Decision Making

Florida Authorizer Bootcamp
Agenda

• Application Review Timeline
• Application Submission
• FDOE Evaluation Instrument
• Approval, Denial, Withdrawal, and Appeals
Bootcamp Overview

1. Application Stage
2. Decision Making
3. Contract Negotiation and Finalization
4. Ongoing Monitoring
5. Annual Report and Site Visits
6. Renewal Process

You are here
Objectives

• Authorizers will begin to understand statutory guidelines for the review process for charter school applications.

• Authorizers will become familiar with the FDOE application instrument for charter applicants and high-performing charter applicants.

• Authorizers will become familiar with the process for application approval, denial, withdrawal, and the appeals process.
February 1<sup>st</sup> - Receive applications
Applicant has 7 days to make technical corrections

Report Applications to FDOE
Sponsor must submit application information within 15 days

90 Days to Approve or Deny
Sponsor will vote to approve or deny within 90 calendar days

F.S. §1002.33(6)
Waiver
Many Florida districts waive the 90-day timeline for review. If so, ensure rationale is given to applicant.

Checklist
A formal process may be used to track submitted applications and ensure requirements are met.

Substantive vs. Non-Substantive Corrections
FDOE Application Evaluation Instrument

• How is it used?
• Who uses it?

Form IEPC-M1

Model Florida Charter School Application Evaluation Instrument (Word)

Model Florida Charter School Application Evaluation Instrument (PDF)
FDOE Application Evaluation Instrument

Rating System:

- Meets the Standard
- Partially Meets the Standard
- Does Not Meet the Standard

For each section, reviewers also list:

- Strengths
- Concerns and Additional Questions
FDOE Application Evaluation Instrument (1)

Sections Reviewed:

I. Educational Plan

- Mission, Guiding Principles, and Purpose
- Target Population and Student Body
- Educational Program Design
- Curriculum Plan
- Student Performance, Assessment, and Evaluation
- Exceptional Students
- English Language Learners
- School Culture and Discipline
- Supplemental Programming

II. Organizational Plan

- Governance
- Management and Staffing
- Human Resources and Employment
- Professional Development
- Student Recruitment and Enrollment
- Parent and Community Involvement
FDOE Application Evaluation Instrument (2)

Sections Reviewed:

III. Business Plan
   • Budget
   • Financial Management and Oversight
   • Start-Up Plan

Addendums
   • Addendum A: Replications
   • Addendum B: Education Service Providers
   • Applicant History Worksheets
1. **Mission, Guiding Principles and Purpose**
   The Mission, Guiding Principles and Purpose section should indicate what the school intends to do, for whom and to what degree.

**Statutory References**

s. 1002.33(2)

**Evaluation Criteria**

A response that meets the standard will present:

- A clear and compelling mission and vision statement that defines the guiding principles and values of the school
- Adequate references to evidence that the application fulfills the statutory guiding principles and purposes for charter schools (Note: the substance of each addressed principle and purpose will be evaluated within appropriate application sections.)
Differences in Evaluation

Section 1: Replication Overview

- This section is scored to ensure:
  - The plan shows evidence the school to be replicated is high-performing
  - The proposed school will be similar to the high-performing school
  - The individuals involved in the original school will be significantly involved in the high-performing school being replicated
Let’s Practice

**Step 1:**
Read the section of the application

**Step 2:**
Score the section based on the Florida Evaluation Instrument

**Step 3:**
Discuss scores
Application Approval

• Application meets statutory requirements set forth in application process

• School has demonstrated strengths

• Any weaknesses could be addressed through contract terms or a sponsor determined remedy

• Next steps
  • Review teams present recommendation to superintendent
    ▪ Application Summary

• District board vote to approve or deny
  • Vote must occur within 90-day review window

*F.S. § 1002.33(6)
Application Denial

- Denial should be clearly tied to statutory requirements and statutory language used to outline denial reasons
  - [Sample denial letter](#)

- Prepare denial with evidence of strong rationale, keeping in mind a potential appeal defense

- Next Steps?
  - Recommend to superintendent — district board vote and final decision
  - Provide documentation to applicant with specific reasons for denial, based upon good cause
  - Provide documentation with the same reasons for denial to FDOE within 10 days
  - Report to FDOE on survey

F.S. § 1002.33(6)(b)3a
Application Withdrawal

- Applicants may withdraw at any time
- If an application will likely be denied, the sponsor can encourage withdrawal to avoid a denial

Benefits of Withdrawal for Applicant:
- Provides opportunity for applicant to avoid denial before school board and public

Benefits of Withdrawal for Sponsor:
- Eliminates preparing denial documents and potential appeal
Applicants may appeal denial decision to State Board of Education (SBE) within 30 days of receipt of decision

Any response from the sponsor to SBE must be received within 30 days of notice of appeal

Charter School Appeal Commission conducts study and makes recommendation to SBE

SBE then votes to accept or reject decision within 90 days of appeal

Sponsor then acts upon the SBE decision within 30 days

F.S. § 1002.33(6)(b)
Appeals Process

Applicant Appeal

Commission Recommend to SBE

State Board Accept or Reject Decision

Sponsor Response to SBE

Charter Appeal Commission

Sponsor Next Steps

30 Days to Submit

30 Days to Submit

30 Days to Act
Questions? Reactions? Ideas?
Follow-up Professional Development Opportunities