



ARKANSAS
DEPARTMENT
OF EDUCATION

AGENDA CHARTER AUTHORIZING PANEL

April 16, 2014

Arkansas Department of Education

ADE Auditorium

8:30 AM

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Reports

Report-1 Chair's Report

Presenter: Dr. Tom Kimbrell

Consent Agenda

C-1 Minutes – March 21, 2014

Presenter: Mary Perry

Action Agenda

A-1 Request for District Conversion Public Charter School Amendment: Academic Center of Excellence, Cabot School District

The State Board of Education approved the application for the Cabot School District to operate the Academic Center of Excellence on March 8, 2004. The charter is approved to serve students in grades 7-12 with a maximum enrollment of 500. Representatives of the Cabot School District are appearing before the Charter Authorizing Panel to request an amendment to the current charter.

Presenter: Mary Perry

A-2 Consideration of 2014 Open-Enrollment Public Charter School Application

Ark. Code Ann. § 6-23-301 requires the authorizer to adopt an application form for those wishing to apply to open an open-enrollment public charter school. Approval of this application form for review and release by the State Board of Education in May 2014 is requested.

Presenter: Mary Perry

**Minutes
Charter Authorizing Panel
Friday, March 21, 2014**

The Charter Authorizing Panel met on Friday, March 21, 2014, in the auditorium of the Department of Education building. Commissioner of Education Dr. Tom Kimbrell, Chair, called the meeting to order at 1:00 p.m.

Present: Dr. Tom Kimbrell, Chair; Dr. Megan Witonski, Vice Chair; Deborah Coffman; Mike Hernandez; John Hoy, and Dr. Karen Walters

Absent: Cody Decker

The transcription of this meeting may be accessed on the Arkansas Department of Education website at the following:

<http://www.arkansased.org/about-ade/charter-authorizing-panel/minutes/archive/2014>

Action Agenda

Request for Open-Enrollment Public Charter School Amendments: Arkansas Virtual Academy (ARVA)

Dr. Scott Sides discussed the waivers being requested.

A question and answer period followed.

It was moved by Dr. Walters, seconded by Mr. Hernandez, and carried unanimously to approve the amendment requests.

Request for Open-Enrollment Public Charter School Amendments: Benton County School of the Arts

Dr. Paul Hines discussed the waiver and name change being requested.

A question and answer period followed.

It was moved by Dr. Witonski, seconded by Mr. Hoy, and carried unanimously to approve the amendment requests.

Request for Open-Enrollment Public Charter School Amendment: Northwest Arkansas Classical Academy

Mr. Chris Baumann discussed the waiver being requested for Northwest Arkansas Classical Academy, Premier High School of Little Rock, and Quest Middle School of Pine Bluff.

A question and answer period followed.

It was moved by Dr. Walters, seconded by Mr. Hernandez, and carried unanimously to approve the amendment request for Northwest Arkansas Classical Academy.

Request for Open-Enrollment Public Charter School Amendment: Premier High School of Little Rock

It was moved by Dr. Witonski, seconded by Mr. Hoy, and carried unanimously to approve the amendment request for Premier High School of Little Rock.

Request for Open-Enrollment Public Charter School Amendment: Quest Middle School of Pine Bluff

It was moved by Dr. Witonski, seconded by Mr. Hernandez, and carried unanimously to approve the amendment request for Quest Middle School of Pine Bluff.

Request for Open-Enrollment Public Charter School Amendment: Quest Middle School of West Little Rock

Mr. Chris Baumann discussed the request to change the location of Quest Middle School of West Little Rock.

Mr. Jeff Hathaway, Mr. Jim Saxton, Mr. Dave Freiwald, Mr. Seth Roth, Mr. Chris Heller, and Ms. Vada Reynolds spoke in opposition to the amendment.

A question and answer period followed.

It was moved by Mr. Hoy, seconded by Mr. Hernandez, and carried unanimously to approve the amendment request.

Adjournment

The meeting adjourned at 3:50 p.m.

Minutes recorded by Mary Perry.

Amendment Request

**Academic Center of Excellence
Cabot School District**



ARKANSAS
DEPARTMENT
OF EDUCATION

CHARTER AMENDMENT REQUEST FORM

Charter Name Academic Center of Excellence

LEA Number 4304703

Type of Amendment Requested:

☒ Add a new campus

Address 401 N. Lincoln

Cabot, AR 72023

School district in which
the campus will be located Cabot

Charter Leader Michele Evans

Email address michele.evans@cps.k12.ar.us

Phone number 501-743-3540



CABOT PUBLIC SCHOOLS
602 NORTH LINCOLN STREET • CABOT, ARKANSAS 72023 • (501) 843-3363

To: Charter Authorizing Panel

Justification:

Cabot School District is requesting to amend the conversion charter for the Academic Center of Excellence. In an effort to serve more students in need of educational opportunities, we propose to add an additional campus to the existing charter. The additional building to be utilized is located on the Cabot High School campus.

The suggested program would serve up to 75 students of the current enrollment cap. These students would attend a regular school day. All students participating on this campus of ACE would be enrolled in electives on the high school campus and also continue to maintain the option of participating in extra-curricular activities.

Also, this program would have a particular focus on transitional ninth graders; those students who have completed their ninth grade year but have not earned a satisfactory amount of credits. These students often feel defeated too early in their high school career. Our hope would be for them to recover some credits while still attending on the high school campus and progressing with their academics.

In addition, we envision this program serving as a much needed step down piece from the alternative learning environment. As students shift from ALE back to the 'regular' campus they often time need opportunity to progress from one environment to the next. Cabot Schools feel that this location would give these students time and contingency to reacquaint with the regular classroom/campus setting.

Budget Considerations:

Cabot Schools would be adding two certified and one classified positions for this campus. These salaries and benefits would be paid from teacher salary fund.

