

SAGE INTERNATIONAL SCHOOL OF BOISE

TREASURERS REPORT

FOR THE PERIOD ENDED MAY 31, 2016

1. **CURRENT ASSETS:** \$921,029
2. **CURRENT LIABILITIES:** N/A
3. **FUND BALANCE:** \$921,029 (total fund balance)
 - a. The fund balance is broken down as follows:
 - i. General Fund = \$580,687
 - ii. Capital Projects = \$9,725
 - iii. Albertsons Fund = \$375,765
 - iv. Total other Govt Fund \$(45,148)
4. **REVENUE:** Revenues for the period were \$5,849,249. We are 92% of the way through the year and we have collected 97% of our budgeted revenue.
5. **EXPENSES:** Expenses for the period were \$5,262,586. We are 92% of the way through the year and we have spent 88% of our budgeted expenses.
6. **OTHER HIGHLIGHTS:**
 - a. No specific expense category appeared to be trending over budget in a material way.

DIRECTOR REPORT - JUNE 2016

1. **CP World School Authorization / MYP Authorization Status:** As we shared with the board and community last week, the IB Organization authorized Sage International as an IB World School for the Career-Related Programme. Sage will begin offering the CP Programme to next year's 11th Grade class. Regarding MYP, Sage International will remain in applicant status next year, as planned. Sage will 'shadow' the MYP Programme next year in preparation for MYP authorization in advance of the 2016/17 school year. At this time, only one school in the US offers all 4 IB Programmes - a private school in NYC. Sage International is on pace to become the first and only public school in the country offering all 4 IB Programmes.
2. **Mind the Gap Update:** The end-of-year operating budget currently targets \$110,000 in MTG support. As of Monday June 13, Sage has received \$108,000 in MTG support this fiscal year. Next week, we will send one final email requesting MTG support for this fiscal year in an effort to reach the budget target. We intend to take a somewhat different approach to MTG for next year and will share our proposed, updated MTG plan with the Board at the July or August meeting.
3. **Facility Project Update:** The 55,000 SF remodel at the Parkcenter Campus remains on schedule and on budget. The remodel of the 11,000 SF K-2 building will begin in the next week and will be completed prior to the start of next school year.
4. **2016/17 Daily Schedule:** Please see attached Memorandum and accompanying Spreadsheets detailing the daily schedule for next school year.
5. **2015/16 Student Assessment Data:** Sage recently received IRI, ISAT and SAT assessment results for the 2015/16 school year. Please see the provided charts summarizing the results. Sage will receive IB Exam results in late July. Sage anticipates receiving PISA results by late July. The Leadership team will supplement this information with IB Exam and PISA results as the data becomes available. Principal Doramus will explain/summarize the IRI, ISAT and SAT results at the meeting.

MEMORANDUM

DAILY SCHEDULE FOR 2016/17 SCHOOL YEAR June 2016 Board Meeting

For the first time next school year, Sage International will operate three schools (Elementary, Middle, and High) with over 1,0000 students on a single campus. Our Administrative Leadership team has worked diligently to balance multiple factors, with student needs/success as the driving factor, to develop the following daily schedule for next school year.

This Memo reviews the key factors the Leadership team considered and worked to balance in creating the daily schedule. The Memo then summarizes the schedules for the High, Middle and Elementary schools for next year. Finally, the Memo summarizes the teacher - or certified staff - schedule for next year.

BACKGROUND

Following is a brief summary of the key factors the Leadership team balanced in developing the daily schedules for next year:

Curriculum Delivery / Student Needs: The driving factor in all scheduling decisions is ensuring we establish a balanced schedule designed to achieve student success. The schedule must meet the needs of students and allow our educators to deliver our IB curriculum effectively and efficiently.

Personnel Policy 5210: Board policy provides that the certified staff (teacher) workday is 7 1/2 hours, exclusive of lunch. The schedules comply with this workday policy.

