

**EXECUTIVE SUMMARY**

**Title:** Renewal Recommendation for less than 10 years for The Academy of Moore County

**Type of Executive Summary:**

- Action
- Action on First Reading
- Discussion
- Information

**Policy Implications:**

- Constitution \_\_\_\_\_
- General Statute # \_\_\_\_\_
- SBE Policy # EEO-U-007
- SBE Policy Amendment
- SBE Policy (New)
- APA # \_\_\_\_\_
- APA Amendment
- APA (New)
- Other \_\_\_\_\_

**Presenter(s):** Mr. Jack Moyer (Director, Office of Charter Schools)

**Description:**

As per State Board Policy EEO-U-007, The Academy of Moore County was approved for a ten (10) year renewal at the January 5, 2006, State Board of Education Meeting. The Office of Charter Schools has concerns regarding with granting the renewal for 10 years. As stated in a letter dated, January 11, 2006, to the Academy of Moore County,

“This renewal is based upon your school’s compliance in ABCs Accountability, finance, governance, exceptional children, and enrollment as stated in the rubric of your renewal application. This compliance must be maintained through June 30, 2007, in order to receive your renewal.”

The Academy of Moore County is currently on Financial Probationary Status from the Division of School Business. It is the recommendation of the Office of Charter Schools that the Academy of Moore County be granted a three (3) year renewal . Also, they will implement and maintain a corrective action plan of the financial concerns for the three (3) years of the renewal.

**Resources:**

N/A

**Input Process:**

Department of Public Instruction Staff and charter schools

**Stakeholders:**

Charter school students, parents, teachers, and administrators

**Timeline For Action:**

This item is presented for discussion during the May 2007 SBE meeting with action during the June 2007 SBE meeting.

**Recommendations:**

The Office of Charter Schools recommends that the SBE approve the renewal for three (3) years.

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**Audiovisual equipment requested for the presentation:**

- Data Projector/Video (Videotape/DVD and/or Computer Data, Internet, Presentations-PowerPoint preferred)  
Specify: \_\_\_\_\_
- Audio Requirements (computer or other, except for PA system which is provided)  
Specify: \_\_\_\_\_
- Document Camera (for transparencies or paper documents – white paper preferred)

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Motion By: \_\_\_\_\_ Seconded By: \_\_\_\_\_  
Vote: Yes \_\_\_\_\_ No \_\_\_\_\_ Abstain \_\_\_\_\_  
Approved \_\_\_\_\_ Disapproved \_\_\_\_\_ Postponed \_\_\_\_\_ Revised \_\_\_\_\_  
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\*Person responsible for SBE agenda materials and SBE policy updates: Matthew Lanner 807-3491



# PUBLIC SCHOOLS OF NORTH CAROLINA

STATE BOARD OF EDUCATION Howard N. Lee, *Chairman*

DEPARTMENT OF PUBLIC INSTRUCTION June St. Clair Atkinson, Ed.D., *State Superintendent*

WWW.NCPUBLICSCHOOLS.ORG

TO: Kathy Slendorn, The Academy of Moore County

FROM: Jack Moyer, Director

DATE: January 11, 2006

RE: Charter Renewal Approval – 10 Year Renewal

Congratulations! The State Board of Education voted during its January 5, 2006 meeting to accept the recommendation of the NC Charter School Advisory Committee to renew the Charter of your school for ten years. This renewal is based upon your school's compliance in ABC's accountability, finance, governance, exceptional children, and enrollment as stated in the rubric of your renewal application. This compliance must be maintained through June 30, 2007 in order to receive your renewal. Noncompliance in any of these areas will require review by the Charter School Advisory Committee and the possibility of a non-renewal recommendation forwarded to the State Board of Education.

New ten year charters will be issued upon the expiration of the current Charter on June 30, 2007; and these new charters would expire June 30, 2017.

Please keep in mind that pursuant to GS 115C-238.29D, "The State Board of Education shall review the operations of each charter school at least once every five years to ensure that the school is meeting the expected academic, financial, and governance standards." This statute includes adherence to all policies governing the operation of a charter school as demonstrated with a self assessment prepared by the school.

Please forward a copy of this letter to your Board Chair in a timely manner. Should you have questions regarding this memo, please contact Joel Medley, Consultant, Office of Charter Schools at 919-807-3492.

JOM/jem

## OFFICE OF CHARTER SCHOOLS

Jack Moyer, *Director* | [jmoyer@dpi.state.nc.us](mailto:jmoyer@dpi.state.nc.us)

6303 Mail Service Center, Raleigh, North Carolina 27699-6303 | (919) 807-3491 | Fax (919) 807-3496

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

**NORTH CAROLINA STATE BOARD OF EDUCATION**  
**Policy Manual**

**Policy Identification**

**Priority:** Effective and Efficient Operations

**Category:** Charter Schools Administration

**Policy ID Number:** EEO-U-007

**Policy Title:** Policy regarding charter schools renewal process

**Current Policy Date:** 10/05/2006

**Other Historical Information:** Previous board dates: 06/01/2000, 09/13/2001, 12/04/2003

**Statutory Reference:** GS 115C-238.29G

**Administrative Procedures Act (APA) Reference Number and Category:**

***General Information***

It is stated in G.S. 115C-238.29D that the original charter with the NC State Board of Education may be granted for up to ten years. It is also stated that the charter may be extended or renewed for up to ten years. Therefore, a process for the exercising the renewal option is needed. The North Carolina Charter Schools Renewal Report (NCCSRR) is intended to be such as document.