Mark Russell
President

Donna Nash
Vice President

Brian Evans
Secretary

Wendel Msall

Dean Martin

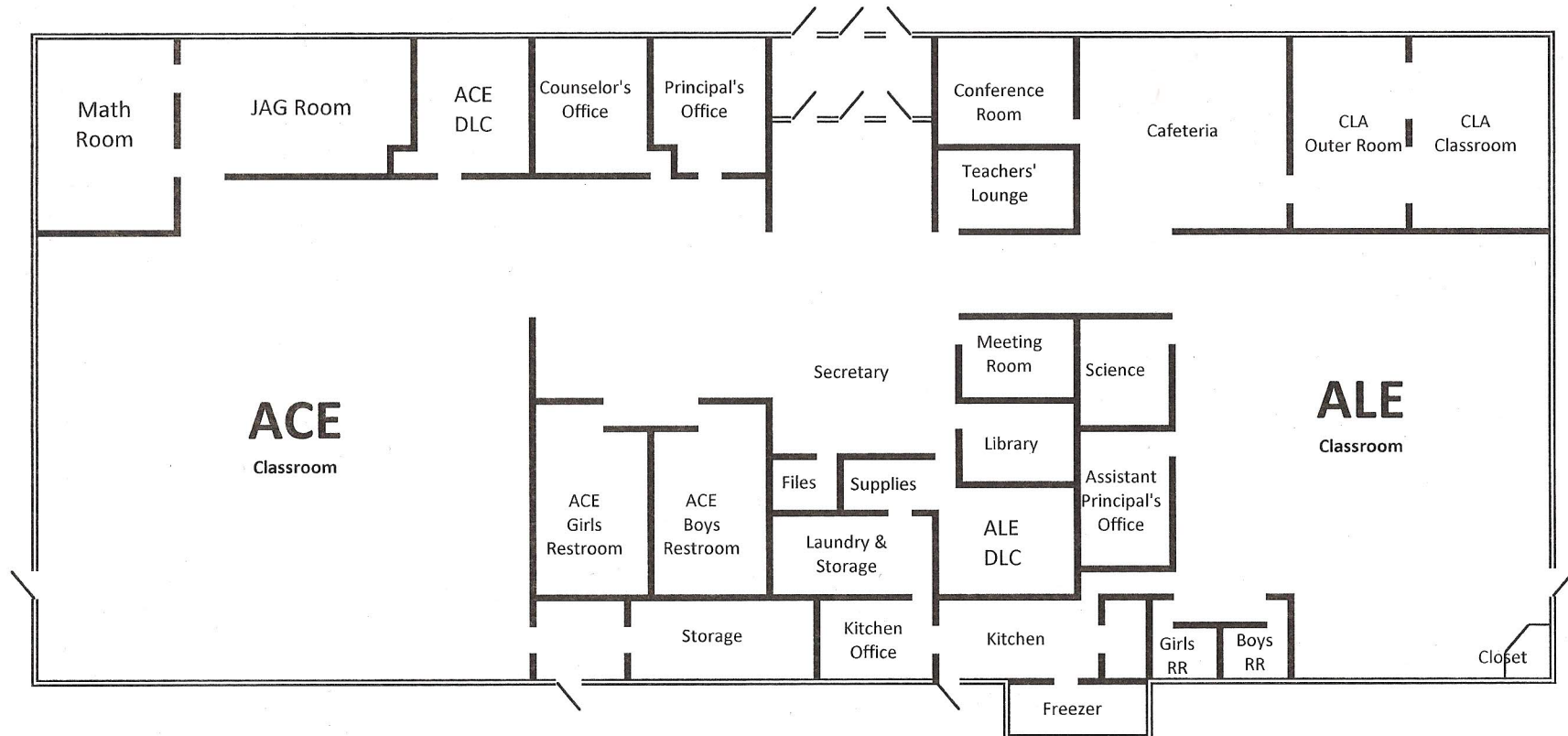
Corey Williams

Ricky Hill

ACE / ALE

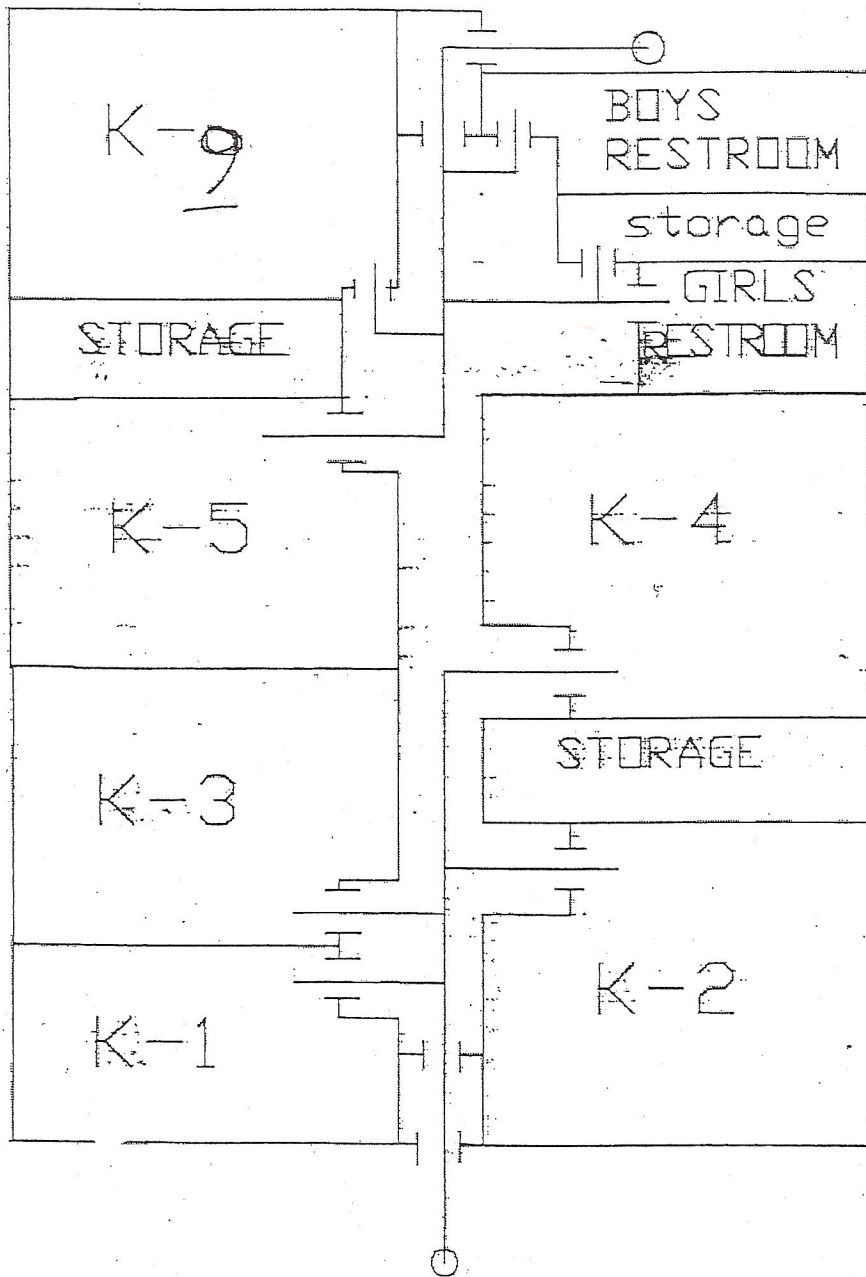
Hwy 321

Parking



NOTE: No Community Based Instruction (CBI) Classrooms

Proposed Additional Campus



2013 ESEA REPORT

Academic Center of Excellence

District: CABOT SCHOOL DISTRICT	Superintendent: WILLIAM THURMAN
School: ACADEMIC CENTER FOR EXCELLENCE	Principal: GWYN EVANS
LEA: 4304703	Grades: 07-12
Address: 21 FUNTASTIC DRIVE	Enrollment: 198
CABOT, AR 72023	Attendance (3 QTR AVG): 99.83
Phone: 501-743-3520	Poverty Rate: 40.40

OVERALL SCHOOL STATUS: **FOCUS**

PERCENT TESTED

PERCENT TESTED STATUS: ACHIEVING						
	LITERACY			MATHEMATICS		
ESEA Flexibility Indicators	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
All Students	73	76	96.05	84	86	97.67
Targeted Achievement Gap Group	38	40	95.00	50	51	98.04
ESEA Subgroups	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
African American						
Hispanic						
White	70	72	97.22	78	79	98.73
Economically Disadvantaged	34	36	94.44	44	45	97.78
English Language Learners						
Students with Disabilities	9	10	90.00	16	16	100.00

STUDENT PERFORMANCE -- LITERACY

LITERACY STATUS: NEEDS IMPROVEMENT										
	STATUS PERFORMANCE -- LITERACY					GROWTH PERFORMANCE -- LITERACY				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	30	38	78.95	86.28	91.00				85.70	93.00
Targeted Achievement Gap Group	10	18	55.56	75.92	91.00				78.27	93.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	77	102	75.49	86.28	91.00	15	18	83.33	85.70	93.00
Targeted Achievement Gap Group	22	37	59.46	75.92	91.00				78.27	93.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO		# Achieved	# Tested	Percentage	2013 AMO	
African American				71.33					72.66	
Hispanic				83.08					88.81	
White	30	38	78.95	86.58					85.73	
Economically Disadvantaged	10	16	62.50	79.35					79.83	
English Language Learners				67.59					81.78	
Students with Disabilities				48.12					60.80	

STUDENT PERFORMANCE -- MATHEMATICS

MATHEMATICS STATUS: NEEDS IMPROVEMENT										
	STATUS PERFORMANCE -- MATHEMATICS					GROWTH PERFORMANCE -- MATHEMATICS				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	26	37	70.27	87.95	92.00				79.33	81.00
Targeted Achievement Gap Group	8	17	47.06	79.72	92.00				68.93	81.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	72	96	75.00	87.95	92.00	12	18	66.67	79.33	81.00
Targeted Achievement Gap Group	16	34	47.06	79.72	92.00				68.93	81.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO		# Achieved	# Tested	Percentage	2013 AMO	
African American				71.41					65.38	
Hispanic				82.98					72.63	
White	25	35	71.43	88.41					79.83	
Economically Disadvantaged	7	14	50.00	82.09					70.88	
English Language Learners				67.74					62.13	
Students with Disabilities				59.78					46.95	

2012 SCHOOL GRADUATION RATE

GRADUATION RATE STATUS: NEEDS IMPROVEMENT					
	2012 SCHOOL GRADUATION RATE				
ESEA Flexibility Indicators	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	33	73	45.21	77.63	94.00
Targeted Achievement Gap Group	12	37	32.43	66.13	94.00
Three Year Average Performance	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	109	232	46.98	77.63	94.00
Targeted Achievement Gap Group	34	100	34.00	66.13	94.00
ESEA Subgroups	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	
African American				72.23	
Hispanic				76.85	
White	32	66	48.48	77.53	
Economically Disadvantaged	8	30	26.67	62.97	
English Language Learners				100.00	
Students with Disabilities	4	11	36.36	72.92	

2013 ESEA REPORT

Cabot High School

District: CABOT SCHOOL DISTRICT	Superintendent: WILLIAM THURMAN
School:CABOT HIGH SCHOOL	Principal:HENRY HAWKINS
LEA:4304005	Grades:10-12
Address:401 N LINCOLN	Enrollment:2052
CABOT, AR 72023	Attendance (3 QTR AVG):93.27
Phone:501-843-3562	Poverty Rate:25.88

OVERALL SCHOOL STATUS: **NEEDS IMPROVEMENT**

PERCENT TESTED

PERCENT TESTED STATUS: ACHIEVING						
	LITERACY			MATHEMATICS		
ESEA Flexibility Indicators	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
All Students	638	641	99.53	545	551	98.91
Targeted Achievement Gap Group	193	195	98.97	225	228	98.68
ESEA Subgroups	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
African American	15	15	100.00	13	13	100.00
Hispanic	23	23	100.00	24	25	96.00
White	581	584	99.49	500	505	99.01
Economically Disadvantaged	162	164	98.78	206	209	98.56
English Language Learners	12	12	100.00	10	11	90.91
Students with Disabilities	48	49	97.96	33	34	97.06

STUDENT PERFORMANCE -- LITERACY

LITERACY STATUS: NEEDS IMPROVEMENT					
	STATUS PERFORMANCE -- LITERACY				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	496	618	80.26	83.69	91.00
Targeted Achievement Gap Group	113	182	62.09	63.83	91.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	1466	1840	79.67	83.69	91.00
Targeted Achievement Gap Group	311	533	58.35	63.83	91.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO	
African American	9	14	64.29	61.54	
Hispanic	16	22	72.73	55.88	
White	461	564	81.74	85.19	
Economically Disadvantaged	104	153	67.97	70.55	
English Language Learners	3	12	25.00	16.67	
Students with Disabilities	16	44	36.36	35.53	

STUDENT PERFORMANCE -- MATHEMATICS

MATHEMATICS STATUS: ACHIEVING					
	STATUS PERFORMANCE -- MATHEMATICS				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	430	513	83.82	81.27	92.00
Targeted Achievement Gap Group	168	209	80.38	75.99	92.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	1164	1442	80.72	81.27	92.00
Targeted Achievement Gap Group	421	576	73.09	75.99	92.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO	
African American	7	12	58.33	35.18	
Hispanic	19	24	79.17	74.64	
White	399	470	84.89	82.10	
Economically Disadvantaged	155	190	81.58	78.76	
English Language Learners	7	10	70.00	58.33	
Students with Disabilities	22	32	68.75	62.13	

2012 SCHOOL GRADUATION RATE

GRADUATION RATE STATUS: ACHIEVING					
	2012 SCHOOL GRADUATION RATE				
ESEA Flexibility Indicators	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	591	642	92.06	83.53	94.00
Targeted Achievement Gap Group	151	179	84.36	74.55	94.00
Three Year Average Performance	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	1601	1868	85.71	83.53	94.00
Targeted Achievement Gap Group	409	543	75.32	74.55	94.00
ESEA Subgroups	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	
African American	12	13	92.31	69.70	
Hispanic	17	20	85.00	88.09	
White	548	593	92.41	83.43	
Economically Disadvantaged	123	150	82.00	72.44	
English Language Learners				100.00	
Students with Disabilities	48	57	84.21	77.38	

2013 ESEA REPORT

Cabot School District

OVERALL SCHOOL STATUS: **NEEDS IMPROVEMENT**

PERCENT TESTED						
PERCENT TESTED STATUS:	ACHIEVING					
	LITERACY			MATHEMATICS		
ESEA Flexibility Indicators	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
All Students	5481	5508	99.51	6301	6337	99.43
Targeted Achievement Gap Group	2336	2353	99.28	2676	2697	99.22
ESEA Subgroups	# Attempted	# Expected	Percentage	# Attempted	# Expected	Percentage
African American	131	131	100.00	142	143	99.30
Hispanic	226	228	99.12	257	259	99.23
White	4940	4965	99.50	5701	5734	99.42
Economically Disadvantaged	2069	2082	99.38	2376	2392	99.33
English Language Learners	88	88	100.00	93	94	98.94
Students with Disabilities	583	590	98.81	650	658	98.78

STUDENT PERFORMANCE -- LITERACY										
LITERACY STATUS:	NEEDS IMPROVEMENT									
	STATUS PERFORMANCE -- LITERACY					GROWTH PERFORMANCE -- LITERACY				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	4512	5288	85.33	86.28	91.00	2949	3540	83.31	85.70	93.00
Targeted Achievement Gap Group	1632	2214	73.71	75.92	91.00	1106	1507	73.39	78.27	93.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	13356	15691	85.12	86.28	91.00	8923	10591	84.25	85.70	93.00
Targeted Achievement Gap Group	4769	6483	73.56	75.92	91.00	3270	4358	75.03	78.27	93.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO		# Achieved	# Tested	Percentage	2013 AMO	
African American	95	119	79.83	71.33		66	77	85.71	72.66	
Hispanic	178	215	82.79	83.08		119	144	82.64	88.81	
White	4086	4777	85.53	86.58		2670	3212	83.13	85.73	
Economically Disadvantaged	1521	1957	77.72	79.35		1030	1359	75.79	79.83	
English Language Learners	54	84	64.29	67.59		32	44	72.73	81.78	
Students with Disabilities	205	555	36.94	48.12		145	345	42.03	60.80	

STUDENT PERFORMANCE -- MATHEMATICS										
MATHEMATICS STATUS:	NEEDS IMPROVEMENT									
	STATUS PERFORMANCE -- MATHEMATICS					GROWTH PERFORMANCE -- MATHEMATICS				
ESEA Flexibility Indicators	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	5096	6072	83.93	87.95	92.00	2409	3540	68.05	79.33	81.00
Targeted Achievement Gap Group	1879	2537	74.06	79.72	92.00	849	1507	56.34	68.93	81.00
Three Year Average Performance	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL	# Achieved	# Tested	Percentage	2013 AMO	90TH PCTL
All Students	15333	17918	85.57	87.95	92.00	7764	10595	73.28	79.33	81.00
Targeted Achievement Gap Group	5631	7393	76.17	79.72	92.00	2692	4361	61.73	68.93	81.00
ESEA Subgroups	# Achieved	# Tested	Percentage	2013 AMO		# Achieved	# Tested	Percentage	2013 AMO	
African American	85	121	70.25	71.41		46	77	59.74	65.38	
Hispanic	174	233	74.68	82.98		85	144	59.03	72.63	
White	4250	5076	83.73	88.41		2199	3212	68.46	79.83	
Economically Disadvantaged	1719	2247	76.50	82.09		801	1359	58.94	70.88	
English Language Learners	59	89	66.29	67.74		23	44	52.27	62.13	
Students with Disabilities	302	620	48.71	59.78		94	345	27.25	46.95	

