



# BROOKS COLLEGIATE ACADEMY

## ECHS Planning Application

2019-2020

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# Background

## District Affiliation

BROOKS ACADEMY OF SCIENCE AND ENGINEERING

DC #: 015830

Region: 20

Mailing Address (Line 1): 3803 LYSTER RD

Mailing Address (Line 2):

City, State, Zip: SAN ANTONIO, TX 78235

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## School Affiliation

BROOKS COLLEGIATE ACADEMY

**CDC #:** 015-830-101

**Region:**

**Mailing Address (Line 1):** 4802 VANCE JACKSON

**Mailing Address (Line 2):**

**City, State, Zip:** SAN ANTONIO, TX 78230

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## Academy Information

**ECHS Academy Name:**

BROOKS COLLEGIATE ACADEMY

**What grade level range will your academy serve in the 2020-2021 school year?**

9-12

Grade Level	Number of Students
9	150
10	100
11	60
12	50

# Contacts

## Superintendent

**Job Title:** Superintendent  
**Full Name:** Ms. Lisa Schutz  
**Email:** lisa.schutz@brooksacademy.org  
**Phone Number:** 210-541-0051

## Applicant

**Job Title:** Director of District Development  
**Full Name:** Mr. Nammie Ichilov  
**Email:** nichilov@brooksacademy.org  
**Phone Number:** 210-541-0051

## IHE Liaison

**Affiliation:** San Antonio College  
**Job Title:** Academic Program Coordinator, Early College Programs  
**Full Name:** Mr. Ruby Pena  
**Email:** rpena295@alamo.edu  
**Phone Number:** 210-486-0896

# Narratives

## Opening Statement

**Describe how the decision to apply for a planning year was made. Include the types of individuals that were involved in the decision process.**

From the day that Brooks Collegiate Academy (BCA) was conceived, the goal was for it to become an ECHS. When Brooks Academies of Texas purchased the property, designed the academic plan, and began recruiting students, the board leadership, as well as the superintendent, knew that this location was unique, and that the children who attended this campus would have a very special high school experience, ultimately, with the plan to give them a taste of college before actually getting to college.

BCA opened with a PreK-10th grade program, consciously stopping with the sophomore class in order to establish, on day one, a culture and focus on high school students being ready for college. As every student was recruited, the administration, faculty, and support staff conveyed an expectation that no matter what a child's experience was to date, BCA would ensure their readiness for college whether it was in their immediate plans or not. The option to go to college needed to be there no matter if a student was planning to continue immediately after high school or possibly wait for a future date.

In BCA's first year (2017-2018) AP classes were offered to the freshman and sophomore students who were interested in pursuing advanced academic courses. Also, during this first year, BCA administration met with San Antonio College (SAC) representatives to establish the groundwork to offer Dual Credit courses in this, BCA's second year (2018-2019). Additionally, during BCA's inaugural year, an MOU was signed with UT-Austin to train the necessary faculty, and consequently offer at BCA the UT On-Ramps Dual Enrollment courses in year two.

Pursuing ECHS designation has been part of the BCA plan from its inception. Even the name was aspirational and part of the branding process for the school. This application, to achieve "planning year" status is an important step for BCA to fulfill its mission to not only prepare every student to get into the college/university of their choice, but to also have a taste of college before getting to college!

## Model Implementation

### Current Designations at BROOKS ACADEMY OF SCIENCE AND ENGINEERING:

- BROOKS ACADEMY OF SCIENCE AND ENGINEERING - T-STEM - 1213

### Previous Year Planning Applications at BROOKS ACADEMY OF SCIENCE AND ENGINEERING:

- There are no planning year applications from the previous year for this application's school district.

**Which ECHS model does the district intend to implement at this time? Within these models, there are variations. For this purpose campus is defined as a CDC number not a physical location.**

School-Within-School (SWS) - A subset of students on the campus are enrolled in grades 9-12 are enrolled in the ECHS academy.

