract and as required by No Child Left Behind (NCLB) and the Individuals with Disabilities Education Act (IDEA). Students entering Parkway's Exceptional Education Programs are identified, assessed, placed and monitored accordingly. Parkway provides a free and appropriate public education (FAPE) to all students with disabilities, in accordance to IDEA, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. This ensures that goals are met and students receive allowable accommodations and services.

Parkway's curriculum is aligned to specific state standards and grade-level expectations and allows for accommodations to the instruction in the classroom to meet the students' needs. Students are engaged by our innovative 9-12 curriculum, which is designed to introduce students to core concepts that are further developed and expanded at the student's grade level. This process allows students to develop the skills necessary to: 1) comprehend and interpret texts, including written as well as audio and visual texts; 2) compose a variety of types of texts, including critical real world concepts; 3) effectively communicate and interact in cooperative learning groups; and 4) communicate information through different modes of presentation.

Parkway's exceptional education students benefit through the use of innovative instructional methods, which utilizes differentiated instructional strategies and small class sizes to enhance the student's opportunity to learn the specific skills identified. To ensure students are involved in their educational goals individualized education plans (IEP) are developed and implemented.

Parkway effectiveness in serving special education students is monitored. Teachers, Administration and ESE staff collaborate as a team, continuously, to review progress notes on the students that they serve to determine if students are meeting the goals and objectives of their IEPs. During this meeting accommodations are reviewed in order to ensure that they are being applied in the education setting. This ensures the student's needs are met and provided by the teachers who service these students. Special education student data is analyzed to ensure that the ESE program is focused on student achievement. FCAT data, AYP learning gains and GPAs data are utilized when analyzing the academic progress of students with disabilities.

Students with disabilities receive FCAT accommodations according to their IEP. FCAT waivers for seniors are considered and developed according to district guidelines. ESE students receive quarterly progress reports based on their IEP goals. Annual IEP meetings are conducted and followed. Three year reevaluations are performed as required. Students receive accommodations and services in the classroom; they also receive consultation and collaboration services from the ESE Specialist. Parents are kept informed and involved in the process.

The ESE program is effective in meeting the needs of the students as demonstrated by providing and requiring participation of the teachers in professional development opportunities which include the following: writing successful IEPs, using research based differentiated instructional strategies with special education students, implementing accommodations and services in the classroom, and assessing student progress in accomplishing goals.

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Implementation of ELL program

Parkway Academy follows all procedures for identification, assessment, placement and monitoring as outlined in the Florida META Consent Decree. English Language Learners (ELLs) are identified through the registration process. At the time of registration, parents are given a Home Language Survey to identify potential ELLs. Those students whose parents respond affirmatively to any of the questions are referred to the English for Speakers of Other Languages (ESOL) liaison for language screening. Parents are advised that the student will need an IPT II test. This IPTII test determines ESOL eligibility and the English Language Learner (ELL) level of classification. The student is tested by a trained language assessor at the school. This testing is completed within 20 days of the identification of the student. According to results of the IPTII, appropriate student course placement and class scheduling is implemented. The student's testing and scheduling information is put in the district's database system, TERMS. Students are then tested annually with the IPTII. All ELLs are required to participate in the Florida statewide annual proficiency assessment program with the Comprehensive English Language Learning Assessment (CELLA) based on guidelines provided by the FDOE. The CELLA assesses listening, speaking, reading and writing skills. The CELLA is given annually in the spring. The ELL students also participate in the following tests: FCAT, BAT, FAIR, and DAR. ELL students have a LEPSEP folder where information concerning the student's progress is kept. An ELL committee documents annual and re-evaluation meetings with the LEPSEP folder. Parents are communicated with and involved with the process and a member of the committee. Review of relevant test results and the following of district guidelines occur when considering a student for being exited as an ELL student.

In order to promote both literacy and proficiency, the ESOL program provides ELLs with English language development instruction that is age and grade appropriate and is tailored to the student's English proficiency level as determined by the IPTII. ELLs will be in a climate that promotes not only listening, speaking and reading, but also writing skills. State adopted language proficiency tests are supplied in addition to regular classroom texts to enable teachers to instruct students on their current level of language proficiency. This allows teachers to assign grades in English/Language Arts, communication skills and reading/writing levels at the language acquisition stage at which the student is currently functioning. This grading on the appropriate language development level, using a variety of instructional sources, provides optimal opportunity for promotion.

ELL students receive comprehensible instruction by trained and/or endorsed teachers for the core curriculum so that they can make academic progress comparable to that of native English speakers. Level A1, A2, B1, and B2 ELL students are scheduled in intensive reading. Parkway offers English Language Learner (ELL) students instructional services with an English language immersion program with a mainstream/inclusion instructional delivery model. Mainstream/inclusion instruction provided to ELL students is equal in amount, sequence and scope to the instruction provided to the non-ELL students at the same grade levels. Instruction is supported through the use of ESOL instructional strategies and accommodations (English-to-heritage language and/or heritage language to English translation dictionary, limited assistance in heritage language, flexible setting, flexible scheduling, flexible timing). The curriculum, textbooks and other instructional materials used by ELL students are comparable to those used by their non-ELL counterparts. Relevant heritage language and heritage culture supplemental text and materials may be provided as needed.

Statutory References: 1002.33(7)(a)(1); 1002.33(7)(a)(2); 1002.33(7)(a)(4); 1002.33(16)(a)(3)

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181****FINANCIAL PERFORMANCE**

Focus Area	Indicator	Standard	Sources of Evidence
Financial Management	Demonstration of professional competence and sound systems in managing the schools financial operations	The school implements an effective system of internal controls over revenues, expenses, and fixed assets, and exercises good business practices.	Annual budgets, financial reports, annual financial audits, financial corrective action plans, onsite evaluation
	Adherence to generally accepted accounting principles	The school adheres to generally accepted accounting principles	
	Financial Reporting Requirements	The school submits timely and accurate financial information adhering to its financial reporting requirements as defined in the school's contract.	

Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices.

Include your plan to improve/maintain your financial performance for the upcoming term of your charter.

Demonstration of professional competence and sound systems in managing the schools financial operations

The Board is responsible for the School's finances and as such employs an Executive Director who uses a financial policy manual that has been approved by the Governing Board, which includes: the establishment of a modified accrual accounting system, a chart of accounts that uses the same numbering system as the DOE, internal controls that establish segregation of duties and authorization and processing of disbursements, establishment of a payroll system, and process for meeting District and DOE data reporting requirements. The financial management and internal accounting processes used by the School are set up so that they coincide with the DOE and Broward County School District procedures. In the even the State or District modifies the accounting or reporting system, the School will adopt the new standard.

Parkway employs a school-based Business Administrator who will serves as a liaison to the Executive Director and Board of Directors for human resource, payroll, and financial matters relating to cash collection and accounts payable. The Business Administrator, in addition to the Executive Director, also works with the school's Principal to ensure adherence to the Governing Board approved budget.

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Below is a summary of some of the finance and accounting functions that the Business Administrator performs:

- Deposit funds received from food service sales, aftercare programs, and fundraising into proper bank accounts according to company policy
- Submit documentation for all receipts and disbursements made at the school level
- Prepare and submit purchase orders according to company policy
- Prepare and submit check requests to the Executive Director
- Review and approve expenditure invoices
- Maintain reconciliation of internal funds account

The school hires an outside accountant (comptroller) to manage and monitor booking, banking reconciliation and payroll. Detailed financial statements are prepared on a monthly basis for the Governing Board's analysis and input. Policies and reporting procedures established by the District and State are followed. Parkway Academy established a written internal audit procedure and established controls to ensure that financial resources are properly managed. This accountant serves as check and balances and reports to the Executive Director who in turns reports to the Board of Directors.

The School's financial statements are prepared on a monthly basis by the Executive Director and Business Administrator accounting team and are distributed to both the school leadership and the Governing Board. Monthly financial statements will be prepared using General Accounting Standards Board's (GASB) 34 and GASB 54 guidelines and the "Financial and Program Cost Accounting and Reporting for Florida Schools" as recommended in F.S. 1002.33(9)(g).

Monthly financial statements include a comparison of actual results as compared to the approved budget. In addition, all required monthly, quarterly and annual financial reports are submitted to the District in compliance with the timelines set forth by the District.

In compliance with F.S. 1002.33(9)(j)(1), the schools obtains annual financial audits that are performed by an independent certified public accounting firm that are compliant with the newly published GASB 54 requirements for fund balance reporting. The audit is submitted to the District within the required time frame, which is 90 days after the fiscal year end. In addition, the audit report is submitted to the Auditor General of Florida within 45 days of receipt from the audit firm, as required.

As noted in the School's financial statement audit, the State statutes require, and it is the School's policy, that all deposits be made into, and be held by, financial institutions designated by the Treasurer of the State of Florida as qualified public depositories as defined by Chapter 280 of the Florida Statutes. This statute requires that every qualified public depository institution maintain eligible collateral to secure the public entity's funds. The School's deposits are held in a qualified public depository. They are covered by the collateral pool as the School has identified itself as a public entity at June 30, 2011.

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Adherence to generally accepted accounting principles

Parkway Academy adheres to all accounting principles.

Parkway Academy utilizes accepted state coding of accounts pursuant to the Financial and Program Cost Accounting and Reporting for Florida Schools in all transactions pertaining to its operations. Parkway Academy prepares monthly and quarterly financial statements, and an annually audited financial report that includes a statement of revenues and expenditures prepared in accordance to generally accepted accounting principles.

Parkway Academy's financial management and internal accounting processes are set up in accordance with the Florida's Department of Education and Broward County School District procedures. In the event the State or District changes to a new accounting and reporting system, Parkway Academy will adopt the new standards. All requested reports are forwarded to Broward County School District in a timely and accurate manner.

Parkway Academy submits to the District and pays for an annual financial audit in compliance with federal, state, and district regulations displaying all revenue received from all sources and all expenditures for services rendered. A fiscal audit is conducted by an independent certified public accounting firm selected by the Governing Board. The audit is hand delivered to the District within 90 days of the end of the fiscal school year.

Parkway Academy maintains a number of internal financial controls and bookkeeping practices. Internal controls are reviewed and evaluated annually by an independent auditor in accordance to generally accepted audit standards. All monies are deposited into a FCIC insured bank. All cash collected on campus is managed by the bookkeeper and Administrative Assistant who follows procedures as determined by the Governing Board.

Financial Reporting Requirements

Parkway Academy produces monthly and quarterly financial statements as well as an annual budget to constantly monitor the actual to budget balances to ensure a positive fund balance at the end of the fiscal year.

A monthly Revenue and Expense Report is maintained and includes the following information:

- Total amount budget
- Expenses for the month
- Expenses for the year
- Remaining budget amount for the month
- Project remaining budget for the remainder of the year

Parkway will continue to adhere and follow all District, State and Federal guidelines in the future.

Statutory References: 1002.33(7)(a)(9); 1002.33(7)(a)(10); 1002.33(7)(a)(11); 1002.33(9)(g); 1002.33(9)(h)

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Focus Area	Indicator	Standard	Sources of Evidence
Financial Viability	Budgeting	The school maintains balanced budgets and a positive cash flow.	Annual budgets, financial reports, annual financial audits, onsite evaluation
	Financial obligations	The school’s financial obligations are in good standing.	
	Long-term financial planning	The school has a sound and sustainable long-term financial plan.	
Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices. Include a 5-year Budget as an Appendix. Include your plan to improve/maintain your financial performance for the upcoming term of your charter.			
<u>Budgeting</u>			
<p>The School’s Governing Board adopts on an annual basis a comprehensive budget, which includes all forms of revenue and all expenditures, including (i) Total Revenues; (ii) Operating Expenses; (iii) Reserve Expenses, (iv) Audit Expenses and (v) Fund Balance. Amendments to the budget require the approval of the Governing Board.</p> <p>In addition to preparing a conservative budget, the Governing Board, in conjunction with the Executive Director, has a rigorous budget management process to ensure that the school achieves the desired positive financial results. To supplement the financial process the Executive Director provides monthly summaries to the Board of Directors, which identifies variances in the projected budget. Summaries are reviewed at all Board meetings to assure management of funds and to ensure the school remains on track financially throughout the year. The Leadership Team assists in making recommendations to address management decisions to ensure the financial health of the school. These recommendations are presented to the Board by the Executive Director for revisions and or approval.</p> <p>At the end of the 2010 fiscal school year, the negative fund balance was at \$16,843.00. A financial recovery plan was presented to Broward County School Board on November 18, 2010 as a monitoring tool to reduce the negative balance. As of June 30, 2011, Parkway Academy has a positive fund balance as indicated in the annual audit report. See Financial Performance Appendices: Appendix B.</p>			

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**Location Number: **5181****Financial obligations**

All financial obligations are in good standings.

As stated in our 2011 audit report, “ We did not note any findings for the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School for the fiscal year ending June 30, 2011 that require disclosure in accordance with auditing standards generally accepted in the United States of America or the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.” This statement was prepared by our annual auditors concerning the overall findings for Parkway Academy.

Long-term financial planning

Please see Financial Performance Appendices: Appendix A

Statutory References: 1002.33(7)(a)(10); 1002.33(7)(a)(11)

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181****ORGANIZATIONAL PERFORMANCE**

Focus Area	Indicator	Standard	Sources of Evidence
Student Enrollment and Conduct	Student enrollment trends	The school's actual enrollment is consistent with its projections.	Student enrollment reports, onsite evaluation
	Racial/ethnic composition of the student body	The racial/ethnic composition of the school's student body is reflective of the community it serves or other public schools in the same school district as the charter school is located.	
	Enrollment procedures	The school implements enrollment procedures as defined in the school's contract and in compliance with applicable law.	
	School environment	The school maintains a safe and secure environment.	Discipline reporting; onsite evaluation

Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices.

Include your plan to meet this Focus Area for the upcoming term of your charter.

Student enrollment trends

Parkway Academy is open to any student who resides in Broward County/Miami Dade County. Parkway Academy is a tuition free public school and serves all eligible students in grades 9 through 12. In accordance with Federal and State anti-discrimination laws, and in accordance with the Florida Educational Equity Act, Section 1000.05(2) (a), the School will not discriminate on the basis of race, gender, ethnicity, national or ethnic origin, or disability in the admission of students. Parkway Academy is nonsectarian in its programs, admissions policies, employment practices, and operations. No fees or tuition are charged, except those fees normally charged by other public schools.

Parkway Academy's population consists of the following:

- Pursuant to F.S. 1002.33(10)(a), the School shall be open to any eligible age/grade appropriate student residing within Broward County/Miami-Dade County. In compliance with Section 504 of the Rehabilitation Act of 1973, the Individuals with Disabilities in Education Act, and the Americans with Disabilities Act, all students regardless of disability will have equal access to the School. In accordance with state law, all necessary accommodations that do not impose an "undue hardship" will be made by the School to include students with disabilities.
- Pursuant to F.S. 1002.33(10)(f), students served in Exceptional Student Education (ESE) or English for Speakers of Other Languages (ESOL) programs, shall have equitable opportunity of being selected for enrollment.

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- Pursuant to F.S. 1002.33(10)(g), students may withdraw from the School at any time and enroll in another public school in accordance with Broward County Public Schools policy.
- Pursuant to F.S. 1002.33(10)(b), the School will enroll any eligible student who submits a timely application, unless the number of applications exceeds the capacity of the program, class, grade level, or building, at which time a lottery shall be conducted.

Parkway Academy seeks target and distribute information to the community it serves with the intention of reflecting in its student population the diversity of Broward County and Miami-Dade County. Parkway's admission procedures, alone, are not designed to influence any racial or ethnic balances. Parkway abides by anti-discrimination provisions of Section 1002.33(17)(a)(4), Florida Statutes, which forbids discrimination on the basis of race, national origin, sex, handicap, or marital status against a student or an employee in a state system of public education. Parkway adheres to a policy of non-discrimination in employment and educational/activities, and strives to provide equal opportunity for all as required by the following statutory and administrative rules and regulation.

Recruitment of students is an on-going effort. An extensive marketing procedure includes the following :

- Yearly creation of an advertising school DVD – includes information about Parkway Academy educational program, services, opportunities and achievements in “Academics, Automotive and Athletics”.
- Direct mailings to parents/guardians
- Program tours and scheduled Open Houses
- Posting and distribution of flyers, poster, post cards in the community stores, gas stations, churches, fast food restaurants, local business, etc.
- Community presentations to churches, city education boards, etc.
- Media announcements

Racial/ethnic composition of the student body

It is our intention that our marketing efforts and recruiting plan will assist us to be successful in attracting families that are reflective of the community.

Parkway Academy admits students of any race, color, national and ethnic origin, religion or gender. It is the intention of Parkway to reflect the community that it serves. A first come, first served” determines student selection when and if applications exceed capacity. Siblings and employees children are given preference as provided within the charter law.

Parkway is committed to enrolling a diverse student population as demonstrated by the above ethnicity charts. Parkway admits students of any race, color, nationality and ethnic origin, religion, sexual orientation, or gender. Pursuant to section 1002.33(10)(b)- Eligible Students who submits a timely application unless the number of applications exceed the capacity of a program, class, grade

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level or building. In such cases, all applicants shall have an equal chance of being admitted through a random selection process. Enrollment will also follow FS 1002.33(15)c, which includes enrolling students according to racial/ethnic balance provisions in FS 1002.33 (7)(a)8. In accordance with 1002.33 (10)(d), the School may give enrollment preference to the following populations:

- students who are siblings of a student enrolled in Parkway Academy
- students who are the children of Active Duty military personnel
- students who are the children of a board member of Parkway Academy
- students who are the children of an employee of Parkway Academy

Enrollment Procedures

Student applications will be made available online, accessible on the school website, and in paper form at local community business, churches and parks. As applications are physically handed in, the School's Registrar accepts student applications and monitors the number of applications submitted for each grade level.

Upon submission of an application the Registrar reviews the application for eligibility of attendance. Proof of Broward/Miami-Dade County residency, transcripts, and grade eligibility requirements are verified.

See Organizational Performance Appendices: Appendix E.

At each phase of the admission process the appropriate correspondence will be generated and communicated to each applicant. The data will be monitored and reports created to determine the need for a lottery, waitlists, and letters of acceptance. If, at the end of the Open Enrollment, there is an over enrollment for any grade level a lottery will be conducted. See Organizational Performance Appendices: Appendix H.

During registration, parents are required to provide proof of residence as required by Broward County Policy. Students may transfer in and out of school using the same procedures as used by public schools. Parkway Academy follows the Broward County School Student Code of Conduct, we follow the established procedures for dismissals, expulsions and withdrawals. Parkway follows School Board Policy 5.1.

All medical records are required as by County policy before a student can began school. Proof of all required immunizations and physicals are required before school begins. Parkway follows all laws regarding admissions of students with IEP's.

Students may withdraw at any time and enroll in another public school as determine by policy set by The School Board of Broward County.

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**Location Number: **5181****School Environment**

In conjunction with the Board of Directors, Parkway Academy develops a school safety plan which is updated on an annual basis. The plan is intended to help create and maintain a safe environment conducive to learning for students and staff. The three primary areas to be addressed in the plan are:

1. crisis preparedness,
2. school environment, and
3. violence prevention.

In the development of the plan, the school considered the following:

Discipline Policies and Procedures — A student handbook outlining discipline policies and disciplinary consequences should be made available to students and parents.

Professional Development Activities — School personnel should receive training pertaining to new laws related to student behavior and safety issues, crisis response training, school strategies, bullying, cyber abuse, etc.

Counseling and Guidance Services — A referral system is in place to ensure that services are available to all students.

Collaborative Relationships — Students, parents, community organizations, and law enforcement agencies are actively involved in the development and updating of the safety plan.

Safe School Programs and Strategies — Prevention/intervention programs and strategies are used consistently to help create a safe school environment to reduce or eliminate violence and school safety issues.

Campus Security — Campus is appropriately restricted. The use of campus supervisors, security community systems, and other devices are utilized to maximize security concerns.

Funding Sources — Available funding sources should be identified along with other funding needs in order to fully implement the school safety plan.

Parkway Academy implements the Dismissal Procedures of Broward County Public Schools' Code of Conduct

For Elementary and Secondary Schools as published by the Bureau of Special Programs, Division of Alternative Education and Board

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Rule 6Gx13-5 D-1.08. Parkway follows the schools board policies and procedures on withdrawals and expulsions.

Upon withdrawal, an exit interview with parent child and an administrator may be conducted.

During registration, parents receive information pertaining to volunteer commitments (contract), free and reduce lunch program, special academic services available for students, and a parent handbook.

Before school begins, a new parent/student orientation is held to further explain expectations, responsibilities and information pertaining to Parkway Academy.

During the first week of school, a “Welcome Back” orientation is held for all students to further explain expectations, responsibilities and any new policy and procedures adopted by the Board of Directors for implementation.

Statutory References: 1002.33(7)(a)(7); 1002.33(7)(a)(8); 1002.33(7)(a)(11); 1002.33(9)(e); 1002.33(10); 1002.33(16)(a)(4); 1002.33(16)(a)(5)

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Focus Area	Indicator	Standard	Sources of Evidence
Facilities	Facility compliance	The school's facilities comply with applicable laws and codes.	Occupancy permits, health, safety and fire reports, onsite evaluation
	Health and safety	The school complies with applicable health and safety laws.	Fire and health inspections, fire drill reports, evacuation plans, onsite evaluation
<p>Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not. List any Appendices. Include your plan to improve/maintain your facilities for the upcoming term of your charter.</p> <p>Parkway Academy at Broward College resides in Miramar, Florida. The facility rests upon 30 acres of land which was formally an Auto Nation refurbishing center.</p> <p>Broward College owns and maintains the two expansive buildings (building A & B) that comprise the Parkway facility. Parkway maintains a long term lease agreement with Broward College. Currently, "building A" is the only structure occupied/utilized for school programming. It is the future intent of Parkway to expand its usage of both buildings with the hopes of providing a broader array of educational services/experiences.</p> <p>An annual inspection of the facility takes place to determine areas of need in order to meet all health and safety requirements. Parkway Academy adheres to the requirements of Miramar, Fl. As the city dictates the documents required to obtain a certificate of occupancy and or business license. All minimum requirements required by law have been met. See Organizational Performance Appendices: Appendix: C.</p> <p>Parkway Academy complies with facility requirements as stated in Florida Statue Section 1002.33(19) which reads, "A Charter school shall utilize facilities which complies with the State Uniform Building Code for Public. Educational Facilities Construction adopted pursue to Section 1013.37 or with applicable state minimum building codes pursuant to Chapter 553, and state minimum fire protection codes; pursuant to Section 633.025, as adopted by the authority in whose jurisdiction the facility is located."</p> <p>Parkway complies with Florida Statue Sections 228.056 for Charter School facilities.</p>			

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Parkway meets with the City of Miramar's Fire Marshal and Broward County School's Safety representatives to inspect and discuss comments about safety and procedures. This meeting is held each year with Administration and Facility Service personnel. Parkway assist each department to assure the compliance of the facility according to all building codes, fire prevention codes, ADA compliance, and health requirements regarding general health and sanitation including food service, drinking water and sewer.

Parkway Academy adheres and is in compliance with all applicable laws, codes, health and safety laws. See Organizational Performance Appendices: Appendix A, F, G and M.

Statutory References: 1002.33(7)(a)(11); 1002.33(7)(a)(13); 1002.33(9)(e); 1002.33(16)(a)(5); 1002.33(18)(a); 1002.33(18)(b)

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Focus Area	Indicator	Standard	Sources of Evidence
Governance, Staff and Parents	Governance structure	The school implements the governance structure as defined in the school's contract.	Governing board meeting agendas and minutes, onsite evaluation
	Compliance with Sunshine Laws	The school complies with state Sunshine Laws and laws governing public records.	
	Qualifications of instructional staff	The school employs instructional staff that meet state and federal qualifications	Staffing reports, onsite evaluation
	Parental Involvement	The school is effectively involving parents in its programs as defined in the school's contract.	Onsite evaluation, parental surveys

Narrative from charter school explaining how these standards have been met, or reasons and explanations if they have not.

List any Appendices.

Include your plan to improve/maintain this Focus Area for the upcoming term of your charter.

Automotive Technical Charter High School dba Parkway Academy operates as a Florida not-for-profit corporation (the "Governing Board") The Governing Board has been designated as a 501(c)(3) status by the Internal Revenue Code and is organized exclusively for the purposes of operating a charter school. The current Governing Board members are: Gary Feil, Chairman; Dan O'Malley, Vice Chairman; Ruth Pratt, Director, Dan Rivchin, Director, Chris Berian, Director and Rick Baker, Director

In March 2007, the board appointed an Executive Director who shall have control and authority over the financial affairs dealing with vendors, services, operations and facilities. The Executive Director is responsible for the execution of the Boards decisions, policies and procedures. The Principal works with the Executive Director and is responsible for assisting with day to day operations of the school, implementation and monitoring of school goals and policies.

Procedures for the Governing Board will follow State Statute, Florida Sunshine Law, and District School Board policy for open, public meetings. Meetings are run under Robert's Rules of Order and presided over by the Chairperson of the Board. Public meetings and records requirements are adhered to for all Parkway Academy's Governing Board meetings as stated in the Florida Sunshine Laws. Steps taken to ensure compliance with these laws; The Governing Board provides reasonable notice of all such meetings.

Thereby, public meetings are properly notified in writing by posting a Public Notice on the School's website, displayed at the school in a visible area where parents are able to view, flyers, and Parentlink. In addition, they are properly notified 14 days prior to convening the meeting. The meetings are open to the Public and are easily accessible by all persons. The minutes of all Governing Board meetings are promptly recorded, and such records shall be made part of the public record upon conclusion of the meeting. All other requirements as stated in the Statue and Florida Sunshine Laws are enforced and followed.

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

Governance Training

Administrators and Board Members are trained in the areas of Non-Profit Governance, Florida's Open Government Requirements, the Florida Sunshine Law, and the Florida Public Records Law. The training was provided by an approved vendor by the state of Florida, as set forth in the new rule 6A-6.0784 pursuant to Section 1002.33 Florida Statutes.

Governing Board Role and Responsibilities:

It is the intent of the Board to develop written policies that follow that serves as guidelines for operations and the successful and proficient performance of Parkway Academy. The Board provides guidelines for the discretionary actions of those to whom it delegates authority. These guidelines for discretionary constitutes the policies governing the operation of Parkway Academy. The formulation, adoption, and evaluation of reports concerning the execution of written policies promulgated by a Personnel Policy and Procedures Manual constitute the basic method by which the Board exercises its leadership in the operation of the school. The formal adoption of policies are documented in Board minutes. Only those written statements so adopted and so recorded are regarded as official Board policy. The Board is a representative body to provide for and oversee the operations of the school as mandated by school law. See Organizational Procedure Appendices: Appendix B.

In carrying out its responsibilities, the Board recognizes the following to be vital:

Polycymaking

- Developing an employment policy to hire an Executive Director who will carry out its policies and the goals of the Board.
- Implementing an employment policy to hire a principal who will comply with policy through the development and implementation of administrative directives.

Educational Planning and Appraisal

- Acquiring the most accurate information pertaining to education programs to make the best possible decisions about the effectiveness of the educational program
- Requiring the appraisal of all educational programs

Staffing and Appraisal

- Employ staff to deliver the instructional program
- Establish salaries and salary schedules
- Establish personnel policies
- Establish terms and conditions of employment
- Appraise the effectiveness of the staff by providing evaluations

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

Financial Resources

- Adopt a budget that will provide the financial bases for the school to operate
- Exercises control over the budget to assure positive fund balance

School Facilities

- Assure that all laws, policies and procedures are in compliance with the health and safety of students and staff
- Facilitate communication with BC concerning yearly operating costs.

Communication with Public

- Market and educate the community about Parkway Academy
- Collect and evaluate community needs with regards to education

Judicial

- Act as a court of appeal for staff members, students, parents and community with regards to Board policy and implementation.

Qualifications of Instructional Staff

Parkway Academy complies with F.S. 1002.33(9)(1)4 and 1012.315 disqualification from employment and the minimum and preferred qualifications for each instructional and student service position applicable to the School will be available for review.

Qualification information will include: degree(s) held past teaching experience, certification, years of experience, and any other relevant information.

Upon selection, education credentials will be verified by the Executive Director. The verification process includes checking for clearance of disciplinary actions. All employees will be fingerprinted and have background checks conducted as required by 1012.56 (2)(d), Florida Statute. The School has contracted with Broward County Public Schools to process fingerprinting and background checks. See Organizational Performance Appendices: Appendix D, N and O.

Parkway Academy strives to maintain and hire the best highly qualified instructional staff and administrative for its students regardless of race, creed, national origin, color, sex, age or handicap.

When there is a vacancy, the Executive Director or designee will advertise the positions in local papers, community flyers, web posting, local colleges and universities, etc... The posting will last for two weeks and interested applicants may submit their resume in person, by mail (US and electronic) or fax to the Principal. Determination of the needs for the school is determined by the Executive Director. Recommendation to hire a new teacher or administrator will not be made until a personal interview with the candidate has been conducted and at least three references have been reviewed by the interview committee.

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

The Executive Director or designee will verify that individuals nominated for employment meet all qualification established by the applicable state law, rules of the Florida Department of Education and School Board policies for the type of position for which the nomination is determined. Parkway Academy will not knowingly employ an individual who has resigned from a school district in lieu of disciplinary actions with respect to child welfare or safety or who has been dismissed for just cause by any school district with respect to child welfare or safety.

Minimum Qualification for School Principal will include:

- Masters Degree
- Business background and/or evidence of diverse fiscal responsibility; and
- Experience and familiarity with local, state and national education policies and procedures
- Certified by the State of Florida in Administration Leadership or comparable certification

Qualities include:

- High Integrity
- Effective analytical and critical Thinking skills
- Effective communication skills
- Highly Interpersonal skills
- Effective problem solver
- Passion and commitment for the job
- Great attitude

Instructional Staff:

- Bachelor's Degree
- Eligible or certified in subject area

Qualities Include:

- Love of children
- Nurturing and caring
- Willing to learn
- Problem solver
- Great attitude

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**Location Number: **5181****Substitute Teachers:**

- Possess a Broward County Substitute Certification from Broward Schools
- Minimum of 60 college credit hours

Teachers' certification status will be actively monitored throughout their career with the School. Human Resources will maintain a file for every teacher (and staff member) and ensure that their certification is current. Teachers who do not possess current certification will be separated from employment until such certification may become current. It is the responsibility of Parkway to ensure teachers meet the requirements prior to employment and to ensure any conditional requirements are met by the educator within the required timeline. Non-renewable certificates and 5-year renewable requirements will be actively monitored for compliance by Parkway. As demonstrated in Educational Performance Appendices: Appendix D, the current staff list displays the qualifications of the educational staff, all teaching staff is certified to teach in their area of certification

Staff Selection Process

Parkway Academy will not employ an individual to provide instructional services or to serve as a substitute if the individual's certificate or licensure as an educator is suspended or revoked by Florida or any other state. Parkway Academy requires all employees to be fingerprinted as required by 1002.33(12)(g). Florida Statutes. Parkway Academy will not violate the anti-discrimination provisions of 1005.05 Florida Statutes, the Florida Education Equity Act or any provisions of Federal or state law in its hiring and employment practices. The Broward County School District Human Resources Department will assist Parkway in processing fingerprint, background checks and verification applications.

Parental Involvement

Parental involvement at Parkway is more than conferences and advisory meetings. Parents participate in school wide and individual class events as volunteer and chaperones. The faculty, staff, and administration encourage all parents to become active members of our school community. Parkway has an active Parent Teacher Student Organization and School Advisory Council organizations. Parents are encouraged to volunteer in classrooms, on fundraisers, and in special activities. See Organizational Performance Appendices: Appendix I, for the School's Volunteer Contract.

Active parental participation will be required at the School. Parent participation is the key to the success of the overall program and will be solicited for the development of school goals and objectives. Parents must sign a contract agreeing to volunteer a minimum of twenty hours per school year.

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

When two or more children from the same family are enrolled, parents shall be required to volunteer a total of thirty hours per student year. Parents are given access to our Edline Information System allowing them to track their volunteer hours. The Volunteer Coordinator and PTSO verifies the completion of the hours and credit is applied to the parent account. At the time of recommitment (usually January) for the following school year, parents are sent a letter notifying them of their progress toward completion of their volunteer hours, referenced in the Parent/Student Handbook. See Organizational Performance Appendices: Appendix H.

Parkway communicates with parents through the School's Edline Information System. Edline Information System is a web based tool to assist with the daily interactions of their child. Parents can view their child's absences, communicate with the teachers through message boards, and view assignments the teachers have assigned to their child. In addition to this, a monthly newsletter is distributed to all students to inform parents of the various activities in the school. Semiannual parent surveys will be distributed to all parents to receive input for school improvement and satisfaction. Moreover, the Edline Information System provides a parent portal that gives parents access to real time student data, message boards and direct to teacher and administrator e-mail capability. This supports continual and meaningful parental involvement in each student's education.

A Parent Teacher Student Organization (PTSO) has been established. The PTSO coordinates the fundraisers and family events at the school. Some events include the penny drive, membership drive and the spring festivals. They do require volunteers to help make these events a success. PTSO also holds several fundraisers throughout the year to earn extra money for the teachers and classrooms so that they may have the opportunity to get items that they normally would not receive and some fundraisers give students the chance to reduce the cost of their yearly field trips. The PTSO is a great forum for any parent that wants to be involved in their child's education and help raise money for the "little extras". Volunteer hours can also be met by attending the meeting once a month. The PTSO will act as a link between school administrators, teachers, and the school community to discuss school based issues. PTSO meetings will be held regularly and parents will be given notification and encouraged to attend meetings. See Organizational Performance Appendices: Appendix L.

A School Advisory Council (SAC) has been established. The purpose of the SAC is to work to ensure improved student achievement. The SAC's role is to serve as the appropriate avenue for authentic and representative input for all teachers, parents, support personnel, students, business community representatives and administration. Council members meet monthly and are expected to communicate with constituents to collect data and opinions for decision making; report to constituents the actions taken by the Council and consider the needs of all students when making decisions. See Organizational Performance Appendices: Appendix K & K1.

Enrollment is a parent(s)/student cooperative choice, wherein a parent(s) contractually agrees to be responsible for their child(ren) abiding by the rules and regulations applicable to attendance, classroom participation, behavior, and uniform policy. Failure to abide by that contract may result in a loss of re-enrollment opportunity the following year, according to a ruling of the Florida Department of Education General Counsel.

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**Location Number: **5181**

Parental participation in the school's operations and governance is fostered by:

- A parental contract between the parent, student, and Parkway Academy.
- Governing Board meetings will be open to the public and notification will be disseminated per Sunshine Law
- Parent/teacher conferences will be held to provide a forum for open discussion and to build parent/teacher understanding and support.
- Annual surveys will be distributed to parents to receive input for school improvement and satisfaction. See Organizational Performance Appendices: Appendix L.

Parents are required to serve a minimum of 30 volunteer hours to fulfill their obligations for parent involvement. Parents sign volunteer contracts during registration which indicates the requirements and opportunities for parents to fulfill their hours. Parent surveys are sent home quarterly to monitor communication and student expectations.

Statutory References: 1002.33(7)(a)(14); 1002.33(7)(a)(15); 1002.33(12)(f); 1002.33(12)(g); 1002.33(16)(b)

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

Appendices – Educational Performance

Please list and attach an electronic copy of all appendices referred to in the Educational Performance section of your charter renewal application.

- A. Accountability Report 2002-2011
- B. Action Data Graphs & Graduation Information
- C. Graduation Rates/Readiness
- D. School Grades 2003-2011 Florida School Grade Report

Appendices – Financial Performance

Please list and attach an electronic copy of all appendices referred to in the Financial Performance section of your charter renewal application.

- A. Budget 2012-2016 (5Years)
- B. Annual Financial Audits (2011)
- C. Annual Financial Audits (2010)
- D. Annual Financial Audits (2009)

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC** Location Number: **5181**

Appendices – Organizational Performance

Please list and attach an electronic copy of all appendices referred to in the Organizational Performance section of your charter renewal application.

- A. Annual District Monitoring Checklist (3 Years)
- B. Board Agenda-Meeting Minutes (3 Years)
- C. Certificate of Occupancy
- D. Employee Handbook
- E. Enrollment Application-Parent-Student Handbook & Referral
- F. H&R Emergency Procedure and Evacuation Plan
- G. Inspections
- H. Parent Student Handbook
- I. Parent Volunteer Contract
- J. Proactive Discipline Plan and Student Referral Form
- K. PTSO/SACS Recent Quarterly Meeting/Agenda/Minutes 2011-2012
- L. PTSO Recent Meetings 2011-2012
- M. Safety Inspection Audit
- N. Staff Certification
- O. Wellness Policy & Training Certificates

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**

Location Number: **5181**

Parkway Academy



Charter High School

APPENDICES:
EDUCATIONAL PERFORMANCE

- A. Accountability Report 2002-2011
- B. Action Data Graphs & Graduation Information
- C. Graduation Rates/Readiness
- D. School Grades 2003-2011 Florida School Grade Report

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School Accountability Reports



Google™ Custom Search

Search

Site Index Go

Florida School Grading System

You selected:

District: BROWARD**Years:** 2010-2011, 2009-2010, 2008-2009, 2007-2008, 2006-2007, 2005-2006, 2004-2005, 2003-2004, 2002-2003, 2001-2002, 2000-2001, 1999-2000, 1998-1999**School Grades:****Report Type:** School Grades
☒ Modify Selections |
 ☐ Return to List of Schools |
 ☐ Export to MS Excel Format Go

School Accountability Report																							
Click on the column header to re-sort by that column.																							
School Number	School	Level	School Year (Click on year to see detailed report)	Grade (Includes Learning Gains more info)	% Meeting High Standards in Reading	% Meeting High Standards in Math	% Meeting High Standards in Writing	% Meeting High Standards in Science	% Making Learning Gains in Reading	% Making Learning Gains in Math	% of Lowest 25% Making Learning Gains in Reading	% of Lowest 25% Making Learning Gains in Math	Bonus points for 11th-12th grade Retakes	Points Earned (Sum of Previous 9 Columns) more info	Percent Tested	Free and Reduced Lunch	Minority Rate	% In Lowest Reading Level(s)	% Level 2 and Above FCAT Reading	% Level 3 and Above FCAT Reading	% Level 2 and Above FCAT Math	% Level 3 and Above FCAT Math	% 3 and Above on FCAT Writing
				Broward																			
5181	PARKWAY ACADEMY	High	2010-11	Pending	18	55	78	21	40	65	57	53	0	387	99	68	98						
5181		High	2009-10	Click Here for High School Components	19	62	83	20	32	77	35	85	0	413	97	48	98						
5181		High	2008-09	D	23	56	77	18	39	78	44	85	0	420	98	98	98						
5181		High	2007-08	C	23	56	80	13	48	82	55	79	0	436	97	49	98						
5181		High	2006-07	F	15	56	90	7	34	70	53	67	0	392	96	41	99						
5181		High	2005-06	C	17	60	80		42	75	52			326	96	27	99						
5181		High	2004-05	D	15	35	91		37	57	52			287	99	61	97						
5181		High	2003-04	D	17	36	97		43	64	42			299	93	55	96						
5181		High	2002-03	D	15	35	93		43	60	49			295	94	38	96						
5181		High	1998-99																				

* Schools that serve high school grade levels will receive a grade based on a weighting of FCAT-based components and non-FCAT-based components proportional to the number and level of non-high-school grades taught at the school at tested grade levels. Please see the 2010-2011 School Grades Technical Assistance Paper (<http://schoolgrades.fldoe.org/pdf/1011/SchoolGradesTAP2011.pdf>) or page 2 of the guide sheet at <http://schoolgrades.fldoe.org/pdf/1011/Guidesheet2011SchoolGrades.pdf> for additional information.

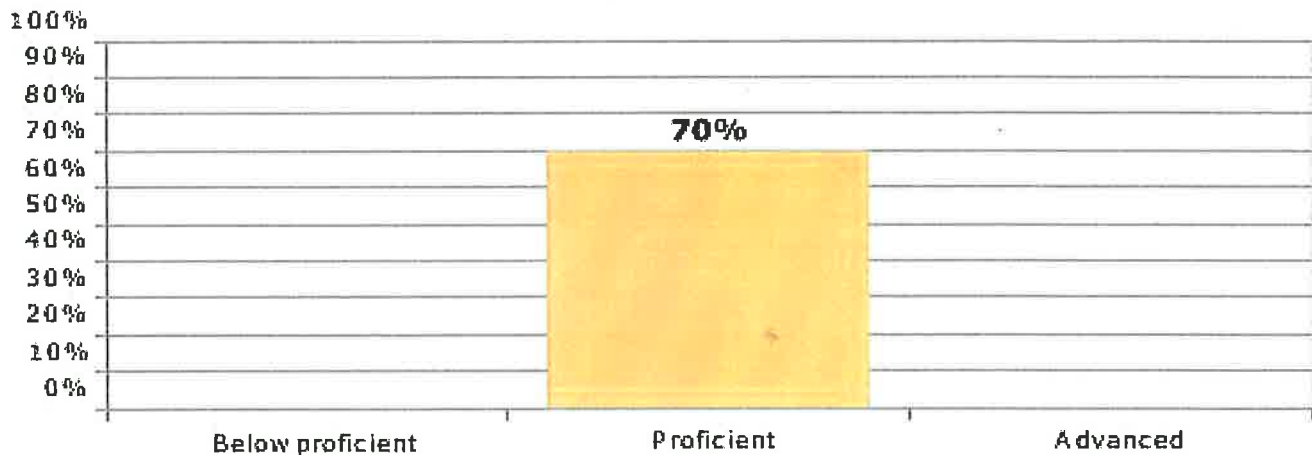
Guides to the Calculations

- 2011 School Grades Guide Sheet (PDF)
- School Grades Technical Assistance Paper 2010-11 (PDF)
- Adequate Yearly Progress (AYP) Technical Assistance Paper 2010-11 (PDF)
- Alternative School Improvement Ratios Technical Assistance Paper 2010-11 (PDF)
- High School Grading Requirements (PowerPoint)
- High School Grading Requirements (Rich Text Format)

Using data to improve college readiness and success

Parkway Academy

Percentage of 2009 high school graduates who took at least one remedial course in math during the first year of postsecondary education, by proficiency level on high school mathematics assessment



by selected student characteristics

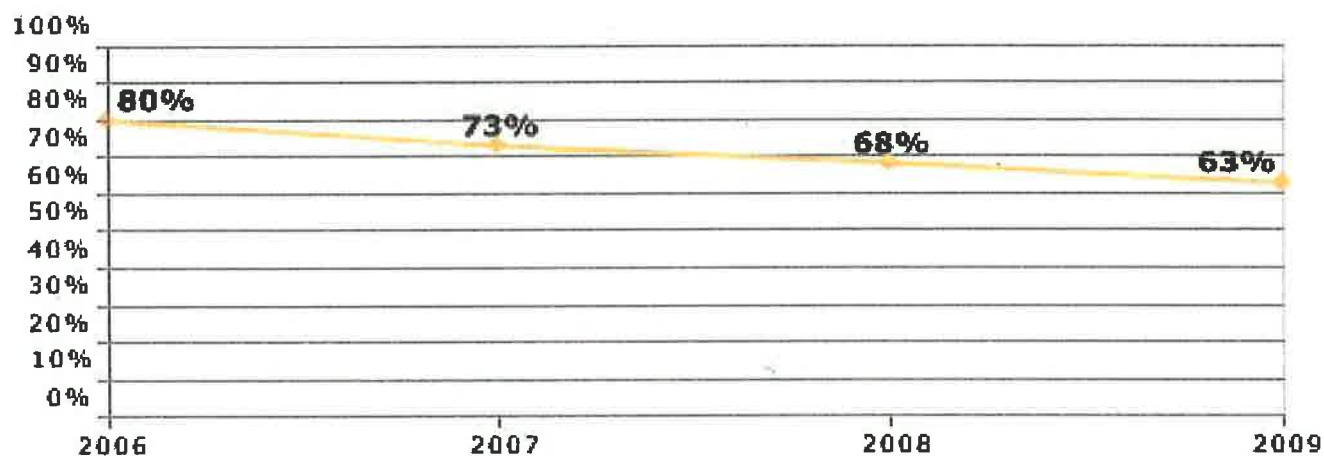
	Below proficient	Proficient	Advanced
Total Percentages	-	70%	-
Gender			
Female	-	-	-
Male	-	-	-
Race/ethnicity			
African American	-	-	-
White	-	-	-
Hispanic	-	-	-
Asian/ Pacific Islander	-	-	-
Other	-	-	-
Income			
Economically disadvantaged	-	-	-
Not economically disadvantaged	-	-	-

— Too few to report.

Using data to improve college readiness and success

Parkway Academy

Remedial coursetaking among 2006-2009 high school graduates during their first year of postsecondary education



by selected student characteristics

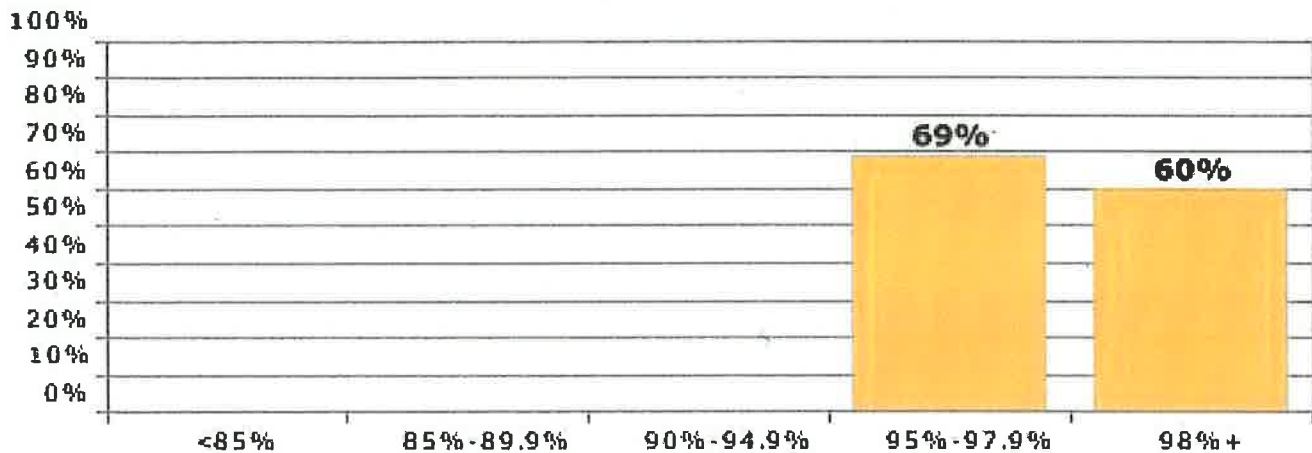
	2006	2007	2008	2009
Total Percentages	80%	73%	68%	63%
Gender				
Female	76%	72%	65%	67%
Male	88%	75%	71%	-
Race/ethnicity				
African American	80%	76%	69%	67%
White	-	-	-	-
Hispanic	-	-	-	-
Asian/ Pacific Islander	-	-	-	-
Other	-	-	-	-
Income				
Economically disadvantaged	78%	78%	66%	68%
Not economically disadvantaged	86%	57%	-	-

— Too few to report.

Using data to improve college readiness and success

Parkway Academy

Percentage of 2010 high school graduates who enrolled in postsecondary education by the fall following graduation, by attendance rate during freshman year



by selected student characteristics

	<85%	85%-89.9%	90%-94.9%	95%-97.9%	98%+
Total Percentages	-	-	-	69%	60%
Gender					
Female	-	-	-	-	69%
Male	-	-	-	-	50%
Race/ethnicity					
African American	-	-	-	64%	60%
White	-	-	-	-	-
Hispanic	-	-	-	-	-
Asian/ Pacific Islander	-	-	-	-	-
Other	-	-	-	-	-
Income					
Economically disadvantaged	-	-	-	-	59%
Not economically disadvantaged	-	-	-	-	-

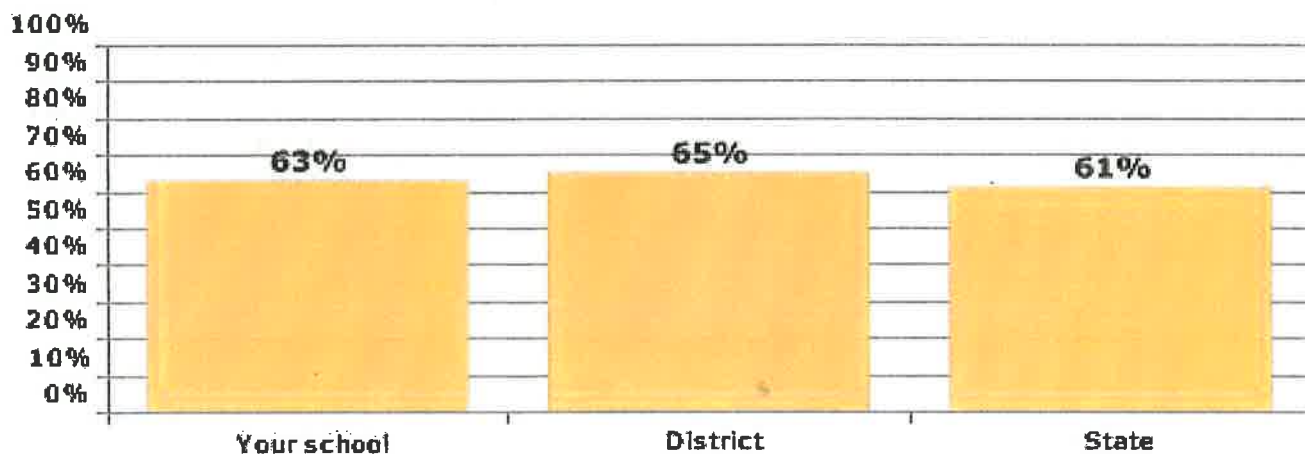
— Too few to report.



Using data to improve college readiness and success

Parkway Academy

Immediate enrollment in postsecondary education for 2010 high school graduates



by selected student characteristics

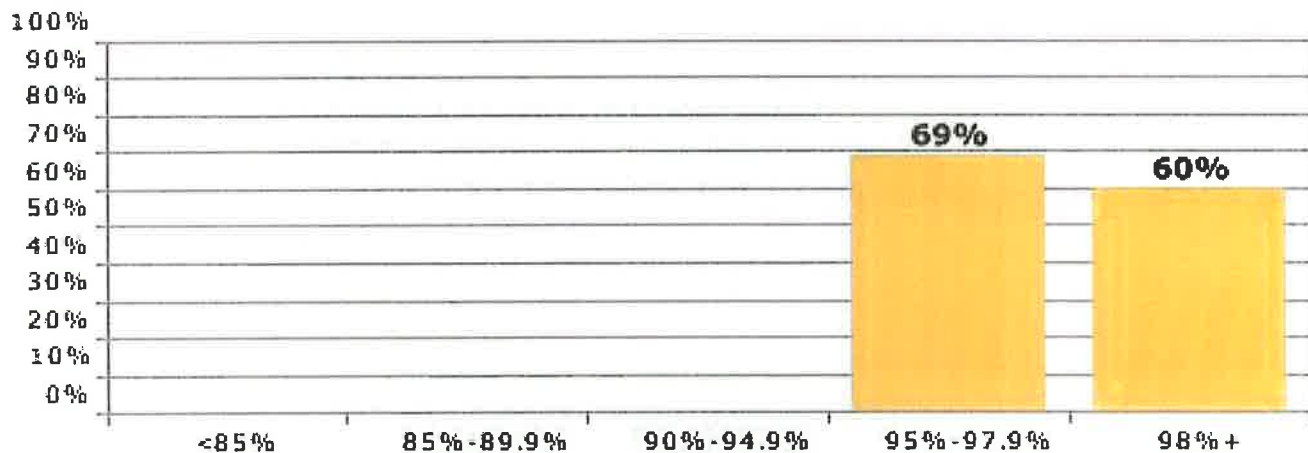
	Your school	District	State
Total Percentages	63%	65%	61%
Gender			
Female	73%	68%	65%
Male	52%	62%	57%
Race/ethnicity			
African American	62%	59%	56%
White	-	72%	64%
Hispanic	-	62%	57%
Asian/ Pacific Islander	-	80%	77%
Other	-	69%	64%
Income			
Economically disadvantaged	62%	54%	49%
Not economically disadvantaged	67%	75%	71%

— Too few to report.

Using data to improve college readiness and success

Parkway Academy

Percentage of 2010 high school graduates who enrolled in postsecondary education by the fall following graduation, by attendance rate during freshman year



by selected student characteristics

	<85%	85%-89.9%	90%-94.9%	95%-97.9%	98%+
Total Percentages	-	-	-	69%	60%
Gender					
Female	-	-	-	-	69%
Male	-	-	-	-	50%
Race/ethnicity					
African American	-	-	-	64%	60%
White	-	-	-	-	-
Hispanic	-	-	-	-	-
Asian/ Pacific Islander	-	-	-	-	-
Other	-	-	-	-	-
Income					
Economically disadvantaged	-	-	-	-	59%
Not economically disadvantaged	-	-	-	-	-

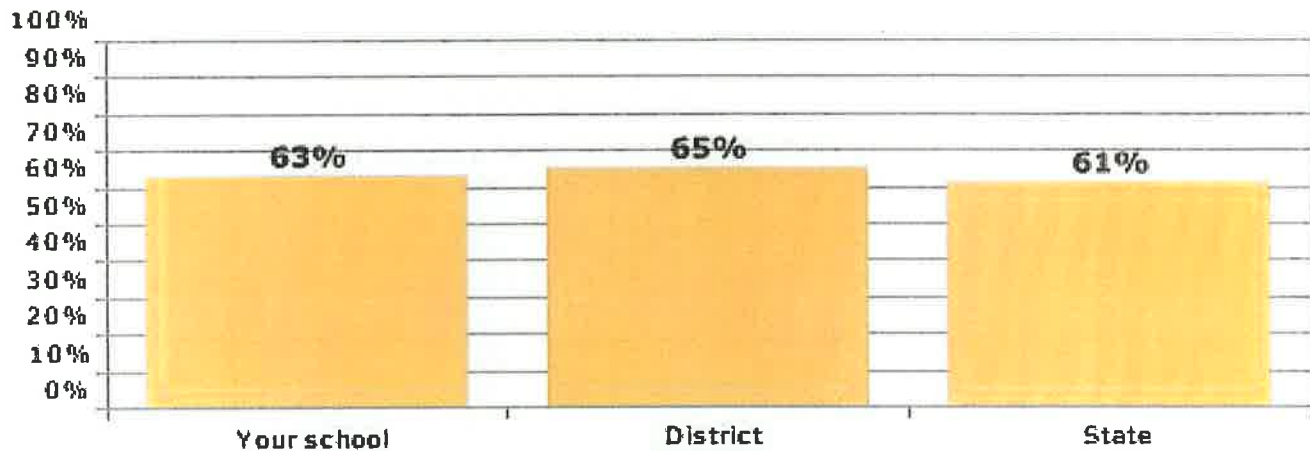
— Too few to report.



Using data to improve college readiness and success

Parkway Academy

Immediate enrollment in postsecondary education for 2010 high school graduates



by selected student characteristics

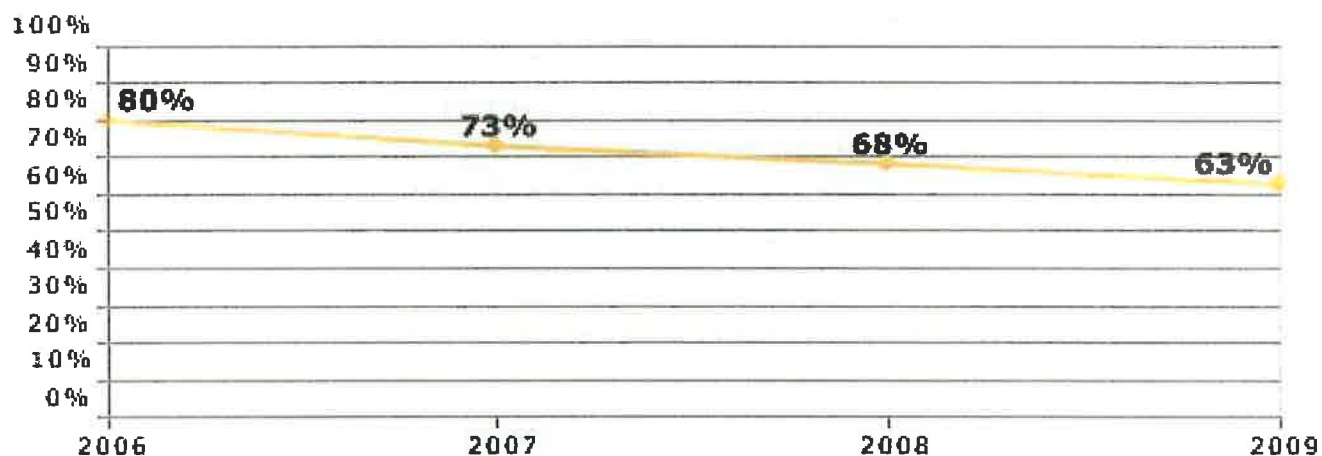
	Your school	District	State
Total Percentages	63%	65%	61%
Gender			
Female	73%	68%	65%
Male	52%	62%	57%
Race/ethnicity			
African American	62%	59%	56%
White	-	72%	64%
Hispanic	-	62%	57%
Asian/ Pacific Islander	-	80%	77%
Other	-	69%	64%
Income			
Economically disadvantaged	62%	54%	49%
Not economically disadvantaged	67%	75%	71%

— Too few to report.