2012 SCHOOL GRADUATION RATE					
GRADUATION RATE STATUS:	ACHIEVING				
	2012 SCHOOL GRADUATION RATE				
ESEA Flexibility Indicators	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	624	715	87.27	77.63	94.00
Targeted Achievement Gap Group	163	216	75.46	66.13	94.00
Three Year Average Performance	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	90TH PCTL
All Students	1710	2162	79.09	77.63	94.00
Targeted Achievement Gap Group	443	673	65.82	66.13	94.00
ESEA Subgroups	# Actual Graduates	# Expected Graduates	Percentage	2012 AMO	
African American	12	15	80.00	72.23	
Hispanic	17	23	73.91	76.85	
White	580	659	88.01	77.53	
Economically Disadvantaged	131	180	72.78	62.97	
English Language Learners				100.00	
Students with Disabilities	52	68	76.47	72.92	

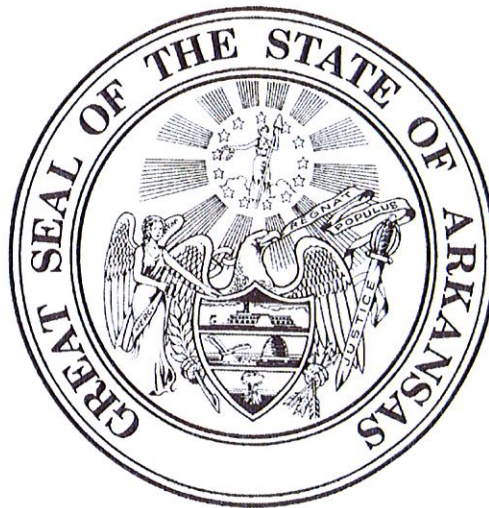


ARKANSAS DEPARTMENT OF EDUCATION

2014 Application Open-Enrollment Public Charter School

Deadline for Receipt of Submission: Monday, July 21, 2014, 4:00 p.m.

Applications will not be accepted after this time.



Name of Proposed Charter School:

Any application that is substantially incomplete will not be forwarded to the authorizer for consideration. An application will be considered substantially incomplete if it does not provide enough information to enable staff at the Arkansas Department of Education to provide a meaningful review.

**Arkansas Department of Education
Charter School Office
Four Capitol Mall Little Rock,
AR 72201
501.683.5313**

**ARKANSAS DEPARTMENT OF EDUCATION
2014 APPLICATION
OPEN-ENROLLMENT PUBLIC CHARTER SCHOOL**

A. GENERAL INFORMATION

Name of Proposed Charter School: _____

Grade Level(s) for the School: _____ Student Enrollment Cap: _____

Name of Sponsoring Entity: _____

The applicant is an "eligible entity" under the following category (check one):

- ☐ a public institution of higher education;
- ☐ a private nonsectarian institution of higher education;
- ☐ a governmental entity; or
- ☐ an organization that is nonsectarian in its programs and operations, and is, or will be, exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. (A copy of the entity's letter from the IRS reflecting tax exempt status or a copy of the entity's application for 501(c)(3) status must be included with the application. Articles of incorporation or a letter acknowledging non-profit status from the Secretary of State will not suffice.) To be eligible, an entity must hold or have applied for 501(c)(3) status at the time this charter application is filed. The entity must receive formal tax exempt status under §501(c)(3) of the Internal Revenue Code of 1986 prior to the first day of its operation with students.

Non-profit entities without the required Internal Revenue Service documentation are not eligible to be awarded charters; therefore, any applications submitted without the proper documentation will not be reviewed.

Name of Contact Person: _____

Address: _____ City: _____

ZIP: _____ Daytime Phone Number: (____) _____ FAX: (____) _____

Email: _____

Charter Site

Address: _____ City: _____

ZIP: _____ Date of Proposed Opening: _____

Chief Operating Officer

of Proposed Charter (if known): _____ Title: _____

Address: _____ City: _____

ZIP: _____ Daytime Phone Number: (____) _____

The proposed charter will be located in the _____ School District.

Provide a comprehensive list of all individuals, including but not limited to entity board members and charter school board members, involved in the organization and design of the proposed school as well as the proposed application process. Please note that Ark. Code Ann. §6-24-105 prohibits charter school board members from contracting with or being employed by the charter school except in certain limited circumstances.

Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____
Name: _____	Position: _____	State of Residence: _____

List the current K-12 student enrollment of the district where the proposed public charter school would be located.

_____ (Total District Enrollment)

List the school districts from which the charter school expects to draw students.

_____	_____	_____
_____	_____	_____
_____	_____	_____

B. EXECUTIVE SUMMARY

Provide the mission statement of the proposed school.

Applicant Response:

Briefly describe the key programmatic features that the school will implement in order to accomplish the mission.

Applicant Response:

C. NARRATIVE DESCRIPTION OF THE PROPOSED CHARTER SCHOOL

The applicant for the proposed charter school, if approved by the authorizer, agrees to operate the educational program described below in accordance with the provisions described within this document, Arkansas Code Annotated §6-23-101 et seq., the State Board of Education Rules Governing Public Charter Schools, and the attached assurances.

Provide a narrative description of the various components of the proposed charter school by responding to the following prompts:

1. Describe the results of the public hearing, which was held for the purpose of assessing support for the establishment of this public charter school. Provide copies of supporting evidence.

Applicant Response:

Attach documentation to demonstrate that each of the following requirements of Arkansas Code Annotated §6-23-302 was met:

- A. The notice of the public hearing was published on a weekly basis for at least three (3) consecutive weeks prior to the date of the hearing in a newspaper having general circulation in the school district in which the school will likely be located.
- B. The notice of the public hearing was not published in the classified or legal notice section of the newspaper.
- C. The last publication date of the notice was no less than seven days prior to the public meeting.
- D. Within seven calendar days following the first publication of the notice of the public hearing, emails announcing the public hearing were sent to the superintendent of each of the school districts from which the open-enrollment public charter school is likely to draw students for the purpose of enrollment and the superintendent of any district that is contiguous to the district in which the open-enrollment public charter school will be located.

2. Describe the governing structure of the open-enrollment charter school, including board composition, selection process, and responsibilities. Also describe the role of the administrators, faculty, parents, students, and community members in the leadership and decision-making of the school. As part of your response, answer the following specific questions:
 - A. Identify what individual, job position(s), or entity(s) will have final decision-making authority for the school in the areas of (1) finance and purchasing; (2) student discipline; (3) hiring and firing of staff; and (4) hiring and firing of the school director or superintendent.
 - B. Specify how the final decision-maker(s) identified in response to (A)(3) will be selected or elected, including (1) length of term, (2) method of selection or election, and (3) who will have the authority to participate in the selection or election process.
 - C. Explain how and to what extent the school's leadership will be accountable to parents.

Applicant Response:

3. Give the mission statement for the proposed charter school.

Applicant Response:

4. Describe the educational need for the school by responding to the following prompts.

Complete the following charts to include 2013 literacy and mathematics performance assessment data and graduation rates for the district in which the charter would be located and the schools closest to the proposed charter.

DISTRICT DATA - DISTRICT IN WHICH THE CHARTER WOULD BE LOCATED			
District Name			
District Status			
	LITERACY 2013 ESEA Report Percentage Achieving or Advanced	MATH 2013 ESEA Report Percentage Achieving or Advanced	Graduation Rate 2012-2013 2013 Report Card Percent Graduated
All Students (Combined)			
Targeted Achievement Gap Group			
African American			
Hispanic			
White/Caucasian			
Economically Disadvantaged			
English Language Learners/ Limited English Proficient			
Students with Disabilities			

CAMPUS DATA - ELEMENTARY SCHOOL CLOSEST TO THE PROPOSED CHARTER LOCATION		
District Name		
Campus Name		
Grade Levels		
Campus Status		
	LITERACY 2013 ESEA Report Percentage Achieving or Advanced	MATH 2013 ESEA Report Percentage Achieving or Advanced
All Students (Combined)		
Targeted Achievement Gap Group		
African American		
Hispanic		
White/Caucasian		
Economically Disadvantaged		
English Language Learners/ Limited English Proficient		
Students with Disabilities		

CAMPUS DATA - MIDDLE SCHOOL CLOSEST TO THE PROPOSED CHARTER LOCATION		
District Name		
Campus Name		
Grade Levels		
Campus Status		
	LITERACY 2013 ESEA Report Percentage Achieving or Advanced	MATH 2013 ESEA Report Percentage Achieving or Advanced
All Students (Combined)		
Targeted Achievement Gap Group		
African American		
Hispanic		
White/Caucasian		
Economically Disadvantaged		
English Language Learners/ Limited English Proficient		
Students with Disabilities		

CAMPUS DATA - HIGH SCHOOL CLOSEST TO THE PROPOSED CHARTER LOCATION			
District Name			
Campus Name			
Grade Levels			
Campus Status			
	LITERACY 2013 ESEA Report Percentage Achieving or Advanced	MATH 2013 ESEA Report Percentage Achieving or Advanced	Graduation Rate 2012-2013 2013 Report Card Percent Graduated
All Students (Combined)			
Targeted Achievement Gap Group			
African American			
Hispanic			
White/Caucasian			
Economically Disadvantaged			
English Language Learners/ Limited English Proficient			
Students with Disabilities			

Explain the educational need for the charter in light of the academic performance by the district in which the charter would be located and at the schools closest to the charter and other significant factors. Be certain to include the source for information presented.

Applicant Response:

If the performance of students at schools and or/districts not noted in the previous charts demonstrate the need for the charter, provide the student performance data and its source and explain.

Applicant Response:

Describe the innovations that will distinguish the charter from other schools.

Applicant Response:

On the following table, list the specific measurable goals in reading, reading comprehension, and mathematics, based on the state mandated assessments, and any other assessment tools if used, for improving student academic achievement for each year of the public charter school's initial five-year period. For each goal, include the following:

- The tool to be used to measure the academic performance;
- The level of performance that will demonstrate success; and
- The timeframe for the achievement of the goal.

GOAL	Assessment Instrument for Measuring Performance	Performance Level that Demonstrates Achievement	When Attainment of the Goal Will Be Assessed

Explain how the attainment of the goals will demonstrate that the charter is meeting the identified educational need for the school and fulfilling its mission.

Applicant Response:

6. Describe the educational program to be offered by the charter school

Applicant Response:

7. Describe the process that will be used to ensure all curriculum materials used in the educational program are aligned with the Arkansas Curriculum Frameworks and the Common Core State Standards as adopted, and periodically revised, by the State Board of Education.

Applicant Response:

8. Describe the manner in which the school will make provisions for the following student services, even in those areas for which a waiver is requested:

A) Guidance program;

Applicant Response:

B) Health services;

Applicant Response:

C) Media center;

Applicant Response:

D) Special education;

Applicant Response:

E) Transportation;

Applicant Response:

F) Alternative education, including Alternative Learning Environments;

Applicant Response:

G) English Language Learner (ELL) instruction

Applicant Response:

H) Gifted and Talented Program.

Applicant Response:

9. Describe the geographical area to be served by the charter. List all school districts within the geographical area likely to be affected by the open-enrollment public charter school.

Applicant Response:

10. Describe the plan for the school officials to provide an annual report to parents, the community, and the authorizer that demonstrates the progress made by the charter school during any previous academic year in meeting its academic performance objectives. (*See ADE Rules Governing Standards for Accreditation of Arkansas Public Schools and School Districts.*)

Applicant Response:

11. Describe the enrollment criteria and recruitment processes, that will provide an equal opportunity for all parents and students to learn about and apply for admission to the proposed public charter school.

Applicant Response:

Check which of the following enrollment preferences, as permissible in Arkansas Code Annotated §6-23-306(14)(C), would be allowed at the charter school.

- ☐ Children of founding members of the charter school
- ☐ Siblings of enrolled students
- ☐ No enrollment preferences (No other boxes may be checked in order to select this option.)

