

7. ADMINISTRATIVE POLICIES

- (a) Is there an administrative policy that follows charter school law?
- (b) Does the school present evidence that there is a full and abiding understanding of the obligations of the administration in providing for the control and supervision of the charter school?
- (c) Is there compelling evidence that the school's leadership is strong?
- (d) Is there compelling evidence that the school has handled organizational challenges effectively and competently?
- (e) Are the mechanisms in place;(e.g. an advisory grievance committee) to respond to, and, where indicated, resolve complaints?

***What Reviewers Will Look For:** Evidence that the school is administered in an efficient and effective manner. Evidence that there is clear governance and administrative structures and problems are addressed adequately when they arise.*

***Suggested Sources of Evidence:** Written evaluations, formal complaints, leadership changes, board turnover, and examples of governance issues & how they are addressed, and the administrative policy manual.*

INSERT INFO HERE ➔

8. FUNDING ALLOCATION

- (a) Is a charter school budget summary in place that designates the funding allocation from the local school board in addition to a summary of the charter school budget?
- (b) Is the school district going to implement indirect costs? If so, what services are provided to the charter school for this indirect fee?
- (c) Will the charter school be eligible for the additional local revenue over the 4-mills required in the foundation program?
- (d) Has the charter school met the requirement to achieve a positive or zero ending fund balance?

***What Reviewers Will Look For:** Evidence of an understanding of the financial management and reporting requirements associated with operating a school per the charter school budget summary.*

***Suggested Sources of Evidence:** A clear concise narrative statement providing sufficient evidence that the school has competently & effectively managed its finances. Evidence of an approved budget procedure for amending the budget, and procedures for amending budget minutes of meetings where the budget is adopted or amended.*

INSERT INFO HERE ➡

9. FISCAL SOLVENCY

- (a) Has the charter school, over the course of the initial charter, implemented a well-conceived financial plan to ensure the fiscal solvency of the charter school?
- (b) Do the audit reports to date indicate that the school has met its obligation to ensure the fiscal integrity of the school's financial operation?
- (c) Has the school achieved efficiencies in its operation?

***What Reviewers Will Look For:** Evidence of sound fiscal management and fiscal viability of the charter school as confirmed by a balanced budget.*

***Suggested Sources of Evidence:** Financial audits & financial statements.*

INSERT INFO HERE ➔

10. FACILITY PLANS

- (a) Does the school present a clear and detailed plan for maintaining the present site or, if indicated, acquiring a suitable and adequate education facility?

***What Reviewers Will Look For:** Evidence of how the charter school is in compliance with and is meeting their detailed facility plan.*

***Suggested Sources of Evidence:** A drawn schematic of the physical plant.*

INSERT INFO HERE ➡

11. TEACHER TO STUDENT RATIO

- (a) Is there a plan which adequately addresses teacher-to-student ratio?
- (b) Is the plan reasonably based on projected enrollment figures?

***What Reviewers Will Look For:** Evidence that the school has a workable plan that addresses teacher to student ratio including projected enrollment figures.*

***Suggested Sources of Evidence:** Minutes of board meeting where staffing ratio was approved and evidence of deployment for determining enrollment projections.*

INSERT INFO HERE ➡

12. ENROLLMENT

- (a) Has the student enrollment been stable?
- (b) Has the school's enrollment been at a maximum?

***What Reviewers Will Look For:** Evidence that the school is viable in terms of student enrollment, has an adequate student recruitment process to attract students, and is successful enough to retain the number of students it projected in the charter application.*

***Suggested Sources of Evidence:** A written statement that is a reflective self-appraisal of strengths & weaknesses of the school's charter with credible & compelling plans for building on success, maintaining or increasing student enrollment & momentum, & making necessary changes for improvement of the school.*

INSERT INFO HERE →

13. TEACHING METHOD/CURRICULUM

- (a) Does the school have a plan that addresses explicit teaching methods that will benefit an age group, grade level, or specific type of student?
- (b) Does the school have a systematic plan in place to monitor curriculum implementation and curriculum quality?
- (c) Has the school undertaken curriculum review and revision?
- (d) Is there evidence to support effective intervention with students who are “at risk?”
- (e) Is the school addressing the needs of students with educational disabilities?
- (f) Where applicable, does the school address the needs of students with limited English proficiency?

***What Reviewers Will Look For:** Evidence that the school utilizes various teaching methods that would benefit specific age groups, grade levels, or explicit types of students. Evidence that the charter school has a written systematic plan to monitor curriculum implementation and quality, including curriculum review and revision. Evidence that the school is attracting and accommodating at-risk students and special education students and meeting their needs. Evidence that the school is complying with federal and state laws and regulations regarding these populations.*

***Suggested Sources of Evidence:** Check written plans on monitoring curriculum implementation, check that laws regarding special needs students are being adhered to. Evidence of an adopted curriculum/course of study, regular monitoring and updating of curriculum/course of study.*

INSERT INFO HERE ➡

14. COLLECTIVE BARGAINING

- (a) Where applicable, does a collective bargaining contract exist that alludes to contract exemptions that are agreed to by both the school district and bargaining unit?
- (b) If no contract exemptions are agreed to, are the employees of the charter school subject to all provisions of the collective bargaining agreements enforced in the school district?

***What Reviewers Will Look For:** Evidence that a written collective bargaining contract exists, if applicable, regarding contract exemptions. In the event of no contract exemptions, evidence that the employees of the charter school are subject to all provisions of the school district's collective bargaining agreements.*

***Suggested Sources of Evidence:** Written collective bargaining unit contract, and board approval of exemptions from the collective bargaining agreement.*

INSERT INFO HERE ➡

15. CONTRACT TERMINATION

(a) Is there a charter school contract termination clause currently in effect?

What Reviewers Will Look For: Evidence that a written charter school contract termination clause is present.

Suggested Sources of Evidence: Check for written charter school termination clause.

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