

**Academy of Arts and Knowledge  
aka Northern Colorado Academy of Arts and Knowledge  
4800 Wheaton Drive, Fort Collins, CO 80525**

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Board Meeting Agenda for Tuesday April 7 2020 at 4:00pm

Zoom Meeting: [Link Here](#)

Meeting ID: 434 885 472

Password: 9ju2qd

I. OPENING SECTION

A. Call to Order

B. Board Members in attendance:

Kornfeld ( ) Shapland ( ) Simmons ( ) Walser ( )

C. Approval of Agenda

Motion by:

Seconded by:

Kornfeld ( ) Shapland ( ) Simmons ( ) Walser ( )

II. REPORTS

A. Executive Update

B. Treasurer Report

Projection for Year End

2020-2021 Preliminary Budget

III. BUSINESS

A. Application of Merilly Bowers to join the Board

Motion to approve Bowers to the Board of Directors:

Motion by:

Seconded by:

Kornfeld ( ) Shapland ( ) Simmons ( ) Walser ( )

B. CSI Presentation on Renewal

IV. CLOSING SECTION

A. Next Meeting Date: 2020 May \_\_\_\_\_ at \_\_\_\_\_ pm

B. Adjourned at:

### Assessment

CMAS has been canceled, and end of year MAP and Dibels testing most likely won't happen, but we are waiting on some additional guidance related to that. READ Act requirements and submissions have also been waived for this year.

We are waiting on some additional guidance on handling the handful of students who require additional gifted and talented testing based on their screener score.

### Teacher Evaluation

Evaluation requirements through the state have also been waived. Jami and Andy will be discussing what this looks like for AAK.

### Remote Learning Plan

Following our geographic district, AAK will not be resuming any in-person learning for the remainder of the 2019-2020 school year. We have checked out devices to families that do not have access to devices at home.

We submitted a remote learning plan to CSI last week, and are waiting for feedback.

## Section I: Supporting Families

1. How does the school assess which families need additional resources to access the school's remote learning plan? How will the school distribute resources to these families? **Prior to our spring break and closing the school we sent out a survey to our families with questions regarding technology, internet access, and home support. We checked out laptops to families prior to the closure, and also established two laptop checkout times during the week.**
2. What training will the school provide to students and families to ensure they can access the remote learning plan? **Teachers sent families and students step-by-step instructions on using Google Classroom and Zoom. Administration has been reaching out to individual families to address questions and troubleshoot problems.**
3. How do families access technical support? **Call, email, text teachers or the school.**
4. How will the school facilitate two-way communication between home and school? **Google Classroom, virtual 1 on 1 meetings with families each week.**
5. How is the facility, if at all, being used for staff or students? **The facility is still open to staff to access their classrooms, make copies, gather materials, etc. Additionally, the building is open twice a week for meal pickup, laptop checkout, and one room is open all day for families to pick up hard copy materials provided by the teachers.**

6. How is the school providing access to meals? **Breakfast and lunch for Mondays and Tuesdays can be picked up on Mondays from 10am to noon at the back door of the school. Breakfast and lunch for Wednesdays, Thursdays, and Fridays can be picked up on Wednesdays from 10am to noon. Meals ordered but not picked are delivered to those families by a staff member.**
7. How will the school utilize external/community partnerships to meet the needs of vulnerable students?

## Section II: Instruction and Content

1. How and when will lessons be delivered to students? **Lessons are delivered to students daily through Zoom and Google Classroom.**
2. How often will students have direct contact with teachers? **Students have direct contact at least once a day through a whole-class meeting, and then individual check-ins at least once a week, in addition to live lessons.**
3. What learning management platform is the school using? **Google Classroom**
4. What curricular resources will teachers use? **school curriculum**
5. How are you reviewing new resources for state standards alignment?

## Section III: Assessment

1. How will teachers regularly assess student progress and provide feedback? **One-on-one check ins with each family at least once a week, with feedback given on engagement, participation, and assignment completion.**
2. How will teachers track student engagement? **Daily attendance assignments, participation at whole-group meetings.**
3. How will schoolwide progress be monitored? **During weekly check-ins with teachers, we see if there are any students who have not been present. We then followup with those families. We are defining progress right now as making sure families are safe, have food, and are able to connect with their teachers at some point during the week.**

## Section IV: Accessibility

1. How will the following students' needs continue to be met?
  - a. IEP: **Student's are continuing to receive their academic service times, at a rate commensurate with their general education instruction time. Instruction is being given live, with an option to watch lessons at a later date, or participate through packet-work. Services are being delivered by special education teachers and special education teacher assistants. Related services are also continuing weekly (as listed in the IEP) for students with Sp/L, OT or Psych needs. These services are being given live, or through consultation services with a parent and provision of learning resources (dependent on what the family has noted works best for them). IEP annual review meetings will continue to be held through Zoom, and at this time, AAK has no triannual reviews or initial evaluations under way. Teachers are**

also consulting with the Director of ESS to ensure materials are accessible, appropriately leveled, and modified for students' needs.

- b. 504: The Director of ESS is consulting with classroom teachers to ensure accommodations are being made to classroom assignments so that learners with 504s are guaranteed access to the lessons. Lessons and learning options are continuing to use multiple modalities to ensure access for all learners. 504 Meetings will continue to be held through Zoom.
- c. English Learners (NEP & LEP): English Language Learner services are continuing to be delivered by an ELL/CLD endorsed teacher, through live, small group lessons. If the student cannot attend the live lessons, they are being recorded and students can access them later.
- d. Gifted & Talented  
Google classroom being set up for these students to continue book study and Passion Projects.
- e. Homeless

## Section V: Teacher Professional Development and Support

1. What time is scheduled for teachers to prepare instruction? **Fridays**
2. What professional development will teachers receive in implementing the school's remote learning plan? **We've already held remote trainings for Zoom, Google Classroom, and FERPA. We will continue to hold professional development on Fridays regarding PBIS, assessment, and grading, to name a few.**
3. What opportunities will teachers have to share resources and practices? **Lots of sharing happening through email and Zoom chats.**
4. How do staff access technical support?
5. Has your school revised current intervention structures (e.g. MTSS, Rtl, Data Teams) in your remote learning plan?

## Section VI: Student and Staff Well-Being

1. How will the school support the mental health needs of students and build community online? **Virtual Assemblies, students and teachers doing virtual morning announcements, FIRE Challenge each week, virtual check ins with families.**
2. How will the school support staff mental health?

### PBIS

Dylan presented information to staff on Friday about keeping PBIS going during remote learning, as well as resources to send to families on how they can help with their child's engagement at home.

### Community Engagement

We are sending out weekly FIRE Challenges to our community, our first one was students sending in photos showing FIRE at home. We are also asking our students to send in virtual

morning announcements, and we held a virtual FIRE Assembly on March 27. We will also still be hosting a virtual Talent Show and figuring out how to do a virtual Drama performance.

We are also hosting a Town Hall tomorrow afternoon to address some common questions and concerns of families.

### Staff Engagement

We are doing weekly individual check in with all staff, weekly team level meetings and a weekly staff meeting. Some teachers are also participating in a social zoom on Friday afternoons.

### Employee Agreements

All contracts are continuing as is. All hourly employees are continuing to be paid based on an hourly average of the last six months. The paras are being utilized to continue to deliver exceptional student services, interventions and help with student contact and tech supports. Other hourly staff are helping with deliveries of food and supplies to families that can't come to the school.

Employee agreements will be sent out closer to the end of May when the board has a better idea of what PPR/budget will look like.

### Enrollment

	Eligible Students	Re-Enrolled	Not Re-Enrolling	New Applicants	Completed Apps	Potential Final Enrollment	Actual Final Enrollment	Final 19-20 Enrollment	Homeschool Potential	Homeschool Completed	Max Per Grade	Potential Openings Remaining	Actual Openings Remaining	
1/2 K			4	3	4	3	3	0	0	16	12	13		
Full K			32	27	32	27	29	0	0	32	0	5	LM for 9 Kin	
1st	36	27	5	6	2	37	29	37		48	11	19		
2nd	34	26	6	2	1	30	27	39		48	18	21		
3rd	44	33	8	7	4	43	37	33		48	5	11		
4th	32	22	5	4	1	31	23	32		25	-6	2		
5th	29	22	4	4	2	29	24	29		25	-4	1		
HS	10	7	2	0	0	8	7	9					No new HS	
Headcount	185	137	30	59	40	214	177	211	0	0	242	36	72	Total Hom
FTE	180	133.5	29	57.32	38.74	208.32	172.74	205.24	0	0	221.84	30.96	64.44	

# AAK Esimated Rev and Expenses for FY20

## \$\$ Available and future payments

Bank Balance 3/18/20	158,592.94
Remaining Grants & Payments FY 20	592,671.00
<b>Total Funds Available by End of FY20</b>	<b>751,263.94</b>

## Estimated Expenses

Payrolls Remaining (10) 58K Avg	(580,000.00)
Rent Remaining (3) \$21,659	(64,977.00)
Misc Exp Remaining (3.5) 18k	(63,000.00)
<b>Total Estimated Expenses</b>	<b>(707,977.00)</b>

<b>Approx Balance left in Bank End of FY20</b>	<b>43,286.94</b>
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Thank you for your interest in serving as a Board Member for

**Academy of Arts & Knowledge**

**K-5 Public Charter School**

The Academy of Arts & Knowledge is a unique, nonprofit charter school that features a blended learning model with a teacher-led, highly interactive program emphasizing strong basic skills, an interdisciplinary curriculum, and the integration of the Fine Arts.

