Mission / Purpose
We, at the Campus School, see our mission as educating our children to the best of our abilities, protecting our children from all harm, respecting our children as worthwhile, and loving our children without question.

I. Goals and Student Learning Outcomes/Objectives, with Any Associations and Related Measures, Targets, Findings, and Action Plans

A. Goal: Address the major educational issues
Address the major educational, social, cultural, and economic issues of the region and in doing so promote a positive image of the institution and the area

1. Outcome: Provide UWA students teacher training
Provide opportunities for UWA students for teacher training.

   a. Measure: Campus School will provide opportunities for UWA students to observe and teach lessons
   UWA Campus School faculty will provide model lessons, observation opportunities in classroom management, and teaching opportunities for UWA College of Education students in order for them to become future teachers.

      1. Achievement Target:
      80% of final evaluations completed by Campus School faculty of UWA College of Education students will be above average (80% strongly agree).

      2. Findings (2011-2012) - Target: Met
      This year the Campus School only had Clinical One and Field Experience students. The Clinical One students were evaluated on a 4-point scale, not on a grading scale of 10 points. The Campus School manually calculated the totals of the Clinical One students, and the two students made an 80% and an 82.5%.

II. Goals and Other Outcomes/Objectives, with Any Associations and Related Measures, Targets, Findings, and Action Plans

A. Goal: Address the major educational issues
Address the major educational, social, cultural, and economic issues of the region and in doing so promote a positive image of the institution and the area

1. Objective: Provide a quality educational program and childcare facility.
Deliver a high quality, early educational program and childcare facility for the students of the UWA family and the community at large.

   a. Measure: Recruit and retain educators and administration
Recruit and retain highly qualified early childhood educators and administrative staff.

1. **Achievement Target:**
   Recruit and maintain one teacher for every 15 students.

2. **Findings (2011-2012) - Target: Met**
   At this time, the Campus School has one teacher for every eleven students. There is currently 44 students and 4 teachers.

b. **Measure: Provide a Safe Learning Environment**
   The Campus School will provide a safe learning environment to strive to meet National Association of Education for Young Children (NAEYC), Department of Human Resources (DHR), and Office of School Readiness (OSR) standards for a preschool.

1. **Achievement Target:**
   The Campus School will meet 100% of DHR standards and 80% of NAEYC and OSR standards.

2. **Findings (2011-2012) - Target: Partially Met**
   The Campus School is not licensed by DHR, though it is accredited through SACS. Every other DHR standard is met by the Campus School. The Campus School follows the Staff to Child Ratio guidelines required by DHR, therefore the school cannot exceed 54 students. Over the course of the next year, the Campus School will strive to meet all NAEYC and OSR standards that are attainable for the school. This is one of the main goals of the Campus School this year and will be discussed in great detail at the summer retreat.

3. **Action Plan:**
   **Plan to meet all the DHR, NAEYC, and OSR attainable goals**
   The Campus School faculty and administration will work to achieve all attainable DHR, NAEYC, and OSR goals. A Goal and Achieved board has been created at the Campus School for a visual for faculty and administrators to work towards achieving the standards not yet met. The Campus School faculty and administration have visited a NAEYC accredited school, and the Director of the Campus School will continue to stay in touch with the director of that facility to works towards meeting the standards needed.

   **Established in Cycle:** 2011-2012  
   **Implementation Status:** Planned  
   **Priority:** High  
   **Implementation Description:** The Director and Curriculum, Director of the Campus School, as well as the College of Education Chairman of Curriculum and Instruction, will meet with the Dean of the College Education to plan what DHR, NAEYC, and OSR goals are achievable over the next year.

   **Responsible Person/Group:** Director of the Campus School- Annie Upchurch, Director of Curriculum at Campus School- Andrea Minear,
c. Measure: Provide Alabama Education Standards
The Campus School will follow Alabama Course of Study objectives by providing language, arts, music, science, physical education, technology, social studies, character education, and math.

1. Achievement Target:
Providing exposure to 100% of Alabama Course of Study objectives for kindergarten. Campus School student assessments will reflect the objectives from the Alabama Course of Study.

