

CHARTER RENEWAL PROCESS

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AGENDA

- **Small Group Exercise**
- **Charter Renewal Program Review Process**
- **Q&A/Discussion**

IN SMALL GROUPS...

Topic 1: Discuss what the beginning stages of the renewal process look like in your district.

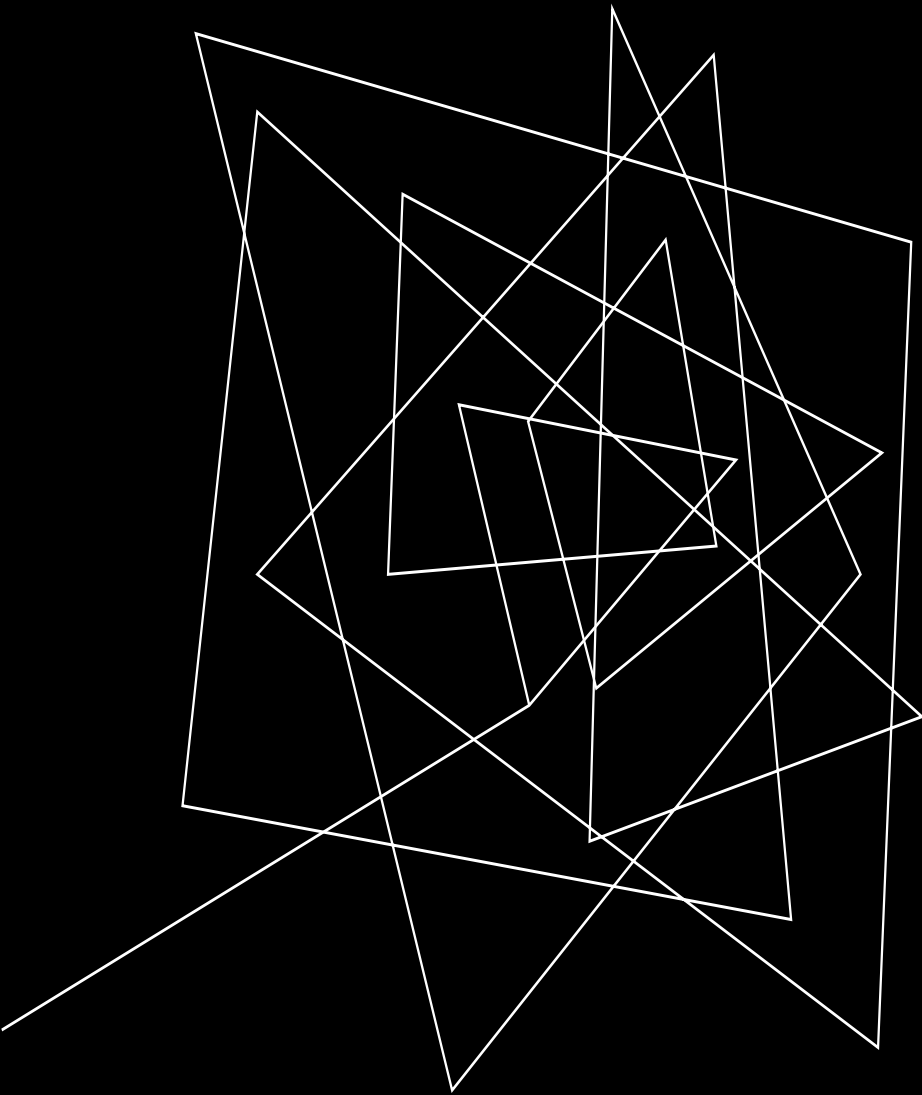
Topic 2: Discuss the various components found in your district's renewal application/program review.

Topic 3: Discuss any challenges or areas of improvement that you have identified in your renewal process.

Topic 4: Share something about your district's charter renewal process that you find to be unique or beneficial.

SECTION 1002.33(7)(c)1, FLORIDA STATUTES

A charter may be renewed provided that a program review demonstrates that the **criteria in paragraph (a)** have been **successfully accomplished** and that none of the **grounds for nonrenewal established by paragraph (8)(a)** have been expressly found. The charter of a charter school that meets these requirements and has received a school grade lower than a “B” pursuant to s. 1008.34 in the most recently graded school year **must be renewed for no less than a 5-year term** except as provided in paragraph (9)(n). In order to facilitate long-term financing for charter school construction, charter schools **operating for a minimum of 3 years** and demonstrating **exemplary academic programming and fiscal management** are eligible for a **15-year charter renewal**. Such long-term charter is subject to **annual review** and may be terminated during the term of the charter.