147.5 Student Days: The Administration recommended, and the Board approved a 2016/17 School Calendar providing 147.5 days of student instruction.

Instructional Hours: Per Idaho Code, Sage International must offer the following number of instructional hours at each grade level:

990 for grades 9-11;
979 for grade 12;
900 for grades 4-8;
810 for grades 1-3;
and 450 for Kindergarten

Conditional Use Permit: Sage International's Conditional Use Permit authorizing our 'school use' at the Parkcenter Campus directs Sage to analyze on an annual basis traffic conditions during pickup and drop off and to utilize available tools to minimize traffic impacts. Available tools include providing bussing, encouraging carpooling, walking and biking to school, and establishing staggered start/end times to the school day between the different schools. The

daily schedule utilizes an increase to 6 bus routes and staggered arrival/departure times to ease traffic conditions.

After-School Activities: Sage students participate in a variety of after-school activities, both with Sage and through other schools and clubs. Participation in after-school sports, clubs and activities is an important part of student life. Sage's four-day school week necessitates a longer school day. To provide Sage students with maximum access to after school opportunities, to the extent the school day needed to be extended next year, the Leadership team determined to start the school day earlier, rather than extending the school day later into the afternoon.

Multi-Student Families: A high percentage of Sage families have multiple children attending Sage. For many families, the children span elementary, middle and/or high school. The Leadership team acknowledges that having widely varied start/end times between the schools can create a hardship for these families and we worked to minimize this hardship. Further, because of our high percentage of multi-student families, having widely staggered start/end times actually hinders, rather than facilitates, traffic flow during pickup and drop off. The Leadership team worked to create 'staggered' arrivals and departures, as detailed below, without requiring parents to drop off or pickup students at multiple times.

ELEMENTARY, MIDDLE AND HIGH SCHOOL STUDENT SCHEDULE

The school day will begin at 8:05 AM for all students in all schools. While next year's start time is earlier than this year's start, it is in line with the standard middle and high school start time for Boise District schools - 7:50 AM. Stretching the day in this manner allows for increased student 'down time' during the school day - lunch, breaks, outside play, moving between classes - while ensuring we meet the instructional hour requirements for each grade.

Having a single start time will eliminate the challenges families with students in multiple schools (elementary, middle, and/or high) currently face, thus reducing traffic. While all students will start at the same time, student arrivals will be staggered over 30 minutes, as follows. We will open the doors 20 minutes prior to the start of the school day - or at 7:45 AM. Students in all schools will be able to enter the building at this time or students can access the play field. Sage staff will supervise students inside and on the play field beginning at 7:45. In our experience, parents begin dropping students off 10 minutes (or more) prior to doors opening, further extending the drop-off window (7:35-8:05).

Sage will also abate traffic conditions by increasing from 5 to 6 bussing routes for next year. Sage staff will be present at drop-off to greet families and direct traffic.

Based on the above, and our observations over the past two years, we do not anticipate adverse traffic conditions at drop-off.

High School Student Schedule

The High School day will begin at 8:05 and end at 3:40. The school day is 7 hours 35 minutes long for high school students. Within this time, Sage will provide 6 hours 39 minutes of instruction time on Monday and Thursday. Sage will provide 6 hours and 30 minutes of

instruction time on Tuesday and Wednesday. The schedule provides students a 41 minute lunch on Monday and Tuesday and a 49 minute lunch on Tuesday and Wednesday. The schedule also accounts for 3 minute 'passing periods' between classes.

With this schedule, Sage International will provide high school students in grades 9th-11th with 991 hours of instruction time, satisfying the 990 hour requirement.

High School seniors will have 146 instructional days; they will complete the school year on June 13th - 1.5 days earlier than the remainder of the school. This schedule provides 981.6 instructional hours for the senior class, satisfying the 979 hour requirement.