Using data to improve college readiness and success

Parkway Academy

Remedial coursetaking among 2006-2009 high school graduates during their first year of postsecondary education



by selected student characteristics

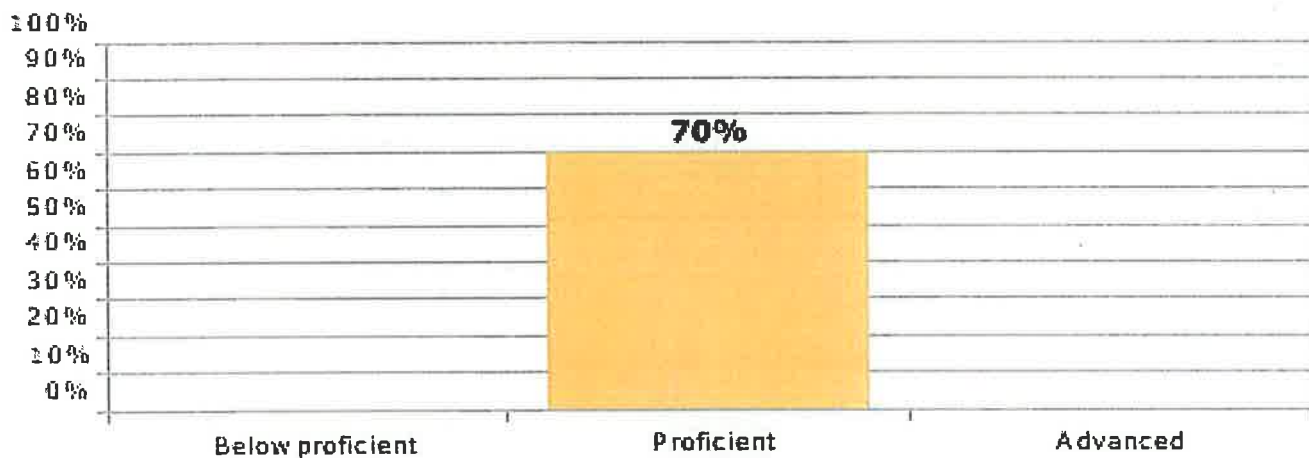
	2006	2007	2008	2009
Total Percentages	80%	73%	68%	63%
Gender				
Female	76%	72%	65%	67%
Male	88%	75%	71%	-
Race/ethnicity				
African American	80%	76%	69%	67%
White	-	-	-	-
Hispanic	-	-	-	-
Asian/ Pacific Islander	-	-	-	-
Other	-	-	-	-
Income				
Economically disadvantaged	78%	78%	66%	68%
Not economically disadvantaged	86%	57%	-	-

— Too few to report.

Using data to improve college readiness and success

Parkway Academy

Percentage of 2009 high school graduates who took at least one remedial course in math during the first year of postsecondary education, by proficiency level on high school mathematics assessment



by selected student characteristics

	Below proficient	Proficient	Advanced
Total Percentages	-	70%	-
Gender			
Female	-	-	-
Male	-	-	-
Race/ethnicity			
African American	-	-	-
White	-	-	-
Hispanic	-	-	-
Asian/ Pacific Islander	-	-	-
Other	-	-	-
Income			
Economically disadvantaged	-	-	-
Not economically disadvantaged	-	-	-

— Too few to report.

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School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2010-2011						
	Reading	Math	Writing	Science	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	18%	55%	78%	21%	172	Writing and Science: Takes into account the % scoring 4.0 and above on Writing and the % scoring 3 and above on Science. Sometimes the District writing and/or science average is substituted for the writing and/or science component.
% of Students Making Learning Gains	40%	65%			105	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	57% (YES)	53% (YES)			110	Adequate Progress based on gains of lowest 25% of students in reading and math. Yes, if 50% or more make gains in both reading and math.
FCAT Points Earned					387	
Percent Tested = 99%						Percent of eligible students tested
School Grade*					Pending	Grade based on total points, adequate progress, and % of students tested

A = 525 points or more; at least 95% tested; at least 50% of lowest students in reading and math must make gains in the current year
 B = 495 to 524 C = 435 to 494; for B and C at least 50% of lowest students in reading and math must make gains in one of two consecutive years
 D = 395 to 434 F = less than 395

* New in 2010, high schools and combination schools that serve high school grade levels will receive a grade based on FCAT components and new

[Return to Normal View](#)

School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2009-2010						
	Reading	Math	Writing	Science	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	19%	62%	83%	20%	184	Writing and Science: Takes into account the % scoring 4.0 and above on Writing and the % scoring 3 and above on Science. Sometimes the District writing and/or science average is substituted for the writing and/or science component.
% of Students Making Learning Gains	32%	77%			109	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	35% (NO)	85% (YES)			120	Adequate Progress based on gains of lowest 25% of students in reading and math. Yes, if 50% or more make gains in both reading and math.
FCAT Points Earned					413	
Percent Tested = 97%						Percent of eligible students tested
School Grade*					D	Grade based on total points, adequate progress, and % of students tested

A = 525 points or more; at least 95% tested; at least 50% of lowest students in reading and math must make gains in the current year
 B = 495 to 524 C = 435 to 494; for B and C at least 50% of lowest students in reading and math must make gains in one of two consecutive years
 D = 395 to 434 F = less than 395

* New in 2010, high schools and combination schools that serve high school grade levels will receive a grade based on FCAT components and new measures applicable specifically to high schools.

[Return to Normal View](#)

School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2008-2009						
	Reading	Math	Writing	Science	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	23%	56%	77%	18%	174	Writing and Science: Takes into account the % scoring 4.0 and above on Writing and the % scoring 3 and above on Science. Sometimes the District writing and/or science average is substituted for the writing and/or science component.
% of Students Making Learning Gains	39%	78%			117	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	44% (NO)	85% (YES)			129	Adequate Progress based on gains of lowest 25% of students in reading and math. Yes, if 50% or more make gains in both reading and math.
FCAT Points Earned					420	
Percent Tested = 98%						Percent of eligible students tested
School Grade*					D	Grade based on total points, adequate progress, and % of students tested

A = 525 points or more; at least 95% tested; at least 50% of lowest students in reading and math must make gains in the current year
 B = 495 to 524 C = 435 to 494; for B and C at least 50% of lowest students in reading and math must make gains in one of two consecutive years
 D = 395 to 434 F = less than 395

* New in 2010, high schools and combination schools that serve high school grade levels will receive a grade based on FCAT components and new measures applicable specifically to high schools.

[Return to Normal View](#)

School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2006-2007						
	Reading	Math	Writing	Science	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	15%	56%	90%	7%	168	Writing and Science: Takes into account the % scoring 4.0 and above on Writing and the % scoring 3 and above on Science. Sometimes the District writing and/or science average is substituted for the writing and/or science component.
% of Students Making Learning Gains	34%	70%			104	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	53% (YES)	67% (YES)			120	Adequate Progress based on gains of lowest 25% of students in reading and math. Yes, if 50% or more make gains in both reading and math.
FCAT Points Earned					392	
Percent Tested = 96%						Percent of eligible students tested
School Grade*					F	Grade based on total points, adequate progress, and % of students tested

A = 525 points or more; at least 95% tested; at least 50% of lowest students in reading and math must make gains in the current year
 B = 495 to 524 C = 435 to 494; for B and C at least 50% of lowest students in reading and math must make gains in one of two consecutive years
 D = 395 to 434 F = less than 395

* New in 2010, high schools and combination schools that serve high school grade levels will receive a grade based on FCAT components and new

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School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2004-2005					
	Reading	Math	Writing	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	15%	35%	91%	141	Writing: Takes into account % scoring 3.5 and above. Sometimes the District writing average is substituted for the writing average.
% of Students Making Learning Gains	37%	57%		94	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	52% (Yes)			52	Adequate Progress based on gains of lowest 25% of students . Yes, if 50% or more make gains .
FCAT Points Earned				287	
Percent Tested = 99%					Percent of eligible students tested
School Grade*				D	Grade based on total points, adequate progress, and % of students tested

A = 410 points or more; at least 95% tested; at least 50% of lowest readers must make gains in the current year

B = 380 to 409 C = 320 to 379; for B and C at least 50% of lowest readers must make gains in one of two

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School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2003-2004					
	Reading	Math	Writing	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	17%	36%	97%	150	Writing: Takes into account % scoring 3.5 and above. Sometimes the District writing average is substituted for the writing average.
% of Students Making Learning Gains	43%	64%		107	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	42% (No)			42	Adequate Progress based on gains of lowest 25% of students . Yes, if 50% or more make gains .
FCAT Points Earned				299	
Percent Tested = 93%					Percent of eligible students tested
School Grade*				D	Grade based on total points, adequate progress, and % of students tested

A = 410 points or more; at least 95% tested; at least 50% of lowest readers must make gains in the current year

B = 380 to 409 C = 320 to 379; for B and C at least 50% of lowest readers must make gains in one of two

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School Grade School Level Details

☐ Grade Level Details | ☒ Back to Selected Schools | ☐ New Query

Broward School District PARKWAY ACADEMY 2002-2003					
	Reading	Math	Writing	Grade Points Earned	
% Meeting High Standards (FCAT Level 3 and Above)	15%	35%	93%	143	Writing: Takes into account % scoring 3.5 and above. Sometimes the District writing average is substituted for the writing average.
% of Students Making Learning Gains	43%	60%		103	3 ways to make gains: <ul style="list-style-type: none"> • Improve FCAT Levels • Maintain Level 3, 4, or 5 • Improve more than one year within Level 1 or 2
Adequate Progress of Lowest 25% in the School?	49% ((No))			49	Adequate Progress based on gains of lowest 25% of students . Yes, if 50% or more make gains .
FCAT Points Earned				295	
Percent Tested = 94%					Percent of eligible students tested
School Grade*				D	Grade based on total points, adequate progress, and % of students tested

A = 410 points or more; at least 95% tested; at least 50% of lowest readers must make gains in the current year

B = 380 to 409 C = 320 to 379; for B and C at least 50% of lowest readers must make gains in one of two

Name of Charter School Seeking Renewal: **PARKWAY CHARTER @ BC**

Location Number: **5181**

Parkway Academy



Charter High School

APPENDICES:
FINANCIAL PERFORMANCE

- A. Budget 2012-2016 (5Years)
- B. Annual Financial Audits (2011)
- C. Annual Financial Audits (2010)
- D. Annual Financial Audits (2009)

10/11/2011

**Parkway Academy Charter High School
Statement of Revenues & Expenses (Budget)
For Fiscal 2012 Thru 2016 (5 Years)**

10/9/2011

	Budget	Budget	Budget	Budget	Budget	Assumptions
Fiscal Year Ending June 30,	2012	2013	2014	2015	2016	
Students	525	540	575	575	600	Increase due to Marketing
REVENUES:						
State Capitation / Student	2,795,629	2,961,765	3,248,343	3,345,793	3,596,001	3% Per FTE Incr. 2013 - 2016
Fed./State Grants	0	0	0	0	0	Assume none
Storage Reimbursement	2,448	2,448	2,448	2,448	2,448	Offset Expense in Other Operating
Student Transportation	147,000	150,000	158,125	158,125	165,000	80% of Students Ride
Lunch Revenues	15,000	15,000	15,000	15,000	15,000	Federal Program
Capital Outlay	262,500	270,000	287,500	287,500	300,000	\$500 Per Student
Total Revenues	3,222,577	3,399,213	3,711,416	3,808,866	4,078,449	
Salaried Personnel						
School Leadership/Clerical	419,724	432,316	445,285	458,644	472,403	Increase 3% 2013 - 2016
Teachers	1,297,500	1,332,775	1,507,225	1,553,807	1,693,920	Add as Required + 3% 2013-2016
Teachers - ESE	53,360	54,961	56,610	58,308	60,057	Increase 3% 2013 - 2016
Guidance Counselor	40,409	43,646	44,956	46,304	47,693	Increase 3% 2013 - 2016
Facilities/Security/Food Service	103,977	108,722	110,783	112,907	115,094	Increase 3% 2013 - 2016
STIPENDS	0	12,000	12,000	20,000	20,000	
Voluntary Deductions Withheld	(96,000)	(96,000)	(96,000)	(96,000)	(96,000)	
Total Salaries	1,818,970	1,888,419	2,080,859	2,153,970	2,313,168	
Hourly Personnel						
Substitute Teachers	10,000	10,000	10,000	10,000	10,000	
Total Hourly Wages	10,000	10,000	10,000	10,000	10,000	
Taxes & Benefits						
Group Insurance & Other	185,850	194,700	204,435	214,657	225,390	Increase 5% Per Year
Payroll Taxes	173,810	179,540	195,416	201,447	214,581	% of Payroll
Total Taxes & Benefits	359,660	374,240	399,851	416,104	439,971	
Professional Services						
Accounting Services - Audit	21,850	23,750	25,100	25,550	27,000	Inflation, Scope
Outside Staff Development	6,000	6,300	6,300	6,420	6,600	Inflation
Legal Fees	6,000	6,300	6,300	6,420	6,600	Inflation
ADP Services	3,600	3,780	3,780	3,900	4,200	Inflation
Total Professional Services	37,450	40,130	41,480	42,290	44,400	
Vendor Services						
Contracted Pupil Transportation	331,200	380,000	450,000	450,000	500,000	Increase as Students Increase
Food Services	15,000	15,000	15,000	15,000	15,000	
Contracted SPED - Instruction	10,000	10,050	11,250	12,250	14,000	
Total Vendor Services	356,200	405,050	476,250	477,250	529,000	
Administrative Expenses						
Dues & Subscriptions	3,600	3,625	3,625	3,625	3,750	Inflation

	Budget	Budget	Budget	Budget	Budget	Assumptions
Fiscal Year Ending June 30,	2012	2013	2014	2015	2016	
Students	525	540	575	575	600	Increase due to Marketing
Printing	3,600	3,750	3,750	3,750	4,700	Inflation
Office Supplies/Copy Paper	14,887	14,950	15,650	15,650	17,650	Inflation
Food Service - Paper & Smallwares	1,800	1,850	1,850	1,850	2,100	Inflation
Marketing	8,000	9,000	12,000	12,000	17,000	Increase as Students Increase
Total Administrative Services	31,887	33,175	36,875	36,875	45,200	
Instruction Expense						
Textbooks/Other Books	48,000	72,500	80,000	82,500	92,500	Increase as Students Increase
Consummable Instr. Supplies & Equip.	39,500	40,000	41,500	42,500	44,500	Increase as Students Increase
Other Publications	1,500	1,600	2,275	2,575	3,875	Increase as Students Increase
Testing Materials	6,000	6,150	6,500	7,000	7,500	Increase as Students Increase
Total Instruction Expense	95,000	120,250	130,275	134,575	148,375	
Student Accident Insurance						
Student Accident Insurance	6,000	6,000	6,500	6,500	7,000	Increase as Students Increase
Total Athletic Programs	6,000	6,000	6,500	6,500	7,000	
Other Operating Expenses						
Postage	3,600	2,460	2,520	2,580	2,700	Inflation
Vehicle Maintenance/Gas	7,200	7,260	7,500	7,620	7,800	Inflation
Building Repairs & Maintenance	9,000	9,180	9,420	9,600	10,800	Inflation
Computer Repairs & Maintenance	3,600	3,780	3,900	3,960	4,200	Inflation
Internet Connection/Telephone	18,000	21,600	22,800	24,000	26,400	Inflation
Security System/Alarm	1,982	1,986	1,986	1,986	1,986	Inflation
Graduation Expense	3,000	3,000	3,300	3,420	3,600	Inflation
Storage Rental	10,812	10,812	10,812	10,812	10,812	Inflation
Board Member Insurance	6,000	6,000	6,000	6,000	6,600	Inflation
Workers Compensation	10,800	11,400	12,000	12,000	15,000	Inflation
Property/Liab Insurance	26,400	26,400	30,000	30,000	31,200	Inflation
Total Other Oper. Expense	103,394	106,878	113,238	114,978	124,098	
Fixed Expenses						
Office Equipment - Leasing Expense	7,500	7,500	7,500	7,500	7,500	Fixed Leases
Debt Repayment	150,000	150,000	150,000	150,000	150,000	
Computers	10,016	21,071	22,088	22,324	23,237	Support Student growth
Total Fixed Expenses	167,516	178,571	179,588	179,824	180,737	
Rent Expense BCC	236,500	236,500	236,500	236,500	236,500	
Total Expense	3,222,577	3,399,213	3,711,416	3,808,866	4,078,449	
Revenues Less Expenses	0	0	0	0	0	

Parkway Academy Charter High School
Statement of Revenues & Expenses (Budget)
For July 2011 to June 2012
Number of Students 525

	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	Mar 2012	April 2012	May 2012	June 2012	Totals
REVENUES:													
State Capitation / Student	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,968.75	232,972.43	2,795,628.68
Fed./State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storage Reimbursement	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	2,447.88
Student Transportation	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	12,250.00	147,000.00
Lunch Revenues	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Capital Outlay	0.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	21,875.00	43,750.00	262,500.00
Total Revenues	245,830.72	267,093.75	268,593.75	269,205.72	268,593.75	268,593.75	269,205.72	268,593.75	268,593.75	269,205.72	268,593.75	290,472.43	3,222,576.56
Salaried Personnel													
School Leadership/Clerical	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	34,977.00	419,724.00
Teachers	105,000.00	92,500.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	1,297,500.00
Teachers - ESE	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	4,446.68	53,360.16
Guidance Counselor	3,531.24	3,531.24	3,531.24	3,531.24	3,531.24	3,431.24	3,431.24	3,531.24	3,531.24	3,531.24	3,531.24	1,765.62	40,409.26
Facilities/Security/Food Service	5,560.00	5,560.00	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	9,285.66	103,976.60
STIPENDS													0.00
Voluntary Deductions Witheld	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-96,000.00
Total Salaries	145,514.92	133,014.92	154,240.58	154,240.58	154,240.58	154,140.58	154,140.58	154,240.58	154,240.58	154,240.58	154,240.58	152,474.96	1,818,970.02
Hourly Personnel													
Substitute Teachers	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Total Hourly Wages	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Taxes & Benefits													
Group Insurance & Other	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	15,487.50	185,850.00
Payroll Taxes	12,664.98	11,633.73	13,467.35	13,467.35	13,467.35	13,459.10	20,959.10	20,967.35	13,467.35	13,467.35	13,467.35	13,321.68	173,810.03
Total Taxes & Benefits	28,152.48	27,121.23	28,954.85	28,954.85	28,954.85	28,946.60	36,446.60	36,454.85	28,954.85	28,954.85	28,954.85	28,809.18	359,660.03
Professional Services													
Accounting Services - Audit	3,600.00	750.00	1,600.00	9,500.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	21,850.00
Outside Staff Development	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Legal Fees	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
ADP Services	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Total Professional Services	4,900.00	2,050.00	2,900.00	10,800.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	2,100.00	37,450.00
Vendor Services													
Contracted Pupil Transportation	0.00	0.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	36,000.00	7,200.00	331,200.00
Food Services	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Contracted SPED - Instruction	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Total Vendor Services	0.00	0.00	38,500.00	38,500.00	38,500.00	38,500.00	38,500.00	38,500.00	38,500.00	38,500.00	38,500.00	9,700.00	356,200.00
Administrative Expenses													
Dues & Subscriptions	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Printing	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Office Supplies/Copy Paper	1,150.00	1,737.19	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	14,887.19
Food Service - Paper & Smallwares	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00
Marketing	3,000.00	1,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	8,000.00
Total Administrative Services	4,900.00	3,987.19	3,450.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	2,950.00	2,950.00	1,950.00	31,887.19

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2011 to June 2012 Number of Students 525													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2011	Aug 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011	Jan 2012	Feb 2012	Mar 2012	April 2012	May 2012	June 2012	Totals
Instruction Expense													
Textbooks/Other Books	10,000.00	15,000.00	11,000.00	2,500.00	2,500.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	48,000.00
Consumable Instr. Supplies & Equip.	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	1,000.00	39,500.00
Other Publications	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
Testing Materials	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Total Instruction Expense	14,125.00	19,125.00	15,125.00	6,625.00	6,625.00	5,125.00	5,125.00	5,125.00	5,125.00	5,125.00	5,125.00	2,625.00	95,000.00
Student Accident Insurance													
Student Accident Insurance	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Total Athletic Programs	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Other Operating Expenses													
Postage	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	800.00	800.00	200.00	3,600.00
Vehicle Maintenance/Gas	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	7,200.00
Building Repairs & Maintenance	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	750.00	9,000.00
Computer Repairs & Maintenance	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Internet Connection/Telephone	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	18,000.00
Security System/Alarm	495.39	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	1,981.56
Graduation Expense	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Storage Rental	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	10,812.00
Board Member Insurance	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Workers Compensation	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	10,800.00
Property/Liab Insurance	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	26,400.00
Total Other Oper. Expense	8,846.39	8,351.00	8,351.00	8,846.39	8,351.00	8,351.00	8,846.39	8,351.00	8,351.00	9,446.39	8,951.00	8,351.00	103,393.56
Fixed Expenses													
Office Equipment - Leasing Expense	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
Debt Repayment	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00
Computers	2,765.76	2,500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	250.00	10,015.76
Total Fixed Expenses	15,890.76	15,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,625.00	13,375.00	167,515.76
Rent Expense BCC	0.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	236,500.00
Total Expense	222,829.55	231,274.34	288,146.43	286,541.82	277,346.43	275,738.18	283,733.57	283,346.43	275,846.43	277,941.82	277,446.43	242,385.14	3,222,576.56
Revenues Less Expenses	23,001.17	35,819.41	(19,552.68)	(17,336.10)	(8,752.68)	(7,144.43)	(14,527.85)	(14,752.68)	(7,252.68)	(8,736.10)	(8,852.68)	48,087.29	0.00

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2012 to June 2013 Number of Students 540													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	April 2013	May 2013	June 2013	Totals
REVENUES:													
State Capitation / Student	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	246,813.75	2,961,765.00
Fed /State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storage Reimbursement	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	2,447.88
Student Transportation	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00
Lunch Revenues	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Capital Outlay	0.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	22,500.00	45,000.00	270,000.00
Total Revenues	259,925.72	281,813.75	283,313.75	283,925.72	283,313.75	283,313.75	283,925.72	283,313.75	283,313.75	283,925.72	283,313.75	305,813.75	3,399,212.88
Salaried Personnel													
School Leadership/Clerical	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	36,026.31	432,315.72
Teachers	108,150.00	95,275.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	112,935.00	1,332,775.00
Teachers - ESE	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	4,580.08	54,960.96
Guidance Counselor	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	3,637.18	43,646.13
Facilities/Security/Food Service	5,726.80	5,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	9,726.80	108,721.60
STIPENDS	0.00		3,000.00			3,000.00			3,000.00			3,000.00	12,000.00
Voluntary Deductions Withheld	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-96,000.00
Total Salaries	150,120.37	137,245.37	161,905.37	158,905.37	158,905.37	161,905.37	158,905.37	158,905.37	161,905.37	158,905.37	158,905.37	161,905.37	1,888,419.41
Hourly Personnel													
Substitute Teachers	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Total Hourly Wages	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Taxes & Benefits													
Group Insurance & Other	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	16,225.00	194,700.00
Payroll Taxes	13,044.93	11,982.74	14,099.69	13,852.19	13,852.19	14,099.69	21,352.19	21,352.19	14,099.69	13,852.19	13,852.19	14,099.69	179,539.60
Total Taxes & Benefits	29,269.93	28,207.74	30,324.69	30,077.19	30,077.19	30,324.69	37,577.19	37,577.19	30,324.69	30,077.19	30,077.19	30,324.69	374,239.60
Professional Services													
Accounting Services - Audit	5,000.00	850.00	1,600.00	9,500.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	850.00	23,750.00
Outside Staff Development	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	6,300.00
Legal Fees	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	525.00	6,300.00
ADP Services	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	3,780.00
Total Professional Services	6,365.00	2,215.00	2,965.00	10,865.00	2,215.00	2,215.00	2,215.00	2,215.00	2,215.00	2,215.00	2,215.00	2,215.00	40,130.00
Vendor Services													
Contracted Pupil Transportation	0.00	0.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	38,000.00	380,000.00
Food Services	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Contracted SPED - Instruction	0.00	0.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	1,005.00	10,050.00
Total Vendor Services	0.00	0.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	40,505.00	405,050.00
Administrative Expenses													
Dues & Subscriptions	300.00	325.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,625.00
Printing	300.00	450.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,750.00
Office Supplies/Copy Paper	1,150.00	1,800.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	14,950.00
Food Service - Paper & Smallwares	150.00	200.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,850.00
Marketing	3,000.00	2,500.00	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	0.00	9,000.00
Total Administrative Services	4,900.00	5,275.00	3,450.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	2,950.00	2,950.00	1,950.00	33,175.00

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2012 to June 2013 Number of Students 540													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2012	Aug 2012	Sept 2012	Oct 2012	Nov 2012	Dec 2012	Jan 2013	Feb 2013	Mar 2013	April 2013	May 2013	June 2013	Totals
Instruction Expense													
Textbooks/Other Books	25,000.00	15,000.00	7,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	5,000.00	72,500.00
Consummable Instr. Supplies & Equip.	3,500.00	4,000.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	1,000.00	40,000.00
Other Publications	125.00	225.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,600.00
Testing Materials	500.00	650.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,150.00
Total Instruction Expense	29,125.00	19,875.00	11,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	120,250.00
Student Accident Insurance													
Student Accident Insurance	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Total Athletic Programs	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Other Operating Expenses													
Postage	205.00	205.00	205.00	205.00	205.00	205.00	205.00	205.00	205.00	205.00	205.00	205.00	2,460.00
Vehicle Maintenance/Gas	605.00	605.00	605.00	605.00	605.00	605.00	605.00	605.00	605.00	605.00	605.00	605.00	7,260.00
Building Repairs & Maintenance	765.00	765.00	765.00	765.00	765.00	765.00	765.00	765.00	765.00	765.00	765.00	765.00	9,180.00
Computer Repairs & Maintenance	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	315.00	3,780.00
Internet Connection/Telephone	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	21,600.00
Security System/Alarm	500.00	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	1,986.17
Graduation Expense	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	250.00	3,000.00
Storage Rental	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	10,812.00
Board Member Insurance	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Workers Compensation	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	11,400.00
Property/Liab Insurance	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	26,400.00
Total Other Oper. Expense	9,241.00	8,741.00	8,741.00	9,236.39	8,741.00	8,741.00	9,236.39	8,741.00	8,741.00	9,236.39	8,741.00	8,741.00	106,878.17
Fixed Expenses													
Office Equipment - Leasing Expense	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
Debt Repayment	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00
Computers	2,765.76	8,304.94	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	21,070.70
Total Fixed Expenses	15,890.76	21,429.94	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	178,570.70
Rent Expense BCC	0.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	236,500.00
Total Expense	245,412.06	244,989.05	296,641.06	295,288.95	286,143.56	289,391.06	294,138.95	293,643.56	289,391.06	287,638.95	287,143.56	289,391.06	3,399,212.88
Revenues Less Expenses	14,513.66	36,824.70	(13,327.31)	(11,363.23)	(2,629.81)	(6,077.31)	(10,213.23)	(10,329.81)	(6,077.31)	(3,713.23)	(3,829.81)	16,422.69	0.00

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2013 to June 2014 Number of Students 575													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2013	Aug 2013	Sept 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	April 2014	May 2014	June 2014	Totals
REVENUES:													
State Capitation / Student	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	278,816.12	3,345,793.48
Fed /State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storage Reimbursement	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	2,447.88
Student Transportation	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	13,177.08	158,125.00
Lunch Revenues	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Capital Outlay	0.00	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	23,958.33	47,916.67	287,500.00
Total Revenues	292,605.18	315,951.54	317,451.54	318,063.51	317,451.54	317,451.54	318,063.51	317,451.54	317,451.54	318,063.51	317,451.54	341,409.87	3,808,866.36
Salaried Personnel													
School Leadership/Clerical	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	38,220.31	458,643.75
Teachers	116,699.00	111,199.00	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	132,590.88	1,553,806.75
Teachers - ESE	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	4,859.01	58,308.09
Guidance Counselor	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	3,858.68	46,304.18
Facilities/Security/Food Service	6,075.56	6,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	10,075.56	112,906.75
STIPENDS	0.00		5,000.00			5,000.00			5,000.00			5,000.00	20,000.00
Voluntary Deductions Witheld	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-96,000.00
Total Salaries	161,712.56	156,212.56	186,604.44	181,604.44	181,604.44	186,604.44	181,604.44	181,604.44	186,604.44	181,604.44	181,604.44	186,604.44	2,153,969.51
Hourly Personnel													
Substitute Teachers	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Total Hourly Wages	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Taxes & Benefits													
Group Insurance & Other	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	17,888.06	214,656.75
Payroll Taxes	14,001.29	13,547.54	16,137.37	15,724.87	15,724.87	16,137.37	23,224.87	23,224.87	16,137.37	15,724.87	15,724.87	16,137.37	201,447.48
Total Taxes & Benefits	31,889.35	31,435.60	34,025.43	33,612.93	33,612.93	34,025.43	41,112.93	41,112.93	34,025.43	33,612.93	33,612.93	34,025.43	416,104.23
Professional Services													
Accounting Services - Audit	5,000.00	950.00	2,000.00	10,000.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	950.00	25,550.00
Outside Staff Development	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	6,420.00
Legal Fees	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	535.00	6,420.00
ADP Services	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	325.00	3,900.00
Total Professional Services	6,395.00	2,345.00	3,395.00	11,395.00	2,345.00	2,345.00	2,345.00	2,345.00	2,345.00	2,345.00	2,345.00	2,345.00	42,290.00
Vendor Services													
Contracted Pupil Transportation	0.00	0.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	45,000.00	450,000.00
Food Services	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Contracted SPED - Instruction	0.00	0.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	1,225.00	12,250.00
Total Vendor Services	0.00	0.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	47,725.00	477,250.00
Administrative Expenses													
Dues & Subscriptions	300.00	325.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,625.00
Printing	300.00	450.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,750.00
Office Supplies/Copy Paper	1,150.00	2,500.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	15,650.00
Food Service - Paper & Smallwares	150.00	200.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,850.00
Marketing	3,500.00	2,500.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	2,500.00	0.00	12,000.00
Total Administrative Services	5,400.00	5,975.00	4,450.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	2,950.00	4,450.00	1,950.00	36,875.00

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2013 to June 2014 Number of Students 575													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2013	Aug 2013	Sept 2013	Oct 2013	Nov 2013	Dec 2013	Jan 2014	Feb 2014	Mar 2014	April 2014	May 2014	June 2014	Totals
Instruction Expense													
Textbooks/Other Books	25,000.00	15,000.00	15,000.00	5,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	5,000.00	82,500.00
Consumable Instr. Supplies & Equip.	4,500.00	5,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	1,000.00	42,500.00
Other Publications	125.00	1,200.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	2,575.00
Testing Materials	500.00	1,500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	7,000.00
Total Instruction Expense	30,125.00	23,200.00	19,125.00	9,125.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	134,575.00
Student Accident Insurance													
Student Accident Insurance	500.00	1,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,500.00
Total Athletic Programs	500.00	1,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,500.00
Other Operating Expenses													
Postage	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	215.00	2,580.00
Vehicle Maintenance/Gas	635.00	635.00	635.00	635.00	635.00	635.00	635.00	635.00	635.00	635.00	635.00	635.00	7,620.00
Building Repairs & Maintenance	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	800.00	9,600.00
Computer Repairs & Maintenance	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	3,960.00
Internet Connection/Telephone	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	24,000.00
Security System/Alarm	500.00	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	1,986.17
Graduation Expense	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	285.00	3,420.00
Storage Rental	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	10,812.00
Board Member Insurance	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	6,000.00
Workers Compensation	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	12,000.00
Property/Liab Insurance	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	30,000.00
Total Other Oper. Expense	9,916.00	9,416.00	9,416.00	9,911.39	9,416.00	9,416.00	9,911.39	9,416.00	9,416.00	9,911.39	9,416.00	9,416.00	114,978.17
Fixed Expenses													
Office Equipment - Leasing Expense	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
Debt Repayment	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00
Computers	2,765.76	9,558.69	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	22,324.45
Total Fixed Expenses	15,890.76	22,683.69	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	179,824.45
Rent Expense BCC	0.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	236,500.00
Total Expense	261,828.67	273,767.85	341,865.87	332,448.76	320,403.37	325,815.87	328,398.76	327,903.37	325,815.87	321,898.76	322,903.37	325,815.87	3,808,866.36
Revenues Less Expenses	30,776.50	42,183.69	(24,414.33)	(14,385.25)	(2,951.83)	(8,364.33)	(10,335.25)	(10,451.83)	(8,364.33)	(3,835.25)	(5,451.83)	15,594.01	0.00

Parkway Academy Charter High School
Statement of Revenues & Expenses (Budget)
For July 2015 to June 2016
Number of Students 600

	Budget Jul 2015	Budget Aug 2015	Budget Sept 2015	Budget Oct 2015	Budget Nov 2015	Budget Dec 2015	Budget Jan 2016	Budget Feb 2016	Budget Mar 2016	Budget April 2016	Budget May 2016	Budget June 2016	Year end Totals Totals
REVENUES:													
State Capitation / Student	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	299,666.72	3,596,000.65
Fed /State Grants	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Storage Reimbursement	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	611.97	0.00	0.00	2,447.88
Student Transportation	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	13,750.00	165,000.00
Lunch Revenues	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Capital Outlay	0.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	50,000.00	300,000.00
Total Revenues	314,028.69	338,416.72	339,916.72	340,528.69	339,916.72	339,916.72	340,528.69	339,916.72	339,916.72	340,528.69	339,916.72	364,916.72	4,078,448.53
Salaried Personnel													
School Leadership/Clerical	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	39,366.92	472,403.06
Teachers	131,127.24	130,627.24	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	143,216.55	1,693,920.00
Teachers - ESE	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	5,004.78	60,057.33
Guidance Counselor	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	3,974.44	47,693.30
Facilities/Security/Food Service	6,257.83	6,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	10,257.83	115,093.95
STIPENDS	0.00		5,000.00			5,000.00			5,000.00			5,000.00	20,000.00
Voluntary Deductions Withheld	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-8,000.00	-96,000.00
Total Salaries	177,731.21	177,231.21	198,820.52	193,820.52	193,820.52	198,820.52	193,820.52	193,820.52	198,820.52	193,820.52	193,820.52	198,820.52	2,313,167.64
Hourly Personnel													
Substitute Teachers	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Total Hourly Wages	0.00	0.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	10,000.00
Taxes & Benefits													
Group Insurance & Other	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	18,782.47	225,389.59
Payroll Taxes	15,322.82	15,281.57	17,145.19	16,732.69	16,732.69	17,145.19	24,232.69	24,232.69	17,145.19	16,732.69	16,732.69	17,145.19	214,581.33
Total Taxes & Benefits	34,105.29	34,064.04	35,927.66	35,515.16	35,515.16	35,927.66	43,015.16	43,015.16	35,927.66	35,515.16	35,515.16	35,927.66	439,970.92
Professional Services													
Accounting Services - Audit	5,000.00	1,000.00	3,000.00	10,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	27,000.00
Outside Staff Development	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	6,600.00
Legal Fees	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	6,600.00
ADP Services	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00
Total Professional Services	6,450.00	2,450.00	4,450.00	11,450.00	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	2,450.00	44,400.00
Vendor Services													
Contracted Pupil Transportation	0.00	0.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	500,000.00
Food Services	0.00	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	15,000.00
Contracted SPED - Instruction	0.00	0.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	1,400.00	14,000.00
Total Vendor Services	0.00	0.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	52,900.00	529,000.00
Administrative Expenses													
Dues & Subscriptions	300.00	450.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,750.00
Printing	300.00	1,400.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	4,700.00
Office Supplies/Copy Paper	1,150.00	4,500.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	17,650.00
Food Service - Paper & Smallwares	150.00	450.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	2,100.00
Marketing	3,500.00	5,000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	2,500.00	2,500.00	17,000.00
Total Administrative Services	5,400.00	11,800.00	4,450.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	1,950.00	2,950.00	4,450.00	4,450.00	45,200.00

Parkway Academy Charter High School Statement of Revenues & Expenses (Budget) For July 2015 to June 2016 Number of Students 600													
	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Budget	Year end Totals
	Jul 2015	Aug 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016	Feb 2016	Mar 2016	April 2016	May 2016	June 2016	Totals
Instruction Expense													
Textbooks/Other Books	25,000.00	15,000.00	15,000.00	15,000.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	5,000.00	92,500.00
Consumable Instr. Supplies & Equip.	4,500.00	7,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00	1,000.00	44,500.00
Other Publications	125.00	2,500.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	3,875.00
Testing Materials	500.00	2,000.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	7,500.00
Total Instruction Expense	30,125.00	27,000.00	19,125.00	19,125.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	6,625.00	148,375.00
Student Accident Insurance													
Student Accident Insurance	500.00	1,500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	7,000.00
Total Athletic Programs	500.00	1,500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	500.00	7,000.00
Other Operating Expenses													
Postage	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	225.00	2,700.00
Vehicle Maintenance/Gas	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	650.00	7,800.00
Building Repairs & Maintenance	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	10,800.00
Computer Repairs & Maintenance	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	350.00	4,200.00
Internet Connection/Telephone	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	26,400.00
Security System/Alarm	500.00	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	495.39	0.00	0.00	1,986.17
Graduation Expense	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,600.00
Storage Rental	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	901.00	10,812.00
Board Member Insurance	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	550.00	6,600.00
Workers Compensation	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	1,250.00	15,000.00
Property/Liab Insurance	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	2,600.00	31,200.00
Total Other Oper. Expense	10,676.00	10,176.00	10,176.00	10,671.39	10,176.00	10,176.00	10,671.39	10,176.00	10,176.00	10,671.39	10,176.00	10,176.00	124,098.17
Fixed Expenses													
Office Equipment - Leasing Expense	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	625.00	7,500.00
Debt Repayment	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	12,500.00	150,000.00
Computers	2,765.76	10,471.03	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	23,236.79
Total Fixed Expenses	15,890.76	23,596.03	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	14,125.00	180,736.79
Rent Expense BCC	0.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	21,500.00	236,500.00
Total Expense	280,878.26	309,317.28	362,974.18	362,557.07	340,561.68	345,974.18	348,557.07	348,061.68	345,974.18	342,057.07	343,061.68	348,474.18	4,078,448.52
Revenues Less Expenses	33,150.43	29,099.44	(23,057.46)	(22,028.38)	(644.96)	(6,057.46)	(8,028.38)	(8,144.96)	(6,057.46)	(1,528.38)	(3,144.96)	16,442.54	0.00

**THE AUTOMOTIVE TECHNICAL CHARTER
HIGH SCHOOL OF SOUTH FLORIDA, INC.
D.B.A. PARKWAY ACADEMY CHARTER HIGH SCHOOL
(A COMPONENT UNIT OF THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA)
MIRAMAR, FLORIDA**

**AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**



HARVEY, COVINGTON & THOMAS, llc

**THE AUTOMOTIVE TECHNICAL CHARTER
HIGH SCHOOL OF SOUTH FLORIDA, INC.
D.B.A. PARKWAY ACADEMY CHARTER HIGH SCHOOL
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MIRAMAR, FLORIDA**

**AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2011**

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Certified Public Accountants & Consultants

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors and Management of
The Automotive Technical Charter High School of South Florida, Inc.
d/b/a Parkway Academy Charter High School
Miramar, Florida

We have audited the accompanying financial statements of the governmental activities and the major fund of The Automotive Technical Charter High School of South Florida, Inc., d/b/a Parkway Academy Charter High School (the "School"), as of and for the year ended June 30, 2011, which collectively comprise the School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the School as of June 30, 2011, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 19, 2011, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3 through 7 and page 20 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.



Hollywood, Florida
September 19, 2011

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2011**

This discussion and analysis of The Automotive Technical Charter High School of South Florida, Inc., d/b/a Parkway Academy Charter High School (the "School") financial performance provides an overview of the School's financial activities for the fiscal year ended June 30, 2011. Please read it in conjunction with the School's financial statements, which follow this section.

The following are various financial highlights for fiscal year 2011:

- The General Fund's fund balance was approximately \$30,000
- The School's overall net assets were approximately (\$153,000)
- The School had total expenses, for the year, of approximately \$3,829,000 compared to revenue of approximately \$3,776,000. Depreciation costs included, were approximately \$248,000

OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

This annual report contains government-wide financial statements that report on the School's activities as a whole and fund financial statements that report on the School's individual funds.

Government-wide Financial Statements

The first financial statement is the Statement of Net Assets. This statement includes all of the School's asset and liabilities using the accrual basis of accounting. Accrual accounting is similar to the accounting used by most private-sector companies. All of the current year revenues and expenses are recorded, regardless of when cash is received or paid. Net assets – the difference between assets and liabilities – can be used to measure the School's financial position.

The second financial statement is the Statement of Activities. This statement is also shown using the accrual basis of accounting. It shows the increase and decrease in net assets during the fiscal year. Over time, the increases or decreases in net assets are useful indicators of whether the School's financial health is improving or deteriorating. However, other non-financial factors, such as enrollment levels or changes in State funding, must also be considered when assessing the overall health of the School.

In these statements, all of the School's activities are considered to be governmental activities. The School has no business type activities, which are generally financed in whole or in part by fees charged to external parties for goods and services.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2011**

Fund Financial Statements

Following the government-wide financial statements are the fund financial statements. They provide more detailed information about the School's fund.

The amounts of the School are organized on the basis of funds. The operation of the fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures.

The General Fund is employed to account for the financial activities of the School. It is a governmental fund type and is used to account for all financial transactions. The School maintains one major fund, the General fund and no non-major funds.

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**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2011**

CONDENSED FINANCIAL INFORMATION

The following table presents condensed, government-wide current year data about net assets and changes in net assets.

Net Assets

	<u>2011</u>	<u>2010</u>
Assets:		
Non-capital Assets	\$ 289,248	\$ 199,839
Capital Assets, (Net)	<u>1,204,627</u>	<u>1,418,871</u>
Total Assets	<u>1,493,875</u>	<u>1,618,710</u>
Liabilities:		
Current Liabilities	259,506	216,682
Non-current Liabilities	<u>1,387,150</u>	<u>1,502,067</u>
Total Liabilities	<u>1,646,656</u>	<u>1,718,749</u>
Net Assets:		
Invested in Capital Assets	(182,523)	(83,096)
Unrestricted	<u>29,742</u>	<u>(16,843)</u>
Total Net Assets	<u>(152,781)</u>	<u>(99,939)</u>

Change in Net Assets

General Revenues:		
State Source FTE	2,994,254	2,950,509
Capital Outlay	257,210	362,116
Grant for Reading & Math Coach	104,652	130,260
Student Transportation	149,220	152,048
Other State Source Funds	1,286	35,576
Athletics, Clubs, Field Trips, Uniforms	108,446	94,870
Other Income	<u>161,311</u>	<u>190,483</u>
Total Revenue	<u>3,776,379</u>	<u>3,915,862</u>
Program Expenditures:		
Basic Instruction	1,740,750	1,843,122
School Administration	706,757	631,993
Unallocated Depreciation	247,687	555,651
Operation of Plant	466,653	548,272
Pupil Personnel Services	48,282	47,980
Pupil Transportation Services	324,000	324,000
County School Board Fee	79,623	154,262
Debt Service	60,083	90,650
Food Services	50,261	35,459
Fiscal Services	22,362	21,438
Other Expenses	82,030	16,929
Capital Outlay	<u>733</u>	<u>1,481</u>
Total Expenditures	<u>3,829,221</u>	<u>4,271,237</u>
Change in Net Assets	(52,842)	(355,375)
Beginning Net Assets	<u>(99,939)</u>	<u>255,436</u>
Ending Net Assets	<u><u>\$ (152,781)</u></u>	<u><u>\$ (99,939)</u></u>

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2011**

OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS

Governmental Activities

The governmental activities generated approximately \$3,776,000 in revenues, and incurred approximately \$3,829,000 of program expenses. This resulted in an decrease in net assets of approximately \$53,000.

THE SCHOOL'S INDIVIDUAL FUND

General Fund

The General Fund's fund balance was approximately \$30,000 as June 30, 2011. The School did achieve its goal for monies received from the State, due primarily to stimulus funds from the federal government passed through the state, offsetting lower than budget student count. The School received less capital outlay funds due to fiscal 2010 negative General Fund balance, which was offset by funding for academic coaches and Title I. Overall the School achieved its budget revenue goal.

BUDGETARY HIGHLIGHTS

General Fund Revenue

Revenues received in the General Fund were greater than the budgeted amounts. The School did achieve its goal for funds received from the State, due primarily to federal stimulus funds government passed through the state, offsetting lower FTE funds due to lower than budget student counts. The School received less capital outlay funds due to fiscal 2010 negative General Fund balance, which was more than offset by funding for academic coaches and Title I.

General Fund Expenditures

General Fund expenditures, such as basic instruction, pupil services, school administration, and operation of plant, were below budgeted amounts. This was generally due to cost reductions through functional consolidation and spending controls. The cost controls resulted in an increase to net asset and General Fund balance.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2011, the School had capital assets of approximately \$1,205,000, net of accumulated depreciation of all assets, compared to approximately \$1,419,000 at June 30, 2010. See Note 3 for more detailed information.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2011**

Debt Administration

Long-term Debt

At June 30, 2011, the school had long-term debt of approximately \$1,387,000, compared to approximately \$1,502,000 in 2010. See Note 4 for further explanation.

ECONOMIC FACTORS

Economic factors affecting the School's operations included operational changes, limited classroom space, a drop in student enrollment, and significant reductions in State's base student allocation.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the School's finances and to show the School's accountability for the money it receives. If you have any questions about this report or need additional information contact, please write Mrs. Gainda Williams, Business Manager, 7451 Riviera Boulevard, Miramar, Florida 33023.

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PARKWAY ACADEMY CHARTER HIGH SCHOOL
STATEMENT OF NET ASSETS
JUNE 30, 2011

	Primary Government	
	Governmental	
	Activities	Total
ASSETS		
Cash	\$ 278,046	\$ 278,046
Accounts receivable	11,202	11,202
Capital assets, net	1,204,627	1,204,627
Total Assets	\$ 1,493,875	\$ 1,493,875
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts payable	\$ 175,713	\$ 175,713
Accrued liabilities	83,793	83,793
	259,506	259,506
Noncurrent Liabilities		
Long-term obligations	1,387,150	1,387,150
	1,387,150	1,387,150
Total Liabilities	1,646,656	1,646,656
NET ASSETS		
Invested in capital assets, net of related debt	(182,523)	(182,523)
Unrestricted	29,742	29,742
Total Net Assets	\$ (152,781)	\$ (152,781)
TOTAL LIABILITIES AND NET ASSETS	\$ 1,493,875	\$ 1,493,875

See Accompanying Notes to the Financial Statements

FUNCTIONS	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Governmental Activities	Total
Primary Government:						
Governmental Activities:						
Basic Instruction	\$ 1,740,750	\$ -	\$ -	\$ -	\$ (1,740,750)	\$ (1,740,750)
Pupil Personnel Services	48,282	-	-	-	(48,282)	(48,282)
School Administration	706,757	-	104,652	-	(602,105)	(602,105)
Fiscal Services	22,362	-	-	-	(22,362)	(22,362)
Food Services	50,261	-	-	-	(50,261)	(50,261)
Capital Outlay	733	-	-	257,210	256,477	256,477
Pupil Transportation Services	324,000	-	-	-	(324,000)	(324,000)
Operation of Plant	466,653	-	-	-	(466,653)	(466,653)
County School Board Fee	79,623	-	-	-	(79,623)	(79,623)
Interest on long-term debt	60,083	-	-	-	(60,083)	(60,083)
Other Expenses	82,030	-	-	-	(82,030)	(82,030)
Unallocated Depreciation Expense	247,687	-	-	-	(247,687)	(247,687)
Total governmental activities	\$ 3,829,221	\$ -	\$ 104,652	\$ 257,210	\$ (3,467,359)	\$ (3,467,359)
General Revenues:						
			State Source FTE		\$ 2,994,254	\$ 2,994,254
			Student Transportation		149,220	149,220
			Other State Source Funds		1,286	1,286
			Athletics, Clubs, Field Trips, Uniforms, Fundraisers		108,446	108,446
			Other Income		161,311	161,311
			Total General Revenues		3,414,517	3,414,517
			Change in Net Assets		(52,842)	(52,842)
			Net Assets - Beginning of Year		(99,939)	(99,939)
			Net Assets - End of Year		\$ (152,781)	\$ (152,781)

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**PARKWAY ACADEMY CHARTER HIGH SCHOOL
BALANCE SHEET
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2011**

	GENERAL FUND	TOTAL GOVERNMENTAL FUNDS
ASSETS		
Cash	\$ 278,046	\$ 278,046
Accounts Receivable	11,202	11,202
Total Assets	\$ 289,248	\$ 289,248
LIABILITIES AND FUND BALANCES		
Liabilities		
Accounts Payable	\$ 175,713	\$ 175,713
Accrued Salaries and Benefits	83,793	83,793
Total Liabilities	259,506	259,506
Fund Balances:		
Unassigned	29,742	29,742
TOTAL FUND BALANCE	29,742	29,742
TOTAL LIABILITIES AND FUND BALANCES	\$ 289,248	

Amounts reported for governmental activities in the Statement of Net Assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets are \$5,417,350 and the accumulated depreciation is (\$4,212,723). 1,204,627

Long-Term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

Long-term debt (1,387,150)

Net Assets of Governmental Activities \$ (152,781)

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2011**

REVENUES	GENERAL FUND	TOTAL GOVERNMENTAL FUND
State Source FTE	\$ 2,994,254	2,994,254
Capital Outlay	257,210	257,210
Student Transportation	149,220	149,220
Grant for Reading & Math Coach	104,652	104,652
Other State Source Funds	1,286	1,286
Athletics, Clubs, Field Trips, Uniforms, Fundraisers	108,446	108,446
Other Income	161,311	161,311
TOTAL REVENUES	\$ 3,776,379	\$ 3,776,379
EXPENDITURES		
Basic Instruction	1,740,750	1,740,750
School Administration	706,757	706,757
Operation of Plant	466,653	466,653
Pupil Services	48,282	48,282
Pupil Transportation Services	324,000	324,000
Debt Services	175,000	175,000
Food Services	50,261	50,261
Fiscal Services	22,362	22,362
Capital Outlay	34,076	34,076
County School Board Fee	79,623	79,623
Other Expenses	82,030	82,030
TOTAL EXPENDITURES	3,729,794	3,729,794
EXCESS OF REVENUES OVER EXPENDITURES	46,585	46,585
FUND BALANCE, Beginning	(16,843)	(16,843)
FUND BALANCE, Ending	\$ 29,742	\$ 29,742

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2011**

Total net change in fund balances - governmental funds	\$ 46,585
Amounts reported for governmental activities in the Statement of Activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Expenditures for Capital Assets	33,343
Deduct—depreciation expense	(247,687)
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes financial resources of governmental funds. Neither transactions, however, has any effect on net assets. This amount is the net effect of these differences in the treatment of long-term debt.	
	<u>114,917</u>
Change in net assets of governmental activities	\$ <u>(52,842)</u>

PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011

NOTE 1 – DESCRIPTION OF REPORTING ENTITY

Reporting Entity

The Automotive Technical Charter High School of Florida, Inc. d/b/a Parkway Academy Charter High School was organized in January 2001 as a Florida nonprofit corporation. The School is established as a charter school for students in Broward County from ninth to twelfth grade. As of June 30, 2011, approximately 475 students were enrolled in the School.

The general operating authority of the School is contained in Section 228.056, Florida Statutes. The School operates under a charter of the sponsoring school district, the School Board of Broward County (the “District”). The current charter is effective until June 30, 2012, and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter, in which case the District is required to notify the School in writing at least 90 days prior to the charter’s expiration. Pursuant to Section 228.056(10)(e), Florida Statutes, the charter school contract provides that in the event the school is dissolved or terminated, any unencumbered funds and all school property purchased with public funds automatically revert to the District. During the term of the charter, the District may also terminate the charter if good cause is shown. This School is considered a component unit of the District.

Criteria for determining if other entities are potential components units of the School that should be reported with the School’s basic financial statements are identified and described in the Governmental Accounting Standards Board’s (GASB) Codification of Governmental Accounting and Financial Reporting Standards, Sections 2100 and 2600. The application of these criteria provide for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School’s basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included with the reporting entity of the School.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial transactions of the School are recorded in an individual fund. The fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.

GASB Statement No. 34 “*Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments*” sets forth minimum criteria for the determination of major funds. The school has one major fund, the General fund, and no non-major funds.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

GOVERNMENTAL FUND TYPE

The measurement focus of the Governmental Fund is upon determination of financial position and changes in financial position rather than upon net income. The following is a description of the Governmental Fund of the School:

General Fund – to account for all financial resources not required to be accounted for in another fund, and for certain revenues from the State that are legally restricted to be expended for specific current operating purposes. The General Fund is the School's primary operating fund.

When both restricted and unrestricted resources are available for use, it is the School's policy to use restricted resources first, then unrestricted resources as they are needed.

NON-CURRENT GOVERNMENTAL ASSETS/LIABILITIES

GASB Statement No. 34 "*Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*" eliminates the presentation of Account Groups, but provides for these records to be maintained and incorporates the information into the Governmental column in the government-wide Statement of Net Assets.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The Government-wide Financial Statements are presented on an accrual basis of accounting. The Fund financial statements are presented on a modified accrual basis.

All governmental fund types are accounted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when they become measurable and available and expenditures when the related fund liability is incurred.

Budgetary Basis of Accounting

Budgets are presented on the modified accrual basis of accounting, consistent with generally accepted accounting principles.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

The School maintains cash balances at a single financial institution located in Florida. Accounts at the institution is insured by the Federal Deposit Insurance Corporation (“FDIC”) up to \$250,000. At June 30, 2011, the balances in excess of the FDIC coverage limit totaled \$107,000.

Revenue Sources

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School’s charter. In accordance with the funding provisions of the charter and Florida Statutes, the School reports the number of full time equivalent (FTE) students and related data to the District. Under the provision of, Florida Statutes, the District reports the number of FTE students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program. Funding for the School is adjusted during the year to reflect the revised calculation by the FDOE under the Florida Education Finance Program and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student survey periods.

The School received a Federal award for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by the granting agency.

Income Taxes

The School is exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code. Therefore, no provision for federal income taxes has been made in the accompanying financial statements.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Capital Assets

Expenditures for capital assets acquired for utilization at the School are reported in the governmental fund type that financed the acquisition. Donated Assets are recorded at fair value at the date of donation. The school’s capitalization levels are \$500 on tangible personal property. Land and construction-in-progress are not depreciated. Depreciation on all assets is provided on the straight-line basis over the estimated useful life. The depreciation of general capital assets is recorded in the Government-wide financial statements.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets

Estimated useful lives:

<u>Class</u>	<u>Estimated Useful Lives</u>
Computers Hardware	3 - 7 years
Furniture, Fixtures and Equipment	5 - 10 years
Improvements other than Buildings	7 - 10 years
Lease Hold Improvements	3 – 30 years
Vehicles	5 years
Computer Software	5 years

New Pronouncements

The GASB issued Statement No. 54, Fund Balance Reporting and Governmental Fund Type Definitions (GASB 54) effective for reporting periods after June 15, 2010. The objective of this Statement is to enhance the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying the existing governmental fund-type definitions. This Statement establishes fund balance classifications that comprise a hierarchy based primarily on the extent to which an entity is bound to observe constraints imposed upon the use of resources reported in governmental funds. Under this standard, the fund balance classifications of reserved, designated, and unreserved will be replaced with five new classifications: nonspendable, restricted, committed, assigned, and unassigned.

As prescribed by GASB Statement No. 54, governmental funds report fund balance in classifications based primarily on the extent to which the Agency is bound to honor constraints on the specific purposes for which amounts in the funds can be spent. Fund balance for governmental funds can consist of the following:

Nonspendable Fund Balance—includes amounts that are (a) not in spendable form, or (b) legally or contractually required to be maintained intact. The “not in spendable form” criterion includes items that are not expected to be converted to cash, for example: inventories, prepaid amounts, and long-term notes receivable.

Restricted Fund Balance—includes amounts that are restricted for specific purposes stipulated by external resources providers, constitutionally or through enabling legislation. Restrictions may effectively be changed or lifted only with the consent of resource providers.

