

# Technical Review Panel Policy Statement

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## **R7-5-101 Definitions**

*“Technical Review Panel means individuals appointed by the Executive Director of the Board who use their expertise in charter school development, curriculum, and finance to assist in the evaluation of a preliminary or revised application package.”*

All members of the Technical Review Panel (TRP) will take part in a training session. They will learn how to:

- Access the ASBCS Database to review applications.
- Score each section of the new charter application.
- Use the new charter application scoring rubric to grade each application package.

TRP Duties:

- Each TRP member will complete an Application for Participation and sign a Conflict of Interest/Confidentiality Agreement form.
- Members of the panel will be trained as a group before individually scoring applications using the scoring criteria adopted by the Board.
- The TRP members will grade each assigned application using the ASBCS Database.
- After the application has been scored independently, the TRP Members assigned to each application will meet and provide a “Consensus Score”.
- Each TRP member will be expected to grade at least two applications during the Substantive Review process.

The TRP members are distinguished in two areas:

1. Education/Curriculum
2. Business/Organization

The Technical Review Panel shall be made up of the following:

- Current charter operators in compliance with their charter who are considered educational program experts with expertise in curriculum development, or operational experts with knowledge of facilities management, and/or budget development and school finance.
- Educational program experts with expertise in curriculum development and oversight.
- Financial experts that may have non-profit lending experience or other financial experience that is relevant to running a small business.

Actual panel make-up will depend upon the availability of individuals volunteering.

Historical Note:

Effective: September 8, 2003

Board Approval Date: September 8, 2003

Revised: September 13, 2010