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Log in at http://
online.asbcs.az.gov/login using
your username and password.
If you are unsure of your login
information, follow the steps in
the Changing Password
Instructions document.

Please Log in		Forgot Password
Username:	Password:	
>	T.	Log in





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# Dashboard

Click on this link to select your charter, even if you only have one.

Change your password

# What do you want to do?

### Alerts

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### **Bulletin Board**

View Messages

# Charter Holders

> Select a Charter

## Other Options

- > Submission Status
- > Create New Application 2012-2013 New Charter
- Application Instructions

### Representative Functions

To the left are all of the options you can perform, grouped by category.

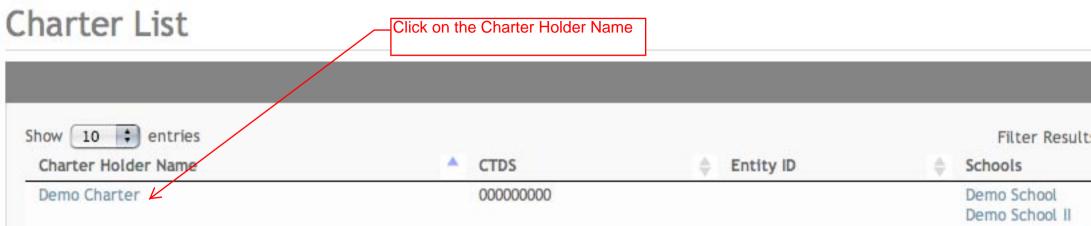
You can additionally navigate to any of these sections using the navigation menu above.

# Help

Online Help

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Demo Charter

Click on "Submit Form" to go to the list of amendments and notification online forms.

# **Charter Status:**

Contract Effective Date: 07/01/2010 Next Interval Report Due Date: 10/03/2011 Current Year Audit Status: No audit found

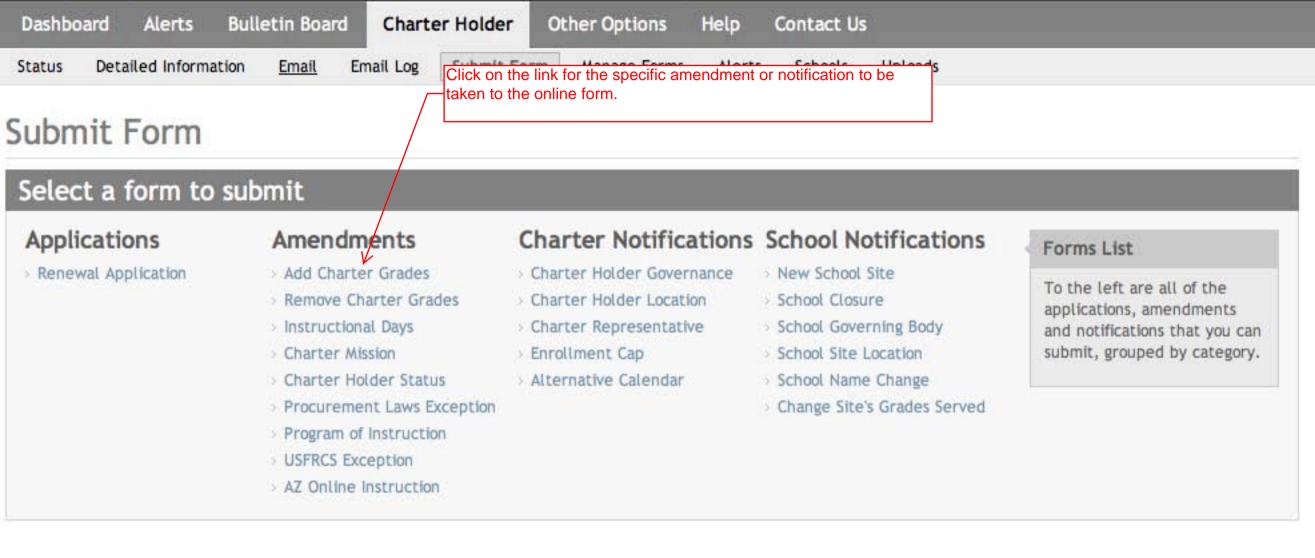
This area informs you of any upcoming due dates, or other important information about this charter.

Future Date

Due Within 45 Days

Past Due

Completed



# Charter Holder Information

Charter Holder Representative

Name:

Demo Charter

CTDS: 00-00-00-000 480-208-5196

Bob Eagan

Phone Number:

you have multiple charters, verify that this is the entity that is submitting the amendment request or notification.

Verify that this information is correct. If

Double Check

Be sure to verify that the

charter holder information is correct before beginning this amendment or notification.

Mailing Address: 111 N. Main Street Phoenix, AZ 85007

Name:

> View detailed info

### Instructions

The Adding Grade Levels to Charter Amendment Request should be completed to expand the grade levels the charter holder is approved to serve. To increase the grade levels served at a charter school site, please complete the Site Specific Change in Grades Served Notification Request. If the Adding Grade Levels to Charter Amendment Request is not the right form for the change you wish to make, please select "Submit Forms" in the light gray bar above to access a different form or click on the "Amendment & Notification FAQs" link in the Help files below for assistance in finding the appropriate form.

