Florida Authorizer Bootcamp

Day 2

Today's Agenda

- **Tuesday, September 15**

  - 1 - 1:50 p.m. – Application Process

  - 1:50 - 2 p.m. – Break

  - 2- 2:50 p.m. – Review Process

  - 2:50 - 3 p.m. – Break
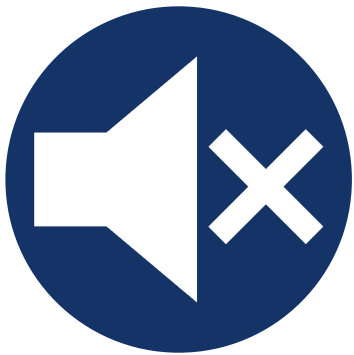
  - 3 - 3:50 p.m. – Decision Making

Application Process

Florida Authorizer Bootcamp

Bootcamp Norms

Remember to mute yourself

Utilize the chat for questions and comments

Respond to the survey

Bootcamp Engagement

We want you to be an active participant!

Group Discussion

Poll Question

Authorizer Example

Chat Question

Session Agenda

- **Review Application Timeline**

- **Review Model Charter Application**

- **Review High-performing Charter Application**

Bootcamp Overview

Review Process

Contract Negotiation and Finalization

Annual Report and Site Visits

1 2 3 4 5 6 7

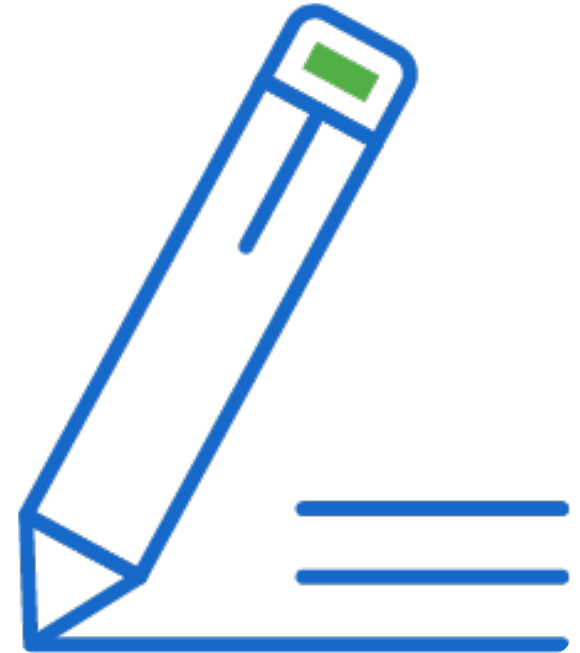**Application Stage**

Decision Making

Ongoing Monitoring
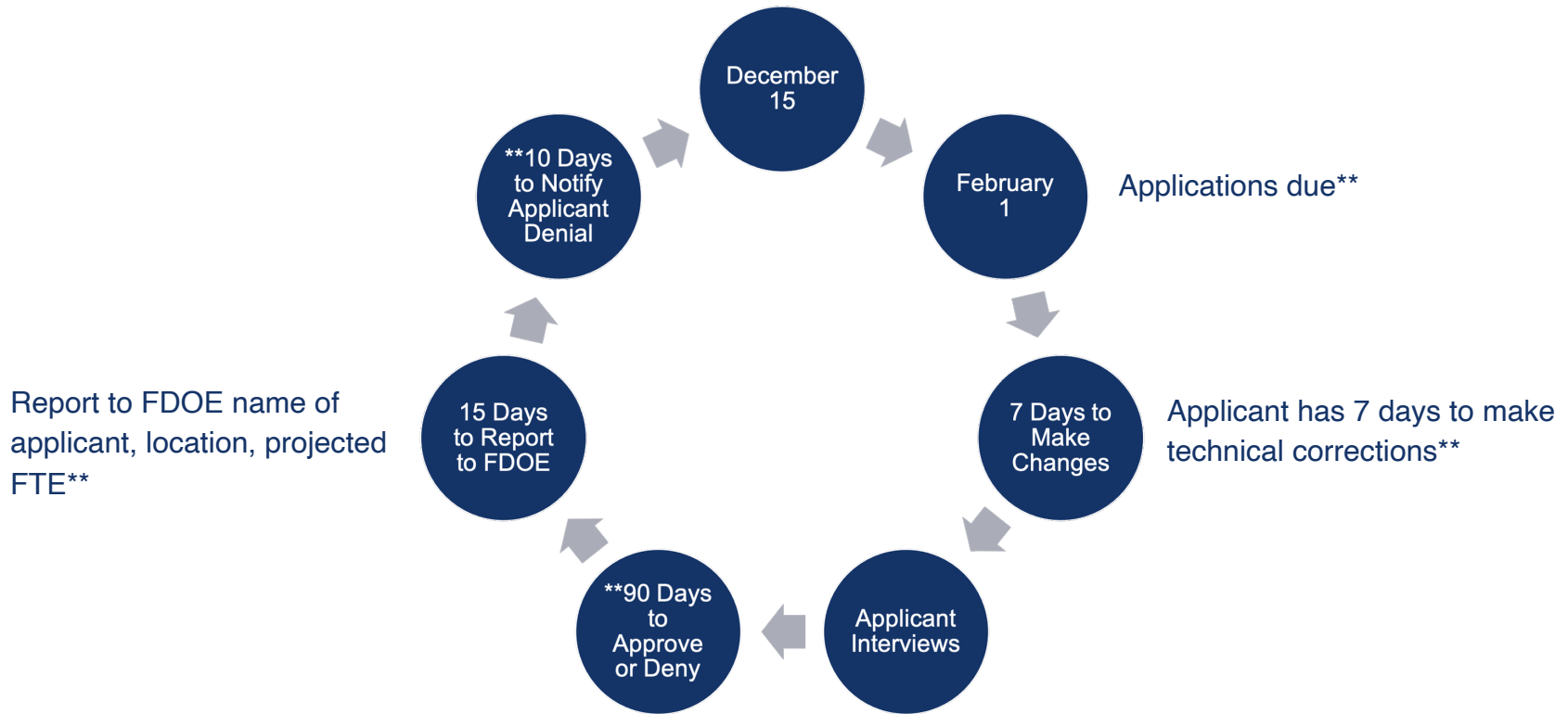
Renewal Process

You are here

Objectives

- **Authorizers will review the application timeline for new charter applicants.**

