

**BOARD OF REGENTS**  
**EASTERN MICHIGAN UNIVERSITY****RECOMMENDATION****MONTHLY REPORT**  
**EDUCATIONAL POLICIES COMMITTEE****ACTION REQUESTED**

It is requested that the Educational Policies Committee Agenda for March 21, 2006 and the Minutes of the January 17, 2006 meeting be received and placed on file.

**SUMMARY**

The primary items for the March 21, 2006 Educational Policies Committee meeting include: (1) Academic Separations/Retirements, (2) Academic Affairs Administrative/Professional Appointments/Transfers, (3) Faculty Tenure, (4) 2006-07 Sabbatical Leave Awards, (5) Charter Schools Board Appointments, (6) Appointment of New Charters, (7) Opening of Term and Official Record Dates for the Fiscal Year, (8) Policy Revisions, (9) ) Honorary Baccalaureate Degree, (10) Honorary Degree Recipient and Commencement Speaker, (11) College of Education Presentation.

**FISCAL IMPLICATIONS**

The fiscal impact of the actions taken is listed in the appropriate sections and in the Board minutes.

**ADMINISTRATIVE RECOMMENDATION**

The proposed action has been reviewed and is recommended for Board approval.

\_\_\_\_\_  
University Executive Officer  
Interim Provost and Vice President for Academic Affairs

\_\_\_\_\_  
Date

# EASTERN MICHIGAN UNIVERSITY

## Board of Regents

### Educational Policies Committee

March 21, 2006  
10:15 – 11:00 a.m.  
205 Welch Hall

### AGENDA

#### Consent Agenda

- Section 10 Academic Separations/Retirements (*Rhonda Longworth*)
- Section 11 Academic Affairs Administrative/Professional Appointments/Transfers  
(*Rhonda Longworth*)

#### Regular Agenda

- Section 13 Monthly Report and Minutes (*Regent Rothwell*)
- Section 14 Faculty Tenure (*Rhonda Longworth*)
- Section 15 2006-07 Sabbatical Leave Awards (*Donald Loppnow*)
- Section 16 Charter Schools Board Appointments (*Joe Pollack*)
- Section 17 Appointment of New Charters (*Joe Pollack*)
- Section 18 Opening of Term and Official Record Dates for the Fiscal Year (*Don Loppnow*)
- Section 19 POLICIES: Revisions (*Ken McKanders*)
- Section 20 Honorary Baccalaureate Degrees (*Tom Stevick*)
- Section 21 Honorary Degree Recipient and Commencement Speaker (*Rita Abent*)
- Section 22 College of Education Presentation (*Vernon Polite*)

EASTERN MICHIGAN UNIVERSITY  
BOARD OF REGENTS

**EDUCATIONAL POLICIES COMMITTEE MINUTES**

January 17, 2006  
10:15-11:00 a.m., 201 Welch Hall

**Attendees:** (seated at tables) Regent Rothwell (Chair), Provost Loppnow, Rhonda Longworth, Regent Valvo, Regent Brandon

**Guests:** (as signed in) D. Bennion, M. Byrd, P. Carter, D. deLaski-Smith, L. George, E. Gold, S. Gonzales, H. Höft, M. Marz, K. McKanders, R. Neely, S. Norton, G. Peoples, C. Schaffer, L. Schott, T. Stevick, D. Tanguay, J. Tatum, W. Tornquist, M. Werner, K. Wilhof, P. Williams, S. Williams

*Regent Sharon Rothwell* convened the meeting at 10:15.

**Academic Separations/Retirements (Section 10)**

*Rhonda Longworth, interim Assistant Vice President for Academic Human Resources*, recommended that the Board of Regents approve nine (9) separations for the reporting period November 1, 2005 through December 31, 2005. Of the nine (9) separations, there are four (44%) females and five (56%) males. Demographics of the total group indicate six Caucasians (67%), one African American (11%), one Native American (11%) and one Not Indicated (11%).

**Emeritus Faculty Status (Section 11)**

*Donald Loppnow, interim Provost and Vice President for Academic Affairs*, recommended that the Board of Regents grant Emeritus Faculty Status to Two (2) former faculty members (see the report included in the Board materials).

