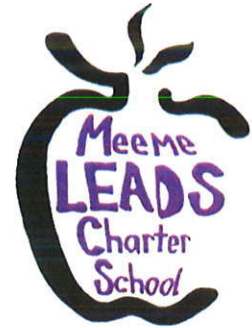


Meeme Leads Charter School Governing Board

3 Year Continuous Improvement Plan

Meeme LEADS Mission Statement
To teach students the way they learn best



Governing Board Goals

- *Increase attendance at Meeme LEADS Charter School
- *Provide an exceptional learning environment for all students
- *Encourage a family involved atmosphere
- *Investigate unique learning opportunities for all students
- *Pursue new grant options

Success

When there is a waiting list to attend Meeme LEADS Charter School

Action Plan

2013-2014 School Year

- 1) Charter school mission/vision/culture/values
 - a. Review current elementary mission statement
 - b. Create/publish/promote a culture of how Meeme LEADS Charter School will operate and interact with all shareholders (administration, teachers, parents, students, community)
 - c. Evaluate alignment of school operations and charter contract
- 2) Governing board operations
 - a. Review Bylaws
 - b. Develop SOP's for all reoccurring activities
 - c. Research and promote operational training for board members
 - d. Develop procedures for initiating newly elected board members
 - e. Meet with KASD board annually/biannually
- 3) Establish committees (supported by parents/teachers/students/community members)
 - a. Marketing/Enrollment
 - b. Grant Applications
- 4) Marketing and promotion of school
 - a. Schedule open houses as social mixers for current parents and prospective parents.
 - b. Attend local parades to promote school, open houses, open enrollment availability
 - c. Annual newspaper articles promoting the charter school status and open enrollment
 - d. Provide signage on Meeme Leads grounds promoting school
 - e. Apply for awards for the teachers at the school
- 5) Grant Applications
 - a. Reapply for 501(c)(3) Non-profit status
 - b. Work with staff/students/administration to develop and prioritize "wish" list
 - c. Research/review available grants and appropriately apply to items on "wish" list
 - d. Research utilizing outside resource for grant process (cost/benefit analysis)
 - e. Research training available for writing grant applications

- 6) Enrollment
 - a. Review existing/future enrollment data
 - b. Evaluate demographics to determine best utilization of marketing resources
 - c. Evaluate current/future enrollment effect from losing 4th grade during 2013-2014 school year
 - d. Evaluate enrollment scenarios based on increasing/decreasing provided grade levels
 - e. Maintain or increase Meeme enrollment for 2014-15 school year (2013-14 baseline)
 - f. Develop justification to reinstate 4th grade class at Meeme for 2014-15 school year
- 7) Charter Operations
 - a. Review parent/community/teacher expectations of charter principles/direction
 - b. Investigate resources needed to maintain charter principles/direction

2014-2015 School Year

- 1) Review 2013-2014 action plan (move unfinished items to 2014-15 action plan as needed)
- 2) Governing board operations
 - a. Review SOP's and create/modify as needed
 - b. Research and promote operational training for board members
 - c. Develop/modify procedures for initiating newly elected board members
 - d. Maintain fully functional and effectively operating governing board
 - e. Meet with KASD board annually/biannually
- 3) Marketing and promotion of school
 - a. Schedule open houses as social mixers for current parents and prospective parents.
 - b. Attend local parades to promote school, open houses, open enrollment availability
 - c. Annual newspaper articles promoting the charter school status and open enrollment
 - d. Update signage on Meeme LEADS grounds as needed
 - e. Apply for awards for the teachers at the school
 - f. Develop marketing/promotional plan which maintains effectiveness while reducing needed resources
- 4) Grant Applications
 - a. Review previous grant applications
 - b. Review "wish" list and update/prioritize as needed
 - c. Research/review available grants and appropriately apply to items on "wish" list
 - d. Develop a fundraising goal for 2014-15 year
- 5) Enrollment
 - a. Increase 4k enrollment for 2015-16 school year to levels which require multiple sessions
 - b. Target reinstatement of 4th grade at Meeme LEADS
 - c. Develop goal to reduce open enrollments out of district
- 6) Charter operations
 - a. Renew charter contract
 - b. Continue to review parents/community expectations of charter school direction
 - c. Develop needed resources to maintain/expand charter principles/direction
 - d. Promote involvement from all shareholders to participate in charter functions

2015-2016 School Year

- 1) Review 2014-2015 action plan (move unfinished items to 2015-16 action plan as needed)
- 2) Governing board operations
 - a. Initiate newly elected members to governing board operations, provide training as necessary
 - b. Extend continuous improvement action plan for future years
 - c. Maintain fully functional and effectively operating governing board
 - d. Meet with KASD board annually/biannually
- 3) Marketing and promotion of school
 - a. Evaluate effectiveness of marketing/promotional plan making modifications as needed
 - b. Continue to market and promote school using best practices

- 4) Grant Applications
 - a. Continue to develop effective grant application process
 - b. Review "wish" list and update/prioritize as needed
 - c. Develop fundraising goal for 2015-16 year
- 5) Enrollment
 - a. Set goal for 4K enrollment for 2016-17 school year
 - b. Develop goal to reduce open enrollments out of district
 - c. Develop goal to increase open enrollment into district
- 6) Charter operations
 - a. Renew charter contract
 - b. Continue developing resources to expand principles/direction
 - c. Promote new shareholders to become active with charter operations