***The North Carolina Charter Schools Renewal Report (RR)***

The NC Charter Schools Renewal Report (NCCSRR) is intended to permit the North Carolina State Board of Education (SBE) the time to review the information needed to evaluate the progress of the submitting charter school. The renewal process should also be one that will guide charter schools through a self-assessment that becomes an update to the original application and a “roadmap” to future improvement. Furthermore, as a public document, the NCCSRR shall be made available to federal, state, and local educators, policy makers, parents, and the community. It should be constructed with this in mind.

***Process for Renewal***

A completed charter schools renewal report will consist of at least two sections.

**Section 1: THE CHARTER SCHOOLS SELF-STUDY** (completed by the school). This section contains questions related to the viability of the charter school’s academic program, governance structure, and business operations. It will be suggested that this portion be undertaken by a team of people having the ability to look objectively at the entire school and identify ways to further strengthen and align the existing program to its mission and the desires of the community that it serves.

- THE RENEWAL SELF-STUDY PROCESS

Each charter school seeking renewal *shall* complete the Renewal Self-study first. Summaries should be written in a concise manner and free of jargon. Charter schools' administrators will be encouraged to seek outside assistance.

The self-study *shall* contain the following in this order:

1. COVER PAGE. Each report will begin with a one-page fact sheet that contains the name and contact information for the school, the name of the principal including phone/fax /E-mail, contact information for the board chairperson, and the date of submission of the report.
2. LETTER OF INTENT. Following the cover page is a formal letter signed by the Board Chairperson stating the Board's intent to seek renewal.
3. TABLE OF CONTENTS. All pages of the NCCSRR will be numbered consecutively. The Table of Contents will allow easy access to the various sections. No font smaller than 12 point should be used and all reports should be typed or computer prepared (the report may be downloaded in word format from the DPI website).
4. EXECUTIVE SUMMARY. An executive summary of the self-study is next. This begins with the school's mission statement and consists of no more than two typed pages.
5. SUPPORTING DOCUMENTATION. The body of the self-study contains various evidence of the success of the students and the progress towards the charter school's goals as outlined in the charter application.

- **Section 2: DEPARTMENT OF PUBLIC INSTRUCTION REPORT** (submitted by offices of DPI). This section will consist of responses from the Office of Charter Schools, Financial Services, Accountability, Exceptional Children, and any other office or service of the Department that may have information pertinent to the evaluation of the school. All reports from DPI will be submitted to the Office of Charter Schools. The Office of Charter Schools will forward all reports to the Charter Schools Advisory Committee for review.
  - **NC DEPARTMENT OF PUBLIC INSTRUCTION CONTRIBUTIONS TO CHARTER SCHOOLS RENEWAL**

The NC Department of Public Instruction, coordinating its efforts through the Office of Charter Schools, will be asked to assist the Charter Schools Advisory Committee in its effort to collect information relative to the renewal of the charter. The following chart is an overview of possible sources of documentation and resources for this information. This is, in no way, an exhaustive list and is not meant to, in any way, limit the resources employed by the schools seeking renewal, the Charter Schools Advisory Committee, or the State Board of Education as they prepare for the future of charter schools. Any or all of these offices may be asked to submit written or oral reports to the SBE or its designated agent.

<b>AREAS OF COMPLIANCE</b>	<b>SOURCES OF DOCUMENTATION</b>	<b>SOURCES OF INFORMATION</b>
<b>FINANCIAL</b>	Audit report, financial records, reporting schedule, etc.	Div. of Financial Services, Office of Charter Schools
<b>GOVERNANCE</b>	Concerns brought to the Office of Charter Schools, board agendas and minutes, review of policy making committees, interviews	Office of Charter Schools
<b>INSTRUCTION</b>	School site visits by the Office of Charter Schools educational consultants	Office of Charter Schools
<b>ACCOUNTABILITY</b>	ABC accountability results, EC compliance records, SIMS/NC WISE records	Div. of Accountability Services, Div. of Ex. Children Services

**Note:** Reports from the above DPI departments will be sent to the Office of Charter Schools, copied to the charter schools, and forwarded to the Charter Schools Advisory Committee.