## Dual Credit

**Identify the type of advanced courses (dual credit/AP/IB) currently implemented on the campus. If this is a brand new campus, identify the type of advanced courses currently implemented at any school in the district. If the district does not currently offer any of the advanced courses below, select "Not Applicable".**

- DC
- AP



**Describe the advanced courses (dual credit/AP/IB) are currently implemented on the campus?**

AP English Language

AP English Literature

AP Calculus

AP Biology

AP World Geography

AP World History

AP US History

AP Spanish

AP Psychology

AP Economics

AP Government

On-Ramps Precalculus (Math 2312)

ON-Ramps Physics (Phys 1301)

DC Art 1301

DC Eng 1301

DC Eng 1302

DC Eng 2322

DC Eng 2323

DC Hist 1301

DC Hist 1302

DC Hist 2321

DC Hist 2322

DC Speech 1315

DC Govern 2305

DC Eco 2301

**Describe the current campus or district partnership with the dual credit provider. If the district does not have a current partnership, please describe the proposed partner for the new campus and how the partnership is currently being developed.**

The Dual Credit program functions through three documents: the MOU, a Course Agreement, and a College Enrollment Annual Agreement, SAC is the primary provider to BCA. The MOU and the Course Agreement are in effect for three years, subject to amendment. The Annual Agreement was entered with certain specific responsibilities of the College and School (with deadlines defined in an Annual Timeline) as follows\*:

- School teacher/lead for discipline shall collaborate with College on curriculum, ...;
- School teacher/lead for discipline shall collaborate with College on instructors ...;
- School shall collaborate with College on promotion of Dual Credit opportunities; ...;
- School shall distribute student admission and enrollment materials ...;
- School shall provide time and support for students to complete the ApplyTexas application ...;
- School shall provide College with a certified list of students eligible to enroll in Dual Credit classes...;
- School shall collect all application, enrollment and course documentation required ...;
- School shall collaborate with College using on-going reporting ...;
- School shall ensure that the School DC instructor provides all faculty hiring materials ...;
- School shall designate a School DC representative to work with School DC instructors to ensure the instructors are verifying their rosters ...;
- School shall designate a School DC representative to work with School DC instructors to ensure they post their college grades ...;
- School shall designate a School DC representative to work with School DC instructors to ensure that all participate in evaluation ...;
- School shall ensure that the School DC representative and School DC instructors provide all communication to students, ...;
- School DC representative and School DC instructors will submit FINAL School class rosters to College by ...;
- School DC representative will serve as liaison for any individual students enrolling in regular college for Dual Credit...; and
- College academic lead will coordinate all academic decisions;
- College chair or designee and/or discipline lead will collaborate with School DC discipline lead on curriculum, ...;
- College chair or designee and/or discipline lead will collaborate with School DC discipline lead on instructors ...;
- College chair or designee and/or discipline lead will approve eligible faculty as adjunct faculty ...;
- College DC representative will collaborate with School on promotion of Dual Credit opportunities;
- College will serve as advocate for all colleges' Dual Credit partnerships;
- College will provide potential student/parent orientations;
- College will provide training for School counselors on DC ...;
- College will coordinate student admission and provide enrollment materials to School;
- College will provide assessment opportunities for potential DC students ...;
- College will confirm eligibility of students for enrollment in the DC program;
- College will provide appropriate reports lo School on each student's required documentation ...;
- College will provide residency verification for all DC students;
- College will notify School of missing grades after the deadlines established in the Annual Agreement;
- College will post grades to student transcripts;
- College will provide college transcripts at students' request ...; and
- College will provide reimbursement payment to School based on DC instructor student enrollment ratio in accordance with the Academic Agreement.

\*Abbreviated to meet 500-words

**Where are the dual credit courses currently offered?**

- High school campus taught by high school teacher
  - High school campus taught by college faculty
  - Community college
  - Other: Online
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**Does the campus currently have teachers with qualifications to teach dual credit courses?**

Yes

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**Describe the process that will be used to recruit and hire teachers with qualifications to teach dual credit courses.**

The process to hire teachers with qualifications to teach dual credit courses focuses on applicant's post-graduate studies. Brooks Academies of Texas advertises online, attends professional and college campus job fairs, and encourages word-of-mouth employee-rewarded recommendations. All applications are screened for minimal standards for teaching dual credit courses. Dual credit eligible applicants are screened by committee and invited for on campus interview, which also includes a sample teach with live students.