**Monthly Report and Minutes (Section 13)**

*Regent Rothwell* recommended that the Educational Policies Committee Agenda for January 17, 2006 and the Minutes of the November 15, 2005 meeting be received and placed on file.

**2006 Provost's New Faculty Research Awards (Section 14)**

*Donald Loppnow* recommended that the Board of Regents accept and place on file a report of the 2006 Provost's New Faculty Research Awards, which cites the individuals receiving the awards and the projects they will be working on. There were 33 applications submitted by new faculty or second year faculty, each of whom is eligible to apply for this award. The University Research and Sabbatical Leave Committee recommended 18 and we were able to recommend funding for all 18 of those awards. This reflects a significant increase in both applications and awards. In 2004, there were 14 applications; in 2005, there were 21 applications. In those years, six were funded.

**2006 Spring/Summer Research Awards (Section 15)**

Provost Loppnow recommended that the Board of Regents accept and place on file a report on 2006 Spring/Summer Awards for Research and Creativity Activity, which presents the individual recipients and the topics of their research. There were 21 applications and 16 were recommended by the University

Research and Sabbatical Leave Committee. Resources permit us to bring forward 12. This is twice the number funded the previous two years.

Regent Rothwell said she was pleased with the trend toward increased funding for both awards.

### **Charter Schools Board Appointments (Section 16)**

*Joe Pollack, Director, Charter Schools*, recommended four new or renewed board members to three charter schools: Ann Arbor Learning Community, Edison Oakland Academy, and Grand Blanc Academy. He indicated that three have master's degrees and one is a businessman from Flint (see the list of candidates in the Board materials).

### **2004-2005 Charter Schools Annual Report (Section 17)**

Dr. Pollack said that the charter program is entering its 11<sup>th</sup> year and that it has been a successful program for the university and the schools authorized. The program operates with a university-wide advisory committee, which has been instrumental in training and guiding the schools' administration. Dr. Pollack also introduced *Malverne Winborne, Associate Director for Charter Schools*; *Larry Barkoff, Assistant General Council*, who helps the program with legal matters, and *Mike Collett, Senior Accountant and Finance Officer*.

Dr. Pollack said he anticipated that two charter school renewals would come before the Regents at the March meeting. He also said that the program is financially solvent, and he will give a more detailed report on this to the Finance Committee.

Dr. Pollack said that it is often asked what the office does, now that there is a cap on charter schools (beginning in 1999, universities were no longer allowed to authorize new charters). He explained that the program encourages charter schools to purchase their buildings and extend programs, including pre-primary programs. Please see the attached handout for the details of the presentation he began, and Dr. Winborne completed.

Dr. Winborne was asked if we are asking parents if they are satisfied with academics only. He replied that a number of elements are considered: teachers, administrators, the building, the location, would you recommend this school to others, and will you be returning?

Regent Rothwell asked if there are any other types of comparisons to other traditional public schools in terms of teacher satisfaction. Dr. Pollack replied that teacher satisfaction is higher in charter schools than in public schools, but he did not have the specifics with him. Regent Rothwell was curious what elements might be responsible for this high satisfaction rate, besides the academics. Dr. Winborne replied that based on a survey, those who were satisfied liked their work environment and the collegial atmosphere. Like students, teachers are making a choice to go to charter schools. Dr. Pollack suggested that teachers may be happier because they have more involvement in the governance of the school, as there is no central administration involved. Teachers in large public school districts tend to point out the separation between what is going on in the classroom and what's going on in the school district.

Dr. Pollack said that the charter school program is not satisfied with its secondary school, in part because in grades 6 through 12, kids tend to move in and out. Dr. Pollack called them "second-chance" kids. One third to one half of the students taking their 11<sup>th</sup> grade MEAP tests at the charter school have just joined the school that year. Dr. Pollack explained that if students are at the secondary charter school long enough, they do fairly well. The school produces 35 to 40 graduates per year and, of the graduates, 25 or 35 graduates go on to higher education—about 70%, above state average. The Director of EMU Admissions will meet with 11<sup>th</sup> and 12<sup>th</sup> graders in February to talk about EMU, scholarship opportunities, and our summer incentive program. Five of the 35 have gone on to trade or apprenticeship programs. Next fall, in addition to getting a new principal who is retired from the military, the secondary

school will begin a Junior ROTC program. That program could lead to military careers and also provides college scholarships.

