

**South Carolina Education Oversight Committee
Annual Standards Assurance Form
S.C. Budget Proviso 109.15
2016-2017
Document A**

Please complete the information requested below concerning your independent school. This information will be listed on the South Carolina Education Oversight Committee's website, www.eoc.sc.gov.

Independent School Name:	Mason Preparatory School
Independent School Contact Person:	Erik Kreutner
Independent School Address:	56 Halsey Blvd.
City, State, Zip Code:	Charleston, SC 29401
Independent School Telephone Number:	(843) - 723-0664
Independent School Fax Number:	(843) - 723-1104
Independent School E-mail Address:	kreutner@masonprep.org
Independent School Website Address:	www.masonprep.org

Please review the standards below based on the 2016-17 General Appropriation Act. An "Eligible school" is defined in the Proviso as "an independent school including those religious in nature, other than a public school, at which the compulsory attendance requirement of Section 59-65-10 may be met and that does not discriminate based on the grounds of race, color, religion, or national origin." Please indicate whether your school has met each standard to ensure the following academic requirements are being met. The S.C. Education Oversight Committee reserves the right to request additional documentation to show the school is in compliance with the 2016-17 General Appropriation Act.

STANDARDS	YES	NO
1. Offers a general education to primary or secondary school students.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Does not discriminate on the basis of race, color, or national origin.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Is located in this state.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Has an educational curriculum that includes courses set forth in the state's diploma requirements, graduation certificate requirements (for special needs children), and where the students attending are administered national achievement or state standardized tests, or both, at progressive grade levels to determine student progress.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Has school facilities that are subject to applicable federal, state, and local laws.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Is a member in good standing of the Southern Association of Colleges and Schools, the South Carolina Association of Christian Schools or the South Carolina Independent Schools Association.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students, or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities. Provide evidence of services or supports.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Did this school receive any grants last fiscal year (July 1, 2015 until June 30, 2016) from any nonprofit scholarship funding organization under the Educational Credit for Exceptional Needs Children Program? If Yes, then Complete Document B.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Will your school provide student test data from school year 2015-16? If Yes, then Complete Document C.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
10. Will your school provide a compilation, review, or compliance audit of the organization's financial statements, conducted by a certified public accounting firm? If Yes, then Complete Document D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

I assure that all documents submitted to the SC Education Oversight Committee for the purpose of applying as an eligible school, as defined by the Proviso, is true, accurate, and complete under penalty of perjury in accordance with Section 16-9-10.

Signature: Erik Kreutner

Date: June 23, 2016

Print Name of Signature Above: Erik Kreutner

Title: Head of School

Email: kreutner.e@masonprep.org

Return this form to Melanie Barton

- Phone: 803.734.6148
- E-mail: mbarton@eoc.sc.gov
- Mail: (P.O. Box 11867)
502 Brown Building
Columbia, S.C. 29211 (29201)

MASON

PREPARATORY SCHOOL



June 23, 2016

Dear Members of the Education Oversight Committee:

On behalf of Mason Preparatory School, I am writing to provide additional information to the Education Oversight Committee as noted below.

Standard 7: Provides a specially designed program or learning resource center to provide needed accommodations based on the needs of exceptional needs students or provides onsite educational services or supports to meet the needs of exceptional needs students, or is a school specifically existing to meet the needs of only exceptional needs students with documented disabilities.

Evidence: Mason Preparatory School has a full-time learning specialist who serves approximately 10% of our 325 students. Our Student and Family Handbook provides the following information about our learning specialist: *"MASON PREP is fortunate to have on staff a full-time learning specialist, who will work with students to address specific learning issues, organizational issues, and identified learning conditions. Teachers may refer students to the learning specialist for a screening and/or special help. Parents interested in having a child work with the learning specialist should begin the process by contacting the homeroom teacher or pertinent teacher to obtain a referral. However, not all students will qualify to receive the services of the learning specialist."* Our learning specialist uses the results of students' educational evaluations provided by professionals to create individualized academic plans with input from classroom teachers and the students' parents. The learning specialist communicates frequently with teachers, parents, and administrators to ensure that each student is receiving the appropriate level of support from all involved school staff members.