If you are appointed to serve on the Board, your responsibility will be to set policy, maintain the school's vision, and ensure the school is in compliance with charter and applicable law.

We have designed this application to be straightforward, while collecting the detailed information needed to appoint effective Board Members.

## Short Response Questions

### **Why do you want to serve on the AAK Board?**

Until the past three years, I have been involved with either school boards, charter creation, or volunteering for schools or non-profits that focus on children. I would like to be involved in a similar venture again and think that I have knowledge and experience that be of value to AAK.

### **What skills and experiences can you bring to the AAK Board?**

I am a parent of four children, each with different educational needs, from typical student, to gifted and talented, to Autistic and one with a learning disability. I have experience volunteering for Respite Care, in several schools, writing and editing a charter application, creating marketing materials, managing volunteers and tracking volunteer hours, data management, personnel and general management, as well as forensic toxicology. I have a BS in Special Education and am currently completing a Graduate Certificate in Autism Education. I have additional training in crisis prevention, trauma informed classrooms, FEMA and Incident Command Systems, as well as a member of the Larimer County Trauma Practice Group through the Department of Human Services and Summitstone, serving as one of the members from the education sector.

## Personal Information

I hereby request appointment to the Board of Directors of the Academy of Arts & Knowledge (AAK)

1. **Name:** Merrily Bowers
2. **Home Address:** 2302 Chama Ave., Loveland CO 80538
3. **Employer:** Colorado Early Colleges **Title:** 504 and MTSS Coordinator
4. **Employer's Address:** 4512 McMurry Ave., Fort Collins, CO 80525
5. **Cell Number:** 970.310.6000 **Work Number:** 970.893.4549
6. **E-mail Address:** merrily.bowers@gmail.com
7. **Are you a United States citizen?** Yes No
8. **Are you a resident of the state declared in the home address above?** Yes No
9. **Do you agree to annually complete a conflict of interest disclosure?** Yes No
10. **Do you agree to complete 6 hours of board orientation and training during the first year of your term, and 3 hours of orientation and training each year thereafter?** Yes No
11. **Do you have children that attend this public school academy?** Yes No
12. **Will you be able to attend regularly scheduled board meetings?** Yes No
13. **Please check your highest education level:**  
High School/GED Associate's Degree Trade or Business School BA or BS Degree  
Master's Degree MD, DO, JD, Ph.D, etc
14. **Please check each area of expertise you would contribute to the Board:**  
Community Service Education Finance  
Fundraising Management Marketing  
Law Personnel Public Relations  
Parent Involvement Other: [Click here to enter text.](#)

**If you would like any additional information considered, such as governmental, employment or volunteer experience, honors or awards, please attach a resume or include on a separate sheet of paper.**

Resume Attached

## Relationship to the Academy

**Instructions:** If you answer “yes” to any of the following questions, please provide an explanation on a separate sheet of paper. Please label explanations with the number of the corresponding question.

1. Do or will you or your spouse have any contractual agreements with the Academy? Yes No
2. Do or will you, your spouse, or any member of your immediate family have any ownership interest in any educational service provider or any other company contracting with the Academy? Yes No
3. Do or will you or your spouse lease or sell property to the Academy? Yes No
4. Did or will you or spouse sell any supplies, materials, equipment or other personal property to the Academy? Yes No
5. Have you or your spouse guaranteed any loans for the Academy or loaned it any money? Yes No
6. Are or will you, your spouse or any member of your immediate family employed by the Academy, its educational service provider or other contractors? Yes No
7. Did you or your spouse provide any start-up funds to the Academy? Yes No
8. Did or do you or your spouse, or other member of your immediate family, have ownership interest, directly or indirectly, in any corporation, partnership, association, or other legal entity which would answer yes” to any of the questions 1-7? Yes No
9. Does any other board, group or corporation believe it has a right to control or have input on votes you will cast as a member of the Academy Board? Yes No
10. Do you currently serve as a member of the Board of any public school district or public school academy other than the Board for which you have been nominated? Yes No
11. Do you currently serve as a public official? Yes No
12. To the best of your knowledge, are their situations not described above which may give the appearance of a conflict of interest between you and the Academy, or which would make it difficult for you to discharge your duties or exercise your judgment independently on behalf of the Academy? Yes No

## Ethical Issues

**Instructions** – If you answer “yes” to any of the following questions, please provide an explanation on a separate sheet.

**Citations:** Have you ever been cited for a breach of ethics for unprofessional conduct, or been named in a complaint to a court, administrative agency, professional association, disciplinary committee, or other professional group? Yes No

**Agency Proceedings/Civil Litigation:** Are you presently, or have you ever been involved in administrative agency proceedings or civil litigation during the past five years? Yes No

**Has any business involving you, your spouse, close family members or close business associates bene part of any administrative agency proceedings or civil litigation relevant to the Board Member position?** Yes No

## Criminal Background History

Academy Board Members are appointed public officials and as such are required to complete a criminal records check.

**Instructions** – Complete this section by placing your **initials** in the space beside option 1, 2, and/or 3. If you initial option 1 or 2, please provide, on a separate sheet of paper, what the charger were and which courts were involved.

1. [Click here to enter text.](#) I have been convicted, pled guilty or nolo contendere (no contest) to one or more crimes.
2. [Click here to enter text.](#) I am currently charged with one or more crimes.
3. MJB. I have **not** been convicted, pled guilty or nolo contendere (no contest) to any crimes.

I understand that:

- The Authorizer must request or cause a criminal records check to be performed on me from local, state, or federal law enforcement agencies;
- Until that report is received and reviewed by the Authorizer, my nomination for appointment will not be processed;
- If the report received from the local, state, or federal law enforcement agencies is not the same as my representations above or attached hereto respecting either the absence of any convictions or any crimes of which I have been convicted, my nomination for appointment is voided at the sole discretion of the Authorizer or its designee.

## **Application Verification**

I recognize that all information submitted with this application or gathered by the Authorizer as a result of this application becomes a matter of public record, subject by law to disclosure upon request to members of the general public. I will hold the Authorizer, its trustees, officers, employees or authorized agents harmless from liability for the disclosure of any information it reasonable believes is true based upon my representations or resulting from this application process.

I understand that if I am appointed, I will be required and agree to complete annually a conflict of interest disclosure.

I understand that the Authorizer is under no obligation to appoint me or any nominee to a public charter school academy board. My signature below certifies that all information provided in this application is true and complete.



Signature: Merrily Bowers

Date: 03.06.2020

# MERRILY BOWERS

2302 CHAMA AVE. ♦ LOVELAND, CO 80538 ♦ 970.310.6000 ♦ MERRILY.BOWERS@GMAIL.COM

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## WORK EXPERIENCE

### **Colorado Early Colleges - Middle School, Fort Collins, CO ♦ 970-893-4549**

#### 504 Coordinator, MTSS Coordinator, and READ Plan Coordinator - August 2017 - Present

Responsible for transfer and review 504 plans as well as conducting evaluations for initial 504 plans. Responsible for ensuring that teachers have appropriate tools and training to provide accommodations. Responsible for conducting pre-referral activities, MTSS meetings with parents and students, and problem solving team meetings with teachers and for students that are struggling in areas of academics, social-emotional development, or behavior. Ensuring teachers have access to tools and learning that can support tiered instruction and intervention in the general education setting. Prescribe, provide, or create a plan for interventionists to provide tier 2 and tier 3 interventions to students as needed and monitor student response to intervention. Create CDE required READ plans in accordance with state law including the creation, prescription, and providing literacy intervention for students.

### **Loveland Classical Schools, Loveland CO ♦ 970-541-1507**

#### Student Data Coordinator - August 2015 - July 2017

Responsible for conducting and managing all universal screening (benchmark testing) for grades kindergarten - 12th grade, three times yearly, in the areas of literacy, spelling, writing, and math. Other responsibilities include strategic monitoring, progress monitoring, Child Find, and reporting of data, both norm referenced and criterion referenced. I also provide instructional support for 4th, 5th, and 6th grade math and have been trained in LindaMood Bell interventions, Read Naturally, and CDE RTI training.