2. Findings (2011-2012) - Target: Met
The Campus School uses the Alabama Course of Study to guide the curriculum and to access the students. The Alabama Course of Study objectives are posted in the kindergarten classroom. The kindergarten teacher highlights each objective as it is taught. Objectives are also documented in the teacher lesson plans. The assessments are a reflection of the objectives from the Alabama Course of Study.

2. Objective: Provides professional development opportunities
Provide professional development opportunities for faculty and administration.

a. Measure: Provide professional development opportunities
Provide professional development opportunities for faculty and administration.

1. Achievement Target:
Two monthly meetings will be used for professional development. Administration and faculty will attend at least one conference a year for professional development.

2. Findings (2011-2012) - Target: Partially Met
Administration and faculty attended the Early Childhood Conference at the University of West Alabama in October, a Stress Management workshop in January, and Teaching Strategies Gold Orientation and Classroom Management workshop in April. The Director of the Campus School attended a Summer Writing Retreat in June. Also, in June a teacher attended the Alabama Ag in the Classroom Summer Institute. All of the teachers got Professional Development from University of West Alabama College of Education faculty at least once a month August through April. Most months the teachers had at least two meetings of Professional Development. Other months the teachers had at least one meeting. During the spring semester the Campus School did not have enough work studies to help assist with the students so that the faculty and administration could meet as in the fall. The Campus School Faculty and Administration will be having an overnight retreat July 14, 2012, to plan for the next school year.
3. Action Plan:  
   Once a year conference and once a month professional development for Campus School administration and staff  
The Campus School administration and faculty will attend at least one conference a year for professional development. The Campus School administration and faculty will devote half a day each month to professional development.  
   Established in Cycle: 2011-2012  
   Implementation Status: Planned  
   Priority: High  
   Implementation Description: The Campus School director will pick half a day each month for professional development and hire substitute teachers to cover the classrooms. The Campus School director will work with the Campus School Curriculum Director to plan effective professional development programs.  
   Responsible Person/Group: Campus School Director and Campus School Curriculum Director  
   Additional Resources Requested: The Campus School would need $100 each month to pay the substitutes in order to have a professional development day.  
   Budget Amount Requested: $1,200.00 (recurring)

B. Goal: Improve financial status  
   Improve the Campus School's financial status by increasing its efforts at productivity and by seeking additional funding from public and private sources

   1. Objective: Improve financial standing of the Campus School  
      Enhance the existing services and improve the financial standing of the Campus School.

      a. Measure: Work with University offices to increase financial status of the Campus School  
      Campus School director, Dean of College of Education, and Dean of Graduate Studies will work with University offices to increase financial status of the Campus School.

      1. Achievement Target:  
      The Campus School will work with the Office of Institutional Development to seek $5,000 in donations from public and private sources. Will work with the Office of Sponsored Programs to get grants for projectors and ELMOS for each classroom.

      2. Findings (2011-2012) - Target: Met  
      The Campus School has received over $5,000 in grants from the Office of Sponsored Programs. The Campus School received 5 Epson Brightlink Projectors, one for each classroom and one for the Model Classroom. The Campus School administration and the Dean of Education made the decision that ELMO's were not needed at this time for the Campus School. The decision was made that the money be used on projectors, renovating the part of the building that was the old police department, hiring an artist to
paint murals throughout the building, and buying a new water fountain for the students.

b. **Measure: Increased Enrollment**
Increase enrollment of Campus School by better marketing the school and increasing activities for students.

1. **Achievement Target:**
   Reach full capacity of 54 students

2. **Findings (2011-2012) - Target: Not Met**
The Campus School started off the 2011 school year with 40 kids and increased the enrollment by 4 students to end the school year with 44 students.