Note that the instructional hour calculations for 9th-11th and for 12th do not include the out-of-classroom requirements of IB. For instance, DP students will spend 150 hours on their Creativity, Action, Service (CAS) project over two years and CP students will be placed in learning internships that may extend school hours. If these IB requirements were included, the instructional hours figure would increase accordingly.

Please see the attached High School Schedule Spreadsheet for schedule details.

Middle School Student Schedule

The Middle School day will begin at 8:05 and end at 3:25. The school day is 7 hours and 20 minutes long for middle school students. Within this time, Sage will provide 6 hours and 25 minutes of instruction time. The schedule provides students a 40 minute lunch. The schedule also accounts for 3 minute 'passing periods' between classes.

With this schedule, Sage International will provide middle school students with 968.95 hours of instruction time. The instruction time requirement for middle school is 900 hours.

Please see the attached Middle School Schedule Spreadsheet for schedule details.

Elementary School

The Elementary School day will begin at 8:05 and end at 3:25. The school day is 7 hours and 20 minutes long. Within this time, for grades K - 3rd, Sage will provide: 5 hours and 57 minutes of instruction time; a 20-minute morning break; a 40 minute lunch; a 20 minute afternoon break; and two 3-minute passing periods (6 min) for movement to/from specials. For 4th and 5th grades, Sage will provide: 6 hours and 2 minutes of instruction time, a 15 minute morning break; a 40 minute lunch; a 20 minute afternoon break; and one 3-minute passing period of movement to specials.

Within this over-arching structure, each grade level will work with the Director and Principal Doramus to create a grade-level daily schedule. Each grade may have its own, independent, daily schedule designed specifically for that grade. Accordingly, a detailed 'elementary' schedule is not provided in the attachments - as each grade-level schedule is finalized, within the parameters detailed above, we will share that information with the Sage community.

With this schedule, Sage International will provide K - 3rd grade students with 899 hours of instruction hours. The instruction hours requirement for these grades is 810 hours.

For 4th and 5th grades, we will shorten the morning break to 15 minutes to ensure Sage International meets and exceeds the 900 hour requirement for these two grade levels.

Please see the attached Elementary School Schedule Spreadsheet for details.

End of Day

At the end of the day, K-8 will release at 3:25. Students riding school busses will gather in designated areas in the buildings, as will E-Sage students. K-8 parent pickup should be largely completed by 3:40. At 3:40, 9th-12th grade students will be released. High school students riding the bus will join the K-8 bus riders in the designated area. High school parent pickup, and remaining K-8 parent pickup, should be largely completed by 3:55. The 6 school busses will 'stage' at an off-campus location prior to 3:55 and will arrive at campus at 3:55. The students will load the busses and aim to depart campus by 4:00. This approach creates a three-tiered schedule that the Leadership teams believes will abate traffic concerns.

ELEMENTARY, MIDDLE AND HIGH SCHOOL CERTIFIED/TEACHER SCHEDULE

Mon-Thurs

The schedule for all certified staff is 7:45 to 3:45 Monday through Thursday (with a 30 minute lunch). In K-8, teachers will have 20 minutes of office hours (or other duties) from dismissal (3:25) until 3:45. In High School, teachers will release students at 3:40 and their contracted day/assigned duties will end at 3:45. Our general practice will be that certified staff will not be assigned duties after 3:45 or during lunch absent a supplementary contract, stipend, or pre-approved compensated leave.

Fridays

While the standard contracted day is an 8 hour day (7 1/2 hour work day with a 30 minute lunch), on Fridays, certified staff are only expected/required to be on campus between 8:30 and 2:30. This equates a 6 hour day (5 1/2 hour work day with 30 minute lunch). Sage Leadership will schedule all activities/meetings between the hours of 8:30 AM and 2:30.