It is affirmed that a random, anonymous student selection method will be utilized in the event that more students apply for admission to the open-enrollment public charter school than can be accommodated under the terms of the charter, except as allowed for in Arkansas Code Annotated §6-23-306(14)(C).

- ☐ Yes
- ☐ No

Describe procedures for conducting the lottery process, including the timeline for enrolling, the date of the lottery and the way in which students will be placed on waiting lists. Explain how the charter will ensure that the lottery process is transparent to the public.

Applicant Response:

If it is believed that the use of a weighted lottery is required by federal court or administrative order, explain and furnish a copy of the order.

Applicant Response:

12. Name any founders or board members of the proposed charter's sponsoring entity, management company staff, and/or leaders of the proposed charter who have any prior involvement in the operation of one or more other charter schools and complete a Prior Charter Involvement **template** for each individual listed.

Applicant Response:

13. Summarize the job descriptions of the school director and other key personnel. Specify the qualifications to be met by professional employees (administrators, teachers, counselors, etc.) of the program. List the types of administrative positions, teaching positions, and support positions for the school.

Applicant Response:

14. Explain how the school will conduct its business office. Tell about business office personnel and describe the plan for managing procurement activities, and the process by which the school governance will adopt an annual budget.

Applicant Response:

Complete the budget template showing a balanced budget with realistic expectations of revenue and expenditures.

Provide the minimum number of students who must attend the charter in order for the school to be financially viable. Describe the method used to calculate this number. Tell who made the calculations and describe the financial expertise of the individuals who assisted in this assessment.

Describe the contingency plan if fewer students than necessary for financial viability enroll before the first day of school. Provide a detailed explanation of the ways in which the charter leaders will provide the education program outlined in the application to fewer students that determined necessary for financial viability or a date certain by which charter leaders will notify the parents, leaders of surrounding districts and open-enrollment charters, and staff at the Arkansas Department of Education that the school will not open as anticipated.

Explain how charter leaders will provide the education program outlined in the application if enough students for financial viability enroll and are admitted but fail to arrive when school begins.

Describe preparations to pay for any unexpected, but necessary and possibly urgent expenses.

Applicant Response:

15. Describe the manner in which an annual audit of the financial and programmatic operations of the school will be conducted. If the school wishes to request that the authorizer allow a licensed accountant or licensed certified public accountant, rather than the Legislative Auditor, to perform the first-year audit, identify the accountant by name, firm, address, and phone number. The named accountant must meet the requirements of ADE Rules Governing Publicly Funded Educational Institution Audit Requirements, including the prohibition on auditors providing non-audit services (such as accounting or consulting services) to auditees. A school's preference as stated in this application may not be changed without prior approval of the authorizer.

Applicant Response:

16. It is affirmed that the public charter school will participate in the Arkansas Public School Computer Network, as required by state statute and by State Board of Education rule, for reporting **both education data and financial data**, including grant funds or private donations received directly by the charter school.
- ☐ Yes
- ☐ No
17. Describe the facilities to be used. Give the present use of the facility. If the facility to be used for the school is a facility of a school district, describe the terms established by the local school board of the district stipulating the relationship between the proposed public charter school and the district pertaining to the use of the facility. Attach a copy of the agreement, signed by the president of the local school board, the chair or president of the governing body of the proposed open-enrollment public charter school, and the chief operating officer of the proposed charter. If the facility is not operated by a school district, attach a copy of the Facilities Utilization Agreement, signed by the entity owning or operating the facility and the chief operating officer of the proposed charter. A proposed lease may also be submitted but is not required. Please note that any lease or other debt must be approved by the Commissioner of Education.

Applicant Response:

Identify the owner(s) of the proposed facility and describe their relationship, if any, with:

- (1) Members of the local board of the public school district where the proposed open-enrollment public charter school will be located,
- (2) Employees of the public school district where the proposed open-enrollment public charter school will be located,
- (3) The eligible entity sponsoring the open-enrollment public charter school, or
- (4) Employees/directors/administrators of the sponsoring entity or proposed open-enrollment public charter school.

Applicant Response:

The facility will comply with all requirements for accessibility in accordance with the Americans with Disabilities Act (ADA) and Individuals with Disabilities Education Act (IDEA) and all other state and federal laws and local zoning ordinances.

☐ Yes

☐ No

If the facility does not currently meet these requirements, provide a list of items that will need to be addressed to bring the facility into compliance. Also include a statement of permissible uses for the facility from the local zoning authority, and whether there are any alcohol sales within 1,000 feet of the facility.

Applicant Response:

18. For each and every individual specifically identified by name in Section A of the application (the contact person, chief operating officer, board members, and other individuals), identify any family or financial relationship which may exist between that individual and:
- (A) Any other individual specifically identified by name in Section A of the application;
 - (B) Any individual or entity with whom the sponsoring entity or charter school has contracted, or intends to contract, to provide any services or products for the proposed charter school; and/or
 - (C) The owner(s) of the facilities to be used.

For the purpose of this prompt, an individual has a financial relationship with another individual or entity if he or she:

- (1) Receives compensation or benefits directly or indirectly from the entity or individual;
- (2) Is an officer, director, partner, employee, or owner of more than 5% of the shares of an entity that is a corporation, partnership, sole proprietorship, or LLC; and/or
- (3) Has a family member (spouse, sibling, parent or child, or the spouse of a sibling, parent, or child) who is an officer, director, partner, employee, or owner of more than 5% of the shares of an entity that is a corporation, partnership, sole proprietorship, or LLC.

Applicant Response:

Explain the procedures to be followed if a conflict of interest is identified. The procedures must ensure that all actions are in the best interest of the school and the students at the school.

Applicant Response:

19. Describe the manner in which the school will make provisions for food services. State whether the proposed charter school will apply to participate in the federal National School Lunch program or other federal nutrition programs.

Applicant Response:

20. Describe how the parents or guardians of the enrolled students and other members of the community will be involved with the school to positively impact the charter school's educational programs.

Applicant Response:

21. List the provisions of Title 6 of the Arkansas Code Annotated (Education Code), State Board of Education rules, and sections of the *Standards for Accreditation of Arkansas Public Schools and School Districts* from which the public charter school seeks to be exempted in order to meet the goals of the school. Identify the specific statute, rule, or standard requested to be waived by title and section number if applicable. **Provide a brief description of the rationale for each waiver requested that explains the way in which each waiver assists in implementing the educational program of the charter and fulfilling the charter's mission.**

Applicant Response:

22. Describe the potential impact of the proposed public charter school on the efforts of affected public school district(s) to comply with court orders and statutory obligations to create and maintain a unitary system of desegregated public schools.

Applicant Response:

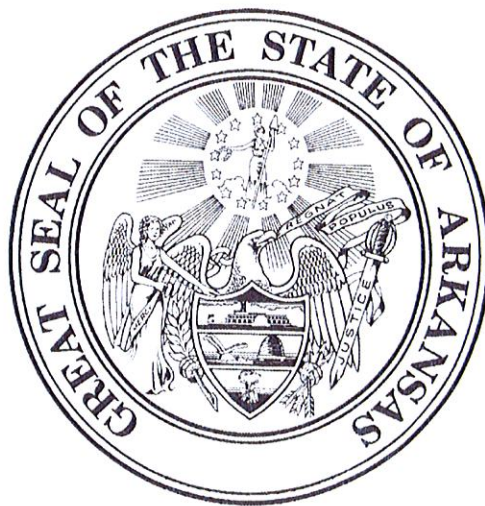
23. Explain what the charter founders and other leaders are doing or will do to ensure the success of the charter school in perpetuity.

Applicant Response:



ARKANSAS DEPARTMENT OF EDUCATION

Arkansas Department of Education Instructions for Completing the 2014 Open-Enrollment Public Charter School Application



**Arkansas Department of Education
Charter School Office
Four Capitol Mall
Little Rock, AR 72201
501.683.5313**

2014 Open-Enrollment Public Charter School Application Timeline

Thursday, May 29, 2014

A letter of intent to apply for an open-enrollment charter must be received at the Arkansas Department of Education by 4:00 p.m.

Monday, June 9, 2014

An open-enrollment charter applicant workshop will be held at the Arkansas Department of Education, Four Capitol Mall, Little Rock, AR 72201.
APPLICANT ATTENDANCE IS MANDATORY.

Dates to Be Determined by the Applicant

The applicant publishes notice of a public hearing about the proposed charter once a week for three consecutive weeks in a newspaper having general circulation in the public school district in which the school will be located. The notice must not be in the classified or legal section of the newspaper.

The notice of the public hearing about the proposed charter is emailed to the superintendent of each district from which the open-enrollment public charter school is likely to draw students and the superintendent of any district that is contiguous to the district in which the school will be located within seven calendar days of the first publication.

Monday, July 21, 2014

Open-enrollment applications must be received by the Arkansas Department of Education and the superintendent of each public school district likely to be affected by proposed charter school by 4:00 p.m.

August/July/September

The Arkansas Department of Education Charter Internal Review Committee reviews each application and documents questions and concerns.

The applicant responds to Charter Internal Review Committee comments.

The Charter Internal Review Committee reviews the responses and notes remaining concerns, if any.

October 2014

Open-enrollment charter applicant hearings are conducted by the Charter Authorizing Panel.

November 2014

The State Board of Education decides whether to review the panel's decisions.

Date to Be Determined by the State Board of Education

If the State Board of Education decides to review a charter applicant decision made by the Charter Authorizing Panel, the State Board conducts an applicant hearing.

***Note - All information must be received in the Charter School Office of the Arkansas Department of Education no later than 4:00 p.m. on the date of the deadline. Information received in the Charter School Office after 4:00 p.m. on the established date will not be processed. It is the responsibility of the applicant to adhere to all charter application deadlines. It is the applicant's responsibility to consider the length of the time that may be required for electronic submissions to reach the Charter School Office.**

GENERAL INSTRUCTIONS ON COMPLETING THE APPLICATION

The application must be completed using the fillable form and the templates provided.

Note the following:

- There are a limited number of characters allowed for each response. It is advisable to ensure that each response fits into the space allowed. Text that does not fit in the text boxes cannot be reviewed.
- Use the font and font size that are set for responses. If you type responses in another program, make certain that Arial font, size 10 is used and copied into the text boxes.
- Include a response in every text box.
- A complete application includes the fillable form with all other required documents attached at the end.
- When the fillable form is complete, create a flattened PDF by using a 'print to PDF' function, or by printing the completed fillable form and scanning it as a new PDF.
- The following documents must be scanned; signed as required; and attached, **in the order listed**, to the PDF after the completed application form:

REQUIRED ATTACHMENTS

APPLICANTS MUST USE ALL TEMPLATES THAT ARE PROVIDED.

- Evidence that the sponsoring entity is eligible to apply for a charter (non-profit entities must provide the determination letter from the Internal Revenue Service showing that that sponsoring entity is exempt from taxation under 501(c)(3) of the Internal Revenue Code or the sponsoring entity's application to the Internal Revenue Service for exemption from taxation under 501(c)(3) of the Internal Revenue Code);
- Documentation showing that all requirements pertaining to the public hearing were met;
- Evidence of parental and community support (five-page limit);
- The proposed school's 2015-2016 calendar;
- The proposed school's 2015-2016 daily schedule;
- The 2015-2016 and 2016-2017 Salary Schedule and Budget **template**;
- The **signed** Facilities Utilization Agreement **template**; and
- The **signed** Statement of Assurances **template**.

ATTACHMENTS TO BE INCLUDED ONLY IF APPROPRIATE

- A Prior Charter Involvement **template** for each individual associated with the proposed charter who has prior charter experience;
- A facility lease;
- If an applicant believes that a weighted admissions lottery is required by federal court or administrative order, a copy of the order; and
- Documentation demonstrating that funds listed on the budget template as "Other Sources of Revenue" **have already been awarded for the operation of the proposed school**.

