

# Charter FIRST Appeal <a href="Mailto:NEW Process Steps">NEW Process Steps</a>



Beginning August 8, 2025



## **Opportunity to Appeal – NEW PROCESS**

- If your charter school wishes to appeal an adverse issue it identifies in the preliminary rating, your charter school may electronically submit a written appeal with supporting evidence and documentation to the TEA Financial Compliance Division.
- For the appeal to be considered, TEA must receive it by September 8, 2025.
- Your appeal and supporting documentation must be submitted online through the NEW process in the TEAL Charter FIRST application.



# **Initiate an Appeal**

- To initiate an appeal, log into your TEAL Charter FIRST application and follow the steps below which are illustrated on the following pages.
  - 1. Click on the CDN hyperlink, then click on the Indicator Detail Summary Tab.
  - 2. Next, click the hyperlink under the Indicator Description that you wish to appeal.
  - 3. On the Indicator Details and Formula tab, there will be an **Appeal button** at the bottom right of this screen. To initiate an appeal, click the **Appeal button**. The system will display the Appeal Details screen to enter the details of the Appeal.
  - 4. Enter the details and add documents you wish to include, then click the **Submit button**.
  - 5. View **Appeals Summary** and status.



#### 1. Click on the CDN hyperlink



User Role: District

Rating Year: 2024-2025 V CDN:

Select An Option

If your school wishes to Appeal an adverse issue it identifies in the preliminary rating, you may select the indicator you wish to appeal in the "Indicator Detail Summary" section and submit Appeal. Please provide the appeal details and supporting evidence. For the appeal to be considered, please submit it by /2025. You will not have the ability to submit the appeals after the required deadline date mentioned here. If no appeal is submitted by your charter school, your charter school's preliminary rating becomes final on /2025.

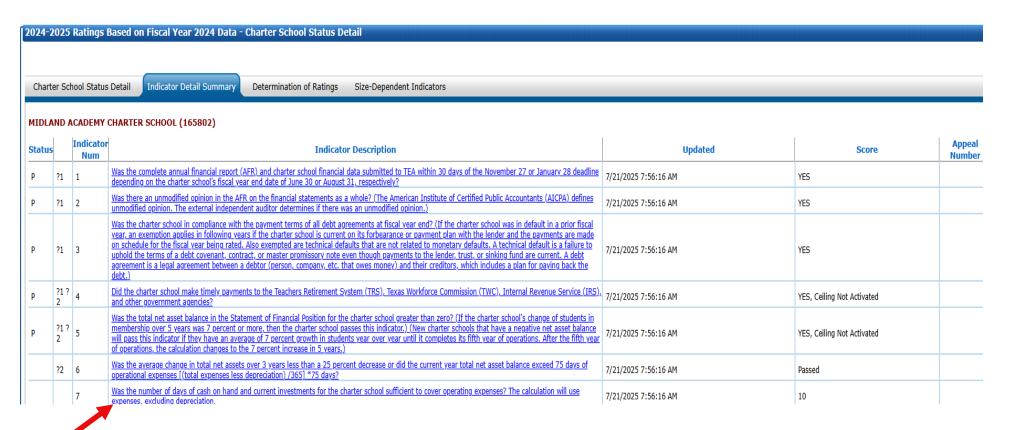
2024-2025 Ratings Based on Fiscal Year 2024 Data - Non-University Charter School Status Summary

CDN	Region	Name	Rating	Status	
	18	CHARTER SCHOOL	A - Superior Achievement	1	

Print Page Print



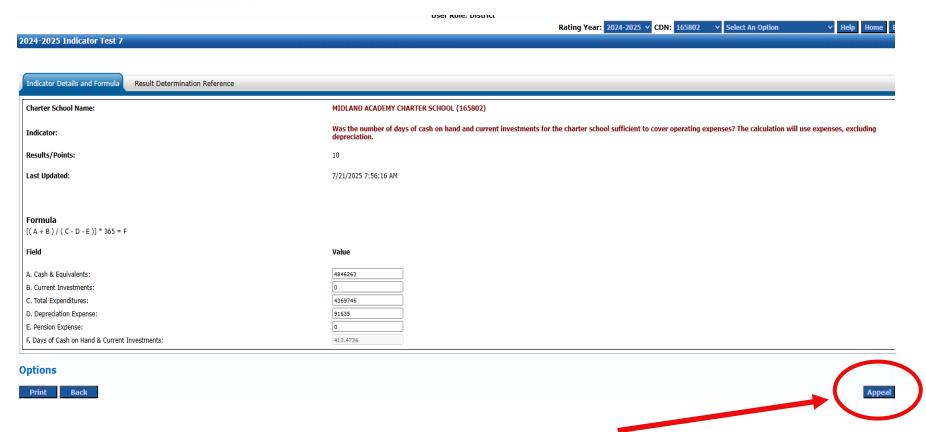
#### 2. Indicator Detail Summary - Select Indicator



Go to the Indicator Detail Summary tab and select the Indicator you wish to Appeal.