This is not to say Directors will schedule meetings for all 5.5 hours during this window each week; that will not be the case. Many weeks, teachers will be afforded significant personal prep time between 8:30 and 2:30 - this 6 hour window simply represents the earliest and latest Sage will schedule meetings. When creating Friday schedules, Sage Directors will work to allow 10-15 minutes between scheduled meetings to allow staff to prepare and/or take a short break.

Under this '6-hour window' approach to Fridays, absent approval from their Director, staff are expected to be on site between 8:30 and 2:30. Outside of those hours, staff will may utilize their time as needed - whether on-site or off-site. Sage Leadership will not establish an expectation that staff arrive before 8:30 or that staff stay on site after 2:30, assuming general job duties are complete.

This schedule affords our staff with flexible professional time within the Friday work day while also affording Leadership with the flexibility needed (8:30 - 2:30) to schedule team meetings without conflicting with other meetings and without artificially limiting the length of meeting to accommodate scheduling - sometimes longer meetings are needed.

Sage International will also reward our certified staff with 3 Fridays off during the school year by continuing the practice of giving certified staff the day off each Friday preceding a Monday holiday. This provides our hard-working staff with three 4-day weekends spread throughout the school year. The Fridays are: September 2nd (Labor Day is Monday the 5th); January 13th (MLK Day is Monday the 16th); and May 26th (Memorial Day is Monday the 29th).

The Leadership team believes that limiting the Friday workday in this manner and providing these 3 additional days off represents a balanced work schedule that provides the time needed to conduct robust Professional Development (a Sage pillar) on Fridays while affording our staff needed flexible personal/professional time.

