AGENDA ITEM: New Charter Applications

The Staff Overview is being provided for each application, but the format of the overview has been revised. The following information is being provided as an introduction to the new format.

The first thing you'll see is summary information about the application in bullet points. This includes:

- Name of Applicant and brief background
- Name of school and location
- Grade levels served and total population
- Statement of whether the application <u>met</u> or <u>did not meet</u> the scoring criteria
- A general statement about whether the background check information was *verified*, meaning all items stated and reviewed were confirmed as accurate and sufficient, or the background check information was *reviewed*, with additional information being provided later in the document.
- Related party operations of note: An acknowledgement of any "principal" (officers, members, partners, or board) of the applicant that has a direct relationship to another charter and that charter's audit compliance and academic status.

The bullets are followed by a table summarizing the mission, target market, methods of instruction, school calendar, corporate structure, and site information.

The next component of the overview includes a listing and summary of each principal of the applicant. This brief applicant history will also identify anything specific in the background check that warrants further consideration. Additionally, if the related party bullet requires further explanation, it will be provided in this section. This may be the details of AZ Learns profiles, corrective action plan requirements from an audit or areas of non-compliance in a related party's other charter operations.

The New Charter Application Background provides a more detailed description of the program of instruction and business plan provided in the application. This section will also identify any specific scoring areas that did not meet the scoring criteria.

The final section of the application includes any motion notes that should be considered in crafting a motion regarding the application.

Background:
The Board has adopted rules regarding the application process. Consistent with these rules, the Board approved an Application for the 2009-2010 Application Cycle in February 2008. Staff has provided technical assistance to prospective applicants via Prospective Applicant Workshops. These were offered five times prior to the application due date of August 1, 2008.

Applications that are submitted timely are reviewed for administrative completeness. Administratively complete applications are forwarded to a Technical Review Panel for scoring. Technical Review Panel members are members of the business and charter community with a business/financial or academic background. A panel consists of at least two reviewers for each application. Scoring is based on the Board approved scoring criteria which is included in the application and reviewed during the Prospective Applicant Workshops. Staff facilitates a meeting with each panel in an effort to reach a

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consensus score for each scoring area of the application. Applicants are provided a copy of the consensus scores and comments of the Technical Review Panel. The comments are considered technical assistance and may be used by the applicant in making revisions to the application. All applicants are provided an opportunity to submit a revised application.

Consideration of Applications:
Applications before the Board for consideration have either: 1) met the minimum scoring criteria, as established by the Board, or 2) submitted a letter requesting the Board consider the application in spite of the application not meeting the scoring criteria.

The following documents have been provided for each application under consideration:
1. An application overview – providing summary application and applicant information compiled by staff.
2. A copy of the scoring rubric as it was provided to the applicant for consideration of revisions and including annotation of a revised score based on staff's review of any modifications made.
3. A copy of the application (minus any documents that include personal information not shared with the public, i.e. social security numbers, etc.)

Each application will be considered independently by the Board. Applicants have been told they will have two minutes to provide introductory information to the Board after which time the Board will have an opportunity to ask questions. Applicants have been informed that no new information (handouts/support materials/revised documents) may be provided to the Board for consideration.

The Board will make a determination to accept or reject the application for the charter and grant or deny the charter on two criteria: Quality of the application and qualifications of the applicant.

If an application is denied, the motion must include the basis for the denial [i.e. I move to reject the application and deny the charter for (*applicant name*) for failing to meet the requirements of Title 15, Article 8 due to 1) a lack of evidence of a comprehensive program of instruction, 2) failing to provide evidence of a detailed business plan and/or 3) lack of evidence that the applicant is sufficiently qualified to operate a charter school.]

If a determination is made to approve the charter, the motion is to accept the application and grant the charter for the entity as it appears on the agenda.

At the end of each application overview, the motion notes will include:
*   reference to the grade levels that should be included in the motion reflecting the grade level curriculum samples included in the application,
*   a summary of the outcome of the scoring criteria,
*   any other notes specific to the application under consideration.