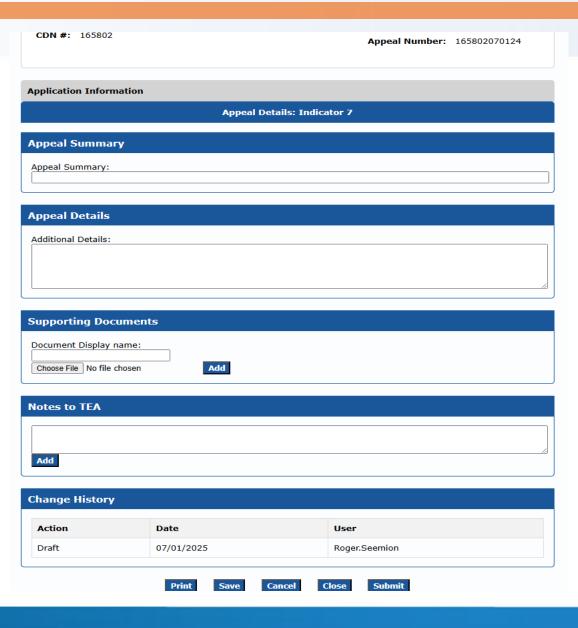
#### 3. Click the Appeal Button



On the *Indicator Details and Formula* tab, there will be an **Appeal** button at the bottom right of the screen. To initiate an appeal, click the **Appeal** button.

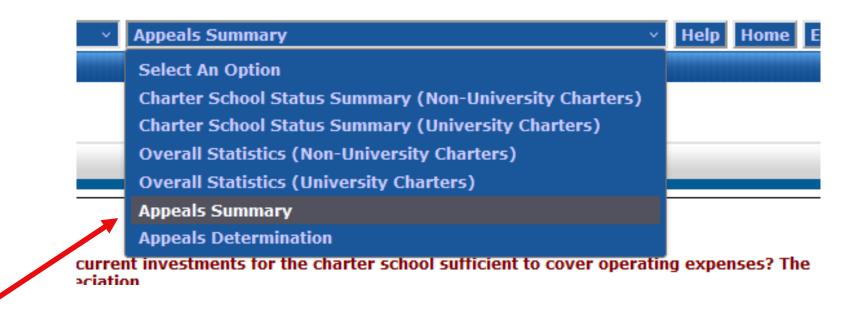


#### 4. Enter the Appeal Summary, Details, Etc. and Submit





#### 5. View Appeals Summary



To view your appeal submission, use the drop-down menu to select the **Appeals Summary**.



#### 5. View Appeals Summary



User: paul.moreno User Role: District

Rating Year: 2024-2025 V CDN: Appeals Summary

#### **Appeals Summary**

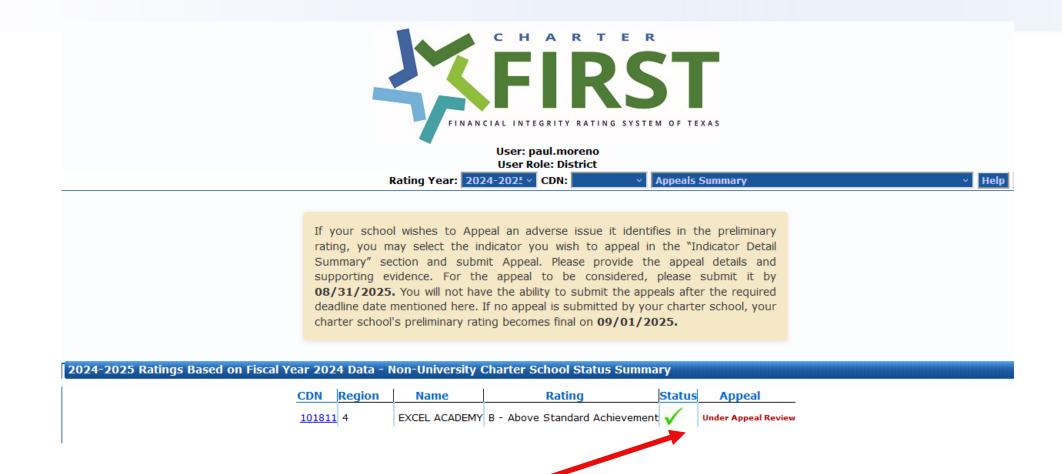
Search: Search

Help Home Exit

Appeal	Indicator	Appeal	Supporting Docs	Appeal	TEA	TEA	Submitted	Submit	Decision
Number	Number	Summary		Status	Notes	Documents	By	Date	Date
101811070124	Indicator 7	Incorrect data	• <u>Documentation</u> for Ind 7 appeal	Submitted to TEA	)		p	08/04/2025	



#### **Under Appeal Review**



### Under Appeal Review listed on title page



#### **Division of Financial Compliance**

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