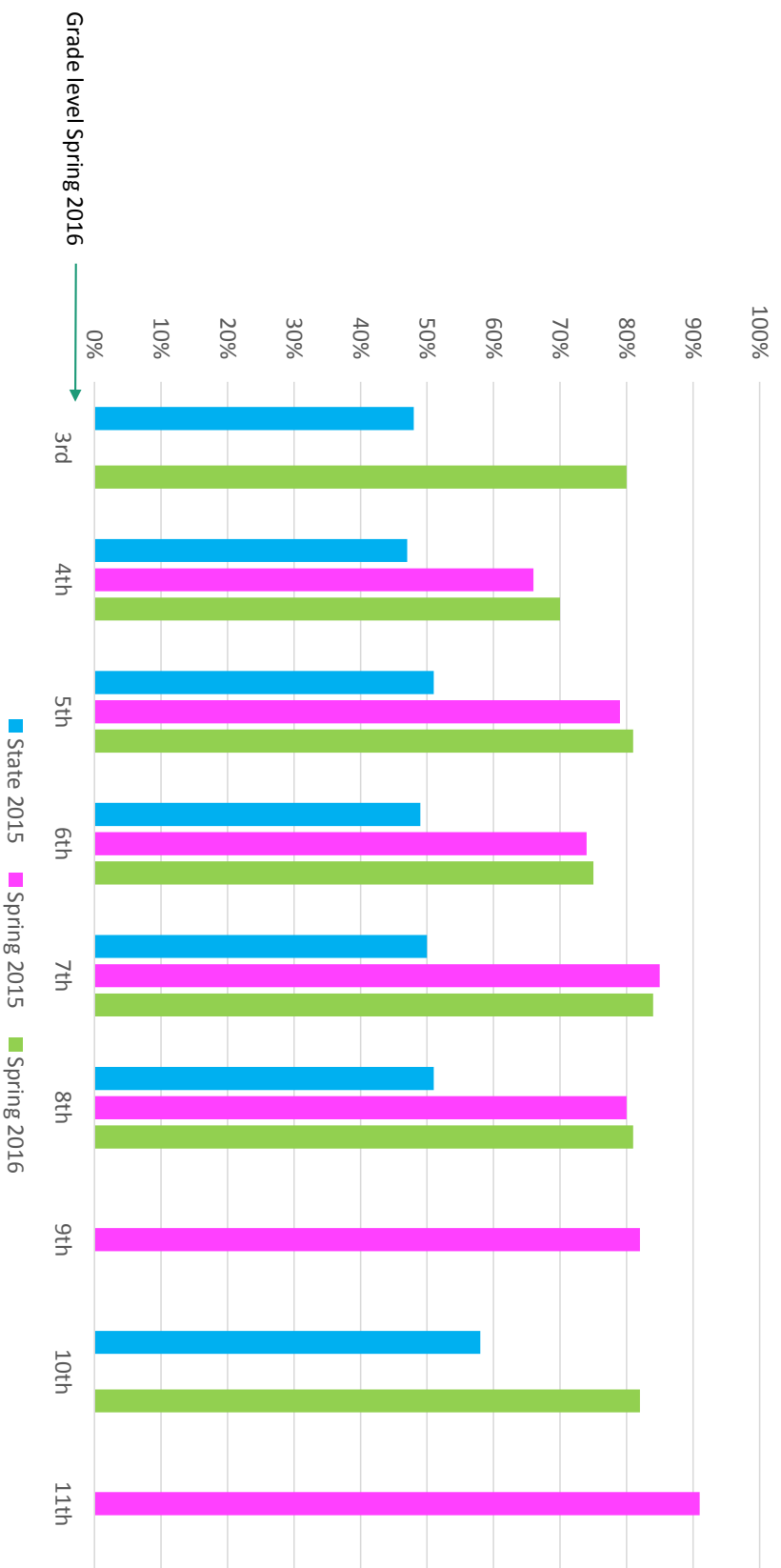
Middle School

	Start	End	Time	Lunch and Passing	Lunch and Passing Time	
1st	8:05	9:15	1:10	3		
2nd	9:18	10:28	1:10	3		
3rd	10:31	11:41	1:10	3		
Lunch	11:41	12:21		40		
4th	12:24	13:34	1:10	3		
5th	13:37	14:47	1:10	3		
Sage Time	14:50	15:25	0:35			
Time Per Day			6h 25m	55m		
	# of Days	Instruction Hours Per Day	Instruction Hours Per Year	Add 22 for PD Credit	TOTAL	
	147.5	6.42	946.95	22	968.95	