Committed Fund Balance—includes amounts that can only be used for the specific purposes determined by a formal action of the School’s highest level of decision-making authority. Commitments may be changed or lifted only by the School taking the same formal action that imposed the constraint originally (for example: resolution and ordinance).

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assigned Fund Balance—includes amounts intended to be used by the School for specific purposes that are neither restricted nor committed. Intent is expressed by (a) Board of Directors or (b) a body (a budget or finance committee) to which the assigned amounts are to be used for specific purposes. Assigned amounts also include all residual amounts in governmental funds (except negative amounts) that are not classified as nonspendable, restricted, or committed.

Unassigned Fund Balance—this classification is for the School's General Fund and includes all spendable amounts not contained in the other classification, and therefore not subject to any constraints. Unassigned amounts are available for any purpose.

NOTE 3 – CAPITAL ASSETS

<u>Account</u>	<u>Balance at June 30, 2010</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 2011</u>
Motor Vehicles	16,382	-	-	16,382
Improvements Other Than Building	89,810	-	-	89,810
Remodeling and Renovations	4,489,474	-	-	4,489,474
Furniture, Fixture, & Equip.	317,567	-	-	317,567
Computer Hardware	388,215	25,279	-	413,494
Computer Software	82,560	8,063	-	90,623
<hr/>				
Gross Capital Assets	5,384,008	33,342	-	5,417,350
Accumulated Depreciation				
Motor Vehicles	(13,223)	(3,158)	-	(16,381)
Improvements Other Than Building	(48,581)	(8,782)	-	(57,363)
Remodeling and Renovations	(3,364,790)	(151,032)	-	(3,515,822)
Furniture, Fixture, & Equip.	(219,636)	(31,340)	-	(250,976)
Computer Hardware	(280,506)	(38,797)	-	(319,303)
Computer Software	(38,300)	(14,578)	-	(52,878)
<hr/>				
Total Accumulated Depreciation	(3,965,036)	(247,687)	-	(4,212,723)
<hr/>				
Net Capital Assets	1,418,972	(214,345)	-	1,204,627

Depreciation expense for the year ended June 30, 2011 and 2010 totaled \$247,687 and \$555,651, respectively.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 4 – LONG TERM DEBT

Obligations arising from a line of credit and note payable are reported as non-current liabilities.

Long-term Debt

The long-term debt of the School consists of a note payable and a line of credit totaling \$1,387,150. The School's sponsor and South Florida Automotive Dealership Association, (the "SFADA") Tag Agency, Inc, are jointly and severally liable on the note. The note bears interest of 1% over the bank's certificate of deposit rate in effect, which is due monthly. The loan matures on August 17, 2017.

The note is collateralized by a first security interest in accounts receivable of SFADA Tag Agency, Inc., an assignment of a security benefit choice annuity contract owned by the School's sponsor and a certificate of deposit in the name of the School's sponsor.

The following is a summary of changes in the School's debt for the year ended June 30, 2011:

	Balance July 1, <u>2010</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2011</u>
Notes Payable	\$ 802,067	\$ -	\$ 19,538	\$ 782,529
Line of Credit	<u>700,000</u>	<u>-</u>	<u>95,379</u>	<u>604,621</u>
Total Debt	\$ <u>1,502,067</u>	\$ <u>-</u>	\$ <u>114,917</u>	\$ <u>1,387,150</u>

NOTE 5 – OPERATING LEASE

The School was in a non-cancelable operating lease agreement for use of its premises. The lease expired in June 2011 and required an annual base rent equal to 8% of the lessor's equity balance in the facility, as defined in the lease agreement. The lease also requires monthly payment for operating expenses and contains a renewal option for an additional five-year term. Rent expense totaled approximately \$ 258,500 and \$322,000, for the year ended June 30, 2011 and 2010, respectively. Since June 2011 the school is in a month-to-month renewal with the Landlord paying \$21,500 per month. The school and landlord are currently in the process of extending the lease, and modifying terms to the mutual benefit of both the School and Landlord.

NOTE 6 – RISK MANAGEMENT

The School is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. Settled claims resulting from the risks described above have not exceeded the insurance coverage during the previous three years.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
JUNE 30, 2011**

NOTE 7 – BUDGETARY COMPARISON SCHEDULE

The budgetary information is presented as part of the required supplementary information as mandated by GASB Statement No. 34 “Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments”.

NOTE 8 – SUBSEQUENT EVENTS

The School has evaluated events and transactions for subsequent events that would impact the financial statements for the year ended June 30, 2011 through September 19, 2011, the date the financial statements were available to be issued. There were no subsequent events that require recognition or disclosure in the financial statements.

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REQUIRED SUPPLEMENTARY INFORMATION

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
GENERAL FUND
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL
FOR THE YEAR ENDED JUNE 30, 2011**

REVENUES	ORIGINAL AND FINAL BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
State Source FTE	\$ 2,999,231	\$ 2,994,254	\$ (4,977)
Math and Reading Grants	-	104,652	104,652
Lunch Program	26,814	51,375	24,561
Student Transportation	148,077	149,220	1,143
Other Program Revenues	15,000	219,668	204,668
Capital Outlay	406,875	257,210	(149,665)
TOTAL REVENUES	3,595,997	3,776,379	180,382
EXPENDITURES			
Basic Instruction	2,008,611	1,740,750	267,861
Pupil Services	393,210	372,282	20,928
School Administration	615,045	706,757	(91,712)
Fiscal Services	21,850	22,362	(512)
Food Services	19,800	50,261	(30,461)
Capital Outlay	-	34,076	(34,076)
Debt Services	150,000	175,000	(25,000)
County School Board Fee	-	79,623	(79,623)
Other Expenses	-	82,030	(82,030)
Operation of Plant	387,481	466,653	(79,172)
TOTAL EXPENDITURES	3,595,997	3,729,794	(133,797)
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ 46,585	\$ 46,585

Certified Public Accountants & Consultants

**REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors and Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of the governmental activities and each major fund of the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School (a nonprofit organization) (the School), as of and for the year ended June 30, 2011, which collectively comprise the School's basic financial statement and have issued our report thereon dated September 19, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted a certain matter that we reported to management of the School in the accompanying schedule of findings and responses.

The School's response to the finding identified in our audit is described in the accompanying schedule of findings and responses. We did not audit the School's responses and accordingly, we express no opinion on them.

This report is intended solely for the information and use of management and the Board of Director's of the School, and is not intended to be and should not be used by anyone other than these specified parties.



Hollywood, Florida
September 19, 2011

Certified Public Accountants & Consultants

**MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE
AUDITOR GENERAL OF THE STATE OF FLORIDA**

September 19, 2011

Honorable Board of Directors and the Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School, (the School) as of and for the fiscal year ended June 30, 2011, and have issued our report thereon dated September 19, 2011.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters based on the audit of the financial statements performed in accordance with *Government Auditing Standards*, dated September 19, 2011, and should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.850, Rules of the Auditor General, which governs the conduct of charter school and similar entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports or schedule:

- Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no recommendations made in the preceding audit report.
- Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, our findings and recommendations are incorporated in the accompanying schedule of findings and responses.
- Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address violations of provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit, we did not have any such findings.

- Section 10.854(1)(e)5., Rules of the Auditor General, provides that the auditor may, based on professional judgment, report the following matters that have an inconsequential effect on the financial statements considering both quantitative and qualitative factors:
 - (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and,
 - (2) Deficiencies in internal control that are not significant deficiencies.

In connection with our audit, we did not have any such findings.

- Section 10.854(1)(e)6, Rules of the Auditor General, requires the name or official title of the school. The official title of the school is the Automotive Technical Charter High School of South Florida, Inc.
- Section 10.854(1)(e)2., Rules of the Auditor General, requires a statement be included as to whether or not the school has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School did not meet any of the condition describe in Section 218.503(1), Florida Statutes. The School reported an unreserved fund balance of \$29,742 as of June 30, 2011.
- Pursuant to Sections 10.854(1)(3)7.a. and 10.855(10), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Parkway Academy Charter School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by management.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the information and use of the Board of Directors, the School Board of Broward County, Florida, management, and the Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.



Hollywood, Florida
September 19, 2011

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF PRIOR YEAR FINDINGS AND RESPONSES
FOR THE FISCAL YEAR ENDING JUNE 30, 2011**

There were no findings and recommendations reported in fiscal year ended June 30, 2010.

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND RESPONSES
FOR THE FISCAL YEAR ENDING JUNE 30, 2011**

FINANCIAL STATEMENT FINDINGS

CONTROL DEFICIENCY

2011-01 Journal Entry Posting

Condition

During the course of the audit we noted journal entries were being entered and posted into the School's financial reporting system (QuickBooks) without the review and approval of a responsible employee. We noted that entries were not being properly reversed and current year entries were not being properly posted. Throughout the audit we also noted that items were being posted and classified erroneously to the wrong account.

Criteria

All entries should be posted and classified correctly for tracking purposes. All reversal and current year accruals should be posted timely in order to reflect the appropriate balance at year end within the School's general ledger.

Cause

Journal entries are being posted within the system to the wrong account and recurring entries are not being posted properly as a result of not being properly reviewed and approved.

Effect

Without having the proper entries posted timely can result in audit adjustments being made and balance at year end not reflecting the true balance of a particular account.

Recommendation

We recommend the adoption of a policy whereby all journal entries will be reviewed and approved by a responsible employee, as well as a journal entry checklist to ensure completion of all vital recurring entries. All journal entries should be accompanied by full explanation and by reference to adequate supporting data.

View of Responsible Officials and Planned Corrective Actions

All journal entries will be reviewed and approved by the School's Business Manager. A journal entry checklist will be prepared and maintained by the School's Business Manager going forward.

**THE AUTOMOTIVE TECHNICAL CHARTER
HIGH SCHOOL OF SOUTH FLORIDA, INC.
D.B.A. PARKWAY ACADEMY CHARTER HIGH SCHOOL
(A COMPONENT UNIT OF THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA)
MIRAMAR, FLORIDA**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2010**



HARVEY, COVINGTON & THOMAS, LLC

**THE AUTOMOTIVE TECHNICAL CHARTER
HIGH SCHOOL OF SOUTH FLORIDA, INC.
D.B.A. PARKWAY ACADEMY CHARTER HIGH SCHOOL
(A COMPONENT UNIT OF THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA)
MIRAMAR, FLORIDA**

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2010**

**Harvey, Covington & Thomas, L.L.C.
3816 Hollywood Boulevard
Suite 203
Hollywood, Florida 33021
(954) 966-4435 Phone
(954) 962-7747 Fax
www.hctcpas.com**

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HARVEY, COVINGTON & THOMAS, LLC**Certified Public Accountants & Consultants****INDEPENDENT AUDITOR'S REPORT**

To the Board of Directors and Management of
The Automotive Technical Charter High School of South Florida, Inc.
d/b/a Parkway Academy Charter High School
Miramar, Florida

We have audited the accompanying financial statements of the governmental activities and the major fund of The Automotive Technical Charter High School of South Florida, Inc., d/b/a Parkway Academy Charter High School (the "School"), as of and for the year ended June 30, 2010, which collectively comprise the School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the School's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over financial reporting. Accordingly, we express no such opinion. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements, assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the School as of June 30, 2010, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 28, 2010, on our consideration of the School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages 3 – 7 and the budgetary comparison schedule on page 20 are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.



Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 28, 2010

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2010**

This discussion and analysis of The Automotive Technical Charter High School of South Florida, Inc., d/b/a Parkway Academy Charter High School (the "School") financial performance provides an overview of the School's financial activities for the fiscal year ended June 30, 2010. Please read it in conjunction with the School's financial statements, which follow this section.

The following are various financial highlights for fiscal year 2010:

- The School's overall net assets were approximately (\$100,000)
- The School had total expenses, for the year, of approximately \$4,271,000 compared to revenue of approximately \$3,916,000. Depreciation costs included, were approximately \$555,000

OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

This annual report contains government-wide financial statements that report on the School's activities as a whole and fund financial statements that report on the School's individual funds.

Government-wide Financial Statements

The first financial statement is the Statement of Net Assets. This statement includes all of the School's asset and liabilities using the accrual basis of accounting. Accrual accounting is similar to the accounting used by most private-sector companies. All of the current year revenues and expenses are recorded, regardless of when cash is received or paid. Net assets – the difference between assets and liabilities – can be used to measure the School's financial position.

The second financial statement is the Statement of Activities. This statement is also shown using the accrual basis of accounting. It shows the increase and decrease in net asset during the fiscal year. Over time, the increases or decreases in net assets are useful indicators of whether the School's financial health is improving or deteriorating. However, other non-financial factors, such as enrollment levels or changes in State funding, must also be considered when assessing the overall health of the School.

In these statements, all of the School's activities are considered to be governmental activities. The School has no business type activities, which are generally financed in whole or in part by fees charged to external parties for goods and services.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2010**

Fund Financial Statements

Following the government-wide financial statements are the fund financial statements. They provide more detailed information about the School's fund.

The amounts of the School are organized on the basis of funds. The operation of the fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures.

The General Fund is employed to account for the financial activities of the School. It is a governmental fund type and is used to account for all financial transactions. The School maintains one major fund, the General fund and no non-major funds.

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**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2010**

CONDENSED FINANCIAL INFORMATION

The following table presents condensed, government-wide current year data about net assets and changes in net assets.

Net Assets

Assets:

Non-capital Assets	\$ 199,839
Capital Assets, (Net)	<u>1,418,871</u>
Total Assets	1,618,810

Liabilities:

Current Liabilities	216,682
Non-current Liabilities	<u>1,502,067</u>
Total Liabilities	1,718,749

Net Assets:

Invested in Capital Assets	(83,096)
Unrestricted	<u>(16,843)</u>
Total Net Assets	(99,939)

Change in Net Assets

General Revenues:

State Source FTE	2,950,509
Capital Outlay	362,116
Grant for Reading & Math Coach	130,260
Student Transportation	152,048
Other State Source Funds	35,576
Athletics, Clubs, Field Trips, Uniforms	94,870
Other Income	<u>190,483</u>
Total Revenue	3,915,862

Program Expenditures:

Basic Instruction	1,843,122
School Administration	631,993
Unallocated Depreciation	555,651
Operation of Plant	548,272
Pupil Personnel Services	47,980
Pupil Transportation Services	324,000
County School Board Fee	154,262
Debt Service	125,000
Food Services	35,459
Fiscal Services	21,438
Other Expenses	16,928
Capital Outlay	<u>1,481</u>
Total Expenditures	4,271,237

Change in Net Assets	(355,374)
Beginning Net Assets	<u>255,436</u>
Ending Net Assets	<u><u>\$ (99,939)</u></u>

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2010**

OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS

Governmental Activities

The governmental activities generated approximately \$3,916,000 in revenues, and incurred approximately \$4,271,000 of program expenses. This resulted in a decrease in net assets of approximately \$355,000, of which approximately \$555,000 was due to depreciation.

THE SCHOOL'S INDIVIDUAL FUND

General Fund

The General Fund's fund balance was a deficit of approximately \$17,000 as June 30, 2010. The School did not achieve its goal for monies received from the State, due primarily to a decrease in student enrollment, but it did receive funding for academic coaches and Title One which did make up for the shortfall. As a result, net assets in the General Fund decreased.

BUDGETARY HIGHLIGHTS

General Fund Revenue

Revenues received in the General Fund were less than the budgeted amounts. The largest variances between the budgeted amounts and actual results occurred with State Source FTE funds, offset by academic coach funding and title one. Basic instruction and school administration expenses were overall at budgeted levels. The unfavorable variance with State Source FTE was due to a lower rate per enrolled student and a lesser amount of student enrollments than anticipated.

General Fund Expenditures

General Fund expenditures, such as pupil services, school administration, food services and operation of plant, were over budgeted amounts. This was generally due to more students were transported, which increased students transportation costs. Other costs increases derived from cost for student's guidance counselors, food transportation costs, and higher facility operating costs during the fiscal year ended June 30, 2010.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2010, the School had capital assets of approximately \$1,419,000, net of accumulated depreciation of all assets, compared to approximately \$1,935,000 at June 30, 2009.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2010**

Debt Administration

Long-term Debt

At June 30, 2010, the school had long-term debt of approximately \$1,502,000, compared to approximately \$1,536,000. See Note 4 for further explanation.

ECONOMIC FACTORS

Economic factors affecting the School's operations included operational changes, limited classroom space, a drop in student enrollment, and the State's base student allocation.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the School's finances and to show the School's accountability for the money it receives. If you have any questions about this report or need additional information contact, please write Mrs. Gainda Williams, Business Manager, 7451 Riviera Boulevard, Miramar, Florida 33023.

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PARKWAY ACADEMY CHARTER HIGH SCHOOL
STATEMENT OF NET ASSETS
JUNE 30, 2010

	Primary Government	
	Governmental Activities	Total
ASSETS		
Cash	\$ 184,802	\$ 184,802
Accounts Receivable	15,036	15,036
Capital assets, net	1,418,971	1,418,971
Total Assets	\$ 1,618,810	\$ 1,618,810
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable	\$ 139,400	\$ 139,400
Payroll Accrued	74,945	74,945
Other Accrued Expenses	2,337	2,337
	216,682	216,682
Noncurrent Liabilities		
Noncurrent portion of long-term obligations	1,502,067	1,502,067
	1,502,067	1,502,067
Total Liabilities	1,718,749	1,718,749
NET ASSETS		
Invested in capital assets, net of related debt	(83,096)	(83,096)
Unrestricted	(16,843)	(16,843)
Total Net Assets	\$ (99,939)	\$ (99,939)

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2010**

FUNCTIONS	Program Revenues				Net (Expense) Revenue and Changes in Net Assets	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Governmental Activities	Total
Primary Government:						
Governmental Activities:						
Basic Instruction	\$ 1,843,122	\$ -	\$ -	\$ -	\$ (1,843,122)	\$ (1,843,122)
Pupil Personnel Services	47,980	-	-	-	(47,980)	(47,980)
School Administration	631,993	-	130,260	-	(501,733)	(501,733)
Fiscal Services	21,438	-	-	-	(21,438)	(21,438)
Food Services	35,459	-	-	-	(35,459)	(35,459)
Capital Outlay	1,481	-	-	362,116	360,635	360,635
Pupil Transportation Services	324,000	-	-	-	(324,000)	(324,000)
Operation of Plant	548,272	-	-	-	(548,272)	(548,272)
County School Board Fee	154,262	-	-	-	(154,262)	(154,262)
Debt Service	90,649	-	-	-	(90,649)	(90,649)
Other Expenses	16,929	-	-	-	(16,929)	(16,929)
Unallocated Depreciation Expense	555,651	-	-	-	(555,651)	(555,651)
Total governmental activities	\$ 4,271,237	\$ -	\$ 130,260	\$ 362,116	\$ (3,778,861)	\$ (3,778,861)
General Revenues:						
					\$ 2,950,509	\$ 2,950,509
					152,048	152,048
					35,576	35,576
					94,870	94,870
					190,483	190,483
Total General Revenue					3,423,486	3,423,486
Change in Net Assets					(355,374)	(355,374)
Net Assets - Beginning of Year					255,436	255,436
Net Assets - End of Year					\$ (99,939)	\$ (99,939)

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
BALANCE SHEET
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2010**

	GENERAL FUND	TOTAL GOVERNMENTAL FUNDS
ASSETS		
Cash	\$ 184,802	\$ 184,802
Accounts Receivable	15,036	15,036
Total Assets	\$ 199,839	\$ 199,839
LIABILITIES AND FUND BALANCES		
Liabilities		
Accounts Payable	\$ 139,400	\$ 139,400
Accrued Salaries and Benefits	74,945	74,945
Accrued Liabilities	2,337	2,337
Total Liabilities	216,682	216,682
Fund Balances:		
Unreserved	(16,843)	(16,843)
TOTAL FUND BALANCE	(16,843)	(16,843)
TOTAL LIABILITIES AND FUND BALANCES	\$ 199,840	

Amounts reported for governmental activities in the Statement of Net Assets are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported as assets in governmental funds. The cost of the assets are \$5,384,008 and the accumulated depreciation is (\$3,965,037).

1,418,971

Long-Term liabilities, including bonds payable, are not due and payable in the current period and therefore are not reported in the funds.

Long-term debt

(1,502,067)

Net Assets of Governmental Activities

\$ (99,939)

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2010**

REVENUES	GENERAL FUND	TOTAL GOVERNMENTAL FUND
State Source FTE	\$ 2,950,509	2,950,509
Capital Outlay	362,116	362,116
Student Transportation	152,048	152,048
Grant for Reading & Math Coach	130,260	130,260
Other State Source Funds	35,576	35,576
Athletics, Clubs, Field Trips, Uniforms, Fundraisers	94,870	94,870
Other Income	190,483	190,483
TOTAL REVENUES	\$ 3,915,862	\$ 3,915,862
EXPENDITURES		
Basic Instruction	1,843,122	1,843,122
School Administration	631,993	631,993
Operation of Plant	548,272	548,272
Pupil Services	47,980	47,980
Pupil Transportation Services	324,000	324,000
Debt Services	125,000	125,000
Food Services	35,459	35,459
Fiscal Services	21,438	21,438
Capital Outlay	1,481	1,481
County School Board Fee	154,262	154,262
Other Expenses	16,929	16,929
TOTAL EXPENDITURES	3,749,937	3,749,937
EXCESS OF REVENUES OVER EXPENDITURES	165,926	165,926
FUND BALANCE, Beginning, previously stated	369,149	369,149
Adjustment	(551,918)	(551,918)
FUND BALANCE, Beginning as restated	(182,769)	(182,769)
FUND BALANCE, Ending	\$ (16,843)	\$ (16,843)

See Accompanying Notes to the Financial Statements

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL
FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2010**

Total net change in fund balances - governmental funds	\$ 165,926
---	------------

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Deduct—depreciation expense	(555,651)
-----------------------------	-----------

The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes financial resources of governmental funds. Neither transactions, however, has any effect on net assets. This amount is the net effect of these differences in the treatment of long-term debt.

34,351

Change in net assets of governmental activities	<u>\$ (355,374)</u>
--	---------------------

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 1 – DESCRIPTION OF REPORTING ENTITY

Reporting Entity

The Automotive Technical Charter High School of Florida, Inc. d/b/a Parkway Academy Charter High School was organized in January 2001 as a Florida nonprofit corporation. The School is established as a charter school for students in Broward County from ninth to twelfth grade. As of June 30, 2010, approximately 488 students were enrolled in the School.

The general operating authority of the School is contained in Section 228.056, Florida Statutes. The School operates under a charter of the sponsoring school district, the School Board of Broward County (the “District”). The current charter is effective until June 30, 2011, and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter, in which case the District is required to notify the School in writing at least 90 days prior to the charter’s expiration. Pursuant to Section 228.056(10)(e), Florida Statutes, the charter school contract provides that in the event the school is dissolved or terminated, any unencumbered funds and all school property purchased with public funds automatically revert to the District. During the term of the charter, the District may also terminate the charter if good cause is shown. This School is considered a component unit of the District.

Criteria for determining if other entities are potential components units of the School that should be reported with the School’s basic financial statements are identified and described in the Governmental Accounting Standards Board’s (GASB) Codification of Governmental Accounting and Financial Reporting Standards, Sections 2100 and 2600. The application of these criteria provide for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School’s basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included with the reporting entity of the School.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial transactions of the School are recorded in an individual fund. The fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.

GASB Statement No. 34 *“Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments”* sets the forth minimum criteria for the determination of major funds. The school has one major fund, the General fund, and no non-major funds.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

GOVERNMENTAL FUND TYPE

The measurement focus of the Governmental Fund is upon determination of financial position and changes in financial position rather than upon net income. The following is a description of the Governmental Fund of the School:

General Fund – to account for all financial resources not required to be accounted for in another fund. The General fund serves as the primary operating unit of the School.

When both restricted and unrestricted resources are available for use, it is the School's policy to use restricted resources first, then unrestricted resources as they are needed.

NON-CURRENT GOVERNMENTAL ASSETS/LIABILITIES

GASB Statement No. 34 "*Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*" eliminates the presentation of Account Groups, but provides for these records to be maintained and incorporates the information into the Governmental column in the government-wide Statement of Net Assets.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The Government-wide Financial Statements are presented on an accrual basis of accounting. The Fund financial statements are presented on a modified accrual basis.

All governmental fund types are accounted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when they become measurable and available and expenditures when the related fund liability is incurred.

Budgetary Basis of Accounting

Budgets are presented on the modified accrual basis of accounting, consistent with generally accepted accounting principles.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

The School deposits its temporary idle resources in financial institutions. At times, such deposits may be in excess of the Federal Deposit Insurance Corporation (FDIC) insurance limit. At June 30, 2010, deposits did not exceed FDIC insurance limits of \$250,000.

Revenue Sources

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Florida Statutes, the School reports the number of full time equivalent (FTE) students and related data to the District. Under the provision of, Florida Statutes, the District reports the number of FTE students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program. Funding for the School is adjusted during the year to reflect the revised calculation by the FDOE under the Florida Education Finance Program and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student survey periods.

The School received a Federal award for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by the granting agency.

Income Taxes

The School is exempt from federal income taxes under Section 501(C) (3) of the Internal Revenue Code. Therefore, no provision for federal income taxes has been made in the accompanying financial statements.

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Capital Assets

Expenditures for capital assets acquired for utilization at the School are reported in the governmental fund type that financed the acquisition. Donated Assets are recorded at fair value at the date of donation. The school's capitalization levels are \$500 on tangible personal property. Land and construction-in-progress are not depreciated. Depreciation on all assets is provided on the straight-line basis over the estimated useful life. The depreciation of general capital assets is recorded in the Government-wide financial statements.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets

Estimated useful lives:

<u>Class</u>	<u>Estimated Useful Lives</u>
Computers Hardware	3 - 7 years
Furniture, Fixtures and Equipment	5 - 10 years
Improvements other than Buildings	7 - 10 years
Lease Hold Improvements	3 – 30 years
Vehicles	5 years
Computer Software	5 years

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**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 3 – CAPITAL ASSETS

<u>Account</u>	<u>Balance at June 30, 2009</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 2010</u>
Motor Vehicles	16,382	-	-	16,382
Improvements Other Than Building	85,727	4,083	-	89,810
Remodeling and Renovations	4,481,154	8,320	-	4,489,474
Furniture, Fixture, & Equip. – Capitalized	92,228	-	(1,942)	90,286
Computer Hardware – Capitalized	272,456	21,214	-	293,669
Furniture, Fixture, & Equip. – Capital Leases	227,281	-	-	227,281
Computer Hardware – Capital Leases	94,546	-	-	94,546
Computer Software	74,606	9,329	(1,376)	82,560
Gross Capital Assets	5,344,380	42,946	(3,318)	5,384,008
Accumulated Depreciation				
Motor Vehicles	(9,947)	(3,277)	-	(13,223)
Improvements Other Than Building	(39,298)	(9,283)	-	(48,581)
Remodeling and Renovations	(2,918,491)	(446,299)	-	(3,364,790)
Furniture, Fixture, & Equip. – Capitalized	(22,181)	-	13,093	(32,129)
Computer Hardware – Capitalized	(139,967)	(69,034)	-	(185,960)
Furniture, Fixture, & Equip. – Capital Leases	(164,779)	(22,728)	-	(187,507)
Computer Hardware – Capital Leases	(94,546)	-	-	(94,546)
Computer Software	(20,175)	(18,125)	-	(38,300)
Total Accumulated Depreciation	(3,409,384)	(568,746)	13,093	(3,965,036)
Net Capital Assets	1,934,996	(525,800)	9,775	1,418,971

Depreciation expense for the year ended June 30, 2010 totaled \$555,651.

NOTE 4 – LEASES AND OTHER OBLIGATIONS

Capital lease obligation, line of credit, advances payable, and notes payable

Obligations arising from a capital lease, line of credit, advances payable and note payable are reported as non-current liabilities.

**PARKWAY ACADEMY CHARTER HIGH SCHOOL
NOTES TO THE BASIC FINANCIAL STATEMENTS
JUNE 30, 2010**

NOTE 4 – LEASES AND OTHER OBLIGATIONS (Continued)

Capital lease obligation, line of credit, advances payable, and notes payable (Continued)

Operating Leases

The school entered into a non-cancelable operating lease agreement for use of its premises. The lease expires in June 2011 and requires an annual base rent equal to 8% of the lessor's equity balance in the facility, as defined in the lease agreement. The lease also requires monthly payment for operating expenses and contains a renewal option for an additional five-year term. Rent expense totaled approximately \$ 322,000 for the year ended June 30, 2010.

Long-term Debt

The long-term debt of the School consists of two notes payable totaling \$1,502,000. The School's sponsor and South Florida Automotive Dealership Association, (the "SFADA") Tag Agency, Inc, are jointly and severally liable on the note. The note bears interest of 1% over the bank's certificate of deposit rate in effect, which is due monthly. The loans matures on August 17, 2017.

The note is collateralized by a first security interest in accounts receivable of SFADA Tag Agency, Inc., an assignment of a security benefit choice annuity contract owned by the School's sponsor and a certificate of deposit in the name of the School's sponsor.

The following is a summary of changes in the School's debt for the year ended June 30, 2010:

	Balance July 1, <u>2009</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2010</u>
Notes Payable	\$ <u>1,536,418</u>	\$ <u>-</u>	\$ <u>34,351</u>	\$ <u>1,502,067</u>
Total Debt	\$ <u>1,536,418</u>	\$ <u>-</u>	\$ <u>34,351</u>	\$ <u>1,502,067</u>

NOTE 5 – RISK MANAGEMENT

The School is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. Settled claims resulting from the risks described above have not exceeded the insurance coverage during the previous three years.

HARVEY, COVINGTON & THOMAS, LLC**Certified Public Accountants & Consultants****REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Board of Directors and Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School (a nonprofit organization) (the School) as of and for the year ended June 30, 2010, and have issued our report thereon dated September 28, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the School's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the School's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the School's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the school's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles, such that there is more than a remote likelihood that a misstatement of the school's financial statements that is more than inconsequential will not be prevented or detected by the school's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the school's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management and the Board of Director's of the School, and is not intended to be and should not be used by, anyone other than these specified parties.

A handwritten signature in blue ink that reads "Harvey, Covington & Thomas, LLC".

Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 28, 2010

HARVEY, COVINGTON & THOMAS, LLC**Certified Public Accountants & Consultants****MANAGEMENT LETTER IN ACCORDANCE WITH THE RULES OF THE
AUDITOR GENERAL OF THE STATE OF FLORIDA**

September 28, 2010

Honorable Board of Directors and the Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School, as of and for the fiscal year ended June 30, 2010, and have issued our report thereon dated September 28, 2010.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters dated September 28, 2010. Disclosures in this report should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.850, Rules of the Auditor General, which governs the conduct of charter school and similar entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports or schedule:

- Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. There were no findings and recommendations made in the preceding annual financial audit report.
- Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.
- Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address violations of provisions of contracts or grant agreements, or abuse, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit, we did not have any such findings.
- Section 10.854(1)(e)5., Rules of the Auditor General, provides that the auditor may, based on professional judgment, report the following matters that have an inconsequential effect on the financial statements considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and

(2) control deficiencies that are not significant deficiencies. In connection with our audit, we did not have any such findings.

- Section 10.854(1)(e)6, Rules of the Auditor General, requires the name or official title of the school. The official title of the school is the Automotive Technical Charter High School of South Florida, Inc.
- Section 10.854(1)(e)2., Rules of the Auditor General, requires a statement be included as to whether or not the school has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School met the condition describe in Section 218.503(1)(e), Florida Statutes. The School reported deficit unreserved fund balance of \$16,843 as of June 30, 2010. The financial emergency condition was not a result of deteriorating financial conditions.
- Pursuant to Sections 10.854(1)(3)7.a. and 10.855(10), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Parkway Academy Charter School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same. This assessment was performed as of June 30, 2010.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the information and use of the Board of Directors, the School Board of Broward County, Florida, management, and the Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.



Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 28, 2010

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE FISCAL YEAR ENDING JUNE 30, 2010**

We did not note any findings for the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School for the fiscal year ending June 30, 2010 that require disclosure in accordance with auditing standards generally accepted in the United States of America or the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS
FOR THE FISCAL YEAR ENDING JUNE 30, 2010**

There were no findings and recommendations reported in fiscal year ended June 30, 2009.

**AUTOMOTIVE TECHNICAL CHARTER
HIGH SCHOOL OF SOUTH FLORIDA, INC.
D.B.A. PARKWAY ACADEMY CHARTER SCHOOL
(A COMPONENT UNIT OF THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA)
MIRAMAR, FLORIDA
JUNE 30, 2009**

**Financial Statements,
Independent Auditor's Report Thereon,
Independent Auditor's Report on
Compliance and Internal Controls and
Management Letter**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors and Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the accompanying financial statements of the governmental activities and the major fund of the Automotive Technical Charter High School of South Florida, Inc., D.B.A. Parkway Academy Charter School as of and for the year ended June 30, 2009, which collectively comprise the Charter School's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the organization's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

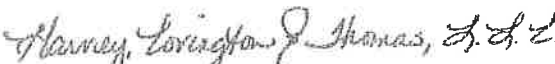
In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Automotive Technical Charter High School of South Florida, Inc., D.B.A. Parkway Academy Charter School, as of June 30, 2009, and the respective changes in financial position for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 25, 2009, on our consideration of the Parkway Academy Charter School's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important for assessing the results of our audit.

The management's discussion and analysis and budgetary comparison information on pages 3 through 7 and 20, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the

required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Parkway Academy Charter School's basic financial statements. The introductory section and budgetary sections are presented for purposes of additional analysis and are not a required part of the basic financial statements. The introductory and budgetary sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on them.


Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 25, 2009

**PARKWAY ACADEMY CHARTER SCHOOL
MANAGEMENT DISCUSSION & ANALYSIS
FISCAL YEAR ENDING JUNE 30, 2009**

This discussion and analysis of the Automotive Technical Charter High School of South Florida, Inc., D.B.A. Parkway Academy Charter School (the "School") financial performance provides an overview of the School's financial activities for the fiscal year ended June 30, 2009. Please read it in conjunction with the School's financial statements, which follow this section.

The following are various financial highlights for fiscal year 2009:

- The School's overall net assets were approximately \$255,000
- The School had total expenses, for the year, of about \$4,100,000 compared to revenue of approximately \$3,380,000.

OVERVIEW OF THE BASIC FINANCIAL STATEMENTS

This annual report contains government-wide financial statements that report on the School's activities as a whole and fund financial statements that report on the School's individual funds.

Government-wide Financial Statements

The first financial statement is the Statement of Net Assets. This statement includes all of the School's asset and liabilities using the accrual basis of accounting. Accrual accounting is similar to the accounting used by most private-sector companies. All of the current year revenues and expenses are recorded, regardless of when cash is received or paid. Net assets – the difference between assets and liabilities – can be used to measure the School's financial position.

The second financial statement is the Statement of Activities. This statement is also shown using the accrual basis of accounting. It shows the increase and decrease in net asset during the fiscal year. Over time, the increases or decreases in net assets are useful indicators of whether the School's financial health is improving or deteriorating. However, other non-financial factors, such as enrollment levels or changes in State funding, must also be considered when assessing the overall health of the School.

In these statements, all of the School's activities are considered to be governmental activities. The School has no business type activities, which are generally financed in whole or in part by fees charged to external parties for goods and services.

**PARKWAY ACADEMY CHARTER SCHOOL
MANAGEMENT DISCUSSION & ANALYSIS
FISCAL YEAR ENDING JUNE 30, 2009**

Fund Financial Statements

Following the government-wide financial statements are the fund financial statements. They provide more detailed information about the School's fund.

The amounts of the School are organized on the basis of funds. The operation of the fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues and expenditures.

The General Fund is employed to account for the financial activities of the School. It is a governmental fund type and is used to account for all financial transactions. The School maintains one major fund, the General fund and no non-major funds.

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**PARKWAY ACADEMY CHARTER SCHOOL
MANAGEMENT DISCUSSION & ANALYSIS
FISCAL YEAR ENDING JUNE 30, 2009**

CONDENSED FINANCIAL INFORMATION

The following table presents condensed, government-wide current year data about net assets and changes in net assets.

Net Assets

Assets:

Non-capital Assets	\$ 31,251
Capital Assets, (Net)	<u>1,934,996</u>
Total Assets	1,966,247

Liabilities:

Current Liabilities	174,393
Non-current Liabilities	<u>1,536,418</u>
Total Liabilities	1,710,811

Net Assets:

Invested in Capital Assets	1,934,996
Unrestricted	<u>(1,679,560)</u>
Total Net Assets	255,436

Change in Net Assets

General Revenues:

State Source FTE	2,675,912
Capital Outlay	350,842
Student Transportation	160,190
Other State Source Funds	34,477
Athletics, Clubs, Field Trips, Uniforms	88,567
Other Income	<u>69,246</u>
Total Revenue	3,379,234

Program Expenditures:

Basic Instruction	1,859,152
School Administration	689,583
Unallocated Depreciation	541,290
Operation of Plant	432,622
Pupil Personnel Services	437,245
Debt Service	90,849
Food Services	26,458
Fiscal Services	20,327
Capital Outlay	<u>1,909</u>
Total Expenditures	4,099,435

Change in Net Assets	(720,201)
Beginning Net Assets	<u>975,637</u>
Ending Net Assets	<u><u>\$ 255,436</u></u>

**PARKWAY ACADEMY CHARTER SCHOOL
MANAGEMENT DISCUSSION & ANALYSIS
FISCAL YEAR ENDING JUNE 30, 2009**

OVERALL FINANCIAL POSITION AND RESULTS OF OPERATIONS

Governmental Activities

The governmental activities generated approximately \$3,380,000 in revenues, and incurred approximately \$4,100,000 of program expenses. This resulted in a decrease in net assets of approximately \$720,000.

THE SCHOOL'S INDIVIDUAL FUND

General Fund

The General Fund's fund balance was approximately \$369,000 as June 30, 2009. The School did not achieve its goal for monies received from the State, due primarily to a decrease in student enrollment. As a result, net assets in the General Fund decreased.

BUDGETARY HIGHLIGHTS

General Fund Revenue

Revenues received in the General Fund were less than the budgeted amounts. The largest variances between the budgeted amounts and actual results occurred with State Source FTE funds, basic instruction and school administration expenses. The unfavorable variance with State Source FTE was due to a lower rate per enrolled student and a lesser amount of student enrollments than anticipated.

General Fund Expenditures

General Fund expenditures, such as pupil services, school administration, food services and operation of plant, were over budgeted amounts. This was generally due to more students were transported, which increased students transportation costs. Other costs increases derived from cost for student's guidance counselors, food transportation costs, and higher facility operating costs during the fiscal year ended June 30, 2009.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

At June 30, 2009, the School had capital assets of approximately \$1,935,000, net of accumulated depreciation of all assets, compared to approximately \$2,389,000 at June 30, 2008.

**PARKWAY ACADEMY CHARTER SCHOOL
MANAGEMENT DISCUSSION & ANALYSIS
FISCAL YEAR ENDING JUNE 30, 2009**

Debt Administration

Long-term Debt

At June 30, 2009, the school had long-term debt of \$1,536,418; which remains slightly comparable to the \$1,700,000 long-term debt at June 30, 2008. See Note 4 for further explanation.

ECONOMIC FACTORS

Economic factors affecting the School's operations included operational changes, limited classroom space, a drop in student enrollment, and the State's base student allocation.

CONTACTING THE SCHOOL'S FINANCIAL MANAGEMENT

This financial report is designed to provide a general overview of the School's finances and to show the School's accountability for the money it receives. If you have any questions about this report or need additional information contact, please write Mrs. Gainda Williams, Business Manager, 7451 Riviera Boulevard, Miramar, Florida 33023.

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**PARKWAY ACADEMY CHARTER SCHOOL
GOVERNMENT-WIDE STATEMENT OF NET ASSETS
FOR THE FISCAL YEAR ENDED JUNE 30, 2009**

	Primary Government	
	Governmental	
	Activities	Total
ASSETS		
Cash	\$ 31,251	\$ 31,251
Capital assets	5,344,380	5,344,380
Less Accumulated Depreciation	<u>(3,409,384)</u>	<u>(3,409,384)</u>
Total Capital Assets, (Net)	1,934,996	1,934,996
Total Assets	<u>\$ 1,966,247</u>	<u>\$ 1,966,247</u>
LIABILITIES AND NET ASSETS		
Current Liabilities		
Accounts Payable	\$ 80,824	\$ 80,824
Payroll Deductions and Withholdings	91,231	91,231
Other Accrued Expenses	<u>2,337</u>	<u>2,337</u>
	174,392	174,392
Noncurrent Liabilities		
Long-Term Debt, (Net)	<u>1,536,418</u>	<u>1,536,418</u>
	1,536,418	1,536,418
Total Liabilities	<u>1,710,810</u>	<u>1,710,810</u>
NET ASSETS		
Invested in Capital Assets	1,934,996	1,934,996
Unrestricted	<u>(1,679,560)</u>	<u>(1,679,560)</u>
Total Net Assets	<u>\$ 255,436</u>	<u>\$ 255,436</u>

**PARKWAY ACADEMY CHARTER SCHOOL
GOVERNMENT-WIDE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

FUNCTIONS	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets	
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government Governmental Activities	Total
Primary Government:						
Governmental Activities:						
Basic Instruction	\$ 1,859,152	\$ -	\$ -	\$ -	\$ (1,859,152)	\$ (1,859,152)
Pupil Personnel Services	437,245				(437,245)	(437,245)
School Administration	689,583	-	-	-	(689,583)	(689,583)
Fiscal Services	20,327				(20,327)	(20,327)
Food Services	26,458				(26,458)	(26,458)
Capital Outlay	1,909	-	-	350,842	348,933	348,933
Operation of Plant	432,623	-	-	-	(432,623)	(432,623)
Debt Service	90,849				(90,849)	(90,849)
Unallocated Depreciation Expense	541,290	-	-	-	(541,290)	(541,290)
Total governmental activities	\$ 4,099,435	\$ -	\$ -	\$ 350,842	\$ (3,748,593)	\$ (3,748,593)

General Revenues:

State Source FTE	\$ 2,675,912	\$ 2,675,912
Student Transportation	160,190	160,190
Other State Source Funds	34,477	34,477
Athletics, Clubs, Field Trips, Uniforms, Fundraisers	109,177	109,177
Other Income	48,637	48,637
Total General Revenue	3,028,392	3,028,392
Change in Net Assets	(720,201)	(720,201)
Net Assets - Beginning of Year	975,637	975,637
Net Assets - End of Year	\$ 255,436	\$ 255,436

**PARKWAY ACADEMY CHARTER SCHOOL
BALANCE SHEET – GOVERNMENTAL FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2009**

<u>ASSETS</u>	<u>GENERAL FUND</u>	<u>TOTAL GOVERNMENTAL FUNDS</u>
Cash	\$ 31,251	\$ 31,251
TOTAL ASSETS	\$ 31,251	\$ 31,251
LIABILITIES & FUND EQUITY		
Liabilities		
Accounts Payable	\$ 80,825	\$ 80,825
Accrued Salaries and Benefits	91,231	91,231
Accrued Liabilities	2,337	2,337
TOTAL LIABILITIES	174,393	174,393
Fund Balances		
Fund Balances:		
Unreserved	(143,142)	(143,142)
TOTAL FUND BALANCE	(143,142)	(143,142)
TOTAL LIABILITIES AND FUND BALANCE	\$ 31,251	

Reconciliation of the governmental funds Balance Sheet to the Statement of
Net Assets for the year ended June 30, 2009

Total Net Assets	\$ (143,142)
------------------	--------------

Amounts Reported for Governmental Activities in the Statement of
Net Assets are different because:

Capital Assets used in Governmental Activities are not
financial resources and, therefore, are not reported in the
funds. The cost of the assets are \$5,344,380 and the
accumulated depreciation is (\$3,409,384).

1,934,996

Liabilities note payable with current available resources are
not reported as fund liabilities in the governmental fund
statements. All liabilities, both current and long-term are
reported in the government-wide statements.

Long-term debt

(1,536,418)

Net Assets of Governmental Activities

\$ 255,436

**PARKWAY ACADEMY CHARTER SCHOOL
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE – GOVERNMENTAL FUND
FOR THE YEAR ENDING JUNE 30, 2009**

REVENUES	GENERAL FUND	TOTAL GOVERNMENTAL FUNDS
State Source FTE	\$ 2,675,912	\$ 2,675,912
Capital Outlay	350,842	350,842
Student Transportation	160,190	160,190
Other State Source Funds	34,477	34,477
Athletics, Clubs, Field Trips, Uniforms, Fundraisers	88,567	88,567
Other Income	69,246	69,246
TOTAL REVENUES	\$ 3,379,234	\$ 3,379,234
EXPENDITURES		
Basic Instruction	1,859,152	1,859,152
School Administration	689,583	689,583
Operation of Plant	432,622	432,622
Pupil Services	437,245	437,245
Debt Services	90,849	90,849
Food Services	26,458	26,458
Fiscal Services	20,327	20,327
Capital Outlay	1,909	1,909
TOTAL EXPENDITURES	3,558,145	3,558,145
EXCESS OF REVENUES OVER EXPENDITURES	(178,911)	(178,911)
FUND BALANCE, July 1, 2008	548,060	548,060
FUND BALANCE, June 30, 2009	\$ 369,149	\$ 369,149
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities		
Net change in Fund balances - Total Governmental funds		\$ (178,911)
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.		
Capital outlays \$1,909 are reported in governmental funds as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense (\$541,290)		(541,290)
Change in net assets of governmental activities		\$ (720,201)

See Accompanying Notes to the Financial Statements.

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

Automotive Technical Charter High School of Florida, Inc. D.B.A. Parkway Academy Charter School was organized in January 2001 as a Florida nonprofit corporation. The School is established as a charter school for students in Broward County from ninth to twelfth grade. As of June 30, 2009, approximately 435 students were enrolled in the School.

The general operating authority of the School is contained in Section 228.056, Florida Statutes. The School operates under a charter of the sponsoring school district, the School Board of Broward County (the "District"). The current charter is effective until June 30, 2011, and may be renewed by mutual agreement between the School and the District. At the end of the term of the charter, the District may choose not to renew the charter under grounds specified in the charter, in which case the District is required to notify the School in writing at least 90 days prior to the charter's expiration. Pursuant to Section 228.056(10)(e), Florida Statutes, the charter school contract provides that in the event the school is dissolved or terminated, any unencumbered funds and all school property purchased with public funds automatically revert to the District. During the term of the charter, the District may also terminate the charter if good cause is shown. This School is considered a component unit of the District.

Criteria for determining if other entities are potential components units of the School that should be reported with the School's basic financial statements are identified and described in the Governmental Accounting Standards Board's (GASB) *Codification of Governmental Accounting and Financial Reporting Standards*, Sections 2100 and 2600. The application of these criteria provide for identification of any entities for which the School is financially accountable and other organizations for which the nature and significance of their relationship with the School are such that exclusion would cause the School's basic financial statements to be misleading or incomplete. Based on these criteria, no component units are included with the reporting entity of the School.

Basis of Presentation

The financial transactions of the School are recorded in an individual fund. The fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets, liabilities, reserves, fund equity, revenues and expenditures/expenses.

GASB Statement No. 34 "*Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*" sets the forth minimum criteria for the determination of major funds. The school has one major fund, the General fund, and no non-major funds.

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

GOVERNMENTAL FUND TYPE

The measurement focus of the Governmental Fund is upon determination of financial position and changes in financial position rather than upon net income. The following is a description of the Governmental Fund of the School:

General Fund – to account for all financial resources not required to be accounted for in another fund. The General fund serves as the primary operating unit of the School.

When both restricted and unrestricted resources are available for use, it is the School's policy to use restricted resources first, then unrestricted resources as they are needed.

NON-CURRENT GOVERNMENTAL ASSETS/LIABILITIES

GASB Statement No. 34 "*Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*" eliminates the presentation of Account Groups, but provides for these records to be maintained and incorporates the information into the Governmental column in the government-wide Statement of Net Assets.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement focus applied.

The Government-wide Financial Statements are presented on an accrual basis of accounting. The Fund financial statements are presented on a modified accrual basis.

All governmental fund types are accounted for using the modified accrual basis of accounting. Under the modified accrual basis, revenues are recognized when they become measurable and available and expenditures when the related fund liability is incurred.

Budgetary Basis of Accounting

Budgets are presented on the modified accrual basis of accounting, consistent with generally accepted accounting principles.

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

Revenue Sources

Revenues for current operations are received primarily from the District pursuant to the funding provisions included in the School's charter. In accordance with the funding provisions of the charter and Florida Statutes, the School reports the number of full time equivalent (FTE) students and related data to the District. Under the provision of, Florida Statutes, the District reports the number of FTE students and related data to the Florida Department of Education (FDOE) for funding through the Florida Education Finance Program. Funding for the School is adjusted during the year to reflect the revised calculation by the FDOE under the Florida Education Finance Program and the actual weighted full-time equivalent students reported by the School during the designated full-time equivalent student survey periods.

The School received a Federal award for the enhancement of various educational programs. This assistance is generally received based on applications submitted to and approved by the granting agency.

Income taxes

The School is a nonprofit corporation whose revenue is derived primarily from other governmental entities. The School is exempt from income taxes under Section 501(c)(3) of the Internal Revenue Code. Accordingly, no provision for income taxes has been made in these basic financial statements.

Use of Estimates

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Fixed Assets and Depreciation

Expenditures for fixed assets acquired for utilization at the School are reported in the governmental fund type that financed the acquisition. Donated Assets are recorded at fair value at the date of donation. The School's capitalization levels are \$500 on tangible personal property. Depreciation on all assets is provided on the straight-line basis over the estimated useful life.

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

Fixed Assets and Depreciation continued

The depreciation of general fixed assets is recorded in the Government-wide financial statements.

<u>Class</u>	<u>Estimated Useful Lives</u>
Buildings Improvements	10 years
Computers	5 years
Computer Software	5 years
Leasehold Interests	10 years
Furniture, Fixtures and Equipment	10 years
Improvements other than Buildings	10 years

NOTE 2 - CASH AND CASH EQUIVALENTS

At June 30, 2009, the carrying amount of the deposits and cash on hand totaled approximately \$ 31,300. All deposits are deposited in a bank account and are insured by the FDIC \$250,000.

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**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

NOTE 3 - CHANGES IN FIXED ASSETS

Changes in fixed assets are shown below:

<u>Account</u>	<u>Balance at June 30, 2008</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance at June 30, 2009</u>
Motor Vehicles	16,382	-	-	16,382
Improvements Other Than Building	80,497	5,230	-	85,727
Remodeling and Renovations	4,469,254	11,900	-	4,481,154
Furniture, Fixture, & Equip. – Capitalized	74,055	18,173	-	92,228
Computer Hardware – Capitalized	242,183	30,273	-	272,456
Furniture, Fixture, & Equip. – Capital Leases	227,281	-	-	227,281
Computer Hardware – Capital Leases	94,546	-	-	94,546
Computer Software	53,318	21,288	-	74,606
Gross Fixed Assets	5,257,516	86,864	-	5,344,380
Accumulated Depreciation				
Motor Vehicles	(6,671)	(3,276)		(9,947)
Improvements Other Than Building	(30,611)	(8,687)		(39,298)
Remodeling and Renovations	(2,467,755)	(450,736)		(2,918,491)
Furniture, Fixture, & Equip. – Capitalized	(14,375)	(7,806)		(22,181)
Computer Hardware – Capitalized	(103,990)	(35,977)		(139,967)
Furniture, Fixture, & Equip. – Capital Leases	(142,051)	(22,728)		(164,779)
Computer Hardware – Capital Leases	(94,546)	-		(94,546)
Computer Software	(8,095)	(12,080)		(20,175)
Total Accumulated Depreciation	(2,868,094)	(541,290)	-	(3,409,384)
Net Fixed Assets	2,389,422	(454,426)	-	1,934,996

NOTE 4 – LEASES AND OTHER OBLIGATIONS

Capital lease obligation, line of credit, advances payable, and notes payable

Obligations arising from a capital lease, line of credit, advances payable and note payable are reported as non-current liabilities.

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

Operating Leases

The school entered into a non-cancelable operating lease agreement for use of its premises. The lease expires in June 2011 and requires an annual base rent equal to 8% of the lessor's equity balance in the facility, as defined in the lease agreement. The lease also requires monthly payment for operating expenses and contains a renewal option for an additional five-year term. Rent expense totaled approximately \$ 207,000 for the year ended June 30, 2009.

Advances Payable/Due to Sponsor

Advances payable consist of amounts payable to the South Florida Auto-Truck Dealers Association, Inc. (the School's Sponsor) for certain capital and start up expenditures. The following is a summary of changes in advances payable for the year ended June 30, 2009:

	Balance July 1, <u>2008</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2009</u>
Advances Payable	\$ 35,569	\$ -	\$ 35,569	\$ -
Total Debt	\$ 35,569	\$ -	\$ 35,569	\$ -

Long-term Debt

The long-term debt of the School consists of a \$1,536,418 note payable. The School's sponsor and South Florida Automotive Dealership Association, (the "SFADA") Tag Agency, Inc, are jointly and severally liable on the note. The note bears interest of 1% over the bank's certificate of deposit rate in effect, which is due monthly. The loan matures on August 17, 2017.

The note is collateralized by a first security interest in accounts receivable of SFADA Tag Agency, Inc., an assignment of a security benefit choice annuity contract owned by the School's sponsor and a certificate of deposit in the name of the School's sponsor.

The following is a summary of changes in the School's debt for the year ended June 30, 2009:

	Balance July 1, <u>2008</u>	<u>Additions</u>	<u>Reductions</u>	Balance June 30, <u>2009</u>
Notes Payable	\$ 1,700,000	\$ -	\$ 163,582	\$ 1,536,418
Total Debt	\$ 1,700,000	\$ -	\$ 163,582	\$ 1,536,418

**PARKWAY ACADEMY CHARTER SCHOOL
NOTES TO THE FINANCIAL STATEMENTS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

NOTE 5 – RISK MANAGEMENT

The School is exposed to various risks of loss related to torts, theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the School carries commercial insurance. Settled claims resulting from the risks described above have not exceeded the insurance coverage during the previous three years.

NOTE 6 – BUDGETARY COMPARISON SCHEDULE

The budgetary information is presented as part of the required supplementary information as mandated by GASB Statement No. 34 *“Basic Financial Statements and Management’s Discussion and Analysis for State and Local Governments”*.

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REQUIRED SUPPLEMENTARY INFORMATION

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCES
BUDGET AND ACTUAL – GENERAL FUND
FOR THE YEAR ENDING JUNE 30, 2009**

REVENUES	ORIGINAL AND FINAL BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
State Source FTE	\$ 3,060,526	\$ 2,675,912	\$ (384,614)
Math and Reading Grants	-	34,477	34,477
Student Transportation	100,000	160,190	60,190
Other Program Revenues	-	157,813	157,813
Capital Outlay	400,000	350,842	(49,158)
TOTAL REVENUES	3,560,526	3,379,234	(181,292)
EXPENDITURES			
Basic Instruction	1,863,628	1,859,152	4,476
Pupil Services	357,000	437,245	(80,245)
School Administration	669,269	689,583	(20,314)
Fiscal Services	34,900	20,327	14,573
Food Services	16,500	26,458	(9,958)
Capital Outlay	52,877	1,909	50,968
Debt Services	150,000	90,849	59,151
Operation of Plant	416,352	432,622	(16,270)
TOTAL EXPENDITURES	3,560,526	3,558,145	2,381
EXCESS OF REVENUES OVER EXPENDITURES	\$ -	\$ (178,911)	\$ (178,911)

Certified Public Accountants & Consultants

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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors and Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School (a nonprofit organization) as of and for the year ended June 30, 2009, and have issued our report thereon dated September 25, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Parkway Academy Charter School's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the organization's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles, such that there is more than a remote likelihood that a misstatement of the organization's financial statements that is more than inconsequential will not be prevented or detected by the organization's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the organization's internal control. During our audit, we noted no deficiencies which we considered to be material weaknesses.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Parkway Academy Charter School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

This report is intended solely for the information and use of management and the Board of Director's of Parkway Academy Charter School, and is not intended to be and should not be used by, anyone other than these specified parties.



Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 25, 2009

Certified Public Accountants & Consultants

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MANAGEMENT LETTER

September 25, 2009

Honorable Board of Directors and the Management of
Automotive Technical Charter High School of South Florida, Inc.
D.B.A. Parkway Academy Charter School

We have audited the financial statements of the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School, as of and for the fiscal year ended June 30, 2009, and have issued our report thereon dated September 25, 2009.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and Compliance and Other Matters dated September 25, 2009. Disclosures in this report should be considered in conjunction with this management letter.

Additionally, our audit was conducted in accordance with Chapter 10.850, Rules of the Auditor General, which governs the conduct of charter school and similar entity audits performed in the State of Florida. This letter includes the following information, which is not included in the aforementioned auditor's reports or schedule:

- Section 10.854(1)(e)1., Rules of the Auditor General, requires that we determine whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report. Corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.
- Section 10.854(1)(e)3., Rules of the Auditor General, requires that we address in the management letter any recommendations to improve financial management. In connection with our audit, we did not have any such recommendations.
- Section 10.854(1)(e)4., Rules of the Auditor General, requires that we address violations of provisions of contracts or grant agreements, or abuse, that have an effect on the financial statements that is less than material but more than inconsequential. In connection with our audit, we did not have any such findings.