PROCESS
AND
TIMELINE

STAGES OF THE RENEWAL PROCESS

Next to last
year of charter
agreement

Academic Programmatic Review team conducts on-site and desktop reviews of the renewing charter schools and provides feedback.

Letter of intent

Charter school indicates its intent to renew one year prior.

Process Meeting

The Charter School Office conducts an informational session to discuss the process the charter schools will need to follow. The Renewal Program Review Template is provided to all renewing charter schools at this time.

Submission

Charter schools are required to submit their renewal program review in Charter.Tools by the deadline. No hard copies are accepted.

Review Process

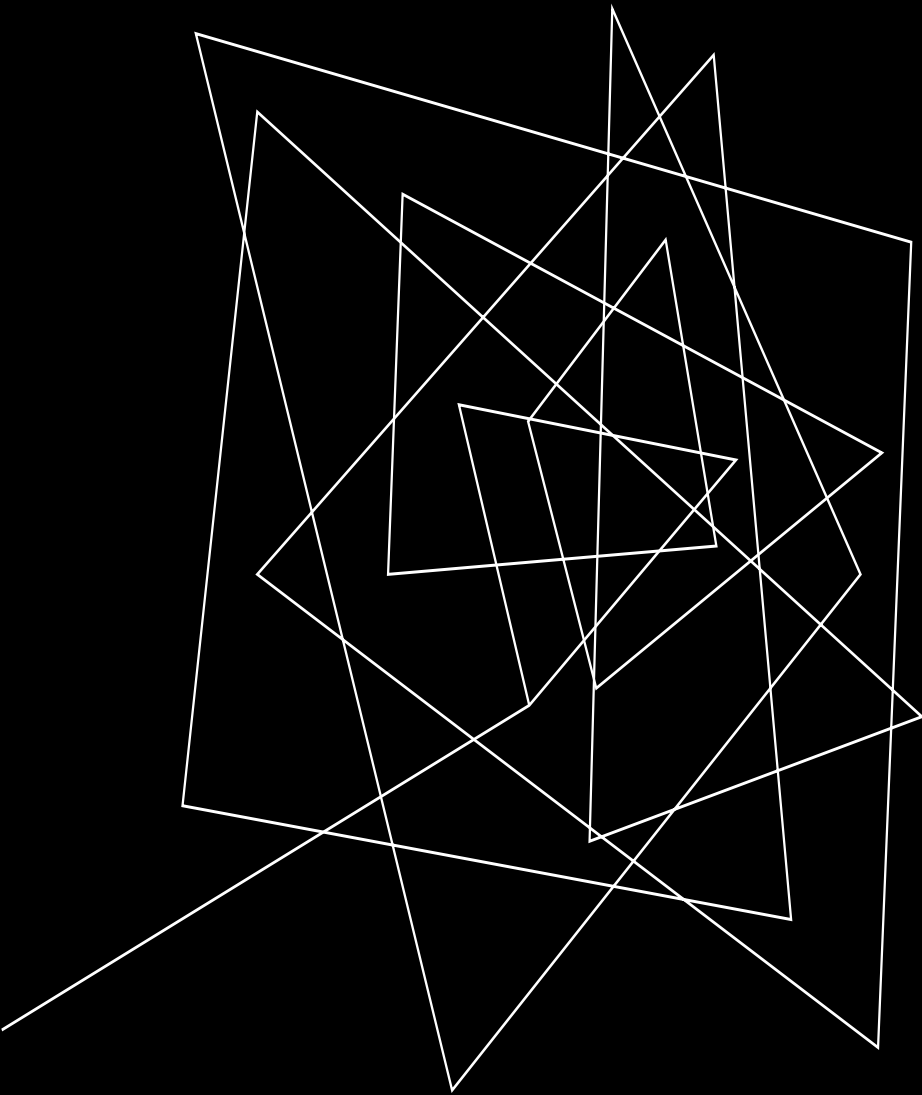
The Superintendent's Charter School Review Committee has one month to review and evaluate the narrative. Clarifying meetings are held once all evaluations have been completed.

Recommendation

The Superintendent presents the recommendation to the School Board of Broward County for approval or denial of the renewal.