#### MTSS Coordinator - August 2014 - August 2015

Created the RTI/MTSS program including the benchmarking, progress monitoring, interventions for literacy, math, and writing. Adhered to all READ Plan rules and scheduled and managed READ Plan paras as well as math interventionists. Created binders with a tool kit for literacy, math, executive function, behavior, and writing in class assistance. Analyzed weaknesses and strengths and created plans to ensure that students received the assistance that they needed. Proctored PARCC/CMAS tests.

#### 504 Coordinator - December 2013 - August 2015

Created, implemented, and oversaw the 504 process including identification, eligibility, and assisting with accommodations to ensure that the 504 plans were followed with fidelity and that students with 504 plans were succeeding.

#### Classroom Coordinator - August 2012 - August 2014

Responsible for a third grade class throughout the day, including the instruction of Core Virtues, small group math and literacy interventions, as well as assisting in core subjects.

### **McKee Medical Center, Loveland CO ♦ 970-622-1960**

#### Forensic Toxicology Laboratory Assistant - July 2005 - August 2012

Responsible for performing screening and verifications of specimens and specimen processing as well as reporting of forensic specimens, including interpretation of results and research of atypical results and cases. Manage computer system, ensuring HIPAA compliance, accuracy of results and training of staff. Oversee adherence of Colorado Department of Public Health revised statutes pertaining to post mortem testing and specimen collection. Consultation with over 30 counties pertaining to drug metabolization and the presence of toxins as relating to cause of death. Manage billing processes. Certified trainer for Department of Transportation collection protocol. Responsible for the creation and updates for policies and procedures and training agencies and coroner offices as to proper protocol. Responsible for contract negotiations. Responsible for daily operation in purchasing, accounts receivable, training and overseeing specimen collection protocols and customer consultation for Pathologists, Coroners, Investigators, Law Enforcement, and Employers. Troubleshoot and maintain analyzers and computers.

### **Western Pathology Consultants Inc., Fort Collins, CO ♦ 970-493-2222**

#### Site Manager - June 2004 - July 2005

Responsible for management of a drug testing clinic, including sample collection, resulting, scheduling, payroll, correspondence with Drug Court, SB94, Child Protection Services and probation officers, in addition to court testimony by subpoena. Worked with local agencies, government, employers, Judges and Magistrates.

# MERRILY BOWERS

2302 CHAMA AVE. ♦ LOVELAND, CO 80538 ♦ 970.310.6000 ♦ MERRILY.BOWERS@GMAIL.COM

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## **A-Life.us LLC, Bellvue, CO ♦ 970.530.0848**

Administrator - November 2003 - May 2004

Responsible for maintaining current information on website, screening and replying to e-mails, picture and document preparation and ftp and uploading of graphics to website, troubleshooting technical issues on web server, shared mail server, in house computers and client computers. Liaison for program and web designers, customer contact for auctions, payment collections and credit card processing, creation of magazine ads, banners, mass e-mailing and bulk mailers.

## **Kinko's Inc., Various Locations - 1.800.800.8899**

Production/Technical Specialist December 2001 - November 2003

Loveland, CO: Responsible for management of a facilities maintenance site at Agilent Technologies. Ensured quality, customer service, file preparation and reporting of sales, quality, delivery, and digital archival, all in accordance with Kinko's and Agilent's requirements. Participate in monthly business meetings and coordinate similar programs at four other sites. Revamped Access Database for more accurate reporting.

Fort Collins, CO: Responsible for project management. Managed digital output and machine scheduling as well as order production and outsourcing. Responsible for implementing quality control systems, sampling, and digital proofing as well as some digital creation, digital preflight, e-mail, web orders and ftp retrieval.

General Manager - October 1997 - November 2000

Longmont, CO: Responsible for improving a branch that in 6 months had 3 General Managers and high turnover. Replaced over \$200k in sales and increasing coworker accountability, training and community awareness. Increased customer service scores by over 20% in three months. Responsible for local marketing initiatives, event sponsorship and recruiting.

Dillon, CO: Responsible for opening new branch, recruiting and building a customer base in a new market. Dillon held the company record for the highest per capita sales and machine efficiency of 100%+ YTD for 1999 & 2000. Dillon was at 29% growth, 100% training compliance, and a service rate of 48th of 986 stores.

Little Rock, AR: Responsible for managing a branch previously rated 784/784 and increasing profitability and service. Managed 35 coworkers, in a 24/7 environment, removing gang/drug influence by partnering with the local police department. Improved racial tension by ensuring equal treatment and a strong partnership with Human Resources to resolve previous problems. Through problem solving, management of costs, marketing and coworker motivation, this branch was more profitable under my management than in the previous 6 years combined. Customer service scores increased 9%, sales growth 4.2% and was raised to a rank of 582/866 in 12 months. Managed Downtown Little Rock branch concurrently while a General Manager was being hired.

Administrative Assistant to Vice President - February 1997 - October 1997

Boulder, CO: Responsible for support of Vice President and 6 District Managers. Creation of materials for monthly regional meetings and annual area meeting. Acting Area Technical Manager for four months and contact for internet connectivity initiative in 64 stores, including evaluation of existing networks, installation of CAT 5 cabling, router and hub distribution, network solutions and ISDN lines.

Office Manager and Regional Assistant - April 1992 - February 1997

Englewood, CO, Arvada, CO, and Fort Collins, CO: Responsible for bookkeeping, purchasing, accounts payable, and payroll. Implemented and trained cash controls and assisted Regional Manager. Opened Denver Tech. Center, Downtown and Highlands Ranch stores. Managed training and insurance for 60+ notaries as well as involvement in several committees and vendor negotiations.

# MERRILY BOWERS

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## **ADDITIONAL SKILLS**

Marketing, management and forensic testing experience. Experience in software, hardware and network troubleshooting. Knowledge of trauma-informed class techniques.

## **VOLUNTEER EXPERIENCE**

### Creepy Walk (501c3), Loveland CO

2015 - Present - Different roles as needed to support fund-raising for Creepy Walk. Creepy Walk is a 501c3 that runs an outdoor haunted house. All proceeds go to a different 501c3 or to scholarships for those in the local community, decided annually.

### Loveland Classical Schools, Loveland CO

2010 - 2017 - Flyer distribution coordination, Booth set-up, childcare, research and number compilation, Staff Meals provided by volunteers on Fridays, Board Fund-Raising, office work, speaking to District School board, meals for founders, charter conference, managing approximately 20 Facebook groups and multiple page specific posts weekly.

### Girl Scouts of America, Loveland CO

2010 - 2014 - Volunteer co-troop leader for Daisy Troop and Brownie Troop for 4 years.

### City of Loveland Parks and Recreation, Loveland CO

2005 - 2009 - Volunteer Head Coach for preschool/kindergarten co-ed soccer, 1st and 2nd grade boys soccer and 3rd and 4th grade boys soccer. Responsible for planning and conducting practices as well as games.

### Summitview Community Church, Loveland CO

2005 - 2008 - Oversee the birth to 2 year old nursery during services, 16 weeks a year for approximately 3 years.

### Sundance Trail Guest Ranch, Red Feather Lakes CO

2000 - 2009 - Cooking meals for guests, housecleaning, tacking of horses, taking children for horse rides, creation of ranch cookbook with pictures, creation of trade show materials, marketing and holiday cards.

### Meadowlark Church, Fort Collins CO - Activities Coordinator

1992 - 1994 - Organizing multi-state events, locate funding and sponsorship, semiannual retreats, student adoption program and public service activities.

### Respite Care, Fort Collins CO - Volunteer

1993 - Assisting in general care activities of developmentally and physically disabled children.

### Bauder & Kruse Elementaries, Fort Collins CO - Teachers Assistant

1993 - 1994 - Assist teachers with learning disabled children and tutor children in small groups. Prepare and conduct learning activities for children with reading difficulties and behavioral challenges.

## **EDUCATION**

Lynchburg, VA: Liberty University, Special Education

Salt Lake City, UT: Western Governors University, Elementary Education and Special Education

Fort Collins, CO: Front Range Community College, General Studies

Boulder, CO: Dale Carnegie

Little Rock, AR: Franklin Covey

## **REFERENCES**

Trisha Coberly, Founder

Loveland Classical Schools

970.412.6272

James A. Wilkerson, MD

Weld County Coroner, Larimer County Coroner

970.635.4125

Delight Hockman

Middle School Director/Principal

Colorado Early Colleges

970.893.4549



**COLORADO**  
Bureau of Investigation  
Department of Public Safety

Identification  
690 Kipling Street, Suite 3000  
Lakewood, CO 80215  
303-239-4208

**BOWERS FITZPATRICK, MERRILY**  
2302 CHAMA AVE  
LOVELAND, CO 80538

Date: 11/30/15 10:42:29(MT)

RE: BOWERS, MERRILY J                      DOB: 011074    SOC: XXXXX2567

**No Colorado Record of arrest has been located based on information provided.**

The Colorado Bureau of Investigation's database contains detailed information of arrest records based upon fingerprints provided by Colorado law enforcement agencies. Arrests, which are not supported by fingerprints, will not be included in this database. On occasion the Colorado criminal history will contain disposition information provided by the Colorado Judicial system. Additionally, warrant information, sealed records, and juvenile records are not available to the public.

