



THE

HIGHMARK QUARTERLY

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Back to School Edition

Passion Integrity Trust Loyalty Discipline Creativity Teamwork Courtesy

CEO's Message



Welcome to the first edition of the HighMark School Development newsletter. Over the past nine years, we've enjoyed the opportunity to work with and serve educators, concerned parents, investors and most importantly, students.

We are now active in the development of educational facilities in 14 states and continue to experience growth, driven by an ongoing need for quality facility options. We are striving to exceed the needs of our clients and partners and continue to learn.

My hope is that you'll find the content of this medium of interest. A significant benefit of working in multiple states is the exposure to quality schools around the country. In our work with authorizers and associations, we learn of the extraordinary efforts being made to advance the quality of education in the U.S. Additionally, we are inspired by the passion and commitment of those involved and the willingness to share "best practices."

Thanks for your interest in education and thank you in advance for your assistance in helping us better meet the needs of schools throughout the country. We welcome your suggestions.

Glenn Hileman



Playground Equipment at BFCs Gilbert in Arizona

STAYING ON TOP OF YOUR BUILDING MAINTENANCE

As you welcome back your students, it's time to review your records and ensure you have completed all your annual inspections. Take the time to review the following items and ensure your school has completed them all. Some maintenance items require certification and inspection approval. Send proper documentation and any questions to Faye Staskewicz at Faye@highmarkschools.com for those items.

- Building address clearly visible
- All lights function properly
- Complete retention pond annual maintenance
- Grease traps are clean
- Security door and gates work properly
- Rain gutters are clear from debris
- Playground equipment inspection
- Annual back-flow preventer inspection
- All air vents are free from obstruction
- Test Fire Alarm
- All toilets flush properly
- Check hot water heaters for leakage
- Exit signs are visible
- Check locks throughout building
- Roof is clear of standing water
- Check sprinklers and replace any broken sprinkler heads
- Ensure electrical

Reports Due

The start of a school year is the perfect time to create and refine habits. Setting an alarm reminder in your computer's calendar is one way to make sure you stay current on reporting data and sending rent on time. No one likes to send or receive a late notice/fee. Make sure you find what works for you and your school to get all reporting materials to HighMark on time. Here is a list of the reporting items and their due date. Make note of each item so you can start your school year off with a bang.

1. Financial Audit - due within 30 days of issuance
2. Financial Statements - due monthly
3. Enrollment Report - due monthly
4. State Reported Enrollment - due as soon as available
5. Annual Operating Budget - due within 30 days of submittal to state
6. Academic Report - due within 30 days following release by State
7. Insurance Certificate - due 30 days prior to expiration

Questions about reporting requirements? Email questions and reports to Kelsy@highmarkschools.com

2014 Construction

HighMark has **SEVEN** new facilities and **FOUR** expansions for the 2014-15 school year.



North Carolina Leadership Academy



Global Village Academy - Fort Collins



BASIS Independent Brooklyn

See below for a complete list of the 2014 construction by state.

ARIZONA

Benjamin Franklin Charter School JH/HS
Queen Creek--Expansion

CALIFORNIA

BASIS Independent Silicon Valley
San Jose--Renovation
Bella Mente Montessori Academy
Vista--Expansion
iLEAD Lancaster Charter School
Lancaster--Renovation

COLORADO

Global Village Academy
Fort Collins--New Build

LOUISIANA

Impact Charter Elementary
Baker--New Build

NEW JERSEY

BelovED Community Charter
Jersey City--Second Phase Addition

NEW YORK

BASIS Independent Brooklyn
Brooklyn--New Build

NORTH CAROLINA

North Carolina Leadership Academy
Kernersville -- New Build
Northeast Carolina Preparatory
Tarboro--Third Phase Addition
Wilson Preparatory Academy
Wilson--New Build

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CLIENT PROFILE: Northeast Carolina Preparatory

Steps to the kindergarten expansion at NECP

By: Patrick Beausoleil

School Name: Northeast Carolina Preparatory (NECP)

Location: Tarboro, North Carolina

Board Chair: Dr. Jeffrey Alejandro

School Director: John Westberg, Founder and Executive Director

Year Opened: 2012

Current Enrollment: 1300+

NECP was in the first class of North Carolina's "fast track" schools whose charters were awarded after the cap was lifted in the state. HighMark has completed three phases for NECP. Phase I in 2012 involved the purchase of the 54-acre campus of a women's residential rehab clinic that had recently ceased operations. HighMark converted the main building for use by grades 1-6 that year. NECP was fortunate to inherit a full service kitchen and cafeteria in this main building. Also as part of Phase I, an auxiliary building near the front of the property was converted for use by Kindergarten classes.

The following year, Phase II saw the construction of a new, two-story, 52,000 square foot stand-alone building to serve as a middle school and eventually high school. The new building includes a full-size high school competition gym, performance stage, and warming kitchen. Then, in 2014 HighMark added a stand-alone multi-purpose building adjacent to the original building for middle school use; a three-classroom addition to the Kindergarten building; and a twelve-classroom addition to the two-story building to accommodate the school's growth into the high school grades. With money HighMark saved the school on Phase II, the school added a baseball/softball field in early 2014.

I recently spoke with John Westberg, Founder and Executive Director, and Diane LeFiles, Director of Communications, for NECP to learn more about what's happening in Tarboro.

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Conference Notes

HighMark personnel regularly attend state charter school conferences to meet new clients, catch up with current tenants, and stay on top of legislative, procedural, and funding changes from state to state.