RENEWAL PROCESS TIMELINE

Next to last year of charter agreement	The Academic Programmatic Review team visits the renewing schools in the fall and possibly spring to review and observe the schools' academic programs.
February-March	District staff reviews and updates the renewal program review template to include any recent statutory changes.
April	School's Governing Board is asked to indicate its intent to renew via a formal letter by a date specified in May.
May	Renewing charter schools and a Governing Board representative attend an informational session on the process and deadlines.
May - October	Charter schools work on completing the Renewal Program Review.
August	Memo is sent to all District staff involved in the renewal process.
October	District staff is trained on the charter renewal process.
October - November	District staff reviews and evaluates all renewal program reviews in Charter.Tools.
December	District staff meets with charter school representatives for a clarifying meeting.
December	Committee meets to determine recommendation to the Superintendent.
February – March	Governing Board is notified of the proposed action in writing (must be at least 90 days before renewing, nonrenewing, or terminating a charter.)



COMPONENTS
OF THE
RENEWAL
PROGRAM
REVIEW
TEMPLATE

AREAS OF FOCUS/COMPONENTS OF THE RENEWAL PROGRAM REVIEW

Educational Performance

- Federal Accountability
- State Accountability
- Mission-specific Accountability
- Educational Program Implementation

Financial Performance

- Financial Management
- Financial Viability

Organizational Performance

- Student Enrollment and Conduct
- Facilities
- School Safety and Security
- Governance, Staffing, and Parent Involvement

Charter schools are required to include sources of evidence to support the narrative.

EDUCATIONAL PERFORMANCE

In this section, charter schools are to elaborate on...

- Key Performance Indicators, subgroup performance, state assessment results, learning gains, school improvement plans (if applicable), school grades/school improvement ratings, graduation rates, cohort data.
- The school's mission statement and mission specific goals.
- Implementation of curriculum and instructional techniques, specialized instruction, ESE programs, Gifted program, ESOL program, MTSS/RtI, Early Warning Systems.

FINANCIAL PERFORMANCE

In this section, charter schools are to elaborate on...

- Professional financial competence and sound internal controls.
- The school's adherence to Generally Accepted Accounting Principles.
- Financial reporting requirements.
- Monitoring of the budget and financial obligations.
- Long term financial plans for the school.

ORGANIZATIONAL PERFORMANCE

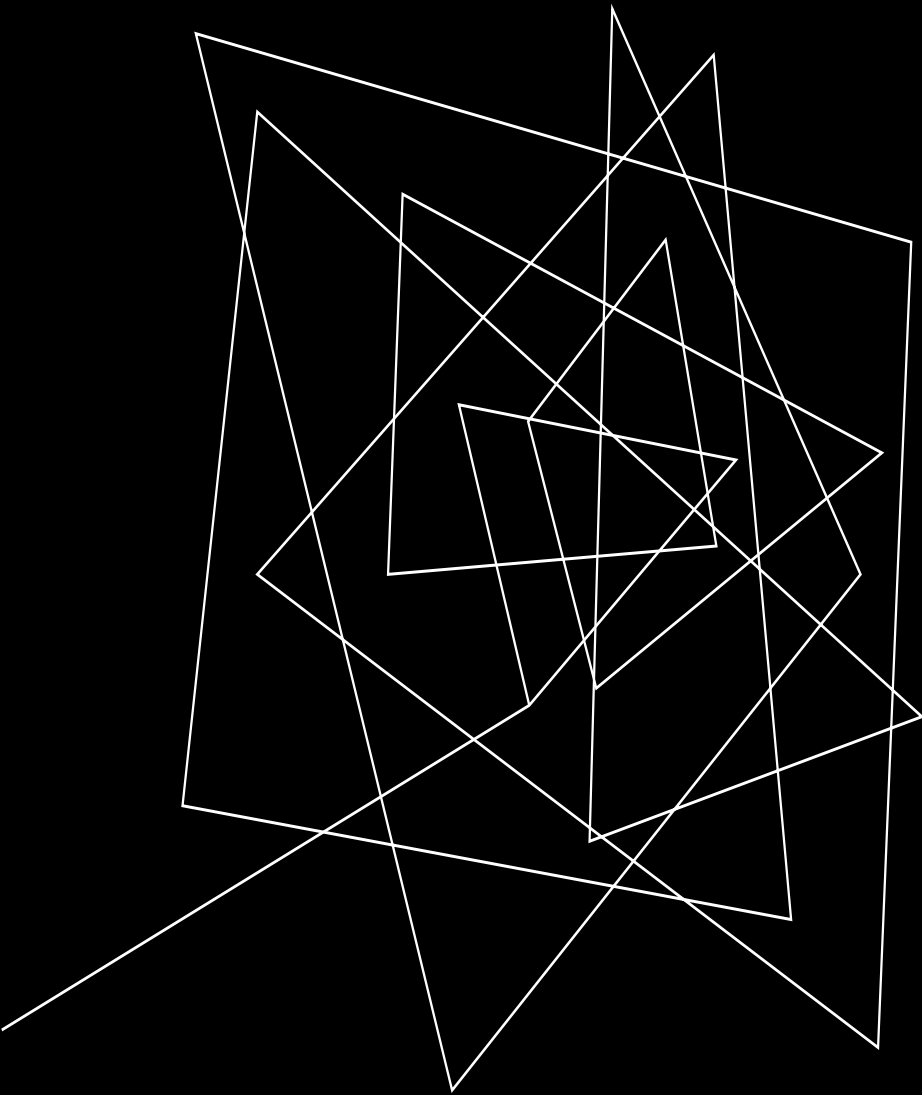
In this section, charter schools are to elaborate on...