***The results attached are based on a name search which may or may not be the subject of this inquiry. This search does not include a fingerprint comparison, which is the only means of positive identification.*** Since an arrest record may be established after this inquiry, an arrest record is only valid at the time of the current request. To ensure the most current available information in regards to subsequent arrest after an initial inquiry, it is recommended another query be made.

Falsifying or altering this document with the intent to misrepresent the contents of the record is prohibited by law, and may be punishable as a felony when done with intent to injure or defraud any person.

Sincerely,  
Michael S. Rankin, Director  
Colorado Bureau of Investigation



## **COLORADO CRIMINAL HISTORY INFORMATION SHEET**

### **1. WHO IS CRIMINAL JUSTICE/LAW ENFORCEMENT?**

"Criminal justice agency" means any court with criminal jurisdiction and any agency of the state or of any county, city and county, town, boards of institutions of higher education, school district, special district, judicial district, or law enforcement authority which performs any activity directly relating to the detection or investigation of crime; the apprehension, pretrial release, posttrial release, prosecution, correctional supervision, rehabilitation, evaluation, or treatment of accused persons or criminal offenders; or criminal identification activities or the collection, storage, or dissemination of arrest and criminal records information.

### **2. DEFINE LAWFUL USE OF THE RECORDS.**

Records shall not be used by any person for the purpose of soliciting business for pecuniary gain. The official custodian shall deny any person access to records of official actions and criminal justice records unless such person signs a statement which affirms that such records shall not be used for the direct solicitation of business for pecuniary gain.

### **3. WHO ARE FINGERPRINT CARD CONTRIBUTORS?**

Fingerprint card contributors are "Criminal Justice Agencies," as defined above (#1).

### **4. WHAT IS A DISPOSITION?**

"Disposition" means a decision not to file criminal charges after arrest; the conclusion of criminal proceedings, including conviction, acquittal, or acquittal by reason of insanity; the dismissal, abandonment, or indefinite postponement of criminal proceedings; formal diversion from prosecution; sentencing, correctional supervision, and release from correctional supervision, including terms and conditions thereof; outcome of appellate review of criminal proceedings; or executive clemency.

### **5. WHERE CAN I GET A DISPOSITION IF IT IS NOT POSTED TO MY CBI RECORD?**

You can get copies of your dispositions from [www.cocourts.com](http://www.cocourts.com) for a nominal fee. These records are also available from the courts in which you appeared. If your case never went to court, you may be able to get the records from the arresting agency itself (the police department or sheriff's office) or the district attorney's office in the jurisdiction where you were arrested.

### **6. WHAT JUVENILE RECORDS ARE RELEASED TO THE PUBLIC?**

The records of law enforcement officers concerning juveniles, including identifying information, shall be identified as juvenile records and shall not be inspected by or disclosed to the public. The only Juvenile records released to the public are those juveniles that have been charged as adults. DUI and minor traffic violations are also releasable if the juvenile is over 16 years old when the offenses occur. Juvenile registered sex offender records will also be released.

### **7. WHAT IS A SEALED RECORD AND HOW CAN I GET MY RECORD SEALED?**

A sealed record is available only to law enforcement, not to the general public. Any person in interest (party to the case) may petition the District Court to seal records by filing a civil action in the county in which any arrest and/or criminal records are filed. A separate civil case must be filed for each court case record you want sealed, unless both a county court case (F Case) and a district court case (CR case) were established as a result of the same offense. You can obtain information on sealing your record from the State Judicial website, [www.courts.state.co.us](http://www.courts.state.co.us), or from the courts in which you appeared.

**8.WHO DO I CONTACT IF I HAVE A DISPUTE WITH MY RECORD?**

Any person in interest who is provided access to any criminal justice records shall have the right to challenge the accuracy and completeness of records to which he has been given access, insofar as they pertain to him, and to request that said records be corrected. You can do a record challenge at CBI (for information on this procedure go to the website, [www.cbi.state.co.us/id](http://www.cbi.state.co.us/id) or call (303) 239-4208. You can also take your dispute directly to the arresting agency.

**9.WHAT ARE COURT FILING ON DOCKET ENTRIES?**

These entries on the CBI record are displayed electronically on the Colorado criminal history by the State Judicial Department. They are currently posted from district court cases and they are based on the court case number, the arrest number, the last name of the individual, and the arresting agency.

**10. WHAT IS DOC INCARCERATION SENTENCE?**

DOC Incarceration Sentence is not a new arrest entry on the criminal history. When a person is convicted of a crime and they are sentenced to the Department of Corrections, an entry is made into the criminal history showing the charge the person was convicted of and how long the jail sentence was.

**11. WHAT SEX OFFENDER INFORMATION WILL BE RELEASED WITH THE RECORD?**

For additional sex offender information please access the Colorado Sex Offender website, [www.sor.state.co.us](http://www.sor.state.co.us). The results of the CBI record check will show if the person being checked on is currently a registered sex offender. Sex offender charges do not necessarily require a person to register as a sex offender.

**12. DOES CBI RELEASE WARRANT INFORMATION? WHAT IS A FUGITIVE OF OTHER JURISDICTION ENTRY?**

CBI does not release warrant information to the public. If you know what agency the warrant is out of, you will need to contact that agency for the information. That agency may or may not be able to release the warrant information; depending on their policy regarding the release of such information. The website, [www.cocourts.com](http://www.cocourts.com), may also provide some warrant information. A Fugitive of Other Jurisdiction charge means that the person in question had a warrant out of one law enforcement agency and was arrested by another agency for that warrant. The person does not necessarily have an active warrant out for their arrest.

# Emergency Management Institute



## FEMA

This Certificate of Achievement is to acknowledge that

**MERRILY BOWERS**

has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:

**IS-00100.sca**

**Introduction to Incident Command System**

**ICS-100 for School**

*Issued this 5th Day of December, 2016*



A handwritten signature in black ink, appearing to read "Tony Russell".

Tony Russell  
Superintendent  
Emergency Management Institute

# Program for Licensing Assessments for Colorado Educators®

## Individual Score Report Administration Date: May 2, 2015

201/001

SSN: XXX - X7 - 2567 ID Number: 31581977  
See page 2 for an explanation of how to read your score report.



Your scores have been sent to the Colorado Department of Education. ®

MERRILY J BOWERS  
2652 SUSAN DR.  
LOVELAND CO 80537

### Test: 090 Basic Skills

**Reading Section**  
Reading Section Score: 285 Minimum Passing Score: 220 Reading Section Status: Passed

# of Questions in Subarea	Subarea	Subarea Performance Index
1-10	Word Meaning.....	++++
1-10	Main Idea and Detail.....	+++
1-10	Writer's Purpose.....	++++
1-10	Idea Relationships.....	++++
1-10	Critical Reasoning.....	++++
1-10	Study Skills.....	+++

**Mathematics Section**  
Mathematics Section Score: 256 Minimum Passing Score: 220 Mathematics Section Status: Passed

# of Questions in Subarea	Subarea	Subarea Performance Index
11-20	Problem Solving/Reasoning.....	+++
11-20	Terms and Representations.....	++++
11-20	Relationship Applications.....	++++

**Writing Section**  
Writing Section Score: 300 Minimum Passing Score: 220 Writing Section Status: Passed

Your writing sample shows you have met or exceeded the minimum passing standard.

# of Questions in Subarea	Subarea	Subarea Performance Index
1-10	Purpose and Audience.....	++++
1-10	Unity, Focus, and Development.....	++++
1-10	Organization.....	+++
1-10	Effective Sentences.....	++++
1-10	Usage.....	++++

#### Cumulative Status on Each Subtest

Reading: Passed Mathematics: Passed Writing: Passed



This barcode contains unique candidate information.

## How to Read Your PLACE® Score Report

**Overview.** This report provides your scores for the Program for Licensing Assessments for Colorado Educators® (PLACE®). For each test you took, it indicates your overall score, whether or not you passed, and your performance on each subarea of the test.

**Total Score.** A total score is calculated for each test. Results are reported on a scale with a range of 100–300. A scaled score of 220 represents the minimum passing score for each test. Passing scores for the PLACE were established by the Colorado State Board of Education based on recommendations of panels of Colorado educators. The passing score is designed to reflect the level of knowledge and skills required for effective performance in Colorado schools. Your total score is based on the number of multiple-choice questions you answered correctly in combination with the score(s) on any performance assignments on your test.

**Subarea Performance.** The report indicates your performance on each subarea of the test. The information will help you understand your areas of strength or weakness; you do not "pass" individual subareas. Subarea performance information should be interpreted with caution since subareas contain different numbers of questions. For each subarea you will see one of the following designations.