- **Authorizers will review the model charter application from FDOE and will begin to understand the requirements.**

- **Authorizers will review the high-performing charter model application from FDOE and will begin to understand the requirements.**

Application Cycle

Potential applicants send letter of intent*

December 15

February 1 — Applications due**

7 Days to Make Changes — Applicant has 7 days to make technical corrections**

Applicant Interviews

**90 Days to Approve or Deny

15 Days to Report to FDOE — Report to FDOE name of applicant, location, projected FTE**

****10 Days to Notify Applicant Denial**

*Varies by district
**F.S. §1002.33

Recommendation — Planning for Applications: Intent to Apply

Although not required in statute, many districts request Letters of Intent (LOIs) from applicants. Why?

- Gives sponsor an idea of the number of applications they may receive

- Helps gather initial information on the location and target population of the school
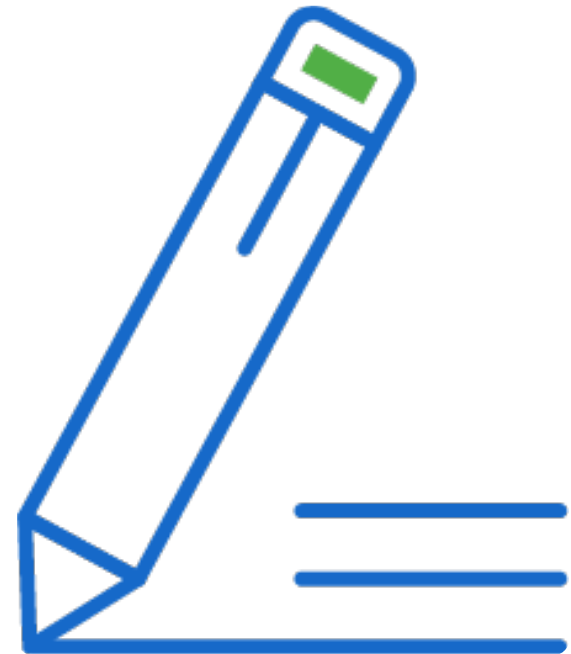
Model Charter Application

Form IEPC-M1

F.S. § 1002.33(6)(b)

- **Model Florida Charter School Application (Word)**

- **Model Florida Charter School Application (PDF)**

Application Components

- **Application Cover Sheet**
- **Executive Summary**
- **Narrative**
- **Applicant History Worksheets**
- **Attachments**
  - Assessment of Community Needs*
- **Statement of Assurances**
- **Board Member Information Forms**
- **Addendum**
- **Capacity Interview**

*Used by some districts, but not required in statute

Narrative Components
Sections 1-11

- **Mission, Guiding Principles, and Purpose**
- **Target Population and Student Body**
- **Educational Program Design**
- **Curriculum and Instructional Design**
- **Student Performance**
- **Exceptional Students**
- **English Language Learners**
- **School Culture and Discipline**
- **Supplemental Programming**
- **Governance**
- **Management and Staffing**

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Narrative Components
Sections 12-22

- **Human Resources and Employment**
- **Professional Development**
- **Student Recruitment and Enrollment**
- **Parent and Community Involvement**
- **Facilities**
- **Transportation Service**
- **Food Service**
- **School Safety and Security**
- **Budget**
- **Financial Management and Oversight**
- **Start-up Plan**

High-Performing Model Charter Application

F.S. § 1002.33(6)(b)

A high-performing charter school system seeking to replicate apply using the FDOE application

Differences compared to other standard application:

- Shorter narrative section (60-page limit)

- Different attachments required

Applicant History Worksheets

- **FDOE Form completed (if applicable) by applicant**

- **Sponsor reviews form to determine whether the applicant has past performance that justifies approval of the application**

Board Member Information Forms

Each member of the governing board of the school must complete and sign a Board Member Information Form.

Addendum

Required if:

- **Applicant is replicating an existing school**

- **Applicant is submitting a high-performing replication application (F.S. 1002.331)**

- **Applicant is proposing to contract with an Education Service Provider**

Capacity Interviews

- **Applicant presents a plan to the sponsor to demonstrate capacity to operate a high-quality charter school as well as to answer questions on their proposal**

- **Document information from interview (recording or transcript)**

- **If used for basis for denial, evidence must be presented**

- **FACSA Capacity Interview Toolkit for Exceptional Students**

Recommendation: Application Checklist

Application Submittal Checklist – includes model application requirements

Includes sponsor-specific requirements

Provides notice of non-substantive concerns to be corrected

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Reporting Applications to FDOE

The sponsor shall submit an annual report within 15 days of decision to the Department of Education.

Report includes:

- Number of draft applications received

- Number of final applications received

- Date each application was approved, denied, or withdrawn

- Date each final contract was executed

Recommendation: Technical Assistance to Potential Applicants

In order to strengthen the quality of applications received, authorizers may hold technical assistance events to support potential applicants.

Detailed information on this topic will be covered later in Bootcamp.

Questions? Reactions? Ideas?

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BREAK

See you in 10 minutes!