- Section 10.854(1)(e)5., Rules of the Auditor General, provides that the auditor may, based on professional judgment, report the following matters that have an inconsequential effect on the financial statements considering both quantitative and qualitative factors: (1) violations of provisions of contracts or grant agreements, fraud, illegal acts, or abuse, and (2) control deficiencies that are not significant deficiencies. In connection with our audit, we did not have any such findings.
- Section 10.854(1)(e)6, Rules of the Auditor General, requires the name or official title of the school. The official title of the school is the Automotive Technical Charter High School of South Florida, Inc.
- Section 10.854(1)(e)2., Rules of the Auditor General, requires a statement be included as to whether or not the school has met one or more of the conditions described in Section 218.503(1), Florida Statutes, and identification of the specific condition(s) met. In connection with our audit, we determined that the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School did not meet any of the conditions described in Section 218.503(1), Florida Statutes.
- Pursuant to Sections 10.854(1)(3)7.a. and 10.855(10), Rules of the Auditor General, we applied financial condition assessment procedures. It is management's responsibility to monitor the Parkway Academy Charter School's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same. This assessment was performed as of June 30, 2009.

Pursuant to Chapter 119, Florida Statutes, this management letter is a public record and its distribution is not limited. Auditing standards generally accepted in the United States of America require us to indicate that this letter is intended solely for the information and use of the Board of Directors, the School Board of Broward County, Florida, management, and the Florida Auditor General and is not intended to be and should not be used by anyone other than these specified parties.

Harvey, Covington & Thomas, J. S. C.

Harvey, Covington & Thomas, LLC
Hollywood, Florida
September 25, 2009

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF FINDINGS AND RECOMMENDATIONS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

We did not note any findings for the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School for the fiscal year ending June 30, 2009 that require disclosure in accordance with auditing standards generally accepted in the United States of America or the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**PARKWAY ACADEMY CHARTER SCHOOL
SCHEDULE OF PRIOR YEAR FINDINGS AND RECOMMENDATIONS
FOR THE FISCAL YEAR ENDING JUNE 30, 2009**

At the completion of the audit for fiscal year ending 2008 for the Automotive Technical Charter High School of South Florida, Inc. D.B.A. Parkway Academy Charter School, recommendations were made to be addressed during the fiscal year ended September 30, 2009. We noted no recommendations in the prior year which were related to conditions which we considered to be material weaknesses. The current status of Parkway Academy Charter School's efforts towards implementing the fiscal year ending 2008 recommendations are described below.

08-ML-01

It is important for the Board minutes to represent the Organization in the absence of management and staff. Therefore, we recommend the minutes are presented in a format that anyone can read and understand the discussions and conclusions derived on that date. We recommend Parkway Academy develop and adopt written policies and procedures, which ensures the Board minutes are transcribed in a detailed manner. Information discussed at the meetings should be summarized and provided in the minutes of each meeting.

Status: Implemented

08-ML-02

We recommend, the School contact the Board of Directors or the financial institutions directly, to obtain copies of current loan documentation, in an effort to effectively record interest expense and current debt balances. It is imperative, that the school obtains written documentation of all debt arrangements. Verbal agreements are neither valid nor acceptable. All accounting functions and transactions must have valid supporting documentation. Once the information is received, Parkway should pay the expenses, for each long-term obligation, with separate checks. For example: Interest on the \$1 million debt should be paid with a separate check, to the Board or directly to the financial institution, from the \$700,000 and so on.

Status: Implemented

Parkway Academy



Charter High School

APPENDICES:
ORGANIZATIONAL PERFORMANCE

- A. Annual District Monitoring Checklist (3 Years)
- B. Board Agenda-Meeting Minutes (3 Years)
- C. Certificate of Occupancy
- D. Employee Handbook
- E. Enrollment Application-Parent-Student Handbook & Referral
- F. H&R Emergency Procedure and Evacuation Plan
- G. Inspections
- H. Parent Student Handbook
- I. Parent Volunteer Contract
- J. Proactive Discipline Plan and Student Referral Form
- K. PTSO/SACS Recent Quarterly Meeting/Agenda/Minutes 2011-2012
- L. PTSO Recent Meetings 2011-2012
- M. Safety Inspection Audit
- N. Staff Certification
- O. Wellness Policy & Training Certificate

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

1. Facilities	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
A copy of the Certificate of Occupancy for each building/school is on file at the school site.	X				
Facility inspections, permits and reports are on file and available for review at the school site.	X				
A copy of current Fire Safety Inspection conducted by the local fire department is on file at the school site.	X				
A copy of each Health and Safety Inspection conducted by the District is on file at the school site.	X				Group Care Annual Sanitation Certificate to expire on 9/30/11
A copy of the health inspection conducted by the local Health Department for the food service area is on file and submitted to the School District.	X				
A copy of Evacuation and Fire Drills are on file, with a minimum documentation of 10 drills per school year, and submitted to the District.					District - Charter Schools Support
A safety and emergency plan has been written and is on file at the school site.	X			8/2/2011	SRO/DARE officers need to be updated. Savain and Wright are no longer at Miramar High.
Emergency procedures and exits are posted in all rooms.	X				
There is evidence that all staff members have been trained in safety and emergency procedures.		X			No evidence provided. A recommendation is to include presentation in opening week procedures or during a faculty meeting and have
The school is free of religious symbols, statues, artifacts, etc. on or about the property.	X				
2. Finance	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The school's governing board has approved and adopted a budget for the current school year.	X				
A copy of the Capital Outlay Plan has been submitted to District.					District - Capital Outlay
3. Documents Checklist	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The complete charter school contract and amendments are on file.	X				
Cumulative folders are in a secure location, locked in a fireproof cabinet.	X				
A signed food service contract in accordance with Section 1002.33, F.S. is on file.	X				
4. Personnel Procedures	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
All instructional and support staff are appropriately certified to perform their positions' duties.	X			8/2/2011	There are three teachers whose certificates expired on 6/30/11.

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

All employees have been fingerprinted by Broward County Public Schools Security Clearance Office.		X		8/2/2011	There are several teachers who need to be reprinted. All personnel need to have prints updated every five years.
There are clearly outlined procedures for personnel recruitment.	X				
Staff members are aware of the procedures and personnel responsible for completing their evaluations.		X		8/2/2011	No evidence provided.
Instruments/Documents used to evaluate personnel are on file.	X				
The professional development training provided is aligned to the academic needs of the students and professional needs of the teachers.	X				
Professional development activities have been documented, including topics, dates, and list of participants.	X				
5. Insurance	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
Certificate is on file for General Liability and a copy has been submitted to the District.					District - Risk Management
Certificate is on file for Property Insurance and a copy has been submitted to the District.					District - Risk Management
Certificate is on file for Automobile Liability and a copy has been submitted to the District.					District - Risk Management
Certificate is on file for School Leaders Errors & Omissions and a copy has been submitted to the District.					District - Risk Management
Certificate is on file for Employee Dishonesty/Crime Insurance and a copy has been submitted to the District.					District - Risk Management
Certificate is on file for Workers' Compensation and a copy has been submitted to the District.					District - Risk Management
District has been named as an additional insured as required by the Charter Contract and a copy has been submitted to the District .					District - Risk Management
6. Governance	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The governing board's incorporation papers with bylaws, including renewals, are on file and have been submitted to the District.					District - Charter Schools Support
All current governing board members have been fingerprinted by Broward County Public Schools within the past five years.		X		8/2/2011	Records need to be requested for verification. Prints need to be redone every five years.
All current governing board members have been trained by an authorized trainer from the DOE, within 90 days of their appointment to the board, and subsequently every three years thereafter. (Section 1002.33, F.S.)	X				Two board members will need to be retrained before December 2011. Training has to be completed every three years.
Governing board contact information, including name, address and telephone numbers, are provided to the public and District in case they would like to share concerns or provide input.					District - Charter Schools Support
Parents know the process to provide input or to place an item on the governing board's meeting agenda.	X				

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

Compliance with provision of Chapter 119, F.S., and Chapter 286.011, F.S. (Public Records/Public Meetings) as evidenced by posted announcements of meetings and record of minutes taken.		X			There is documentation inviting the officers and directors however, nothing was noted for the general public.
There is a set of documents organized chronologically containing governing board meetings announcements, meeting agenda (including citizen input) and minutes, signed by the governing board chair.		X			The minutes were provided although there wasn't an agenda provided for any of the meetings.

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

7. Academic Accountability	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
Parents are aware of the current school grade awarded by the FLDOE.	X				
Parents are aware of the school's current AYP designation under the No Child Left Behind Act.	X				
The school follows the District's Student Progression Plan (Policy 6000.1).	X			8/2/2011	Provide a copy of the Progression Plan in the binder.
The School Improvement Plan (SIP) has been approved by the governing board, if applicable.		X			No evidence provided. Signature required.
The School Improvement Plan (SIP) is available for review, if applicable.	X				
The Differentiated Accountability Compliance Checklist has been uploaded to the FLDOE website, if applicable.	X				
8. Discipline	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The School District's Code of Student Conduct is readily available to students and parents.	X				
The contents in the School District's Code of Student Conduct have been defined and discussed with students and staff at the beginning of the school year.	X				
There are Code of Student Conduct Acknowledgement Forms on file, with student and parent signatures.	X				
Student discipline data is accurately maintained and updated electronically on TERMS.	X				
9. Student Services	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The school has established admission and matriculation process.	X				
The school has established a plan for the admission lottery.	X				
All required student data is entered on TERMS.	X				
Attendance is recorded daily and entered on TERMS.	X				
The school maintains an updated list of students receiving free and reduced meals.	X				
School has established procedures for administering medication to students.	X				
10. Curriculum	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
Teachers document instruction of the Next Generation Sunshine State Standards in their lesson plans.	X				
Teachers document the use of ESE strategies and accommodations in their lesson plans.		X			For the ESOL strategies used, they referenced LI and SLD which are ESE classifications. ESOL and ESE are different and must be
District Team visit documentation is on file for Differentiated Accountability schools.	X				

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

11. English for Speakers of Other Languages	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
School registration form includes the Home Language Survey.	X				
ELLSEP folders are properly maintained and updated for ELL students.	X				Please provide the actual folder for the students. Testing materials should not be photocopied.
Appropriately certified/endorsed/trained teachers instruct all ELL students.	X				One teacher took the wrong course for her ESOL category.
The school has procedures in place to ensure that all ESOL requirements and documentation are met.	X				
Teachers document the use of ESOL strategies and accommodations in their lesson plans.	X				Most lesson plans correctly documented the ESOL strategies however, some had them listed as ESE/ESOL. ESE and ESOL students may have different needs and therefore need to be
Communication to parent/guardian of ELL students are translated into the parent/guardian home language.	X				
An ELL Committee has been established and functions according to District Guidelines.		X		8/2/11	Please provide the actual names of those on the ELL committee for the 2010-2011.
12. Transportation	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
The school has information on file regarding all students transported by school bus.	X				
The school has documentation that bus drivers have current certification.		X		8/2/2011	Many of the drivers are out of compliance. Several had their licenses expire during the 2010-2011 school year. Each driver must have valid driver's licenses, vendor badges and other
The school has evidence on file that any vehicle which is owned or leased by the school and is used to transport students is certified and properly insured.	X				
School has documentation of monthly inspections of buses owned by the school.		X		8/2/2011	Only two inspections provided.
The school has clearly outlined procedures for situations where a parent or other person is contracted by the school to provide student transportation.	X				
13. Communication	Yes	No	N/A	Follow-Up Date	COMMENTS/RECOMMENDATIONS
There is evidence that parents have been notified of the qualifications of their children's teachers, including those teaching Out-of-Field.	X				
There is evidence that parents/guardians have been informed of Student Progression Plan, including promotion requirements.		X			only. Include this information in the newsletter also.
There is evidence that parents/guardian have been informed of guidelines for mandatory retention of third grade students.			X		
There is evidence that parents/guardians have been informed of high school graduation requirements and types of diplomas to be awarded.		X			only. Include this information in the newsletter also.

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST ParkwayAcademyCharter@BC Location Number: 5181
(2010-2011)

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

There is evidence that parents/guardians have received progress reports for their children on a regular basis.	X				
There is evidence that the school has clearly communicated to parents/guardians the process for scheduling parent/teacher conferences.	X				

BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST
(2010-2011)

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy **Location Number:** 5181 **Principal/Director:** Clarissa Wright

There is evidence that parents have been made aware of school policies and procedures.	X				
The governing board has approved parent, staff and student handbooks, discipline guides, dress codes, etc.	X				
The governing board has established procedures to resolve disputes.	X				

Follow-Up Needed: X Yes NoFollow-Up Date: 8/2/11

Comments:

~~Some sections were missing information and others had information that was outdated. Please correct the areas identified for a follow-up by 8/2/11. There were~~
 additional areas that were out of compliance and do not require a follow-up. These areas should be addressed and corrected for the 2011-2012 school year.

Reviewer's Name: Maria Rodriguez/Rhonda StephanikDate of Visit: July 19, 2011School Administrator's Name: Clarissa Wright

School Administrator's Signature: _____

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

Charter School: Parkway AcademyDate of Visit: May 24, 2010Principal/Director: Dr. WrightReviewer: J. Perry

1. Facilities	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
A copy of the Certificate of Occupancy for each building is on file and has been submitted to the District prior to student occupancy.	✓				
Facility inspections, permits and reports are on file and available for review.	✓				
A copy of current Fire Safety Inspection conducted by local fire department is on file and has been submitted to the District.	✓				
A copy of each Health and Safety Inspections conducted by the District is on file.	✓				
A copy of Evacuation and Fire Drills are on file, with a minimum documentation of 10 drills per school year, and submitted to the District.	✓				
A safety and emergency plan has been written and is on file. Emergency procedures and exits are posted in all rooms.	✓				
Provide evidence that all staff members have been trained in safety and emergency procedures.	✓				
There are no religious symbols, statues, artifacts, etc. on or about the property.			✓		
2. Finance	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The school's governing board has approved and adopted a budget for the current school year.	✓				
A copy of the Capital Outlay Plan has been submitted to District.	✓				
The school has established banking arrangements.	✓				
The school has established payroll/employee benefits.	✓				

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway AcademyDate of Visit: Aug 24, 2010Principal/Director: Dr. WrightReviewer: J. Perry

3. Documents Checklist	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The complete charter school contract and amendments are on file.	✓				
Cumulative folders are in a secure location, locked in a fireproof cabinet.	✓				
A signed transportation agreement is on file.	✓				
A signed food service contract in accordance with the charter contract is on file.	✓				
4. Personnel Procedures	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
All instructional and support staff are appropriately certified to perform their positions' duties.					Med & L. information 100F
All employees are fingerprinted, including school governing board members.					
Personnel files are stored in locked drawers and access is limited.	✓				
Personnel files contain: I-9; W4; disciplinary actions; payroll and deductions; benefits information and yearly evaluations, if applicable.	✓				
Personnel files contain job application, offer letter, references, transcripts, current teaching certificates and license.	✓				
There are clearly outlined procedures for personnel recruitment.					No outlined
Job descriptions are available for all employees including the principal/director.	✓				
Staff members are aware of the procedures and personnel responsible for completing their evaluations.	✓				
Instruments/Documents used to evaluate personnel are on file.	✓				
Sick/Personal leave policies have been explained and are on file.	✓				

BROWARD COUNTY PUBLIC SCHOOLS CHARTER SCHOOL MONITORING CHECKLIST

Charter School: Parkway AcademyDate of Visit: May 24, 2010Principal/Director: A. W. W. W. W.Reviewer: J. Perry

The professional development training provided is aligned to the academic needs of the students and professional needs of the teachers.	✓				
Professional development activities have been documented, including topics, dates, and list of participants.	✓				
5. Insurance	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
Certificate is on file for General Liability and a copy has been submitted to the District.	✓				
Certificate is on file for Property Insurance and a copy has been submitted to the District.	✓				
Certificate is on file for Automobile Liability and a copy has been submitted to the District.	✓				
Certificate is on file for School Leaders Errors & Omissions and a copy has been submitted to the District.	✓				
Certificate is on file for Employee Dishonesty/Crime Insurance and a copy has been submitted to the District.	✓				
Certificate is on file for Workers' Compensation and a copy has been submitted to the District.	✓				
District has been named as an additional insured as required by the Charter Contract and a copy has been submitted to the District.	✓				
6. Governance	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The governing board's incorporation papers with bylaws, including renewals, are on file and have been submitted to the District.	✓				
All governing board members have been fingerprinted by the District.					No evidence
Governing board contact information, including name, address and telephone numbers, are provided to the public and District in case they would like to share concerns or provide input.	✓				

BROWARD COUNTY PUBLIC SCHOOLS CHARTER SCHOOL MONITORING CHECKLIST

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway AcademyDate of Visit: May 27, 2010Principal/Director: A. WrightReviewers: J. Perry

Parents know the process to provide input or to place an item on the governing board's meeting agenda.	✓				
Compliance with provision of Chapter 119, F.S., and Chapter 286.011, F.S. (Public Records/Public Meetings) as evidenced by posted announcements of meetings and record of minutes taken.	✓				
There is a set of documents organized chronologically containing governing board meetings announcements, meeting agenda (including citizen input) and minutes.	✓				
There is proof that the school's governing board received Governance Training (Section 1002.33 F.S.) by an approved trainer from DOE.	✓				
The documents listed above are up-to-date, signed, dated, appropriately organized and readily accessible in a notebook or file.	✓				
7. Academic Accountability	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
Parents are aware of the current school grade awarded by the FLDOE.	✓				
Parents are aware of the school's current AYP designation under the No Child Left Behind Act.					need documentation
The school follows the District's Student Progression Plan, or comparable.	✓				
The School Improvement Plan (SIP) has been approved by the governing board.	✓				
The School Improvement Plan (SIP) is available for review.	✓				
The Differentiated Accountability Compliance Checklist has been uploaded to the FLDOE website.					no evidence

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: _____

Parkway Academy

Date of Visit: _____

May 24, 2010

Principal/Director: _____

Dr. Wright

Reviewer: _____

J. Perry

8. Discipline	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The School District's Code of Student Conduct is readily available to students and parents. The contents therein have been defined and discussed with students and staff at the beginning of the school year.	✓				
There are Code of Student Conduct Acknowledgement Forms on file, with student and parent signatures.	✓				
Student discipline data is accurately maintained and updated electronically on TERMS.	✓				
9. Student Services	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The school has established admission and matriculation process.					<i>no evidence</i>
Established plan for the admission lottery, if the number of applicants exceeds the program capacity.			✓		
All required student data is entered on TERMS	✓				
Attendance is recorded daily and entered on TERMS.	✓				
School maintains FTE reports signed by administrator.	✓				
School has established procedures for administering medication to students.					<i>no evidence</i>

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: _____

Parkway Academy

Date of Visit: _____

May 24, 2010

Principal/Director: _____

D. Wright

Reviewer: _____

J. Perry

10. Curriculum	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The school's curriculum is in line with goals outlined in the charter agreement.	✓				
Teachers document instruction of the Sunshine State Standards in their lesson plans.	✓				
Teachers document the use of ESE strategies and accommodations in their lesson plans.	✓				
District Team visit documentation is on file for Differentiated Accountability schools.	✓				
11. English for Speakers of Other Languages	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
School registration form includes the Home Language Survey.	✓				
A Home Language Survey is available on file for each student.	✓				
ELLSEP folders are properly maintained and updated for ELL students.	✓				
Appropriately certified/endorsed/trained teachers instruct all ELL students.					<i>No evidence</i>
The school has procedures in place to ensure that all ESOL requirements and documentation are met.					<i>No evidence</i>
Teachers document the use of ESOL strategies and accommodations in their lesson plans.	✓				
Communication to parent/guardian of ELL students are translated into the parent/guardian home language.					<i>No evidence</i>
An ELL Committee has been established and functions according to District Guidelines.					<i>No evidence</i>

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: Parkway Academy

Date of Visit:

May 24, 2010

Principal/Director: _____

Reviewer:

J. Perry

12. Transportation	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The school has information on file regarding all students transported by school bus.	✓				
The school has documentation that bus drivers have current certification.	✓				
The school has evidence on file that any vehicle which is owned or leased by the school and is used to transport students is certified and properly insured.	✓				
School has documentation of monthly inspections of buses owned by the school.	✓				
The school has clearly outlined procedures for situations where a parent or other person is contracted by the school to provide student transportation.	✓				
13. Food Services	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
The school maintains an updated list of students receiving free and reduced meals.	✓				
A copy of the health inspection conducted by local Health Department for the food service area is on file and submitted to the School District.	✓				
14. Communication	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS
There is evidence that parents have been notified of the qualifications of their children's teachers, including those teaching Out-of-Field.					<i>No evidence</i>
There is evidence that parents/guardians have been informed of Student Progression Plan, including promotion requirements.	✓				
There is evidence that parents/guardian have been informed of guidelines for mandatory retention of third grade students.			✓		

**BROWARD COUNTY PUBLIC SCHOOLS
CHARTER SCHOOL MONITORING CHECKLIST**

ParkwayAcademyCharter@BC Location Number: 5181

Charter School: _____

Parkway Academy

Date of Visit: _____

May 24, 2010

Principal/Director: _____

Dr. Wright

Reviewer: _____

J Perry

There is evidence that parents/guardians have been informed of high school graduation requirements and types of diplomas to be awarded.	✓				
There is evidence that parents/guardians have received progress reports for their children on a regular basis.	✓				
There is evidence that the school has clearly communicated to parents/guardians the process for scheduling parent/teacher conferences.	✓				
There is evidence that parents have been made aware of school policies and procedures.	✓				
The governing board has approved parent, staff and student handbooks, discipline guides, dress codes etc.	✓				
The governing board has established procedures to resolve disputes.	✓				
15. Exceptional Student Education (ESE) - Completed by the District's ESE Department	Yes	No	N/A	Follow-up Date	COMMENTS/RECOMMENDATIONS

Follow-Up Needed: ☒ Yes ☐ No

Comments: _____

The school will provide documentation to the district by June 2, 2010

Reviewer's Signature: _____

J Perry

School Administrator's Signature: _____

Clarissa Wright

Date: _____

5/24/10

6/8/09



The School Board of Broward County, Florida
600 Southeast Third Avenue
Fort Lauderdale, Florida 33301

Board Members

Chair: Maureen S. Dinnen
 Vice Chair: Jennifer Leonard Gottlieb
 Robin Bartleman
 Beverly A. Gallagher
 Phyllis C. Hope
 Stephanie Arma Kraft, ESQ.
 Ann Murray
 Dr. Robert D. Parks
 Benjamin J. Williams

Charter School Monitoring/Review Survey

James F. Notter
 Superintendent of Schools

Name of Charter School: Parkway Academy
Date: 2008-2009

GOVERNANCE

PUBLIC NOTICE FOR CHARTER BOARD MEETING

Board meeting announcements are posted in a public place.
 Appropriate notice is given.

front office - school entrance

Yes	Pending	No	NA
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
<input checked="" type="checkbox"/>			

CHARTER BOARD MEMBERS

Parents know with whom they should register a complaint.

Parents have a list of phone numbers of the charter board or other specific means to reach members.

Posted in office, handbk, newsletter

<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			

MINUTES OF MEETINGS

There is a record kept of board meetings.

Board meeting minutes are kept at a particular location.

Board meeting minutes are signed and dated.

<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			

ORIGINAL CHARTER/CONTRACT WITH SCHOOL BOARD

Board members have these documents.

Amendments to charter are kept on file.

<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			

NOT-FOR-PROFIT STATUS

"Not-for-profit" incorporation papers are on file.

Filing for "not-for-profit" status was completed in a timely manner.

<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			

BOARD OPERATING STATUS

Charter board has bylaws regarding how they function as a governing body.

These procedures and bylaws are on file.

There is a specific procedure for placing items on the agenda for board meetings.

At board meetings, there is time for public input.

public forum

<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			
<input checked="" type="checkbox"/>			

contact the bd after speaking w/ Principal

	Yes	Pending	No	NA
POLICIES AND PROCEDURES <i>Handbooks - staff & parent, code of conduct</i>				
Policies/procedures have been developed and passed by the charter school.	✓			
These procedures are on file for review.	✓			
Staff is made aware of policies and procedures.	✓			
Parents are made aware of policies and procedures.	✓			
Charter board has approved student handbooks, discipline guides, parent handbooks, staff handbooks, dress codes, etc. <i>Uniform code</i>	✓			

BOARD OVERSIGHT

The board receives regular financial reports. <i>Stan Klein</i>	✓			
The board approves the budget, amendments and purchases over a certain dollar amount.	✓			
It is clear who makes decisions/policies on a regular basis.	✓			

BOARD GRIEVANCE PROCEDURE *P. 15 Stud. Handbook*

There is a procedure by which the charter school board resolves disputes.	✓			
The school board is aware of this dispute resolution procedure.	✓			

ADMINISTRATION

The role of the principal/director is clear in relationship to the charter board.	✓			
There is a process for evaluating the principal/director's performance.	✓			
Have insurance policies on file; make sure policies meet the limits set forth in charter contract. Certificate of Insurance required. <i>exp. 7/1/09 & 3/6/10</i>	✓			
Have copies of all facility inspections on file. <i>safety</i>	✓			
Have student economic information on file, for those receiving free/reduced lunches.	✓			
Have information on file regarding students in attendance during the October and February FTE count weeks.	✓			
Have information on file regarding all students transported by school bus, public transportation, parents, etc. <i>AIA transp. - 8 buses</i>	✓			
Have copies of all grants received.				✓
Have documentation of grant expenditures on file.				✓

PERSONNEL**SECURITY/FINGERPRINTING**

All employees have been fingerprinted including board of directors.	✓			
This procedure is a regular part of the employment process. <i>in handbook</i>	✓			

RECRUITMENT/HIRING PROCEDURES

Procedure is documented for recruitment.	✓			
Job descriptions are on file.	✓			
Procedures for hiring staff are approved by the board.	✓			

CERTIFICATIONS

Teaching certificates are on file for all teachers or teachers have been determined qualified.

Original college transcripts and any out-of-state certificates are on file.

Yes	Pending	No	NA
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

PERSONNEL FILES

Personnel files are kept locked and access is limited.

Staff contracts are part of file, as well as salaries.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STAFF DEVELOPMENTTraining/staff development activities have been documented. *Prs. least appl. DATE, sign-in sheets*

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------	--------------------------	--------------------------

PERSONNEL WORKING UNDER CONTRACTContractual services are purchased at a competitive price, and copies of contracts and documentation are on file. *Transp. + Speech + lang*

These include:

time sheets

invoices dictating work performed and dates of service

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STAFF MANAGEMENT

Staff sign-in sheets are on file.

Sick leave/personal leave policies are on file.

Staff has a handbook or a policy manual. *Staff handbook*It is clearly documented who evaluates teachers. *IPAS, Principal*

The instruments used for such evaluations are on file.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CURRICULUM & INSTRUCTION

Curriculum is in line with goals outlined in charter proposal.

Curriculum includes Sunshine State Standards.

Teachers are documenting instruction of Sunshine State Standards.

Curriculum texts and instructional materials meet the overall charter school goals.

Procedures are in place for reporting progress to parents, (i.e. grades, portfolios, etc.)

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SPECIAL EDUCATION INDIVIDUAL EDUCATION PLAN (IEP)

To be provided by district ESE department.

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ENGLISH LANGUAGE LEARNERS STUDENTS (ELL)A home language survey is available/on file. *in curr; on appl. req.*

Documentation of services provided to ELL students is kept in the ELL student plan folder.

ELL students have taken the tests with allowed modifications. *documented on ELL SOP*

Yes	Pending	No	NA
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ASSESSMENT/ACCOUNTABILITY

All students were given, or have on file a "pre-test" or a baseline test when they entered the charter school.	✓			
Students have participated in all age-appropriate: <i>FCAT, ACT</i>	✓			
state assessments	✓			
district assessments <i>BAT</i>	✓			
Special Education students have taken the tests with modifications as noted on their IEP's.				✓
A "post test" is scheduled using a similar instrument as the "pre test".	✓			
Progress will be reported by student showing change between "pre test" and post "test"	✓			
Student cumulative records:	✓			
are locked and as complete as possible	✓			
there is an access log in students' files	✓			
kept confidential	✓			

OTHER MEASURES OF ACCOUNTABILITY

School has records of discipline referrals.	✓			
School has records of daily attendance.	✓			

BUDGET PREPARATION

Establish fiscal linkages with the district.	✓			
Establish an oversight system.	✓			
Develop an account coding system compatible with the district and state.	✓			
Develop a planning budget.	✓			

FISCAL

Establish banking arrangements. <i>Bank of America</i>	✓			
Secure services of qualified financial advisor for quarterly reporting.	✓			
Establish fiscal accounting system for various services (i.e. food services, transportation, etc.) <i>QuickBooks</i>	✓			
Establish payroll/employee benefit system. <i>APP, QuickBooks</i>	✓			
Develop internal controls and fiscal policies.	✓			
Arrange for annual audit for compliance and financial affairs. <i>Harvey Levinson + Assoc</i>	✓			

FACILITIES

Facilities are up to code.	✓			
Facilities are conducive to good learning environment.	✓			
Building, fire and safety inspections on file.	✓			

INSURANCE

Timely submittal of insurance certificate.	✓			
Evidence of adequate insurance limits/coverage.	✓			
Lapse of coverage during contract period.				✓

Review completed by:

Maria L. Loder
Cherissa Wright

6/8/09
6/8/09

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt
John Yardley

Jay Rivchin
Gary Feil
Debra Keobel

A meeting of the Board of Directors has been scheduled for:

Wednesday, July 27, 2011
10:00 AM
Parkway Academy

Please call the Association office to confirm your attendance at (305)981-1448.

Sincerely,

Richard Baker
President

Cc. Ed Quinton
Kathleen Schoenberg



Parkway Academy Charter@BC

Board of Director's Meeting July 27, 2011

PARKWAY ACADEMY CHARTER SCHOOL MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: July 27, 2011

School: Parkway Academy Charter High School

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
07/27/11	10:00am	12:25 pm	TBD	TBD	Sharron L. Henley
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Rick Baker, Liaison to the Board of Directors Mr. Dan O'Malley, Director Mr. Jay Rivchin, Director Mr. Ed Quinton, Attorney for the Board Mr. Gary Feil, Chairman Dr. Clarissa Wright, Executive Director Ms. Sharron L. Henley, PTSO President	Absent: Ms. Debra Koebel, Automotive Financial Advisor Mrs. Ruth Pratt, Director Mr. Chris Berian, Director

CALL TO ORDER

The meeting was called to order at 10:00 a.m. by Mr. Baker, Liaison to the Board of Directors

Mr. Baker discussed the current Lease Submission and the suggestions to request verbiage regarding the surplus/deficit reported via the current lease. A Memorandum of Understanding Between South Florida Auto and Truck Dealers Association and Broward Community College, dated June 4, 2007, was provided for review.

Mr. Quinton and Mr. O'Malley further discussed that a request for a Disclosure with non-enforceable, explaining non-enforceable verbiage that would satisfy the charter renewal process. They further discussed that the 2011 Renewal Application, should be discussed in further detail via a conference call to review original contract to insure that potential legal ties were in concordance with the school being deemed as an investment

PRINCIPAL'S REPORT

Dr. Wright presented a copy of the 2011-2012 budgets, and informed the Board of Directors' that the Florida Department of Education reduced the capital outlay funding for Charter School budgets. Similarly, the Statement of Actual Revenues & Expenses, Through June 2011 were presented. Dr. Wright further discussed and presented the Differentiated Accountability (DA) Checklist, School Improvement Plan (SIP), Academic School Year Calendar.

Mr. Feil inquired about the FCAT results and the school grade. Dr. Wright provided a copy of Florida School Grades report from the Florida Department of Education, which indicated that the grade for Parkway Academy was listed as "Pending". She further stated that PA was not a Title I school, even though the school meets the criteria. Additional information regarding grading and Title I status provided to the Board, as soon as the results are released from the State. Dr. Wright further explained the FCAT 2.0 Scores, inclusive of the transition from FCAT to FCAT 2.0 and the change in scores.

Dr. Wright requested that Mr. Charles Box, Assistant Principal should serve as an "Interim Principal" on a probationary period, effective August 22, 2011, with the submission of credentials, to assume the responsibilities of day-to-day operations, while the Executive Director, continues to submit required reports, meetings and executive decisions required by the Board of Directors, Broward County Public Schools and the Florida Department of Education and focuses on fundraising and responses to RFP's (Response for Proposals), for future school funding.

FTE

Mr. O'Malley made an inquiry re: FTE and student enrollment. Dr. Wright informed the Board that the current enrollment was at 503 students.

AUTOMOTIVE PROGRAM

Dr. Wright provided brochures and information regarding the Automotive Technology Program and Career Opportunities whereas Parkway Academy will join with the Automotive Youth Educational Systems (AYES) to provide students with the opportunity of a paid internship under a senior technician at a local dealership. Mr. Rivchin suggested field trips to offices of the Board Members, two-three maximum, in order to gain exposure and an increased knowledge of the automotive industry. Similarly, Mr. Rivchin provided examples and indicated that by the utilization of the the suggestions would assist in funneling the automotive students into the dealerships, whom are experienced and trained.

PTSO/PARENTAL INVOLVEMENT

The PTSO President Presented a Board of Directors' Update on PTSO/SACS(AdvancED) 2010-2011 Activities & Outcomes, Community Partnership with the Urban League of Greater Miami, Inc. inclusive of sponsored field trips, Financial Aid Awareness, FCAT/SAT Prep and HIV/AIDS Awareness.

BOARD MEMBERS: UNANIMOUS

Approved Items Requiring Board Approval for 2011-2012 Academic School Year

Approve School Improvement Plan (SIP)

Approve School Calendar

Approve Differentiated Accountability Checklist



7451 Riviera Boulevard • Miramar, FL 33023

Phone: (954) 961-2911 • Fax: (954) 961-2451

Dr. Clarissa Wright, *Executive Director/Principal*
Mr. Charles Box, *Assistant Principal*



September 14, 2011

To Whom It May Concern:

This letter verifies that the School Improvement Plan was reviewed and revised by Parkway Academy's Board of Directors for the 2011-2012 school year.

Sincerely,

Gary Feil
Chairman
AUTEC Board of Directors



7451 Riviera Boulevard • Miramar, FL 33023

Phone: (954) 961-2911 • Fax: (954) 961-2451

Dr. Clarissa Wright, *Executive Director/Principal*
Mr. Charles Box, *Assistant Principal*

August 1, 2011

To Whom It May Concern:

This letter verifies that during the July 27, 2011 meeting, the SIP and DA Accountability Checklist was discussed, reviewed and approved by Parkway Academy's Board of Directors for the 2011-2012 school year.

Sincerely,

Gary Feil
Chairman
AUTEC Board of Directors

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

February 23, 2011

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

Tuesday, March 15, 2011
10:00 AM
Parkway Academy

Please call the Association office to confirm your attendance at (305) 981-1448.

Sincerely,



Richard A. Baker
President

Cc Ed Quinton
Kathleen Schoenberg

**PARKWAY ACADEMY
AUTC BOARD OF DIRECTORS
MEETING SCHEDULED FOR March 15, 2011
10:00 A.M. AT PARKWAY ACADEMY**

AGENDA

1. Public Notice
2. Principal's Report - 3/10/ meeting w/ SB
3. Treasurer's Report
4. Action Items
5. Old Business
6. Public Forum
7. Adjourn – Next Meeting



Parkway Academy Board Meeting March 15, 2011

Board Members	Company	Signature
<i>Chris Berian</i>	<i>Coral Cadillac</i>	
<i>Clarissa Wright</i>	<i>Principal</i>	<i>Clarissa Wright</i>
<i>Dan O'Malley</i>	<i>Deel Volvo</i>	<i>Dan O'Malley</i>
<i>Debra Koebel</i>	<i>Automotive Financial Advisor</i>	
<i>Ed Quinton</i>	<i>Automotive Counsel</i>	<i>Ed Quinton</i>
<i>Gainda Williams</i>	<i>Parkway Business Manager</i>	
<i>Gary Feil</i>	<i>Ocean Cadillac</i>	<i>Gary Feil</i>
<i>Jay Rivchin</i>	<i>South Dade Dodge</i>	
<i>Kathleen Schoenberg</i>	<i>Parkway Counsel</i>	
<i>Richard Baker</i>	<i>Board Liaison</i>	<i>Richard Baker</i>
<i>Ruth Pratt</i>	<i>Parent Representative</i>	
<i>John Yardley</i>	<i>Massey-Yardley</i>	<i>John Yardley</i>

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

Wednesday, December 1, 2010
10:00 AM
Parkway Academy

Please call the Association office to confirm your attendance at (305)981-1448.

Sincerely,

Richard Baker
President

Cc. Ed Quinton
Kathleen Schoenberg



Parkway Academy Board Meeting December 1, 2010

Board Members	Company	Signature
Chris Berian <i>cberian@CORALCADIILLAC.COM</i>	Coral Cadillac	<i>Chris Berian</i>
Clarissa Wright	Principal	<i>Clarissa Wright</i>
Dan O'Malley	Deel Volvo <i>OMALLEY 322 @ AOL.COM</i>	<i>Dan O'Malley</i>
Debra Koebel	Automotive Financial Advisor	
Ed Quinton	Automotive Counsel	
Gainda Williams	Parkway Business Manager	<i>Gainda Williams</i>
Gary Feil	Ocean Cadillac <i>GARYFEIL@OCEANCADILLAC.NET</i>	<i>Gary Feil</i>
Jay Rivchin <i>JRIVCHIN@MSN.COM</i>	South Dade Dodge <i>DADELAND DODGE CHRY JEGP</i>	
Kathleen Schoenberg	Parkway Counsel	
Richard Baker	Board Liaison	<i>Richard Baker</i>
Ruth Pratt	Parent Representative	

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: December 1, 2010

School: Parkway Academy Charter High School

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
12/01/2010	10:30 am	11:45am	TBA	TBA	Gainda Williams
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Gary Feil, Chairman Mr. Rick Baker, Liaison to the Board of Directors Mr. Dan O'Malley, Director Mr. Jay Rivchin, Director Mr. Chris Berian, Director Ms. Clarissa Wright, Executive Director/Principal Gainda Williams, Parkway Business Manager	Absent: Ms. Debra Koebel, Automotive Financial Advisor Mr. Ed Quinton, Attorney At Law Kathleen Schoenberg, Attorney for Parkway Academy Ms. Ruth Pratt, Parent Representative
Highlights:	

CALL TO ORDER

The meeting commenced at 10:38 a.m. with an asking of a Call to Order by Mr. Baker.

OPERATION OF PLANT:

Mr. Baker addressed the renegotiation of the current lease for Parkway Academy to possibly bring the operating cost down to 14K per month. PA will hire its own Custodial Staff and BC will pay for the dumpster. SFADA already gave up their offices with Broward College. The new lease will take effect as of January, 2011. Mr. Baker would like to meet with Mr. George Guerra before December 17, 2010.

ADDITIONAL FUNDS:

Dr. Wright explained to the Board Members that we have been approved for the National Lunch Program. We will be reimbursed for every child that eats a free or reduced priced meal and a small fee for a child that paid for a full meal.

Mr. Silvey has applied for the Perkin Grant and it is pending approval. PA received a Title 11 Grant in the amount of \$109,000.00 for a Science and Math Coach.

THE FOLLOWING ITEMS WERE DISCUSSED:

- ASE Certification is in process of renewal.

- Current enrollment: 496
- No Football for this school year but we will begin school year, however, no play off for 5 years
- The FCAT grade for the school is not out as of yet and is expected to be out in December, 2010
- Mr. Ahrens is taking his students to the Automotive Dealerships
- Mr. Baker and Mr. O'Malley inquired about Erica Wheeler and Chelsea Lee; they were following up on the progress of the students.
- 1.4 million dollars is left on the note. The school pays \$150,000.00 a year. Approximately \$6,000.00 from that amount is paid towards the Principal each year and the rest on interest payments.
- Board Members provided Dr. Wright with their email address to electronically send them the financial report on or before the 15th of each month.
- Governing Board Training are available for Board Members
- Parkway Academy must produce more Automotive Technicians
- Need to follow up with the Insurance Carrier to find out the status of the payment for the fines from the FHSAA
- Reviewed status of Financial Action Corrective Plan.

FUNDRAISERS/VOTING ISSUES

Dr. Wright showed the Board Members a scratch card for the parents to sell as a Fundraiser in lieu of their Parent Volunteer Hours. Mr. Berian suggested another Fundraiser and will send the information to Dr. Wright. The Board Members did not approve.

FURLOUGH DAYS:

Dr. Wright explained to the Board Members that there is a surplus of \$179,000.00 in the budget this month and asked to give back to the staff three (3) Furlough Days that were taken away prior to the end of the last school year. Dr. Wright continued to explain that Teachers and Staff members have not received salary increases in three (3) years. The Board Members voted to give back to the Faculty and Staff of Parkway Academy two (2) Furlough Days to the ones that have been continuously employed from last school year to present upon the approval of Ms. Kathleen Schoenberg, P.A. Attorney At Law. This was voted and approved.



Mr. Gary Feil, Chairman or other Board Representative

GARY FEIL

Print Name

Date: 5-23-11

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

July 26, 2010

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

Tuesday, August 10, 2010

10:00 AM

Parkway Academy

Please call the Association office to confirm your attendance at (305) 981-1448.

Sincerely,

Richard A. Baker
President

Cc Ed Quinton
Kathleen Schoenberg

AUGUST 10, 2010

[illegible]

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: August 10, 2010

School: Parkway Academy Charter High School

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
08/10/10	10:05am	11:25 am	TBA	TBA	Gainda Williams
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Rick Baker, Liaison to the Board of Directors Mr. Dan OMalley, Director Mr. Ed Quinton, Attorney for the Board Dr. Clarissa Wright, Principal/Executive Director Gainda Williams, Business Manager	
Highlights:	

CALL TO ORDER

The meeting was called to order at 10:05 a.m. by Mr. Baker, Liaison to the Board of Directors

FHSAA FINES & BUDGET

Mr. OMalley reviewed the budget. There were questions and answers pertaining to the budget. Mr. OMalley then spoke about Mr. Anthony Harris and suggests that he continue his employment at Parkway Academy. Dr. Wright said that he made a mistake. Dr. Wright stated that he could do some fundraisers for the school and other programs to offset the fines. The appeal process is scheduled for August 18, 2010. Mr. Adam Hopkins is now the Athletic Director who is expected to attend the hearing along with other staff members. Mr. OMalley suggests taking Bianca Thornton and Chelsea Lee to the hearing in Gainesville. Dr. Wright suggests taking Kevin Evans. Mr. OMalley spoke of the fines, and suggests cutting the Athletic Program if the fines are \$260,000.00 and possibly going independently.

GRANTS

Mr. OMalley said that BC has funds (Grants) to help children interested in attending Broward College, they are also in partnership with other companies. These are fundraisers that Mr. Harris can be involved with For example:

Night with celebrities (dinner), Grant Writer, United Way.

VOTING ISSUES

The Financial Corrective Plan was reviewed, voted upon and approved for the 2010/2011 school year.

FCAT

Dr. Wright explained that students are not matching up in the computer with the state and district data base. The FCAT scores for high school will be out either in November or December. Students will be taking the CPT and BAT test in September.

Mr. Baker and Mr. OMalley said that there is a possibility of changing the present cleaning company or Parkway Academy can take over the responsibility of hiring a cleaning company to clean the building. A tentative date was set for a meeting with Mr. George Guerra which is August 17, 2010 at 3:00 p.m. to discuss that matter further, however, the cost of the operation cost will be lowered.

Dr. Wright, asked the Board about Mr. Kenneth Johnson, former teacher at Parkway Academy. He is an Immigrant from Jamaica who was on a H1 B1 Visa, and has spent three years teaching at Parkway Academy his visa expired and he would like to have it renewed so that he can continue his employment. Mr. Baker inquired about his performance as a teacher and after much discussion they all voted NOT to renew his visa/immigration papers.

Motion made by Mr. Baker with a second by Mr. Feil to adjourn the August 10, 2010 Automotive Technical Charter High School of South Florida, Inc. Board of Director's meeting. The motion was approved unanimously.



Mr. Gary Feil, Chairman or other Board Representative

GARY FEIL

Print Name

Date: 5-23-11

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

January 26, 2010

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

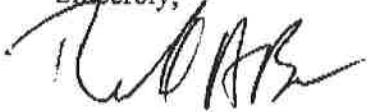
Tuesday, July 6, 2010

10:00 AM

Parkway Academy

Please call the Association office to confirm your attendance at (305) 981-1448.

Sincerely,



Richard A. Baker
President

Cc Ed Quinton
Kathleen Schoenberg

July 6, 2010

[illegible]

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: July 6, 2010

School: Parkway Academy Charter High School

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
07/06/10	10:10am	11:36 am	August 10, 2010	TBD	Gainda Williams
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Rick Baker, Liaison to the Board of Directors Ms. Debra Koebel, Automotive Financial Advisor Mr. Dan O'Malley, Director Mr. Jay Rivchin, Director Mr. Chris Berian, Director Mr. Ed Quinton, Attorney for the Board Mr. Gary Feil, Chairman Mr. Charles Box, Assistant Principal Mr. George, Guerra, Broward College Mr. Anthony Harris, Dean of Students Stan Klein, Parkway Financial Oversight Gainda Williams, Parkway Business Manager Mr. Daniel Silvey, ESE Specialist	Absent: Dr. Clarissa Wright, Principal/Executive Director
Highlights:	

CALL TO ORDER

The meeting was called to order at 10:10 a.m. by Mr. Baker, Liaison to the Board of Directors

Explanation of the FHSAA Violation and Fines

Mr. Baker informed the board that the school was fined by the FHSAA in the amount of \$260,000.00. Mr. Harris was given the opportunity to explain what happen during the time he served as a coach with the football program. Mr. Harris admits to the allegation, he wanted to help the kids and to see them graduate. He continued to say that in October 2009, two of his coaches became angry with him and reported him to the FHSAA which lead to the investigation. Information was sent to the FHSAA indicating the alleged violations committed by Parkway Academy. There were a total of 40 students who participated in the football program.

Mr. Box, then explained that if Parkway Academy does not pay the fines the school can participate in sports independently or if we admit to the violation the fines can be reduced drastically. Dr. Wright has requested an appeal and is expected to go to the FHSAA in Gainesville in August to discuss reduction of the fines and that the sanctions be lifted on the other sports programs at Parkway Academy.

FCAT

Mr. Feil inquired about the FCAT results and the school grade. Mr. Box explained that the Math scores were good; reading was not where we wanted it to be, however, we will continue to make changes to reach the expected level of performance. Mr. Baker also asked about the school grade and the expected release date, Mr. Box stated that the school letter grade is not expected out until November and could not determine a date.

FTE

Mr. OMalley asked about FTE and student enrollment, Mrs. G. Williams informed him that the current enrollment was 447 students and our goal is to have 525 students for the 2010/2011 school year.

VOTING ISSUE

Financial Budget was reviewed, voted and approved for the 2010/2011 school year.

Automotive Program:

Mr. Fiel explained the following about PA

1. Lack of Results from the Automotive Program
2. Students in the GM Program, where are they placed?
3. 4 Million dollars was donated by SFADA
4. Operation Cost- Look at the operation of the program to cut cost
5. BC invested 5 million dollars into PA Automotive Program
6. An inspection of the building on July 8, 2010 to see what our needs are

PLAN

Passion for kids, keeping kids off the streets

Motion was made by Mr. Baker with a second by Mr. Feil to adjourn the July 6, 2010 Automotive Technical Charter High School of South Florida, Inc. Board of Director's meeting. The motion was approved unanimously.



Mr. Gary Feil, Chairman or other Board Representative

GARY FEIL

Print Name

Date: 5-23-11

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

March 14, 2009

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

Wednesday, March 25, 2009

10:00 a.m.

Parkway Academy

Please call the Association office to confirm your attendance at (305) 947-5950.

Sincerely,

Richard A. Baker
President

Cc Ed Quinton
Kathleen Schoenberg

BRDMTGAT

**PARKWAY ACADEMY
AUTC BOARD OF DIRECTORS
MEETING SCHEDULED FOR MARCH 25, 2009
10:00 A.M. AT PARKWAY ACADEMY**

AGENDA

1. Public Notice
2. Principal's Report
3. Treasurer's Report
 - A. Amortization Schedules
 - B. Audit
4. Action Items
 - A. Board Training Required
5. Old Business
6. Public Forum
7. Adjourn – Next Meeting






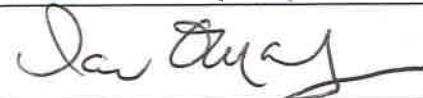

PARKWAY ACADEMY CHARTER HIGH SCHOOL

Clarissa Wright, Executive Director/Principal

Charles Box, Assistant Principal

Board of Directors Meeting

March 25, 2009

<i>Attendees</i>	<i>Position</i>	<i>Signature</i>
Richard Baker	Liaison to the Board of Directors	
Chris Berian	Director (Coral Cadillac)	
Gary Feil	Chairman (Ocean Cadillac)	
Debra Koebel	Automotive Financial Advisor	
Dan O' Malley	Director (Deel Volvo)	
Ruth Pratt	Parent Representative	
Ed Quinton	Automotive Counsel	

[illegible]

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: March 25 2009

School: Parkway Academy Charter High School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
3.25.09	10:25 am	12:11 pm	July, 2009	TBD	George Montenegro
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Rick Baker, Liaison to the Board of Directors Mr. Gary Feil, Chairman Ms. Debra Koebel, Automotive Financial Advisor Mr. Dan O'Malley, Director Mr. Ed Quinton, Counsel Mr. Jay Rivchin, Director	Ms. Clarissa Wright, Executive Director/Principal Mr. Anthony Harris, Student Dean Absent: Mr. Chris Berian, Director Mr. Gary Feil, Chairman Ms. Ruth Pratt, Parent Representative Ms. Kathleen Schoenberg, Counsel
Highlights:	

CALL TO ORDER

The meeting commenced at 10:25 a.m. with an asking of a Call to Order by Mr. Baker.

I. APPROVAL OF MINUTES

Minutes from the January 14th, 2009 meeting we read and approved by the Board Members.

II. STATE CHAMPIONS/ATHLETICS

Dr. Wright notified the board members that The Parkway Lady Panthers Basketball Team had won their second straight Division 3A State Championship Title. She also informed them that the basketball and football teams would each drop in divisions due to state restructuring.

III. PRINCIPAL'S REPORT

Dr. Wright notified the board of her desire to raise enrollment up from 447 to 525 students. Mr. O'Malley asked what was the percentage of students who graduated from Parkway Academy and Dr. Wright answered that Parkway has an 80% to 85% graduation rate.

IV. DONATIONS

Coach Harris expressed his concern over the vehicles that Parkway uses to transport its athletic teams and Mr. Rivchin offered to donate a Dodge van that was in very good working condition.

Mr. O'Malley then offered to send out a notice to all of the dealers to solicit donations of any cars, vans, parts etc. which could be used as transportation and/or repair/educational vehicles.

The board also debated on whether to allow a local "gentlemen's club" to donate funds/supplies to Parkway. It was discussed that only if a pending law was passed which "taxed" the services offered at the club, that receiving donations from such an establishment would be appropriate. However, board members agreed that if the donation was substantial (\$15,000 or more) that they would consider the offer.

V. SCHOOL UPDATE

Dr. Wright notified the board that although there were substantial budget cuts throughout the year, that Parkway would end with a \$78,000 surplus in its budget. She also informed the board that she expected the school grade to be no less than a "C" and that she was considering determining staff raises upon their students' test performances.

Dr. Wright expressed her desire to raise the amount of vocational (business, marketing) students in order to receive more FTE funding.

Dr. Wright notified the board that Parkway was able to secure the Miramar Cultural Arts Center free of charge to have our graduation ceremony and that Broward Circuit Judge Ilona M. Holmes would be the guest speaker.

Motion made by Mr. Baker with a second by Mr. Feil to adjourn the March 25, 2009 Automotive Technical Charter High School of South Florida, Inc. Board of Director's meeting. The motion was approved unanimously.

Mr. Gary Feil, Chairman or other Board Representative

Print Name

Date: _____

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.
Board Meeting: March 25 2009

School: Parkway Academy Charter High School

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Meeting Location:					
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Attended by:					
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Highlights:					

CALL TO ORDER

The meeting commenced at 10:25 a.m. with an asking of a Call to Order by Mr. Baker.

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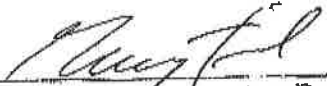
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Dr. Wright notified the board that Parkway was able to secure the Micanar Cultural Arts Center free of charge to have our graduation ceremony and that Broward Circuit Judge Hona M. Holmes would be the guest speaker.

Motion made by Mr. Baker with a second by Mr. Feil to adjourn the March 25, 2009 Automotive Technical Charter High School of South Florida, Inc. Board of Director's meeting. The motion was approved unanimously.


Mr. Gary Feil, Chairman or other Board Representative

GARY FEIL
Print Name

Date: 6-1-09

**AUTOMOTIVE TECHNICAL CHARTER HIGH SCHOOL
7451 RIVIERA BOULEVARD
MIRAMAR, FL 33023**

January 7, 2009

To Officers and Directors:

Chris Berian
Dan O'Malley
Ruth Pratt

Jay Rivchin
Gary Feil

A meeting of the Board of Directors has been scheduled for:

Wednesday, January 14, 2009

10:00 a.m.

Parkway Academy

Please call the Association office to confirm your attendance at (305) 947-5950.

Sincerely,



Richard A. Baker
President

Cc Ed Quinton
Kathleen Schoenberg

**PARKWAY ACADEMY
AUTEC BOARD OF DIRECTORS
MEETING SCHEDULED FOR JANUARY 14, 2009
10:00 A.M. AT PARKWAY ACADEMY**

AGENDA

1. Public Notice
2. Principal's Report
3. Treasurer's Report
 - A. Amortization Schedules
 - B. Audit
4. Action Items
 - A. Board Training Required
5. Old Business
6. Public Forum
7. Adjourn – Next Meeting



PARKWAY ACADEMY CHARTER HIGH SCHOOL

Clarissa Wright, Executive Director/Principal

Charles Box, Assistant Principal

Board of Directors Meeting

January 14, 2009

<i>Attendees</i>	<i>Position</i>	<i>Signature</i>
Richard Baker	Liaison to the Board of Directors	<i>RB</i>
Chris Berian	Director (Coral Cadillac)	<i>Chris Berian</i>
Gary Feil	President (Ocean Cadillac)	
Dan O' Malley	Director (Deel Volvo)	<i>Dan O' Malley</i>
Ruth Pratt	Parent Representative	
Jay Rivchin	Director (DADELAND DODGE South Dade Dodge)	<i>CHRISTOPHER FEE</i>
Clarissa Wright	Executive Director/Principal	<i>Clarissa Wright</i>

Kathleen Schoenberg
Debra Koebel
Ed Quinton

Counsel
Comptroller STADA
Counsel

Kathleen
Noted
Er 25

[illegible]

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.

Board Meeting: January 14, 2009

School: Parkway Academy Charter High School

The minutes of Sunshine Law meetings need not be verbatim transcripts of the meeting. These minutes are a brief summary of the events of the meeting.

Date:	Start	End	Next Meeting:	Next Time:	Prepared by:
1.14.09	10:00 am	11:39 am	TBD	TBD	George Montenegro
Meeting Location:					
Parkway Academy Charter High School, 7451 Riviera Blvd. Miramar, FL 33023					

Attended by:	
Mr. Rick Baker, Liaison to the Board of Directors Mr. Chris Berian, Director Mr. Jay Rivchin, Director Ms. Debra Koebel, Automotive Financial Advisor Mr. Dan O'Malley, Director Ms. Kathleen Schoenberg, Counsel Mr. Ed Quinton, Counsel	Ms. Clarissa Wright, Executive Director/Principal Mr. Anthony Harris, Student Dean Mr. John Ahrens, Automotive Instructor Absent: Mr. Gary Feil, Chairman Ms. Ruth Pratt, Parent Representative
Highlights:	

CALL TO ORDER

The meeting commenced at 10:20 a.m. with an asking of a Call to Order by Mr. Baker.

I. APPROVAL OF MINUTES

Minutes from the October 9th, 2008 meeting we read and approved by the Board Members.

II. RENT REDUCTION

There was a discussion about BC promising a 4% reduction in rent the previous year. Dr. Wright has tried to contact BC, but they are going through a transition and an agreement has not been reached. One of the Board Members suggested sending over a proposal for a renegotiation of the lease.

III. ACHIEVEMENT LEVEL PAY

Dr. Wright notified the board of a plan devised by the Parkway administrative team to award students cash prizes for high achievement levels in FCAT. Students will not be eligible for cash prizes unless they are enrolled in Parkway the following November 1st. This guarantees that the school will receive FTE funding for those students and the likelihood that the students will return the following year.