- ++++ if you answered most of the questions correctly
- +++ if you answered many of the questions correctly
- ++ if you answered some of the questions correctly
- + if you answered few or none of the questions correctly

**Performance Assignment Subarea Scores.** Written and oral responses to performance assignments are reviewed and evaluated independently by at least two scorers using four-point score scales that describe varying levels of performance (the score scales are provided in study guides available on the PLACE Web site). For each performance assignment, you will see one of the following designations.

- ++++ if your response showed strong skills (see score point description "4")
- +++ if your response showed satisfactory skills (see score point description "3")
- ++ if your response showed limited skill (see score point description "2")
- + if your response showed a lack of skill (see score point description "1")

Descriptions of each test, including the list of subareas and objectives, are included in the study guide for the test. Study guides are available on the PLACE Web site at [www.place.nesinc.com](http://www.place.nesinc.com).

**Basic Skills Test.** For the Basic Skills test, your status on each section (Reading, Mathematics, Writing) taken at this administration is provided along with your section score. In "Cumulative Status," you will find your overall status for each section: "Passed," "Not Yet Passed," or "Not Yet Taken."

**Status.** Your score report also indicates your test status. A "Passed" indicates that you passed the test. A "Did Not Pass" indicates that you did not pass. Examinees must attempt all performance assignments on a test or they cannot pass the test regardless of their scores on other subareas.

**Reading a Sample Score Report.** A sample score report is provided below.

Total Score: 211 ← <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">A</span>		Test: 032 Physical Education Minimum Passing Score: 220		Status: Did Not Pass	
# of Questions in Subarea	Subarea	Subarea Performance Index	# of Questions in Subarea	Subarea	Subarea Performance Index
11–20	Human Development . . . . .	++	1–10	Physical Fitness . . . . .	++++ ← <span style="border: 1px solid black; border-radius: 50%; padding: 2px;">B</span>
21–30	Motor Skills Acquisition . . . . .	+++	11–20	Program Development and Implementation . . . . .	+

In the sample, the examinee did not pass the test (score of 211 A compared to minimum passing score of 220). The examinee performed well on two subareas of the test: Motor Skill Acquisition (+++) and Physical Fitness (++++ B). The examinee did not perform well on the other two subareas of the test: Human Development (++) and Program Development and Implementation (+). When preparing to retake the test, the examinee should probably focus on the two subareas in which performance indicates weakness.

**Reporting of Scores.** Your scores have been forwarded to the Colorado Department of Education and to the Colorado institution you indicated during registration. You should keep this score report for your own records.

**Retaking the Test.** If you need to retake a test, please consult the PLACE Web site, [www.place.nesinc.com](http://www.place.nesinc.com), for information on registering.

# Program for Licensing Assessments for Colorado Educators®

## Individual Score Report Administration Date: August 29, 2015

101/098

SSN: XXX - X7 - 2567 ID Number: 31581977  
See page 2 for an explanation of how to read your score report.



Your scores have been sent to the Colorado Department of Education. ®

MERRILY J BOWERS  
2652 SUSAN DR.  
LOVELAND CO 80537

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### Test: 001 Elementary Education

**Total Score: 276**

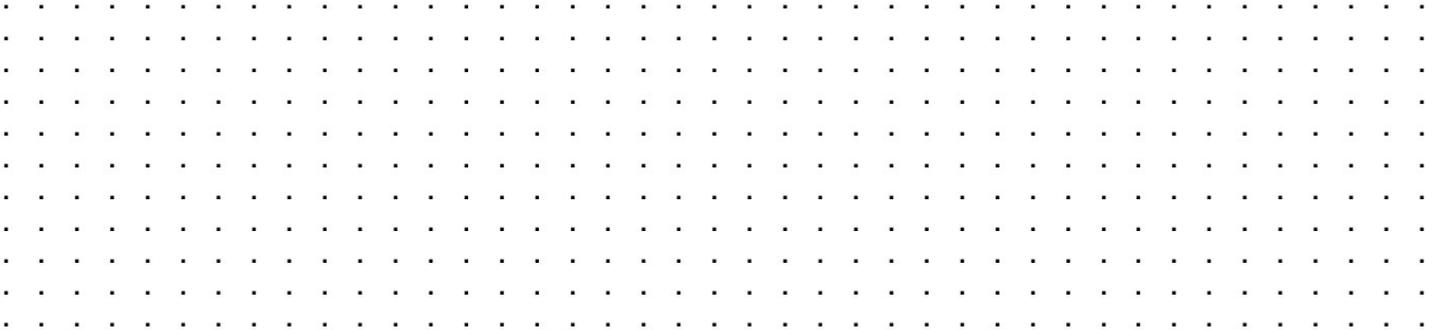
**Minimum Passing Score: 220**

**Status: Passed**

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Number of Questions in Subarea	Subarea	Subarea Performance Index
21 to 30	Language Arts and Literacy.....	+++
11 to 20	Science.....	++++
11 to 20	Mathematics.....	++++
11 to 20	Social Studies.....	++++
1 to 10	Humanities.....	++++
1 to 10	Wellness and Physical Education.....	++++



Examinee Name: MERRILY J BOWERS

Social Security Number: XXX - X7 - 2567



This barcode contains unique candidate information.

## How to Read Your PLACE® Score Report

**Overview.** This report provides your scores for the Program for Licensing Assessments for Colorado Educators® (PLACE®). For each test you took, it indicates your overall score, whether or not you passed, and your performance on each subarea of the test.

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**Subarea Performance.** The report indicates your performance on each subarea of the test. The information will help you understand your areas of strength or weakness; you do not "pass" individual subareas. Subarea performance information should be interpreted with caution since subareas contain different numbers of questions. For each subarea you will see one of the following designations.

- ++++ if you answered most of the questions correctly
- +++ if you answered many of the questions correctly
- ++ if you answered some of the questions correctly
- + if you answered few or none of the questions correctly

**Performance Assignment Subarea Scores.** Written and oral responses to performance assignments are reviewed and evaluated independently by at least two scorers using four-point score scales that describe varying levels of performance (the score scales are provided in study guides available on the PLACE Web site). For each performance assignment, you will see one of the following designations.

- ++++ if your response showed strong skills (see score point description "4")
- +++ if your response showed satisfactory skills (see score point description "3")
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**Basic Skills Test.** For the Basic Skills test, your status on each section (Reading, Mathematics, Writing) taken at this administration is provided along with your section score. In "Cumulative Status," you will find your overall status for each section: "Passed," "Not Yet Passed," or "Not Yet Taken."

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**Reading a Sample Score Report.** A sample score report is provided below.

Total Score: 211 ← <b>(A)</b>		Test: 032 Physical Education Minimum Passing Score: 220		Status: Did Not Pass	
# of Questions in Subarea	Subarea	Subarea Performance Index	# of Questions in Subarea	Subarea	Subarea Performance Index
11–20	Human Development . . . . .	++	1–10	Physical Fitness . . . . .	++++ ← <b>(B)</b>
21–30	Motor Skills Acquisition . . . . .	+++	11–20	Program Development and Implementation . . . . .	+

In the sample, the examinee did not pass the test (score of 211 **(A)** compared to minimum passing score of 220). The examinee performed well on two subareas of the test: Motor Skill Acquisition (+++) and Physical Fitness (++++ **(B)**). The examinee did not perform well on the other two subareas of the test: Human Development (++) and Program Development and Implementation (+). When preparing to retake the test, the examinee should probably focus on the two subareas in which performance indicates weakness.

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# Program for Licensing Assessments for Colorado Educators®

## Individual Score Report Administration Date: August 29, 2015

101/099

SSN: XXX - X7 - 2567 ID Number: 31581977  
See page 2 for an explanation of how to read your score report.