Because charter holders and their schools may evolve and mature over the charter contract term, the charter contract may be modified by mutual agreement of the charter holder and the Board through the amendment and notification process. The Board's policy for conducting compliance checks requires Board staff to determine a charter holder's compliance with applicable contractual, statutory, and Board requirements as part of the amendment and notification process. In accordance with the Board's policy, Board staff will review the areas listed below to ensure the charter holder meets the level of compliance as specified. In order for the amendment request to be considered by the Board, the charter holder must:

- Meet or demonstrate sufficient progress toward the level of adequate academic performance as set and modified periodically by the Board.
- Currently not be having 10% withheld for failure to timely submit its most recent annual audit.
- . Be in "good standing" with the Arizona Corporation Commission. This is determined by accessing information available through the Commission's website.
- . Not have a repeat corrective action plan issue identified through the most recent annual audit as defined by the Board's Audit & Compliance Questionnaire Follow-up Matrix. The amendment hold remains in place until compliance is demonstrated through the next annual audit or agreed-upon procedures, if the procedures have already been developed by the Board.
- . If applicable, have received notification from the Board that the current fiscal year audit corrective action plan has been completed.
- . If a special education corrective action plan is in place, be in compliance with the plan's requirements. This is determined by information provided by the Arizona Department of Education's (ADE) Exceptional Student Services Division.
- . If applicable, have a "compliant" status reflected on the ADE's Grants Management website for each grant for the past four years.
- If applicable, be in compliance with No Child Left Behind requirements. This is determined by information provided by the ADE's Academic Achievement Division.
- . If applicable, be in compliance with National School Lunch and Breakfast Programs requirements. This is determined by information provided by the ADE's Heath and Nutrition Services Division.
- . If applicable, be current in submitting employer and employee contributions and reports to the Arizona State Retirement System (ASRS). This is determined by information provided to the Board by ASRS.

Please work through the form, filling in all required fields and uploads (denoted by ""). Be sure to save your work, even if you aren't prepared to submit your form, so that you do not lose your data.

Help files Amendment & Notification Submission Deadlines

- Amendment & Notification FAOs
- Board Policy Statement on Conducting Compliance Checks
- Audit & Compliance Questionnaire Follow-up Matrix

Read the instructions carefully and review the help files.

#### New Grade Levels

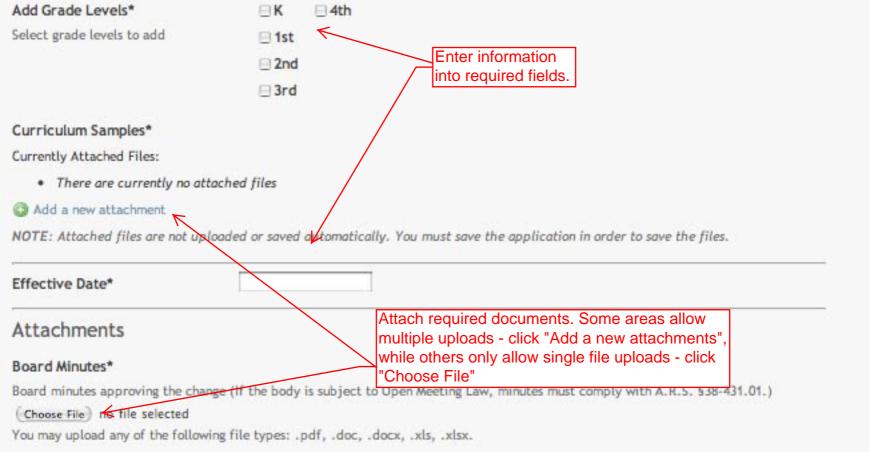
For each grade level being added, provide the following as a representation of a program of instruction aligned to the State's approved academic standards and to methods of instruction described in the charter. Please note that a separate upload must be prepared for each grade level and content area and be named as such. Additionally, applicants must restate the name of the file in the Brief Description box (e.g., First Grade Reading, H5 Alegebra II).

#### For K-B

Language Arts & Math: A completed curriculum sample for reading, writing, and math for each grade level being added including all attachments as outlined on the required template and instructions.

#### For 9-12

Language Arts & Math: A completed curriculum sample for reading, writing, and math coursework for each grade level being added including all attachments as outlined on the required template and instructions. Each course must align with the State's graduation requirements.



#### Narrative\*

The narrative must describe: 1) the rationale for the increase in grade levels served; 2) how the additional grades support the mission, educational philosophy, and methods of instruction; 3) mastery of coursework and grade-level promotion (for K-8 grades only); 4) course offerings, proficiency level required for course credit, policy on acceptance of transfer credit, and graduation requirements that identify number of credits in each content area and electives (for 9-12 grades only); and 5) changes in staffing that comply with the Highly Qualified federal guidelines.

Choose File no file selected

You may upload any of the following file types: .pdf, .doc, .docx, .xls, .xlsx.

#### Timeline for implementation\*

(Choose File) no file selected

You may upload any of the following file types: .pdf, .doc, .docx, .xls, .xlsx.