3. **Action Plan:**
The Campus School will continue to look for ways to increase enrollment.
The Campus School will hold an open house to try to recruit new students to come to the school. The open house will be advertised in the Sumter County Record Journal and through Tiger Net email on the UWA campus. The advertisement will list facts about the Campus School as well as unique programs that are offered at the school.
**Established in Cycle:** 2011-2012
**Implementation Status:** Planned
**Priority:** High
**Implementation Description:** The Campus School Director will work with UWA's marketing department and the Dean of the College of Education to create an advertisement for the open house. The director will submit the advertisement to the Sumter County Record Journal and the marketing director at UWA.
**Projected Completion Date:** 08/02/2012
**Responsible Person/Group:** Director of the Campus School - Annie Upchurch
**Additional Resources Requested:** Money for the advertisement in the paper
**Budget Amount Requested:** $135.00 (recurring)

III. **Details of Action Plans for This Cycle (by Established cycle, then alpha)**

A. **Increase instructional supply amount**
   Increase amount of instructional supply money
   **Established in Cycle:** 2011-2012
   **Implementation Status:** Finished
   **Priority:** High
   **Additional Resources Requested:** Instructional supply money=$16,000
   **Budget Amount Requested:** $16,000.00 (recurring)

B. **Retain current teachers and administration**
Retain current teachers and administration.

**Established in Cycle:** 2011-2012  
**Implementation Status:** Planned  
**Priority:** High  
**Additional Resources Requested:** Three masters' level teachers=$96,000 One bachelor's level teacher29,000 One Biweekly=$6960 One substitute=$2320  
**Budget Amount Requested:** $113,524.00 (recurring)

### IV. Analysis Questions and Analysis Answers

#### A. What specific strengths did your assessments show? (Strengths)

The Campus School meets the required teacher to student ratio. Currently, there are 44 students at the Campus School and 4 full time teachers. The Campus School had an increase in enrollment. The faculty and administration of the Campus School attended a combination of 18 Professional Development workshops. Campus School faculty and administration visited an NAEYC accredited school. They are taking what they learned from the model school and incorporating it into the Campus School to strive to be NAEYC accredited. The Campus School met all but one DHR Day Time Child Care Center standard. The Campus School attained over $5,000 in grant money to be used for renovations and technology. All of the Alabama Course of Study objectives were posted, taught in the kindergarten classroom, and assessed. The Campus School was used by the College of Education as a placement for field experience students and Clinical 1 students. The Clinical 1 students all placed above average on their evaluations by the Campus School faculty.

#### B. What specific weaknesses or challenges did your assessments show? (Weaknesses)

The Campus School has room to grow to meet the capacity enrollment of 54 students. A half-day professional development day needs to be provided once a month in order to ensure proper professional development for the faculty. The Campus School needs to continue to strive to meet NAEYC standards.

#### C. What plans were implemented?

The Campus School planned an open house, added music, science lab, and gymnastics to the activities, and did more advertising through the Sumter County Record Journal and through Tiger Net Email to increase enrollment. Professional development was planned for every month. All faculty and administrators went to at least 3 workshops during the year. The entire staff will attend a retreat to plan for 2012-2013. A new curriculum was adopted, and kits were purchased for each teacher. - New Brightlink projectors were ordered and installed in every classroom. The space from the old police department was renovated to add an additional classroom, a calm down room, a conference room, and an office for the director. Murals were painted in the common area, calm down room and library. The Campus School had a cookie dough fundraiser and raised enough money to buy one Creative Curriculum kit. A new swipe card system was added to increase security to the building. New water fountains were installed.

#### D. What plans were not implemented?
Two monthly professional development meetings were not held every month. The Campus School was not able to meet 100% DHR standards since it is not an officially licensed center by DHR. The Campus School has received money from grants from the Office of Sponsored Programs, but the school has not worked with the Office of Institutional Advancement to look for potential donors for the Campus School.

E. How will assessment results be used for continuous improvement?
The Campus School faculty and administrators will meet at a yearly retreat and at least once a month to review the Campus School's continuous needs and find ways to improve the school. The Campus School director will continue to be in contact with the NAEYC accredited school that was visited by the Campus School employees in April to strive to meet NAEYC goals. The Campus School will continue their partnership with the College of Education to be a placement for education students. The Campus School kindergarten teacher will follow a pacing guide to ensure that all Alabama Course of Study standards are taught during the school year. The Campus School will continue to increase activities and positively market the school to increase enrollment.