Dr. Pollack presented a pie graph (which will be discussed further at the Finance Committee Meeting) that illustrates how the \$700,000 budget for the charter program is spent. Less than half of the money goes toward operation of the program, the administration. That 48% includes meetings in which principals come to EMU for training. Twenty-seven percent of money that is received from schools is given back to them in the form of grants and aid. Ten percent is used for operational expenses. One percent goes toward travel and 14% is contributed back to the General Fund of the university.

Dr. Pollack explained that he doesn't believe university funds should be used for this K-12 program. He said that in the first two or three years, with just a few schools, the charter program didn't have that option. By the fourth year, however, the program was able to repay some expenses. Dr. Pollack also said that the program has accumulated a fund balance of over half a million dollars, utilized for cash flow issues that arise because the program doesn't receive funding from July 1-October 20 for the new fiscal year.

### **POLICIES: Revisions & Deletions (Section 18)**

*Kenneth McKanders, University Council*, recommended that the Board of Regents approve five revised policies and one policy deletion. Please refer to the Board handouts for details.

Regent Rothwell asked if Student Government leaders were involved in the drafting of Policy 8.4.6 (Student Organization Off-Campus Excursion Policy), or if they had a chance to review it. *Jim Vick, Vice President for Student Affairs*, responded that most of the travel in question involves Campus Life, and students from Campus Life were involved in looking at the policy. This reflects what was being done for the past few years anyway. The previous policy was written a long time ago, and over time, the way we deal with these things has changed.

Regent Rothwell asked if students on these excursions are allowed to use university vehicles. Mr. McKanders replied that they may, with the appropriate approval. In some cases, they have to have a Chauffeur's License, or a Driver's License with good record.

### **Naming of University Facility (Section 19)**

*Thomas Stevick, Vice President for Advancement and Executive Director of the EMU Foundation*, in conformance with university Policy 5.6, recommended that the Board of Regents approve a resolution naming Gymnasium A in the Warner Building the "Dean L. Rockwell Wrestling Facility."

Regent Rothwell asked if the facility is used for any other purposes, other than wrestling. Mr. Stevick said that it has now been converted purely to a wrestling facility.

Regent Brandon asked, in terms of our university policy, if there is a threshold that has to be met before we decide to name a facility after someone, or is it just that before we name something, it is brought before the Board? Who makes the recommendation?


Mr. Stevick said there are some general guidelines. For example, if you are renovating a room, typically you are looking for at least 50% of the cost of renovation to be born by the donor or proponents of the individual to be honored. This is University Policy 5.6. The administration makes the recommendation and the Board must approve any naming of facility or room. This is about to become a big issue as EMU is embarking on a capital campaign. Regent Rothwell requested a copy of Policy 5.6 for the entire Board.


Regent Rothwell thanked those in attendance, and adjourned at 11:25 am.

Respectfully submitted,

Akosua Slough, Administrative Secretary  
Academic Affairs

(E:/Ristau/BoardReg/Minutes/EPC\_117006)



EASTERN MICHIGAN  
UNIVERSITY  
CHARTER SCHOOLS OFFICE


# UNIVERSITY CHARTER SCHOOLS UPDATES

(Past Six Years)

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EASTERN MICHIGAN  
UNIVERSITY  
CHARTER SCHOOLS OFFICE


UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2000-01

- ✓ Commonwealth Community Development Academy adds relocatable classrooms
- ✓ Grand Blanc Academy builds new classrooms

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EASTERN MICHIGAN  
UNIVERSITY  
CHARTER SCHOOLS OFFICE


UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2001-02

- ✓ Great Lakes Academy buys and renovates its building

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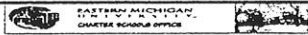
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UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2002-03

