

MONITORING REPORT  
ENDS POLICY #1, #7  
EXECUTIVE LIMITATIONS POLICY #1, #19  
PREPARED FOR THE GUFFEY COMMUNITY CHARTER SCHOOL BOARD OF DIRECTORS  
January 2018  
By Martine Walker, School Administrator

**E-1 School Mission**

Students will have a life-long excitement for learning and be prepared academically, personally, socially and intellectually to achieve their personal goals and contribute actively to the betterment of their community.

***Martine Walker writes:***

*Evidence that I am in compliance with this policy is as follows:*

*My decision to join the incredible team and community at Guffey School is one of the best things to come into my life. Not only am I grateful to be here as the new Administrator but I am grateful to have my son receive his education here. My gratitude grows each day as I experience being a part of a school unlike any other I have ever been to. The students continually impress as they show maturity, leadership, proclivity for emotional intelligence while also advancing academically. Their enthusiasm is evident to me from the moment they arrive in the morning. In many ways the students behave just as brothers and sisters (some of them ARE brothers and sisters) and I love seeing this, because to me it means they feel like they are part of a family here at Guffey School and if they feel like they are part of a family then we are doing something right! They feel free to be themselves without hesitation, they are accepted for who they are by their peers and this ability to express and feel accepted makes for a student who is eager to learn and grow academically, personally, socially and intellectually. Guffey students are encouraged, on a daily basis, to set personal goals, to explore ideas of where they see themselves as they grow into young adults, through writing assignments and casual conversation.*

*I've asked our students to offer comments on how they think our school is living up to its mission. Their comments are below:*

*"I love journals and handwriting because I like doing writing. Also, I like doing pictures. I like doing art class. I like that my friends are nice to me. I like that they treat me really good. They make me not feel left out" - 1<sup>st</sup> grader*

*"We get our own jobs at school. I like cleaning and stuff. I like drawing and doing math. Drawing and math are fun. I like my friends because they play with me" – Kindergartner*

*"I like my friends because they play with me. They play fun games. I like doing my class job. It is fun to clean. I like doing handwriting and morning work. I like handwriting because we do letter stuff and make animals. Morning work is fun because we do different stuff." – Kindergartner*

*"I like school because I get to do handwriting. I like handwriting because I get to draw pictures and write. My handwriting is getting a lot better. I like my friends because they are nice to me. They talk to me and play with me" – 1<sup>st</sup> grader*

*"I like science, recess and lunch because at science sometimes we get field trips. At recess we get to play. At lunch, I like eating with my friends. I like that my friends don't make me feel excluded. They play with me a lot" – Kindergartner*

*"I like to learn math because I'm really into numbers. I have made good friends at Guffey. They are good friends because they treat me good. We play together" – 2<sup>nd</sup> grader*

*"I love math, music, and yoga. I also love handwriting, recess, snack, and reading buddies. I love those things because they are fun to do and fun to learn. They teach you how to read and do math. I like my friends. They are very nice to me. They play with me a lot. They play with me on the merry-go-round, the slide, the swings, and the monkey bars. School is the best thing ever!" – 2<sup>nd</sup> grader*

*"I love school because you can learn. I like to learn so when I grow up I can pass college. I like math, science, and reading buddies. I have a lot of friends. They are nice. We play." – 2<sup>nd</sup> grader*

*"I like math because I mostly get to work. I also like handwriting because I get to color and I get to write. Some of my friends are nice" – 2<sup>nd</sup> grader*

*"Guffey helps me by teaching me and getting me ready to be an inventor. Math, science, and spelling are things I need to learn to become an inventor. Thank you for listening to my dream" – 3<sup>rd</sup> grader*