IV. LAWSUIT

Mr. Quinton notified the board that the lawsuit pertaining to the "documents" was filed vs. CSUSA at Parkway Academy and CSUSA. Papers were served in December and CSUSA asked for more time. A response was expected by January 23rd.

Motion made by Mr. Baker with a second by Mr. Berian to adjourn the January 14, 2009 the Automotive Technical Charter High School of South Florida, Inc. Board of Director's meeting. The motion was approved unanimously.

Mr. Gary Feil, Chairman or other Board Representative

Print Name

Date: _____

MEETING MINUTES

Name of Foundation: Automotive Technical Charter High School of South Florida, Inc.
Board Meeting: January 14, 2009

School: Parkway Academy Charter High School

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Motion made by Mr. Baker with a second by Mr. Berian to adjourn the January 14, 2009 the Automotive Technical Charter High School of South Florida, Inc. Board of Directors meeting. The motion was approved unanimously.



Mr. Gary Feil, Chairman or other Board Representative

GARY FEIL

Print Name

Date: 6-1-09

C I T Y O F M I R A M A R
6901 Miramar Parkway
Miramar, Florida 33023
Community Development Department

This is a Final Certificate of Occupancy

Certificate of Occupancy No. 21063345-001 Building Permit No. 21063345
Total Amount Paid \$1,998.07

Owner: AUTONATION USA CORPORATION, AUTO NATION FAIRWAY BUSINESS CENTER
2100 PONCE DE LEON BLVD 12
CORAL GABLES FL 33134

Building Address: 7451 RIVIERA BLVD A BLDG

Legal Description:
MIRAMAR PARK ADD 5 92-50 B TRACT L

Lot: L TRACT Block: A BLDG Parcel Number: 51-41-27-14-0200
Subdivision: BLD07 : MIRAMAR PARK ADD

Occupancy: G2 : OFFICE / BANK / MUSEUM ETC
C.O. Description: INTERIOR RENOVATION FOR (PARKWAY ACAMEDY)

Date of Final Inspection: 09/05/01

Permit Job Description:


INTERIOR RENOVATION FOR (PARKWAY ACADEMY)

Buildings 1 Units 1 Floors 1 Bdrms Baths

Contractor/DBA:

REX, ROGER EUGENE
PASS INTERNATIONAL, INC.
500 FAIRWAY DRIVE SO. 109
DEERFIELD BEACH, FL 33441

This Certificate issued pursuant to the requirements of the South Florida Building Code certifying that at the time of issuance this structure was in compliance with the various ordinances of the City regulating building construction or use.

Building Official 

Date 9/6/01

NOTE: This Certificate is issued to the above named, for the building at the above named location ONLY upon the express provision that the applicant will abide by and comply with all of the conditions of the Zoning Ordinances and all Ordinances or Building Codes of the City of Miramar pertaining to the erection, construction or remodeling of buildings or structures. This also certifies that the electrical wiring and or equipment, and the plumbing work have been inspected and approved. The issuance of this Certificate grants permission to occupy and use the property described herein only for the use indicated. Any change in use will require a new Certificate.

POST IN A CONSPICUOUS PLACE

Building Code Administration
Form 100 C.O. C.O.C.

Broward Community College

Opening doors to a brighter future

SEP 6 - 2005

CERTIFICATE OF OCCUPANCY

CERTIFICATE OF COMPLETION

FOR OFFICE USE ONLY

File No.: 600.79

INSTRUCTIONS: This form to be used for projects with a total construction cost less than or equal to \$200,000.00. If cost exceeds \$200,000.00 use OEF form 209. POST IN A CONSPICUOUS PUBLIC AREA

CERTIFICATE OF OCCUPANCY

☐ PERMANENT

☐ TEMPORARY, Date of Expiration: _____

Campus: Miramar

Building No./ Location: Parkway Academy

Occupancy: Business

Project Description: 8' high green 9-gauge chain link fencing

Permit Numbers:

Building: BP04-1309-PF

Electrical: _____

Mechanical: _____

Plumbing: _____

Other: _____

Special Conditions: _____

CERTIFICATION

I attest, to the best of my knowledge and ability, that "all required building, electrical, gas, mechanical, plumbing and fire protection systems have been installed in compliance with the technical codes and other applicable laws and ordinances", for the subject project under the permits indicated above.

In accordance with the Florida Building Code and Sections 235.26(5)(c), Florida Statutes, the construction or modifications for the subject project, as described for each permit indicated herein, are approved.

Date: 10-8-04

Otto J. Letzelter, P.E., CBO

Certified Building Code Administrator License No.: BU1294

Safety systems include, but are not limited to: Exiting, safety, rescue, fire rating, fire protection, means of egress, master valves, eye wash and dousing shower in science labs; emergency disconnects in shops; fume and dust collection systems; heat and smoke detectors, working stage protection, including curtain operation, smoke vent, sprinklers, etc.; kitchen hood; fire sprinklers; smoke venting; illumination of means of egress; emergency lighting; emergency power; exit lights; fire alarm systems with required incidental functions; fire extinguishers; fuel fired heaters; electrical illumination; electrical system required ventilation; toilet facilities; kitchen hot water supply; water supply; and sewage disposal as they apply to this project.

STATE of FLORIDA, COUNTY of BROWARD

Sworn to and subscribed before me this 8 day of October, 2004, by Otto J. Letzelter, P.E., CBO.

(SEAL)



B. Camp Notary Signature

Personally known to me or produced identification ☐ Type of identification produced _____

MEP STRUCTURAL

INSPECTION REPORT

Structural-Building-Mechanical-Electrical-Plumbing-Fire Protection

DATE 10-8-04
PROJECT BCC Miramar Fence
LOCATION BCC Miramar
OWNER BCC Parkway Academy
CONTRACTOR Carlson Fence

REPORT No. 02
PROJECT No. 600.79
PERMIT No. BP04-1309-PF
INSPECTOR O.Letzelter, P.E.

INSPECTION TYPE: ☐ STRUCTURAL ☒ BUILDING ☐ MECHANICAL ☐ ELECTRICAL ☐ PLUMBING ☐ FIRE
☐ UNDERGROUND ☐ ROUGH ☐ PARTIAL ☐ IN-PROGRESS ☐ RE-INSPECTION ☒ FINAL

MEMBER / AREA(s) INSPECTED:

1.) (192) Fence installation Building Final.

COMMENTS:

Building Final approved. Permit Closed.

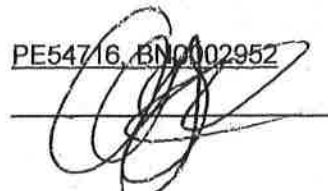
Note: During the inspection today, there was evidence of damage to the fence from negligent abuse by occupants. The fence was installed as per approved permit and final inspection is approved.

ITEMS OF NON-COMPLIANCE REQUIRING RESOLUTION:

DISPOSITION OF INSPECTION: ☒ APPROVED ☐ APPROVED AS NOTED ☐ PENDING ☐ REJECTED

DISTRIBUTION:

☒ OWNER ☐ BUILDING DEPT.
☒ CONTRACTOR ☐ ARCHITECT
☐ ENGINEER ☒ FILE
☐ OTHER A. Lothar, F. Hoyos

LICENSE No.PE54716, BN0002952**SIGNATURE****MEP STRUCTURAL Engineering & Inspections, Inc.**

3730 Coconut Creek Pkwy • Suite 100 • Coconut Creek, FL 33066 • Phone: (954) 979-8637 • Fax: (954) 979-0879 • EB0009224

MEP STRUCTURAL**INSPECTION REPORT****Structural-Building-Mechanical-Electrical-Plumbing-Fire Protection****DATE** 8-16-04**REPORT No.** 01**PROJECT** BCC Miramar Parkway Academy**PROJECT No.** 600.79**LOCATION** BCC Miramar**PERMIT No.** RF04-1323-PA**OWNER** BCC Parkway Academy**CONTRACTOR** Advanced Roofing**INSPECTOR** O.Letzelter, P.E.

INSPECTION TYPE: ☐ STRUCTURAL ☒ BUILDING ☐ MECHANICAL ☐ ELECTRICAL ☐ PLUMBING ☐ FIRE
☐ UNDERGROUND ☐ ROUGH ☐ PARTIAL ☐ IN-PROGRESS ☐ RE-INSPECTION ☒ FINAL

MEMBER / AREA(s) INSPECTED:

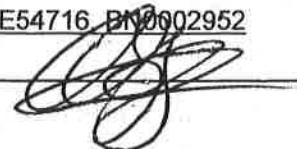
1.) (160) Roof Flashing, (162) Roofing System Final

COMMENTS:

1.) Roof flashing, roofing system final inspection installation approved.

ITEMS OF NON-COMPLIANCE REQUIRING RESOLUTION:**DISPOSITION OF INSPECTION:** ☒ APPROVED ☐ APPROVED AS NOTED ☐ PENDING ☐ REJECTED**DISTRIBUTION:**

☒ OWNER ☐ BUILDING DEPT.
☒ CONTRACTOR ☐ ARCHITECT
☐ ENGINEER ☒ FILE
☐ OTHER A. Lothar, F. Hoyos

LICENSE No.PE54716 BN0002952**SIGNATURE****MEP STRUCTURAL Engineering & Inspections, Inc.**

3730 Coconut Creek Pkwy • Suite 100 • Coconut Creek, FL 33066 • Phone: (954) 979-8637 • Fax: (954) 979-0879 • EB0009224



PARKWAY ACADEMY @ BC
EMPLOYEE HANDBOOK

PARKWAY ACADEMY EMPLOYEE ACKNOWLEDGEMENT

The employee handbook describes important information about Parkway Academy, and I understand that I should consult with the Administrative staff regarding any questions not answered in the handbook. I have entered into my employment relationship with Parkway Academy voluntarily and acknowledge there is no specified length of employment. Accordingly, either I or Parkway Academy can terminate the relationship at will, with or without cause, at any time so long as there is no violation of applicable Federal or State law.

Since the information, policies, and benefits described here are necessarily subject to change, I acknowledge that revisions to the handbook may occur, except to Parkway Academy's policy of employment-at-will. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only the President of the Board of Directors, Board Members or Executive Director of Parkway Academy can do any revisions to the policies set forth this handbook.

Furthermore, I acknowledge that this handbook is neither a contract of employment nor a legal document. I have received the handbook and understand it is my responsibility to read and comply with the policies contained herein and any revisions that may follow. I understand that this employee handbook, all requested Parkway Academy materials and supplies to complete the final checklist to the Principal or Executive Director for final checks/compensation.

Employee Name (printed): _____

Employee Signature: _____

Date: _____

Witness Name (printed): _____

Witness Signature: _____ Date _____

Executive Director's Signature _____ Date _____



**PARKWAY ACADEMY @ BC
EMPLOYEE HANDBOOK**

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Administrative Pay Corrections 12
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PARKWAY ACADEMY @ BC
EMPLOYEE HANDBOOK

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Parkway Academy

Enrollment Application

7451 Riviera Blvd. Miramar, Florida 33023

Phone: 954.961.2911 Fax: 954.961.2451

Corporate Sponsor



To submit an application for the 2011 - 2012 school year:

1. Complete all information, sign, and date in the spaces provided at the bottom of each section.
2. Place in a self-addressed envelope the most recent report card, FCAT and/or standardized scores.
3. An interview and placement test will be scheduled upon the student's acceptance in Parkway Academy.

STUDENT INFORMATION

Student Name (First Middle Last): _____

Nickname: _____

Date of Birth: _____ Gender: _____

Primary Language: ☐ English ☐ Spanish ☐ Other: _____

Ethnicity (not required): ☐ Amer. Indian ☐ Asian ☐ Black ☐ Hispanic ☐ White ☐ Other _____

For which grade level are you applying? ☐ Ninth ☐ Tenth ☐ Eleventh ☐ Twelfth GPA: _____

Please check any of the following that apply:

☐ Student is receiving special instructions/services resulting from an IEP ☐ ESOL (ie ESL)

☐ Current education plan is modified as a result of Section 504 recognition ☐ ESE/Special Education

☐ Student is enrolled in honors or gifted class(es)

PREVIOUS SCHOOL INFORMATION

Name of school previously or currently attending: _____

Address of school (Street, City, State & Zip): _____

PRIMARY CONTACT INFORMATION

Contact Name: _____ Relationship: _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address: _____

Home Address (Street, City, State, & Zip)*: _____

*This is where all school correspondence, including report card, will be mailed.

In a paragraph, describe the steps you will take to have a successful high school experience.

Parkway Academy has a strict dress code policy. Will you uphold this policy by wearing a Parkway Uniform appropriately while enrolled at Parkway Academy? This means all shirts tucked inside pants at all times; pants worn at waist with a plain solid black/dark brown belt worn on pants.

☐ Yes ☐ No

Parkway Academy has implemented a proactive discipline plan (available in main office). This plan compliments the Broward County School Code of Student Conduct. Will you abide by this plan in its entirety while enrolled at Parkway Academy?

☐ Yes ☐ No

Failure to meet the program requirements of your academy program will result in involuntary dismissal. Do you understand that you must meet these requirements (Minimum of 2.0 GPA in core subject area) while enrolled at Parkway Academy?

☐ Yes ☐ No

Parkway Academy requires a \$75.00 per year activity fee to cover activities. This payment is due on or before September 2011. Failure to pay the activity fee will result in withdrawal from Parkway Academy. Do you agree to pay the activity fee by the designed date for the 2011 - 2012 school year?

☐ Yes ☐ No

For Automotive Students Only

Students withdrawing from the Automotive Academy will be withdrawn from Parkway Academy. Do you understand that the Automotive Academy at Parkway is a four year commitment?

☐ Yes ☐ No

Signature of Applicant* _____

Date: _____

Signature of Parent/Legal Guardian* _____

Date: _____



Parkway Academy

Enrollment Application

7451 Riviera Blvd. Miramar, Florida 33023

Phone: 954.961.2911 Fax: 954.961.245

Para enviar una solicitud de el año escolar 2011-2012:

1. Complete todo la información, en el signo, y en la fecha en los espacios proporcionados en el fondo de cada sección.
2. Coloque en un sobre con los datos del remitente la cartilla de notas más reciente, FCAT y/o las cuentas estandarizadas.
3. Una entrevista y el examen de diagnóstico serán planificados sobre la aceptación del estudiante en la academia de avenida

Información de estudiante

El Nombre del estudiante (Primero Mediano Dura) : _____

El Apodo : _____ : la Fecha del Nacimiento: _____

El Género _____

El Idioma Primario: ___Ingles ___Español _____ Otro:

Ethnicity (no necesario):

___Amer.Indian ___Asian ___Black ___Hispanic ___White ___Other ___

Para que gradúa el nivel es applying? ___novenos ___décimo ___undécimo ___duodécimo

GPA: _____

Verifique por favor cualquiera del siguiente que aplica:

___ Student recibe los instrucciones/servicios de speical que resultan de un plan de la educación de IEP

___ Current son modificados a consecuencia de la Sección 504 reconocimiento

___ Student es matriculado en honores o clase talentosa (E)

___ ESOL (oe ESL) la Educación ___ ESE/Special

Información anterior de Escuela

El nombre de la escuela asistiendo actualmente o anteriormente: _____

La dirección de la Calle de la escuela, la Ciudad, el Estado Y Código postal: _____

Información primaria de Contacto

Contacte el Nombre: _____ Relación: _____

Número de casa: _____ Número de trabajo: _____ Número de célula: _____

la Dirección de correo electrónico: _____

Domicilio particular (la calle, la ciudad, el estado, el código postal): _____

*Esto es donde toda correspondencia de escuela, inclusive cartilla de notas, será enviada.

Información de hermano/hermana

¿Asiste actualmente el hermano del solicitante esta escuela? ☐ Si ☐ No

* Si usted contestó sí encima de entra por favor el nombre del hermano abajo. si hay más de un hermano que asiste esta escuela, lista por favor sólo uno.

El Nombre de hermano: _____ Gradúe el nivel: _____

¿Estará aplicando un hermano del solicitante a esta escuela para el 2011-2012 año escolar?
☐ Si ☐ No

* Si usted contestó sí arriba, entra por favor el nombre de hermano abajo. Sométase por favor a un solicitante para cada solicitante de hermano.

El Nombre de hermano: _____ Gradúe el nivel: _____

Según mi leal saber y entender, el encima de información es correcto y completo. En caso de un cambio de domicilio, el teléfono, el nombre, etc. Contactaré la escuela.

La firma de Guardián Legal/Padre* _____ Fecha: _____

* Mecanografía de mi nombre encima de constituirá como mi firma en esta forma de telaraña.

Selección de academia

¿En cuál academia de avenida quiere usted matricularse?

_____ automotor _____ negocio _____ marketing/finanzas _____ tecnología

En caso de que su primera elección no esté disponible, selecciona por favor una segunda elección

___ automotor ___ negocio ___ marketing/finanzas ___ tecnología ___ educación/atletismo físico

El alumnos del noveno grado solo:

El siguiente mayor es ofrecido en academia de avenida. Seleccione por favor uno:

___tecnología automotora ___tecnologia de negocio e informática ___habilidades de utilidad
___realizando y las artes visuales ___ educación/atletismo físico ___ESE

Sección de respuesta de estudiante

En un párrafo, articule sus objetivos de instituto de poste.

En un párrafo, describa los pasos que usted tomará para tener una experiencia exitosa de instituto.

La academia de la avenida tiene la política de código de vestir estricto. ¿Apoyará usted esta política por llevar un uniforme de avenida apropiadamente? Esto significa todas camisas pantalones interiores metidos siempre, los pantalones llevados en cintura con un cinturón marrón negro/oscuro, sólido y simple llevaron tiempo pantalones.

_____Si _____No

La academia de la avenida ha aplicado un plan proactivo de la disciplina (disponible en la oficina principal). Este plan cumplimenta el código de la escuela de condado de broward de conducto de estudiante. ¿Respetará usted este plan en su enteramente?

_____Si _____No

Fracaso para encontrar los requisitos del programa de su programa de academia tendrán como resultado el despido involuntario. ¿Comprende que usted debe encontrar estos requisitos (el mínimo de 2,0 gpa en el área de asignatura común)?

_____Si _____No

La academia de Parkway requiere una cuota \$ 75.00 por año para cubrir las actividades. Este pago se vence en o antes de septiembre 2011. La falta de pago de la cuota de la actividad puede causar que su hijo o hija no podrá continuar en la academia. ¿Está de acuerdo con pagar la cuota en la fecha asignada para el 2011 - 2012 año escolar?

_____Si _____No

Para el estudiante automotor solo:

Los estudiantes que retiran de la academia automotora serán retirados de la academia de avenida. ¿Comprende usted que la academia automotora en avenida es un cuatro compromiso de año?

_____Si _____No

la firma de solicitante * _____ Fecha: _____

* Mecanografía de mi nombre encima de constituirá como mi firma en esta forma de telaraña.



Parkway Academy

Aplikasyon pou enregistre

7451 Riviera Blvd. Miramar, Florida 33023

Phone: 954.961.2911 Fax: 954.961.245

Sa pou fe le w'ap rempli aplikasyon pou ane skole 2011-2012:

1. Rempli tout infomasyon, siyen e date sou line ki anba chak seksyon yo.
2. Mete cane ki pi ressan avek tout resulta FCAT yo nan yon envelope ki adresse a prop tet pa-w.
3. Apre lekòl finn aksepte eleve la, yo va rele-l pou yon interview e pou yon ekzamen de placeman.

Infomasyon sou Elev la

Non Eleve La: (Prenom, Nom Milieu, Nom de Fami): _____

Ti non gate: _____

Date naissance: _____ Sex: _____

Lang manmam: _____ Kreyol _____ Espanyol _____ Angle

Etnicite: (optionel) _____ Amer. Indian _____ Asyatik _____ Nwa _____ Blan _____

Pou ki klas w'ap aplike: ____ neuviem ____ diziem ____ onziem ____ Douziem ____ G.P.A ____

____ Eleve la ap recevwa instruksyon ou sevice special de IEP

____ Plan edukasyon couran modifie a koz Seksyon 504

____ Eleve la enregistre kom yon eleve d'one ou ekceptionel

____ ESOL (ESL)

____ ESE/Edukasyon special

Information sou denie lekòl eleve la

Nom denie lekòl eleve la: _____

Adresse lekòl (Rue, Ville, Eta, e Zip) _____

Infomasyon sou premie kontak eleve la

Nom kontak la: _____ Relation _____
 Telephone kay: _____ Telfone travay: _____ Telephone mobile _____
 Adresse email: _____

Adress kay: (Rue, Ville, Etat, et Zip): _____

Infomasyon sou se ak fre

Eske yon fre ou byen se'w se yon lev lekòl la: ____ Yes ____ No

Nom fre ou se ya: _____

Eske you fre ou se applikan pra'l aplike pou ane skole 2011-2012 la. ____ Yes ____ No

Onetman tout inofamasyon ki nou mete nan aplikasyon bon e komple. Si o ka nou tat change adresse nou va relle lekòl la:

Sinyati paran: _____ Date: _____

Seleksyon Ademik

- ____ Automotive
- ____ Business
- ____ Markting/Finance
- ____ Teknologi

Si o ka s ou chazi ya pa disponib chazi yon lot:

- ____ Technologie automotiv
- ____ Business
- ____ Marketing/Finance
- ____ Teknologi
- ____ Gymnatics

Pou neuviem grade Selman

- ____ Technologie automotiv
- ____ Business e infomazyon teknologik
- ____ Marketing/Finance
- ____ Employabilite
- ____ Art pefomans e visual
- ____ ESE
- ____ Gymnatics

Seksyon pou repons eleve la

Nan yon paragraph ekri de ki sa ou pral fe lo fin gradue lekòl seconde:

Nan yon paragaf, ekri etap sa ou pral fe pou genyen yon sukse eksperyans nan lekòl segondè.

Parkway Academy gen yon rad politik trè strik postal. Èske w ap defann règleman sa a pa mete yon inifòm Parkway ki apwopriye pandan y ap anwole nan Parkway Academy? Sa vle di tout chemiz rantre andedan pantalon a tout tan, pantalon chire nan senti ak yon plenn senti solid nwa / nwa mawon chire sou pantalon.

_____ Wi _____ Non

Parkway Academy te aplike, yon plan disiplin aktif (ki disponib nan biwo prensipal). Plan sa a konpliman Broward Postal nan Konte kote lekòl Konduit Elèv la. Èske w ap respekte plan sa a nan li yo pandan y ap antyèman anwole nan Parkway Academy?

_____ Wi _____ Non

Si w satisfè egzijans yo pou pwogram nan pwogram akademi ou, sa pral lakòz nan lekòl lage pi envolontè. Èske ou konprann ke ou dwe ranpli kondisyon sa yo (Minimòm nan 2.0 nan zòn nwayo pm) pandan y ap anwole nan Parkway Academy?

_____ Wi _____ Non

Parkway Academy egzije yon frè \$ 75.00 pou chak ane aktivite yo kouvri aktivite. Sa a se akòz peman sou oswa anvan mwa septanm 2011. Si w peye frè ki aktivite, sa pral lakòz nan retrè soti nan Parkway Academy. Èske ou dakò ka peye frè a aktivite yo anvan dat ki fèt pou 2011 la - 2012 ane lekòl la?

_____ Wi _____ Non

Pou Elèv otomobil sèlman

Elèv yo soti nan Akademi an otomobil yo pral retire nan Parkway Academy. Èske w konprann ke Akademi an otomobil nan Parkway se yon angajman ane kat?

_____ Wi _____ Non

Siyati Aplikan an: _____ Dat li te: _____

Siyati Paran / gadyen legal: _____ Dat li te: _____



Broward County
Public Schools

ACKNOWLEDGEMENT

This booklet lists the District's rules in Policy 5.8 for students in Broward County Public Schools on pages 13-51. The rules apply to all activities occurring on school grounds, on other sites being used for school activities, and on any vehicles authorized to transport students. Your signature below does not indicate that you agree or disagree with the rules, but rather that you have received a hard copy or electronic copy of these rules. Return this form to school within 3 days of receipt of the Code booklet.

Parents need to be involved in the education of their children and have the responsibility to:

- Know that for school safety, schools are not required to provide supervision more than 30 minutes prior to the official starting time, nor are they required to provide supervision for more than 30 minutes after the official closing time (F.S. 1003.31 (2)).
- Know that for school safety, for students who ride a school bus, drivers are NOT permitted to let students off the bus except at the designated stop.
- Provide the school with the names of current emergency contact person(s) and/or telephone numbers on an annual basis and when there are changes.
- Notify the school of anything that may affect their child's ability to learn, to attend school regularly, or to take part in school activities.
- Be aware that medicine must be administered in accordance with SB Policy 6305, as may be amended, and that consequences for transmittal and/or sale or attempted sale of over-the-counter medications and possession and/or use of unauthorized medications can be found in SB Policy 5006. SB Policy 6305 outlines the rules regarding over-the-counter and prescription drugs and SB Policy 5006 outlines the consequences for violating those rules. You may view the complete health and suspension and/or expulsion policies, as well as all School Board policies, on the Web at <http://www.broward.k12.fl.us/sbbcpolicies>.
- Be aware that parents have rights with regard to the privacy and confidentiality of student records that are maintained by schools as defined in Section VIII of this booklet.
- Neither the School Board of Broward County nor its employees will be held liable for items that are prohibited and are lost, stolen, or confiscated; or for wireless communication devices (e.g., cellular telephones, ipods, and pagers) or other personal technology that is lost, stolen, or confiscated.
- Be aware that confiscated items not claimed by the end of the school year will be donated to local charities.
- Recognize that they are responsible for their student's behavior on the way to and from school and at the bus stop. A safe and respectful learning environment is key to academic achievement; therefore any student's off campus actions that seriously affect a student's ability to learn or a staff member's ability to teach may be handled as a disciplinary infraction. For serious incidents that occur at bus stops and/or that are not on School Board property, parents should contact law enforcement directly. For bullying incidents (see bullying definition, pp. 21-22), school officials should be notified and will investigate and/or provide assistance and intervention, as the principal/designee deems appropriate, which may include the use of the School Resource Officer.
- Ensure their child demonstrates legal, ethical and responsible use of technology including networks, digital tools, the Internet, and software, as defined in Section IV of this booklet.
- Parents will continue to maintain responsibility for students who reach the age of majority, with exceptions as provided by statute.
- Continue to perform the role of parent when the child turns 18 years of age for all educational and discipline purposes.

Student Name (PRINT)

Student Signature

Parent Signature

Date

FERPA Opt Out Notification Form 2011/2012 School Year

Directory information is personally identifiable information that would not generally be considered harmful or an invasion of privacy if disclosed. The School Board of Broward County, Florida designates the following as "directory information": student's name, gender, residential address, telephone number, date and place of birth, major field of study, participation in school-sponsored activities and sports, height and weight of athletic team members, dates of school attendance, degrees received, awards received, and the name of the most recent previous school or program attended.

Pursuant to the Family Educational Rights and Privacy Act (FERPA), the School Board of Broward County, Florida may disclose in its discretion **directory information** of a student in any grade level, without prior consent to (a) colleges, universities or other educational institutions in which the student is enrolled, may seek enrollment or may be recruited, or (b) for school publications and other school communication tools (including, but not limited to, yearbooks, athletic programs, graduation programs, and theatrical programs). Parents/guardians of students in any grade level, or eligible students (those over the age of 18 or attending a postsecondary institution), may opt out of having any or all of the following types of directory information disclosed by indicating, with a check mark (✓), those items **NOT TO BE DISCLOSED**:

<input type="checkbox"/> Student's Name	<input type="checkbox"/> Gender	<input type="checkbox"/> Residential Address
<input type="checkbox"/> Telephone Number	<input type="checkbox"/> Date Of Birth	<input type="checkbox"/> Place Of Birth
<input type="checkbox"/> Major Field Of Study	<input type="checkbox"/> School-Sponsored Activities And Sports *	<input type="checkbox"/> Height and Weight Of Athletic Team Members
<input type="checkbox"/> Dates Of School Attendance	<input type="checkbox"/> Degrees Received	<input type="checkbox"/> Awards Received
<input type="checkbox"/> Name Of The Most Recent School Or Program Attended		

* School-Sponsored Activities include the yearbook

NOTE: This form must be completed and submitted to the principal on an annual basis regardless of whether any of the above items were checked or not, **WITHIN 10 DAYS FROM THE FIRST DAY OF SCHOOL** or from the date of enrollment if a student enrolls after the start of each school year.

Student Name _____

School _____

Parent/Guardian/Eligible Student's Name (Print) _____

Parent/Guardian/Eligible Student's Signature _____

Date _____



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- Continue to perform the role of parent when the child turns 18 years of age for all educational and discipline purposes.

Student Name (PRINT)

Student Signature

Parent Signature

Date

FERPA Opt Out Notification Form 2011/2012 School Year

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<input type="checkbox"/> Student's Name	<input type="checkbox"/> Gender	<input type="checkbox"/> Residential Address
<input type="checkbox"/> Telephone Number	<input type="checkbox"/> Date Of Birth	<input type="checkbox"/> Place Of Birth
<input type="checkbox"/> Major Field Of Study	<input type="checkbox"/> School-Sponsored Activities And Sports *	<input type="checkbox"/> Height and Weight Of Athletic Team Members
<input type="checkbox"/> Dates Of School Attendance	<input type="checkbox"/> Degrees Received	<input type="checkbox"/> Awards Received
<input type="checkbox"/> Name Of The Most Recent School Or Program Attended		

* School-Sponsored Activities include the yearbook

NOTE: This form must be completed and submitted to the principal on an annual basis regardless of whether any of the above items were checked or not, WITHIN 10 DAYS FROM THE FIRST DAY OF SCHOOL or from the date of enrollment if a student enrolls after the start of each school year.

Student Name _____

School _____

Parent/Guardian/Eligible Student's Name (Print) _____

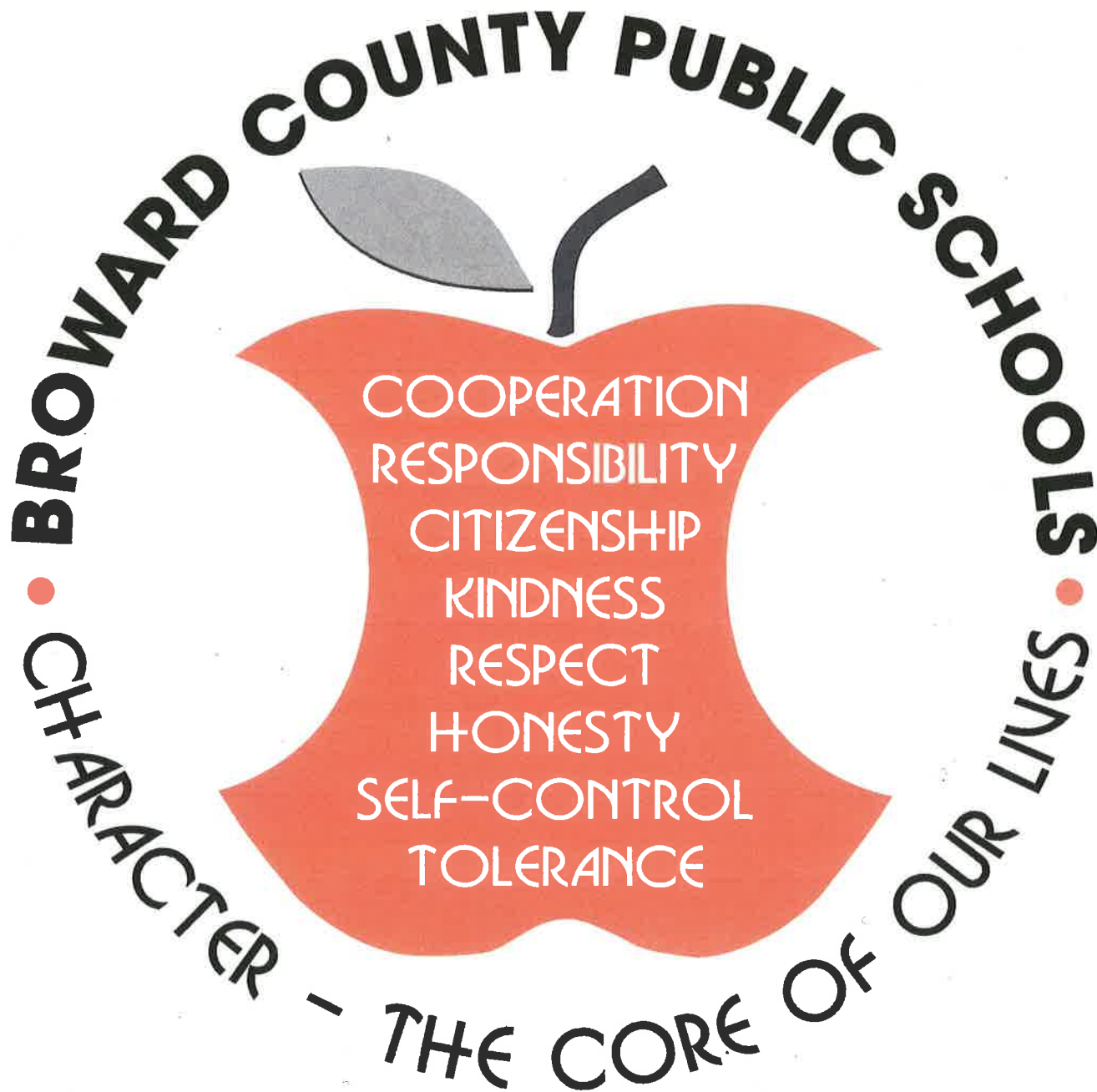
Parent/Guardian/Eligible Student's Signature _____

Date _____



Broward County
Public Schools

CODE OF STUDENT CONDUCT



2011

2012

FALSE ADDRESS CAN LEAD TO ARREST

IMPORTANT NOTICE TO PARENTS

SUBJECT: RESIDENCY

Your child has the right to attend school in the boundary in which you, the parent, reside. It is the responsibility of the parent to provide proper and accurate documentation to the school to prove residency. The school shall have the right to verify any information that is provided to them.

Submission of Fraudulent Documentation

In accordance with School Board Policy 5.1, any parent who submits fraudulent documentation to register a student gives cause for such student to be withdrawn immediately and referred for enrollment in the appropriate boundaried school.

False Information

Florida Statute 837.06 states: "whoever knowingly makes a false statement in writing with intent to mislead a public servant in the performance of his or her official duty shall be guilty of a misdemeanor of the second degree, punishable by law." Additionally, a person who knowingly makes a false declaration under penalties of perjury is guilty of the crime of perjury by false written declaration, a felony of the third degree under Florida Statute 92.525 and will be reported to the State's Attorney's office.

Renting Homestead Exemption Property

Florida Statute 196.061 prohibits the rental of an entire dwelling previously claimed to be a homestead for tax purposes. Such action shall constitute abandonment of said dwelling for homestead exemption purposes and will be reported to the Broward Property Appraiser. Homestead Exemption may be lost.



THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA
600 SOUTHEAST THIRD AVENUE • FORT LAUDERDALE, FLORIDA 33301-

Chair **SCHOOL BOARD**
Vice Chair BENJAMIN J. WILLIAMS
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JENNIFER LEONARD GOTTLIEB
LAURIE RICH LEVINSON
NORA RUPERT
DAVID THOMAS, NBCT

July 2011

Welcome to the New School Year!

Dear Students and Parents:

Broward County Public Schools is dedicated to meeting the educational needs of all students in a safe learning environment.


The *Code of Student Conduct*, Policy 5.8, provides specific information regarding the rules that all students are expected to adhere to, as well as consequences for violations of the policy set forth in this document. The *Code of Student Conduct* policy addresses expectations for all students in terms of consistent and timely attendance, respect for people and property, appropriate dress, technology usage, student publications, student activities, student records, and the right to appeal, including grievance procedures. Please review all information in the *Code of Student Conduct* policy carefully and together discuss the consequences of violating the rules.

Beginning this year, the *Code of Student Conduct*, Policy 5.8, will be distributed electronically through a variety of methods. Students and parents are required to sign a statement indicating they have received their *Code of Student Conduct* booklet, are aware of the explanation of rules it provides in policy, and have selected their options for media and directory information releases.

It is important for you to review the policy because it incorporates changes from previous versions, including the one issued last year. A list of substantive changes can be found on page six (6).

You may view the *Code of Student Conduct* under School Board Policies on the District website (www.browardschools.com). You may also view the *Code of Student Conduct* video on BECON television and on the District's website. Schools will provide parents and students with the program schedule.

Sincerely,



Benjamin J. Williams
School Board Chair



SUMMARY OF CHANGES

- Added language defining instructional time for both elementary and secondary students as it relates to use of personal technology.
- Added a statement clarifying appropriate footwear for elementary school students.
- Added language regarding exemption procedures to the uniform policy. Parents/ students are informed of the process for exemptions to the unified dress code per Policy 5309.
- Added language to clarify parent notification of student violations of the Code of Conduct.
- Added language to align with legislation on zero-tolerance, specifically when to refer to law enforcement, minimizing further victimization and consideration to individual situations.
- Change in definition of Class A and B weapons.
- Added language regarding Workback option for expelled students.
- Added Workback option for students (grades K-5) who bring projectile devices to school.
- Added language to clarify the process for expunging student expulsion records.
- Changes to interventions and consequences of misbehavior under Section IX.
- Added an option for parents of students of any age to opt out of providing directory information to specific entities.
- Added language clarifying the definition of a school day.
- Added language clarifying the appeals process.
- Added language aligning grievance procedures, Section 504 and appeals with Federal guidelines.

Media Release Form 2011/2012 School Year

As a parent of a student in Broward County Public Schools, I understand that my student may be photographed, videotaped or interviewed by the news media or by the School District to promote Broward County Public Schools. I understand that pictures and interviews may be used on the District's Web site, in School District publications, external publications and electronic media, as indicated below.

You Must Mark a Choice in Both Section A and Section B



Please Check Choice #1 or Choice #2
(If no choice is marked, then it will default to Choice #1.)

1. ____ I WILL permit my student to be photographed, filmed or interviewed by the news media or by the School District to promote Broward County Public Schools.
2. ____ I WILL NOT permit my student to be photographed, filmed or interviewed by the news media or by the School District to promote Broward County Public Schools.

Please Check Choice #1 or Choice #2
(If no choice is marked, then it will default to Choice #1.)

1. ____ I WILL permit my student to be photographed, videotaped or interviewed for school publications, such as school yearbooks, school newspapers, class pictures, or other school communications tools. I understand the District is required to release this information if requested by the media or other members of the public (i.e., public records requests).
2. ____ I WILL NOT permit my student to be photographed, videotaped or interviewed for school publications, such as school yearbooks, school newspapers, class pictures, or other school communications tools. I understand my student will not be included in school publications, such as school yearbooks, school newspapers, class pictures or other school communications tools.

Student Name (PRINT)

Student Signature

Date

Parent Name (PRINT)

Parent Signature

Date

NCLB Opt Out Form- 11th & 12th Grades- 2011/2012 School Year

Pursuant to the No Child Left Behind Act (NCLB), the School Board of Broward County, Florida may disclose student name, address, and telephone number without prior consent to armed services / military institutions for recruitment purposes and to postsecondary educational institutions (colleges, universities, and institutions of higher education), when requested.

However, parents/guardians and eligible students (those over the age of 18) may opt out of having this information disclosed by indicating their choice below.

Information disclosed to armed services / military recruiters:

1. _____ I WILL permit the limited directory information listed above to be disclosed to armed services / military recruiters.
2. _____ I WILL NOT permit the limited directory information listed above to be disclosed to armed services / military recruiters without my prior permission.

Information disclosed to postsecondary institutions:

1. _____ I WILL permit the limited directory information listed above to be disclosed to postsecondary institutions.
2. _____ I WILL NOT permit the limited directory information listed above to be disclosed to postsecondary institutions without my prior permission.

NOTE: This form must be completed and submitted to the principal on an annual basis, regardless of the chosen option, **WITHIN 10 DAYS FROM THE FIRST DAY OF SCHOOL** or from the date of enrollment if a student enrolls after the start of each school year.

In addition to this form, all 11th and 12th grade students must also complete the FERPA Opt Out Notification For /All Grades provided in the Code of Student Conduct.

Student Name _____

High School _____

Parent/Guardian Name/ Eligible student (Print) _____

Parent/Guardian/Eligible Student Signature _____

Date _____

2-1-1 Broward's Core Mission

*Homelessness in Broward is up 14%,
with the fastest growing population
being families with small children*

*Over 2000 homeless students in
Broward County Public Schools 2008-
2009*

*Calls to 2-1-1 from families in need of
food up 42%, and calls for shelter up
224%*

*Over 176,500 inquiries
were made to 2-1-1 in 2010*

*Over 50% calls made to 2-1-1 were
requests for assistance for food, rent/
mortgage, FPL, emergency shelter*

Over 5,000 calls were from teenagers

2-1-1 Broward provides a single, easy to remember number to call for anyone in Broward County who may be in need of help for a health or human service problem or may need crisis intervention. Trained counselors are available 24/7 to listen to any problem and have available information on over 3000 programs that may provide assistance. Today, more than 100,000 calls are received by the Helplines each year with each caller treated with respect and dignity. All calls are free, anonymous and confidential. 2-1-1 Broward Counselors are multi-lingual and have access to an interpreting service that permits callers to be helped in any one of more than 140 languages.

2-1-1 Broward is funded by The United Way of Broward County, The Children's Services Council of Broward, Broward County Human Services, The Florida Department of Children and Families, Broward municipalities, private and corporate foundations, and private donations.

Parents, Students, Teachers, Staff....



Get Connected. Get Answers.

For free, confidential access to health and human service
programs in Broward County
DIAL 2-1-1 or (954) 537-0211

Health Issues? Substance Abuse Problems? Mental Health
Concerns? Need Help Coping? Need Help with Rent or
Utilities? Short on Food? Depressed? Suicidal?

You don't have to handle it alone!

www.211-broward.org www.teenspace211.org

*To volunteer or to donate toward the support of 2-1-1, please visit us on the web at www.211-broward.org
or call us at (954) 390-0493.*

*Corporate and private donations play a vital role in maintaining the service 2-1-1 Broward provides to our
community.*

SECTION I - ATTENDANCE

The parent of a child of compulsory school age is responsible for the child's daily school attendance (F.S. 1003.24). School staff, parents, students, and appropriate state agencies are expected to work together to ensure that laws are obeyed including, but not limited to, referral to the state designated agency for possible court action for extended absence or truancy (F.S. 1003.27). SB Policy 5.5 outlines the rules that apply to attendance and attendance procedures. You may view this policy and all School Board policies on the Web at <http://www.broward.k12.fl.us/sbbcpolicies>. Florida law supports the active involvement of parents* until the student graduates from school (F.S. 743.07, 1003.26, 1003.21). This serves as notice to the parent, that when a student reaches the age of majority (18 years of age) the parent shall continue to perform the parental functions of a dependent student, including, but not limited to, provide reasons for absences and tardiness, permission slips for early release, field trips, other activities, as necessary, and to register or terminate (withdraw) school enrollment, until the student graduates.

A student's presence in class is required to maximize the attainment of instructional objectives. For students who demonstrate patterns of non-attendance, interventions may be recommended.

Rights

Students have a right to know how the District defines and handles excused absences, unexcused absences, and tardiness. The District's *Discipline Matrix* that assigns specific consequences for misbehavior is part of the school's discipline plan. The Discipline Matrix is located on the District's website, browardschools.com and in the Code of Student Conduct booklet.

Students have a right to make-up work they missed during an excused absence or suspension.

Students who are married, are parents, or are expectant mothers have a right to remain in the regular school program or to attend a special program designed to meet their needs.

Students have a right to be protected from exposure to communicable diseases and infestations when in school.

Rule

The School Board of Broward County, Florida stresses the importance that all students attend school regularly and remain in school until they graduate from high school. However, "a child who attains the age of 16 years [or age specified by state statute, whichever is older] during the school year is not subject to compulsory school attendance beyond the date upon which he or she attains that age if the child files a formal declaration of intent to terminate school enrollment with the District's School Board. The declaration must acknowledge that terminating school enrollment is likely to reduce earning potential and must be signed by the child and the child's parent. The school district must notify the child's parent of receipt of the child's declaration of intent to terminate school enrollment" (F.S. 1003.21). Declaration of Intent Forms are available at each school's administration office. Also be aware that students who drop out of school are not eligible to receive a driver's license or driver's permit or will have their license or permit revoked (p. 16).

Responsibilities

Students have a responsibility to attend all classes.

Students have a responsibility to be on time for school and all classes.

Students have a responsibility to ask their parents to notify the school when they are absent.

Students have a responsibility to ask teachers for, and to complete, make-up assignments.

Students have a responsibility to get medical advice and/or counseling about how to adjust their schooling for marriage, pregnancy, and parenthood.

Students having or suspected of having a communicable disease are not allowed to attend school. In order to return to school, parents must obtain a doctor's note stating that the student is no longer contagious. Chickenpox is the only infectious disease that does not require a doctor's note.

3. Death in the family.
4. Religious holidays of the student's specific faith.
5. Required court appearance or subpoena by a law enforcement agency.
6. Special event. Examples of special events include important public functions, conferences, state/national competitions, as well as exceptional cases of family need. Students must get permission from the principal/designee at least five (5) days in advance.
7. Scheduled doctor or dentist appointments.
8. Students having or suspected of having a communicable disease or infestation that can be transmitted are to be excluded from school and are not allowed to return to school until they no longer present a health hazard (F.S. 1003.22). Examples of communicable diseases and infestations include, but are not limited to, fleas, head lice, ringworm, impetigo, and scabies. Students are allowed a maximum of five (5) days excused absence for each infestation of head lice.

UNEXCUSED ABSENCES

It is the responsibility of the school principal to ensure that parents are contacted after each unexcused absence and to ensure that there are specific, appropriate consequences/interventions as a result of each unexcused absence. Parents may receive letters to inform them of their student's unexcused absences. These letters are generated from official attendance records.

1. Absences are excused only for the reasons previously listed. If absences are not excused, as defined in the previous section, the absences are considered unexcused. This does not apply to suspensions.
2. Students without a completed Certificate of Immunization indicating compliance with the current required schedule of immunizations will not be allowed to attend classes until the certificate is provided or a waiver is obtained. Students who receive the first shot in a series of immunizations but who are late obtaining subsequent shots will be given 3 days grace period after which they

will be excluded from school and the resulting absences will be considered unexcused.

3. **For Secondary Only**, students 14-18 years of age who drop out of school or who have 15 unexcused absences within 90 calendar days and have a driver's license or driver's permit will have their driving privileges suspended by the Division of Highway Safety and Motor Vehicles or will not be issued a license or permit if they apply for one. Additional information about procedures and waivers is available from school administration or guidance offices.

SUSPENSIONS

1. Students who have been assigned an out-of-school suspension and choose not to participate at the alternative-to-suspension site will be considered suspended.
2. Students who have been assigned an out-of-school suspension and do not attend all of the assigned days in the alternative-to-suspension site, those days that they do not attend will be considered suspended.

MAKE-UP WORK

1. Make-up work for credit and grade is allowed for all excused absences.
2. Students have two (2) class days to make-up the work for each class day of an excused absence, **not including the day of return**. However, previously assigned work is due the day of return. These deadlines may be extended by the principal for extenuating circumstances.
3. **Middle School Students:** Make-up work for credit and grade is allowed for all absences due to the statutory promotion requirements to high school and the impact on course recovery.
4. **For Secondary Only**, when class work is not completed for a marking period due to excused absences, a grade of "I" may be given. Students must complete the work prior to the end of the next marking period and may earn a grade to replace the "I." In extenuating circumstances, the principal has the authority to extend the deadline. But in most cases, when these deadlines are not met, the "I" changes to an "F" and may cause a semester course

SECTION II – RESPECT FOR PERSONS AND PROPERTY

Character education is woven into the policies and procedures of Broward County Public Schools. Responsibility, Citizenship, Kindness, Respect, Honesty, Self-Control, Tolerance, and Cooperation are the foundation of this Code of Student Conduct.

Rights

Students have the right to be treated with respect and honesty.

Students have the right to privacy.

Students have the right to a safe and orderly school.

Responsibilities

Students have the responsibility to demonstrate the character education traits.

Students have the responsibility to treat others with respect and honesty.

Students have the responsibility to respect the rights of others.

Students have the responsibility to treat school property and the property of others with respect and to act in a way that does not interfere with the rights of others and is not harmful to the health and safety of others.

Students have the responsibility to provide information on any potentially dangerous situations to a staff member or through one of the anonymous tip lines provided by the school system (see the browardschools.com website).

Rule

It is important for students to know their rights and responsibilities, which include obeying teachers and all other school employees, obeying each individual rule as defined by the school, and obeying bus drivers. Students are expected to honor their responsibilities and behave in ways that respect the rights of all. Consequences for unacceptable behaviors are found in the Discipline Matrix located at browardschools.com and at the end of the Code of Student Conduct booklet.

WE ALL DESERVE TO FEEL SAFE AND RESPECTED!

Did you know?

- Each year 1 in 4 adolescents reports verbal, physical, emotional or sexual abuse by their dating partner *
- Dating violence is when one person uses their power to control and/or abuse another person in a dating relationship
- Dating violence is unacceptable and against the law in:
 - ✓ School
 - ✓ Home
 - ✓ Community

EVERYWHERE!

Who can you talk to for help?

- SIU's Anonymous Tip Hotline 754-321-0911, your school administrators, or other trusted adults
- 211 First Call for Help 24-hour Info. & Referral, Dial 211 or 954-537-0211
- Women In Distress 24-hour Crisis Line 954-761-1133
- Florida Domestic Violence Hotline 1-800-500-1119

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CODE OF STUDENT CONDUCT 2011 2012

or during class time at the direction of a teacher will not be subject to discipline under this policy. Time before or after school, passing time between classes, or during lunch is not considered instructional time for secondary students. For elementary students, instructional time is defined as time from the beginning bell until the end of the school day bell: non-instructional time is time prior to the first bell or the bell at the end of the school day. When personal technology is used, headphones, ear buds or other accessories must be used so that it can not be heard by others. Violations of this policy will result in confiscation, and the device will only be released to the parent. Progressive discipline will apply for repeated violations.

- Using scooters and inline skates/rollerblades/heelies in the school building
- Behaving inappropriately on field trips
- Possessing pornographic/obscene material or drug paraphernalia at school
- Misrepresenting oneself by cheating, copying, plagiarizing, counterfeiting, using false identification, or making false reports by posing as a parent to excuse absences or tardiness, sign a report card, etc.
- Unauthorized possession or use of school/county documents or forms
- Abusing another student or staff member including, but not limited to, verbal abuse, actual or threatened physical harm, extortion, destruction of personal property, **intentionally** making a false accusation, or intentionally providing misinformation
- Conducting, recruiting, or participating in youth gang activities on campus
- Using gang-related or cult-related gestures, language, and/or signs
- Unauthorized presence on school property
- **For Secondary Students Only**, parking a motorized vehicle on school grounds without an official permit or in unauthorized areas
- Endangering the lives of students and staff by setting off unfounded fire alarms
- Gambling

SUBSTANCE ABUSE/DRUG INCIDENTS (INCLUDING, BUT NOT LIMITED TO)

- Possessing or using drugs, alcohol, and/or tobacco products, including unauthorized over-the-counter medications

- Sale or attempted sale and/or transmittal of drugs, alcohol, and/or tobacco products, including authorized or unauthorized over-the-counter medications
- Possessing drug paraphernalia

ACTS AGAINST PERSONS (INCLUDING, BUT NOT LIMITED TO)

- Bullying and/or harassment
- Cyber-bullying
- Taking part in physical acts of a sexual nature, engaging in sexual harassment, or offending others by indecent exposure
- Using insulting, abusive, profane, racially or sexually offensive written or oral language, or making obscene remarks or gestures
- Harassing others because of age, color, gender, national origin, marital status, race, religion, or sexual orientation
- Harassing others because of a disability
- Harassing others because of ethnicity, socio-economic background, or linguistic differences
- Harassing others because of physical appearance or for any other reason
- Hazing
- Threatening, stalking, hitting, or hurting a teacher or other school personnel
- Intentionally making a false accusation that jeopardizes the professional reputation, employment, or certification of a teacher or other member of a school staff
- Committing a hate crime

See definitions section

PROPERTY INCIDENTS (INCLUDING, BUT NOT LIMITED TO)

- Damaging, destroying, or vandalizing school property
- Misusing technology
- Starting a fire (arson)
- Committing petty theft
- Breaking and entering/burglary

OTHER CRIMINAL INCIDENTS (INCLUDING, BUT NOT LIMITED TO)

- Having and/or hiding a weapon (see definitions of weapons)
- Threatening or hurting a person with a weapon
- Committing robbery
- Forcing someone to give money, possessions, or other things of value to another or oneself (extortion)

cyberbullying, in and of itself, is a criminal offense.

“Bullying,” “Cyberbullying,” and/or “Harassment” also encompasses:

1. Retaliation against a student or school employee by another student or school employee for asserting or alleging an act of bullying, harassment, or discrimination.
2. Retaliation also includes reporting a baseless act of bullying, harassment, or discrimination that is not made in good faith.
3. Perpetuation of conduct listed in the definition of bullying, harassment, and/or discrimination by an individual or group with intent to demean, dehumanize, embarrass, or cause emotional or physical harm to a student or school employee by:
 - a. Incitement or coercion;
 - b. Accessing or knowingly and willingly causing or providing access to data or computer software through a computer, computer system, or computer network within the scope of the district school system; or
 - c. Acting in a manner that has an effect substantially similar to the effect of bullying, harassment, or discrimination.

“Bullying,” “Cyberbullying,” “Harassment,” and “Discrimination” also encompass, but are not limited to, unwanted harm towards a student or employee in regard to their real or perceived: sex, race, color, religion, national origin, age, disability (physical, mental, or educational), marital status, socioeconomic background, ancestry, ethnicity, gender, gender identity or expression, linguistic preference, political beliefs, sexual orientation, social/family background or being viewed as different in its education programs or admissions to education programs and therefore prohibits bullying of any student or employee by any Board member, District employee, consultant, contractor, agent, parent, visitor, volunteer, student, or other person in the school or outside the school at school-sponsored activities or events, on school buses, and at training facilities or training programs sponsored by the District.

In addition, though an incident of alleged bullying (cyberbullying or other) may occur off campus and may not

entail threats or acts to occur during school hours, if a student’s ability to receive an education or a school’s ability to provide an education is significantly impaired, as determined by the school district administration, disciplinary sanctions may be issued.

Note: Suspected acts of persistent bullying encompassing “Discrimination” relating to any “Protected Category” by any student, Board member, District employee, consultant, contractor, agent, visitor, volunteer, student, or other person in the school or outside the school at school-sponsored activities or events, on school buses, and at training facilities or training programs sponsored by the District (refer to the School Board of Broward County (SBBC) Policy 4001.1, Nondiscrimination Policy Statement) shall be reported to the school based administration, but the complaint shall also be filed with, and investigated by, the EEO/Title IX Coordinator (754) 321-2150.

SCHOOL BUS BEHAVIOR

Misconduct by any student while riding a school bus represents a serious threat to the safety of all occupants of the bus as well as other motorists, pedestrians, and members of the community. All rules that apply to the school grounds and school activities also apply to the school bus. Parents are responsible for their student’s behavior on the way to and from school and at the bus stop. While the District does not assume any liability for incidents that occur at a bus stop or en route to and from school, a student, parent, or witness may file a complaint following the same procedures for bullying against a student and the school will investigate and/or provide assistance and intervention as the principal/designee deems appropriate, which may include the use of the School Resource Officer. The principal/designee shall use all District Reporting Systems to log all reports and interventions.

UNACCEPTABLE BEHAVIORS ON A SCHOOL BUS LEADING TO DISCIPLINARY ACTION

Level One Violations

- Eating or drinking on the bus
- Failing to sit in the seat assigned by the bus operator

If any **student feels that he or she has been discriminated against or harassed, there are specific procedures to report such offenses. See pp. 49-51 for further information.

"Whenever the word 'student' appears, parents may become involved."

FORMS OF DISCRIMINATION

Harassment is a form of discrimination. Harassment based on age, color, disability, ethnicity, gender, linguistic differences, *national origin, marital status, race, religion, or sexual orientation are violations of School Board policies, civil rights laws and statutes and should be addressed in a similar manner as detailed above.

*National origin pertains to, but is not limited to, an individual's or his/her ancestor's place of origin, as well as physical, cultural, or linguistic characteristics.

SEXUAL HARASSMENT AND SEXUAL VIOLATIONS

Sexual harassment is a form of sex discrimination that violates the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, and SB Policy 4001.1. Sexual violence is a physical act of aggression that includes a sexual act of sexual purpose. Sexual violence is also a violation of these same statutes and may also represent a criminal law violation. The school district prohibits any form of sexual harassment and sexual violence.

