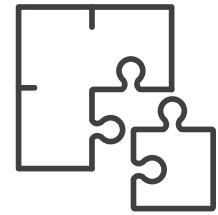


CHARTER SCHOOL PROPOSAL COMPONENTS



EDUCATION PROGRAM COMPONENTS

- Curriculum and Instructional Design
- Pupil Performance Standards
- Graduation Requirements (HS only)
- School Calendar/Schedule
- School Culture
- Supplemental Programming
- Special Populations and At-risk students
- Student Recruitment/Enrollment
- Student Discipline
- Parent/Community Involvement

FINANCIAL PLAN COMPONENTS

- Plans for audit
- Insurance
- Start-up and 5-year cash flow projections with assumptions and contingencies included
- Budget workbook

OPERATION PLAN COMPONENTS

- Legal Status and Governing Documents
- Organizational Charts
- Governing Board
- Grievance Process
- Staffing Structure
- Staffing Plans, Hiring, Management, and Evaluation
- Professional Development
- Performance Management
- Facilities
- Start-up and Ongoing Operations

CAPACITY TO IMPLEMENT

- Qualifications of founding team to oversee required work
- Experience in financial management, fundraising, and accounting





CRITICAL QUESTIONS FOR EVALUATING CHARTER PROPOSALS

EDUCATION PROGRAM:

1. Are choices for curriculum and instruction supported by evidence?
2. Who will be responsible for developing and executing the educational plan?
3. Are goals and expectations ambitious but realistic?
4. Does the applicant have sound plans for serving students with special needs?
5. Are the education plan priorities and needs accounted for adequately in the budget?

OPERATIONS PLAN:

1. Does the applicant have experience with non-academic operations?
2. Are anticipated operations costs reflected appropriately in the budget?
3. Are the budget assumptions realistic and verifiable?
4. Do proposed Board members possess the variety of experience and expertise necessary to ensure success and sustainability?

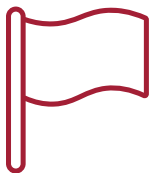
FINANCIAL PLAN:

1. Does the budget accurately reflect the available funding sources?
2. Does the budget include all the major cost centers associated with the operation of a charter school?
3. Does the budget reflect going market rates (e.g., competitive salaries, contracted or inter-organizational services and fees, facilities)?
4. If any part of the budget relies on fundraising, what evidence have the applicants provided that they will be able to secure those funds?

FOUNDING GROUPS:

1. Do they possess an adequate array of skills and expertise to effectively govern a charter school?
2. Have they done their homework in researching and building a comprehensive program?
3. Do they have somebody with a track record for getting things done?
4. Are they careful and detail oriented?
5. Do they understand the time commitment involved in launching and operating a high-quality school, and are they prepared to make that commitment for the life of the charter term?
6. Do they demonstrate values that embrace equity and quality?

PROPOSAL REVIEW ACTIVITY #1



- Review sample sections from the "Our Community Charter School" proposal.
- Identify two strengths, weaknesses, and/ or red flags within each section.
- Note your concerns below and identify the two or three most critical risk factors.

EDUCATION PROGRAM:

OPERATIONAL PROGRAM:

FINANCIAL PROGRAM:



WHAT DID YOU DETERMINE TO BE THE MOST SIGNIFICANT STRENGTHS, WEAKNESSES, AND/OR RED FLAG(S)? WHY?

OUR COMMUNITY CHARTER SCHOOL

CURRICULUM AND INSTRUCTIONAL DESIGN

a) Curriculum Development and Planning

During the planning year, the Coordinator of Instructional Support Services will be responsible for identifying the most appropriate curricular materials and for the development of detailed scope and sequences for all grades and subject areas based on State Standards and Common Core Learning Standards (CCLS).

During Our Community Charter School Summer Staff Development, which will be a mandatory one-week long session prior to the beginning of school, teachers, under the supervision of the Coordinator of Instructional Support Services, will create curriculum maps and thematic units of study for the entire school year. Using the theory of best practice as a guide, teachers will develop units that adhere to a common format, including essential questions, learning objectives, enduring understandings, CCLS addressed, and other elements.

Equipped with these detailed resources, teachers will begin the school year with a focus on developing thoughtful and effective lesson plans. In developing lesson plans, teachers will work within a formal weekly system in which:

1. Teachers draft lesson plans for the upcoming week in collaboration with grade level teams, including special education teachers during a 40-minute shared planning period each week.
2. Teachers submit the plans to the Coordinator of Instructional Support Services on Wednesday mornings.
3. This director then reviews, provides written feedback, and returns the draft by Thursday morning.
4. Teachers make final revisions during shared preparation time.
5. Teacher will also be required to submit 3 days of emergency plans to be reviewed.

Through this system, teachers will be well equipped with a detailed roadmap of how to best lead student learning on a daily basis. (This may change as the school expands and based on the talents and skill of the staff).

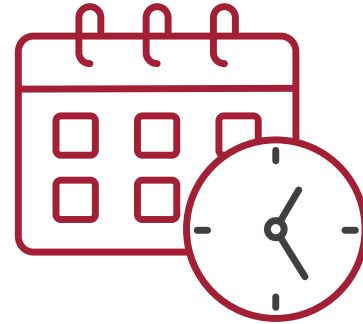


SCHOOL SCHEDULE

School Day: 7:00 a.m. – 6:00 p.m.