- ✓ Commonwealth Community Development Academy adds relocatable classrooms

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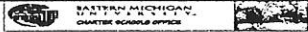
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UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2003-04

- ✓ Gaudior Academy purchases its school building
- ✓ Academy for Business and Technology opens elementary school

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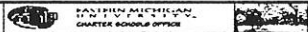
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UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2004-05

- ✓ Gaudior Academy adds pre-primary facility
- ✓ Ann Arbor Learning Community plans move to new building
- ✓ Academy for Business and Technology plans moves to larger secondary facility

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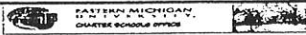
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UNIVERSITY CHARTER SCHOOLS OFFICE  
SIX-YEAR UPDATE  
2005-06

- ✓ Ann Arbor Learning Community moves to new facility
- ✓ Academy for Business and Technology secondary school moves to new facility
- ✓ Edison Oakland Academy plans renovation to existing facility

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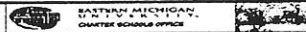
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**UNIVERSITY  
CHARTER SCHOOLS  
ASSESSMENT  
PROGRAM**

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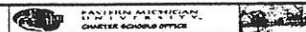
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UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM

- I. SCHOOL ASSESSMENTS
- II. STUDENT ASSESSMENTS
- III. PARENT ASSESSMENTS
- IV. TEACHER ASSESSMENTS

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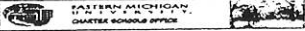
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**EASTERN MICHIGAN  
UNIVERSITY CHARTER SCHOOLS OFFICE**

**UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM**

**I. SCHOOL ASSESSMENTS – ANNUAL OVERSIGHT ASSESSMENT**

- ☐ Report Card from Authorizer
- ☐ Provides a View of Schools Performance in Key Areas
  - ☐ Academic Assessment 60%
  - ☐ Staff Backgrounds 15%
  - ☐ Board Requirements 5%
  - ☐ School Operations 5%
  - ☐ School Finance/Regulatory Reporting 15%
- ☐ Opportunity for Feedback Between Authorizer and School

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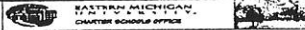
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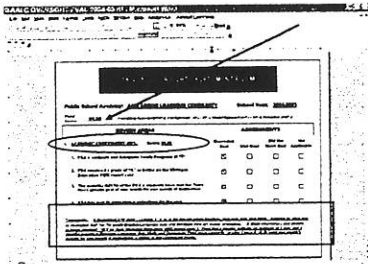
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**EASTERN MICHIGAN  
UNIVERSITY CHARTER SCHOOLS OFFICE**

**UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM**

**I. SCHOOL ASSESSMENTS**




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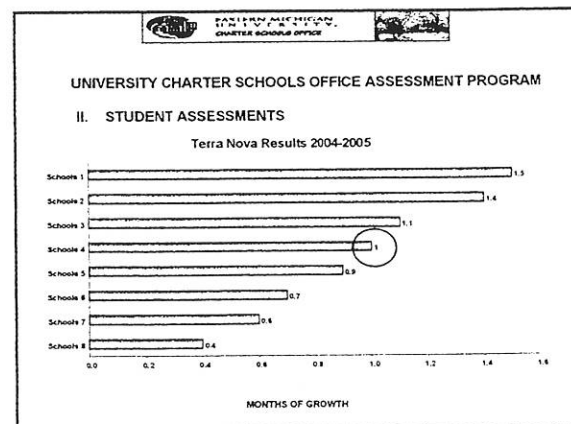
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UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM

III. PARENT ASSESSMENTS – Parent Survey

- ☐ Provides feedback opportunity for parents
- ☐ Done annually
- ☐ Mail survey of parents of students in EMU's 8 charter schools (9 buildings)
- ☐ Used an 11-item self-administered survey
- ☐ Administered in mid-May
- ☐ Report prepared in June
- ☐ Findings included in Annual Oversight Assessment

