



Good afternoon Josh and Antigua:

Thank you for welcoming me as part of the NOLA-PS Portfolio Innovation and Accountability team to Bricolage Academy for your 2019-2020 annual site visit. I enjoyed the opportunity to learn more about your team's vision and goals for your students and parents, seeing those goals in action throughout classrooms, as well as our candid conversation about the future of Bricolage.

A component of the visit included the Annual Compliance Review, which was inclusive of a general compliance review and special education compliance review. Below you will find a summary of our findings, and attached is a detailed summary, inclusive of any items that were deemed not in compliance.

General Compliance Policy	9/9 Areas in Compliance 0/9 Areas are Not in Compliance
Special Education Policy	6/6 Areas in Compliance 0/6 Areas are Not in Compliance

Thank you again for your time and for facilitating our visit. If you have any questions on the compliance items, please let me know.

Best regards,
Danalyn Hypolite



20 19-2020 NOLA Annual Site Visit Compliance Review

School:	Bricolage Academy	NOLA Public Schools Representative:	Danayn Hypolite, Director of Accountability
Date:	11.14.19	School Representative:	Mr. Josh Densen, CEO Ms. Antigua Wilbern, Principal

General Compliance	Acceptable Documentation (to be provided by LEA)	Status at Review	Notes
School conducts background checks and fingerprint records for all employees as outlined in R.S. 17:15	Statement of approval from the Louisiana Bureau of Criminal Identification.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	Staff members reviewed: Nurse- M. Goulas; still need to verify background check CFO- L. Orgeron
Staff credentials per state law as outlined in Bulletin 746, La. R.S. 3991 (C)(6), R.S. 17:28, and Charter Agreement § 9.2, 9.3	Documentation of staff credentials files should be available for review. The review may include the following staff members: <ul style="list-style-type: none"> Teachers Business Manager or CFO School Nurse 	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	Teacher- L. Akinola- Massaquoi Teacher- D. Minor; still need to verify background check Teacher- G. Wagner
Procedures for protecting student records per LA Acts 937, 677, and 340.	School will provide documented protocol for compliance with data governance and student privacy laws.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	
School displays employee rights under the Family and Medical Leave Act (FMLA) as required by the FMLA section 109 (29 U.S.C. § 2619)	Rights under the Family Medical Leave Act poster is displayed in an area with access by employees.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	
Schools post the required workplace notices as required by the Fair Labor Standards Act, 29 USC 211, 29 CFR 516.4	Fair Labor Standards Act poster is displayed in an area with access by employees.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	
Notification of Homework Assistance Services LA. R.S. 17:182.1, 17:3996(B)(39)	Online services for homework assistance should be posted in prominent location in the school where it can be seen by all students on a daily basis.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	

<p>School displays LLA Fraud Hotline posters. LA Act 693 enacted LA. R.S. 24:523.1</p>	<p>School must have Louisiana Legislative Auditor (LLA) notice posted in conspicuous places. The LLA recommends that the notice be posted wherever there is an EEO poster. Acceptable Documentation : https://www.la.gov/hotline/prints/</p>	<p><input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing</p>	
<p>Home Language Survey, including language translations as required by federal and state requirements as outlined in ESEA/ESSA/Title III guidelines.</p>	<p>School will provide copies of Home Language Survey, including language translations.</p>	<p><input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing</p>	
<p>Sign or notice of translation service offerings as required by OCR guidelines.</p>	<p>School must have notification of translation services, in multiple languages that is visible in an area of primary access to the building.</p>	<p><input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing</p>	

Students Reviewed for Special Education Compliance:

[REDACTED]

[REDACTED]

[REDACTED]

Special Education Compliance	Acceptable Documentation (to be provided by LEA)	Status at Review	Notes
1. IEP Date	IEP dated within one calendar year	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.
2. Evaluation Date	Evaluation or waiver dated within 3 years. If a signed waiver is present, the initial evaluation must accompany the waiver.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.
3. IEP Compliance with Evaluation	Student exceptionality on IEP aligns with evaluation. For out-of-state evaluations, documentation that the school has conducted a formal Bulletin 1508 administrative review using the 1508 checklist is necessary.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.
4. IEP Signatures	IEP is signed by all required parties. If any person on the IEP team is not present for the meeting, there is an official excusal form on file.	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.
5. Service Minutes Provided	Evidence is present of service minutes provided in accordance with current IEP for previous and current quarter/semester (or since IEP creation/date).	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.
6. Progress Reports	Two most recent progress reports are present in the folder and signed by the service provider and special education teacher .	<input checked="" type="checkbox"/> In Compliance <input type="checkbox"/> Not In Compliance <input type="checkbox"/> Not Available/Missing	6/6 files in full compliance.