Your scores have been sent to the Colorado Department of Education. ®

MERRILY J BOWERS  
2652 SUSAN DR.  
LOVELAND CO 80537

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### Test: 020 Special Education Generalist

**Total Score: 273**

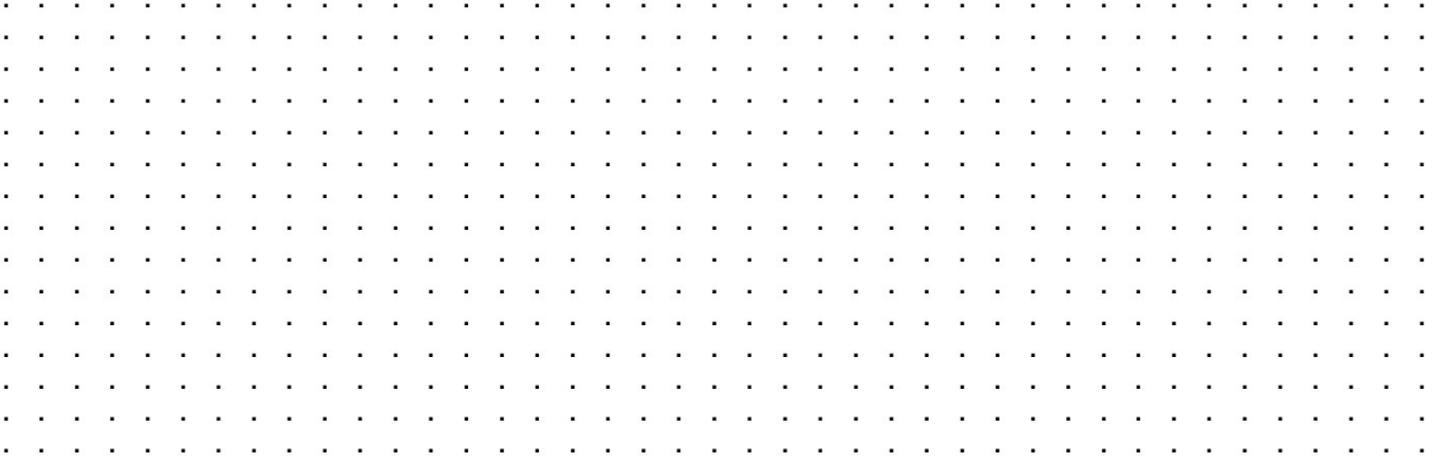
**Minimum Passing Score: 220**

**Status: Passed**

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Number of Questions in Subarea	Subarea	Subarea Performance Index
11 to 20	Knowledge of Students with Disabilities.....	++++
11 to 20	Assess Students & Develop IEPs.....	++++
31 or more	Promoting Development and Learning.....	++++
11 to 20	Foundations/Working in Prof. Environment.....	++++



Examinee Name: MERRILY J BOWERS

Social Security Number: XXX - X7 - 2567



This barcode contains unique candidate information.

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**Reading a Sample Score Report.** A sample score report is provided below.

Total Score: 211 ← <b>(A)</b>		Test: 032 Physical Education Minimum Passing Score: 220		Status: Did Not Pass	
# of Questions in Subarea	Subarea	Subarea Performance Index	# of Questions in Subarea	Subarea	Subarea Performance Index
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21–30	Motor Skills Acquisition . . . . .	+++	11–20	Program Development and Implementation . . . . .	+

In the sample, the examinee did not pass the test (score of 211 **(A)** compared to minimum passing score of 220). The examinee performed well on two subareas of the test: Motor Skill Acquisition (+++) and Physical Fitness (++++ **(B)**). The examinee did not perform well on the other two subareas of the test: Human Development (++) and Program Development and Implementation (+). When preparing to retake the test, the examinee should probably focus on the two subareas in which performance indicates weakness.

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## BACKGROUND INFORMATION

Test Taker's Name: BOWERS, MERRILY J      Candidate ID Number: 10817960  
 Social Security Number: 2567      Sex: F      Date of Birth: 01/10/1974  
 (Last 4 Digits)

## EDUCATIONAL INFORMATION

College Where Relevant Training Was Received: WESTERN GOVERNORS UNIV  
 Undergraduate Major: TEACHING STUDENTS WITH LEARNING DISABILITIES  
 Graduate Major: (I)  
 Educational Level: JUNIOR (THIRD YEAR)  
 GPA: 3.0 - 3.49

## SCORE RECIPIENT(S) REQUESTED

Code #	Recipient Name	Code #	Recipient Name
R4944	WESTERN GOVERNORS UNIV	R7040(A)	CO DEPARTMENT OF EDUCATION

CURRENT TEST DATE: 06/18/2015		Your Score	Possible Score Range	Average Performance Range**	Score Recipient Code(s) from Current Administration					
Test Code	Test Name				R4944	R7040				
5372	SE BEHAVIORAL/EMOTIONAL	189	100-200	170-186	Y	N				

HIGHEST SCORE AS OF: 07/10/2015			Your Highest Score	Possible Score Range	Score Recipient Code(s)					
Test Date	Test Code	Test Name			R4944	R7040				
06/18/2015	5372	SE BEHAVIORAL/EMOTIONAL	189	100-200	Y	N				

ETS will retain your score for ten years for reporting purposes.  
 \*\* For more details on Average Performance Range refer to footnote on last page of this score report.  
**Message Codes:** I = INFORMATION NOT PROVIDED OR INCORRECTLY GRIDDED.  
 A = SCORE AUTOMATICALLY REPORTED TO STATE LICENSING AGENCY.  
 Y = SCORE REPORTED TO RECIPIENT LISTED.  
 N = TEST NOT REQUIRED BY DI. SCORE NOT REPORTED.

**TEST TAKER: BOWERS, MERRILY J**

**PASSED/NOT PASSED INFORMATION BASED ON HIGHEST SCORES EARNED AS OF: 07/10/2015**

Passed/ Not passed status provided in this report is based on the passing score in effect on the test date or on the date reported (as indicated next to each score recipient's name). Agencies reserve the right to accept the reporting of scores but not necessarily the passed/not passed status.

<b>WESTERN GOVERNORS UNIV</b>			<b>4944</b>		<b>Your Highest Score</b>	<b>Required Minimum Score</b>	<b>Minimum Score Met/ Not Met</b>	<b>Required Passing Score</b>	<b>Passed/ Not Passed Status</b>
<b>Test Date</b>	<b>Test Code</b>	<b>Test Name</b>							
06/18/2015	5372	SE BEHAVIORAL/EMOTIONAL			189				

<b>CO DEPARTMENT OF EDUCATION</b>			<b>7040 +</b>		<b>Your Highest Score</b>	<b>Required Minimum Score</b>	<b>Minimum Score Met/ Not Met</b>	<b>Required Passing Score</b>	<b>Passed/ Not Passed Status</b>
<b>Test Date</b>	<b>Test Code</b>	<b>Test Name</b>							

For more information on interpreting your scores, please refer to "Understanding Your Praxis Scores" available at [www.ets.org/praxis](http://www.ets.org/praxis). Further information on state requirements is also available online. Passed/Not Passed information not provided if more than one qualifying score is used for a test, or qualifying score is not available.

\*THIS INFORMATION IS PROVIDED TO THE TEST TAKER ONLY.  
 + PASSED/NOT PASSED INFORMATION NOT PROVIDED BECAUSE TEST(S) TAKEN IS/ARE NOT USED BY THIS AGENCY.

## DETAILED INFORMATION FOR: 06/18/2015 TEST DATE

TEST CATEGORY*	Raw Points Earned	Raw Points Available	Average Performance Range **
SPECIAL EDUCATION: TEACHING STUDENTS WITH BEHAVIORAL DISORDERS/EMOTIONAL I. DEVELOPMENT AND CHARACTERISTICS OF STUDENTS WITH EBD II. PLANNING AND MANAGING THE LEARNING ENVIRONMENT III. INSTRUCTION IV. ASSESSMENT V. FOUNDATIONS AND PROFESSIONAL RESPONSIBILITIES	17 19 25 16 11	18 24 27 19 12	12- 16 17- 21 20- 24 13- 17 9- 11

\* Category-level information indicates the number of test questions answered correctly for relatively small subsets of the questions. Because they are based on small numbers of questions, category scores are less reliable than the official scaled scores, which are based on the full set of questions. Furthermore, the questions in a category may vary in difficulty from one test form to another. Therefore, the category scores of individuals who have taken different forms of the test are not necessarily comparable. For these reasons, category scores should not be considered a precise reflection of a candidate's level of knowledge in that category and ETS recommends that category information not be used to inform any decisions affecting candidates without careful consideration of such inherent lack of precision.

\*\* The range of scores earned by the middle 50% of a group of test takers who took this form of the test at the most recent national administration or other comparable time period. N/C means that this range was not computed because fewer than 30 test takers took this form of the test or because there were fewer than 8 questions in the category or, for a constructed-response module, fewer than 8 points to be awarded by the raters. N/A indicates that this test section was not taken and, therefore, the information is not applicable.