Save the PDF as "**Proposed Charter School's Name 20134 Application.**"

In order for the application to be considered by the authorizer during the 2014 application cycle, submit the named PDF, via email, to the Arkansas Department of Education at the following email addresses so that it is received no later than 4:00 p.m., **Monday, July 21, 2014:**

ade.charterschools@arkansas.gov.

It is imperative that the email transmission time is considered as the application must be received at the Arkansas Department of Education by the deadline.

An application must be sent, via the same email transmission that the application is sent to the Arkansas Department of Education, to the superintendent of the public school district where the proposed public charter school will be located and the superintendents of other districts from which the charter is likely to draw students.

Any application that is substantially incomplete will not be reviewed by Arkansas Department of Education staff or forwarded to the authorizer for consideration. An application will be considered substantially incomplete if it does not provide enough information to enable staff at the Arkansas Department of Education to provide a meaningful review.

APPLICATION NOTES ON SELECTED SECTIONS OF THE APPLICATION

Cover Page

Include the name of the proposed charter school in the text box.

Section A - General Information

If the sponsoring entity is a non-profit organization, the name of the sponsoring entity in this section of the application must match the name on the determination letter from the Internal Revenue Service or the application to the Internal Revenue Service.

The determination letter from the Internal Revenue Service showing that the sponsoring entity is exempt from taxation under 501(c)(3) of the Internal Revenue Code or the sponsoring entity's application to the Internal Revenue Service for exemption from taxation under 501(c)(3) of the Internal Revenue Code must be included as part of the application. **NO ARKANSAS STATE DOCUMENTS SUBSTITUTE FOR THIS REQUIREMENT.**

Non-profit entities without the required Internal Revenue Service documentation are not eligible to be awarded charters; therefore, any applications submitted without the proper documentation will not be reviewed.

Applicants who have applied to the Internal Revenue Service for exemption from taxation under 501(c)(3) of the Internal Revenue Code should note that it can be a lengthy process to obtain a determination letter from the Internal Revenue Service. If awarded a charter, students may not be served and a local education agency (LEA) number will not be issued until a copy of the determination letter from the Internal Revenue Service is received at the Arkansas Department of Education.

Section B - Executive Summary

The mission statement will populate the response for Prompt #3. Include the key programmatic features that are considered the most important for anyone to know about the charter school and make certain that the features listed in the executive summary are discussed in other sections of the application.

Section C - Narrative Description

When responding to the prompts, refer to the Arkansas Department of Education 2014 Open-Enrollment Public Charter School Application Scoring Rubric found at the end of this document. This is a valuable tool as it includes the criteria for each section of the application.

Prompt 3

The mission statement from the executive summary will populate as the response to this prompt.

Prompt 4

2013 ESEA reports and 2013 Report Cards are located at the following:

<https://adedata.arkansas.gov/arc/>.

Prompt 8 D

In accordance with federal guidelines, students with disabilities shall be provided specific services and all aspects of IDEA apply. The public charter school cannot waive the responsibility of providing services for students with disabilities.

Prompt 12

Be certain that a Prior Charter Involvement template is completed for each individual listed.

Prompt 13 and Prompt 14

The personnel discussed in these sections of the application must be included with the personnel listed in the Salary Schedule and Budget template unless it is clearly explained that the position will not be filled until after the second year of operation.

Prompt 17

Complete the Facilities Utilization Form template that is provided.
A lease may be included, but is not required.

An open-enrollment public charter school shall not commence operations with students in any facility unless the school has obtained a certificate of occupancy issued by a local code official approved by the state fire marshal, a certificate of occupancy or other approval of the state fire marshal, or a certificate of substantial completion issued by a licensed architect. The occupancy limits of any facility are determined by the local code official or state fire marshal.

**NOTES ON SELECTED ATTACHMENTS REQUIRED TO BE ADDED
TO THE END OF THE FILLABLE FORM****Evidence of parental and community support**

Limit the response to five pages.

If petitions in support of the proposed charter school have been signed and or letters in support of the proposed charter school have been received, include documents, but do not exceed the five-page limit. If the support documents received by the applicant exceed five pages, include no more than four pages and include a fifth page that includes the following:

- The number of individuals who signed petitions supporting the proposed school; and/or
- The name, title, and affiliation of others who wrote letters of support for the proposed school.

Copies of these documents will be requested at a later date.

The Salary Schedule and Budget Template

See pages 8-11 for specific guidance in completing this template.

Facilities Utilization Agreement Template

This form must be completed, signed, and included as part of the application.

Statement of Assurances Template

This form must be completed, signed, and included as part of the application.

COMPLETING THE SALARY SCHEDULE AND BUDGET TEMPLATE

Personnel Salary Schedule

- As requested, list positions.
- In the cell immediately to the right of each named position, whether named by the applicant, as required for administrative positions, or provided on the template, as for teachers and aides, state the number of full time equivalents (FTEs) to be employed by the charter school in 2015-2016.

NOTES

The number of positions must be stated as the full time equivalent (FTE) of each position. A full time position is 1.00; a half time position is .50. For example, if the charter will have 5 full time positions at 1.00 FTE each and 3 half time positions at .50 FTE each, the 5 positions equal a total of 5.00 FTEs, and the 3 positions equal a total of 1.50 FTEs, for a grand total of 6.50 positions.

The salary schedule must include the positions included in response to Prompts #13 and #14 unless it is clearly explained in the responses to the prompts that a position will not be filled until after the second year of operation.

- In the cell to the right of the number of FTE positions for 2015-2016, list the 2015-2016 salary to be budgeted for **1.00 FTE** in that position.
- In the cell to the right of the salary for 2016-2016, state the number of FTEs to be employed by the charter school in that position in 2016-2017.
- In the cell to the right of the number of FTE positions for 2016-2017, list the 2016-2017 salary to be budgeted for **1.00 FTE** in that position.

NOTES

The salary for 1 FTE will show in the template, and the template will automatically multiply the salary by the number of positions and include all of these calculations, by year, in the subtotal lines of each section of the salary schedule.

- Include the percentage of the salaries to be used to calculate fringe benefits.

NOTES

Input the rate as a decimal. For example, if the cost for fringe benefits will be 25%, input .25. When .25 is input, the template will automatically show 25% and calculate the totals for fringe benefits, by year, in each section of the salary schedule.

At a minimum, fringe benefits should include amounts required by the Federal Insurance Contributions Act (FICA), teacher retirement, health insurance, and unemployment obligations.

- The budget totals, by year, are automatically calculated in each section.
- Each section total, by year, is automatically added so that the TOTAL EXPENDITURES FOR SALARIES are calculated and included on Line #112.

The Budget

The budget template is intended to require the applicant to consider the many expenses likely to be incurred in the operation of a school and should be completed as an estimate of the revenues and expenditures associated with the operation of the public charter school.

Two columns in the budget template must be completed, one for the school's first year of operation and one for the school's second year of operation.

REVENUES

All public schools in Arkansas receive state foundation funding in a set amount of money per student based upon average daily membership.

- The number of students for Line #1 and Line #2 is the number of students expected to be enrolled in the public charter school in 2015-2016.

NOTES

The number must match the 2015-2016 enrollment number provided in other sections of the application.

After the number of students is entered in Line #1 and Line #2, the template will automatically calculate the state foundation funding in Line #1 and the professional development funding in Line #2.

Be conservative with estimates for state revenue. A charter that overestimates its number of students will have to return funds after the "truing up" process occurs. A charter that underestimates the number of students will receive additional funds after the "truing up" process occurs.

The per pupil amounts included in the budget template for foundation funding and professional development may change, but these are reasonable estimates to be used for planning purposes.

- The number of students in Line #3 is the number of national school lunch students expected to be enrolled in the public charter school in 2015-2016.

NOTE

National school lunch students are those students who qualify for free or reduced-priced lunches.

- Input the rate in Line #3.

NOTES

The eligible rate for national school lunch (NSL) state categorical funding in Line #3 depends on the percentage of national school lunch students attending the school.

Use one of the following rates determined by the percentage of NSL students:

90% or greater NSL students	\$1,549
70-89% NSL students	\$1,033
Less than 70% NSL students	\$ 517

After the number of NSL students and the rate are entered in Line #3, the template will automatically calculate the NSL funding.

The per pupil rates for NSL funding may change, but these are reasonable estimates to be used for planning purposes.

- If the charter will serve another student population for which there is state categorical funding, contact the Arkansas Department of Education Charter School Office for the amount to include on Line #4.
- The number of students for Line #6 and Line #7 is the number of students expected to be enrolled in the public charter school in 2016-2017.

NOTES

The number must match the 2016-2017 enrollment number provided in other sections of the application.

After the number of students is entered in Line #6 and Line #7, the template will automatically calculate the state foundation funding in Line #6 and the professional development funding in Line #7.

- The number of students in Line #8 is the number of national school lunch students expected to be enrolled in the public charter school in 2016-2017.
- Input the rate in Line #8.

NOTES

The eligible rate for national school lunch (NSL) state categorical funding in Line #8 depends on the percentage of national school lunch students attending the school.

Use one of the following rates determined by the percentage of NSL students:

90% or greater NSL students	\$1,549
70-89% NSL students	\$1,033
Less than 70% NSL students	\$ 517

After the number of NSL students and the rate are entered in Line #8, the template will automatically calculate the NSL funding.

- If the charter will serve another student population for which there is state categorical funding, contact the Arkansas Department of Education Charter School Office for the amount to include on Line #9.
- Other Sources of Revenue must not include one-time grants or other funds that are not guaranteed at the time that the application is submitted.

NOTES

If an applicant has a guaranteed revenue source, it can be included in the budget, but documentation of the revenue must be included as the last attachment behind the application form in the PDF file. The documentation must show that the funds have already been awarded for the operation of the proposed charter school.

Federal Charter School Program grants are not awarded prior to charter approval and cannot be considered for budgeting purposes.

- Totals from the two revenue sections, by year, are automatically added and populate Line #17.

EXPENDITURES

- Totals for the salaries and benefits, as calculated on the salary schedule, will populate the appropriate expenditure lines in the budget.
- List specific vendors by name and include the amount to be paid, by year, to each vendor.
- If the applicant anticipates no expenditures in an area, type a brief explanation where vendors and/or items would be listed. If no expenditures are included for a particular program, the applicant could state the reason.
- Expenses are automatically added and totaled, by year, in each section.
- Each section total, by year, is automatically added so that the TOTAL EXPENDITURES are calculated and included on Line #241.

THE BOTTOM LINE

- By year, the expenditure totals are subtracted from the revenue totals and included as the NET REVENUE OVER EXPENDITURES on Line #242.

NOTES

Revenue must exceed expenditures.

It is important to maintain a positive balance so that funds are always available for unexpected expenses.

Upon the approval of a public charter school, staff in the Arkansas Department of Education Public School Finance and Administrative Support Unit will provide technical assistance to assist in developing a detailed budget, specific to the terms of the charter, that also meet the data reporting requirements of the Arkansas Public School Computer Network.

Open-Enrollment Public Charter School Application Checklist

- ☐ Email the one-page letter of intent to apply for an open-enrollment charter to the Arkansas Department of Education Charter School Office and the superintendent of the district where the charter would be located so that it is **received by the Charter School Office no later than 4:00 p.m., on May 29.**

Be certain that the superintendent's email address is visible as a recipient of the email, as this will serve as evidence that the letter was sent to superintendent.

- ☐ Publish the notice of public hearing following these requirements
 - A. The notice of the public hearing was published on a weekly basis in a newspaper having general circulation in the school district in which the school will likely be located for at least three (3) consecutive weeks prior to the date of the hearing.
 - B. The notice of public hearing is not published in the classified or legal notice section of the newspaper.
 - C. The last publication of notice is no less than seven (7) days prior to the public meeting.
 - D. Within seven (7) calendar days following the first publication of the notice of the public hearing, emails announcing the public hearing are sent to the superintendents of each of the school districts from which the open-enrollment public charter school is likely to draw students for the purpose of enrollment and the superintendents of any district that is contiguous to the district in which the open-enrollment public charter school will be located.