Between now and the end of the year, HighMark staff will be in attendance at the following state charter school conferences:

- Michigan.....October 2-3 in Detroit
- Ohio.....October 16-17 in Sandusky
- South Carolina.....November 6-8 in Columbia*
- Florida.....November 18-20 in Orlando
- Texas.....December 10-12 in Houston

Coming in October, HighMark will have a strong contingent of personnel at the NACSA (National Association of Charter School Authorizers) Conference in Miami: October 20-23. If you or a colleague would like to meet with HighMark at any of these events, please contact Patrick Beausoleil at 616.717.0484 or Patrick@highmarkschools.com

*Sitting on a facility financing panel

Partner Spotlight



HighMark engages Snell & Wilmer as our full-service business

law firm. For over seventy years, Snell & Wilmer has been dedicated to providing superior client services. The team in the Salt Lake City office is integrated to provide a full-service legal approach, negotiating and developing solutions for any title, land use, zoning, leasing, or environmental issues that could impact development.

HighMark School Development's lead counsel, Leeza Evensen, has a special expertise in the acquisition, development, construction, and financing of public charter and private school facilities. Given the tremendous complexities inherent in real estate development, Snell & Wilmer understands the importance of acting quickly and anticipating the needs of parties on both sides of a deal.

The HighMark Boardroom

Have you heard, HighMark teamed together with the charter school board guru Dr. Brian Carpenter? A monthly webinar is aired LIVE to HighMark clients on topics every charter school board needs to know. Dr. Carpenter takes time at the end of each webinar to answer questions from the audience. Sign up for the webinars and view previous episodes on HighMark's website [HERE](#). Contact Kelsy at Kelsy@highmarkschools.com for the password or more information on The HighMark Boardroom.



Don't be surprised if you see an email from The Board Doctor. In addition to the monthly webinars, Dr. Carpenter reads HighMark schools' board meeting minutes to ensure your board is operating according to the bylaws and charter for your school. Please join us for the next live episode on **Wednesday, September 17 at 6:00 PM EST.**

Below you can find a few pointers on ensuring your board starts this school year off right.

- Don't allow yourself to get swept up and carried away by the enthusiasm around the new school year, stay focused on the outcome of the students attending the charter and the operation of school.
- Despite the initial excitement that begins each school year, the board should anticipate that there will be problems sooner or later, and needs to prepare themselves through well crafted policies to deal with a high stress situation in advance.
- For all new board members: don't forget to conduct board orientation. The HighMark Boardroom is a great option.

HighMark: How would you characterize the teaching and learning at NECP?

John Westberg/Diane LeFiles: The teaching and learning experience at NECP is very different from a traditional public school where the students sit in rows and listen to a teacher for most of the day.

We're focused on the philosophy of Harvard professor Dr. Howard Gardner, who recognized that individuals exhibit intelligence in multiple ways and learn best through teaching and learning techniques that tap into those areas. Utilizing Gardner's Multiple Intelligence theory, NECP educators deliver the Core Knowledge sequence in alignment with the North Carolina Common Core Standards and college and career readiness measures.

Additionally, all NECP teachers are trained to use classroom management and teaching techniques developed by Dr. Spenser Kagan, which are proven to produce dramatic academic and social gains consistently in individual students.

HM: From where do you draw your local students?

JW/DL: As a public charter school, enrollment at NECP is not limited by geography. The majority of our students are from Edgecombe County where the building is located. However, we have students coming in from five surrounding counties.

HM: What do parents say?

JW/DL: NECP parents are very happy and enthusiastic! This was clearly evident at the two orientation events held during the last week of July prior to opening the school year on August 4. Although this time is usually considered the middle of summer, over 80% of our parents and students attended!

HM: You had a well-attended ribbon cutting at the opening of your new classroom building in 2013—tell me who was there.

JW/DL: The dedication ceremony for the new 52,000 square-foot Middle School Building was very well attended. We had a great representation from our local community, as well as from across the state. Eddie Goodall, executive director of the North Carolina Charter Schools Association was the keynote speaker. We were delighted to have Mark Skousen from Highmark as part of the program along with representatives from the US Congress, the North Carolina General Assembly, our local mayor and county manager, and the chair of the NECP Board of Directors.

HM: What is NECP doing internationally?

JW/DL: NECP is developing a strong relationship with four schools in China in cooperation with the Raleigh-based Global Classroom Alliance. The school has hosted numerous visits from Chinese educators and more than 10 middle school exchange students, who lived with NECP families for four weeks and attended classes on campus. We (John and Diane) visited the partner schools in April 2014 as members of a North Carolina delegation to China. We have plans to expand the exchange program and are working toward offering a high school diploma program for our partner schools' students.

In addition, NECP has intentionally employed certified teachers from around the world. These teachers grew up or lived for extended times in countries that include China, Columbia, Denmark, France, Jamaica, Kazakhstan, and Rumania. They are enriching the lives of our students as they share the culture and life experiences from these countries.



John Westberg at the 2013 dedication ceremony of NECP

HM: How does the Chinese program impact your students?

JW/DL: Through our China Connection program, NECP students are forming international friendships and learning about another part of the world. As the program grows, our students and teachers will be able to learn Mandarin Chinese and travel to China for short visits and long-term exchanges at our partner schools.

One of the NECP families that hosted a student last year formed a very close bond with their Chinese "brother." This summer, the NECP family traveled to visit him and his family in Beijing. This is just one example of the positive impact of this program.

HM: What would you like the charter school community to know about NECP?

JW/DL: This school was founded by a group of dedicated educators, who developed an instructional program and learning environment that are based on well-researched best practices. We believe that is essential to a solid foundation for a public charter school.

**61% of Americans favor charter schools.
26% oppose them.**

- The Friedman Foundation for Educational Choices' 2014 Schooling in American Survey, June 2014