# Intent to Renew Form: Academy of Arts & Knowledge Colorado Charter School Institute

**INSTRUCTIONS:** If you intend to seek renewal with CSI, please complete both pages of this form. To complete this page of the form, please correct any errors/blanks in the column on the far right. **Once you've finished filling in the boxes, please sign and email both pages of this form and your signed board resolution to Ryan Marks at [ryanmarks@csi.state.co.us](mailto:ryanmarks@csi.state.co.us).**

<b>School Address:</b> 4800 Wheaton Drive, Fort Collins, CO 80525	<b>School Address [Corrected]:</b>
<b>Year Charter Authorized:</b> 2006-2007	<b>Year Charter Authorized [Corrected]:</b>
<b>Original Application Type:</b> New School	<b>Original Application Type [Corrected]:</b>
<b>School Model:</b> Arts Integration	<b>School Model [Corrected]:</b>
<b>Current School Leader:</b> Shannon Keigan; Jami Montoya	<b>Current School Leader [Corrected]:</b>
<b>Known Affiliations (i.e., EMOs, CMOs, etc.)</b> None	<b>Known Affiliations (i.e., EMOs, CMOs, etc.) [Corrected]:</b>
<b>Current Board Chair &amp; Board Members</b> Samuel Kornfield; Dorothy L. Shapland; Rhiannon Walser; Scott Simmons	<b>Current Board Chair &amp; Board Members [Corrected]:</b>
<b>Grades Served</b> K-5	<b>Grades Served [Corrected]:</b>
<b>Offering Part-Time Program for Homeschool Students</b> Yes	<b>Offering Part-Time Program for Homeschool [Corrected]:</b>
<b>Instructional Days in School Year</b> 169	<b>Instructional Days in School Year [Corrected]:</b>
<b>Food Services</b> Pinnacle	<b>Food Services [Corrected]:</b>
<b>Transportation Services</b> Activity Trips Only	<b>Transportation Services [Corrected]:</b>
<b>Interim Platform</b> NWEA MAP/DIBELS	<b>Interim Platform [Corrected]:</b>
<b>School Readiness Platform</b> DRDP-K	<b>School Readiness Platform [Corrected]:</b>
<b>School Mission:</b> To provide a personalized K-5 learning community that respects all student learning styles and diverse capacity, resulting in each student's foundational and accomplished literacy skills to last a lifetime.	<b>School Mission [Corrected]:</b>

## Intent to Renew Form: Academy of Arts & Knowledge Colorado Charter School Institute

**INSTRUCTIONS:** If you intend to seek renewal with CSI, please complete both pages of this form. This page of the form contains questions pertaining to changes to the School's organization/governance or waivers. **Once you've finished filling in the boxes, please sign and email both pages of this form and your signed board resolution to Ryan Marks at [ryanmarks@csi.state.co.us](mailto:ryanmarks@csi.state.co.us).**

**Are you planning to make a modification to any of the items identified on the Charter Modification Form as requiring advanced CSI approval?** To find the Charter Modification Form, please consult CSI's "Charter Modification" page on our website.  
<https://resources.csi.state.co.us/charter-modification/>

**Do you anticipate requesting modification to any of the terms of the previous charter contract** (this can include changing facilities, grade expansion, education program changes, and organizational changes)? **If yes, please explain.**

**Do you plan to request renewal of existing waivers?** (For reference, see existing automatic/non-automatic waivers below)

**Do you plan to request additional waivers?** For more information on waivers, please consult CSI's "Waivers" page on our website.  
<https://resources.csi.state.co.us/waivers/>

### The School's Current Automatic Waivers :

22-1-112 • National Holidays; 22-32-109 (1)(b) • Competitive Bidding; 22-32-109(1)(f) • Employee Selection; 22-32-109(1)(t) • Educational program/textbooks; 22-32-110(1)(h) • Employee termination; 22-32-110(1)(i) • Employee reimbursement; 22-32-110(1)(j) • Life, health, accident insurance; 22-32-110(1)(k) • in-service training; 22-32-110(1)(y) • accepting gifts, donations, and grants; 22-32-110(1)(ee) • Employ non-certified personnel; 22-32-126 • Authority of Principle; 22-33-104(4) • Compulsory school attendance; 22-63-301 • Grounds for dismissal; 22-63-302 • Procedures for dismissal; 22-63-401 • Salary Schedule; 22-63-402 • Certificate required to pay teachers; 22-63-403 • Salary upon termination

### The School's Current Non-Automatic Waivers:

22-2-112(1)(q) (l) • Reporting of teacher evaluations; 22-9-106 • Performance Evaluation System; 22-32-109(1)(n)(l) • Board duties-School calendar; 22-32-109(1) (n)(ll)(A) • Teacher-Pupil contact hours; 22-32-109(1) (n)(ll)(B) • Adopt district calendar; 22-33-105 • Suspension, expulsion, and denial of admission; 22-63-201 • Teaching license required; 22-63-202 • Employment Contracts; 22-63-203 • Probationary Teachers; 22-63-206 • Transfer Compensation

**Sign below to verify this form has been completed correctly and to indicate intent for renewal**

**School Leader Signature:** \_\_\_\_\_

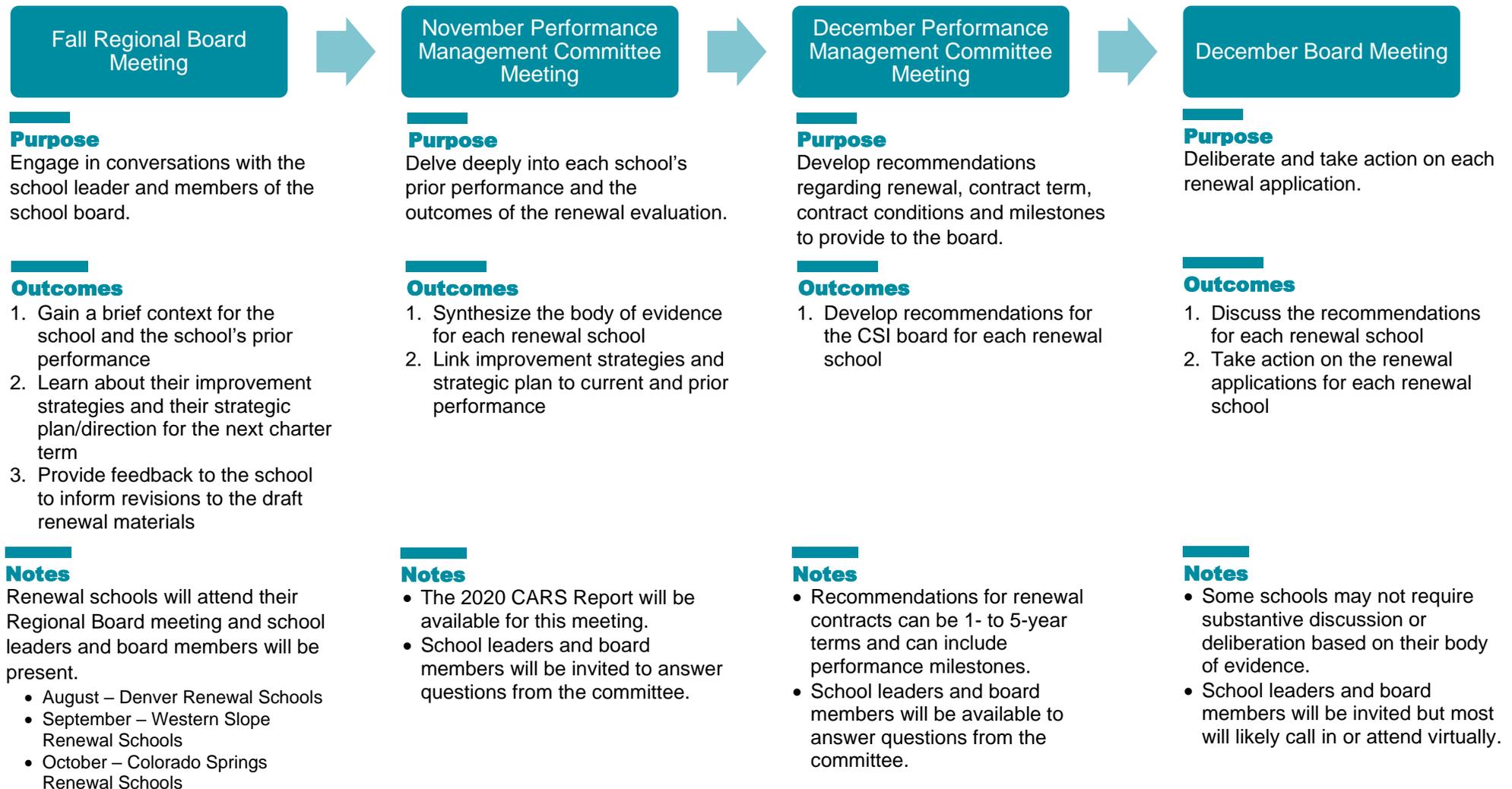
**Date:** \_\_\_\_\_

**Board Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# 2020 Charter Renewal Process

The CSI renewal evaluation is focused on the evidence gathered through the CSI Annual Review of Schools regarding school performance over the charter term. The renewal process also provides schools with the opportunity to present additional information regarding the school's improvement strategies and the board's strategic plan.