Sexual harassment and sexual violence are unlawful and will be grounds for disciplinary action. Students who believe they have been victims of sexual harassment or sexual violence should report the alleged act immediately to a teacher and/or school administrator. Because sexual harassment can take

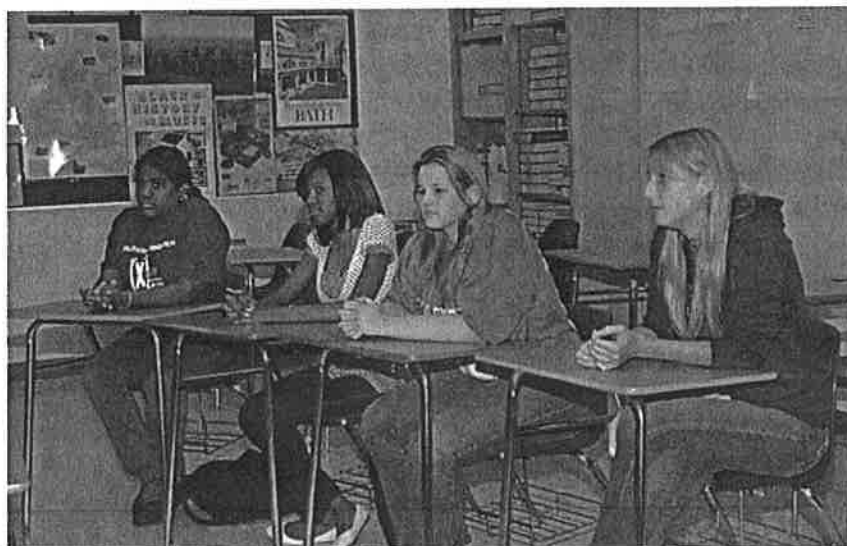
on many forms, the following are some examples of sexual harassment/violence.

SEXUAL HARASSMENT/SEXUAL VIOLENCE DEFINED

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or communication of a sexual nature. Sexual harassment includes, but is not limited to, the following behaviors:

- Unwelcome statements of a sexual nature
- Unwelcome solicitation or pressure for sexual activity
- Intentional brushing against, patting, or pinching of another's body
- Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, unwanted physical contact, and blocking movements
- Leering with sexual overtones, gestures, display of sexually suggestive objects, posters, or cartoons
- Indecent exposure

NOTE: Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990 (ADA) SB Policy 4001.1, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990 (ADA) prohibits discrimination against any students with regard to access to programs, services, and activities on the basis of disability. If any student feels he or she has been discriminated against because of such disabilities or perception of a disability, there are specific procedures to report such offenses located in Section X.



8. Head coverings including, but not limited to, caps and hats are not allowed unless they are necessary for safety in programs such as home economics, technology education, vocational education, and athletics or are worn for religious or medical reasons. Bandannas are not allowed. Hats, that do not violate #7 above, are allowed to be worn outdoors for physical education and recess as a safety precaution from sun damage.
9. Curlers and other hair grooming aids are not allowed. Personal grooming including, but not limited to, combing, brushing, and/or spraying hair, and applying cosmetics is allowed only in restrooms and/or designated areas.
10. Sunglasses may not be worn indoors unless a doctor's authorization is on file. Sunglasses are allowed to be worn outdoors for physical education and recess as a safety precaution from sun damage.
11. Any articles of clothing or jewelry that may cause injury including, but not limited to: items with spikes or sharp objects, wallet chains, and heavy link chains are not allowed.
12. Parents/guardians may request exemptions for their students from participation in the mandatory unified dress program, and shall be informed by the principal, in writing, of the following procedure in this regard:
 - a. Parents/guardians may request an application for exemption from the current school.
 - b. An application for exemption must be made annually.
 - c. The application for exemption must be completed in full and must be submitted to the school principal within the first ten (10) school days of a student's initial attendance.
 - d. The school principal (or a designated school administrator) shall communicate with the parents to discuss the unified dress policy and the nature of the request for the exemption. The purpose of this communication shall include:
 - (1) Ensuring that the parents/guardians understand the unified dress policy and its intent.
 - (2) Verifying the accuracy of the information on the application for an exemption.
 - e. The principal's response in this regard shall be transmitted to the parents/guardians in writing via the Application For Exemption form within ten (10) school days of submission.

Principal may only deny an application if the application is received on or after the 11th school day after enrollment.

13. Violators of the uniform policy (SB Policy 5309) shall be subject to the same penalties as violators of the dress code policy. For further clarification, see the District's Discipline Matrix that assigns specific consequences and is part of the school's discipline plan. The Discipline Matrix is available to parents upon request. You may view the complete uniform policy and all School Board policies on the Web at <http://www.broward.k12.fl.us/sbbcpolicies>.

*Indecent, suggestive, and revealing refer to exposure of private body parts and/or pictures or words with a sexual connotation.

MAJOR POLICY PROVISIONS:

- Use of computers, networks, the Internet and online communication and information systems must be related to students' educational activities
- Students must recognize that computers, networks, and equipment used to support online learning are shared devices and agree to use them in ways which will maintain their continued operability for all users
- No illegal activity may be conducted using the District's computers, networks, or online communication and information systems
- Students must not access or distribute offensive, obscene, inflammatory, or pornographic materials, or participate in "sexting" (see p. 21 for the definition)
- Students shall not intentionally spread, or attempt to spread computer viruses, vandalize data, infiltrate systems, or degrade/disrupt computer and/or network performance
- All users of computers, networks, and online communications and information systems shall adhere to laws regarding copyright

FCAT ADMINISTRATION POLICY

- It is unlawful for anyone knowingly and willfully to violate test security rules adopted by the State Board of Education for mandatory tests, such as FCAT, and knowingly and willfully fail to follow test administration directions specified in the test administration manuals (F.S. 1008.24)
- The FCAT Administration Manual states:
"During FCAT testing, possession of any electronic device that reproduces, transmits, calculates, or records is cause for invalidation. "Possession" is defined as "within arm's reach," even if the electronic device is not visible. For example, students [shall] not have cellular phones in their pockets, clipped to their belts, at their desks, or anywhere they can be easily accessed during testing."
- Schools will direct students on the appropriate storage of electronic devices during testing
- It is strongly advised that you do not bring a cell phone or any other prohibited electronic device to any testing environment including but not limited to: Advanced Placement exams, PSAT or International Baccalaureate. If your electronic device makes any noise, or you are seen using it at any time – including breaks – you may be dismissed immediately, your scores may be canceled, and the device may be confiscated

Illegally using school district technology and/or software to alter information is a felony. Misusing school district technology and/or software to transmit insulting, profane, racially or sexually offensive written language, or to make obscene remarks or gestures is unacceptable behavior that will lead to disciplinary action. Using technology including, but not limited to, computers, networks, online telecommunication systems, cellular telephones, and camera telephones to bully, extort, or libel another student or staff member is a violation of the Code of Student Conduct and will result in disciplinary action.

FIELD TRIPS

Under special conditions, students may be denied participation in educational or non-educational field trips and educational school-sponsored activities (See SB Policy 6303).

INTERSCHOLASTIC EXTRA CURRICULAR ACTIVITIES

RULE - Students must maintain satisfactory conduct in school and in the community to participate in interscholastic, extra curricular activities (See SB Policy 6201). This policy outlines the requirements to participate in these activities. You may view the complete student eligibility policy and all School Board policies on the Web at <http://www.broward.k12.fl.us/sbbcpolicies>.

MIDDLE SCHOOL ELIGIBILITY (BASED ON EACH 9-WEEK MARKING PERIOD)

To participate in interscholastic extracurricular athletics, middle school students must meet the following requirements:

1. Students must have been regularly promoted and must maintain a quarterly grade point average of 2.0 or above on a 4.0 scale. Middle school students must pass 5 of 6, or 4 of 5 classes, depending on the schedule.
2. Middle school students may receive no more than one unsatisfactory "U" in conduct.
3. Failure to meet requirements makes the student/athlete ineligible for contests for the entire next nine weeks. This will take effect as of report card issue date.
4. Requirements are subject to the principal's appeal based on extreme circumstances. A copy of the principal's appeal must be filed with the County Athletic Department.

HIGH SCHOOL ELIGIBILITY (BASED ON AN 18-WEEK SEMESTER REGARDLESS OF CLASS SCHEDULING FORMAT, I.E., BLOCK AND ROTATOR)

To participate in interscholastic extracurricular athletics, high school students must meet the following requirements:

1. Students shall be progressing satisfactorily toward graduation as provided for in the District's approved pupil progression plan.
2. Students must have been regularly promoted from the 8th grade and must maintain a cumulative grade point average of 2.0 or above on a 4.0 scale or its equivalent in the courses required for high school graduation. The cumulative grade point average and courses for graduation include all attempted credits in high school.
3. Student participation will be disallowed if the student is convicted of, or found to have committed, a felony or a delinquent act that would have been a felony if committed by an adult, regardless of whether adjudication is withheld.
4. Since representing a school either as an elected school officer or in extracurricular activities is both an honor and a privilege, only students meeting requirements established by their club, school, instructional services, and/or the Board shall be eligible to serve as representatives of their school.

6. A principal or designee must either approve or reject a request from a student to distribute materials within 24 hours of the request by the student. Any request to distribute materials not acted upon within 24 hours by the principal or designee is deemed approved.
 - a. For approved materials, the principal or designee may assign reasonable restrictions with regard to time, place, and manner of distribution.
 - b. For approved materials, the publication shall contain this phrase: "THE OPINIONS AND/OR ACTIVITIES ARE NOT ENDORSED OR SPONSORED BY THE SCHOOL BOARD."
7. Any student aggrieved by a decision made under this section has the right to appeal such decision as specified in Section X of this policy on p. 50.

SECTION VII – SCHOOL SPONSORED PUBLICATIONS

School sponsored publications are important components of school – based instructional programs. All school publications shall be consistent with the educational curriculum and the cultural values of the school community and appropriate for the school setting. In this regard, considerable latitude shall be provided to individual school leadership to plan and develop school publications.

The contents of all school publications must meet the district's journalism standards, which prohibit obscenity, profanity, libelous or slanderous material, vulgar or lewd language, or material that may cause substantial disruption of normal school activities. All school sponsored publications must include the following statement: The opinions expressed in this publication are not necessarily those of [insert name of school] or Broward County Public Schools.

Approval for publication shall be based on:

1. Consistency with the educational curriculum of the School Board;
2. Reasonable school community standards and cultural values; and
3. The overall purpose of the publication in relation to the academic curriculum and school setting.

The principal or designee(s) shall retain final authority to approve the design and content of all school publications prior to publication or posting. Any advertisements in school-sponsored publications must adhere to School Board Policy 6300-Advertising. Publications include, but are not limited to, items such as school newspapers, yearbooks, student newspapers, and publications put out by the PTA, Booster Clubs, and the like.



If the District decides not to amend the record as requested, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing within 45 calendar days regarding the request for amendment. Additional information regarding the hearing procedures will be provided when the parent or eligible student is notified of the right to a hearing.

(3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. FERPA permits disclosure without consent in many situations, including, to a school officials¹ with a legitimate educational interest², pursuant to a court order or a subpoena, and if disclosure is made in response to a court order or subpoena, you will be notified, except where the law prohibits said notification. In addition, FERPA permits several other types of nonconsensual disclosures, including to appropriate parties in connection with an emergency if necessary to protect the health or safety of the student or other individuals, and governmental agencies.

"Directory Information" is personally identifiable information that would not generally be considered harmful or an invasion of privacy if disclosed. The School Board of Broward County designates the following as "directory information": student's name, gender, residential address, telephone number, date and place of birth, major field of study, participation in school-sponsored activities and sports, height and weight of athletic team members, dates of school attendance, degrees and awards received, and the name of the most recent previous school or program attended. The School Board reserves the right to release Directory Information to (a) colleges, universities or other educational institutions in which the

student is enrolled, may seek enrollment or may be recruited, or (b) for school publications and other school communication tools (including, but not limited to, yearbooks, athletic programs, graduation programs, and theatrical programs).

Parents/guardians of students in any grade level (or students age 18 or students attending postsecondary institutions) may opt out of (refuse to permit) the release of any or all of the above Directory Information. On the FERPA Opt Out Form provided in this Code of Student Conduct, parents/guardians or eligible student must indicate the types of Directory Information they do not want disclosed. The FERPA Opt Out Form must be submitted to the school principal annually.

The School Board of Broward County may also release student name, address, and telephone number of 11th and 12th grade students to the armed services, military recruiters, and/or postsecondary institutions. Parents/guardians of students or eligible students in 11th and 12th grade may opt out of having Directory Information provided to the armed services, military recruiters, and/or postsecondary institutions. On the No Child Left Behind (NCLB) Opt Out Form provided in this Code of Student Conduct, parents/guardians must indicate the categories they wish not be disclosed. The NCLB Opt Out Form must be submitted to the school principal annually.

- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is **Family Policy Compliance Office • U. S. Department of Education • 400 Maryland Avenue, S.W. • Washington, DC 20202-4605.**

If you wish to discuss and try to resolve any FERPA concerns before contacting the Family Policy Compliance Office, you may contact the SBBC Privacy Officer at 754-321-1914.

¹ School official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health and medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the District has contracted to perform a special function that would normally be performed by SBBC personnel (such as an attorney, auditor, medical consultant or therapist); a clerical or paraprofessional staff member assisting another school official in performing his or her professional duties.

² Legitimate educational interest exists when a school official needs to review an educational record in order to fulfill his or her professional responsibility.

For additional information refer to SB Policy 5100.1. This policy outlines the privacy rights of parents and students with respect to students' educational records. You may view the complete student records policy and all School Board policies on the Web at <http://www.broward.k12.fl.us/sbbcpolicies>.

HIPAA NOTICE

The school district may share your and/or your child's PHI at other times with your written authorization. This authorization will have an expiration date; additionally, you may revoke the authorization in writing at any time. Certain uses and sharing of psychotherapy (counseling) notes may also require your written authorization, except when required by a subpoena or court order.

INDIVIDUAL RIGHTS

- **You have the right to request the school district to restrict the use and with whom you and/or your child's PHI may be shared.** The school district will consider any of your requests but is not required to agree to them.
- **You have the right to request confidential communications.** The school district may mail or call you with appointment reminders or regarding your responsibility to pay for services. We will make contact with you in the manner and at the address or telephone number you select. You may provide an address other than your residence where you can receive mail and where you may be contacted. You will be asked to put your contact information in writing.
- **You have the right to review and receive a copy of your PHI.** Your review of the PHI will be supervised and will be at a time and place that is convenient to you and a representative of the school district. You may be denied access as specified by law. This might occur if your child consented to care and the parent's consent was not required by law or if your child is receiving care at the direction of a court or a person appointed by the court. If access is denied, you have the right to request a review by a licensed health care professional who is not involved in the decision to deny access. The licensed health care professional will be designated by the school district.
- **You have the right to correct your PHI.** Your request to correct your or your child's PHI must be in writing and provide a reason to support your requested correction. If your correction is accepted, the school district will make the correction and tell you and others who need to know about the correction. The school district may deny your request, in whole or part, if it finds the PHI:
 - Was not created by school district;
 - Does not qualify as PHI;
 - Is by law not available for your review; or,
 - Is accurate and complete.

If your request is denied, the school district will place your request for corrections with your PHI. You may also send a letter detailing the reason you disagree with the decision. The school district will respond to your letter in writing. You may also file a complaint, as described in the section entitled Complaints.

When students do not follow the rules and expectations outlined in this Code of Student Conduct policy, one or more of the following actions may be taken until the problem is resolved.

SECTION IX – INTERVENTION and/or CONSEQUENCES

POSSIBLE INTERVENTIONS AND/OR CONSEQUENCES OF MISBEHAVIOR

The district will make every reasonable effort to correct student misbehavior through school-based resources at the lowest possible level, and to support students in learning the skills necessary to enhance a positive school environment and avoid negative behavior. The vast majority of disciplinary issues should be addressed at the classroom level by teachers. In all instances, school discipline should be reasonable, timely, fair, age-appropriate, and should match the severity of the student's misbehavior. Any disciplinary or prosecutorial action taken against a student who violates this policy must be based on particular circumstances of the student's misconduct.

It will not be necessary to use each consequence or to use consequences in the order listed below. However, as provided in the *Discipline Matrix*, certain rule violations do require specific consequences. The District's *Discipline Matrix* that assigns specific consequences for misbehavior and is part of the school's discipline plan is available to parents on the District's website at www.browardschools.com and in the *Code of Student Conduct* booklet. For more information on the Discipline Matrix, talk with a school administrator.

- Guidance Counselor intervention
- Social Worker intervention
- Family Counselor intervention
- Timeout for students
- Teacher/student conference, including record review
- Disciplinary action initiated by teacher
- Restitution, work detail, etc.
- Before or after school detention (parent responsible for transportation).
- Saturday School (parent responsible for transportation)
- Referral to administrator
- School/parent contact
- School/parent conference
- Conflict mediation
- Alternative probationary contract
- Confiscation
- Principal involvement
- Guidance/administration referral to school Social Worker
- Removal from class by teacher
- Suspension from the bus. Students must attend school and the parent(s) must provide transportation
- **For Secondary Only**, warning, notification, or towing for motor vehicle violations:
 - a. First offense: Warning
 - b. Second offense: Parent notification
 - c. Third offense: Tow vehicle
- Administrative referral to student services, outside agencies, counseling programs, alternative education programs, and/or placement in other special programs, such as a state-licensed drug rehabilitation program

SECTION IX – INTERVENTION and/or CONSEQUENCES

OVER-THE-COUNTER MEDICATION, USE, POSSESSION, SALE, AND/OR TRANSMITTAL LEADING TO SUSPENSION AND POSSIBLE EXPULSION

School Board Policy 6305 (Administration of Medications/Treatments), provides the guidelines for the administration of medication and/or treatment for students receiving prescription and over the counter (OTC) medication.

As per Policy 6305, students with special health conditions, e.g., asthma, diabetes and hypersensitivity, regardless of grade, may carry medication on self, only if approved by their physician and noted on the Medication/Treatment Authorization form.

All other medications, including over-the-counter, must be transported by the parents/guardians. Therefore students are prohibited from possessing any medication while on school grounds except as indicated above.

Students found to be in violation of School Board Policy 6305 shall be subject to the disciplinary action identified below.

Use and/or possession of unauthorized over-the-counter medications and sale or attempted sale and/or transmittal of authorized or unauthorized over-the-counter medications is prohibited.

FIRST OFFENSE PROCEDURES:

The first time occurrence for the use and/or possession of over the counter medications and sale or attempted sale and/or transmittal of authorized or unauthorized over-the-counter medications shall be counted at any time while the student is enrolled in a Broward County Public School. (1) If the student has been suspended or expelled for a prior drug offense by any in-state or out-of-state public, private, charter, or research school, then the disposition of this offense shall constitute a second offense and the procedures for second offenses shall apply. (2) Upon committing the first offense, a student may be referred to the area substance abuse case manager who shall refer the student to an appropriate counseling program.

SECOND OFFENSE PROCEDURES:

(1) The student shall be suspended from the regular school program for one to two (1-2) days. In the case of a student with a disability, the IEP/504 Team should convene as soon as possible to address the student's program and to determine appropriate action. (2) The student may be referred to the area substance abuse counselor.

THIRD AND SUBSEQUENT OFFENSE PROCEDURES:

(1) The student shall be suspended for a ten (10) day out-of-school suspension. In the case of a student with a disability, the IEP/504 Team should convene as soon as possible to address the student's program and to determine appropriate action. (2) The student shall be referred to the area substance abuse counselor. (3) The incident shall be considered a FIRST OFFENSE under Section III (A or C) of SB Policy 5006.

DRUG AND SUBSTANCE ABUSE OFFENSES LEADING TO SUSPENSION AND POSSIBLE EXPULSION

SECTION IX – INTERVENTION and/or CONSEQUENCES

with a disability, expulsion would constitute a change in placement and would require action by the IEP/504 Team. **(2)** The student shall be placed in an Expulsion Abeyance Program for a period of one calendar year, with no Workback allowed, commencing with the date of the offense and shall complete a state-certified drug/alcohol rehabilitation program. In the case of a student with a disability, the IEP/504 Team should convene as soon as possible to address the student's program and to determine appropriate action.

POSSESSION OF UNAUTHORIZED SUBSTANCES IS PROHIBITED

First Offense Procedures: **(1)** The student shall be suspended from the regular school program for ten (10) days and expulsion shall be mandatory. **(2)** The student shall be placed in the Expulsion Abeyance Program for a period of one (1) calendar year commencing with the date of the offense. Workback is allowed. In the case of a student with a disability, expulsion would constitute a change in placement and would require action by the IEP/504 Team.

Second and Subsequent Offense Procedures: **(1)** The student shall be suspended from the regular school program for ten (10) days and expulsion shall be mandatory. In the case of a student with a disability, expulsion would constitute a change in placement and would require action by the IEP/504 team. **(2)** The student shall be placed in the Expulsion Abeyance Program for a period of one (1) calendar year commencing with the date of the offense, with no Workback allowed. In the case of a student with a disability, the IEP/504 team should convene as soon as possible to address the student's program and to determine appropriate action. **(3)** The student must complete a State Certified drug rehabilitation program

SALE, ATTEMPTED SALE, OR TRANSMITTAL of drugs or mood-altering substances, unauthorized substances, or other substances held out or represented to be drugs or mood-altering substances, including alcohol or alcoholic beverages is prohibited.

Procedures for Sale, Attempted Sale, or Transmittal: **(1)** Student shall be suspended from the regular school program for ten (10) days and expulsion shall be mandatory. In the case of a student with a disability, expulsion would constitute a change in placement and would require action by the IEP/504 Team. **(2)** The student shall be placed in the Expulsion Abeyance Program for a period of one (1) calendar year, commencing with the date of the offense, with no Workback allowed. In the case of a student with a disability, the IEP/504 Team should convene as soon as possible to address the student's program and to determine appropriate action.

OTHER OFFENSES (NON-DRUG AND NON-SUBSTANCE ABUSE OFFENSES) LEADING TO SUSPENSION AND POSSIBLE EXPULSION

Students shall be suspended and may be recommended for expulsion when they:

- Repeatedly commit a serious breach of conduct including, but not limited to, willful disobedience and/or open defiance of authority or violations of Policy 5.9: Anti-Bullying.
- Commit assault
- Commit battery
- Commit or threaten to commit damage to property
- Commit any act on campus or off campus that substantially disrupts the orderly conduct

SECTION IX – INTERVENTION and/or CONSEQUENCES

- (2) Making a threat or false report, as defined by F.S. 790.162 and 790.163, respectively, involving school or school personnel's property, school transportation, or a school-sponsored activity, including:
 - a. Threats to throw, project, place, or discharge a destructive device with intent to do bodily harm to any person or with intent to damage any property of any person.
 - b. Making a false report, with intent to deceive, mislead, or otherwise misinform a person concerning the placing or planting of any bomb, dynamite, or other deadly explosive, or weapon of mass destruction.

In addition, students found to have committed the following offenses on school property, school-sponsored transportation, or during a school-sponsored activity shall receive the most severe consequences provided in this policy which shall be mandatory suspension and expulsion, referral to appropriate counseling services, and may be referred to the local law enforcement agency for criminal prosecution. (See section on Workback, pg 46. This provision is not available for some of the following offenses.) These acts pose a serious threat to school safety and include:

- Serious assault
- Arson or attempted arson
- Sexual battery (rape) or attempted sexual battery (rape)
- Possessing, displaying, using, selling or transmitting of a Class A weapon
- Homicide
- Kidnapping or abduction
- Bringing, possessing using, or selling of any explosive propellant or destructive device
- Robbery or attempted robbery
- Armed robbery or attempted armed robbery
- Serious battery
- *Battery on School Broward of Broward County employee, sports official, or other specified officials as listed in F.S. 784.081
- *Battery on a law enforcement officer, firefighter, emergency medical care provider, and others as listed in F.S. 784.07 (g)
- *Found, by a court, to have committed an assault on specified officials, or School Board employees or sports official. (F.S. 784.081)
- *Found, by a court, to have committed an assault on a law enforcement officer, firefighter, emergency medical care provider, etc., (F.S. 784.07)
- Extortion
- Threatening to throw, project, place, or discharge a destructive device that may cause bodily harm to any person or damage any property of any person
- Making a false report, concerning the placing or planting of any bomb, dynamite, or other deadly explosive

*When charged with these acts, the student shall be immediately removed from the classroom and placed in an alternative school setting pending disposition.

SECTION IX – INTERVENTION and/or CONSEQUENCES

(See Section V) or involve serious repeated acts of bullying, such actions may include assignment of the student (perpetrator) to a different school from that where the offense occurred. Only the Superintendent/designee may assign a student to another school after completion of the mandatory requirements for expulsion abeyance or after compliance with the bullying complaint procedures. Should the district make such a reassignment, transportation will be provided by the District. All “no contact orders” entered by a court shall be enforced. Transportation is not provided by the district when there is a court order for no contact requiring reassignment of the student to another school, unless there is transportation available at no additional cost to the District.

WORKBACK

The Workback Program is designed to allow a student who has been recommended for expulsion to reduce the one-year period of expulsion by no more than ninety (90) school attendance days, except where otherwise indicated in this policy. Workback requirements are reviewed with the student by the area case manager and include specific responsibilities the student must comply with to be considered for Workback. However, students are not eligible for the Workback Program if they commit any of the following offenses:

- Arson or attempted arson
- Sexual battery (rape) or attempted sexual battery (rape)
- Possession, use, sale, or transmittal of a firearm, **projectile device***, electric weapon or device, or flare gun
- Homicide
- Kidnapping or abduction
- Armed robbery or attempted armed robbery
- Second and subsequent offenses for possession or use of an unauthorized substance
- Third and subsequent offenses for use, or being under the influence of mood-altering substances including alcohol and alcoholic beverages
- Sale or transmittal of mood altering substances including alcohol and alcoholic beverages
- Sale or transmittal of unauthorized substances or the sale or transmittal of the student’s own prescription medication
- Battery on a School Board of Broward County employee
- Battery on a Law Enforcement Officer

**Elementary students, Grades K-5, (at the time of infraction) in possession of a projectile device on campus or any school sponsored event, will be eligible for Workback.*

For all other offenses, the principal, with approval of the area superintendent, may recommend that a student not participate in the Workback Program due to the circumstances of the expellable offense. Upon successful completion of the Workback Program, the student shall transition back to the regular school program, except when indicated otherwise in this policy. In the case of a student with a disability, return to a school placement, is a change in placement and will require action by the IEP/504 Team.

SECTION IX – INTERVENTION and/or CONSEQUENCES

OTHER DEFINITIONS FOR THIS POLICY

Assault is defined as an intentional threat by words or action to do harm to another person, coupled with an apparent ability to carry out the threat, and/or committing an act that creates a well-founded fear in such person that such violence is imminent.

Days shall be construed to be school days (as determined by the applicable school calendar) whenever mentioned in this policy.

Serious Assault is defined as an assault in which a Class A or Class B weapon is used to commit the assault.

Battery is defined as an intentional touching or striking another person without their consent or against their will or causing bodily injury to another person. In the case of “battery on a School Board employee” or “Law Enforcement Officer” there must be evidence of an unprovoked, deliberate act with intent to cause physical harm to the person.

Serious Battery is defined as committing battery (1) using a Class A or Class B weapon or (2) causing serious injury.

Minor Injury is defined as an injury which solely requires treatment by a professional medical personnel.

Serious Injury is defined as an injury which requires treatment by professional medical personnel.

Petty Theft is defined as taking property of another that is less than \$300.

Grand Theft is defined as taking property of another worth \$300 or more.

Mood Altering Substance is any substance that is or may be detrimental to the user or to others, including, but not limited to, alcohol or alcoholic beverages, cocaine, marijuana (less than 20 grams), hallucinogens, inhalants, narcotics (such as hydrocodone and oxycodone), stimulants (such as Ritalin, Adderal, and Ecstasy), depressants (such as Xanax and benzoids), and steroids.

Unauthorized Substances include any substances deemed to be illegal, any prescription drugs not prescribed for the student who is in possession of the medication, and any medication that is not authorized as part of Policy 6305.

Disruptive Behavior is that which causes confusion or disorder or interrupts, interferes, or impedes normal classroom or school activity.

Violent Behavior is that using physical force that causes damage or injury or violates or abuses another person or property.

Substantial Disruption is defined as an incident which results in the temporary suspension of the educational process due to a school evacuation, interference with learning activities/ educational process, and/or requires the intervention of outside agencies such as the police or fire department.

Possession is the knowing, intentional, deliberate or inadvertent control of any article, object, asset, or property.

Transmittal is the transfer of an object, thing, electronic message or image, or substance from one person to another. Transmittal does not occur when the person immediately* returns the item back to the person who gave it to them or if it is immediately delivered to a teacher or school administrator. *The term “immediately” means without delay.

**SECTION X -
RIGHT TO APPEAL
UNFAIR PENALTIES,
GRIEVANCE
PROCEDURES for
DISCRIMINATION,
BULLYING and/
or HARASSMENT
OFFENSES,
including
SECTION 504
DISCRIMINATION**

**GRIEVANCE PROCEDURES FOR DISCRIMINATION, BULLYING AND/OR HARASSMENT
OFFENSES, INCLUDING SECTION 504 DISCRIMINATION**

REPORTING DISCRIMINATION, BULLYING AND/OR HARASSMENT OFFENSES

If any *student feels that he or she has been discriminated against or harassed, he or she may contact the Executive Director of Benefits and EEO Compliance in the Department of Equal Educational Opportunities, 600 Southeast Third Avenue, 14th Floor, Fort Lauderdale, Florida 33301, Phone: 754-321-2150. Teletype Machine (TTY): 754-321-2158. Email: EEO@Browardschools.com. Complaints relating to discrimination may also be addressed to the Office for Civil Rights, 61 Forsyth Street, S.W., Suite 19T70, Atlanta, GA 30303, or the state or federal Office for Civil Rights.

REPORTING SECTION 504 DISCRIMINATION

The steps below have been developed to comply with the law for resolution of individual complaints under Section 504/ADA. Aggrieved persons are not required by law to exhaust the District's grievance procedures before filing a complaint at the federal or state level.

The following steps should be followed if resolution on Section 504/ADA issues through informal discussion with appropriate school personnel is not achieved. All meetings, discussions, etc., should be documented. Appropriate school personnel could include teachers, the Section 504 liaison, counselors, school administrator, etc.

1. If informal discussions do not resolve the issue, the student/parent/guardian may obtain a Grievance Filing Form from the principal. The completed form should be submitted to the principal within 15 school days.
2. Within 15 school days of receipt of the written grievance, the principal shall provide the grievant with a Grievance Resolution Notice that upholds, modifies, or denies the resolution sought.
3. If the student/parent/guardian is not satisfied with the response issued in Step 2, he/she may file a complaint with the Director of Benefits and EEO Compliance in the Department of Equal Educational Opportunities at 754-321-2150, who will inform the student of his or her rights under Section 504/ADA, including an impartial hearing pursuant to federal and state regulations. The Department of Equal Educational Opportunities will conduct an investigation, convene pertinent parties, including legal counsel, and make a determination as to whether probable cause exists to believe that the student was, in fact, discriminated against. A determination of probable cause will include specific recommendations for corrective behavior.

WHAT IS THE DISCIPLINE MATRIX?

The Discipline Matrix: A Tool For Administrators To Assign Consequences For Serious Misbehavior

The Discipline Matrix is a tool for administrators to respond appropriately when students have committed serious violations, per the Code of Student Conduct. This tool is designed to offer consistency at all levels across the District so that students are disciplined fairly from school to school when their behavior requires punishment beyond the classroom. There are two different versions of the Matrix: One to assign consequences to elementary students (grades K-5) and one to assign consequences to secondary students (grades 6-12).

A copy of the Matrix is included in the Code of Student Conduct to assist you and your child in understanding the consequences of seriously violating school rules. While most parents will have no need to be familiar with the Matrix, the School Board and the District want to ensure that parents are knowledgeable about the actions of its school administrators when students misbehave. The Matrix enables administrators to assign consequences consistently, regardless of the school your child attends.

HOW DO I READ THE MATRIX?

The Matrix outlines the violations in the same way as the Code of Student Conduct. When a student has multiple violations in one incident, e.g. fight; using a weapon, the administrator will impose the more severe consequences.

The first "X" in any row indicates the initial action when a student has been referred to his/her administrator for disciplinary action. In each row, an "A" to the left of the "X", indicates a "possible" action; an "A" to the right of the "X" indicates a subsequent action.

IS THERE ANYTHING ELSE I NEED TO KNOW?

Yes. The Discipline Matrix does not apply to classroom management as assigned by the teacher but rather as a progressive step when a student has broken the rules requiring a principal and/or designee to assign consequences. While continuous disregard for classroom rules will almost always be referred to an administrator, certain violations of the rules, e.g. weapon possession, assault, sexual harassment, require initial administrative action.

Like the Code of Student Conduct, the Matrix is reviewed annually by District stakeholders, including parents, teachers, administrators, counselors, and other community representatives.

WHERE DO I GO IF I WANT FURTHER EXPLANATION OF THIS DOCUMENT?

Should you require further explanation of the Discipline Matrix, please call your school administrator.

ADMINISTRATIVE DISCIPLINE MATRIX

ELEMENTARY - 2011/2012

Reported to State	Documentation on TERMS C26 panel is required for all violations requiring administrative action.																						
	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference)/Consequence (Record on TERMS C26 Panel) - Collaborative Problem Solving Team (RtI)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	School Specific Consequences	Loss of Privilege	Removal From Class (Less than 1 day)	Detention	Verbal Warning (dress code violation only)	Loss of Extra Curricular Activities (1-5 days)(dress code violation only)	In-school Suspension 1-3 Days & Loss of Extra curricular Activities 1-30 days (dress code violation only)	In-School Suspension: 1-5 days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-5 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Recommendation for Emergency Behavior Change	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local Law Enforcement required	
		LEGEND M = Mandatory action X = Initial punitive action (for 1st offense) A = Additional (progressive) action S = Incident codes reported to the																					
		Substance Abuse/Drug Incidents																					
		X* 1st Offense	Mandatory 10 day out-of-school suspension; up to 7 days may be waived after referral to the Area Substance Abuse Counselor.																				
		X* 2nd and 3rd Offense	Mandatory 10 day out-of-school suspension and referral to the Area Substance Abuse Counselor.																				
	Z4	Medication - Over-the-Counter (Possession/Unauthorized use)	M	A	M	X	A	A						A	A	A						M	
S	TU	Tobacco - Possession/Use/Sale/Transmittal	M	A	M									X	A	A	A					M	
S	A1	Alcohol - Possession/Use/Under the Influence	M	M	M													X*				M	A
S	A3	Alcohol Sale/Attempted Sale/Transmittal	M	M	M													X*				M	A
S	D5	Drug - Possession/Use/Under the Influence	M	M	M													X*				M	A
S	D7	Drug or Imitation Drug Sale/Attempted Sale/Transmittal	M	M	M													X*				M	A
S	DF	Drug - Possession of unauthorized substances	M	M	M													X*				M	A
	DP	Drug Paraphernalia - Possession	M	A	M											X	A	A	A			M	A
		Acts Against Persons																					
		X* - When deciding what disciplinary action should be taken, the Principal or designee shall consider the severity of the offense and may impose a more severe consequence up to and including a ten day out of school suspension.																					
	ZI	Fight - Minor/Altercation/Confrontation	M	A		X	A	A	A					A	A								
S	F1	Fighting	M	M										X*	A	A	A					M	A
	ZA	Bullying	M	A	M									X	A	A	A					M	
S	HA	Harassment	M	M	M									X	A	A	A					M	
	ZT	Hazing	M	M	M									X	A	A	A						
S	SS	False Accusation Against School Staff	M	A										X	A	A	A					M	A
S	56	Sexual Misconduct/Indecent Exposure	M	M										X	A	A	A					M	A
S	50	Sexual Harassment	M	M										X	A	A	A					M	A
	ZN	Assault/Threat (Low Level-Non-Criminal)	M	A	M		X	A	A					A									
S	A5	Assault/Threat (Medium Level)	M	M	M									X	A	A	A					M	A
S	A6	Assault/Threat (High Level)	M	M	M											X	A	A	B			M	A
S	A7	Assault/(Threat -Serious)	M	A	M												X	A	B			M	A
S	22	Battery	M	A												X	A	A				M	A
S	26	Battery on a SBBC Employee/Law Enforcement Officer	M	A														X	B			M	A
S	23	Battery - Serious	M	A														X	B			M	A
		B- A Recommendation for Emergency Behavior Change: This applies when the student commits an offense for which a secondary student would receive a mandatory expulsion under School Board Policy 5006. Since the policy does not contemplate the expulsion of elementary students (except where noted), other disciplinary action may be taken (i.e., administrative placement into the Behavior Change program).																					

ADMINISTRATIVE DISCIPLINE MATRIX

ELEMENTARY - 2011/2012

Reported to State	Incident Code	Incident	<div>Documentation on TERMS C26 panel is required for all violations requiring administrative action.</div> <div>Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.</div> <div>LEGEND M = Mandatory action X = Initial punitive action (for 1st offense) A = Additional (progressive) action S = Incident codes reported to the</div>																			
			Prevention/Intervention (Re-entry parent conference)/Consequence (Record on TERMS C26 Panel) - Collaborative Problem Solving Team (RtII)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	School Specific Consequences	Loss of Privilege	Removal From Class (Less than 1 day)	Detention	Verbal Warning (dress code violation only)	Loss of Extra Curricular Activities (1-5 days)(dress code violation only)	In-school Suspension 1-3 Days & Loss of Extra curricular Activities 1-30 days (dress code violation only)	In-School Suspension: 1-5 days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-5 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Recommendation for Emergency Behavior Change	Recommendation for Expulsion	Complete Immediate Notification Form (STU)	Report to local Law Enforcement required
Bus Behavior Incidents																						
	Z7	Level One Violations: Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M																			
		1st Offense	Verbal or written reprimand from school principal or designee																			
		2nd Offense	Parent Conference																			
		3rd Offense	3 day suspension from school bus transportation																			
		Repeated Offenses	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																			
	Z8	Level Two Violations: Disrupting, distracting, disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Loud talking, inappropriate remarks, or spitting out of bus window at students, pedestrians, motorists.	M																			
		1st Offense	Verbal or written reprimand from school principal or designee																			
		2nd Offense	1-10 day suspension from school bus transportation																			
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																			
	Z9	Level Three Violations: Placing head, arms, and legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M																		A	
		1st Offense	1-10 day suspension from school bus transportation and/or from school																			
		2nd Offense	10 day suspension from school bus transportation and/or from school																			
		3rd Offense	Expulsion from school bus for remainder of the school year and/or possible suspension or expulsion from school																			

ADMINISTRATIVE DISCIPLINE MATRIX

SECONDARY - 2011/2012

Reported to State	Incident Code	Incident	Prevention/Intervention (Re-entry parent conference) Consequence (Record on TERMS C26 Panel) - Minimum of Two	Collaborative Problem Solving Team (RtI)	Threat Assessment Protocol	Confiscation (When Applicable)	Restitution (When Applicable)	Detention	Detention (Extended/Multiple)	Saturday School	Verbal Warning (dress code violation only)	Loss of Extra Curricular Activities (1-5 days)(dress code violation only)	In-School Suspension: 1-3 Days & Loss of Extra Curricular Activities 1-30 days (dress code violation only)	In-School Suspension: Less Than One Day	In-School Suspension: 1-5 Days	In-School Suspension: 6-10 Days	Out-of-School Suspension: 1-2 Days (Offer AES)	Out-of-School Suspension: 3-10 Days (Offer AES)	Out-of-School Suspension: 6-10 Days (Offer AES)	Mandatory Out-of-School Suspension: 10 Days	Alternative Probationary Contract	Recommendation for Expulsion	Complete Immediate Notification Form (SIU)	Report to local law Enforcement required
		Documentation on TERMS C26 panel is required for all violations requiring administrative action.																						
		Discipline of ESE/504 students with disabilities shall be in accordance with state and federal laws and School Board policies.																						
		LEGEND M = Mandatory action X = Initial punitive action (for 1st offense) A = Additional (progressive) action																						
		Bus Behavior Incidents																						
	Z7	Level One Violations: Eating/drinking on the bus. Failure to sit as assigned by bus operator.	M																					
		1st Offense																						
		2nd Offense																						
		3rd Offense																						
		Repeated Offenses																						
	Z8	Level Two Violations: Disrupting, distracting, disobeying the bus operator. Failure to utilize required safety equipment on the bus. Getting out of seat while bus is in motion. Loud talking, inappropriate remarks, or spitting out of bus window at students, pedestrians, motorists.	M																					
		1st Offense																						
		2nd Offense																						
		3rd Offense																						
	Z9	Level Three Violations: Placing head, arms, and legs outside of window. Opening the emergency door while the bus is in motion. Opening or exiting emergency door when the bus is stopped unless directed by the bus operator. Threats against the bus operator, attendant or passengers on the bus. Profanity directed at the bus operator or bus attendant. Fighting or smoking on the bus. Throwing objects out of the bus window or at the bus. Vandalism of seats or other bus equipment. Boarding or attempting to board (also attempting to leave) a bus other than the student's assigned route or stop without permission.	M																					A
		1st Offense																						
		2nd Offense																						
		3rd Offense																						

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

Benjamin J. Williams, Chair

Ann Murray, Vice Chair

Robin Bartleman

Maureen S. Dinnen

Patricia Good

Jennifer Leonard Gottlieb

Laurie Rich Levinson

Nora Rupert

David Thomas, NBCT

Donnie Carter, Interim Superintendent of Schools

CODE OF STUDENT CONDUCT COMMITTEE

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Randi Burger, Co-Chair, Student Support Services, Prevention Programs

SCHOOL-BASED ADMINISTRATORS

Angela Brown, Principal, Pine Ridge Center

Angela Iudica, Principal, Silver Shores Elementary School

Janet Morales, New Renaissance Middle school

Mike Ramirez, Principal, Coral Glades High School

BTU DESIGNEES

Michael Altschuler, BTU, Piper High School

Thieshia L. Cox, BTU, Martin Luther King Elementary School

Yadiris Ferreira, Cypress Bay High

Derrick Huff, BTU, Virginia S. Young Elementary School

Ellen Morris, BTU, Parkway Middle School

Vincent Newman, BTU, Driftwood Middle School

John Pellegrino, BTU, Fort Lauderdale High School

Loran Thompson, BTU, Walker Elementary School

Djuna Robinson, Ely High School

Carissa Thomas, Pioneer Middle

PARENTS/COMMUNITY MEMBERS

Ron Bell, District Advisory Council

Jeanne Jusevic, District Advisory Council

Robert Mayersohn, ESE Advisory

SUPERINTENDENT/DISTRICT DESIGNEES

Kathrine Francis, Student Support Services

Caroline Hejja, Student Support Department

David Greenfield, Coral Springs Middle School

Scott Jarvis, North Area Office

Frank DeRusso, Fort Lauderdale High School

Saemone Hollingsworth, Silver Ridge Elementary

Taina Sierra, New River Middle

Beth Williams, Student Support Services, ESE

Randi Burger, Student Support Services

Denise Mancini, McFatter Technical Center

Yva Dieudonne, Social Work and Attendance

STUDENT GOVERNMENT

Graham Rabinowitsch, McFatter High School

Maria Rincon, Pompano Beach High School

Spencer Shweky, Cooper City High

Stephanie Zielinska,

600 Southeast Third Avenue • Fort Lauderdale, Florida 33301 754-321-2584

"Educating Today's Students For Tomorrow's World."

Broward County Public Schools Is an Equal Opportunity/Equal Access Employer

YOU HAVE THE POWER TO MAKE A DIFFERENCE... USE IT!

Send an e-mail

To:

Cc:

Subject:

**SILENCE
hurts**



www.browardschools.com
Click on
Report a Crime Online

Call

754-321-0911



- Message must begin with SBBC
- Then a space
- Followed by the message

Send a text message
to CRIMES (274637)

COMPLETELY ANONYMOUS



7451 Riviera Boulevard
Miramar, FL 33023
Phone # 954-961-2911



Fax # 954-961-2451

Charles Box, Interim Principal
Clarissa Wright, Executive Director
Fire Drill Procedures

Schools are required to conduct ten fire drills during the year to help ensure the safety of the school. In case of a fire, all office staff, teachers, and students are required to know all emergency evacuation routes.

A fire drill is usually conducted using a different bell ring. When a fire alarm is pulled, the alarm will continue to ring until the system has been reset. Never assume it is a false alarm. All alarms have to be taken seriously even when we think a student may have pulled it.

Please review the emergency exits with all of your classes. The building must be exited as safely and expediently as possible. All fire drills have to be timed with the amount of time it took to clear the building recorded. This information is kept on file.

Teachers, please observe the following:

- ◆ *Make sure classroom is cleared.*
- ◆ *Bring roll book.*
- ◆ *Keep class together after you have exited the building.*
- ◆ *Students should be kept away from the building until the all-clear signal had been given.*
- ◆ *Students will return to their same class unless administration indicates it's time for class to change.*

Evacuation Plan:

- ◆ *Secure rosters/roll book for attendance.*
- ◆ *Close classroom door upon exiting.*
- ◆ *Proceed to the assigned escape route.*

◆ First Floor

1. Room 103 & 114 (Exit front door and proceed to west parking lot.)
2. Rooms 108, 112, & 113 (Exit through southeast door and proceed to parking lot.), 109 exit back room exit door.
3. Rooms 102, 115, 116 (Exit through southwest door and proceed to west parking lot), 101 exit back room exit door.
4. Rooms 125 & P.E. (Exit northeast side door and proceed to parking lot.)
5. Cafeteria (Exit through back door and proceed to parking lot.)
6. Media Center (Exit north east door and proceed to parking lot away from building.)
7. ESE Specialist (Exit front door and proceed to parking lot.)
8. Auto Tech, exit building to west parking lot.

◆ Second Floor

1. Principal's Office (Exit northeast stairs to first floor and proceed to parking lot.)
2. Administrative Offices: Guidance, Business Manager (Exit southwest stairs to first floor and proceed to parking lot.)
3. Reception Area (Exit the southeast stairs to first floor and proceed to parking lot.)
4. Rooms 204, 205, & 206 (Exit northeast stairs to first floor and proceed to parking lot.)
5. Rooms 214, 215, & 220 (Exit southeast stairs and proceed to parking lot.)
6. Rooms 201, 202, 203, & 221 (Exit southwest stairs to first floor and proceed to parking lot.)



7451 Riviera Boulevard

Miramar, FL 33023

Phone # 954-961-2911

Fax # 954-961-2451

Clarissa Wright, Executive Director**Charles Box, Interim Principal****Fire Drill Locations**

Please review the fire drill procedure with your students. New teachers should take note that the light poles in each parking lot have classroom numbers on them. You are to stand in your assigned area after exiting the building. Please inform your class of the general location for your class.

The east lot poles in the middle have been enclosed with a fence for automotive. You will be able to just stand along side of the fence. All poles have been checked to ensure that your class room has the right location. The very first pole has no numbers. (Please refer to the design below). Cones will also be placed in the east lot to help identify room locations. Don't forget to take your roll book with you to take attendance.

<u>Front of School</u>	<u>Parking Lot</u>	<u>West Lot</u>
(Pole 2) 201	(Pole 2) 114	(Pole 2) 101
	Room 116	
(Pole 3) 221	(Pole 3) 103	(Pole 3) 115 Auto Tech Bcc
(Pole 4) 202	(Pole 4) 203	(Pole 4) 102 Fence
<hr/>		
	<u>East Lot</u>	<u>Bus</u>
	<u>Courts</u>	<u>Weight room Area</u>
	<u>Fence</u>	<u>Fence</u>
	206	
	(Pole 1)	
	Media	
	(Pole 1)	(Pole 2)
	214	109
	(Pole 2)	(Pole 3)
	215	205
	(Pole 3)	(Pole 4)
	108	125
P. E.		F E N C E
<hr/>		
	<u>ROAD</u>	

7451 Riviera Boulevard
 Miramar, FL 33023
Phone # 954-961-2911



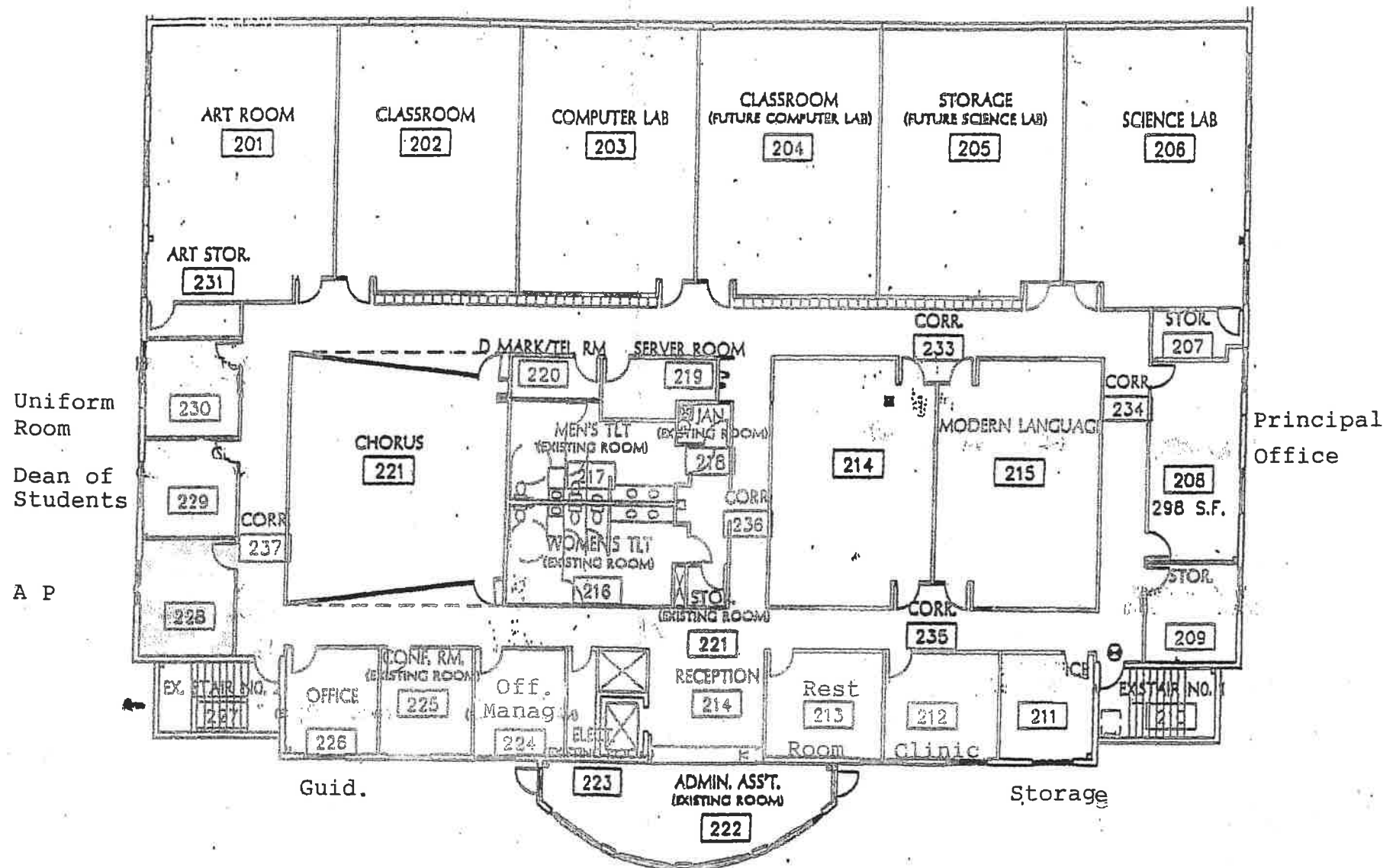
Fax # 954-961-2451

Charles Box, Interim Principal

***FIRE / TORONADO DRILL SCHEDULE
 2011-2012***

<i>FIRE DRILL DATES</i>	<i>DAY</i>
<i>AUGUST 26, 2011</i>	<i>FRIDAY</i>
<i>TOROANDO DRILL</i>	
<i>August 31, 2011</i>	<i>WEDNESDAY</i>
<i>SEPTEMBER 30, 2011</i>	<i>FRIDAY</i>
<i>October 21, 2011</i>	<i>FRIDAY</i>
<i>November 4, 2011</i>	<i>FRIDAY</i>
<i>December 9, 2011</i>	<i>FRIDAY</i>
<i>JANUARY 13, 2012</i>	<i>FRIDAY</i>
<i>TORANDO DRILL</i>	
<i>FRBRUARY 17, 2012</i>	<i>FRIDAY</i>
<i>MARCH 23, 2012</i>	<i>FRIDAY</i>
<i>APRIL 20, 2012</i>	<i>FRIDAY</i>
<i>MAY 11, 2012</i>	<i>FRIDAY</i>





LIFE SAFETY - SECOND FLOOR PLAN

SCALE: 1/16" = 1'-0"

L. J. W. 10/10/10

7451 Riviera Boulevard
Miramar, FL 33023
Phone # 954-961-2911



Fax # 954-961-2451

Charles Box, Interim Principal
Dr. Clarissa Wright, Executive Director

Emergency Operations

The purpose of the School Emergency Response Team (SERT) is to delineate procedures, duties and responsibilities for emergency operations. The focus of this plan is to provide general guidelines for the school prior to, during and after a terrorist threat or the Principal, or School District may deem other emergency disaster situation as necessary.

Responsibilities:

- ◆ ***School Principal:*** Directs the emergency operations of the school and ensures that all actions and preparatory measures required by this plan are executed.
- ◆ ***Assistant Principal:*** Assists the principal in the emergency operations of the school and ensures that all actions and preparatory measures required by this plan are executed.
- ◆ ***Dean of Students/Campus Security:*** Stays in contact with principal and assistant principal to establish command posts by the City of Miramar Police; identify and assign specific duties, control evacuation routes.
- ◆ ***Identified Faculty and Staff:*** Ensure the effective implementation of this plan as it pertains to their specific areas of responsibility, retrieve specific department head lists and schedules; identify and procure equipment and supply requirements.
- ◆ ***Department Chairs:*** Ensure rosters and schedules for students are current and easily accessible; maintain names, addresses, and emergency contact numbers of your department; be knowledgeable of faculty absent and appointed substitute.

Execution:

The school's preparations and response to a potential disaster or emergency are executed in phases which include pre-planning and long range preparations, actions taken when the emergency is imminent; actions during the emergency and recovery operations.

Pre-planning, Long Range Preparations:

♦ Understand Code Procedures

1. Listen for "**Code Red**". Indicates there is an emergency that requires all areas of the building be secured (lockdown). Staff should remain in place with students; bells are turned off.
2. Stay in classroom or get to a classroom as quickly as possible and take roll. No one is allowed out of the classroom until notified.
3. Teachers lock classrooms; building services lock exterior doors.
4. Ignore fire alarms.
5. Await further instructions. Further instructions may come over the PA system or from an individual at the door who will slide his/her photo ID under the door.

♦ Listen for "**Code Yellow**" ("Mayor, please report to the front office.") An emergency that requires all students to be under supervision and accounted for.♦ **SERT** reports to pre-designated area.

- | | |
|-------------|--|
| 1. Wright | Reception Area, Second Floor |
| 2. Ingraham | English, First Floor |
| 3. Box | Social Studies, Math, First Floor |
| 4. Harris | P.E., Media Center, First Floor |
| 5. Thomas | Science, Computers, Music, Art, Second Floor |

♦ Bells are turned off.

♦ Each teacher gets students in classroom and takes roll.

- ♦ Await further instructions from administrator or other member of SERT.
- ♦ Attendance and recorded number of absences must be taken daily; lists should be kept with roster in Red Alert Packet.
- ♦ Registrar and Data Processor (Ms. Rios and Ms. Kinson) will work together to provide list of students early in the AM (will be e-mailed); list should be kept with roster in Red Alert Packet.

Evacuation Plan:

- ♦ Secure rosters/roll book for attendance.
- ♦ Close classroom door upon exiting.
- ♦ Proceed to the assigned escape route.

♦ First Floor

1. Room 103 & 114 (Exit front door and proceed to east parking lot.)
2. Rooms 108, 112, & 113 (Exit through southeast door and proceed to parking lot.), 109 exit back room exit door
3. Rooms 102, 115, 116 (Exit through southwest door and proceed to west parking lot), 101 exit back room exit door
4. Rooms 125 & P.E. (Exit northeast side door and proceed to parking lot.)
5. Cafeteria (Exit through back door and proceed to parking lot.)
6. Media Center (Exit north east door and proceed to parking lot away from building.)
7. ESE Specialist (Exit front door and proceed to parking lot.)
8. Auto Tech exit building to west parking lot.

♦ Second Floor

1. Principal's Office (Exit northeast stairs to first floor and proceed to parking lot.)
2. Administrative Offices: Guidance, Business Manager (Exit southwest stairs to first floor and proceed to parking lot.)
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4. Rooms 204, 205, & 206 (Exit northeast stairs to first floor and proceed to parking lot.)
5. Rooms 214, 215, & 220 (Exit southeast stairs and proceed to parking lot.)
6. Rooms 201, 202, 203, & 221 (Exit southwest stairs to first floor and proceed to parking lot.)

Actions Taken:

When the Principal or Superintendent of Schools issues a terrorist threat or emergency disaster, employees should be prepared to stay longer than the scheduled 2:40 p.m. release time.