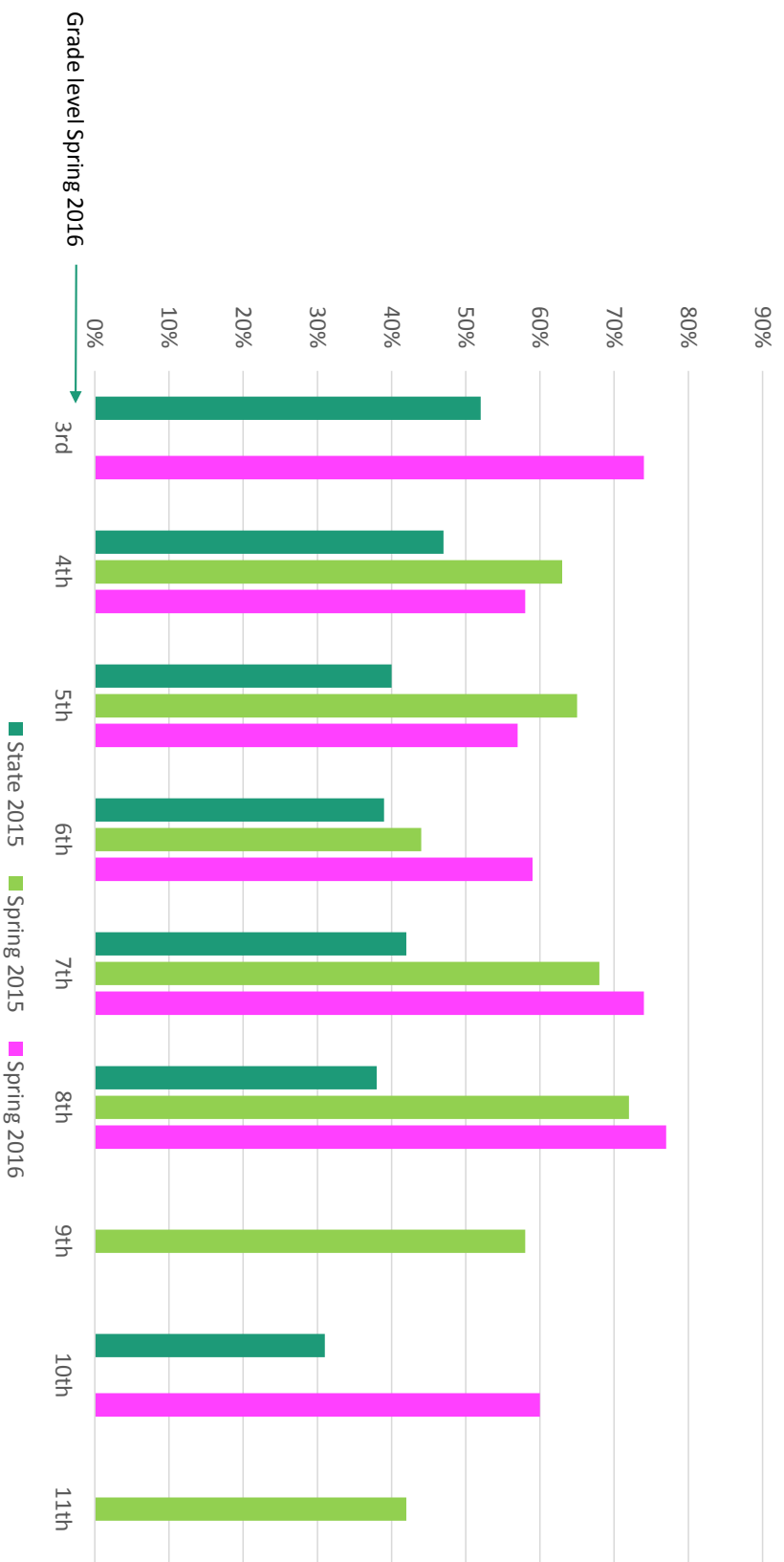
High School Schedule

	Start	End	Instruction Time	Lunch and Passing	Lunch and Passing Time	
Mon/Thurs						
1st	8:05	9:02	0:57	1st to 2nd	3	
2nd	9:05	10:02	0:57	2nd to 3rd	3	
3rd	10:05	11:02	0:57	3rd to 4th	3	
4th	11:05	12:02	0:57	4th to Lunch	0	
Lunch	12:02	12:43		Lunch	41	
5th	12:43	13:40	0:57	5th to 6th	3	
6th	13:43	14:40	0:57	6th to 7th	3	
7th	14:43	15:40	0:57			
Time Per Day		7h 35m	6h 39m		56	
Tues/Wed	Start	End	Time			
1st/2nd	8:05	9:56	1:51	1st to 3rd / 2nd to 4th	3	
3rd/4th	9:59	11:50	1:51	3rd to 4th to Lunch	0	
Lunch	11:50	12:49		Lunch	49	
5th/6th	12:49	14:40	1:51	5th/6th to 7th	3	
7th	14:43	15:40	0:57			
Time Per Day		7h 35m	6h 30m		55m	
Mondays	34		Days	Inst Hours Per Day	# Days	Inst Hours Per Year
Tuesdays	38		Mon/Th	6.65	71.5	475.475
Wednesdays	38		Tues/Wed	6.5	76	494
Thursdays	37.5		Totals		147.5	969.475
# Days 9th - 11th	147.5				Add 22 Hours - Pro Dev	22
					TOTAL	991.475
# Days Seniors (if finish on the 12th)	146				Seniors if end on the 12th	959.625
					Add 22 hours for PD	22
					TOTAL	981.625