*"Guffey School helps me with my goals in life. My goals include math, grammar, and writing. Guffey helps me with the because of how we are taught to do them. What really helps is in the morning is our motto. This helps me personally and socially. The things that help me academically are what we learn in class. Every time I enter the classroom we learn something new. I like Guffey and hope not much will change about it. If we can, make online classes so we don't forget most of our learning. If this does happen I will be able to remember most of what I learned" – 5<sup>th</sup> grader*

*"Guffey School helps me learn to read and do math and to build houses and cars. Guffey is the best place." – 5<sup>th</sup> grader*

*"Guffey School helps me by learning how to be a paratrooper in the Air Force. They teach me math, reading, science, and writing. This is one of my personal goals and I hope to reach it." – 3<sup>rd</sup> grader*

*"Guffey School helps me by making me a lot smarter in class. Another way they help me make more friends. And one more thing you help me by teaching me how to write a lot neater. That's how Guffey helps me." – 5<sup>th</sup> grader*

*"Guffey School helps me have a life-long excitement for learning. Because it makes me want to achieve my personal dream, which is becoming a teacher. But Guffey School makes learning fun and when I grow up I will remember everything about math, science, social studies, and language arts. When I am an adult and when I become a teacher, I will use some of the ideas because they work a lot with kids but if I become a principal I would make school days longer and making summer shorter because usually kids forget most of their learning. Guffey School helps me achieve my personal goals" – 5<sup>th</sup> grader*

*"Guffey School helps me with my dream. I wish to be a Navy Seal. It has helped me by learning. Math, science, reading which I will need to learn when I get ready to go to the Navy Seals. I have already been here for six years and Guffey School has made me so much smarter. I hope to stay here until eight grade. Just like my two sisters that graduated. Learning at Guffey School is great experience for me and other kids yet to come" – 5<sup>th</sup> grader*

*"This year, we have had Latin, which helps us learn meanings of words. We have also had science which teaches us how Math is done in multiple ways. The Math eventually teaches us how much Math is used every day and how it helps when we don't even know. In Literature, we learn how the reading helps us read better and better every day. Social Studies tells us that we know how the world's history has gone by. The community is a wonderful place and can help each other." – 6<sup>th</sup> grader*

*"This year, curriculum-wise, we've had science, is teaching us math as well, math prepares us for the future with bills and taxes. Latin helps us learn new languages. Literature teaches us about the original authors. These things make me want to learn more because I'm interested and I always will be, that's just me. There will always be something to learn about and that excites me". – 7<sup>th</sup> grader*

*"I feel that the learning is like a broken record but a good one that plays the best part of the song so it gets in your head, but once you memorized that part you would want to go to the next part so bad that the best part becomes into the worst part to where it is not fun anymore. Theater/plays has gotten me out of my shell more than I expected. I love plays but being social is not my strong suit" – Middle Schooler*

*"I like the small class so can get a better education than in a big school. I like the longer days so we can learn more" – 6<sup>th</sup> grader*

*"I think that Guffey School when learning, teachers are individually dedicated to their jobs. They prepare you to both work individually and as a team/family. I appreciate that all students work at their own grade level without being ashamed that they don't get everything as fast as others might. You as a student will work at your own pace and will be more advanced in specific subjects that others might be. I think that some students do not have as much in a subject then others therefore I personally think the teachers should teach the students in a "I'm ready to learn" way. Meaning that it should not exactly be fun but it should be entertaining and it gives them each an individual chance to come up and specify what they do know and what they don't know" – Middle Schooler*

*"The school's mission about making us prepared for the outer world is true. We learn Latin that helps us with learning new languages easier. We also do skits and plays. They help us with speaking out and having more of a voice. The teachers have helped one on one with schooling if needed. At GCCS we are prepared for the outer world once we graduate out of school. The school cares about the kids and teachers. The school is like a family, we all care about each other." – Middle Schooler*

*"In the class room I feel good. I'm learning more than I was last year. Yes, it's challenging but it gets easier if you keep practicing. This school is helping me realize what the real world is like. My goal for this year is making it to the top and not failing. I'm going to reach that goal by doing homework and turning it in." – Middle Schooler*

*"I think when learning, it's opening great opportunities in life and making it more exciting and ready for what might come at me. But when learning you are achieving some personal goals. When we get to the more open world we learn to be kind to people in the community." – 7<sup>th</sup> grader*

## **E-7 Community Outreach**

The School will create educational, social, and cultural enrichment opportunities for the whole Guffey community, particularly community members not otherwise served by other Ends Policies. In the event of any conflict in resource allocation, this Policy is of secondary priority to the other Ends policies.