# Renewal Timeline & Submissions Overview



## Timeline and Submissions Key

- Submission Dates
- Phase 1: Preparing and Aligning for Renewal
- Phase 2: Working Towards Renewal
- Phase 3: Submitting and Finalizing Renewal
- Occurs during multiple phases
- Potential Dates



Renewal Events	Feb.	Mar.	Apr.	May	Jun.	Jul.	Aug.	Sept.	Oct.	Nov.	Dec.
CSI Attends School Board Meeting											
Kick-Off Phone Call with CSI											
CSI Releases CSI Renewal Handbook											
Monthly Phone Call with CSI (as needed)											
Prepare for and Schedule the Site Visit											
CSI Renewal Site Visit Takes Place											
CSI Attends School Board Meeting											
School Works on Submissions											
CSI Regional Board of Director Meeting							Denver	Western Slope	Colorado Springs		
SPF and CARS Report is Released											
Renewal Submission Revised											
Q&A with CSI Board PM Committee											
Renewal Report Released to School											
Renewal Report Discussed by CSI Board											
CSI Board Action – Final Renewal Decision											

# Intent to Renew Form: Academy of Arts & Knowledge Colorado Charter School Institute

**INSTRUCTIONS:** If you intend to seek renewal with CSI, please complete both pages of this form. To complete this page of the form, please correct any errors/blanks in the column on the far right. **Once you've finished filling in the boxes, please sign and email both pages of this form and your signed board resolution to Ryan Marks at [ryanmarks@csi.state.co.us](mailto:ryanmarks@csi.state.co.us).**

<b>School Address:</b> 4800 Wheaton Drive, Fort Collins, CO 80525	<b>School Address [Corrected]:</b>
<b>Year Charter Authorized:</b> 2006-2007	<b>Year Charter Authorized [Corrected]:</b>
<b>Original Application Type:</b> New School	<b>Original Application Type [Corrected]:</b>
<b>School Model:</b> Arts Integration	<b>School Model [Corrected]:</b>
<b>Current School Leader:</b> Shannon Keigan; Jami Montoya	<b>Current School Leader [Corrected]:</b>
<b>Known Affiliations (i.e., EMOs, CMOs, etc.)</b> None	<b>Known Affiliations (i.e., EMOs, CMOs, etc.) [Corrected]:</b>
<b>Current Board Chair &amp; Board Members</b> Samuel Kornfield; Dorothy L. Shapland; Rhiannon Walser; Scott Simmons	<b>Current Board Chair &amp; Board Members [Corrected]:</b>
<b>Grades Served</b> K-5	<b>Grades Served [Corrected]:</b>
<b>Offering Part-Time Program for Homeschool Students</b> Yes	<b>Offering Part-Time Program for Homeschool [Corrected]:</b>
<b>Instructional Days in School Year</b> 169	<b>Instructional Days in School Year [Corrected]:</b>
<b>Food Services</b> Pinnacle	<b>Food Services [Corrected]:</b>
<b>Transportation Services</b> Activity Trips Only	<b>Transportation Services [Corrected]:</b>
<b>Interim Platform</b> NWEA MAP/DIBELS	<b>Interim Platform [Corrected]:</b>
<b>School Readiness Platform</b> DRDP-K	<b>School Readiness Platform [Corrected]:</b>
<b>School Mission:</b> To provide a personalized K-5 learning community that respects all student learning styles and diverse capacity, resulting in each student's foundational and accomplished literacy skills to last a lifetime.	<b>School Mission [Corrected]:</b>

## Intent to Renew Form: Academy of Arts & Knowledge Colorado Charter School Institute

**INSTRUCTIONS:** If you intend to seek renewal with CSI, please complete both pages of this form. This page of the form contains questions pertaining to changes to the School's organization/governance or waivers. **Once you've finished filling in the boxes, please sign and email both pages of this form and your signed board resolution to Ryan Marks at [ryanmarks@csi.state.co.us](mailto:ryanmarks@csi.state.co.us).**

**Are you planning to make a modification to any of the items identified on the Charter Modification Form as requiring advanced CSI approval?** To find the Charter Modification Form, please consult CSI's "Charter Modification" page on our website.  
<https://resources.csi.state.co.us/charter-modification/>

**Do you anticipate requesting modification to any of the terms of the previous charter contract** (this can include changing facilities, grade expansion, education program changes, and organizational changes)? **If yes, please explain.**

**Do you plan to request renewal of existing waivers?** (For reference, see existing automatic/non-automatic waivers below)

**Do you plan to request additional waivers?** For more information on waivers, please consult CSI's "Waivers" page on our website.  
<https://resources.csi.state.co.us/waivers/>

### The School's Current Automatic Waivers :

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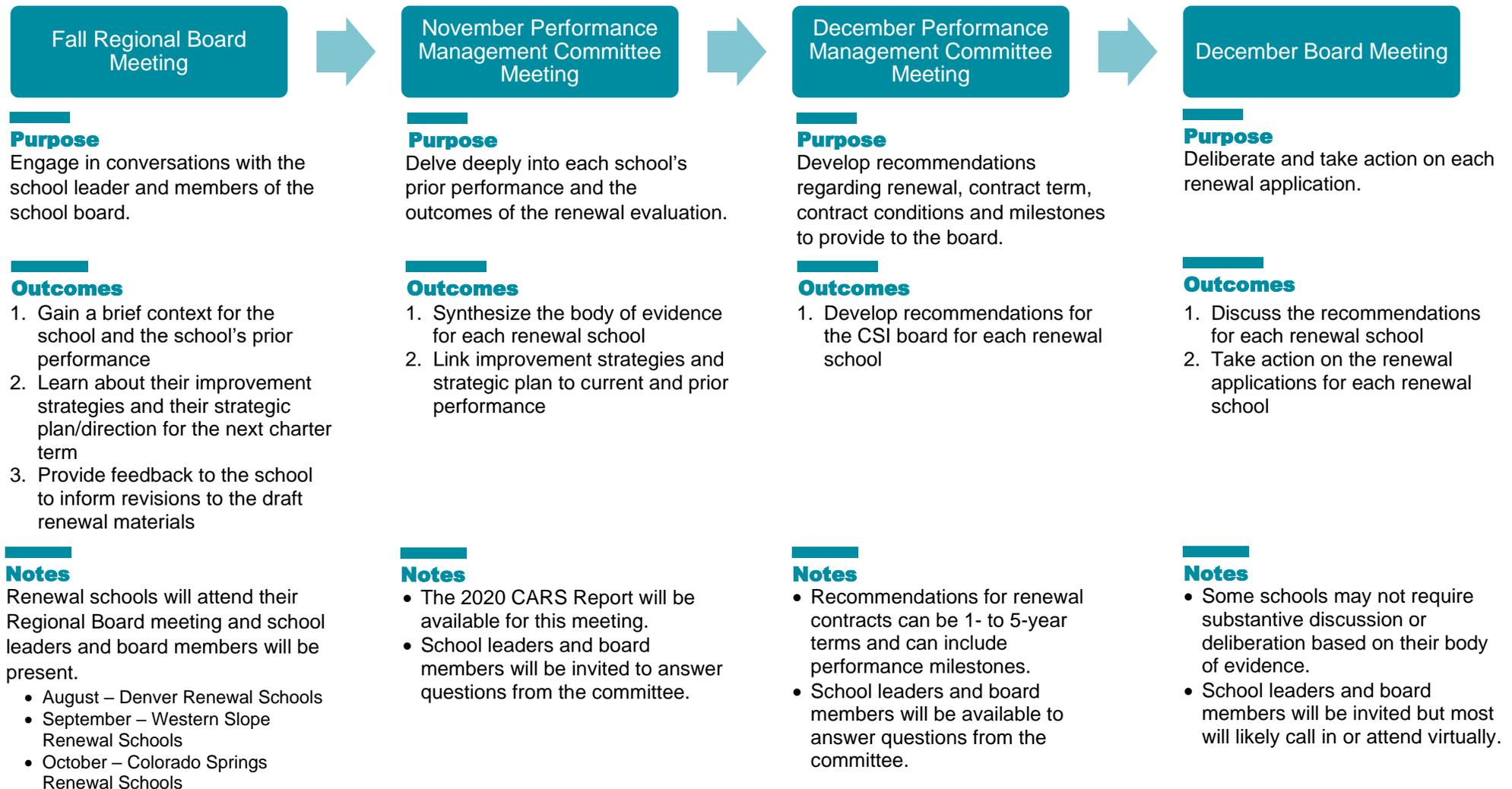
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**Board Chair Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# 2020 Charter Renewal Process

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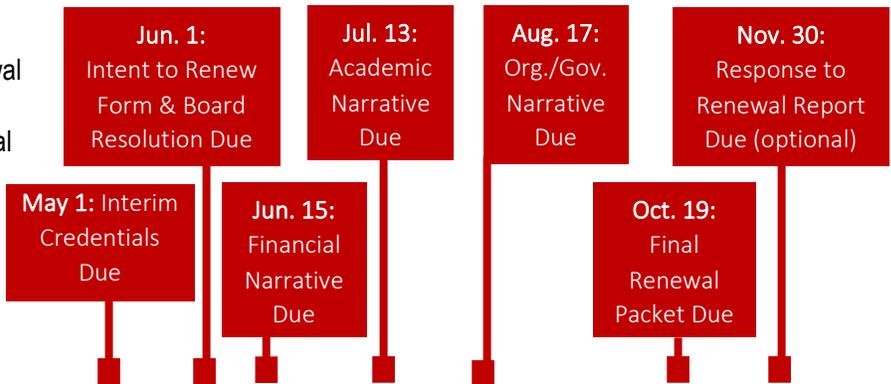


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