

# Conducting Compliance Checks Policy Statement

---

## Background

A.R.S. § 15-182.E.1 requires the Arizona State Board for Charter Schools to exercise general supervision over the charter schools it sponsors. Further, A.R.S. § 15-183.R states that the sponsoring entity shall have oversight and administrative responsibility for the charter schools it sponsors.

The charter contract also requires the charter holder to abide by all requirements of the charter contract, as well as state, federal and local laws applicable to the operation of a charter school.

## Policy

Staff will conduct compliance checks to determine charter holders' compliance with certain contractual, statutory, and board requirements. These compliance checks will occur as part of the amendment and notification request approval process, prior to a charter school being placed on an agenda for possible Board action, or at other times as requested by the Executive Director. Compliance checks may also be conducted on any charters operated and/or managed by the charter holder and/or its management company.

When conducting compliance checks for a specific amendment request and/or notification form, ASBCS staff reviews applicable items from the following list for timely submission and compliance. Each amendment and notification form states the specific items that will be reviewed and the level of compliance required.

- a. Academic Performance
  - The Board's Level of Adequate Academic Performance (status and growth)
  - Arizona's School Accountability System (profile)
- b. No Child Left Behind
  - Adequate Yearly Progress (AYP)
  - Highly-Qualified Teacher Report
  - NCLB Compliance Monitoring Results
- c. Special Education Monitoring and Review Results
- d. Annual Financial Audit and Compliance Questionnaire
- e. Grants Management
- f. Arizona State Retirement System
- g. Arizona Corporation Commission Status
- h. Health and Nutrition Services
- i. Corrective Action Plans, including Performance Management Plans, completed or in progress, as applicable

If the charter holder is unresponsive or fails to take the necessary steps to demonstrate compliance, the charter holder will be placed on the Board's agenda for possible disciplinary action pursuant to A.A.C. R7-5-304 and in accordance with the Board's *Accountability Matrix Policy*.

## Historical Note:

Effective:	June 8, 2009
Board Approval Date:	June 8, 2009
Revised Date:	TBD upon approval of revised amendment and notification forms