### ***Martine Walker writes:***

*Evidence that I am in compliance with this policy is as follows:*

*The Guffey School building and campus is a wonderful asset to the community of Guffey. The building offers a large multi-purpose room, a full commercial kitchen, 3 bathrooms, an art room, a music room, a stage and 3 classrooms. The 20-acre campus and our telescope adds additional areas for outdoor public events as well as educational opportunities using the land behind our school building. I want our community to know that, when and if available, our school's building and campus is available for a variety of community activities. In the past we have been the host site for the 4<sup>th</sup> of July Guffey Heritage Days, 9Health Fair, Cover Mountain Sub Division's annual meeting, the Republican caucus site and Sky Viewing*

*using our telescope. So far during this school year our school has hosted the Guffey flu-shot clinic with Park County Department of Health, the monthly meetings for the local group Rural Coloradans for a Brighter Future and this past Sunday we starting hosting weekly Sunday yoga classes with Bill O'Connell.*

### **EL-1 Global Executive Constraint**

The Administrator shall not cause or allow any practice, activity, decision or organizational circumstance which is either unlawful, unethical, unsafe, disrespectful, imprudent or in violation of charter Board policy or the charter contract as further defined in these policies.

#### ***Martine Walker writes:***

*Evidence that I am in compliance with this policy is as follows:*

*I have not done anything that would put our school at risk or allow activities that are against the law, unethical or unsafe, are disrespectful, imprudent, or in violation of our school's governance policies. The school has policies that address safety, respect, and legal implications. They are found in the following policies: EL-3-The Board, EL-11-Accomplishment Reporting to the Public, EL-13-Educational Program, EL-16-Student Conduct and Discipline, EL-18-Consideration of Legal Implications and EL-19-Physical Safety of Staff and Students. Each of these policies are reported on throughout the school year, in accordance with GP-8, Agenda Planning Calendar for 2017/2018.*

### **EL-19 Physical Safety of Staff and Students**

The physical safety of staff, students, and anybody else on school property is of paramount importance. Ensuring such safety generally supersedes all other policy interpretations. To that end, the Administrator shall not fail to:

1. Adopt a plan for student and staff safety in an emergency.
2. Adopt a plan that provides for a secure building and other school facilities, and for safe and secure equipment.
3. Adopt a plan that provides for a secure online environment, especially for students.
4. Adopt a plan that provides for secure management of any sensitive data maintained online, and for the security of computer media maintained in school facilities or available for removal from school property.
5. Facilitate communications with community and emergency services providers, and ensure that communications shall be reasonably maintained in an emergency situation.

#### ***Martine Walker writes:***

*(Note: The monitoring of this Executive Limitation Policy was previously scheduled to be monitored in June each year. It is being monitored in January this year since I have been reviewing our safety policies and procedures.)*

*Evidence that I am in compliance with this policy is as follows:*

*Speaking to #1: The school's emergency plan reflects our school's Ends Policies, and the unique school environment that we have at our school. Because of our remote physical location, the building's windowed exterior doors, and the large classroom windows, our school is classified as a "nontraditional" site.*

*Examples are as follows:*

- *The school's staff, local law enforcement, 911 dispatch in Fairplay and I have worked together to come up with a plan that we believe best fits our school's resources and environment. (Details of the plan are confidential and will not be shared in this public document)*