- Enrollment trends and procedures, composition of student body.
- School safety requirements and procedures.
- Facilities compliance and health and safety inspections.
- Governing board compliance with trainings, fingerprints, and Sunshine Laws.
- Employment and staffing
- Parent involvement at the charter school.

THE EVALUATION RUBRIC

To keep it simple and consistent for the reviewers, the rubric from the FDOE Model Florida Charter School Application is used.

Rating	Definition	Comment/Question
Meets the Standard:	The response reflects a thorough understanding of key issues and demonstrates capacity to open and operate a quality charter school. It addresses the topic with specific and accurate information that shows thorough preparation and presents a clear, realistic picture of how the school expects to operate.	Not required
Partially Meets the Standard:	The response addresses most of the criteria, but the responses lack meaningful detail and require important additional information.	Required
Does Not Meet the Standard:	The response lacks meaningful detail, demonstrates lack of preparation, or otherwise raises substantial concerns about the applicant's understanding of the issue in concept or ability to meet the requirement in practice.	Required



THE
REVIEW
COMMITTEE
AND
CLARIFYING
MEETINGS

THE COMMITTEE MEMBERS

Charter Schools
Management/
Support Department

Director, Coordinators, ESE Specialist, ESOL
Curriculum Supervisor, Curriculum
Supervisor-Literacy K-5, Curriculum
Supervisor-Literacy 6-12

District
Departments-
Student-Service
Related

Content Area Specialists, ESE, ESOL,
Gifted/504, Student Assessment,
Demographics

Financial
Departments

Budget, Financial Reporting,
Office of the Chief Auditor

School Safety

Student Discipline, School Safety
and Emergency Preparedness

For the clarifying meetings, a subcommittee serves as the panel and consists mainly of the Charter Department, ESE, ESOL, Budget and Safety. For any area with significant deficiencies outside of the ones mentioned, that department is asked to attend.

CLARIFYING MEETINGS

District Staff	Governing Board and Charter School Representatives
Lead – Director of Charter Office	Governing Board Chair and Principal
Content Area Experts- <ul style="list-style-type: none"> • Curriculum • ESE • ESOL • Budget • School Safety and Security • Specialty Experts, i.e. Montessori, STEAM... • Any other highly deficient area 	<ul style="list-style-type: none"> • Board Member(s) • Principal • Members of leadership team with content area expertise on Educational Plan/Curriculum, ESE, ESOL • Finance • Education Service Provider or Charter Management Organization representative
Legal Counsel, depending on District preference	Legal Counsel, depending on School preference
School Board Member(s), depending on District preference	
External Reviewers i.e. school principals, depending on District preference	




Question – Do you think that it is important to adhere to the same time limits for all clarifying meetings?

POST-MEETING DEBRIEF

Important Considerations for a Strong vs. Weak Renewal

Did they complete all sections of the renewal program review thoroughly and submit it on time?	Were they able to adequately respond to or have the appropriate team members respond to the clarifying questions?
Were all sections of the program (educational, organizational, and business) equally strong and well-written?	Did the school have a sound plan that will cover the term of the next agreement?
Is the renewal program review a reflection of their professionalism/expertise?	Did the on-site programmatic reviews match what was written?
Did the renewal program review reflect on the current term and clearly refine what it plans to do for the next term?	Is the school a viable organization?



THANK YOU!
ANY QUESTIONS?

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