- ♦ Administration will notify Security/Transportation.
 - ♦ SERT will report to the school clinic for safety vests and keys for emergency kits; kits will be unlocked and materials distributed as needed.
 - ♦ Faculty will take attendance.
Faculty in planning period should report to their department chair.
 - ♦ Administration will turn off bell system.
 - ♦ Administration will assess threat and determine whether evacuation is necessary.
 - ♦ SERT will be in communication with IS, Principal, Miramar Police Department.
-

School Emergency Kits Contain the Following:

1. Battery operated radio
2. Flashlights
3. First aid kits
4. Blood-borne pathogen kit
5. Bullhorns (clinic only)
6. Staff cell phone list
7. Map of School
8. Roll of yellow caution tape

Kits will be located in:

1. Media Center
2. School Clinic
3. ESE Office

Attachments:

- ♦ Emergency Phone/Cell/Beeper Numbers
- ♦ Map of School



HURRICANE WATCH/ WARNING (LEVEL 3)

IMMEDIATE ACTIONS:

A. PRESTORM PREPARATIONS (SHELTERS AND SCHOOL SITES)

Schools not designated as community shelters should take steps to secure the buildings' exteriors. Different sites have access to shutters either on the premises or by contacting the property's landlord. Ascertain who is responsible for awning installation so appropriate steps can be taken to put up shutters or otherwise secure buildings in a timely manner.

- ☐ Turn off all gas and electrical appliances, except as required in designated emergency shelters.
- ☐ Store all portable items, such as garbage cans, cartons, tin cans loose boards, and portable playground equipment inside building.
- ☐ Secure or remove and store awnings.
- ☐ Store all books, papers, and other equipment as far as possible from windows or areas subject to damage or entry of water. Store these items above the floor to protect them from water damage due to minor flooding.
- ☐ Move audiovisual, computer, and business machine equipment to a secure location. If equipment cannot be moved, cover with plastic to protect from water damage.
- ☐ Check battery powered emergency lights for operation.
- ☐ Fill water storage containers for facilities designated as emergency shelters.
- ☐ Distribute working flashlights to personnel in the buildings designated as shelters.

- ❑ Show exact locations when identifying areas where damage has occurred. Provide a sketch or building plans, if possible.

2. Telephone Damage Reports

- ❑ Call the CBA operations department at (800) 239-7510 and report all damages if a school services department representative does not appear at the site.


REOPENING OF SCHOOL

- ❑ Mobilize School Site **Crisis Communication Procedures** Team. School telephone tree may be used to notify team and staff during non-school hours (see **Telephone Tree Forms** in Appendix VII-7) Follow duties listed in **Crisis Communication Procedures: Roles and Responsibilities** (refer to section V)
- ❑ Prepare **Crisis Fact Sheet** (refer to **Appendix D**, page VII-5) for distribution to staff. When possible, meet with staff before school provides information regarding known facts and recommendations for addressing the critical incident.
- ❑ Prepare letters for parents regarding the incident/situation, including recommendations for assisting students emotionally impacted by the associated trauma.
- ❑ Provide information to media.
- ❑ Provide access to counseling services for students and staff.
- ❑ Conduct end-of-day meeting/support session.
- ❑ Conduct school/community information/support meeting.
- ❑ Support and assist in efforts to hold a campus memorial service.

TERTIARY ACTIONS:

- ❑ Replenish any used equipment, e.g., fire extinguishers, medical supplies.
- ❑ Conduct a review of school district and multi-agency performance associated with the critical incident report response.
- ❑ Continue to provide students/staff with access to counseling services and additional support.

	STATE OF FLORIDA DEPARTMENT OF HEALTH		282445
	Food Sanitation Annual Duplicate Permit		
BUSINESS: Parkway Academy 7451 Riviera Blvd Miramar, FL 33023	PERMIT #: 06-48-01355	Effective Date: 10/1/2009 Permit Expires: 9/30/2010	
OWNER: Broward Community College 111E.Las Olas Blvd Ft Lauderdale FL 33316	FACILITY TYPE: Limited Food Service OFFICE: S	Permit Restrictions No Grease/Steam Producing Cooking Prepackaged Foods & Drinks Only Prepackaged Foods & Drinks Only Single Service Items Only	
Broward Co. Health Dept. 2421 SW 6 Ave., Ft. Lauderdale, FL 33315 www.browardchd.org (954) 831-0401			

	STATE OF FLORIDA DEPARTMENT OF HEALTH		South EH (954) 831-0401
	FOOD SANITATION AND OPERATING CERTIFICATE		
Food Hygiene - School Cafeteria(more than 9 months) - Limited Service		421411	
Issued to : Parkway Academy 7451 Riviera Boulevard Miramar, FL 33023	Permit number 06-48-01355 Permit expires on 09/30/2011	Audit control: 06-BID-1547560 County : Broward Amount paid: \$ 110.00 Date paid : 09/20/2010 Issue date : 10/01/2010	
Mailed to : Parkway Academy 7451 Riviera Boulevard Miramar, FL 33023	Broward County Health Department - Environmental Health 780 SW 24 Street Fort Lauderdale, FL 33315 WWW.BROWARDCHD.ORG		

HEALTH**GROUP CARE ANNUAL SANITATION CERTIFICATE**

Group Care - Charter School

424165

Issued to : Parkway Academy
7451 Riviera Boulevard
Miramar, FL 33023

Mailed to : Parkway Academy
7451 Riviera Boulevard
Miramar, FL 33023

Permit number 06-51-03230**Permit expires on** 09/30/2011

Audit control: 06-BID-1559473

County : Broward

Amount paid: \$ 100.00

Date paid : 10/26/2010

Issue date : 10/01/2010

Broward County Health Department - Environmental Health
780 SW 24 Street
Fort Lauderdale, FL 33315
WWW.BROWARDCHD.ORG

ORIGINAL - CUSTOMER (Non-Transferable) DISPLAY CERTIFICATE IN A CONSPICUOUS PLACE

10/12/2011

Broward County Health Department

**100.00

One Hundred and 00/100*****

Attn: Cashier's Office
 780 SW 24th Street
 Ft. Lauderdale, FL 33315-2615

06-51-03230/2011

Broward County Health Department			10/12/2011			
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/12/2011	Bill	06-51-03230	100.00	100.00		100.00
				Check Amount		100.00

Operating Account	06-51-03230/2011	100.00
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Broward County Health Department			10/12/2011			
Date	Type	Reference	Original Amt.	Balance Due	Discount	Payment
10/12/2011	Bill	06-51-03230	100.00	100.00		100.00
				Check Amount		100.00

*Proof of renewal for
the Health Certificate.*

Operating Account	06-51-03230/2011	100.00
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The School Board of Broward County, Florida

Personnel Sheet - Comparability Report

School: Parkway Academy Charter High Telephone Number: 954-961-2911Location 5181

Employee Name	Job Title	Grade	% worked	FTE
Clarissa Wright	Principal/Executive Director	9- 12	100%	1.00
Charles Box	Assistant Principal	9- 12	100%	1.00
Anthony Harris	Dean Of Student	9- 12	100%	1.00
Lucy Thomas	Curriculum Facilitator/Science Coach	9- 12	50%/50%	1.00
Daniel Silvey	ESE Specialist	9- 12	100%	1.00
Tamieka Williams	Guidance Counselor	9- 12	100%	1.00
Gainda Williams	Business Manager	9- 12	100%	1.00
Johanna Rios	Registrar	9- 12	100%	1.00
Rosie Morris	Data Processor	9- 12	100%	1.00
Raphels Rapphine	Office Assistant	9-12	100%	1.00
Raymond Thomas	Security Specialist	9- 12	50%	0.50
Adam Hopkins	Security Specialist	9- 12	50%	0.50
Nicholas Jackson	Security Specialist	9- 12	100%	1.00
Arnold Ingraham	Facilities Supervisor	9- 12	100%	1.00
Teana Bailey	Cafeteria Manager	9- 12	100%	1.00
Joshua Baker	Teacher - World History	9- 12	100%	1.00
Eric Cheng	Teacher - Math	9- 12	100%	1.00
Andrea Davis	Teacher - Reading	9- 12	100%	1.00
Jessica Estevez	Teacher - Spanish	9- 12	100%	1.00
John Ahrens	Teacher- Automotive	9- 12	100%	1.00
Timothy Franz	Teacher - Social Studies	9- 12	100%	1.00
Manuel Cespedes	Teacher - Music	9- 12	100%	1.00

faxed /
mailed
11/16/10

Jerry Goldbolt	Sub Teacher- CPT Reading/Writing	9- 12	100%	1.00
Wendy Devito	Teacher - Art	9- 12	100%	1.00
Juan Lafosse	Teacher - Biology	9- 12	100%	1.00
Beatrice Larson	Teacher - French	9- 12	100%	1.00
Jeff Lester	Teacher - Biology	9- 12	100%	1.00
Paula Grant	Teacher - Math/Coach	9- 12	100%	1.00
Scott Liss	Teacher - World Geography	9- 12	100%	1.00
Gleandeal Johnson	Sub Teacher - Business	9- 12	100%	1.00
Tracie Parke	Teacher - English 1	9- 12	100%	1.00
Renee Rodney-Hillaire	Teacher -English 111	9- 12	100%	1.00
Deon Stupart	Teacher - Reading	9- 12	100%	1.00
Daphney Lundi	Teacher - Physchology/Debate	9- 12	100%	1.00
Lizette Szetto	Teacher - English 11 & AP	9- 12	100%	1.00
Manage Vincent	Teacher - Chemistry	9- 12	100%	1.00
William Powell	Teacher - PE	9- 12	100%	1.00
Caridad Ramos	Teacher - Biology	9- 12	100%	1.00
Darren Roberts	Teacher - Math	9- 12	100%	1.00
Douglas Robertson	Teacher - Math	9- 12	50%/50%	1.00
Eddie Robinson	Teacher - Math	9- 12	100%	1.00
Christy Wagner	Teacher - English 11 & English	9- 12	100%	1.00
Louis Sasmor	Teacher - Physics	9- 12	100%	1.00
Ramona Walker	Teacher - Reading	9- 12	100%	1.00
Anthony Walker	Teacher - Math	9- 12	100%	1.00
Shawntee Wells	Teacher - Health	9- 12	100%	1.00
Relisha Jordan	Teacher Assitant	9- 12	50%	0.50
Ashley Young	Teacher - World History	9- 12	100%	1.00
Gregory Hammond	Network Executive/IT	9- 12	100%	1.00

Garnett Walker	Teacher - Science	9- 12	100%	1.00
Valerie Cedant	Teacher -Marketing Essentials	9- 12	100%	1.00

Principal's Signature

Carissa Wright

Date

11/10/10

Prepared By

Gander Williams

SCHL/TYP 5181 _ PARKWAY ACADEMY AT B.C.C. AREA: __ Curr/Next: C 10/18/11

GRADE	WHITE	BLACK	PACIF	INDIAN	ASIAN	MULTI	MALE	FEMALE	TOTAL	HISP
09	14	126	1	0	0	0	76	65	141	12
10	12	131	1	0	2	2	77	71	148	14
11	13	106	0	0	0	1	51	69	120	13
12	12	92	0	0	1	2	46	61	107	9
TOTAL	51	455	2	0	3	5	250	266	516	48

PF1=HELP 3=EXIT 5=REFRESH 6=PREVIOUS PANEL 7=BKWD 8=FWD 9=NEXT PANEL 12=ESCAPE
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SCHL/TYP 5181 _ PARKWAY ACADEMY AT B.C.C. AREA: _ Curr/Next: C 10/18/11

GRADE	WHITE	BLACK	PACIF	INDIAN	ASIAN	MULTI	MALE	FEMALE	TOTAL	HISP
09	9.93	89.36	.71	.00	.00	.00	53.90	46.10	27.33	8.51
10	8.11	88.51	.68	.00	1.35	1.35	52.03	47.97	28.68	9.46
11	10.83	88.33	.00	.00	.00	.83	42.50	57.50	23.26	10.83
12	11.21	85.98	.00	.00	.93	1.87	42.99	57.01	20.74	8.41
TOTAL	9.88	88.18	.39	.00	.58	.97	48.45	51.55	100.00	9.30

PF1=HELP 3=EXIT 5=REFRESH 6=PREVIOUS PANEL 7=BKWD 8=FWD 9=NEXT PANEL 12=ESCAPE
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SCHL/TYP 0000 _ SCHOOL BOARD OF BROWARD COUNTY AREA: _ Curr/Next: C 10/18/11

GRADE	WHITE	BLACK	PACIF	INDIAN	ASIAN	MULTI	MALE	FEMALE	TOTAL	HISP
KG	9905	7618	45	106	701	512	9764	9123	18887	5656
PK	2143	2844	1	17	82	61	3102	2046	5148	1304
01	10142	7708	37	147	695	627	10038	9318	19356	5583
02	9738	7542	30	316	711	911	9865	9383	19248	5763
03	9845	7893	19	352	724	842	10191	9484	19675	5729
04	9544	7610	13	292	736	847	9775	9267	19042	5351
05	9943	7670	14	339	736	868	10146	9424	19570	5667
06	10014	7802	17	360	655	722	10006	9564	19570	5628
07	10140	7676	24	349	704	730	10099	9524	19623	5612
08	10399	7517	33	536	731	587	10212	9591	19803	5723
09	10390	8276	30	548	758	502	10588	9916	20504	5825
10	10207	7837	25	563	779	534	10211	9734	19945	5547
11	10127	8012	19	555	728	725	10247	9919	20166	5572
12	10237	8005	17	487	703	621	10248	9822	20070	5538
TOTAL	132774	104010	324	4967	9443	9089	134492	126115	260607	74498

PF1=HELP 3=EXIT 5=REFRESH 6=PREVIOUS PANEL 7=BKWD 8=FWD 9=NEXT PANEL 12=ESCAPE
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SCHL/TYP 0000 _ SCHOOL BOARD OF BROWARD COUNTY AREA: _ Curr/Next: C 10/18/11

GRADE	WHITE	BLACK	PACIF	INDIAN	ASIAN	MULTI	MALE	FEMALE	TOTAL	HISP
KG	52.44	40.33	.24	.56	3.71	2.71	51.70	48.30	7.25	29.95
PK	41.63	55.24	.02	.33	1.59	1.18	60.26	39.74	1.98	25.33
01	52.40	39.82	.19	.76	3.59	3.24	51.86	48.14	7.43	28.84
02	50.59	39.18	.16	1.64	3.69	4.73	51.25	48.75	7.39	29.94
03	50.04	40.12	.10	1.79	3.68	4.28	51.80	48.20	7.55	29.12
04	50.12	39.96	.07	1.53	3.87	4.45	51.33	48.67	7.31	28.10
05	50.81	39.19	.07	1.73	3.76	4.44	51.84	48.16	7.51	28.96
06	51.17	39.87	.09	1.84	3.35	3.69	51.13	48.87	7.51	28.76
07	51.67	39.12	.12	1.78	3.59	3.72	51.47	48.53	7.53	28.60
08	52.51	37.96	.17	2.71	3.69	2.96	51.57	48.43	7.60	28.90
09	50.67	40.36	.15	2.67	3.70	2.45	51.64	48.36	7.87	28.41
10	51.18	39.29	.13	2.82	3.91	2.68	51.20	48.80	7.65	27.81
11	50.22	39.73	.09	2.75	3.61	3.60	50.81	49.19	7.74	27.63
12	51.01	39.89	.08	2.43	3.50	3.09	51.06	48.94	7.70	27.59
TOTAL	50.95	39.91	.12	1.91	3.62	3.49	51.61	48.39	100.00	28.59

PF1=HELP 3=EXIT 5=REFRESH 6=PREVIOUS PANEL 7=BKWD 8=FWD 9=NEXT PANEL 12=ESCAPE
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Parkway Academy



Charter High School

PARENT/STUDENT HANDBOOK

2011-2012

***Parkway Academy High School
At Broward Community College
7451 Riviera Boulevard
Miramar, Florida 33023
954-961-2911
954-961-2451 (fax)***

**Executive Director
Dr. Clarissa Wright**

**Administrative Team
Mr. Charles Box, Interim Principal
Mr. Daniel Silvey, Assistant Principal,
Automotive/ESE/ESOL
Mr. Anthony Harris, Dean of Students
Mrs. Lucy Thomas, Curriculum Facilitator
Ms. Temica Williams, Counselor/Brace Advisor**

**Department Chairs
Mrs. Esther Withers – English
Mr. Scott Liss – Social Studies
Adel Abouhana – Mathematics
Caridad Ramos – Science
Ms. Glendale Johnson – Business
Mrs. Wendy DeVito – Electives**

**Staff
Mrs. Gainda Williams – Office Manager
Ms. Rosie Morris – Data Processor
Ms. Johanna Rios – Registrar
Ms. Beverly Eugene – Cafeteria Manager
Mr. Arnold Ingraham – Facilities Supervisor
Mr. Adam Hopkins – Security Specialist
Mr. Raymond Thomas – Security Specialist
Mr. Nicholas Jackson – Security Specialist**

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Principal's Message

The 2011-2012 school year at Parkway Academy High School promises to be a challenging one filled with new ventures in teaching, learning, and community/family involvement. Students will be provided with opportunities to identify and strengthen key values; acquire skills that will enable them to meet goals; and to become productive members of society.

To reach these objectives, it is important for each student to:

- ◆ Use the library often
- ◆ Attend school every day
- ◆ Join at least one club or sport
- ◆ Read, write, and do some math at home each day
- ◆ Keep your parent/guardians involved in the school
- ◆ Help with crime watch and school beautification projects
- ◆ Do your best at all times, maximum effort with no excuses
- ◆ Earn good citizenship and/or honor roll each grading period

There are two identical agreement pages in this book that require the signature of both parent/guardian and student. One of the pages must be signed and returned; the other must be signed and kept in the book. Students are required to keep this book with them at all times. Hall pass logs are in the back of the book and are used to provide students with hall permission. Parents may also use the logs and planning section to review homework and student habits. I look forward to helping to make this the best school year.

Mission Statement

We believe that we must provide students with tools and skills needed to become highly trained master automotive technicians.

We must strive for academics, social and physical excellence by providing a quality and challenging curriculum.

We must promote positive moral and social values
We must foster an atmosphere of self-discipline in a safe learning environment.

We believe we must maximize individual productivity to meet the needs of a changing world.

Information Book

As with all handbooks, it is important to list every possible situation that might arise in a school. We have attempted to cover as many areas of concern as we can. Please read this agenda book very carefully. We also require you to read the Broward County Student Code of Conduct. Please note: Students/parents are responsible to abide by both codes of conduct the Parkway Academy and the Broward County Codes.

Policy Statement

The code of conduct at Parkway Academy High School exists to protect the rights of all students and adults and to establish a safe, well-ordered environment where students and teachers can focus on quality teaching and learning. Mutual respect, good manners, and positive behavior are the essential elements of the daily life at Parkway Academy High School.

School authorities will hold students and parents strictly accountable for any action which interferes with the learning process, good order, and/or the day-to-day operations at Parkway Academy.

Parkway Academy must have proof that every student and parent or guardian has had a chance to read the Code of Student Conduct or to hear it read aloud. In addition to the Board of Broward County's Code of Conduct Book, we at Parkway Academy have created an addendum. This addendum (Parkway Student/Parent handbook) to the Broward Code of Conduct is equally important; therefore both student and parent must sign the acknowledgement agreement form.

Uniforms

Uniforms are to be worn everyday. Guidelines are as follows and will be strictly enforced.

1. A Parkway Academy uniform shirt must be worn everyday.
2. Black or Khaki “Dickie” work style, waist fitting pants must be worn everyday.
3. A Parkway Academy Student ID must be worn everyday on their waist in a Parkway holder.
4. A solid plain black or brown belt (with no stars, emblems, rhinestones, or big buckles, etc.) must be worn everyday. No chains hanging from the belts are permitted.
5. The following types of jackets may be worn:
 - a. Parkway Academy school jacket
 - b. White, Green, or Black solid fleece jacket with **NO HOODS**, writings, drawings, pictures, etc. on the jacket.
6. Undershirts may be worn under the uniform shirt. (White, black, or green **ONLY**.)
7. No bangles or any other noisy jewelry worn on the arm.
8. Teachers will reinforce these policies everyday.
9. **HAIR COLOR** – No bright or outlandish colors. (Orange, Green, Purple, Blue, Pink ECT).

Uniform Violations and Consequences

1 st Violation	Warning and Call Parent
2 nd Violation	After-school Detention and Call Parent
3 rd Violation	1 Day Suspension
4 th Violation	2 Day Suspension
5 th Violation	5 Day Suspension (Potential to Fail All Classes)
6 th Violation	5 Day Suspension (F's Received in All Classes due to Unexcused Absences)

All suspensions may range from one to ten days upon the discretion of the administration. Effective January 20, 2012, all uniform violations may result in an immediate suspension of 2 days per violation upon the discretion of administration.

Student Identification

Students are required to wear Parkway Academy ID's at all times (everyday) while on campus. Students are requested to purchase ID's upon arrival at Parkway Academy each year for identification reasons. Student ID's are also used to get discounts at local businesses and city bus transportation.

The only ID that can be worn is the 2011-2012 Parkway Academy student ID which is \$5.00.

Bus Information

Riding a school bus is a privilege. Students will be required to have the following items to ride a Parkway Academy sponsored bus:

1. Valid bus pass issued by A1A transportation.
2. Valid student ID issued by Parkway Academy.

Students will be required to have their student ID to ride school buses. Students without ID's will not be allowed to ride the bus. Students who have lost their ID's or need to purchase a new ID must report immediately to the front office.

Bus Behavior

Bus behavior is a primary concern due to the safety needs of all students. Any student who cannot conduct him/herself properly on the bus will have his/her behavior addressed. To ensure safety and pleasure of all students who ride the bus, we:

- ◆ Incorporate bus behavior as criteria for special activities.
- ◆ Document bus behavior on home notes.
- ◆ Implement the following consequences for bus referrals:

1. Warning
2. Parent Conference
3. After-school Detention
4. Bus Suspension
5. School Suspension
6. Permanent Suspension from the Bus

Bus suspension will be activated if a student's behavior poses a safety violation threatening his/her safety of others, regardless of the number of previous referrals. If a student does not attend school due to a bus suspension, the absence is considered to be unexcused.

Important Dates to Remember

FIRST QUARATER

Monday	August 22, 2011	Start 1 st Quarter
Monday	September 05, 2011	Holiday
Thursday	September 22, 2011	Interim Reports
Friday	September 23, 2011	Interim Reports
Thursday	October 27, 2011	End 1 st 9 Week
Friday	October 28, 2011	Employee Planning

SECOND QUARTER

Monday	October 31, 2011	Start 2 nd Quarter
Friday	November 11, 2011	Holiday
Thursday	November 17, 2011	Issue Report Cards
Monday	November 21-25, 2011	No School
Wednesday	December 07, 2011	Interim Reports
Thursday	December 08, 2011	Interim Reports
Monday	December 19, 2011	Begin Winter Break
Friday	December 30, 2011	Winter Break Ends
Monday	January 3, 2012	School Resumes
Monday	January 16, 2012	Day Off
Thursday	January 16, 2012	End 2 nd 9 Weeks
Friday	January 20, 2012	Employee Planning

THIRD QUARTER

Monday	January 23, 2012	Start 3 rd Quarter
Wednesday	February 08, 2012	Issue Report Cards
Monday	February 20, 2012	Holiday
Thursday	February 23, 2012	Interim Reports
Friday	February 24, 2012	Interim Reports
Monday	March 12, 2012	Begin Spring Break
Friday	March 16, 2012	Spring Break Ends
Thursday	March 29, 2012	End 3 rd 9 Week
Friday	March 30, 2012	Employee Planning

FOURTH QUARTER

Monday	April 02, 2012	Start 4 th Quarter
Friday	April 06, 2012	Holiday
Thursday	April 19, 2012	Issue Report Cards
Monday	May 07, 2012	Interim Reports
Tuesday	May 08, 2012	Interim Reports
Friday	May 25, 2012	Employee Planning
Monday	May 28, 2012	Holiday
Thursday	June 7, 2012	Last Day of School
Friday	June 08, 2012	Employee Planning
Wednesday	June 27, 2012	Report Cards Issued

Communication

Communication with parents/guardians is an integral part of a student's program. A mutually beneficial rapport between home and school is important to us all. Our front office number is (954) 961-2911. When calling the school for any reason, please inform the receptionist the nature of the call and you will be directed to the appropriate person(s) who will provide you with the assistance you need.

Attendance Procedure/Policy

Parkway Academy has developed the following attendance policy to comply with state legislation entitled Habitual Truancy Procedures, Section 232.19 F.S. and the School Board of Broward County, Florida.

We want to encourage all students to attend school on a regular basis. Each day that a student attends school he/she has opportunities to develop personal, social, and academic skills. We encourage the commitment of students, parents, and staff to work together on this endeavor. Students are responsible to be on time to school; notify office when absent; make-up missed assignments; and turn in work on time.

Procedures for reporting absences are as follows:

Parkway Academy requires that parents/guardians **must report absences by telephone on the morning of the student's absence**. Parkway Academy policy also dictates that high school staff members may not accept notes as reports of excused absences.

Make-Up Work

All students are expected to make up class work missed during an excused absence. For absences due to (a) illness of student, (b) illness of an immediate family member, (c) death in the family. The student has two days to make up the work for each day the student is absent, **not including the day of return**.

All absences which have not been specifically identified as excused are unexcused absences. A zero is given for any work missed because of an unexcused absence. Students must make up the work but will not receive credit for it. Teachers must include these zeros when averaging grades for a marking period.

After 4 unexcused absences, a letter will be sent home to notify the parent/guardian about potential failure. After 10 unexcused absences, the student will fail all classes. Note: School suspensions are considered unexcused absences.

Excused Absences

A parent/guardian of a high school student **must phone the school prior to the day of absence or no later than the following school day** in order for the absence to be excused for one of the following reasons:

1. Illness of student. Doctor's note will be required.
2. Illness of an immediate family member.
3. Death in family.
4. Religious holiday (student's own specific faith).
5. Subpoena by a law enforcement agency (show proof).
6. Family trips or special events. Such trips refer to exceptional cases of family need, college visitations, or trips of an academic nature. (Upon principal's discretion)
7. Doctor or dental appointment. Student must have a note from the doctor or dentist giving the date and appointment.
8. Field trips or school-sponsored activities on or off school grounds.
9. Internal suspension from classes.
10. **A written note must be turned into the office for all excused absences within 2 days of the student returning to school. Notes written after 2 days of the absence will not be accepted.**

Unexcused Absences

Absences other than those mentioned above are unexcused absences. Ten (10) unexcused absences will constitute failure for that grading period.

Tardies

Following is a list of guidelines related to tardies:

1. The student is required to arrive at class on time. The student must be seated by the time the tardy bell rings.
2. If a student arrives at school after first period begins, he/she must report to the appropriate attendance office to sign in.
3. If the student's school bus arrives late, the student will be admitted to class without penalty. This does not apply to city buses.
4. Four (4) unexcused tardies in a 45-day marking period shall be equal to one unexcused absence and also one day in internal suspension. Refer to the Student Conduct and Discipline Code for additional information.
5. It is the responsibility of the parent and student to arrive to school/class on time each morning. When excessive tardies

become a habit, it interrupts the educational process and slackens the work ethics in students. Therefore, any habitual/excessive excused tardies (after 7 days) within a grading period may result in a withdrawal from Parkway Academy.

Early Dismissal

Early dismissal for appointment or illness must be arranged prior to departure. The school will not accept notes "after the fact." The school must have verbal/written confirmation from the student's parent/guardian prior to leaving school early.

General Policies

Book Bags/Folder/Personal Items

Book bags, backpacks, folders or any other personal items must not display patches, entertainment insignias, drawing, obscene words, gang signs or any other items that would be deemed inappropriate, offensive or reflect negatively on Parkway Academy.

Care of School Property

Students are expected to respect the school buildings and property. Containers are provided throughout the building and grounds for proper disposal of waste. Walking in landscaped areas is prohibited. Marking or defacing school property is a serious offense incurring an out-of-school suspension or expulsion. Any student who misuses school property will be required to make full restitution for damages. **Chewing gum in the school building is forbidden. All food should be consumed in the cafeteria.** A student who disregards this rule incurs a disciplinary referral which may cause the student an after-school detention.

Code of Student Conduct

The code of conduct at Parkway Academy High School exists to protect the rights of all students and adults and to establish a safe, well-ordered environment where students and teachers can focus on quality teaching and learning. Mutual respect, good manners, and positive behavior are the essential elements of the daily life at Parkway Academy High School.

School authorities will hold students and parents strictly accountable for any action which interferes with the learning process, good order, and/or the day-to-day operations at Parkway Academy.

Parkway Academy must have proof that every student and parent or guardian has had a chance to read the Code of Student Conduct or to hear it read aloud. All parents/guardians must return the page in the Code of Student Conduct manual, which requires a signature. In addition to the Board of Broward County's Code of Conduct Book, we at Parkway Academy have created an addendum which is signed upon registration and at the beginning of each school year.

Dining Area Regulations

Each student is required to show good manners, courtesy and consideration of others in the cafeteria. Containers are provided for the disposal of trash and each student is required to dispose of the trash from the top of his/her table and the area surrounding it before the lunch period is over or immediately upon the request of a staff member. No student is allowed to leave the dining area during the lunch period without a written pass to some other area of the school. **A student is not allowed to leave the school grounds during the lunch period. NO FOOD OR BEVERAGE IS TO BE TAKEN OUT OF THE DESIGNATED DINING AREAS AT ANYTIME. NO FOOD IS PERMITTED AT SCHOOL FROM OUTSIDE VENDORS OTHER THAN FOOD BROUGHT FROM HOME FOR THEIR LUNCH.**

Emergency Procedures

In the event that school should be closed or dismissed at an unscheduled time due to an unforeseen emergency, information will be broadcast over the intercom system. To assist the school in the event of an emergency, each parent/guardian should complete the Emergency Information Card

each year which indicates who can pick up the student and current contact information?

Field Trips

Scheduled field trips will be educational in nature and considered part of the curriculum. Many times there will be nominal cost involved for transportation, entry fees, etc. which must be assumed by the student. **It is necessary for parental permission to be granted before any student can accompany his/her class on a field trip.** An Authorized in-school permission slip must be on file at the school before a student will be allowed to leave the building. Students must receive permission from their other teachers in order to attend any field trip. **If a student is suspended from school after paying for a fieldtrip, he/she will not attend the trip nor receive a refund. Deposits are also nonrefundable.**

Gang Symbolism

Student behavior, dress, signing or symbolism intended to represent gang affiliation will not be tolerated on school grounds or at school sponsored events. Violation of this policy will result in discipline, suspension, or expulsion. Parkway Academy works in conjunction with the Miramar Police Department to determine what is gang related.

Grievances

A student or parent who encounters an unsatisfactory situation is provided with an opportunity to express his/her concerns. Please contact the appropriate individual immediately if such a situation arises. The following hierarchy should be utilized: (1) teacher, (2) administrator, (3) principal, (4) Executive Director, and (5) Board of Directors.

Halls/Corridors

Students should be in the hallways only at the beginning and close of the school and while moving from one class to another unless they have special permission or special duties that require them to be there at other times. Students in the halls during class time must have their **Student Planner Hall Pass** signed by their teacher. Students are required to be courteous at all times.

Lockers

All students are assigned a locker; only school-approved locks are permitted. The school requires that each student purchases their lock from the school \$5.00/year. Only Parkway issued locks should be placed on lockers. All other locks will be cut off immediately. Sharing of lockers is prohibited. Students should not share their combination with anyone. Parkway Academy is not responsible for theft or damage of personal property.

Lunch Services

Lunch and breakfast are served each school day. If a student wishes to bring a bag lunch from home, a beverage can be purchased separately. A student may be eligible to receive free or reduced meal if the parents complete an application within two weeks of enrollment. Proof of income that falls within the state income guidelines is required to qualify. Information pertaining to school lunches and lunch menus for each month will be sent home on a monthly basis. For more information, please call the main office. The breakfast fee is \$2.00, lunch is \$4.00. **Note: Food from outside vendors is not permitted on campus including birthday cakes, cup cakes, McDonalds, Burger King, etc.**

Medication

To enable students to receive prescribed medications during the school day, a special medication/treatment form must be completed. This form can be obtained from the front office. The form requires the signature of the doctor prescribing the medication and the parents' signature. Parents must bring the medication to the school **NOT THE STUDENT**.

Medications must be properly labeled in the original container from the pharmacy. Please notify the office of any medication changes. The principal's designee in the case of field trips administers medications.

Paging Devices/Electronic Equipment

Paging devices including beepers and cellular phones, phone clips on belt, as well as CD, cassette players, iPods, mp3 players and PSP's are prohibited in school and will be confiscated by any member of the faculty or administration. A second offense will result retaining the unauthorized electronic equipment for the remainder of the year. Confiscated electronic equipment will only be returned to the parent/guardian. Parkway Academy is not liable or responsible for theft or damage of any student's paging devices or electronic equipment.

Parental Conferences

Conferences can be set up at the request of the school or the request of the parent. (Parents requesting conferences with school personnel should make this request in writing). School personnel will get in touch with the parent and arrange a mutually agreed upon time for the conference. Conferences requested by the school will give a specific time and date for the meeting. Parents are always welcome at the school, but the instructional program for all students comes first. All parents and visitors must sign-in at the front office upon entering the building for a visitor's pass.

Please be aware that teachers are not available for unscheduled conferences during the day because they are instructing students. We ask for you to schedule your visit at least 24 hours in advanced prior to the time you wish to conference with a teacher. (Upon teacher's availability)

Parking

Parking in student lot is a privilege. All cars must be registered and have a parking pass to park in the designated lot. Cars, which are inappropriately or illegally parked, or cars parked so as to cause a safety

hazard may receive a warning or be towed at owner's expense. Students must abide by local speed limits set forth by the Miramar Police Department. Failure to do so may result in a loss of driving privileges and/or suspension from school.

Parking pass must be purchased each year. You must have proof of insurance, registration and a valid driver's license. The nonrefundable cost is \$45.00 per year.

Personal Property

Radios, tape players, toys, jewelry, laptops, computer games, CD, iPods, mp3 players, PSP's, any electronic equipment or large sums of money, etc. should not be brought to school. If they are brought to school, **and subsequently lost or stolen, the school is not responsible for the loss.** If items of this nature are discovered, school personnel will turn them in to the office, and a parent/guardian must claim the item(s).

Search of Person or Property

Students may be routinely searched. When a student is suspected of being in possession of items considered harmful or dangerous, he/she will be given an opportunity to surrender those items voluntarily. If this does not occur, then he/she will be searched by a Security Specialist and an Administrator.

Technology

Students may not bring any computer applications including games to school for any reason. School workstations may not be altered without direct teacher permission.

Any vandalism (renaming, trashing, or moving files, illegal copying, etc.), intentional copying right violations, or attempted access to unauthorized data will result in disciplinary action which may include restitution and suspension.

With access to computers and people all over the world comes the availability of material that may not be considered to be educational value

in the school. Please be aware that questionable materials that are not appropriate for this age may be available to inquisitive searchers. Parkway Academy firmly believes that the valuable information and interaction available on the Internet far outweighs the possibility that users may procure material that is not consistent with the educational goals of Parkway Academy.

Students and parents should be aware that as with any school property or activity, the inappropriate use of the Internet connection will subject the student to disciplinary action. Examples of inappropriate behavior include accessing; downloading; distributing inappropriate materials; vandalism, or any other use incompatible with the district or individual school policies.

Any violation related to the Internet will result in disciplinary action, including detention, suspension and/or the withholding of Internet access.

Telephone Use

Students are not allowed to use the office telephones unless it is an emergency and has been approved by the front office. Calls originating from the school will be strictly supervised. No student will be called to the office to receive personal calls. An administrator or counselor will deliver emergency messages to the student.

Textbooks

The textbooks issued for student use becomes the responsibility of the student and/or parent and must be returned at the end of the year in the same condition in which they were issued. Any damage or lost books must be paid for before another book is issued for home use.

Trespass

Students are not to enter or remain on any school district campus without proper authorization. Violators may be subject to suspension and/or expansionary action and arrest for criminal trespass. Students on campus while on suspension and/or expulsion are subject to additional disciplinary action and arrest for criminal trespass.

Students on suspension can not participate or attend any school related activities. Students attending such school related functions are subject to additional disciplinary actions.

**PARKWAY ACADEMY HIGH SCHOOL
TENATIVE BELL SCHEDULE
2011 – 2012
A/B DAYS**

Warning Bell	7:20 A.M.
First Block	7:25 A.M. ----- 8:55 A.M.
Second Block	9:00 A.M. ----- 9:45 A.M. Enrichment
Third Block	9:50 A.M. ----- 1:20 A.M.
Fourth Block	11:20 A.M. --- 1:50 A.M. First Lunch 11:55 P.M. ----1:25 P.M. Class 11:25 A.M. --- 12:55 P.M. Class 12:55 P.M. ---- 1:25 P.M. Second Lunch
Fifth Block	1:30 P.M. ----- 3:00 P.M.

ACADEMIC/GUIDANCE INFORMATION

Grading System

90 – 100	=	A (4.0 points)
87 – 89	=	B+ (3.5 points)
80 – 86	=	B (3.0 points)
77 – 79	=	C+ (2.5 points)

70 – 76	=	C (2.0 points)
67 – 69	=	D+ (1.5 points)
60 – 66	=	D (1 point)
59 or below	=	F (0 points)

To receive a passing mark for the semester grade in a subject, the student shall have previously earned at least an average grade in:

- a. both nine-week grading periods
- b. one nine-week grading period and the exam

QUALITY POINTS: Classes which are labeled **Honors** shall receive one (1) extra quality point if the grade received is a “C” or above. **Advance Placement** classes receive two (2) quality points.

SPECIAL PROGRAMS

Honors

Honors courses are offered for academically proficient students. Both content and requirements are rigorous. Placement in the honors program is based on standardized achievement tests, teacher recommendations, and previous academic records. Each course carries one honor point.

Advanced Placement

The Advanced Placement Program (AP) gives students an opportunity to take college-level courses and exams while they are still in high school. Through AP, they may earn credit, advanced placement, or both for college.

There are many benefits for students who participate in this program, such as studying interesting and challenging things, discovering new interests, and getting a head start on their future!

We will offer Advanced Placement courses next year. Please refer to the curriculum guide. Placement will be contingent on standardized test scores, GPA and teacher recommendation.

Dual Enrollment

Qualified 11th grade students who have a minimum 3.0 grade point, are 16 years or older and meet the Broward Community College entrance requirements may enroll there for college credit while attending Parkway Academy. Please see the Guidance Counselor for more details.

Academy Major: Automotive Service Technology

The ASE will provide certification to programs that comply with the evaluation procedure, meet established standards, and adhere to established policies.

The minimum program requirements are identical for initial certification and for re-certification. A program providing instruction in all of the automotive areas must have a minimum total of 1080 hours of combined laboratory/shop (co-op) and classroom instruction. Tasks related to the eight automobile areas may be taught at different times during the course of study. Therefore, the hours for an individual area is the sum total of all the hours of instruction related to the tasks. Individual areas must have the following minimum hours:

Breaks	100
Electrical/Electronic Systems	200
Engine Performance	250
Suspension and Steering	100
Automatic Transmission and Transaxle	120
Engine Repair	120
Heating and Air Conditioning	90
Manual Drive Train and Axle	<u>100</u>
Total Hours	1,080

Freshman Year – Automotive Tech I (810 hours)

This class is dedicated to the following classroom/lab topics:

- ◆ Safety
- ◆ Math and Science Skills
- ◆ Employability
- ◆ Communication
- ◆ Entrepreneurship
- ◆ Routine maintenance and consumer services (if hours permit)

Sophomore Year – Automotive Tech II (810 hours)

This class is dedicated to the following classroom/lab topics:

- ◆ Routine maintenance and consumer services
- ◆ Engine theory and repair (includes cylinder head and valve train diagnosis and repair)

Junior Year – Automotive Tech III (810 hours)

This class is dedicated to the following classroom/lab topics:

- ◆ Engine Theory and Repair (includes: engine block diagnosis and repair; and lubrication and cooling systems diagnosis and repairs)*
- ◆ Steering, Suspension and Wheel Systems (includes: front and rear suspension systems diagnosis and repairs; wheel alignment diagnosis, adjustment, and repair; wheel and tire diagnosis and repair)*

Specialized Elective or Internship (810 hours)

This class and/or internship is dedicated to the following classroom/lab topics:

- ◆ Operation and servicing of automatic transmission/transaxle (includes: transmission and transaxle maintenance and adjustment; in and off-vehicle transmission and transaxle repair; oil pump and converter; gear train, shafts, bushings and case; and friction and reaction units)*

- ◆ Operation and servicing and assembly of manual drive transmission/transaxle (includes: transmission transaxle diagnosis and repair; drive and half shaft universal and constant-velocity (CV) joint diagnosis and repair, ring and pinion gears and differential case assembly; limited slip differential; drive axle shaft; and four-wheel drive/all-wheel drive component diagnosis and repair)*

Senior Year – Automotive Tech IV (810 hours)

This class is dedicated to the following classroom/lab topics:

- ◆ Heating, Air Conditioning, and Engine Cooling Systems (includes: automatic and semi-automatic temperature controls; and refrigerant recovery, recycling, and handling)*
- ◆ Heating, Air Conditioning, and Engine Cooling Systems (includes refrigerant recovery, recycling, and handling)*

Specialized Elective or Internship (810 hours)

This class and/or internship are dedicated to the following classroom/lab topics:

- ◆ Engine Performance Services (includes: computerized engine controls diagnosis and repair; ignition system diagnosis and repair; fuel, air induction, and exhaust systems diagnosis and repair; emissions control systems diagnosis and repair; positive crankcase ventilation; exhaust gas re-circulation; exhaust gas treatment; intake air temperature controls; early fuel evaporation (intake manifold temperature) controls; evaporative emissions controls; and engine related services)*

*Meets required ASE minimum certification requirements.

Total Parkway classroom/lab hours:	3240
Required certification classroom/lab hours:	1080

Parkway Academy Graduation Requirements

28 credits, which include the following:

4 credits English

**4 credits Math (which includes a class in Algebra or its equivalent).
(Beginning with the class of 2011, 4 Math credits will be required.)**

3 credits Science

3 credits Social Studies which must include American History, World History, .5 credit Economics, .5 credit American Government.

1 credit Practical and Performing Arts

.5 credit Life Management (Health)

.5 credit Physical Education

.5 credit Personal Fitness

PRE—COLLEGE INFORMATION**State University Admission Requirements**

4 credits English

3 credits Mathematics (one credit must be Algebra 1 or above)

3 credits Science

3 credits Social Studies

2 credits Foreign Language

Passing the FCAT

The FCAT is a multiple-choice test designed to measure the application of basic skills in mathematics and communications to everyday life situations. All students must pass both sections of the FCAT in order to receive a standard Florida High School diploma. Students who do not pass one or both sections of the FCAT on the first administration have additional opportunities to take the test. Starting with the class of 2014, students must also pass the E O C (end of course exam) for their math FCAT and to receive their Algebra 1 credit. The E O C and the 10th grade FCAT math will be administered on the computer. The class of 2014 will also be required to pass an E O C for biology which will count as their FCAT science score.

4 – Year Recommended Class Planner**9th Grade**

English 1	1 Credit
Mathematics	1 Credit
Science (Integrated Science)/Biology	1 Credit
World Geography	1 Credit
Business Systems and Technology	1 Credit
Life Management (Health)5 Credits
Personal Fitness5 Credits
Enrichment	1 Credit
Intensive Reading	1 Credit
Intensive Mathematics	1 Credit
Total Credits	10 Credits

Students who demonstrate low performance on the FCAT test will have modified schedules. They will be required to replace their electives with intensive reading and/or intensive mathematics.

10th Grade

English II	1 Credit
Mathematics	1 Credit
Science (Biology)/Chemistry.....	1 Credit
World History	1 Credit
Foreign Language II	1 Credit
Practical or Performing Art	1 Credit
Enrichment	1 Credit
Intensive Reading	1 Credit
Intensive Mathematics	1 Credit
Total Credits	9 Credits

Students who demonstrate low performance on the FCAT test will have modified schedules. They will be required to replace their electives with intensive reading and/or intensive mathematics.

11th Grade

English III	1 Credit
Mathematics	1 Credit
Science	1 Credit
American History	1 Credit
Practical or Performing Art	1 Credit
Enrichment	1 Credit
Academy Elective	1 Credit
Regular Elective	1 Credit
Internship	1 Credit
Total Credits	9 Credits

Students who have not yet fulfilled the foreign language requirement or personal fitness/health requirements should enroll in the appropriate course(s).

12th Grade

English IV	1 Credit
Mathematics	1 Credit
Science	1 Credit
American Government5 Credit
Economics5 Credit
SAT/ACT Prep	1 Credit
College Readiness for Reading5 Credits
College Readiness for Writing5 Credits
College Readiness for Math	1 Credit
Enrichment	1 Credit
Total Credits	8 Credits

Students who have not yet fulfilled the CPT requirement will be enrolled in the appropriate course(s).

1.0 Credit of Computer Science is required for graduation for all classes. Starting with the class of 2012, no computer science will be required.

An additional 1.0 of Physical Education is required for graduation.

Transcripts

To request a transcript, please use the form available in the guidance office. Please be aware that not fulfilling your contractual obligation to the school, your child may be requested to stay after school, be suspended, or withdraw and sent to a regular public school at the sole discretion of the Principal as approved by Parkway Academy Advisory Board.

PTSO Meetings

Parent meetings are held the second Tuesday of every month in the school cafeteria starting at 6:30pm. The parent meeting is run by the parents and parents are able to express their views and input into how the school is ran.

Board of Directors Meeting

The Boards of Directors meetings are held quarterly in the B C conference room. The meeting is open to the public. If you would like to be on the agenda, contact Ms. Gainda Williams the school office manager two weeks prior to the meeting requesting to be placed on the agenda.

GRIEVANCE PROCEDURE

Parkway Academy High School believes in just treatment of all students and providing a learning environment which is free from unfair or discriminatory practices. Procedures for disciplinary complaints and resolution of discriminatory practices have been established.

Rights: Students/Parents have the right to report and seek redress for unfair treatment, discriminatory practices or harassment.

Responsibilities: Students/Parents have a responsibility to know and follow procedures for filing complaints.

There may be times when students feel they have been unfairly penalized. Most problems can be solved if students speak with the teacher or staff member involved. If the student feels uncomfortable with this person, the student may request a conference with the next level of authority. The student may also request the presence of a third party, such as a counselor, resource teacher or other staff person. The parent may also be present.

School Level Grievance Procedures is outlined below:

1. Students/parents wishing to register a school level grievance must do so within ten school days from the time they became aware of the alleged infraction. The grievance procedure is available only to currently enrolled Parkway Academy students or parents of currently enrolled Parkway Academy students. Students should involve their parent or guardian in resolving school grievances.
2. Students/parents will ask the teacher or school staff person who allegedly treated them unfairly to schedule a conference for the purpose of discussing the complaint.
3. If the person charged with the alleged infraction does not resolve the complaint, students/parents will arrange to talk with Administration regarding the issue.
4. Most student grievances can be resolved at the school level through informal conferences with teachers or other school personnel. If efforts to resolve the grievance with school administrators fail, the student may file a Grievance Form with the Executive Director. Forms for filing grievances will be available in the school office and shall be provided upon request. The Executive Director will provide the grievant with a formal decision and/or resolution to the issue within fifteen school days.

Withdrawal Due Process Procedures

1. A parent wishing to appeal the Executive Director's decision to withdraw a student from Parkway must file a "grievance form" with

the Parkway Academy Governing Board no later than ten school days from the date of said decision. Forms for filing grievances are available in the school office and shall be provided upon request. Within thirty days of receiving the grievance, the Parkway Academy Governing Board will meet to discuss the grievance. The grievant shall be invited to participate in the meeting and bring evidence in support of his or her complaint. The Governing Board shall render a resolution as to the grievance.

2. On receiving a request for a Governing Board hearing, the President of the Board shall have thirty days in which to inform the Board of the request and schedule a meeting.
3. The Governing Board shall hear the complaint by the grievant and relevant school staff. The Governing Board shall render a final decision with respect to the grievance.

Parent/Student Acknowledgement Code of Conduct

(This page must be signed, but will remain in the Agenda Book.)

This agenda book contains the addendum to the Secondary Code of Conduct of Broward County Schools. It refers to general policies and procedures as well as academic information regarding Parkway Academy.

Parents/Guardians may be held responsible for the actions of their children and must be aware of the rules and consequences.

Signed forms become a part of school record. Your signature means that you have received this booklet and know the rules as well as consequences.

Parent/Guardian
Signature_____Date_____

Parent/Guardian
Signature_____Date_____

Student
Signature_____Date_____

**Parent/Student
Acknowledgement
Code of Conduct**

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Parent/Guardian
Signature_____Date_____

Parent/Guardian
Signature_____Date_____

Student
Signature_____Date_____

PARKWAY ACADEMY PARENT VOLUNTEER CONTRACT
VOLUNTEER OPPORTUNITIES LIST

The following is a list of volunteer opportunities available throughout the school year. A total of **30 hours** must be achieved in order to complete your requirement in accordance with the Parent Contract executed during the registration and renewal process each year. It is your responsibility to sign the appropriate sign-in and sign-out sheets legibly each time you perform your volunteer hours. This will enable us to record your hours accurately.

- * Active Member of PTSO Executive Board (30 hours)
- * Active Board of Directors Parent Representative (30 hours)
- * Active Volunteer Coordinator (30 hours)
- * Active Phone Tree Coordinator (30 hours)
- * Active Member of House Advisory Committee Board (30 hours)
- * Attend PTSO meetings (2 hours per parent per child)
- * Become a PTSO member (2 hours)
- * Active Member of Booster Club Board (30 hours)
- * Supervise/assist with a school related activity *
- * Work on a Fundraising Project *
- * Donate resource items to school *
- * Perform errands on behalf of the school *
- * Field trip chaperone *
- * Assist or donate to Athletic program*
- * Work as a Cafeteria monitor *
- * Respond to Parent Survey/Newsletters (1 hour)
- * Voluntary monetary donation (\$10 per hour) **
- * Other opportunities may arise during the school year. Please call the office for information.

PLEASE TAKE NOTE PARENTS!

Parent volunteer hours are taken seriously at Parkway Academy. One requirement for students to remain enrolled is the completion of parent volunteer hours. Therefore, 15 of the 30 hours must be completed by January 20th, 2012 to remain at Parkway Academy for the remainder of the school year. The remaining 15 hours must be completed by May 24, 2012 to qualify for your student to remain at Parkway Academy.

***Please call the office with any questions, information about volunteer hour opportunities, and total of hours completed.**

***** Parents who fail to complete the required volunteer hours, as specified in the Parkway Academy Charter, have the option of making monetary donations of a minimum of \$10.00 (ten) per hour. Students of parents who do not fulfill their volunteer hours will be withdrawn from Parkway Academy.**

Parent Signature

Child's Name

Date

Parkway Academy @ BCC

STUDENT REFERRAL FORM

Student: _____ Referred By: _____

Student # _____ Date: _____

Grade: _____ Time: _____

TO: Administration: _____ Guidance: _____

Reason(s) for Referral: _____

PREVIOUS TEACHER ACTION

☐ Student Conference

 ☐ Progress Report

 ☐ Parent Conference

☐ Administrative Referral

 ☐ Parent Contact

 ☐ Teacher Detention

Other: _____

CONSEQUENCES OF THE STUDENT'S ACTION

As the affected student's teacher, I recommend the following consequence(s) for this student's offense: _____

ADMINISTRATION ACTION AND/OR COMMENTS

Date of Action _____

_____ External Suspension	_____ Parent/Teacher Conference	_____ Parent Called
_____ Internal Suspension	_____ Student Conference	_____ Parent Conference
_____ Saturday Work Detail Detention	_____ After School Work Detail Detention	

Consequences of Recurring Behavior _____

Student Signature: _____ Administrator/Counselor Signature: _____

Parent Signature Requested by Administration ☐ Yes ☐ No

Parkway Academy

PROACTIVE DISCIPLINE PLAN

The staff of Parkway Academy, the students and their parents have indicated that discipline is our number one concern. To address this concern and help ensure an environment where teachers can teach and students can learn, we are instituting a policy of ProActive Discipline.

ProActive Discipline is a school-wide process for ensuring a safe, serious learning environment for our students. The main concept of ProActive Discipline is that teachers, support staff, and administrators are spending 80% of their time and resources on the 20% of the students who break the rules. This leaves less time and resources for the majority of students who do follow the rules and are good students. ProActive Discipline will change this by dealing seriously with behavior that disrupts the learning process and concentrating on keeping the classroom as it should be – a safe place to learn.

The foundation of this program is a list of rights and responsibilities for teachers, students, parents, and administrators. Each has a right to receive the benefits, but only as long as he or she fulfills his/her responsibilities. The responsibilities of the student can be easily summed up as **ATTEND, BEHAVE, TRY and RESPECT.**

ProActive Discipline supports the learning environment at Parkway Academy by using a stringent, but consistent and fair behavior code. All students will abide by the same system. If rule "X" is broken, consequence "Y" will happen always and without exception.

Please read and discuss this pamphlet with your student. It is very important and will affect them throughout the year. We are confident that with your support, our students will enjoy a learning environment where increased academic achievement can take place. When you receive and reinforce these concepts at home, you are doing your part to insure that your child's school succeeds.

CONJUNCTIVE RULES FOR BEHAVIOR MANAGEMENT SYSTEM

1. Walk in the hallway, because running causes disruption and possible injuries.
2. Keep hands, feet, and other objects to yourself, because it prevents injuries and aggravation.
3. Arrive on time with school materials, because teacher instruction begins on time.

4. Behave appropriately because violence does not solve conflict; it causes injury and disruption.
6. Use proper language and be polite, because it shows respect to others and yourself.
7. Leave hats, bandanas, athletic apparel, sunglasses, electronic devices, etc. at home, because they are disruptive, are often lost, or taken, and will be confiscated.
8. Alcohol, tobacco, and drugs are NOT allowed, because they prevent your body from functioning and causes damage to your overall health.

THESE RULES ARE DESIGNED TO REINFORCE OUR MISSION: **CONSISTENT** ENFORCEMENT OF THE RULES WILL MAKE OUR PLAN A SUCCESS.

CLASS RULES AND CONSEQUENCES

Classroom teachers will be provided with a classroom intervention checklist for each of their students. Anytime a teacher needs to do an intervention (seat change, reprimand, time out, etc.) it can be quickly and easily noted on this sheet. Repeated classroom violations can result in a referral when documented. Also, when Counselors, ESE Specialist need anecdotal and interventions, you will have them at your fingertips.

STUDIES HAVE SHOWN THAT THERE ARE TWO FACTORS WHICH MUST BE PRESENT WHEN CONSEQUENCES ARE GIVEN:

1. **Immediacy**
2. **Certainty**

Remember: Consequences for rules should be as follows:

- **Straight-forward**
- **Easily enforced**
- **Easily administered**
- **Effective deterrents**

All students will be held responsible for their actions. The consequences for an ESE student will be the same as a mainstream student except where otherwise indicated by an IEP.

BEHAVIOR TRACK

Repeated rule violations will result in the student being placed on the behavior track. Student behaviors that are inappropriate need to be dealt with in the

classroom and the team. When three interventions and a parent contact have been documented, a referral will be made.

Each student referral requires that three interventions, plus parent contact be repeated. Interventions do not "carry over" from referral to referral. Interventions will start over, however, the student remains on the same behavior track at the previous step.

1. After school detention
2. IS for 1 Day*
3. IS for 2 Days*
4. Suspension for 3-5 Days
5. Suspension for 5-10 Days
6. Recommendation for dismissal

"IS" Internal Suspension:

There will be appropriate curriculum for each grade, provided by the teacher(s). The work missed in the classroom because of "IS" may be made up as an excused absence.

UNSATISFACTORY COMPLETION OF "IS" **WILL RESULT IN OFF CAMPUS SUSPENSION**

Cutting Class

1st Time - 1 Day Suspension

Tardy to Class

- 1st Time - Before school detention and documentation by teacher.
2nd Time - Before school detention, documentation by teacher and phone call to parent by teacher.
3rd Time - Referable to behavior track.

Defiance

- 1st Time - Documentation/intervention by teacher.
2nd Time - Documentation and phone call to parent by teacher.
3rd Time - Before school detention.
4th Time - Referable to behavior track.

Detentions

Teachers have the option to issue detentions directly to students. Students given detentions will have 48 hours to serve those detentions before receiving an additional consequence.

Disruption

- 1st Time - Documentation/intervention by teacher.
- 2nd Time - Documentation/intervention and phone call to parent by teacher.
- 3rd Time - Referable to behavior track.

Mandatory Uniformed Dress Code / Student Code of Conduct Dress Code Violation:**Out of Dress Code/ Inappropriate Wearing of Appropriate Clothing**

- 1st Time - Phone call to parent and IS
- 2nd Time - Phone call to parent and IS next 1 day suspension
- 3rd Time - Phone call to parent 2 day suspension

Random Dress Code Sweeps

Students caught out of compliance during random dress code sweeps will be subject to immediate removal from campus, the above consequences will apply.