Documentation that these requirements have been met are included in the charter school application.

- ☐ Results of the public hearing are included in the charter school application.

□ Additional check points for the charter application

- ❖ All sections of the fillable form are complete.
- ❖ Each complete response is visible in the text box.
- ❖ Each response has been prepared considering the evaluation criteria of the corresponding section of the rubric.
- ❖ Evidence that the sponsoring entity is eligible to apply for a charter is included.
- ❖ Documentation that all requirements pertaining to the public hearing were met is included.
- ❖ Evidence of parental and community support is included.
- ❖ A copy of the proposed school's 2015-2016 calendar is included.
- ❖ A copy of the proposed school's daily schedule is included.
- ❖ The Salary Schedule and Budget template is complete and included;
- ❖ The signed Facilities Utilization Agreement is included;
- ❖ The signed Statement of Assurances Form is included;
- ❖ A Prior Charter Involvement template is included for each individual with prior charter experience; and
- ❖ If an applicant believes that a weighted admissions lottery is required by federal court or administrative order, a copy of the order is included.

Submit the application, via email, to the Arkansas Department of Education, to the superintendent of the public school district where the proposed public charter school will be located and the superintendents of other districts from which the charter is likely to draw students so that it is received no later than **4:00 p.m. on Monday, July 21, 2014**. Be certain that the superintendents' email addresses are visible as recipients of the email, as this will serve as evidence that the application was sent to superintendents.

It is the applicant's responsibility to comply with all aspects of Arkansas Code Annotated § 6-23-101 et seq., the Arkansas Department of Education Rules Governing Charter Schools, and the requirements outlined in the application for an open-enrollment public charter school. Contact the Arkansas Department of Education Charter School Office with questions and for assistance in developing the application.

Arkansas Department of Education Charter School Office 501.683.5313

Arkansas Department of Education

2014 Open-Enrollment Public Charter School Application Review

The charter application should reflect a thorough understanding of key issues and demonstrate capacity to open and operate a quality charter school. Each response should address the topic with specific and accurate information that shows thorough preparation and presents a clear, realistic picture of the ways in which the school will operate.

With that in mind the initial review of open-enrollment charter applications will be conducted by Arkansas Department of Education staff from various divisions that routinely interact with charter school personnel. This group, known as the Internal Charter Review Committee, will access the application for complete and clear responses and provide technical assistance to the applicants. While the committee will request additional information or clarification, identify concerns with the applications, and review the applicant revisions based on this technical assistance, the goal of the committee is to determine if each response is fully responsive, partially responsive; or not responsive. It is the Charter Authorizing Panel tasked with judging the quality of each application and determining what applicants are likely to open and operate high quality charter schools.

A rubric that identifies the criteria for each section of the application follows. These criteria should be carefully considered when writing the application and each applicant should self assess the draft application based on the criteria and revise the application based on the self-assessment prior to submitting it.

Arkansas Department of Education

**2014 Open-Enrollment Public Charter School Application
RUBRIC**

PART A GENERAL INFORMATION

Name of Proposed Charter School:

Eligible Entity Status:

- ☐ Public institution of higher education
- ☐ Private nonsectarian institution of higher education
- ☐ Governmental entity
- ☐ Nonsectarian organization exempt from taxes under Section 501(c)(3) of the Internal Revenue Code
- ☐ Nonsectarian organization that has applied for exemption from taxes under Section 501(c)(3) of the Internal Revenue Code
- ☐ No evidence of eligibility

**IF EVIDENCE OF ELIGIBILITY TO APPLY IS NOT INCLUDED,
NO FURTHER REVIEW OF THE APPLICATION WILL OCCUR.**

PRE-APPLICATION MATERIALS

The Arkansas Department of Education requires that all applicants submit a Letter of Intent, outlining a general description of the proposed charter school.

Evaluation Criteria:

- A Letter of Intent filed with Arkansas Department of Education on time and including all the necessary information

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

PART B EXECUTIVESUMMARY

The Arkansas Department of Education requires all applicants to include an executive summary.

Evaluation Criteria:

- A mission statement (with content to be evaluated for Prompt #3 of Part C); and
- The key programmatic features of the proposed charter school

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

PART C NARRATIVE DESCRIPTION OF THE PROPOSED CHARTER

C1: PUBLIC HEARING RESULTS

All proposed school design teams must conduct a public hearing before applying for an open-enrollment charter school, to assess support for the school's establishment. Applicants are asked both to document the logistics of the hearing and to include a narrative of the hearing results.

Evaluation Criteria:

- A thorough description of the results of the public hearing;
- Evidence of public support exhibited at the hearing;
- Documentation of required notices published to garner public attention to the hearing; and
- Documentation of required notices of the public hearing to superintendents of districts from which the proposed school is likely to draw students and to superintendents of districts that are contiguous to the district in which the charter school would be located

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C2: GOVERNING STRUCTURE

The Governing Structure section should explain how the school will be governed. It should present a clear picture of the school's governance processes and composition, what responsibilities various groups and people will have and the relationships among the groups.

Evaluation Criteria:

- Documentation of proper legal structure of the governing board and sponsoring entity;
- A comprehensive description of the planned relationship between the governing board of the school and governing board of the sponsoring entity;
- A clear description of the governing board's roles and responsibilities;
- Adequate policies and procedures for board operation, including board composition, member term length, and member selection;
- A clear, sensible delineation of roles and responsibilities in relation to governance and school management; and
- A reasonable plan for involving parents, staff, students and community in the decision-making of the school

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C3: MISSION STATEMENT

The Mission Statement should be meaningful and indicate what the school intends to do, for whom, and to what degree.

Evaluation Criteria:

- A mission statement that is clear and succinct

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Question

C4: EDUCATIONAL NEED

The Educational Need section should explain the need for a charter school in the proposed location and the innovative educational option offered by the charter school.

Evaluation Criteria:

- Valid, reliable, and verifiable data substantiate an educational need for the charter,
- Innovations that would distinguish the charter from other schools

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C5: ACADEMIC ACHIEVEMENT GOALS

The Academic Achievement Goals section should define the performance expectations for students and the school as whole and support the charter's mission.

Evaluation Criteria:

- Specific goals in reading and mathematics that are clear, measurable, and attainable;
- Valid and reliable assessment tools to be used to measure the goals; and
 - Attainment of the goals demonstrate that the charter is meeting the identified educational need for the school and fulfilling its mission

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C6: EDUCATIONAL PROGRAM

The Educational Program section should describe the educational foundation of the school and the teaching and learning strategies that will be employed.

Evaluation Criteria:

- A clear description of the proposed educational program, including but not limited to the foundational educational philosophy and curricular and instructional strategies to be employed;
- An educational program with ample resources to ensure that students achieve academic goals and excel;
- A description of the grade levels and maximum enrollment, by year, if the charter plans to grow over time; and

- A description of the length of school day and school year that meets minimum state requirements.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C7: CURRICULUM ALIGNMENT

The Curriculum Alignment section should define the process by which the charter will ensure that the curriculum aligns with Arkansas Curriculum Frameworks and Common Core State Standards.

Evaluation Criteria:

- Evidence that the applicant has a process to ensure all curriculum materials , used in the educational program, align with the Arkansas Department of Education’s curriculum frameworks and the Common Core State Standards

Fully Responsive	Partially Responsive	Not Responsive
Concerns and Additional Questions		

C8: STUDENT SERVICES

The Student Services section should describe how the school will address specific services for its student body.

Evaluation Criteria:

A description of the ways in which the following services will be provided to students **even in those areas for which a waiver is requested:**

- A guidance program that will serve all students;
- A health services program that will serve all students;
- A plan for a media center for use by all students;
- Sound plans for educating special education students that reflect the full range of programs and services required to provide such students with a high quality education;
- A transportation plan that will serve all **eligible** students;
- An alternative education plan for eligible students, including those determined to be at-risk and to offer access to one or more approved Alternative Learning Environments;
- A plan to serve students who are English language learners; and
- Plans for a gifted and talented program for eligible students

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C9: GEOGRAPHICAL SERVICE AREA

The Geographical Service Area section must outline the impact of a new school opening within the current public education system.

Evaluation Criteria:

- The specific geographical area that would be served by the charter school; and
- Information on the school districts likely to be affected by charter school, including data on the expected number of students to transfer to the charter school.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C10: ANNUAL PROGRESS REPORTS

The Annual Progress Reports section should define how the academic progress of individual students and the school as a whole will be measured, analyzed, and reported.

Evaluation Criteria:

- A timeline for data compilation and completion of an annual report to parents, the community and the authorizer that outlines the school's progress; and
- A plan for dissemination of the annual report to appropriate stakeholders

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C11: ENROLLMENT CRITERIA AND PROCEDURES

The Enrollment Criteria and Procedures section should describe how the school will attract and enroll its student body, including any criteria for admission and enrollment. Applicants must also describe the random, anonymous lottery selection process.

Evaluation Criteria:

- A student recruitment plan that will provide equal opportunity for all parents and students to learn about and apply to the school;
- An enrollment and admissions process that is open, fair, and in accordance with applicable law; and
- A process for, and a guarantee of, a random, anonymous lottery process should there be more student applications than can be accommodated under the terms of the charter.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C12: PRIOR CHARTER INVOLVEMENT

The Prior Charter Involvement section should identify all prior charter involvement, if any, for each individual connected with the proposed charter.

Evaluation Criteria:

- A complete Prior Charter Involvement Template for each individual connected with the propose charter;
- Accurate data in each Prior Charter Involvement Template, including active links to assessment data

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C13: STAFFING PLAN

The Staffing Plan section should describe the job duties of the school director and other key personnel. This section should also describe the professional qualifications which will be required of employees.

Evaluation Criteria:

- A job description for the school director and other key personnel, including but not limited to an operations director, board members, teachers, etc.;
- An outline of the professional qualifications required for administrators, teachers, counselors, etc.;
- A staffing plan that clearly outlines both the types and numbers of positions to be filled at the school and salary scales for such positions, and
- The staffing plan presented in this section matches the staff members noted in the budget.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C14: BUSINESS AND BUDGETING PLAN

The Business and Budgeting Plan section should describe how the charter school will organize its business office and manage its fiscal responsibilities.

Evaluation Criteria:

- An appropriate plan for managing procurement activities;
- A description of the personnel who will perform business duties, including the requisite qualifications of any proposed personnel;
- A realistic timeline and process by which the governance structure will review and adopt an annual budget;
- A balanced two-year budget estimate that accurately reflects the revenue currently available to the school and expenditures for program implementation and does not rely on one-time grants or other funds that are not presently guaranteed;
- A budget that includes costs for all personnel, programs, and expenses described in other sections of the application;
- An understanding of the minimum number of students required for financial viability and a contingency plan to provide the education program outlined in the program if fewer students than necessary for viability enroll and/or attend; and
- Plans to pay for unexpected but necessary expenses

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C15: FINANCIAL AND PROGRAMMATIC AUDIT PLAN

The Financial and Programmatic Audit Plan section should provide the procedure and timeline by which an annual audit will be conducted. This section should also include an outline for the information that will need to be reported to Arkansas Department of Education and the community.

Evaluation Criteria:

- A sound plan for annually auditing school's financial and programmatic operations. If the application names an accountant other than the Division of Legislative Audit to perform the first-year audit, the named accountant meets the requirements of Arkansas Department of Education Rules Governing Publicly Funded Educational Institution Audit Requirements and is not listed on any ineligibility list maintained by Arkansas Department of Education or the Division of Legislative Audit.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C16: ARKANSAS PUBLIC SCHOOL COMPUTER NETWORK ASSURANCES

The Arkansas Public School Computer Network (APSCN) Assurances section should provide documentation of the applicant's understanding of and participation in the required state finance and educational data reporting system.

