

<b>Bartlett City Board of Education</b>		<b>1034</b>
Descriptor Term: <b>CHARTER SCHOOLS</b>	Descriptor Code: <b>Board Operations</b>	Issue Date: <b>12/11/2014</b>
	Rescinds:	Revised:

1    **SCOPE**

2    This policy shall apply to sponsors and potential sponsors of newly created public charter schools.  
3    It shall not apply to public charter schools converted from existing public schools pursuant to  
4    T.C.A. §49-13-106(b)(2).

5    **DEFINITION**

6    A charter school shall be a public, nonsectarian, non-religious, non-home based school which  
7    operates within a public school district. It shall be subject to all state and federal laws and  
8    constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color,  
9    gender, national origin, religion, ancestry, or need for special education services.<sup>1</sup>

10   The purposes of charter schools are to:<sup>2</sup>

- 11       1. Improve learning for all students and close the achievement gap between high and low  
12       students;
- 13       2. Provide options for parents to meet educational needs of students in high priority schools;
- 14       3. Encourage the use of different and innovative teaching methods, and provide greater  
15       decision making authority to schools and teachers in exchange for greater responsibility  
16       for student performance;
- 17       4. Measure performance of pupils and faculty, and ensure that children have the opportunity  
18       to reach proficiency on state academic assessments;
- 19       5. Create new professional opportunities for teachers; and
- 20       6. Afford parents substantial meaningful opportunities to participate in the education of their  
21       children.

22   **APPLICATION PROCESS<sup>3</sup>**

23   A prospective charter school sponsor shall send the Superintendent notice of its intent sixty (60)  
24   days prior to April 1 of the year preceding the year in which the proposed charter school plans to  
25   begin operation as a public charter school.

26   A sponsor seeking Board approval of an initial charter school application must complete the form  
27   provided by the Tennessee Department of Education as well as provide a list of requirements that  
28   the sponsor wants to waive. In the application, the sponsor must demonstrate that the proposed  
29   charter school meets the purpose prescribed by law for the formation of a charter school and the  
30   proposed charter school will be able to implement a viable program of quality education for its  
31   students. In the case where a traditional public school is seeking to convert to a charter school,  
32   the application must include documents showing the necessary parental or teacher support.

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<sup>1</sup> T.C.A. §49-13-105; T.C.A. §49-13-111(a)(1) – (5)(b)(c)

<sup>2</sup> T.C.A. §49-13-102

<sup>3</sup> T.C.A. §49-13-107

1 Applications must be submitted to the Board on or before 4:30 p.m. on April 1 of the year  
2 preceding the year in which the proposed charter school plans to begin operation as a public  
3 charter school. Applications will be accepted only between March 1 and April 1. If the 1<sup>st</sup> of April  
4 falls on a Saturday, Sunday, or holiday on which the school district offices are closed, applications  
5 will be accepted on the previous business day on or before 4:30 p.m. Late applications will not be  
6 accepted, without exception. The sponsor shall pay an application fee of \$500.00.

## 7 **REVIEW TEAM**

8 If necessary, the Board shall appoint a review team to assist in reviewing and evaluating charter  
9 school applications. The team shall be comprised of: members of the administrative staff for the  
10 district; community members; and a member of the Board. At the Board meeting in February each  
11 year, the Superintendent shall make a recommendation to the Board of which members of his  
12 administrative staff should be appointed to the team. The Board shall name the members of the  
13 team at its meeting in March of each year. The Board shall designate a chairman of the review  
14 team as the contact person for answering the questions about the application process and  
15 receiving applications.

16 The Board shall require a procedure for receiving, reviewing, and ruling on applications for the  
17 establishment of charter schools. The procedure must include a timeline for the application and  
18 review process and the means for reviewing and evaluating each application, including the criteria  
19 on which the decision to grant or deny a charter will be based. A copy of the procedure, including  
20 the review criteria, shall be available to any interested party upon request.

