

INSTRUCTIONGuidelines for Establishing Charter Schools

A. Establishment of Charter School

A charter school may be established by Board initiative or by petition as follows:

1. Board Initiative

The administration, members of the staff, parents or community, may present proposals for Board initiation of a charter school for the following school year.

2. Petition

A petition may be filed for a charter school in accordance with state law requirements. If a petition to establish a charter school is filed as specified by state law, the Board will review the petition based on statutory provisions and information specified by the district. The Board will hold a public hearing within 30 days of receipt of the petition. If the Board denies the petition, the person seeking to establish the charter school may appeal the decision to the Department of Public Instruction (DPI) within 30 days. The DPI will issue a decision within 30 days of receiving the appeal. The DPI's decision shall be final and not subject to judicial review.

B. Application Process

1. Applications for endorsement of a charter school should be submitted to the office of the superintendent prior to October 1. After School Board approval of the endorsement, a Charter School Petition for the following school year must be filed with the Board prior to January 1 of the same year.
2. The Board will consider the petitions based on state law requirements, the level of employee and parental support, fiscal impact, and established district criteria.
3. In making its decision, the Board will consider recommendations of the administration and/or a review committee as it deems appropriate.

C. Approval/Renewal Process

1. The Board will notify the state Superintendent of its intention to establish a charter school by February 1 of the previous school year. The notification shall include a description of the proposed school.
2. The Board may approve or renew a charter school for a period of not less than two and not more than five school years. An application for renewal of a charter school must be submitted to the Board no later than six months prior to the expiration of the existing charter.

D. Evaluation

1. A charter school established by the district will be reviewed on an annual basis regarding student attainment of the charter's educational goals. The review shall be conducted in accordance with evaluation provisions outlined in the charter.
2. The Board shall administer state examinations to students enrolled in a charter school in accordance with state law requirements.

Cross Reference: 897, Charter Schools
 897, Rule 1, Guidelines for Evaluating/Endorsing Charter School Plan Proposal
 897, Rule 3, Criteria for Evaluating a Charter School Proposal
 897, Exhibit 1, Application for Board Endorsement of Charter School Planning Proposal

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