V. Annual Report Section Responses

A. Key Achievements
- Everything was brought up to code after an inspector walked through the building.
- An Open House was held in July 2011 to recruit more students. Some of the Campus School's current students came that night and signed up.
- A fourth full time teacher was hired.
- The teachers and director visited Harris Learning Center in Birmingham and Mississippi State's Aiken Village Preschool to see where the Campus School needed to improve.
- Cabinets and countertops were installed in every classroom.
- The Campus School hosted a Parent's Night Out for the Alumni Homecoming Party.
- A music teacher was hired to teach all students once a week.
- The director of the Campus School taught science to all students once a week.
- A gymnastics teacher was hired to teach children who wanted to learn gymnastics.
- A tutoring program was started.
- Every sport on campus was represented at Hero Day during the fall Book Fair.
- Rules were created for the entire school and put to a song so that students could remember them.
- The Campus School worked with International Programs to have Chinese cultural lessons once a month.
- The Campus School served as a place where UWA students could get work study, volunteer hours, and jobships.
- The physical education department used the Campus School for practice for physical education students to work with children playing games.
• The College of Education used the Campus School as a placement for Clinical 1 students and field experience students.
• The Campus School students served as the entertainment for the tree lighting ceremony at the Student Union Building.
• The Campus School held a Grandparent's Day program, Thanksgiving program and luncheon, Muffins for Mom, Recognition Program and Reception, and Danishes for Dad.
• The Creative Curriculum was adopted, and kits were purchased for each classroom.
• A recycling program was created at the school.
• The Campus School raised over $2,500 doing a cookie dough fundraiser.
• The summer program's enrollment was over 70 students.
• The space for the old police department was renovated into a conference room, new classroom, calm down room for students, and an office for the director.
• New water fountains were installed.
• Murals were painted in the calm down room, open play area, and the library.
• The parking lot was paved, and lines were drawn for parking spaces.
• 5 Brightlink projectors were bought and installed. There is one in every classroom and one in the model classroom.
• The Campus School hosted a Science Night once a month during the fall semester for the community. UWA College of Education students were the facilitators for this.
• A new sidewalk and wheelchair ramp was installed outside of the building.

B. Faculty Achievements
Kaley Hayden:
• Masters of Teaching in Elementary and Early Childhood Education May 2011
• K4 Teacher Kindergarten Teacher CPR/First Aid certified
• Monitor/mentor field experience students Supervise/mentor Clinical 1 and Clinical 2 students
• Prepare well-developed lesson plans and carry out lessons with students while following the Alabama Course of Study for Kindergarten
• Assist in creating monthly newsletters by providing information on upcoming events, student of the month, school-wide functions, etc.
• Attended professional development workshops with Pat Clark to learn how to implement the Creative Curriculum in each classroom setting
• Attended UWA's Early Childhood Conference Visited Harris Early Learning Center in Birmingham, Alabama for ideas on how to use the Creative Curriculum more effectively
• Visited Aiken Village in Starkville, Mississippi for ideas on NAEYC accredited early childhood facilities.
• Visited Aiken Village Early Childhood Center for ideas on classroom setup and school organization, safety, and policies
• Attended monthly faculty meetings led by Mrs. Annie Upchurch and Dr. Minear Attended Stress-Management Workshop Maintain a classroom blog for our classroom, parents, and community
Brooke Miller:
- P-3 teacher at Campus School CPR and First Aid Certified
- Attended UWA's Early Childhood Conference- 2011
- Assist in creating monthly newsletters by providing information on upcoming events, student of the month, school-wide functions, etc.
- Attended professional development workshops with Pat Clark to learn how to implement the Creative Curriculum in each classroom setting
- Visited Harris Early Learning Center in Birmingham, Alabama for ideas on how to use the Creative Curriculum more effectively
- Visited Aiken Village in Starkville, Mississippi for ideas on NAEYC accredited early childhood facilities.
- Visited Aiken Village Early Childhood Center for ideas on classroom setup and school organization, safety, and policies
- Attended monthly faculty meetings led by Mrs. Annie Upchurch and Dr. Minear