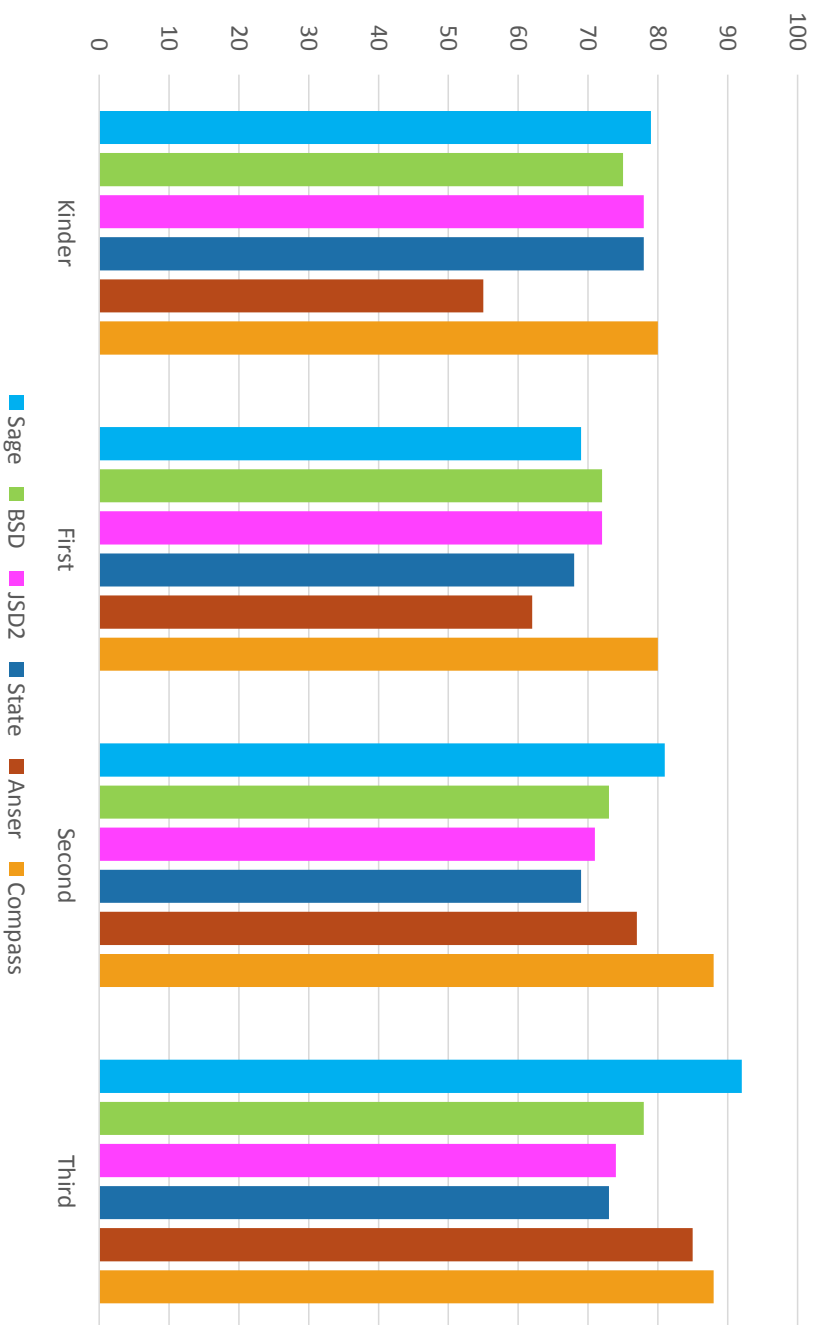
ELA ISAT % Proficient/Advanced



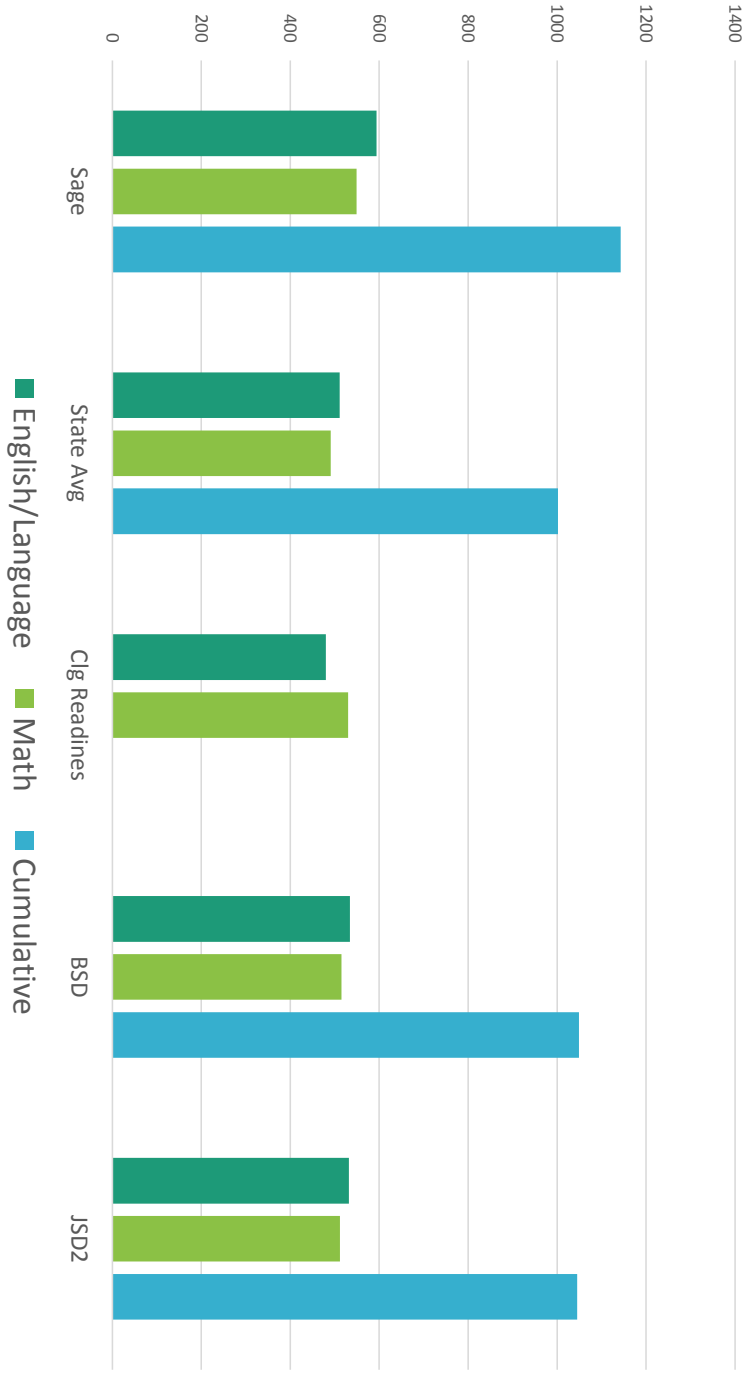
Math ISAT % Proficient/Advanced



IRI Benchmark Comparison



SAT Results



If you would like to view the first reading of the following policies,
please contact the clerk of the board –
Lori.Howard@sageinternationalschool.org

The clerk of the board maintains all versions of Board Policy.

- 6000 Series – Administration
- 7000 Series – Financial Management
- 9000 Series – School Facilities
- Instruction Policy 2622
- Instruction Policy 2700
- Instruction Policy 2700P
- Personnel Policy 5460

Policies for

Sage International School of Boise can be found at our

website: <http://www.sageinternationalschool.org/our-board/sage-board-policies>