- *Guffey School Board members are informed and are knowledgeable about the school's emergency safety plan.*
- *Our school's families are kept informed and support what we are doing as evidenced by the 2016-2017 Parent Survey.*
- *Annual state fire inspection of building and school campus.*
- *Annual certified safety checks of our elevator and recent 5-year load limit test.*
- *Annual school bus safety drills so that our school's students know how to exit the bus should there be an emergency. Also, last year, a comprehensive state safety review was successfully completed.*

*In October 2017 Ms Jenny Hartman, K-2 teacher, and Martine Walker completed CPI training which in non-violent crisis intervention. We both received certifications at the finish of the workshop which was presented by Mountain BOCES (Boards of Cooperative Educational Services).*

*Speaking to #2: Since our school remains a "nontraditional" site, our school's security plan reflects this environment. Our best line of defense continues to be the common sense of the adults in charge, which are myself, our teachers and other staff. Examples of common sense rules are:*

- *Students and staff are not to open any exterior door to let someone they don't know or recognize into the building.*
- *A security camera is pointed at the inside of the front door so that whomever is working in the office can see who comes and goes when the door is heard opening or closing.*
- *Strangers in the building are to report to an adult or the school's office.*
- *Each morning during morning announcements, our students and teachers are told who will be visiting our school, like volunteers, guests or special service providers.*
- *During the day and after the last bus arrives, all doors, except our blue front door, are kept locked.*
- *Each classroom and the office are equipped with an emergency bag which contains a hand-held radio, pepper spray, a roster and a list of emergency numbers.*

*Speaking to #3: Currently, Guffey School students use our school's internet service for classroom work which is done during classroom time with their teacher's supervision. Our school's network is a password protected wireless network. The topic of 'computers' is a standing item on the staff's weekly meeting agenda, and any know 'abuse' by a student would be noted and consequences such as the loss of computer usage is enforced. At the start of the 2017/18 school year I wrote a new Technology Policy in collaboration with our teachers and school's IT coordinator, Chris Peterson, in order to stay current with changing times. This new policy is and was distributed to all families at the time of school registration. The policy is read and signed by parents and student. A copy of this policy can be found in the school's Admin drive in addition to hard copies being available in the school office.*

*On January 1 of this year House Bill 17-1302 went into effect. Concerning matters related to sexually explicit images of a juvenile, and, in connection therewith, requiring a post-enactment review of the implementation of this act. I and GCCS staff have reviewed this new House Bill and are particularly aware of Section 6 of the bill in which we are informed of a model program to be introduced, regarding the risks and consequences of sexting, which will be available for school districts to use.*

*Speaking to #4: Currently, our school's computers are password protected and are part of the school's internal computer network. Each staff member and student are provided with their own log in credentials and access to certain drives is only accessible to those who are given access. Guests who want to use the*

*wireless network are provided with a password to use the wi-fi, however, this does not enable them to access any personal or confidential information.*

*Speaking to #5: Our school is in contact with our local emergency providers and community members, so in the event of an emergency, there is a plan of action in place. The school is registered with the Park County Community Notification Code Red System and receives reverse 911 calls and Teller County's Nixle system which provides emergency alerts. Additional communications tools are the building's phone system, cell phones and hand-held radios.*

*I have been in communication with Maria Mitchell, Park County 911 Communications Director, regarding Park County's new School Safe county wide system. I visited Park County 911 dispatch in Fairplay, CO to see a demonstration of the system which acts as a "bridge" in the event of a school emergency. Guffey School will join all other schools in Park County to be a part of this system. New hand-held radios that are compatible with the system will be provided to all staff for their emergency bags. Should there be an emergency at Guffey School, and 911 is called, our school radios will immediately be connected or "bridged" so that direct communication between dispatch and emergency services will be enabled. While this new system may not be able to get services to our remote location more quickly it will improve communication between all parties to maximize safety and instructions.*