



ISD

CHARTER POLICY TEMPLATE

CAMPUS CHARTER

This document, and all associated materials, have been provided to serve as general guidelines that attempt to meet all applicable state and federal statutory requirements. Adoption of this material, in part or in whole, does not vest a right nor privilege to any subsequent Charter School Program grant funds.

ESTABLISHMENT

The Board shall consider an application for a campus charter or program charter if the applicant:

1. Complies with the statutory requirements for a campus charter or program charter;
2. Follows the application process established by the District; and
3. Supplies evidence to the Board that the applicant will comply with the statutory and District requirements for a campus charter or program charter.

CREATION WITHOUT PETITION

The Board may grant a charter for:

1. A new District campus; or
2. A program that is operated:
 - a. By an entity that has entered into a contract with the District under Texas Education Code §11.157 [see EEL] to provide educational services to the District through the campus or program; and
 - b. At a facility located in the boundaries of the District.

The board may contract with a public or private entity for that entity to provide educational services for the District at the charter campus.

If the contracted entity is an operator of an existing open-enrollment charter school, they must be considered a high performing entity that has demonstrated performance:

- a. at the highest or second highest performance rating under Subchapter C, Chapter 39 in the past three, consecutive school-year ratings; and
- b. the highest or second highest performance rating under Subchapter D, Chapter 39 in the past three, consecutive school-year ratings; and
- c. 85 percent of the campuses operated under that charter also receiving a rating of the highest or second highest rating.

ENROLLMENT

Pursuant to TEC Sec. 12.065, the admission of students shall be based first and foremost on geographic and residency considerations. Secondary consideration may be given to a student's age, grade level, or academic credentials in general or in a specific area, as necessary for the type of program offered.

The district may not assign a student to the charter campus or program unless the student's parent or guardian has voluntarily enrolled the student.

REMOVAL

A student's parents or guardian may, at any time, remove the student from a campus or campus program charter and enroll the student at the campus to which the student would ordinarily be assigned.

TEACHER ASSIGNMENT

The District may not assign to the campus or campus program charter a teacher who has signed a written statement that the teacher does not agree to that assignment.

COMPLIANCE

Campus charters and campus program charters shall comply with all federal law and with state law governing such charters and shall be nonsectarian. The Superintendent or designee shall schedule an informational meeting for anyone expressing interest in establishing a campus or campus program charter. Applications and petition forms for campus and campus program charters shall be available in the Superintendent's office or in a designated place that is accessible to parents and teachers in the District.

Applicants shall present a draft of the application to the Superintendent or designee in accordance with a timeline established in administrative regulations. The Superintendent or designee shall work with the applicants in completing the application process.

A public forum shall be held to allow the applicants an opportunity to present their proposals to the Board and to the community prior to formal consideration by the Board.

Final applications and petitions for campus charters or campus program charters shall be submitted to the District prior to January 1 for Board consideration of a charter to begin the following school year.

CONTENT

A final application for a campus or program charter shall include the following:

1. The purpose and need for such a campus or program;
2. The unique distinction between the proposed campus or program and the District's current campuses or programs;
3. A mission and goals statement;
4. The curriculum to be offered;
5. A plan for measuring student achievement and increases in student achievement for all student groups;
6. A governance and decision-making plan, including a list of local Board policies that shall apply, as well as a list of any local policies the applicant is requesting the Board to waive;
7. An enrollment and withdrawal process;
8. A plan for maintaining and reporting PEIMS data in accordance with state requirements;
9. Discipline procedures;
10. A safety and security plan;
11. A plan for providing facilities and student transportation;
12. A facility and maintenance plan that includes routine maintenance as well as emergency procedures for managing potential danger to the health and safety of students and employees;
13. An employment plan consistent with federal and applicable state guidelines, due process requirements, and contract nonrenewal and termination procedures; and
14. The role of the chief operating officer responsible for personnel, the budget, purchasing, program funds, and other areas of management.

Applicants shall submit with the application the required petitions indicating evidence of support for the approval of a campus charter or program charter.

FORM

A charter shall be a written contract signed by the Board President, and the chief operating officer of the campus or campus program charter.

Each charter contract shall:

1. Satisfy the requirements of the law governing campus or campus program charters;
2. Include the items listed in the application, with any modifications required by the Board;
3. Stipulate a term length for the charter;
4. Establish a date for periodic review and renewal of the charter;
5. Establish fiscal and academic standards;
6. Require the established fiscal and academic standards be reviewed and evaluated annually; and
7. At a minimum submit an independent annual financial audit in the same form as required by TEC §44.008.

OPEN MEETINGS AND PUBLIC INFORMATION ACTS

With respect to the operation of a campus or campus program charter, the governing body of the charter campus or program is considered a governmental body for purposes of the Government Code Chapters 551 (Open Meetings Act) and 552 (Public Information Act). *Education code 12.057(a)*.

AMENDMENT

The Board of Trustees shall adopt a procedure for revising the contract for charter. Such revision must be in accordance with TEC §12.062(b).

EVALUATION

The charter schools authorized by the Board of Trustees will be evaluated annually using the same standards used to measure all district campuses, including performance on the Texas Consolidated School Rating (TCSR) Report and the Texas Academic Performance Report (TAPR). Failure of a district-authorized charter school campus, which does not meet the minimum threshold of state performance, to demonstrate significant improvement in academic performance and the compliance with any

accountability provision specified by the charter in two successive years may result in the revocation of the charter. The administration will provide technical assistance and support to ensure that charter school staff and students are given an ample opportunity to succeed.

REVOCATION BASIS FOR PLACEMENT

The Board may revoke a charter if it finds that the charter campus:

1. Violates a provision of applicable state or federal law;
2. Violates a provision of the charter;
3. Fails to meet generally accepted accounting standards for fiscal management; or
4. Fails to generate increases in student academic achievement for all student groups.

The Board must revoke a charter if it finds that the charter campus:

1. Failed for 3 consecutive years to meet the academic and/or financial accountability standards outlined in TEC Chapter 39, Subchapter C and D.
2. Failed for 3 consecutive years to meet the academic and/or financial accountability standards adopted by the board.

REVOCATION PROCEDURE

The Superintendent shall investigate any allegation that a charter campus or charter program has violated federal or applicable state law or provisions of the charter or fails to meet generally accepted accounting standards for fiscal management. The Superintendent shall hold a conference with the chief operating officer and governing body of the charter campus or program to discuss any such allegation. If the Superintendent determines that a violation or mismanagement has occurred, the chief operating officer of the charter campus or program shall respond to the allegation at the next regularly scheduled Board meeting. The Superintendent shall ensure that the issue is on the agenda. The Board shall hear the presentation and take action, if necessary, to place the charter campus or program on probation. If the Board decides to consider revocation of the charter, it shall schedule a public hearing to be held on the campus where the program is located.