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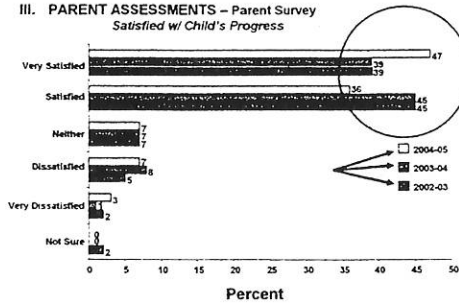
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UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM

III. PARENT ASSESSMENTS – Parent Survey  
*Satisfied w/ Child's Progress*




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UNIVERSITY CHARTER SCHOOLS OFFICE ASSESSMENT PROGRAM

IV. TEACHER ASSESSMENTS

- ☐ Provides feedback opportunity for teachers
- ☐ Done annually (2005 initial study)
- ☐ Delivered surveys to teachers at EMU's 8 charter schools (9 buildings)
- ☐ Used a 15-item self-administered survey
- ☐ Administered in mid-March
- ☐ Report prepared in June

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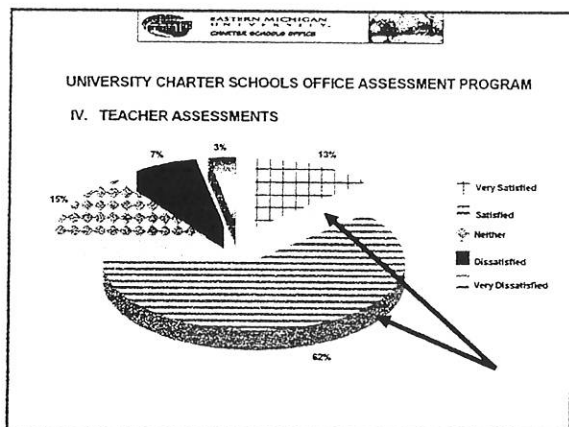
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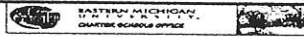
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**EMU AUTHORIZED CHARTER SCHOOLS GRADUATES**

<u>Post Graduation Plans</u>	<u>Number</u>
Four-College	12
Community College	13
Trade School/Apprenticeship	5
Not Sure	5
<b>TOTAL:</b>	<b>35</b>

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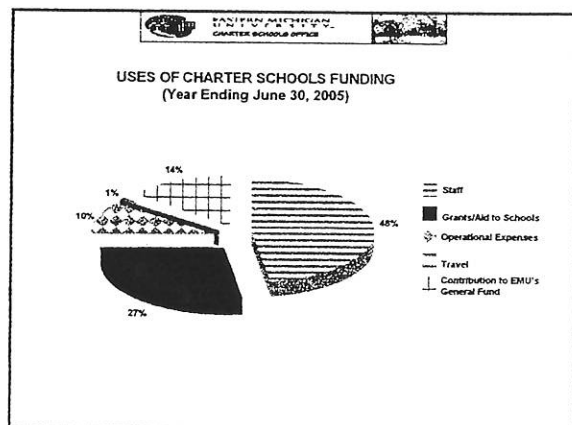
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# ANNUAL OVERSIGHT ASSESSMENT FORM

Public School Academy: \_\_\_\_\_

School Year: \_\_\_\_\_

Total Score: 0.00

*Exemplary Approval (≥90%), Full Approval (70% - 89%), Partial Approval (51% - 69%), Probation (≤50%)*

## REVIEW AREAS

## ASSESSMENTS

I. ACADEMIC ASSESSMENT (60%) Score: \_\_\_\_\_

	Exceeded Goal	Met Goal	Did Not Meet Goal	Not Applicable
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1. PSA's students met Adequate Yearly Progress (AYP)

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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2. PSA received a grade of "C" or better on the Michigan Education YES! report card

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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3. The majority (≥51%) of the PSA's students have met the Terra Nova growth goal of one month for one month of instruction

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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4. PSA has met its educational objectives for the year

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments: \_\_\_\_\_

## II. STAFF BACKGROUNDS (15%)

Score: \_\_\_\_\_

	Fully Compliant (100%)	Mostly Compliant (51%-99%)	Partially Compliant (1%-50%)	Non- Compliant (0%)	Not Applicable
1. Certified Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Highly Qualified Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Mentorship Program for New Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Professional Development for Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Criminal Background Checks => Administrators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Criminal Background Checks => Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Criminal Background Checks => Other Employees (non-Administrators/Teachers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Unprofessional Conduct Checks => Administrators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Unprofessional Conduct Checks => Teachers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Unprofessional Conduct Checks => Other Employees (non-Administrators/Teachers)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

