



JUNE 12, 2017

Proposed Revisions to the Amendment Process

AGENDA ITEM: Proposed Revisions to the Amendment Process

Issue

Consideration of changes to the amendment process to include:

- Identifying additional amendments that may be signed by the Executive Director
- Eliminating certain submittal requirements from the Charter Holder Governance and Charter Representative requests
- Revising academic eligibility requirements for expansion requests for FY 2018

Background

Identifying additional amendments that may be signed by the Executive Director

In order to amend a charter, the charter holder is required to use a specified “amendment” or “notification” request. Currently, notification requests may be signed by the Executive Director and amendments must go before the Board, although either request is considered amending the charter. In order to simplify the language, going forward all requests that amend the charter will be identified as an “amendment”.

Additionally, Board staff has been working to evaluate processes and requests in an effort to streamline the Board’s efforts. The requests which Board staff recommends that the Executive Director signs off on are those that have very little evaluative components and are viewed as amendments that are not overly substantive in nature.

Board Staff Recommendation

Board staff is proposing that the Executive Director be authorized to sign the following “amendment” requests in an effort to streamline processes:

- Charter Holder Status – change in entity name only
- Decreasing the Grade Level Change to Charter
- Instructional Days
- Mission
- Procurement Laws Exception
- Program of Instruction, not including those related to a dropout recovery or online program
- School Location
- USFRCS Exception

The Executive Director is to have the discretion to place any amendment on the regular agenda for Board consideration.

Eliminating certain submittal requirements from the Charter Holder Governance and Charter Representative requests

In continuing to simplify the amendment process, Board staff examined two requests that allow a charter holder to add a corporate board member or charter representative. Board staff concluded that the Charter Holder Governance and Charter Representative requests can be streamlined by reducing the submission requirements. By reducing the submission requirements, Board staff and charter holders will not have to complete unnecessary tasks and charter governing boards will have autonomy over its selected board members and charter representatives.

Board Staff Recommendation

Board staff recommends eliminating the following submittal requirements for the Charter Holder Governance and Charter Representative Requests:

- Background Information Sheets
- Verification of Coursework/Degree (transcripts)

The Background Information Sheets and Verification of Coursework/Degree (transcripts) were previously reviewed by Board staff to verify the information submitted in the resume, which is unnecessary because the information is already included in the resume provided to the Board.

The table below lists the current and proposed requirements for both requests.

Current Required Documents	Proposed
<ul style="list-style-type: none">• Affidavit, Disclosure and Consent for Background and Credit Check• Background Information Sheet• Board Minutes• Current Resume• Declaration of Consistency and Payments and Benefits• Fingerprint Clearance Card• Verification of Coursework/Degree (transcripts)	<p>Required</p> <ul style="list-style-type: none">• Affidavit, Disclosure and Consent for Background and Credit Check• Board Minutes• Current Resume• Declaration of Consistency and Payments and Benefits• Fingerprint Clearance Card <p>Not Required</p> <ul style="list-style-type: none">• Background Information Sheet• Verification of Coursework/Degree (transcripts)

Revising academic eligibility requirements for expansion requests for FY 2018

At its August 2016 meeting, the Board approved using state designations for school improvement made in FY 2017 to determine the academic eligibility for submitting expansion requests in FY 2017 due to a moratorium on A-F state accountability letter grades until FY 2018, based on FY 2017 data. This policy was only for FY 2017 and thus the Board needs to approve an expansion policy for FY 2018.

The Academic Performance Framework uses two measures to calculate overall academic ratings, the A-F state accountability letter grades and state designations for school improvement. The framework requires that a charter holder’s academic performance be evaluated by the Board when considering expansion requests and allows charter holders to request expansion only if 75% or more of its schools are eligible to receive an overall rating of “Meets Standard,” “Above Standard” or “Exceeds Standard.”

Board Staff Recommendation

Board staff recommends using the current eligibility criteria, which uses the FY2017 school improvement designation, for expansion requests beginning July 1, 2017 until the Board receives state designations for the FY 2018 A-F state accountability letter grades and school improvement and is able to establish overall ratings under its Academic Performance Framework. However, a charter holder that does not meet the current eligibility criteria for expansion requests may be eligible if they provide a letter from the Arizona Department of Education indicating that but for the freeze on the school improvement list in FY 2017, the charter would not have been identified for improvement.



Board Option

Option 1: The Board may vote to adopt the revisions to the amendment process in this report. The following language is provided for your consideration: I move that the Board adopt revisions to the following:

- Permit the Executive Director to sign for approval on behalf of the Board for the specified amendment requests listed in this report,
- Charter Holder Governance request,
- Charter Representative request, and
- Academic eligibility requirements for FY 2018.

As presented to the Board today and found in the staff report for today's Board meeting.

Option 2: The Board may vote to adopt the revisions to the amendment process in this report with modifications. The following language is provided for your consideration: I move that the Board adopt revisions to the following:

- Permit the Executive Director to sign for approval on behalf of the Board for the specified amendment requests listed in this report,
- Charter Holder Governance request,
- Charter Representative request, and
- Academic eligibility requirements for FY 2018.

The modifications discussed include: (may require specific references depending upon whether clarification of discussion is needed).