### TIMELINE FOR RENEWAL

DATE	ACTION
<i>August</i>	Renewal Packet emailed to eligible schools.
<i>September</i>	DPI staff returns Compliance Sheets to Office of Charter Schools.
<i>September</i>	Charter Renewal Application Process (conference call)
<i>September</i>	The Office of Charter Schools submits non-compliance reports from DPI to appropriate schools for inclusion and explanation in their final Renewal Report.
<i>October</i>	Emailed Renewal Self-Study due to the Office of Charter Schools.
<i>October</i>	Mail a signed, hard copy of the Cover Page to the “Office of Charter Schools Attention: Jean Krufft.” Also, enclose the following information with this letter – (1) copy of your board’s by-laws including any amendments or changes from the original document (2) copy of your current student handbook and (3) copy of the most recent board policy and procedures manual.
<i>October</i>	Office of Charter Schools review team completes the initial screening.
<i>November</i>	Charter School Advisory Committee receives electronic copies of Renewal Self-Studies, DPI Compliance Sheets, and the Office of Charter Schools Report for review.
<i>November</i>	Via conference call, the Charter School Advisory Committee subcommittees identify schools with areas of concern. Those schools will be notified by the Office of Charter Schools to appear at the next CSAC meeting while also creating Corrective Action Plans.
<i>December</i>	Corrective Action Plans due to the Office of Charter Schools from schools that were identified with areas of concern.
<i>December</i>	Presentation of Corrective Action Plans to the NC Charter School Advisory Committee Meeting.
<i>December</i> (of charter year 9) – <i>November 07</i> (of charter year 10)	Schools will implement Corrective Action Plans which will be monitored by the Office of Charter Schools and appropriate divisions of the Department of Public Instruction.
<i>November</i>	The CSAC makes final renewal recommendations to the SBE.
<i>January</i>	State Board of Education receives renewal recommendations from the CSAC (no action; discussion item).
<i>February</i>	SBE takes action on Renewal recommendations.

## RENEWAL RUBRIC

Charter School Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Lead Administrator: \_\_\_\_\_

Period of Initial Charter: \_\_\_\_\_

Recommendation by the Charter Schools Advisory Committee:

10Year Renewal

Renewal less than 10 years. The number of years recommended \_\_\_\_\_.

Non-renewal

### Charter School Renewal Rubric

To receive a recommendation for renewal, the school must meet the ten-year renewal criteria set forth in each of the following rubrics or complete implementation of a corrective action plan as set forth in section B.

#### A. REQUIREMENTS FOR RENEWAL

##### 1. ABC Accountability

Ten-Year Renewal	The school <del>has</del> must <del>not</del> attain a performance composite at or above 60% proficiency. If a school performs less than 60% proficiency for three consecutive years, they will not be allowed to receive a 10 year renewal. A K-2 school must demonstrate to the satisfaction of the Charter School Advisory Committee (CSAC) that the school has achieved academic growth during the term of the current charter.
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##### 2. Financial Compliance

Ten-Year Renewal	The school has met all financial criteria set forth by G.S.115C.238.29F(f) and in SBE policies, or has previously corrected any deficiencies in meeting those requirements to the satisfaction of the Department of Public Instruction (DPI).
Action Plan Required	Any school that does not meet the foregoing ten-year renewal criteria shall be subject to the correction of deficiencies provision set forth below.

##### 3. Governance Compliance

Ten-Year Renewal	The school has met all governance criteria set forth by G.S. 115C-238.29E and in SBE policies, or has previously corrected any
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	deficiencies in meeting those requirements to the satisfaction of the DPI.
Action Plan Required	Any school that does not meet the foregoing ten-year renewal criteria shall be subject to the correction of deficiencies provision set forth below.

4. *Exceptional Children Compliance*

Ten-Year Renewal	The school has met all Special Education criteria set forth by the federal Individuals with Disabilities Act, the North Carolina statutes covering Special Education, and SBE policies, or previously corrected any deficiencies in meeting those requirements to the satisfaction of the DPI.
Action Plan Required	Any school that does not meet the foregoing ten-year renewal criteria shall be subject to the correction of deficiencies provision set forth below.

5. *Enrollment Compliance*

Ten-Year Renewal	The school meets the enrollment requirements set forth by G.S. 115C-238.29B(b)(12) and SBE policy.
	Any school that does not meet the foregoing ten-year renewal criteria shall be subject to the correction of deficiencies provision set forth below.

**B. CORRECTION OF DEFICIENCIES**

If a charter school does not meet any one or more of the ten-year renewal criteria, the Charter School Advisory Committee (CSAC) **may** grant a school time to create and implement a corrective action plan. The action plan shall address what the deficiencies are, how the school will proceed in correcting the deficiencies, which parties will be responsible for implementation of the plan, and when implementation will take place. The CSAC and the appropriate division(s) of DPI shall set the parameters for completion of the action plan and its implementation. The period for completion of the action plan and its implementation may not extend beyond the end of the first semester of the final year of the school’s current charter. If the CSAC and the DPI determine that implementation of the action plan has corrected the school’s deficiencies the CSAC **may** recommend renewal of the school’s charter.

Notwithstanding the foregoing, the CSAC may at any time recommend that the SBE begin revocation proceedings of the charter of any school in accordance with G.S. 115C-238.29G.