**Plan for evaluation of HOS for 2021 – 2022 school year**

In acknowledgement that the opening year of a charter school is already full of challenges and tasks that need to be completed, some of them for the first time, the LESC proposes that this year we will use the following as a basis of our evaluation process:

* A review of the HOS professional portfolio. For this year, we would like to see the following included in the binder:
	+ Quarterly compliance reports submitted to OSPI
	+ Quarterly compliance reports submitted to the commission
	+ Report on climate survey responses (annual)
	+ Admissions/retention statistics (annual)
	+ Staff retention/recruitment statistics (annual)
	+ Staff growth towards compliance e.g. enrolled in program to earn WA state teaching certificate/Montessori training for the appropriate level (annual)
	+ Executive Reflective Practice Inventory – to be completed by Laylah by the end of November 2021, and used to identify no more than 3 SMART goals, which the LESC will monitor for progress during quarterly meetings.
	+ Data from a survey to be sent to major stakeholders in December – partners, board members, staff This survey will be similar to the survey used to gather input last year
* The LESC hopes the above plan will allow us to review reports that are already being generated, rather than lead to additional work for Laylah – get double-duty out of compliance reports, allow LESC to monitor compliance and report to the board.
* The LESC plans to hold quarterly committee meetings, dates to follow quarterly compliance reporting periods for OSPI and the Commission. At this time the quarterly reports will be reviewed.
* The members of LESC encourage Laylah to reach out via email, phone call or in person for support in between quarterly meetings, on an as needed basis.

Annual review is planned for May, with a summary report to the board in time for inclusion on the May Board Meeting agenda.