In addition, our Faculty and Staff Handbook details the following accommodations and opportunities that teachers use to address specific needs of students:

"Students at MASON PREP have varying academic abilities and may have various types and levels of learning disabilities, attention deficit disorders, hearing or vision problems, and other exceptionalities including extraordinary ability. The following are examples of the types of opportunities/accommodations teachers are currently using to address the specific needs of students:

- *Provision for special seating arrangements;*
- *Allowance for students to check out or rent a second set of texts for home/tutor use;*
- *Administration of tests in sections, highlighting directions, enlarging type, etc.; longer test times; altered testing locale;*
- *Use of computer or other electronic device for tutorial purposes and for those with handwriting and spelling difficulties;*
- *Use of recording devices for students with handwriting or auditory processing difficulties;*

- *Use of multi-sensory approach in teaching concepts;*
- *Teaching of organizational skills;*
- *Frequent monitoring of assignment books as needed;*
- *Provisions for special help/tutoring during study hall for grades 5 through 8; at other times, such as recess, for grades K – 6 ; and after school for all grades by the subject area teachers and teaching assistants;*
- *Offering of study skills course in grades 7 and 8;*
- *Offering of study skills and organizational techniques for grades 3 – 8;*
- *Waiving the requirement for midterm and/or final exams in certain subjects in grades 6 through 8;*
- *Exempting a student from his/her foreign language course in grades 6 through 8;*
- *Provisions for opportunities for teachers to attend conferences on special education;*
- *PTO workshops held to provide information and techniques for teachers and parents in the areas of learning disabilities, attention deficit disorder, etc;*
- *Offering of challenging materials which promote problem solving, critical thinking, higher order thinking skills; and*
- *Offering of extended projects or opportunities to meet needs of the gifted/talented child.*

If you have any questions or require more information, please feel free to contact me.

Sincerely,



Erik Kreutner
Head of School

EFK/mc

**Document B
Grants Received**

**Educational Credit for Exceptional Needs Children (ECENC) Application
2016-2017**

Independent School Name: Mason Preparatory School

An Independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

Number and total amount of grants received from each nonprofit scholarship funding organization from July 1, 2015 through June 30, 2016.

Please complete the following chart. If no grants were received from a nonprofit scholarship funding organization indicate with "0" and "\$0."

Nonprofit Scholarship Funding Organizations	Total Number of Grants Received	Total Amount of Grants Received
Advanced Carolina SFO	0	\$ 0
Donors Enriching Students' Knowledge (DESK)	1	\$ 7,500
Palmetto Kids FIRST Scholarship Program, Inc.	13	\$51,199.50
St. Thomas Aquinas Scholarship Funding Organization	0	\$ 0

Total number of grants is the number of individual children/students who received a grant even if the school received more than one grant for a specific child/student. The total amount of grants per child/student should not have exceeded \$10,000.

Return this form & report to EOC:
 Fax: 803.734.6167
 Phone: 803.734.6148
 Mail: P.O. Box 11867
 Columbia, SC 29211

*Corrected
6/28/2016
El Kent*

Document C

Student Assessment Data

Educational Credit for Exceptional Needs Children (ECENC) Application 2016-2017

Independent School Name: Mason Preparatory School

An Independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

Student test scores, by category, on national achievement or state standardized tests, or both, for all grades tested and administered by the school.

In working with its nine-member advisory committee, the EOC has determined that, to maintain student privacy and to recognize the educational needs of students, each school must submit the following:

- Summative assessment data from the 2015-16 school year that documents for *each grade tested* and for *each grade with at least 10 students in the grade*, the English language arts (reading) and mathematics achievement of students in the grade. Examples include: *TerraNova, Stanford 10, Iowa Test of Basic Skills, etc.*
- For schools with less than 10 students per grade level, whole school results should be used for reporting purposes.
- For grades 9-12, the school may provide average PSAT, SAT, ACT, or other scores as appropriate.
- For Support Level III schools, those schools that specifically exist to meet the need of only exceptional needs students with documented disabilities, the EOC will work with the Support Level III schools to provide information (including formative assessments, portfolios, etc.) that document the students' academic and social development
- Please DO NOT provide personally identifiable student information.