Evaluation Criteria:

- Assurance that the charter school will participate in APSCN and will comply with all state statutory requirements regarding the APSCN finance and educational data reporting system

Fully Responsive

Not Responsive

Concerns and Additional Questions

C17:FACILITIES

The Facilities section should identify and describe the facilities to be used by the school, any changes to be made to the facilities, and the owners of the facilities.

Evaluation Criteria:

- An identified facility appropriate to meet the needs of the school over the term of its charter;
- A realistic plan for remodeling or adapting a facility, if necessary, to ensure that it is appropriate and adequate for the school's program, the school's targeted population, and the public;
- Evidence that the school understands the costs of securing and improving a facility and has access to the necessary resources to fund the facility plan; and
- A sound plan for continued operation, maintenance, and repair of the facility.

For schools that will be using district-owned facilities, a response that meets the standard will present:

- Documentation that the school district and charter school officials are in agreement over the use of the facility and its equipment.

For schools that will NOT be using district-owned facilities, a response that meets the standard will present:

- Documentation that the property owner and school are in agreement over the use of the facility and its equipment;
- A statement of the facilities' compliance with applicable codes; and
- A detailed outline of any relationships between the property owner and:
 - Members of the local board of the public school district where the charter school will be located;
 - The employees of the public school district where the charter school will be located;
 - The sponsor of the charter school; and
 - Employees, directors and/or administrators of the charter school.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C18: CONFLICTS OF INTEREST

The Conflicts of Interest section should identify any potential conflicts of interest among the individuals involved with the proposed charter school and explain how conflicts will be addressed.

Evaluation Criteria:

Full disclosure of any potential conflicts of interest and an explanation of the ways in which conflicts, if any, will be addressed

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C19: FOOD SERVICES

This section should describe how the school will address food services for its student body.

Evaluation Criteria:

- A food service plan that will serve all eligible students.
- A management plan that reflects a clear understanding of federal law and requirements if the charter school plans to participate in the National School Lunch program.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C20: PARENTAL INVOLVEMENT

The Parental Involvement section should describe how parents or guardians of enrolled students, the school employees, and other members of the community will make a positive impact on the school and its educational program.

Evaluation Criteria:

- A plan for involving parents and guardians in the school's education programs; and
- A proposal that involves the parents of students, employees and the broader community in carrying out the terms of the charter.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C21: WAIVERS

The Waivers section should discuss all waivers requested from local or state law.

Evaluation Criteria:

- Each law, rule, and standard by title, number, and description for which a waiver is requested;
- A rationale for each waiver request; and
- An explanation of the way that each waiver would assist in implementing the educational program of the charter and fulfilling the charter's mission

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C22: DESEGREGATION ASSURANCES

The Desegregation Assurances section should describe the applicant's understanding of applicable statutory and regulatory obligations to create and maintain a unitary system of desegregated public schools.

Evaluation Criteria:

- Assurance that the charter school will comply with all applicable federal and state statutory and regulatory requirements regarding the creation and maintenance of desegregated public schools; and
- An outline of the potential impact of the proposed charter school on those desegregation efforts already in place in affected public school districts.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

C23: SUSTAINABILITY OF THE PROGRAM

The Sustainability section should describe the applicants' plan to ensure continued success of the charter school over time.

Evaluation Criteria:

- The plan to ensure the sustainability of the charter in the future.

Fully Responsive

Partially Responsive

Not Responsive

Concerns and Additional Questions

ADDITIONAL COMMENTS:

ARKANSAS DEPARTMENT OF EDUCATION

REQUIREMENTS FOR LETTER OF INTENT

To Apply for an **Open-Enrollment** Public Charter School

Applicants for open-enrollment public charter schools are required to send a one-page **"Letter of Intent to Apply for an Open-Enrollment Public Charter School"** to the Arkansas Department of Education.

Submit the signed letter of intent, via email, to the Arkansas Department of Education at the following email address no later than 4:00 p.m. **on Thursday, May 29, 2014**, in order for the application to be considered by the authorizer during the 2014 application cycle:

ade.charterschools@arkansas.gov

Required format to be followed for the letter of intent:

1. The letter of intent is to be a one-page document;
2. Include the full legal name of the eligible entity which intends to apply for a charter. If the sponsoring entity is a non-profit organization, specify the name exactly as submitted on the Internal Revenue Service (IRS) application for non-profit status through 501(c)(3) of the Internal Revenue Code, and state whether the entity has already received 501(c)(3) status or has applied for 501(c)(3) status.
3. Include a contact person's name, full address, daytime telephone number, and email address;
4. Give a description of the eligible entity that is sponsoring the application;
5. Give the name of the proposed open-enrollment public charter school;
6. Describe the location of the proposed open-enrollment public charter school and state the school district in which the charter school would be located;
7. Identify the grade levels of students intended to be served by the open-enrollment public charter school;
8. Identify the number of students intended to be served by the open-enrollment public charter school; and
9. Provide a one-paragraph description of the purpose or special emphasis of the proposed school.

The designated contact person must sign the letter of intent to apply.

A copy of the letter of intent must be sent, via the same email transmission that the letter is sent to the Arkansas Department of Education, to the superintendent of the public school district where the proposed public charter school will be located.

**2015-2016
Public Charter School Application
Personnel Salary Schedule**

Line#	Administrative Positions:			
	List Positions	2015-2016 No. FTEs	2015-2016 Salary	2016-2017 No. FTEs
1				
2				
3				
4				
5				
6				
7	Subtotal:			
8	Fringe Benefits (rate used _____)			
9	Total Administration:			

Line#	Regular Classroom Instruction:			
		2015-2016 No. FTEs		2016-2017 No. FTEs
10	Teachers			
11	Aides			
12	Subtotal:			
13	Teacher Fringe Benefits (rate used _____)			
14	Aide Fringe Benefits (rate used _____)			
15	Total Regular Classroom Instruction:			

Line#	Special Education:			
		2015-2016 No. FTEs		2016-2017 No. FTEs
16	Teachers			
17	Aides			
18	Subtotal:			
19	Teacher Fringe Benefits (rate used _____)			
20	Aide Fringe Benefits (rate used _____)			
21	Total Special Education:			

Line#	Gifted and Talented Program:			
		2015-2016 No. FTEs		2016-2017 No. FTEs
22	Teachers			
23	Aides			
24	Subtotal:			
25	Teacher Fringe Benefits (rate used _____)			
26	Aide Fringe Benefits (rate used _____)			
27	Total Gifted and Talented Program:			

**Alternative Education Program/
Alternative Learning Environments:**

		2015-2016 No. FTEs	2015-2016 Salary	2016-2017 No. FTEs	2016-2017 Salary
28	Teachers				
29	Aides				
30	Subtotal:				
31	Teacher Fringe Benefits (rate used _____)				
32	Aide Fringe Benefits (rate used _____)				
33	Total Alternative Education Program/ Alternative Learning Environments:				

English Language Learner Program:

	List Positions	2015-2016 No. FTEs	2016-2017 No. FTEs
34			
35			
36			
37			
38			
39	Subtotal:		
40	Fringe Benefits (rate used _____)		
41	Total English Language Learner Program:		

Guidance Services:

	List Positions	2015-2016 No. FTEs	2016-2017 No. FTEs
42			
43			
44			
45			
46			
47	Subtotal:		
48	Fringe Benefits (rate used _____)		
49	Total Guidance Services:		

Health Services:

	List Positions	2015-2016 No. FTEs	2016-2017 No. FTEs
50			
51			
52			
53			
54			
55	Subtotal:		
56	Fringe Benefits (rate used _____)		
57	Total Health Services:		

Media Services:

List Positions

2015-2016
No. FTEs2015-2016
Salary2016-2017
No. FTEs2016-2017
Salary

58

59

60

61

62

63

Subtotal:

64

Fringe Benefits (rate used _____)

65

Total Media Services:**Fiscal Services:**

List Positions

2015-2016
No. FTEs2016-2017
No. FTEs

66

67

68

69

70

71

Subtotal:

72

Fringe Benefits (rate used _____)

73

Total Fiscal Services:**Maintenance and Operation:**

List Positions

2015-2016
No. FTEs2016-2017
No. FTEs

74

75

76

77

78

79

Subtotal:

80

Fringe Benefits (rate used _____)

81

Total Maintenance and Operation:**Pupil Transportation:**

List Positions

2015-2016
No. FTEs2016-2017
No. FTEs

82

83

84

85

86

87

Subtotal:

88

Fringe Benefits (rate used _____)

89

Total Pupil Transportation:

Food Services:

List Positions

2015-2016
No. FTEs2015-2016
Salary2016-2017
No. FTEs2016-2017
Salary

90

91

92

93

94

95

Subtotal:

96

Fringe Benefits (rate used _____)

97

Total Food Services:**Data Processing:**

List Positions

2015-2016
No. FTEs2016-2017
No. FTEs

98

99

100

101

102

103

Subtotal:

104

Fringe Benefits (rate used _____)

105

Total Data Processing:**Substitute Personnel:**2015-2016
No. FTEs2016-2017
No. FTEs

106

Number of **Certified** Substitutes _____

107

Number of **Classified** Substitutes _____

108

Subtotal:

109

Certified Fringe Benefits (rate used _____)

110

Classified Fringe Benefits (rate used _____)

111

Total Substitute Personnel:

112

TOTAL EXPENDITURES FOR SALARIES:

**Public Charter School Application
Estimated Budget Template**

REVENUES

State Public Charter School Aid:

Line#		2015-2016 Amount:	2016-2017 Amount:
	2015-2016		
1	No. of Students _____ x \$6,521.00 State Foundation Funding	\$0.00	
2	No. of Students _____ x \$26.67 Professional Development	\$0.00	
3	No. of Students _____ x _____ eligible rate* NSL Funding		
4	No. of Students _____ x _____ Other: <i>Explain Below</i>		
5			
	2016-2017		
6	No. of Students _____ x \$6,521.00 State Foundation Funding		\$0.00
7	No. of Students _____ x \$26.67 Professional Development		\$0.00
8	No. of Students _____ x _____ eligible rate* NSL Funding		
9	No. of Students _____ x _____ Other: <i>Explain Below</i>		
10			
11	Total State Charter School Aid:	\$0.00	\$0.00
	Other Sources of Revenues:		
	<small>(MUST UPLOAD DOCUMENTATION VERIFYING ALL AMOUNTS LISTED AS OTHER SOURCES OF REVENUE)</small>		
12	Private Donations or Gifts		
13	Federal Grants (List the amount)		
14	Special Grants (List the amount)		
	Other (<i>Specifically Describe</i>)		
15			
16	Total Other Sources of Revenues:		
17	TOTAL REVENUES:	\$0.00	\$0.00

EXPENDITURES

Administration:

	2015-2016 Amount:	2016-2017 Amount:
18	Salaries and Benefits	
	Purchased Services - List Vendors Below	
19	V - AD 1	
20	V - AD 2	
21	V - AD 3	
22	V - AD 4	
23	V - AD 5	
24	Supplies and Materials	
25	Equipment	
	Other (List Below)	
26		
27		
28		
29		
30		
31	Total Administration:	