Jaysa Smith:
- P-3 Teacher at the Campus School
- K4 Teacher at the Campus School
- Attended Stress-Management Workshop
- CPR and First Aid Trained
- Teaching Strategies Gold Orientation and Classroom Management Workshop
- Current member of Higher Ed Partnership Box Tops 4 Education
- Coordinator for UWA Campus School Campbell's Soup Labels for Education
- Coordinator for UWA Campus School
- UWA Campus School Monthly Newsletter Editor
- Co-coordinate Campus School's Annual Fall Festival, Annual Egg Hunt, and Homecoming activities
- Coordinate the Campus School's float for the annual UWA Homecoming Parade
- Prepare well-developed lesson plans and carry out lessons with students
- Maintain a classroom blog for our classroom, parents, and community
- Attended professional development workshops with Pat Clark to learn how to implement the Creative Curriculum in each classroom setting
- Visited Harris Early Learning Center in Birmingham, Alabama for ideas on how to use the Creative Curriculum more effectively
- Visited Aiken Village in Starkville, Mississippi for ideas on NAEYC accredited early childhood facilities
- Attend weekly faculty meetings led by Mrs. Annie Upchurch and Dr. Minear
- Read professional literature in peer reviewed journals to get ideas about current research and what works in today's classrooms
- Created and maintain portfolios for each student during the regular school year
- Collaborate with teachers to develop monthly and yearly plans and themes
Kim Smith:
- Kindergarten Teacher Summer Program Teacher
- Lay Instructor of CPR/1st Aid/AED/Bloodbourne Pathogens for UWA Campus School Faculty and Staff
- Lay Instructor of CPR/1st Aid/AED/Bloodbourne Pathogens for Community at Large Fingerprint workshop
- Assistant for Early Childhood Conference October 2011 with Brenda Lyons
- Member of the Higher Ed Partnership
- Presenter of Masters of Disaster through the American Red Cross
- Presenter of Scrubby Bears Hand Sanitation/Cleanliness through the American Red Cross
- Participant in Alabama Ag in the Classroom
- Worked for Parents Night Out for Homecoming
- Attended WEAVE Training with Angel Jowers Fried and Frizzled
- Monitor/mentor work-study students
- Monitor/mentor field experience students as they teach lessons and interact with our students
- Supervise/mentor Clinical 1 and Clinical 2 students
- Supervise/mentor Student Teachers July 2004-present
- Monitor volunteers
- Prepare well-developed lesson plans and carry out lessons with students while following the Alabama Course of Study for Kindergarten
- Assist in creating monthly newsletters by providing information on upcoming events, student of the month, school-wide functions, etc.
- Attended professional development workshops with Pat Clark to learn how to implement the Creative Curriculum in each classroom setting
- Coordinated activities with senior faculty members with college students who were actively engaged with our students in physical education activities
- Visited Harris Early Learning Center in Birmingham, Alabama for ideas on how to use the Creative Curriculum more effectively
- Visited Aiken Village in Starkville, Mississippi for ideas on NAEYC accredited early childhood facilities.
- Attended weekly faculty meetings led by Mrs. Annie Upchurch and Dr. Minear Read professional literature in peer reviewed journals to get ideas about current research and what works in today's classrooms
- Assisted with organization of Read Across America for volunteers to read in the classroom

C. Staff Achievements
Annie Upchurch:
- UWA Campus School Director
- Member of Primrose Club
- CPR and First Aid Certified
- Attended Summer Writing Writing Retreat-2012
- Attended UWA's Early Childhood Conference-2011
- Attended professional development workshops with Pat Clark to learn how to implement the Creative Curriculum in each classroom setting
• Visited Harris Early Learning Center in Birmingham, Alabama for ideas on how to use the Creative Curriculum more effectively
• Visited Aiken Village in Starkville, Mississippi for ideas on NAEYC accredited early childhood facilities
• Coordinated monthly faculty and professional development meetings-2011-2012
• Supervised field experience students Supervised clinical 1 students
• Supervised work-studies
• Supervised volunteers
• Chaired the Fall Festival Chaired Homecoming activities
• Coordinated Read Across America day
• Book Fair Chairperson
• Coordinated Hero Day
• Coordinated Recognition Program
• Chairmen of Campus School Steering Committee

Dr. Andrea Minear:
• Assistant Professor The University of West Alabama, Livingston, AL
• Curriculum Director The University of West Alabama, Livingston, AL
• Campus School Staff Development
• Current University Teaching Assignments: ED 501 Curriculum Planning, ED 333 Secondary Reading Methods, CE 310 Introduction to Early Childhood
• Current Institutional Committee Assignments: UWA Campus School Steering Committee Early Childhood Education Search Committee Early Childhood Non-Certification Program - Development Committee