BCA also supports mid to late career transition teachers seeking alternative certification who possess both life experience and professional certification/degrees in field of teaching interest. These faculty are provided instructional and classroom management support in order to compliment their field of expertise knowledge for best educational experiences for the students.

As part of BCA's first years' development, the MOU with SAC supports online course offerings on the high school campus taught by SAC faculty.

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**What percentage of current teachers are qualified to teach dual credit courses in english?**

1

**What percentage of current teachers are qualified to teach dual credit courses in math?**

14

**What percentage of current teachers are qualified to teach dual credit courses in history?**

7

**What percentage of current teachers are qualified to teach dual credit courses in other subjects?**

33

## TSI

What percentage of the 9th grade students currently take the TSI?

10

What percentage of the 10th grade students currently take the TSI?

35

What percentage of the 11th grade students currently take the TSI?

44

What percentage of the 12th grade students currently take the TSI?

1

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Identify where the TSI is currently administered (check all that apply).

- High School Campus

## Targets, Readiness, and Focus

Identify the grade levels targeted if designated for the school year after your planning year (check all that apply).

- 9
- 10
- 11
- 12

**Describe the current role of counselors regarding college and career readiness and advising.**

The High School Counselor is responsible for providing direct services to students, teachers, and parents and assisting in the planning and implementation of campus and District counseling programs in a manner that support the educational process.

MAJOR RESPONSIBILITIES AND DUTIES:

1. Identifies with academic guidance needs of students.
  - a. Works with students and parents in formulating current and long-range educational planning.
  - b. Monitors graduation credits, Four-Year HS Graduation Plan, and college course credits. Meets with and advising students and parents of progress in a timely manner.
  - c. Monitors grades, attendance and discipline of all students.
  - d. Attends Admission, Review, Dismissal Committee meetings.
  - e. Monitors student level data as it relates to student needs.
  - f. Provides academic advising, admissions, and registration to students and their parents
  - g. Administers interest and aptitude assessments and interprets results to students and their parents.
2. Assists students, staff and parents in making use of the counseling services.
  - a. Interprets guidance information for teachers working with students.
  - b. Assists students securing an internship in their related career field
  - c. Plans/assists students and parents in orientation to high school transition from eighth to ninth grade; twelfth grade to college; college and career planning
  - d. Interprets standardized test results to students, staff and parents.
3. Coordinates counseling information and record keeping.
  - a. Maintains documents, reports and records relating to students.
  - b. Assists in identification, delivery and monitoring of services to at-risk students.
  - c. Maintains daily records of all contacts with and on behalf of students.
4. Assists in scheduling and providing information about curriculum offerings in the Program of Studies, to staff, students and parents.
  - a. Coordinates presentations for middle school students and parents to actively promote, recruit and retain students in early college course planning.
  - b. Disseminates course selection information and assists students and parents in course selection process.
  - c. Assists in determining appropriate academic placement and course selection for all students.
  - d. Ensures every student is on a documented career pathway.
  - e. Conducts registration and assists with the coordination of courses offered at San Antonio College ,

UT On-Ramps, and AP CollegeBoard course offerings.

5. Remains current in the area of counseling through membership in professional organizations, reviews of related literature and attendance of workshops and in-service programs.

a. Attends campus and district counselor's meetings.

b. Keeps principal and staff informed of guidance and counseling services and procedures, and course updates. Promotes community understanding through professional concern for all students as well as demonstrating an interest in school and community activities.

6. Functions as an integral and unifying facilitator of the campus improvement plan and the district counseling objectives.

7. Serves as the administrator for the program in the absence of the principal.

8. Assists in evaluation of the campus and district counseling programs and in implementation of necessary changes.

9. Coordinates college/career nights; conducts periodic evening workshops on college admissions, financial aid, SAT/ACT and TSI preparation as well as college placement testing.

10. Performs other appropriate guidance and counseling duties as assigned by the principal.

**Identify the current endorsements that are offered:**

- Science, Technology, Engineering, and Mathematics (STEM)
  - Business and Industry
  - Public Services
  - Arts and Humanities
  - Multi-disciplinary Studies
- 

**Identify the planned focus of the ECHS.**

Academic