**IMMEDIATE REFERABLE OFFENSES
AND THEIR CONSEQUENCES****Certain student behaviors are immediately suspendable:**

- Extreme Defiance of Authority (3-10 days suspension).
- Extreme Disruption of Classroom Environment/School Function (3-10 days suspension).
- Aggressive Behavior/Threats Toward an Adult (3, 5, 7 and 10 days suspensions)
- Battery on a Parkway Employee (10 days suspension, possible dismissal from school)
- Drugs – Alcohol (10 days suspension, possible dismissal from school)
- Fighting and Battery (5, 7 and 10 days suspensions)
- Plagiarism of School Documents (3, 5, 7 and 10 days suspensions)
- Pornography (3, 5, 7 and 10 days suspensions)
- Profanity Directed at an Adult (3, 5, 7 and 10 days suspensions)
- Sexual Offenses (3, 5, 7 and 10 days suspensions)
- Major Theft, (Restitution, 5, 7 and 10 days suspensions)
- Tobacco (3, 5, 7 and 10 days suspensions)
- Vandalism of School or Other Personal Property (restitution, 3, 5, 7 and 10 days suspensions)
- Weapons (10 days suspension, possible dismissal from school)
- Accessing/distributing offensive, obscene, inflammatory, or pornographic materials via computer (3, 5, 7 and 10 days suspensions)
- Leaving campus without permission (3, 5, 7, and 10 days suspension)
- Unauthorized Solicitation of products or services (3, 5, 7, and 10 days suspension)

Note: This plan supplements, but does not replace the Secondary Code of Student Conduct.

Unacceptable Behaviors on the School Bus Leading to Disciplinary Action

Level 1

- Disrupting, distracting, or disobeying a bus operator.
- Eating or drinking while on the bus.
- Failing to utilize required safety equipment on the bus.
- Getting out of the seat while the bus is in motion.
- Failing to sit in the seat assigned by the bus operator.
- Loud talking or remarks out of the bus window at other students, pedestrians, or motorist.
- Boarding or attempting to board a bus route other than the student's assigned bus route or attempting to leave the school bus at other than the student's assigned bus stop without permission of the school principal or designee.
- Placing head, arms, or legs outside window of bus.

Level 1 Consequences

1st Offense Verbal or written reprimand from the school principal or designee.
2nd Offense 1-10 day suspension from school bus transportation.
Repeated Offenses will be considered willful disobedience and or/open defiance of authority, resulting in Suspension from the bus for the remainder of the school year and/ or possible suspension or dismissal from school.

Level 2

- Opening a school bus emergency door and/ or exiting the bus when the bus is stopped unless directed by the school bus operator in an emergency or during an evacuation drill.

Level 2 Consequences

1st Offense 10 day suspension from school bus transportation.
2nd Offense Suspension from the school bus transportation for the remainder of the year.

Level 3

- Threats against the bus operator, bus attendant, or passengers on the bus.
- Profanity directed at the bus operator or bus attendant.
- Fighting on the bus.
- Smoking on the bus.
- Opening a school bus emergency exit door while the bus is in motion.
- Throwing objects out of the window of the bus, which may or may not cause injury to persons or physical damage.
- Throwing objects at a bus after leaving the bus, which may or may not cause injury to persons or physical damage.
- Vandalism of seat or other bus equipment. (This behavior will result in restitution as well as a Level 3 consequence)

Level 3 Consequences

Suspension and/or possible dismissal from school.

Rights & Responsibilities

Students

RIGHTS	RESPONSIBILITIES
To attend a safe and orderly school	To abide by rules of behavior and conduct.
To receive daily instructions that are competent, well planned, and geared to the student's individual needs.	To attend school on a regular basis and come prepared with materials ready to work.
To be treated with respect by all students and school personnel.	To treat all teachers, students, and staff with respect.
To receive the extra help required to overcome knowledge deficiencies or learning disabilities.	To be diligent, to make an honest effort at all class work assigned; "to truly try".
To receive ongoing assessments of progress.	To record academic progress in their daily planner/folder
To receive personal guidance, encouragement and any special assistance as need.	To communicate any concerns or problems with appropriate personnel.

Parents

RIGHTS	RESPONSIBILITIES
To be informed of my child's progress on a regular basis.	To check the student's Daily Planner/Folder, sign & return interim reports, review report cards, and schedule conferences with appropriate personnel.
To be involved in my child's education.	To provide educational support by insuring my child attends school daily, prepared to learn.
To have my child attend a safe and orderly school.	To support school rules and work cooperatively with the school and to avoid confrontational and adversarial resolutions to grievances.
To be properly informed of all ongoing school issues.	To be familiar with and follow school procedures and to take initiative to obtain information from proper sources. (PTSO, SIT) in an appropriate manner.

Note: This plan supplements, but does not replace the Secondary Code of Student Conduct.

Teachers

RIGHTS	RESPONSIBILITIES
To work in a safe environment conducive to teaching and learning.	To come to school prepared to teach all students regardless of their knowledge or background
To receive the logistical support required to provide optimum learning in the classroom.	To provide well planned and well conceived instruction each day.
To work with students who make an honest effort to learn.	To empathize with the needs, concerns, and problems of each student.
To receive support from parents in the teaching/learning process.	To provide assessments, data and feedback to students and parent.
To have distractions from educational task kept to an absolute minimum.	To know and follow school policy and procedures as proscribed in the teacher handbook.
To be treated with respect by all students, parents, and school personnel.	To treat all students, parents, and school personnel with respect.

Administrators

RIGHTS	RESPONSIBILITIES
To work in an environment conducive to teaching and learning by expecting the teaching to be prepared to teach all students regardless of their background and knowledge.	To provide instructional and logistical support for the classroom teachers.
To expect teachers to teach and students to learn as they are provided with well planned and well conceived instruction.	To provide leadership and logistical support for classroom support.
To work with staff members who support teachers to teach and students to learn as they are provided with well planned and well conceived instruction.	To provide leadership that generates data to assist teachers in assessing student needs.
To expect teachers to have distractions from education task kept to a minimum.	To assist instructors, as needed, as they provide an instructional program tailored to each student's need and skills.

Note: This plan supplements, but does not replace the Secondary Code of Student Conduct

STUDENT INTERVENTION CHECKLIST



STUDENT NAME: _____ CLASS PERIOD _____

SUBJECT: _____

GRADE LEVEL: _____

PARENT(S)/GUARDIAN(S): _____

PHONE NUMBERS: _____

DATE ALL ENTRIES

CLASSROOM INTERVENTIONS				Comments
Reprimand				
Seat Change				
Written Assignment				
Removed to "Time out Area"				
Student/Teacher Conference				
Detention				
Removal to Another Classroom				
Removal by Administration				
TEACHER/PARENT				
Phone Call				
Parent Conference				
Daily Student Planner				
Weekly Progress Report				
TEACHER/TEAM				
Records Check				
Conference				
TEAM/ COUNSELOR				
Initiate Child Study Team				
Conference				
TEAM/ASSISTANT PRINCIPAL				



Parkway Academy PTSO/SACS

7451 Riviera Boulevard • Miramar, FL 33023

Phone: (954) 961-2911 • Fax: (954) 961-2451

parkwayacademyptso@gmail.com

Parkway Academy PTSO/SACS Quarterly Meeting AGENDA

- A. Call Meeting to Order
- B. Acknowledgment of Members And Guests
- C. Review of Minutes For Approval
- D. Report
 - Differentiated Accountability (DA)
 - School Improvement Plan (SIP)
 - Strategies For Program Implementation
- E. Non-Agenda Items
- F. Announcements
- I. Next Scheduled Meeting
- J. Adjournment



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Parkway Academy PTSO/SACS Quarterly Meeting MINUTES

MEETING DATE: October 11, 2011

MEETING TIME: 5:30pm

MEMBERS PRESENT:

Executive Officers/SACS Committee
Sharron L. Henley, President
Gina Rodriguez, Vice President
Tamika Kerr, Secretary
Patrice Reed, Treasurer
Lesly Rodriguez, Parliamentarian

MEMBERS ABSENT:

*Dr. Clarissa Wright, Executive Director

GUEST:

N/A

PARKWAY ACADEMY ADMINISTRATION PRESENT:

Anthony Harris, Dean of Students
Charles Box, Principal
Temica Williams, Guidance Counselor
Dan Silvey, Assistant Principal

NOTE: *Denotes that the absent member notified the PTSO prior to the meeting that he/she would be absent.

**PTSO/SACS Committee
Meeting Minutes
October 11, 2011
Page 2**

A. Meeting Called To Order:

The SACS Committee, comprised of the PTSO Executive Committee, held its meeting on Tuesday, October 11, 2011 at Parkway Academy Charter @BC(PA). The meeting was called to order by Sharron L. Henley

B. Acknowledgment Of Members And Guests:

N/A

C. Review Of Minutes For Approval (Motion For Approval):

N/A

D. Report:

The President, Sharron Henley discussed the School Improvement Plan (SIP), School Calendar, Differentiated Accountability(DA)Status and informed the committee that PA was listed as a CORRECT II School under the Florida Department of Education's Differentiated Accountability. Ms. Henley provided copies and handouts which were disseminated during the 2011-2012 State-District-School Instructional Review Team Meeting on September 6, 2011. Ms. Henley stated that she was present during the meeting and provided information regarding the involvement of the PTSO/SACS Committees. Similarly, she informed the committee that CORRECT II, entailed Schools with AYP Counts of 4 or greater that have met less than 80% AYP in various categories, whereas she referred them to the DA Matrix Form.

Strategies For Program Implementation (Update):

Mr. Box provided the strategies for implementation and discussed the SIP and expected outcomes.

E. Non-Agenda Items:

Ms. Henley reported that a Parent Survey would be distributed to the parents during the monthly meeting, after Mr. Box's presentation on DA and SIP.

F. Announcements:

None to report

I. Next Scheduled Meeting:

January 10, 2012

Parkway Academy Charter @ BC, 7451 Riviera Blvd, Miramar, FL 33026

J. Adjournment

The meeting was adjourned at 6:30pm



PTSO MEETING

OCTOBER 11, 2011

Agenda

6:30pm



**BREAST CANCER
AWARENESS MONTH**

Presentation: COSTCO
Guest :Janice Stanley
Business Marketing Representative

1 PTSO OFFICERS (Welcome)

**ADMINISTRATIVE
TEAM**

**School Improvement Plan (SIP)
Differentiated Accountability**



4

FCAT Retakes
October 10-14



5 "A Penny a day for
Parkway"

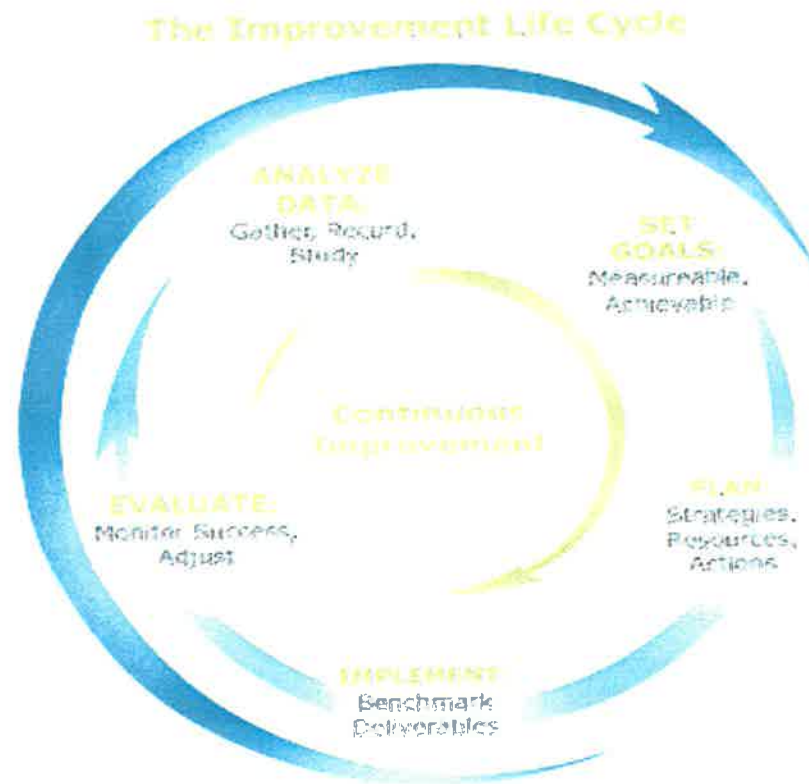
6



Questions/Comments: Email:
parkwayacademyptso@gmail.com



PARKWAY ACADEMY PTSO/SACS



Sharron L. Henley, President
parkwayacademyptso@gmail.com

7451 Riviera Blvd. Miramar, FL 33023 (954)961-2911



Parkway Academy PTSO/SACS Calendar



2011-2012

SACS MEETINGS: 5:30pm

Quarterly Meetings

October 11, 2011

January 10, 2012

April 11, 2012

PTSO MEETINGS: 6:30pm

Executive Officers/SACS Committee

Sharron Henley, President

Slh40@comcast.net

954-274-2490

Gina Rodriguez, Vice President

gina-rod@live.com

954-296-3159

Tamika Kerr, Secretary

kermika@yahoo.com

305-271-1176

Patrice Reid, Treasurer

Patrice3000@live.com

954-383-1311

Lesly Rodriguez, Parliamentarian

Les548@gmail.com

954-292-4014

Email: Parkwayacademyptso@gmail.com

October 2011

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10		12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2011

S	M	T	W	T	F	S
		1	2	3	4	5
6	7		9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2011

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12		14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

January 2012

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9		11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13		15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2012

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13		15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2012

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10		12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2012

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8		10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

*Southern Association of Colleges and Schools (SACS) is one of the six regional accreditation organizations recognized by the US Department of Education and the Council for Higher Education Accreditation.

PARENT SURVEY (FAMILY FCAT NIGHTS)**DIRECTIONS:** Please answer each question by darkening the circle next to your answer.

1. When I walk into the school, I feel welcome.
☐ Always ☐ Rarely
☐ Almost Always ☐ Never
☐ Sometimes
2. What does the acronym FCAT stand for?
☐ Feed Children Apple Tea
☐ Florida Comprehensive Assessment Test
3. Mark the group that best describes you.
☐ White ☐ Black
☐ Hispanic ☐ Asian/Indian
☐ Multiracial ☐ Haitian-Creole
4. I received information on the FCAT Schedule.
☐ Yes ☐ no ☐ I don't know
5. I talked to my child about the FCAT 2.0.
☐ Yes ☐ no ☐ I don't know
6. It is okay to ask questions about the FCAT 2.0.
☐ Yes ☐ no ☐ I don't know
7. I feel comfortable talking to child about the FCAT 2.0.
☐ Yes ☐ no ☐ I don't know
8. My child feels comfortable talking to me about the FCAT 2.0
☐ Yes ☐ no ☐ I don't know
9. I received FCAT 2.0 information at PTSO Meetings.
☐ Yes ☐ no ☐ I don't know
10. The school has a clear process for addressing my concerns about the FCAT Schedule.
☐ Yes ☐ no ☐ I don't know
12. My child received information to prepare them for the FCAT Retakes.
☐ Yes ☐ no ☐ I don't know
13. I received information on FCAT 2.0.
☐ Yes ☐ no ☐ I don't know
14. I attended the FCAT Parent Nights in 2010-2011.
☐ Yes ☐ no ☐ I don't know
15. I utilize Ed Line to track my child's progress.
☐ Yes ☐ no ☐ I don't know
16. I understand the FCAT Scores (Level1-Level5).
☐ Yes ☐ no ☐ I don't know

Thank you!

Parkway Academy PTSO Meeting Tuesday October 10, 2011

MS. Sharon Henley the PTSO president opened the meeting. The following items were discussed on the agenda for those parents who missed the meeting.

- Welcome and introduction of the PTSO officers
- Penny Drive, Free after school tutoring, FCAT/PSAT
- Mr. Box, Interim principal, discussed School Improvement Plan (SIP), Differentiated Accountability Review, School Incentives (see back page), Ed-line
- Mr. Harris discussed discipline and uniform compliance this year which has been very good. Hats off to your children who have been in compliance this year, Thank you parents.

School Improvement Plan

Parkway Academy School Improvement Plan is a school-wide road map that drives instruction and student achievement. The plan is developed by the Leadership Team, Teachers, Curriculum Support Staff, Parent Leaders and the Board of Directors. Test scores and student achievement data is carefully analyzed and Curriculum maps and Instructional Focus calendars are design to help students move to the next level of success. All students and classes are constantly monitored as part of the Florida Continuous Improvement Model (FCIM) to ensure that no child is left behind and all student needs are met.

The School Improvement Plan is a working document. Differentiated - Instruction (DI) is deeply embedded within the contents of the plan. The SIP (School improvement Plan) is the instrument that directs the teaching and learning within the school. Professional Learning Communities are established based on teacher knowledge and student need. Research indicates that students achieve success when their individual needs are met within the classroom.

Differentiated Accountability Review

The state sent out a review team to take a look at the curriculum program Parkway Academy offers. The purpose of the review team was to go into the classrooms, review teacher instructions and report findings to the administrative team. The review team sat down with the administrative team to write goals and plans, based on what was observed, that will help move our school to the next level. The administrative team then met with the teachers to discuss what our plans were for 2011-2012 school year.

Differentiated Instruction

Differentiated Instruction is a research based approach to teaching and learning. Students are grouped for instruction based on their individual needs gathered from their individual student data profiles. Differentiated Instruction may look different in each class or subject area, but there is only one focus and that is academic success.

Questions/Comments: Email - parkwayacademyptso@gmail.com



PTSO MEETING

November 8, 2011

Agenda

6:30pm



HAPPY
THANKSGIVING

Guest: Lou Green
Financial Advisor

1 PTSO OFFICERS (Welcome)

ADMINISTRATIVE
TEAM



2 Dean of Students

3 PTSO PHONE BANK PARENTS



4

College
Tour



5 "A Penny a day for Parkway"

6



Questions/Comments: Email:
parkwayacademyptso@gmail.com



Parkway Academy Charter of B.C. - P.S.T.O.

Financial Literacy Workshop "Money & Credit Matters"



7451 Rivera Blvd. → Miramar, Florida 33023



Facilitators

Danny Felton & Lou Green

*ERCC NID-HCA Certified Housing Counselors and Loss Mitigation Specialists
(305) 652-7616*

Tuesday, November 8, 2011 → 6:00 PM – 8:30 PM

AGENDA

*Welcome & Introduction /Overview
Danny Felton → danny@ercchelp.org*

6:00 PM – 6:30 PM

*Budgeting & Credit Matters
Lou Green → lou@ercchelp.org*

6:30 PM – 8:00 PM

IT'S A WRAP

Q&A // Program Evaluation

Program Design and Purpose

- Learn how to manage money by preparing a personal spending plan
- Identify ways to decrease spending and increase income
- Identify budgeting tools and techniques that will help manage your money
- Choosing how to use your money
- Knowing what your income and expenses are every month
- Understanding Your Credit Report
- What Is Credit Scoring
- What Factors Affect Credit Scores

Program Objectives

By the end of this course, you will be able to:

- Track daily spending habits
- Prepare a personal spending plan to estimate monthly income and expenses
- Identify ways to decrease spending and increase income
- How to improve your credit scores
- How to correct inaccuracies on credit report
- Planning & Goal Setting
- Utilizing the theory and concept as it relates to credit.
- How to become proficient in managing finance and planning for large purchases

WORKSHOP SURVEY

In order for us to conduct more effective programs in the future, please share with us your opinion regarding the workshop you attended today.

Has satisfied are you with...

Overall presentation?

- ☒ --Very Satisfied
- ☐ --Satisfied
- ☐ --Neutral
- ☐ --Dissatisfied
- ☐ --Very Dissatisfied

Relevance of information?

- ☒ --Very Satisfied
- ☐ --Satisfied
- ☐ --Neutral
- ☐ --Dissatisfied
- ☐ --Very Dissatisfied

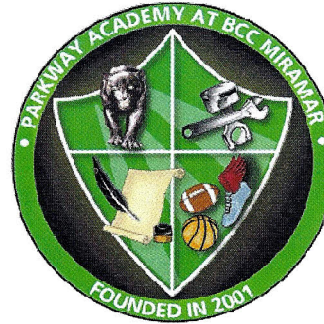
Staff knowledge and professionalism?

- ☒ --Very Satisfied
- ☐ --Satisfied
- ☐ --Neutral
- ☐ --Dissatisfied
- ☐ --Very Dissatisfied

Your ability to apply information?

- ☒ --Very Satisfied
- ☐ --Satisfied
- ☐ --Neutral
- ☐ --Dissatisfied
- ☐ --Very Dissatisfied

If you have any comments or suggestions on how we can improve our programs please share them with us:



PTSO/SACS Committee Meeting

Date: 10 - 11 - 2011

Name	Member/Guest/Administration	Phone Number/Email	Signature
Temica Williams	Guidance Counselor	954-961-2911	<i>[Signature]</i>
Sharon Mearls	PTSO/SACS President	954-274-2490	<i>[Signature]</i>
Don Sawyer	Admon	954-961-2911	<i>[Signature]</i>
Anthony Harris	Dean of Students	(954) 961-2911	<i>[Signature]</i>
Charles Box	Interim Principal	(954) 961-2911	<i>[Signature]</i>
Gina Rodriguez	PTSO/Vice President	954 296 3159	<i>[Signature]</i>
Lesly Rodriguez	PTSO/Parliamentarian	954-292-4014	<i>[Signature]</i>
Patrice Reid	Patrice Reid	954 383-1311	<i>[Signature]</i>
Tamika Kerr	PTSO/SACS	305 527-1176	<i>[Signature]</i>

Comprehensive Safety Inspection Audit State Requirements for Educational Facilities

Initial Inspection: Sep 06, 2011

Safety Department
4200A N.W. 10th Avenue
Oakland Park, FL 33309
(754) 321-4200

Fiscal Year: 2011-2012


Broward County School District - Charter Schools
Parkway Charter Academy Loc. No: 5181
7451 Riviera Blvd
Miramar, FL 33028
(954) 961-2911

Miramar Fire Rescue
14801 SW 27th Street
Miramar, FL 33025
(954) 602-4602



Thomas J. Keane #41712
Municipal Firesafety Inspector

[x] Fire Safety [x] Casualty [x] Sanitation


* Reuben Gonzalez #132427
Municipal Firesafety Inspector
(Fire Violations only)

69A-58 No. Sub Para.	Pri	Location		Type Def. M-O-C	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
		Bldg No.	Room No.							
00 01 67	B	1	000			Repair broken floor tiles (vinyl) <i>Cracked broken floor tiles in clsrms.</i>				
* 10 12 g	C	1	000			post exit diagrams in each room <i>Show secondary route frm. clsrms. to exits.</i>	1			
* 11 a8 01	F	1	000			reinspect fire extinguishers <i>Fire extinguishers expired 8/2010 on tags.</i>				
* 08 c 5	E	1	000			remove door stops <i>All corridor doors throughout.</i>			C	
* T L E	F	1	0SRR			Install Fish Number <i>Staff Restrooms</i>	2			
* 16 g 02	F	1	101			discontinue use of piggybacked surge strips				
* 16 f1 02	B	1	103			install electric receptacle cover				
* 16 f1 09	B	1	103			remove extension cords			C	
* 09 b0 01	B	1	103			repair ceiling tiles	2			
* 16 g 02	F	1	105			discontinue use of piggybacked surge strips				
* 16 f1 09	B	1	105			remove extension cords				
* 10 a5 1	B	1	108			repair door closure <i>To close & latch door properly.</i>	1			
* 09 b0 01	B	1	109			repair ceiling tiles	2			
* 10 a5 1	B	1	109			repair door closure				
* 10 a5 1	B	1	112			repair door closure				
* 16 c 1	C	1	113			Repair battery lighting	1			
* 16 f1 09	B	1	113			remove extension cords	1			
13 p2 8	F	1	113			repair damaged equipment <i>door closure</i>	3			
* 10 a5 1	B	1	113			repair door closure <i>Repair door to close & latch properly.</i>	1			
* 12 a	F	1	114			remove combustible materials <i>Remove paper around column in clsrm.</i>				
01 01 01	A	1	116			Remove plug in air fresheners				
* 16 c 1	C	1	116			Repair battery lighting			C	
* 16 g 02	F	1	116			discontinue use of piggybacked surge strips				
cs 01 20	B	1	123			Repair unsafe/broken equipment <i>Exposed pipes where water fountain was</i>			C	
* 10 L2 c	C	1	123			post capacity sign			C	
* 16 f2 e	B	1	123B			Lock utility panel. <i>Lock-Room door</i>			C	

**Comprehensive Safety Inspection Audit
State Requirements for Educational Facilities**

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69A-58	Pri	Location		Type Def.	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
No. Sub Para.		Bldg No.	Room No.	M-O-C						
* 15 b 5	B	1	123B			Remove storage from electrical room.			C	
* 16 a 21	F	1	125			Repair electric exit sign (bulbs)	1			
* 10 a5 1	B	1	125			repair door closure	1			
* 09 c0 01	B	1	125			repair walls <i>Repair base cove o/s #125.</i>	1			
15 b6 03	B	1	129			repair water fountain <i>O/S #129 encl. falling & cracked push btn.</i>				
* 16 f2 02	B	1	129A			Install light covers	2			
* 10 e 2	E	1	129T			seal horizontal openings <i>Above Sink</i>	2			
* 10 L2 c	C	1	131			post capacity sign <i>media center</i>	8			
* 16 a 2	C	1	134			repair electric exit sign <i>Room #134.</i>	1			
* 16 c 1	C	1	136			Repair battery lighting	1			
* 09 b0 01	B	1	136			repair ceiling tiles <i>Part of Media Room.</i>	5			
13 p2 9	F	1	201A			clean floor area <i>Organize Room</i>	2			
* 10 g 9	B	1	201A			replace missing escutcheon plate <i>storage Closet</i>	2			
* 16 e6 a1	F	1	202			replace broken/missing strobe light cover <i>Replace painted Cover</i>	2			
* 10 g 9	B	1	202			replace missing escutcheon plate	1			
* 16 f1 09	B	1	205			remove extension cords	1			
* 10 a5 1	B	1	205			repair door closure	2			
* 13 a2 a7	B	1	206			Install 1/2 inch lip on chemical shelving <i>All cabinetry with chem. 1/2" lip required.</i>	1			
* 00 00 99	F	1	206			Mount Fire Extinguisher	2			
01 02 01	B	1	206			Strap TV's to mobile cart	2			
* 16 f1 02	B	1	206			install electric receptacle cover <i>On stations</i>	2			
* 16 f1 02	B	1	206			install electric receptacle cover <i>NE student lab station open receptacle.</i>				
14 p2 0	F	1	206			install eye wash <i>Science Room</i>	2			
* 09 b0 01	B	1	206			repair ceiling tiles	2			
* 16 f1 13	B	1	206			repair electrical outlet <i>Repair malfunctioning GFI @ lab table.</i>			C	
* 16 f1 13	B	1	206			repair electrical outlet <i>Repl. miss. recept covers for GFIs @ lab sta.</i>			C	
* 09 c0 01	B	1	206			repair walls <i>Repair Cove base</i>	2			

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**Comprehensive Safety Inspection Audit
State Requirements for Educational Facilities**

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69A-58	Pri	Location		Type Def.	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
No. Sub Para.		Bldg No.	Room No.	M-O-C						
13 p2 4	F	1	206			replace goggles <i>Science Lab needs goggles and Sterilize Cabinet</i>	2			
* 09 b0 01	B	1	208			repair ceiling tiles	2			
* 08 a 02	B	1	208			repair door (metal) <i>Corridor exit dr. sticking on opening.</i>				
00 00 50	A	1	209			Remove Guillotine Paper Cutters				
* 16 g 02	F	1	209			discontinue use of piggybacked surge strips	2			
* 16 g 02	F	1	209			discontinue use of piggybacked surge strips			C	
* 16 f1 09	B	1	209			remove extension cords	1			
* 09 b0 01	B	1	209			repair ceiling tiles	3			
15 a4 2	B	1	213			repair exhaust fan <i>Not working</i>	2			
* 10 12 g	C	1	214			post exit diagrams in each room <i>Room has no evac. diagram.</i>			C	
* 09 b0 01	B	1	215			repair ceiling tiles	4			
* T L E	F	1	216A			Install Fish Number <i>By 216 RR</i>	5			
* 16 f2 02	B	1	216A			install light covers	2			
* 16 f2 02	B	1	218			install light covers	2			
* 09 b0 01	B	1	218			repair ceiling tiles	2			
* 10 e 2	E	1	218			seal horizontal openings <i>Hole behind Sink</i>	2			
* 16 c 1	C	1	219			Repair battery lighting	5			
* 16 c 1	C	1	219			Repair battery lighting			C	
* 09 b0 01	B	1	219			repair ceiling tiles	2			
* 15 b 5	B	1	220			Remove storage from electrical room. <i>Rem. comb. storage from telephone rm.</i>	1			
* 16 c 1	C	1	220			Repair battery lighting	2			
* 09 b0 01	B	1	220			repair ceiling tiles	2			
* 16 f1 09	B	1	221			remove extension cords				
* 10 e 5	E	1	221			seal vertical openings <i>Seal all vert. penetrations flr. & ceiling.</i>	1			
* 16 f1 09	B	1	222			remove extension cords	2			
* 15 b 5	B	1	223			Remove storage from electrical room. <i>around pipes</i>			C	
* 10 e 5	E	1	223			seal vertical openings <i>around Pipes</i>	2			

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Comprehensive Safety Inspection Audit State Requirements for Educational Facilities

Initial Inspection: Sep 06, 2011

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4200A N.W. 10th Avenue
Oakland Park, FL 33309
(754) 321-4200

Fiscal Year: 2011-2012
Broward County School District - Charter Schools
Parkway Charter Academy Loc. No: 5181
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Miramar, FL 33025
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69A-58	Pri	Location		Type Def.	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
No. Sub Para.		Bldg No.	Room No.	M-O-C						
* 10 c 2	C	1	228			remove exit obstructions <i>Chairs in corridor o/s #228.</i>				
* 16 f1 09	B	1	228			remove extension cords				
* 09 b0 01	B	1	229			repair ceiling tiles	2			
* 16 c 1	C	1	233			Repair battery lighting <i>missing o/s 214</i>	2			
* 12 g 1	C	1	233			remove furnishings blocking exit <i>East end of corridor 233.</i>				
* 10 a5 1	B	1	233			repair door closure <i>Exit by 206</i>	2			
* 09 b0 01	B	1	234			repair ceiling tiles	5			
* T L E F	F	1	235			Install Fish Number <i>restroom</i>	4			
* 08 c 5	E	1	235			remove door stops <i>Hall Door o/s 226</i>	2			
* 09 b0 01	B	1	235			repair ceiling tiles	6			
* 08 a 02	B	1	235			repair door (metal) <i>o/s 226</i>	2			
* 10 a5 1	B	1	235			repair door closure <i>Door Near 226</i>	2			
* 08 c 5	E	1	236			remove door stops <i>Exit Door</i>	2			
* 12 g 1	C	1	237			remove furnishings blocking exit <i>Remove chairs o/s 229</i>	2			
* 15 b 5	B	1	CAFE			Remove storage from electrical room. <i>Cafeteria main electric room.</i>			C	
* 13 a2 a9	B	1	CAFE			install flammable cabinet <i>Store Sterno in flamm. cabinet not in cab. by exit</i>	1			
* 10 L2 c	C	1	CAFE			post capacity sign <i>cafeteria</i>	8			
* 13 a2 a6	B	1	CAFE			remove improperly stored chemicals <i>No cleaning chemicals permitted in Food Storage</i>				
* 16 e3 1	D	1	FACP			post fire alarm tag <i>Need log entry for FA System. Annual Insp.</i>				
* 16 e 2	D	1	FACP			repair fire alarm system <i>FACP in Trouble. Insp., Svc., Tag & Log Entry.</i>				
* 10 g 5	F	1	8088			paint fire department connections red <i>Paint Sprklr. Riser and FDC/Siamese Red.</i>	1			
05 2D 04	E	1	9698			Provide fence separation from water > 1 ft deep <i>Along canal west side prkg. area o/s fence.</i>				
11 h2 2	B	1	9699			Provide pad around basketball poles	2			
cs 01 31	B	1	CLINIC			Provide Maintenance Log for AED <i>Provide AED Log at AED in 212.</i>	1			
* 10 L d	B	1	RECEPT			install fish numbers <i>Reception area</i>	8			
cs 01 31	B	1	BCCAUTO			Provide Maintenance Log for AED <i>BCC Auto Garage AED has Expired Batt.</i>	1			
09 aa 19	B	1	RESTRMS			Replce panel w/tempered glass <i>Mirrors in all Restrooms</i>	6			

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**Comprehensive Safety Inspection Audit
State Requirements for Educational Facilities**

Initial Inspection: Sep 06, 2011

Safety Department
4200A N.W. 10th Avenue
Oakland Park, FL 33309
(754) 321-4200

Fiscal Year: 2011-2012
Broward County School District - Charter Schools
Parkway Charter Academy Loc. No: 5181
7451 Riviera Blvd
Miramar, FL 33028
(954) 961-2911

Miramar Fire Rescue
14801 SW 27th Street
Miramar, FL 33025
(954) 602-4602

69A-58	Pri	Location		Type Def.	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
No. Sub Para.		Bldg No.	Room No.	M-O-C						
* 12 a	F	1	STAIR2			remove combustible materials <i>Remove rubber waste container from stairway.</i>	1			
* 16 f1 02	B	1	216/217			install electric receptacle cover <i>At former water fountain.</i>	1			
15 b6 03	B	1	216/217			repair water fountain <i>Cap water fountain drain.</i>	1			
* 16 a	C	1	AUTO117			install illuminated exit sign <i>Over exit door to exterior frm. 117 auto lab.</i>	1			
* 16 f1 09	B	1	AUTO117			remove extension cords <i>Remove extension cord under door.</i>	1			
* 10 g 9	B	1	AUTO117			replace missing escutcheon plate <i>In high ceiling auto lab.</i>	1			
* 12 g 1	C	1	CORRIDOR			remove furnishings blocking exit <i>O/S Stair 2 along rms. 228, 229 & 230.</i>	1			
* 08 c3 02	C	1	CORRIDOR			repair panic hardware <i>Repair to latch east end of 235 corridor o/s 212.</i>			C	
* 00 01 13	C	1	ELEVATOR			Connect elevator phone to 9-1-1 svc			C	
* 16 f1 02	B	1	ENTRANC			install electric receptacle cover <i>Floor outlet needs cover main ent. lobby.</i>	1			
10 b5 a	C	1	ENTRANC			install railings min 24" on windows <i>Chair rails 1-1/2", 24"-36" a.f.f. ctrl. @ storefrt.</i>				
* 16 e3 1	D	1	FACP RM.			post fire alarm tag <i>Provide record log in plexi-glass, ent. ann. insp.</i>	1			
* 15 b 5	B	1	MAIN ELE			Remove storage from electrical room. <i>Main electrical room.</i>			C	
09 aa 19	B	1	MAIN ENT			Replce panel w/tempered glass <i>Trophy case glazing.</i>			C	
16 g0 3	B	1	RECEPTIO			Remove electric appliance from room <i>Remy.heater under desk frm.premises2ndflr.</i>				
* 16 f1 09	B	1	RECEPTIO			remove extension cords <i>2nd flr. reception appliance ext. cords.</i>	1			
* 10 c 2	C	1	WEIGHT R			remove exit obstructions <i>Roll-up canopy so as not to obstruct exit gates.</i>	1			
13 p 7	F	1	WEIGHT R			secure equipment to floor <i>exercise equipment for weights</i>	3			
* 16 a	C	2	101			install illuminated exit sign	4			
02 c8 2	B	9698	000			repair fence <i>Encl.opening below canal fence @ gate.</i>	1			

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**Comprehensive Safety Inspection Audit
State Requirements for Educational Facilities**

Initial Inspection: Sep 06, 2011

Safety Department
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Fiscal Year: 2011-2012
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[x] Fire Safety [x] Casualty [x] Sanitation

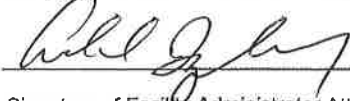
69A-58	Pri	Location		Type Def.	Est. Cost	Deficiency Description and Corrective Action Required	# of Times Cited	Scheduled for Correction Not Later Than	Current Year Status	Work Order #
No. Sub Para.		Bldg No.	Room No.	M-O-C						

Total Non-Fire Safety Deficiencies 20

Total Fire Safety Deficiencies(*): 89 (Includes 0 Serious Life Safety Deficiencies**)

Total Deficiencies Cited: 109

For N, PK, KG-12 and Florida School for the Deaf and Blind ONLY:

Ten Fire Exit Drills during the School Year ☒ Yes [] No (NFPA 101)


Signature of Facility Administrator Attesting to Fire Exit Drills
and Review of Report Acknowledging Awareness of Discovered Deficiencies.



Signature Date

Signature of the respective authority having jurisdiction's firesafety inspector signifies compliance with Section 1013.12(2)(c), F. S.

Signature of the respective school district's firesafety inspector signifies compliance with Section 1013.12(1)(c), F.S.

Scheduled Re-inspection Date no later than: Jun 20, 2012

INSTRUCTIONS FOR THE ANNUAL COMPREHENSIVE SAFETY INSPECTION REPORT
THE SCHOOL BOARD OF BROWARD COUNTY, FL.
SAFETY DEPARTMENT

EXHIBIT 27

INSPECTION DATE: Two month, day and year this inspection was completed.

INSPECTOR SIGNATURE(S): Signatures of the inspector(s) conducting the inspection. Name and title of inspector(s) printed under signature.

TYPE INSPECTION: Mark "X" in the appropriate box(es).

SCHOOL DISTRICT: The name and address of the district department conducting the inspection.

SCHOOL/FACILITY/CAMPUS: The name and address of the individual school, facility, or campus being inspected.

LOCAL JURISDICTION NAME AND ADDRESS: The name and address of the Local Fire Department responsible for conducting annual Fire Safety inspection.

ROOMS / S.E. NUMBER: Number for Florida Inventory School House. School districts identify all rooms, hallways, corridors, etc., of any facility using these F.I.S.H. numbers.

ADDRESS: School Facility, or campus address.

SEA-58 SUPERSEDES: Enter the supersede of the specified rule referred to.

PRIORITY: Enter one of the following as the priority for correction of deficiency:

- Immediate Dangerous Condition
- Crucial factors of fire, accidents and emergency
- Effective system
- Early detection and warning
- Prevention of hazardous conditions
- Fire protection equipment, such, guarding, personnel protection
- Making facilities accessible to the handicapped.

LOCATION BUILDING NUMBER: Enter the building number in which the deficiency is found. (See notes 1, 2, and below)

LOCATION ROOM NUMBER: Enter the room number in which the deficiency is found. (See notes 1, 2, and below)

TYPE OF DEFICIENCY: Enter the appropriate type of deficiency, A, B, or C as defined below:

- Maintenance of Plant: Consists of those activities that are concerned with keeping the grounds, building and equipment at their original condition of completeness or efficiency through repair.
- Operation of Plant: Consists of the housekeeping activities concerned with keeping the physical plant open and ready for use. It includes cleaning, disinfecting, heating, lighting, communications, power, moving furniture, handling stores, caring for grounds, and other such housekeeping activities as are repeated somewhat regularly on a daily, weekly, monthly or seasonal basis. Operations of plant do not encompass the repair and replacement of facilities and equipment.
- Capital Outlay: Expenditures for the acquisition of fixed assets or additions to fixed assets. They are expenditures for land or existing building, improvements of grounds, accommodation of building, additions to buildings, related equipment and additional equipment.

ESTIMATED COST: Insert cost for maintenance and Capital Outlay items. Round off to the nearest dollar.

DEFICIENCY DESCRIPTION
CORRECTIVE ACTION
REQUIRED (SECTION 1011.12(1)(c) F.S.)

NOTE 1: When the same deficiency is found in several locations throughout a building, put in the building number and 0000 in the room number column. This will indicate that the same deficiency was found throughout the facility.

NOTE 2: When a deficiency is found on the site, put 00 in the building number column. Put the applicable code listed below in the room number column.

Playground or Athletic Field 9699
 Landscape Area or Sidewalk 9599
 Driveway or Parking Area 9698
 9699
 9599
 9698
 9599

NOTE 3: When a deficiency is found on the outside of the building, code in the number and put the applicable code listed below in the room number column.

Roof 8089
 Curbside Wall 8088
 Covered Walkway 8087
 8089
 8088
 8087

NUMBER OF TIMES DEFICIENCY CITED BEFORE SCHEDULED FOR CORRECTION NOT LATER THAN (SECTION 1011.12(1)(c) F.S.)

PRIOR FISCAL YEAR DEFICIENCY STATUS: Insert the letter "C" for each deficiency occurred the prior fiscal year report.

WORK ORDER #: District work order number assigned to correct deficiency.

EMERGENCY EVACUATION DRILLS (FFA 13-2.1.1)

N. FL. KG-12 AND FLORIDA SCHOOLS FOR THE DEAF AND BLIND ONLY

APPROVAL BY BOARD: Mark "X" in the appropriate box and include letter / Board Item.

SIGNATURE OF FACILITY ADMINISTRATOR / SIGNATURE DATE: Acknowledge Emergency Evacuation Drills and receipt/return of report.

* THESE ITEMS MARKED WITH AN ASTERISK ARE FIRE VIOLATIONS ONLY.

Status Codes: C-Completed Y-Yield R-Remodeled X-Discontinued T-Temporary U-Under Construction

Names	Teaching Assignments/Grade	Certification Area	Endorsement(s)	Certification #/Validity Date	Date Fingerprinted
Ahrens, John	Auto Tech 1 & 11/ 9 - 12	Automotive Tech	None	FS6PMTAHREN- 06/30/2014	10/19/2006
Abouhana, Adel	Mathematics 9-12	Mathematics	In Progress	847101 - 06/30/2014	7/19/2011
Baker, Joshua	Social Studies 11	Social Science	In Progress	1137450- 06/30/2015	9/20/2010
Barber, Floyd	Reading 9-12	Reading - Endorsed		931271 - June 30, 2014	10/20/2010
Box, Charles	Principal	Admin/Guidance/PE	ESOL	338532- 06/30/2014	3/9/2009
Callender, Elaine	Reading	Elem Ed/ Ed Leadership/Reading	ESOL	342915- 06/30/2013	6/1/2010
Cedant- Williams, Valerie	ACT/SAT/Prep 9-12	Business Education	ESOL	Substitute Teacher	3/10/2009
Cespedes, Manuel	Music 9-12	Music	In Progress	1133330 - 06/30/2012	9/25/2009
Cheng, Eric	Mathematics 9-12	Mathematics	ESOL	1127850 - 06/30/2012	1/14/2010
DeVito, Wendy	Art 9-12	Art	ESOL	938816 - 06/30/2012	7/28/2004
Echeverry, Luz	Spanish 9-12	Foreign Language	In Progress	923806 - 06/30/2012	8/3/2011
Franz, Timothy	Social Studies 12	Social Studies	In Progress	846505 - 06/30/2014	8/19/2010
Godbolt, Jerry	Reading CPT	Theology	In Progress	Substitute Teacher	9/22/2010
Grant, Paula	Mathematics 9-12	Mathematics	ESOL	979105 - 06/30/2015	3/9/2009
Ingram, Talonda	Social Studies 9-12	Social Studies	In Progress	1071902 -07/20/2014	6/20/2011
Johnson, Gleandeal	Business Education	Business Education	ESOL	688189- 08/23/2014	10/4/2011
Kornhauser, Lee	Mathematics 9-12	Mathematics	In Progress	1093144 - 06/30/2013	8/19/2010
Liss, Scott	Social Studies 9	Social Science	ESOL	879785 - 06/30/2012	3/3/2008
Lundi, Daphney	Social Studies/Debate 9-12	Social Science	ESOL	1094176 - 06/30/2016	8/10/2007
Mata, Hyaptia	Biology 9-12	Biology	In Progress	1176302-06/30/2012	8/19/2011
McFarlane, Tanisha	Reading 9-12	English/Reading/Primary Education	ESOL	979041 - 06/30/2015	8/21/2009
Parke, Nicole	English 9-10	English	ESOL	790693 - 06/30/2013	8/3/2010
Pierre, Ashley	French 9-12	Foreign Language		1067637 - 09/24/2013	6/22/2011
Powell, Williams	Physical Education 9-12	Physical Education	ESOL	994588 - 06/30/2016	8/14/2007
Ramos, Caridad	Biology 9-12	Biology	ESOL	1041637 - 06/30/2014	9/1/2011
Robinson, Eddie	Mathematics 9-12	Mathematics	ESOL	939377 - 06/30/2012	8/3/2009
Silvey, Daniel	Ed Leadership/ESE	Ed Leadership/ESE	ESOL	746400 - 06/30/2015	9/9/2009
Smilovich, Roxanna	Biology 9-12	Biology	In Progress	1078229 - 06/30/2015	9/8/2011
Smith, Marvin	Mathematics 9-12	Mathematics	In Progress	1139773 - 06/30/2013	9/28/2011
Stupart, Deon	English 9-10	English	In Progress	1122669 - 09/24/2015	9/7/2010
Szetto, Lisetto	English 9-12	English	In Progress	1042920 - 04/21/2013	9/22/2010
Thomas, Lucy	Curriculum Facilitator	S Principal/Biology/PE	ESOL/Reading	338538 - 06/30/2013	10/10/1996
Tomlinson, Tameshia	Social Studies 9-12	Social Studies	In Progress	1050364 - 06/30/2012	9/20/2010
Vincent, Manage	Biology 9-11	Biology	ESOL	980950 - 11/30/2012	8/19/2010
Williams, Temica	Guidance/BRACE	Guidance/Social Science	ESOL	986703 - 06/30/2015	8/9/2007
Williams, Uriel	Health 9-12	Health	In Progress	Substitute Teacher	8/17/2011
Withers, Esther	English 9-12	English	Reading/ESL/Gifted	555452 - 06/30/2015	8/3/2006
Wright, Clarissa	Administration	Principal/Elem Ed/Early Childhood	ESOL/Reading	522972 - 06/30/2013	3/9/2009



EXAM FORM NO. 4502

CERTIFICATE NO. 6787625

ServSafe® Certification

TO BEVERLY EUGENE

for successfully completing the standards set forth for the ServSafe® Food Protection Manager Certification Examination, which is accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP).

11/23/2009

DATE OF EXAMINATION

11/23/2014

DATE OF EXPIRATION

Local laws apply. Check with your local regulatory agency for recertification requirements.



#0655

A handwritten signature in black ink, appearing to read "David Gilbert", written over a horizontal line.

David Gilbert
Chief Operating Officer, National Restaurant Association
Executive Director, National Restaurant Association Solutions



PARKWAY ACADEMY CHARTER HIGH SCHOOL WELLNESS POLICY

(www.parkwaycharter.org)

PARKWAY ACADEMY PROMOTES A HEALTHY SCHOOL BY SUPPORTING WELLNESS, GOOD NUTRITION, AND REGULAR PHYSICAL ACTIVITY AS PART OF THE LEARNING ENVIRONMENT. PARKWAY ACADEMY SUPPORTS A HEALTHY ENVIRONMENT WHERE CHILDREN LEARN AND PARTICIPATE IN POSITIVE DIETARY AND LIFESTYLE PRACTICES. BY FACILITATING LEARNING THROUGH THE SUPPORT OF GOOD NUTRITION AND PHYSICAL ACTIVITY, THE SCHOOL CONTRIBUTES TO THE BASIC HEALTH STATUS OF CHILDREN.

AS REQUIRED BY CONGRESS, SECTION 204, PUBLIC LAW 108-265, PARKWAY ACADEMY'S WELLNESS POLICY COMMITTEE DETERMINES AND MONITORS ALL WELLNESS INITIATIVES OF PARKWAY ACADEMY INCLUDING OBESITY PREVENTION. PARKWAY ACADEMY'S WELLNESS POLICY COMMITTEE WILL RECOMMEND AND MONITOR OBJECTIVES FOR THE WELLNESS POLICY.

FEDERAL, STATE AND DISTRICT LEGISLATION, POLICY OR GUIDELINES, SUPPORTING THE TENETS OF PARKWAY ACADEMY'S WELLNESS POLICY: FEDERAL - RICHARD B. RUSSELL NATIONAL SCHOOL LUNCH ACT 1946, CHILD NUTRITION ACT OF 1966, PUBLIC LAW 108-265, AND 2005 DIETARY GUIDELINES FOR AMERICANS. STATE – CHAPTER 64-11, FLORIDA ADMINISTRATIVE CODE, CHAPTER 1006.6 AND 2005 FLORIDA STATUTES, FOOD AND BEVERAGES SERVED DURING SCHOOL DAY, POLICY 6300, ADVERTISING MATERIAL, POLICY 6202, ATHLETICS, POLICY 6208, COMMUNITY FUNDRAISING, POLICY 5302, COMMUNITY INITIATIVES FOR FAMILIES, POLICY 1165, AND PARENT/FAMILY INVOLVEMENT.

GOALS

1. **NUTRITION EDUCATION** - Students participate in physical activity and nutrition education for a total of 90 minutes.
2. The policy conforms to state statute regarding physical activity and physical education.
 - a. Parkway Academy programs offer students in 9th through 12th grades nutrition education that provides the knowledge they need to adopt healthy lifestyles.
 - b. Nutrition education is a component in Parkway Academy Charter High School course selection.
 - c. The staff responsible for providing school-based nutrition and health education programs is adequately trained and certified.
 - d. The school cafeteria serves as a learning laboratory to teach and practice good nutrition.
 - e. Parkway Academy provides nutrition education and encourages healthy eating for families, both within the home and outside. Family members are engaged as a critical part of the team responsible for teaching children about health and nutrition. Nutrition and health information for families is provided in multiple languages.

EVALUATION

Teachers will administer the school Health Index, the Florida Youth Survey or Youth Risk Behavior Survey as their needs assessment. From the results of the surveys, a plan of action will be developed to sponsor and promote different projects for students, parents, staff and community. After completion of the projects, survey will be administered again to determine improvement

3. PHYSICAL ACTIVITY AND OTHER SCHOOL BASED ACTIVITIES

Students are actively engaged in physical education, two to three times per week for 90 minutes. They are developing awareness for lifelong physical activities.

- a. Parkway Academy works to provide the opportunity for every student to receive regular, age-appropriate, quality physical education.

- b. Parkway Academy recommends that students participate in physical activity before, during and after school in accordance with nationally recommended guidelines.
- c. All physical education classes and life management classes shall be taught by certified physical education and health education teachers and be designed to build interest and proficiency in skills, knowledge and attitudes essential to a life-long, physically active lifestyle.
- d. The physical education curriculum shall be coordinated with the health education curriculum.
- e. The physical education curriculum provides safe and satisfying physical activity for all students including those with special needs.
- f. Parkway Academy shall not use participation or non-participation in physical education class or recess as a way to punish or discipline students.
- g. After-school programs shall include supervised, age-appropriate physical activities that appeal to a variety of interests.
- h. Parkway Academy shall disseminate, in multiple languages, information for parents to help them promote and incorporate physical activity, healthy eating and life management skills into their children's lives.

Parkway adheres to Florida State Statute 1003.43. All students are required to take and successfully complete one half credit in physical education and one half credit in physical fitness and life management skills as part of the Wellness Policy and state graduation requirements.

EVALUATION (FOR PHYSICAL ACTIVITY)

All students in grades 9 -12 will participate in physical education. Physical activities occur in different learning environments such as, but not limited to outdoor play and indoor activities for ninety minutes. The program shall consist of physical activities that are sufficient to provide a significant health benefit to students.

To evaluate the program, school personnel will review class schedule and visit the students in the PE area.

The Wellness Policy will be evaluated based on the Florida Next Generation Standards PE.912.C.1.7 all students will be able to evaluate the effectiveness of specific warm-up and cool down activities and PE. 912.C.1.10 all students will be able to analyze the long term benefits of participating in regular physical activities and life management skills.

GUIDELINES

1. ALL FOOD SERVED ON CAMPUS WITH THE INTENT OF PROMOTING STUDENT HEALTH AND REDUCING CHILDHOOD OBESITY.

- a. Food and beverages offered over the course of the school week as part of the National School Lunch and Breakfast Programs are nutrient dense, including whole grain products and fiber rich fruits and vegetables to provide students a variety of choices to maintain a balanced diet.
- b.

GUIDELINES CONTINUED

- 1. A variety of nutrient dense foods are offered to students at each meal always including low fat milks, fruits/vegetable, meat/meat alternates and grains.
 - 2. Food and beverages served during the school day include a variety of healthy choices that are of excellent quality, appealing to the students and served at the proper temperature.
 - 3. Foods and beverages available during the school day should minimize the use of trans-fats and saturated fats, sodium and sugar as defined by the Dietary Guidelines for Americans.
 - 4. A salad bar or pre-packaged salads are available daily.
 - 5. Fruit is available at each meal.
 - 6. Food and Nutrition Services will encourage whole grain breads and cereals.
 - 7. Food and Nutrition Services offer low fat milks.
 - 8. At a minimum, food served as part of a school lunch or breakfast will meet the Dietary Guidelines for Americans.
 - 9. Guidelines will be provided for parents in multiple languages on packing healthy lunches.
- c. If a la carte, vending or other food sales are available; they should include a variety of choices of nutritious foods, such as fruits, vegetables, low fat dairy items and water and be in compliance with Chapter 64E-11 of the *Florida Administrative Code*.
 - d. Drinking water and hand sanitizing facilities should be conveniently available for students at all times.
 - e. A list of healthy food and non-food alternatives will be made available to parents and teachers for classroom celebrations and rewards. Food served in the

classrooms will be obtained from approved sources, per Chapter 64E-11 of the *Florida Administrative Code*.

- f. Parkway Academy shall encourage fundraisers that promote positive health habits such as the sale of non-food and nutritious food items as well as fundraising to support physical activity events.
- g. Food and beverages sold at events must be obtained from approved sources, per Chapter 64E-11 of the *Florida Administrative Code*, and reinforce the importance of healthy choices.
- h. Snacks and rewards provided in after-care programs should re-enforce the importance of healthy choices.

ADDITIONAL PARKWAY ACADEMY WELLNESS GOALS

- 1. Parkway Academy continually coordinates a comprehensive outreach and promotion plan to ensure maximum participation in the school meal program.
- 2. Parkway Academy ensures that students who receive free or reduced price meals are not treated differently from other students or identified by their peers.
- 3. Parkway Academy serves breakfast and lunch as part of the National School Lunch and Breakfast Programs.
- 4. Parkway Academy shall employ a food service director who is properly credentialed according to professional standards to administer the school food service program.
- 5. All Food and Nutrition Services personnel have adequate pre-training and participate in on-going professional development in the areas of sanitation, school food service essentials, nutrition and quantity cooking.
- 6. School menus meet the requirements of the USDA for school meals, and over the course of a week meet the nutritional standards recommended by the *Recommended Dietary Allowances* or equivalent. Each meal served meets the guidelines for a USDA reimbursable meal. The Policy will provide an assurance that guidelines for reimbursable school meals shall not be restrictive than regulations and guidance issued by the USDA.
- 7. Food and Nutrition Services ensures that required and effective food safety practices are applied to all foods prepared, sold and served through the Food and Nutrition Services Department.

8. Meals are scheduled as close as possible to the middle of the day. Dining areas should be attractive.
9. Through the Nutrition Committee, Parkway Academy formally involves families and community organizations to address food and nutrition issues, recommend nutrition policy and programs to school meal options are culturally sensitive and meet special dietary needs. The Nutrition Committee provides community support to school health endeavors and makes recommendations to the Wellness Policy Committee.
10. Continue the expansion of the Commit 2B Fit program, coordinated by the Physical Education Department, which provides nutrition and fitness education for students and families.
11. Employees are encouraged to engage in daily physical activity and nutrition services before and after work hours in site sponsored programs or through Parkway's health insurance carrier, as part of free membership in facilities where available.
12. Parkway will cooperate and collaborate with certain community agencies to promote health and wellness for its students, families and staff.

We assure that the guidelines for reimbursable school meals shall not be less restrictive than regulations and guidance issued by USDA.

EVALUATION OF PARKWAY ACADEMY'S WELLNESS POLICY

Chairpersons: Mr. William Powell, Physical Education teacher and Mr. Daniel Silvey (Administrator) LEA at Parkway Academy will be responsible for ensuring that the school is meeting the local wellness policy.

1. The Wellness Policy Committee shall convene each quarter to assess whether policies are effective in improving student health. The chairperson will appoint an administrator to coordinate the evaluation process.
2. Parkway Academy, the Fitness Committee and the Nutrition committee will continue to provide input and recommendations regarding wellness initiatives and outcomes. Public input and revisions are done at Parkway Academy Board Meetings.
3. The Wellness Policy Committee will annually determine wellness promotion objectives based on results of the annual Wellness Policy Evaluation and report the