D. Public/Community Service
• Leftover food was used to give to the city to distribute to people who were hungry.
• Campus School collaborates with the UWA College of Education to benefit learning to the children, as well as the College of Education students and faculty in a mutually beneficial reciprocal relationship.
• A recycling program was started this year to recycle paper, plastic, and aluminum.
• The Campus School students provide display and art for the College of Education.
• The Campus School does a Christmas program for the local nursing home.
• The students preform a Christmas program for the UWA faculty, staff, students, and community at the Student Union Building for the tree lighting ceremony.
• Twice a year, the Campus School raises money to buy books for other schools and those less fortunate.
• The Curriculum Library is housed in the Campus School, and all junior and senior education students have access to it.
• The Campus School works with “Helping Hands Therapy” to provide speech services to the students.
• The Campus School offers both individual and group counseling through the University of West Alabama's counseling department.
• The Campus School provides cultural experiences to the students through partnering with the International Programs to do Chinese lessons once a month.
• The students at the Campus School take monthly field trips to enhance their learning and life experiences.
• The summer program participates in the Ruby Pickens Tartt Library Summer Enrichment.
• A Parent's Night Out was held for community and Alumni members to bring their children to during the Homecoming Alumni Party.
• A book fair is held at the Campus School twice a year that is open to the community and public.
• Community members come to the Campus School to read to the children and discuss their occupations.
• On “Read Across America” day community and campus leaders are invited to come and read with the students.
• On “Hero Day” all athletic groups on campus come and read with the students at the Campus School.
### ANNUAL PLAN

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<tr>
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<th>Remarks</th>
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<tbody>
<tr>
<td><strong>Goals</strong>&lt;br&gt;Goals are broad statements describing what the unit wants to accomplish. Goals relate to both the unit's mission and the University's mission. The goal(s) is stated as the University goal(s) a unit is attempting to meet.</td>
<td>YES ⚡</td>
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<td><strong>Outcomes/Objectives</strong>&lt;br&gt;Outcomes and objectives are statements that describe in some detail what the unit plans to accomplish. Outcomes/objectives are associated with all applicable goals, strategic plans, standards, and institutional priorities.</td>
<td>YES ⚡</td>
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<td>Objectives are active-verb descriptions of specific points or tasks the unit will accomplish or reach. Outcomes are active-verb descriptions of a desired end result related to student learning and the unit's mission.</td>
<td>YES ⚡</td>
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<td><strong>Measures</strong>&lt;br&gt;Measures are statements to judge success in achieving the stated outcome or objective. Measures contain information on the type of evidence and assessment tool that a unit will use to verify if stated outcome/objective has been met.</td>
<td>YES ⚡</td>
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<td><strong>Achievement Targets</strong>&lt;br&gt;Achievement targets are the thresholds that the measures must meet for the unit to determine that it has been successful in meeting its specified outcomes/objectives. Achievement targets are measurable statements.</td>
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<td>Analysis Report</td>
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Findings are indications whether an outcome/objective was met or not. Findings are put into the system under each achievement target. Findings include an interpretation of results, possible uses of results, reflection on problems encountered, indicated improvements/changes and strengths or weakness.

Action plans are detailed plans created by the unit to meet an outcome/objective that was only partially met or not met or to make improvement to those outcomes/objectives that were met but still need some strengthening. The plan includes a projected completion date, implementation description, responsible person(s)/group, resources required, and budget amount (if applicable).

Action plans created in previous cycles have been updated with implementation notes.

The Annual Report section contains information on key achievements, faculty and/or staff achievements, and community/public.

The unit has reflected on and created narratives for each of the following areas: specific strengths and progress made on outcomes/objectives, specific weaknesses or challenges, plans that were and were not implemented, and how assessment results will be used for continuous improvement.

Approved by: [Signature of Dean or Vice President]  
Date: 7/27/12

Received by OIE: [Signature of Coordinator of Planning and Assessment]  
Date: 8/8/12