

Legal Memorandum

To: PEC
From: Julia Barnes
Re: Review of Estancia Academy Classical Adademy CAP

I have been asked to review the sufficiency of the CAP provided by Estancia Academy Classical Academy CAP. This document is ready for discussion, possible modification to consider suggestions from CSD and adoption by the PEC. It is possible to add a column for the school to identify when the action has been taken. However, that can also be monitored by CSD through Epicenter.

Overall, the CAP is clear, succinct and appears ready for the school to implement and CSD to monitor. This is a document that could be used as a model for other schools looking to improve their audit findings. It is organized by finding, then identifies who is going to do what by when.