Monday, Tuesday, Thursday, Friday

Dinner will be provided at no cost for all students on these days.



Wednesday School Day: 7:00 a.m. – 3:30 p.m.

Early dismissal for all students occurs every Wednesday at 3:30pm.

Professional Development for all staff

Wednesdays*: 4:00 p.m. – 6:45 p.m.

- » Teachers will report daily at **6:45 a.m.**
- » Total of **228 days** of instruction
- » Two Saturdays of each month will offer academic remediation from **9:00 a.m. – 3:00 p.m.**

PROPOSED BOARD OF TRUSTEES FOR OUR COMMUNITY CHARTER SCHOOL

L. Smith, Board Chair

L. Smith is a retired elementary school principal with strong capability and competency in governing schools. He has diverse leadership qualities and academic administration. L. Smith has a commitment to ensure quality education for all students. Over his tenure at ABC public school, staff retention increased by 45% and student achievement on state exams rose from 14% to 28% overall.

M. Scott, Vice-Chair

M. Scott provides legal oversight for the Board. He currently works for the City of ABC as a Municipal Attorney. He is a parent and a lifelong ABC resident.

P. Jones, Secretary

P. Jones serves as the Board of Trustees Recording Secretary. She served as the Managing Director of the South West ABC Neighborhood Association, a community service organization, and retired in March 2014. P. Jones understands the needs of the ABC community that the proposed charter school plans to serve.

A. Michael, Treasurer

A. Michael is in charge of fundraising, fiscal monitoring, compliance, budget development, cash flow, and completing operational reviews for the organization. He was previously employed by the DEF school district as a history teacher and he also coached varsity basketball and field hockey. A. Michael will also play an essential role in the research for facility acquisition.

T. Gordon, Outreach Manager

T. Gordon is in charge of the board correspondence and is responsible for representing the Board and the Our Community Charter School to the public. She is a new ABC city resident.

A. Brown, Trustee

A. Brown has been a Licensed Associate Real Estate Broker with Trustworthy Realtors since 2012. She previously worked at the ABC County Sheriff's Office for 25 years and retired with the rank of Deputy Sheriff Sergeant Jailor in 2011. A. Brown will assist A. Michael in researching facility acquisition.



PROPOSED SCHOOL BUDGET (EXCERPTS)

Instructions: Please complete the fields in yellow.

Enrollment Assumptions

	Year 1	Year 2	Year 3	Year 4	Year 5
New Students					
K	0	0	0	0	0
1	0	0	0	0	0
2	0	0	0	0	0
3	0	0	0	0	0
4	0	0	0	0	0
5	0	0	0	0	0
6	125	0	0	0	0
7	125	125	0	0	0
8	125	125	125	0	0
9	125	125	125	125	0
10	0	125	125	125	125
11	0	0	125	125	125
12	0	0	0	125	125
Elementary Student Total	0	0	0	0	0
Middle School Student Total	375	250	125	0	0
High School Student Total	125	250	375	500	375
Enrollment Total	500	500	500	500	375
New students	500	0	0	0	-125
Students per classroom					
Classrooms	35	35	35	35	35
	14	14	14	14	11

Our Community Charter School Staffing and Compensation

Instructions: Please complete the fields in yellow.
Annual salary growth = 3%. Annual benefit growth = 5%

	STAFF HEADCOUNT					SALARIES, TAXES AND BENEFITS					
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1	Year 2	Year 3	Year 4	Year 5	
INSTRUCTIONAL LEADERSHIP STAFF											
Executive Director	\$ 125,000	1.0 F	- F	- F	- F	\$ 125,000	\$ -	\$ -	\$ -	\$ -	
Principal	120,000	1.0 F	- F	- F	- F	120,000	-	-	-	-	
Special Education Coordinator	45,000	- F	- F	1.0 F	- F	-	-	43,743	-	-	
Dean of Curriculum	45,000	- F	- F	1.0 F	- F	-	-	43,743	-	-	
Dean of Assessments	45,000	- F	- F	- F	1.0 F	-	-	-	49,173	-	
Dean of Students	45,000	- F	- F	- F	- F	1.0 F	-	-	-	50,648	
TOTAL						\$ 345,000	\$ -	\$ 95,481	\$ 49,173	\$ 50,648	
TEACHERS											
Classroom teachers	\$ 35,000	11.0 F	14.0 F	14.0 F	14.0 F	11.0 F	\$ 490,000	\$ 504,700	\$ 519,843	\$ 535,436	\$ 493,321
Special education teacher	25,000	- F	1.0 F	1.0 F	1.0 F	1.0 F	-	25,750	26,523	27,318	28,138
Teaching assistant	25,000	7.0 F	7.0 F	7.0 F	7.0 F	7.0 F	175,000	180,250	185,558	191,227	196,964
ESL specialist	25,000	- F	- F	1.0 F	1.0 F	1.0 F	-	-	26,523	27,318	28,138
Reading or math specialist	31,000	- F	- F	1.0 F	1.0 F	1.0 F	-	-	33,949	34,967	36,016
Specialist teacher	26,000	- F	- F	- F	- F	- F	-	-	-	-	-
TOTAL							\$ 665,000	\$ 710,700	\$ 792,482	\$ 816,267	\$ 722,577