		<u>2015-2016 Amount:</u>	<u>2016-2017 Amount:</u>
	Regular Classroom Instruction:		
32	Salaries and Benefits	_____	_____
	Purchased Services - List Vendors Below		
33	V - CI 1	_____	_____
34	V - CI 2	_____	_____
35	V - CI 3	_____	_____
36	V - CI 4	_____	_____
37	V - CI 5	_____	_____
38	Supplies and Materials	_____	_____
39	Equipment	_____	_____
	Other (List Below)		
40	_____	_____	_____
41	_____	_____	_____
42	_____	_____	_____
43	_____	_____	_____
44	_____	_____	_____
45	Total Regular Classroom Instruction:	=====	=====
	Special Education:		
46	Salaries and Benefits	_____	_____
	Purchased Services - List Vendors Below		
47	V - SE1	_____	_____
48	V - SE 2	_____	_____
49	V - SE 3	_____	_____
50	V - SE 4	_____	_____
51	V - SE 5	_____	_____
52	Supplies and Materials	_____	_____
53	Equipment	_____	_____
	Other (List Below)		
54	_____	_____	_____
55	_____	_____	_____
56	_____	_____	_____
57	_____	_____	_____
58	_____	_____	_____
59	Total Special Education:	=====	=====
	Gifted and Talented Program:		
60	Salaries and Benefits	_____	_____
	Purchased Services - List Vendors Below		
61	V - GT1	_____	_____
62	V - GT2	_____	_____
63	V - GT3	_____	_____
64	V - GT4	_____	_____
65	V - GT5	_____	_____
66	Supplies and Materials	_____	_____
67	Equipment	_____	_____
	Other (List Below)		
68	_____	_____	_____
69	_____	_____	_____
70	_____	_____	_____
71	_____	_____	_____
72	_____	_____	_____
73	Total Gifted and Talented Program:	=====	=====

Alternative Education Program/ Alternative Learning Environments:2015-2016 Amount:2016-2017 Amount:

74

Salaries and Benefits

Purchased Services - List Vendors Below

75

V - ALE1

76

V - ALE2

77

V - ALE3

78

V - ALE4

79

V - ALE5

80

Supplies and Materials

81

Equipment

Other (List Below)

82

83

84

85

86

87

**Total Alternative Education Program/
Alternative Learning Environments:****English Language Learner Program:**

88

Salaries and Benefits

Purchased Services - List Vendors Below

89

V - ELL1

90

V - ELL2

91

V - ELL3

92

V - ELL4

93

V - ELL5

94

Supplies and Materials

95

Equipment

Other (List Below)

96

97

98

99

100

101

Total English Language Learner Program:**Guidance Services:**

102

Salaries and Benefits

Purchased Services - List Vendors Below

103

V - GS1

104

V - GS2

105

V - GS3

106

V - GS4

107

V - GS5

108

Supplies and Materials

109

Equipment

Other (List Below)

110

111

112

113

114

115

Total Guidance Services:

		<u>2015-2016 Amount:</u>	<u>2016-2017 Amount:</u>
	Health Services:		
116	Salaries and Benefits		
	Purchased Services - List Vendors Below		
117	V - HS1		
118	V - HS2		
119	V - HS3		
120	V - HS4		
121	V - HS5		
122	Supplies and Materials		
123	Equipment		
	Other (List Below)		
124			
125			
126			
127			
128			
129	Total Health Services:		
	Media Services:		
130	Salaries and Benefits		
	Purchased Services - List Vendors Below		
131	V - MS1		
132	V - MS2		
133	V - MS3		
134	V - MS4		
135	V - MS5		
136	Supplies and Materials		
137	Equipment		
	Other (List Below)		
138			
139			
140			
141			
142			
143	Total Media Services:		
	Fiscal Services:		
144	Salaries and Benefits		
	Purchased Services - List Vendors Below		
145	V - FS1		
146	V - FS2		
147	V - FS3		
148	V - FS4		
149	V - FS5		
150	Supplies and Materials		
151	Equipment		
	Other (List Below)		
152			
153			
154			
155			
156			
157	Total Fiscal Services:		

		<u>2015-2016 Amount:</u>	<u>2016-2017 Amount:</u>
	Maintenance and Operation:		
158	Salaries and Benefits		
	Purchased Services - List Vendors Below		
	INCLUDE UTILITIES		
159	V - MO1		
160	V - MO2		
161	V - MO3		
162	V - MO4		
163	V - MO5		
164	Supplies and Materials		
165	Equipment		
	Other (List Below)		
166			
167			
168			
169			
170			
171	Total Maintenance and Operation:		
	Pupil Transportation:		
172	Salaries and Benefits		
	Purchased Services - List Vendors Below		
173	V - PT1		
174	V - PT2		
175	V - PT3		
176	V - PT4		
177	V - PT5		
178	Supplies and Materials		
179	Equipment		
	Other (List Below)		
180			
181			
182			
183			
184			
185	Total Pupil Transportation:		
	Food Services:		
186	Salaries and Benefits		
	Purchased Services - List Vendors Below		
187	V - FD1		
188	V - FD2		
189	V - FD3		
190	V - FD4		
191	V - FD5		
192	Supplies and Materials		
193	Equipment		
	Other (List Below)		
194			
195			
196			
197			
198			
199	Total Food Services:		

		<u>2015-2016 Amount:</u>	<u>2016-2017 Amount:</u>
200	Data Processing:		
	Salaries and Benefits		
	Purchased Services - List Vendors Below		
201	V - DP1		
202	V - DP2		
203	V - DP3		
204	V - DP4		
205	V - DP5		
206	Supplies and Materials		
207	Equipment		
	Other (List Below)		
208			
209			
210			
211			
212			
213	Total Data Processing:		
	Substitute Personnel:		
214	Salaries and Benefits		
	Purchased Services - List Vendors Below		
215	V - SB1		
216	V - SB2		
217	V - SB3		
218	V - SB4		
219	V - SB5		
220	Total Substitute Personnel:		
	Facilities:		
221	Lease/Purchase Contract for One Full Year		
	Facility Upgrades - List Upgrades Below		
222			
223			
224			
225			
226			
227			
228			
229	Property Insurance for One Full Year		
230	Content Insurance for One Full Year		
231	Total Facilities:		

Debt Expenditures:

List Debts Below

2015-2016 Amount:2016-2017 Amount:

232

233

234

Total Debts:**Other Expenditures:**

List Other Expenditures Below

235

236

237

238

239

240

241

TOTAL EXPENDITURES:

242

Net Revenue over Expenditures:\$0.00\$0.00

Note: If any major area is zero, type explanation where items would be listed. Example: No funds budgeted for GT because of waiver.

**OPEN-ENROLLMENT PUBLIC CHARTER SCHOOL
FACILITIES UTILIZATION AGREEMENT**

Lessor(Owner): _____

Lessee(Tenant): _____

Any information regarding affiliation, family ties, or other relationships between the Lessor (Owner) and Lessee (Tenant) must be disclosed with the facilities lease agreement.

Describe the present use of the facility:

Address of Premises:

Square Footage: _____

Terms of Lease: _____

Rental Amount: _____

Contingency: The terms of this agreement are contingent upon

Sponsoring Entity

receiving a charter to operate an open-enrollment public charter school approved by the authorizer by August of 20____

Statutory Language Concerning No Indebtedness:

No indebtedness of any kind incurred or created by the open-enrollment public charter school shall constitute an indebtedness of the State of Arkansas or its political subdivisions, and no indebtedness of the open-enrollment public charter school shall involve or be secured by the faith, credit, or taxing power of the state or its political subdivisions. An open-enrollment public charter school shall not incur any debt, including any lease, without the prior review and approval of the Commissioner of Education.

Lessee: _____

By: _____ Date _____

Lessor: _____

By: _____ Date _____

Name of Individual with Prior Charter Experience

Position with Proposed Charter

[illegible]

**2014 APPLICATION
OPEN-ENROLLMENT PUBLIC CHARTER SCHOOL
STATEMENT OF ASSURANCES**

The signature of the president of the board of directors of the proposed public charter school's sponsoring entity certifies that the following statements are and will be addressed through policies adopted by the sponsoring entity and policies to be adopted by the public charter school; and, if the application is approved, that the sponsoring entity, governing body, administration, and staff of the open-enrollment charter shall abide by them:

1. The information submitted in this application is true to the best of my knowledge and belief, and this application has been sent to the superintendent of all the districts from which we intend to draw students.
2. The open-enrollment public charter school shall be open to all students, on a space-available basis, and shall not discriminate in its admission policy on the basis of gender, national origin, race, ethnicity, religion, disability, or academic or athletic eligibility, except as follows: the open-enrollment public charter school may adopt admissions policies that are consistent with federal law, regulations, or guidelines applicable to charter schools. The charter may provide for the exclusion of a student who has been expelled from another public school district.
3. In accordance with federal and state laws, the open-enrollment public charter school hiring and retention policies of administrators, teachers, and other employees shall not discriminate on the basis of race, color, national origin, creed, sex, ethnicity, sexual orientation, mental or physical disability, age, ancestry, or special need.
4. The open-enrollment public charter school shall operate in accordance with federal laws and rules governing public schools; applicable provisions of the Arkansas Constitution; and state statutes or regulations governing public schools not waived by the approved charter.
5. The open-enrollment public charter school shall not use the moneys that it receives from the state for any sectarian program or activity, or as collateral for debt.

However, open-enrollment public charter schools may enter into lease-purchase agreements for school buildings built by private entities with facilities bonds exempt from federal taxes under 26 USCS 142(a) as allowed by Arkansas Code Annotated § 6-20-402. No indebtedness of an open-enrollment public charter school shall ever become a debt of the state of Arkansas.

6. The open-enrollment public charter school shall not impose taxes or charge students tuition or fees that would not be allowable charges in the public school districts.
7. The open-enrollment public charter school shall not be religious in its operations or programmatic offerings.

8. The open-enrollment public charter school shall ensure that any of its employees who qualify for membership in the Arkansas Teacher Retirement System or the State and Public School Employee Insurance Program shall be covered under those systems to the same extent a qualified employee of a traditional school district is covered.
9. The employees and volunteers of the open-enrollment public charter school are held immune from liability to the same extent as other public school district employees and volunteers under applicable state laws.
10. The open-enrollment public charter school shall be reviewed for its potential impact on the efforts of a public school district or public school districts to comply with court orders and statutory obligations to create and maintain a unitary system of desegregated public schools.
11. The open-enrollment public charter school shall comply with all health and safety laws, rules and regulations of the federal, state, county, region, or community that may apply to the facilities and school property.
12. The applicant confirms the understanding that certain provisions of state law shall not be waived. The open-enrollment public charter school is subject to any prohibition, restriction, or requirement imposed by Title 6 of the Arkansas Code Annotated and any rule and regulation approved by the State Board of Education under this title relating to:
 - (a) Monitoring compliance with Arkansas Code Annotated § 6-23-101 *et seq.* as determined by the Commissioner of the Department of Education;
 - (b) Conducting criminal background checks for employees;
 - (c) High school graduation requirements as established by the State Board of Education;
 - (d) Special education programs as provided by this title;
 - (e) Public school accountability under this title;
 - (f) Ethical guidelines and prohibitions as established by Arkansas Code Annotated § 6-24-101 *et seq.*, and any other controlling state or federal law regarding ethics or conflicts of interest; and
 - (g) Health and safety codes as established by the State Board of Education and local governmental entities.

13. The facilities of the public charter school shall comply with all requirements for accessibility for individuals with disabilities in accordance with the ADA and IDEA and all other state and federal laws.
14. Should the open-enrollment public charter school voluntarily or involuntarily close, the applicant confirms the understanding that any fees associated with the closing of the school including, but not limited to, removal of furniture, equipment, general expenses, etc., are the sole responsibility of the sponsoring entity. No indebtedness of any kind incurred or created by the open-enrollment public charter school shall constitute an indebtedness of the state or its political subdivisions, and no indebtedness of the open-enrollment public charter school shall involve or be secured by the faith, credit, or taxing power of the state or its political subdivisions. Upon dissolution of the open-enrollment public charter school or upon nonrenewal or revocation of the charter, all net assets of the open-enrollment public charter school, including any interest in real property, purchased with public funds shall be deemed the property of the state, unless otherwise specified in the charter of the open-enrollment public charter school. If the open-enrollment public charter school used state or federal funds to purchase or finance personal property, real property or fixtures for use by the open-enrollment public charter school, the authorizer may require that the property be sold. The state has a perfected priority security interest in the net proceeds from the sale or liquidation of the property to the extent of the public funds used in the purchase.

Signature of President of the Sponsoring Entity Board of Director

Date

Printed Name