

**ALTERNATIVE EDUCATION
Lane County Public Schools
Annual Program Site Evaluation
2011-12**

Program/School Name Creative Minds

Health & Safety – Facility Condition

Is the facility clean & orderly Yes No

Comments: Spaces are small but orderly and well maintained.

Does facility meet safety code Yes No

Comments: Inspections are up to date and certificates and paperwork available.

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

Are district attendance reporting policies being adhered to? Yes No

Comments: Reports are sent to respective districts each week.

Is attendance taken daily? Yes No

Comments: Attendance is taken every period and communicated to other staff.

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

Comments: Attendance policy is presented in the student handbook and is part of the admissions application signed by students and parents. Students are allowed no more than 6 absences in any month or 10 in a semester.

Are discipline procedures posted? Yes No

Comments: Discipline procedures are included in the student handbook . Classroom rules are posted in classrooms.

Are students alert and engaged? Yes No

Comments: Thanks to the small classes (5 or smaller) students would find it difficult to not be engaged in the class activity and appeared to be on task.

Curriculum

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

Lesson plans and course syllabi are similar to tradition classrooms.

In addition, many high school electives are contracted as individual projects completed outside of regular school hours.

How are the needs assessed and met for IEP students?

Creative Minds has recently hired a Special Ed Coordinator/ Teacher who conducts all IEP meetings, in conjunction with resident district personnel, and acts as an IEP consultant for other staff.

Is curriculum state approved? Yes No

Comments: The program is accredited and registered with ODE. Teachers teach to state benchmarks and state tests are administered to eligible students each year.

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

The student handbook includes the standard grade criteria. Most core courses are based on seat-time but in fact, a combination of criteria are used. Project/elective credits are often based on proficiency, individualized study on mastery.

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

Comments: Progress is updated with resident districts at least twice each year.

Teacher Evaluation

Does instructor show ability to engage students? Yes No

Comments: Students appear to be engaged. Small class sizes allow teachers to individualize content and adjust curriculum to meet the needs of individual students.

What is the instructor's style of presentation? Observed instruction would be best described as informal, conversational. Small class sizes also allow project-based and individualized instruction. The largest distinction from a traditional school is the class size.

Is instructor accredited by the state of Oregon? Yes No

Comments: The teaching staff consists of 8 individuals, 6 of whom are licensed.

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

Comments: Proper background checks are completed on all staff and volunteers.

Site Evaluation Completed by:

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Name

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School District

Date: March 7, 2012