The following is a **template** that you may use for reporting purposes. For questions, contact the EOC.

2015-16 School Year Results for _____ Assessment
National Percentiles Mean Scale Scores, Average Scores, Grade Equivalents, etc.

Grade	English language arts (Reading)	Mathematics
1		
2		
3		
4		
5		
6		
7 etc.		

Return this form and assessment data to EOC:

Fax: 803.734.6167

Phone: 803.734.6148

Mall: P.O. Box 11867

Columbia, SC 29211

Mason Preparatory School

2015-16 School Year Results for Stanford Achievement Test (10th edition)

Grade	English language arts (Reading) National Percentile	Mathematics National Percentile
1	90	92
2	85	87
3	89	86
4	84	88
5	91	91
6	86	84
7	83	83
8	88	92

Document D

Educational Credit for Exceptional Needs Children (ECENC) Application 2016-2017

Independent School Name: Mason Preparatory School

An independent school applying for or continuing to participate in the Educational Credit for Exceptional Needs Children Program for Fiscal Year 2016-17 is required to submit the following information:

A copy of a compilation, review, or compliance audit of the organization's financial statements, conducted by a certified public accounting firm. By law, the compilation, review or compliance audit will be posted online at www.eoc.sc.gov.

Please answer the following questions:

	YES	NO
Did your school receive any grants last fiscal year, between July 1, 2015 and June 30, 2016, under the ECENC program?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<p>If Yes, are you attaching a compilation, review or compliance audit conducted by a certified public accounting firm to this Document and submitting it to the EOC by December 30, 2016.</p> <p>Does the audit:</p> <ul style="list-style-type: none"> • Document and verify that all grants received under the Educational Credit for Exceptional Needs Children Program in 2015-16 were for eligible children enrolled in the school? • Document the total amount of each grant per child from every scholarship funding organization (SFO)? • Document that no grant exceeded \$10,000 during school year 2015-16? • Document that the Independent school returned a prorated amount of the grant to the SFO if any student withdrew during the school year? <p>Also, document that the total amount of each grant was used for tuition which is defined as "the total amount of money charged for the cost of a qualifying student to attend an independent school including, but not limited to, fees for attending the school and school-related transportation."</p>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
If No , will your school submit a compilation, review or compliance audit conducted by a certified public accounting firm by June 30, 2017 to the EOC if you receive tuition grants this fiscal year, between July 1, 2016 and June 30, 2017?	<input type="checkbox"/>	<input type="checkbox"/>

Return this form & report to EOC:

Fax: 803.734.6167
 Phone: 803.734.6148
 Mail: P.O. Box 11867
 Columbia, SC 29211

July 20, 2016

The S.C. Education Oversight Committee
Attn: Melanie D. Barton
1205 Pendleton Street
Room 502 Brown Building
Columbia, SC 29201

RE: Compliance Audit for the Mason Preparatory School in the 2015-2016 Educational Credit for Exceptional Needs Children Program

We confirm, for Mason Preparatory School ("Independent School") for the fiscal year 2015-2016, complied with the following requirements of the Educational Credit for Exceptional Needs Children Program:

- The independent school can document and verify that all grants received under the Educational Credit for Exceptional Needs Program in 2015-2016 were for eligible children enrolled in the School;
- The independent School can document the total amount of each grant per child from every scholarship funding organization (SFO);
- The independent School can document that no grant exceeded \$10,000 during the school year 2015-2016; and
- The total amount of each grant was used for tuition which is defined as "the total amount of money charged for the cost of a qualifying student to attend an independent school including, but not limited to, fees for attending the school and school-related transportation."



Glaser and Company, LLC
Mount Pleasant, South Carolina