III. BOARD REQUIREMENTS (5%)

Score: \_\_\_\_\_

1. Copies of "Oath of Office" and Written "Acceptance of Office" for all PSA Board Members

Fully Complete	Incomplete	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Copy of Calendar for Regular Board Meetings

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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3. Copies of Agendas and Signed Minutes for all Board Meetings within 10 business days

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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4. Copy of School Calendar

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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5. DESIGNATED PERSONNEL

a. The PSA has a Freedom of Information (FOI) Designee  
Name: \_\_\_\_\_

Fully Compliant	Non-Compliant	Not Applicable
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

b. The PSA has a 504 Designee  
Name: \_\_\_\_\_

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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c. The PSA has a Title IX (Gender Equity/Sexual Harassment) Designee  
Name: \_\_\_\_\_

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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d. The PSA has an Asbestos Designee  
Name: \_\_\_\_\_

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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e. The PSA has an Electronics Transfer Designee  
Name: \_\_\_\_\_

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Comments: \_\_\_\_\_

**IV. SCHOOL OPERATIONS (5%)**

Score: \_\_\_\_\_

	Fully Complete	Incomplete	Not Applicable
1. Copy of Annual Educational Report	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Copy of School Improvement Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Copy of Student Handbook(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Copy of Employee Handbook(s)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Completed Individual Contracts with Employees	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Completed Job Descriptions of All New Positions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Curriculum Updates/Changes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Technology Plans (completions/updates)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Plan for the Execution of Open Enrollment Process (including dates, communications and lottery process)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The PSA Board and the ESP Have a Signed Updated Management Agreement (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_



**V. SCHOOL FINANCE/REGULATORY**  
**REPORTING (15%)**

Score: \_\_\_\_\_

- |   | Fully<br>Compliant       | Non-<br>Compliant        |
|---|--------------------------|--------------------------|
| 1. Budget preparation plan/timeline for upcoming year adopted/presented to CAO by Board, copy to Authorizer   | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Budget for upcoming year prepared, presented and adopted prior to June 30 in accordance with Michigan statutes and the Michigan School Accounting Manual, copy to Authorizer | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. Previous Year's Audit, including federal single audit (A-133) if required, completed and submitted on time to MDE, Dept. of Treas., copy to Authorizer                       | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. "Unqualified" opinion; no reportable conditions; no material weaknesses  | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. Adverse opinion, material weaknesses, reportable conditions, management letter recommendations formally addressed by Board, copy to Authorizer                               | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Budgets for the year audited amended to prevent violation of appropriation act, copy/s to Authorizer   | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. Latest Borrowing Policy implemented (Copies of all debt instruments—operating leases, capital leases, notes, loans, bonds—submitted to Authorizer prior to issuance)         | <input type="checkbox"/> | <input type="checkbox"/> |

Comments: \_\_\_\_\_

	Fully Compliant (4 Quarters)	Mostly Compliant (3 Quarters)	Partially Compliant (1-2 Quarters)	Non- Compliant (0 Quarters)
8. Quarterly Financial Reporting completed and submitted to Authorizer on time (Submitted reports are complete, financial statements are in balance, and state aid is tied to state aid status reports.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Annual financial documentation is completed and submitted to the appropriate authority on time, copies and/or evidence of submission to Authorizer (e.g., Business Office Survey, Nonprofit Corp. Information Update, FID submission, Qualifying Statement)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. The PSA has insurance coverage as required by statute and charter contract (MUSIC Compliant), copy of proof to Authorizer		Fully Compliant	Non- Compliant	Not Applicable
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Copies of lease, deed or rental agreements are available for inspection, copies to Authorizer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			Satisfactory	Needs Improvement
12. Positive operating results; sufficient year-end general fund balance, typically 5% of operating expenditures			<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_