

STATE BOARD OF EDUCATION
Action Item
September 20, 2011

SUBJECT: Approval of Amendment to Rule 6A-6.0785, Charter School Applicant Training Standards

PROPOSED BOARD ACTION

For Approval

AUTHORITY FOR STATE BOARD ACTION

1002.33(27), Florida Statutes

EXECUTIVE SUMMARY

This rule is amended to require new applicant training after approval of an application, as well as to amend the topics required to be covered in the applicant training.

Supporting Documentation Included: Proposed Rule 6A-6.0785, Charter School Applicant Training Standards and Form IEPC-TS, Charter School Applicant Training Standards Certification Form

Facilitator/ Presenter: Mike Kooi, Executive Director, Office of Independent Education and Parental Choice

[6A-6.0785](#) Charter School Applicant Training Standards. Training will be provided to charter school applicants in accordance with Section 1002.33(6)(~~fg~~), F.S.

(1)(a) Standards for charter school applicant training are specified in the Form IEPC-TS, Charter School Applicant Training Standards Certification Form 2009, hereinafter, ~~Training Standards Certification Form IEPC-TS~~, (<http://www.flrules.org/Gateway/reference.asp?No=Ref-00560>) which is hereby incorporated by reference to become a part of this rule to become effective ~~May 3, 2010~~ _____, 2011.

(b) ~~The Training Standards Certification Form IEPC-TS~~ establishes the standards for charter school applicant training. The standards were developed by the Department pursuant to Section 1002.33(6)(~~fg~~), F.S., and address the following topics: charter school laws and rules, ~~the application process~~, charter school sponsor duties and services, developing and adjusting business plans, accounting for projecting enrollment, estimating costs and income, accurate financial planning and good business practices, ~~requirements of Financial and Program Cost Accounting and Reporting for Florida Schools as incorporated by reference in Rule 6A-1.001, F.A.C.~~, charter school audit requirements, and identifying and applying for the types and amounts of state and federal financial assistance a charter school may be eligible to receive.

(c) Copies of ~~the Training Standards Certification Form IEPC-TS~~ may be obtained from the Office of Independent Education and Parental Choice, Department of Education, 325 West Gaines Street, Tallahassee, Florida 32399, or on the School Choice web site at www.floridaschoolchoice.org.

(2) A sponsor intending to require charter school applicants to participate in training provided by the sponsor in lieu of the Department's training ~~pursuant to Section 1002.33(6)(g)2., F.S.~~, must annually certify that the sponsor's training standards meet or exceed the standards developed by the Department through the following process:

(a) The sponsor shall complete, sign, and submit a ~~Training Standards Certification Form IEPC-TS~~ prior to offering training to approved charter school applicants no later than

January 31 ~~May 1~~ of each year. The form shall be submitted to the Office of Independent Education and Parental Choice, Florida Department of Education, 325 West Gaines Street, Tallahassee, Florida 32399.

(b) Upon receipt of ~~the Training Standards Certification Form~~ IEPC-TS, the Department will, within ten (10) business days, notify the sponsor if the form is complete and satisfactorily demonstrates that the sponsor's standards meet or exceed the standards developed by the Department. If the form is not complete, or if additional information is required, the Department will notify the sponsor in writing.

(c) Upon receipt of notification that ~~the Training Standards Certification Form~~ IEPC-TS has been accepted by the Department the sponsor shall:

1. Send written or electronic notification about the training requirement to all approved ~~the prospective~~ charter school applicants for the most recent application cycle known to the sponsor; and

2. Post a notice about the required training in a prominent place on the sponsor's internet web site, ~~and~~

~~3. Verbally inform each charter school applicant of the training requirement at the time intent to submit an application is made known to the sponsor.~~

(3) A sponsor that does not intend to require charter school applicants to participate in training provided by the sponsor in lieu of the Department's training shall provide notification of the applicant training requirement established by Section 1002.33(6) ~~(fg)~~ 2., F.S., by sending written or electronic notification to all approved ~~the prospective~~ charter school applicants for the most recent application cycle known to the sponsor. The notification shall include the Department's charter school web site.

(4) Applicant training must be offered annually ~~by July 31~~ and scheduled in a manner that provides all approved applicants a reasonable opportunity to participate at least 30 days prior to the first day of classes at the charter school.

(5) Upon completion of the training, the provider shall present a certificate of

participation to the applicant and maintain a record of the training date and the name and title of each attendee, including whether or not the attendee was a high-performing charter school or high-performing charter school system applicant.

(6) The sponsor may not require charter school applicants to attend sponsor training in lieu of the Department's training prior to the effective date of the this rule as amended.

Rulemaking Authority 1002.33(~~27~~)(~~26~~) FS. Law Implemented 1002.33(6)(g) FS. History–
New 5-3-10, Amended



Charter School Applicant Training Standards Certification Form

Form IEPC-TS

Instructions: Sponsor must complete, sign, and submit this form prior to requiring charter school applicants to attend the sponsor’s training.

The Department of Education has developed the following standards for charter school applicant training.

- Applicant training shall specifically address:
 - The Florida Statutes and State Board Rules governing charter schools
 - Sponsor, charter school, and governing board responsibilities
 - Sponsor duties and services available to the charter school
 - Developing and adjusting business plans
 - State and federal grant and student performance accountability reporting requirements
- Applicant training shall provide instruction in accurate financial planning and good business practice that includes:
 - A review of how charter schools are funded
 - Accounting for costs related to classroom instruction, instructional support services, governing board support services, school administration, facilities acquisition, fiscal services, plant operations, pupil transportation, and food services
 - A description of the government accounting model, internal controls, and separation of duties
 - A summary of charter school audit requirements
- Applicant training shall identify the types and amounts of state and federal financial assistance a charter school may be eligible to receive which shall include, at a minimum, a summary of the following:
 - The allocation of Title 1 and IDEA funding and services
 - Eligibility and requirements for capital outlay funds
 - The Federal Charter Schools Program Grant and eligibility requirements
 - The process for applying for state and federal financial assistance

I hereby certify that the training standards of _____ (sponsor) meet or exceed the standards developed by the Department of Education listed above. Furthermore, I certify that the sponsor’s training will be administered in accordance with s. 1002.33(6)(f), F.S., and Rule 6A-6.0785, F.A.C.

Charter School District Contact Signature

Date

District Superintendent Signature

Date