21 The review team shall:

- 22 1. Evaluate all charter school applications based on the review criteria adopted by the Board;
- 23 2. Recommend one of the following options to the Board for each application: approve,  
24 reject, or reject with stipulations for reconsideration;
- 25 3. Monitor charter school progress; and
- 26 4. Make recommendations for revocation, renewal, or non-renewal of charter contracts.

## 27 **APPROVAL, DENIAL OF APPLICATION<sup>4</sup>**

28 The Board shall rule by resolution on the approval or denial of a charter application within ninety  
29 (90) days of receipt of the completed application or the application shall be deemed approved by  
30 law.

### 31 **Approval**

32 If the application is approved, the sponsor may proceed to negotiate a charter agreement with the  
33 Board through its designee within administration. The sponsor of a public charter school that is  
34 approved by the Board shall enter into a written agreement with the Board, which shall be binding  
35 on the charter school's governing body. This agreement, known as the charter agreement, shall  
36 be in writing, and shall include all aspects of the sponsor's approved application as well as any  
37 reporting requirements prescribed under state or federal laws.<sup>5</sup>

38 To warrant adoption, charter schools must promote and implement new and innovative practices  
39 and conditions in delivering public education not typically found in traditional public schools. All  
40 charter schools that include high schools (grades 9-12) must be accredited by AdvancED. It is

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<sup>4</sup> T.C.A. §49-13-108; TRR/MS 0520-14-1-.01; .02

<sup>5</sup> T.C.A. §49-13-110

1 expected that the candidate school status for accreditation will be received during the first year of  
2 the charter school operation.

3 Charter schools approved by the Board are expected to implement the application as submitted  
4 and approved. Substantial deviations from the approved application may result in the revocation  
5 of the charter by the Board.

6 Charter schools approved by the Board are expected to operate with knowledge of and  
7 compliance with all rules, regulations, statutes, and policies relevant to that charter school's  
8 operations; including but not limited to instruction, human resources, communication,  
9 administration, business services, facilities and operations, transportation, food services, safety,  
10 and student discipline. The Board should not be expected to provide services to charter schools  
11 that are not requested during the application process except for those services that are required  
12 under state or federal laws. Services agreed to be provided to the charter schools by the Board  
13 shall be provided at Board cost.

14 The governing body of an approved public charter school shall make a written report to the Board  
15 annually between August 1 and September 1. This reporting requirement shall begin in the year  
16 after the year in which the public charter school begins operation. This annual report shall include:  
17 a report on the progress of the school in achieving its goals, objectives, pupil performance  
18 standards, content standards, and all other terms of the charter agreement; and a financial  
19 statement disclosing the financial health of the school, including the costs of the administration,  
20 instruction, and other spending categories of the school.<sup>6</sup>

21 New public charter schools, conversion schools, and all renewals of charter agreements are  
22 approved for ten year periods. However, following the fifth year of a charter school's initial period  
23 of operation or the fifth year of any renewal of a charter school agreement, the Board must conduct  
24 an interim review of the charter school according to the guidelines adopted by the Tennessee  
25 Department of Education.

26 No later than October 1 of the year prior to the year in which the charter agreement expires, the  
27 governing body of a public charter school shall submit a renewal application to the Board. The  
28 Board shall make its renewal decision based on the progress of the school towards its stated  
29 goals and on the financial status of the school.<sup>7</sup>

30 The Board may revoke or deny renewal of a public charter school agreement for any of the  
31 reasons enumerated in T.C.A. §49-13-122.

### 32 **Denial**

33 Upon receipt of the grounds for denial, the sponsor shall have fifteen (15) days within which to  
34 submit an amended application to correct the deficiencies. The Board shall have thirty (30) days  
35 either to deny or approve the amended application or the application shall be deemed approved  
36 by law.

37 A denial of an application by the Board may be appealed by the sponsor within ten (10) days of  
38 the final decision to deny.

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<sup>6</sup> T.C.A. §49-13-120

<sup>7</sup> T.C.A. §49-13-121