



High-Performing Entity Application Overview

August 2025

Welcome



Valerie Trevino
Division Director
Charter School Authorizing



We are determined. We are committed and intentional in the pursuit of our main purpose, to improve outcomes for students.

We are learners. We seek evidence, reflect on success and failure, and try new approaches in the pursuit of excellence for our students.

We are people-centered. We strive to attract, develop, and retain the most committed talent, representing the diversity of Texas, each contributing to our common vision for students.

We are servant leaders. Above all else, we are public servants working to improve opportunities for students and provide support to those who serve them.

The New Schools Team



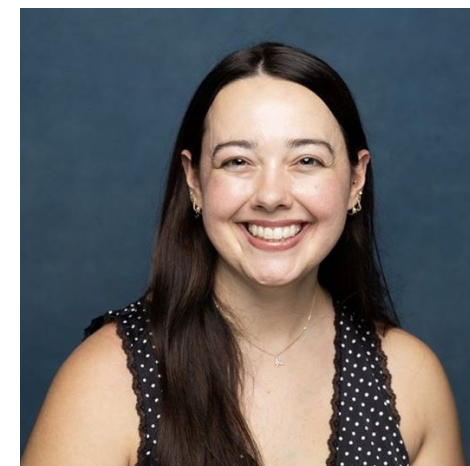
Brittany Glenn

New Schools Manager



John Garland

New Schools Coordinator



Sarah Khan

New Schools Coordinator

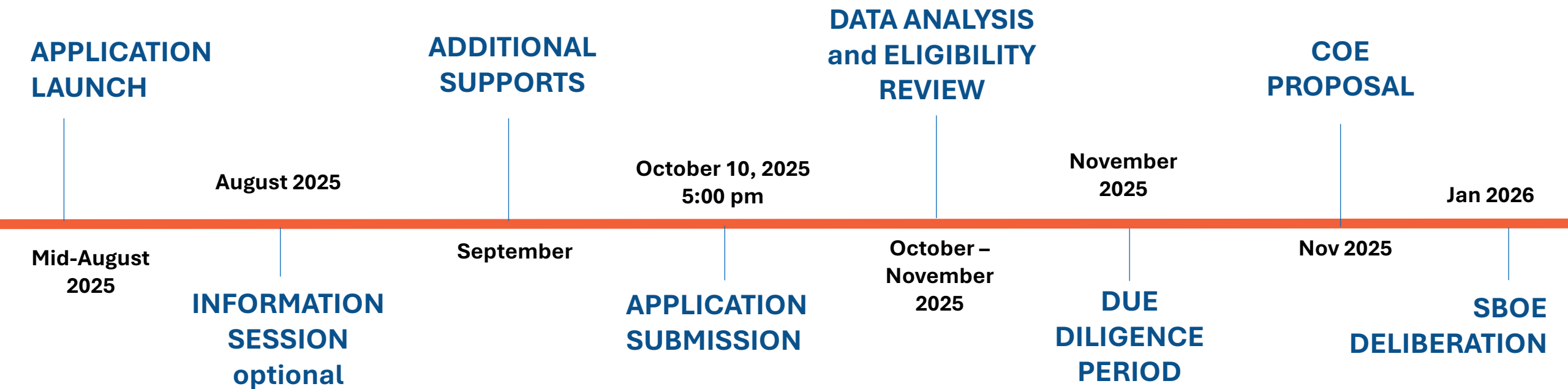
8/20-SESSION

9:00 - 9:05 am	Introductions... <i>by Valerie Trevino, Director of Charter School Authorizing</i> (5 min)
9:05 - 9:20 am	Charter Portfolio... <i>by Brittany Glenn, News School Manager</i> (15 min)
9:20 - 9:50 am	Application Overview... <i>by New Schools Team</i> (30 min)
9:50 - 10:10 am	Virtual Application Overview (20 min) ... <i>by Ann Rajan, Director of Special Projects</i>
10:10 - 10:15 am	Section Q&A (5 min)
10:15 - 10:35 am	FPW, Financial Plan, and Updates... <i>by John Garland</i> (20 min)
10:35 - 10:45 am	Section Q&A (10 min)
10:45 - 11:05 am	Charter School Program (CSP)... <i>by Chelsea Garcia</i> (20 min)
11:05 - 11:15 am	Section Q&A (5 min)

Generation 30 HPE Timeline



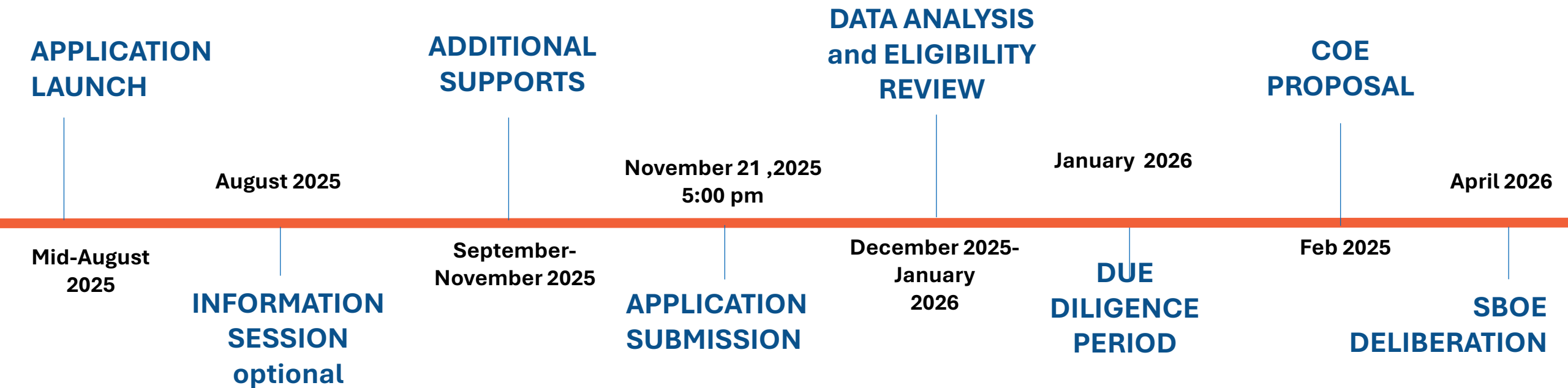
January Approval



Generation 30 HPE Timeline



April Approval



High-Performing Entity Application

	January Approval	April Approval
Application Published	August 15	
Info Session (Optional)	August 20	
Application Submission	October 10	November 21
Completion Check	October 14-17, 2025	December 2-5, 2025
Remedy Period	October 20-24, 2025	December 8-12, 2025
Data Analysis & Eligibility Review	October 27 – November 7	December 15 – January 7
Eligibility Notification	November 10	January 9
Due Diligence Period	November 11 – 20	January 12 - 30
Commissioner Proposes Award	November 21	February 6
SBOE Meeting	January 2026	April 2026
Charter School Start	August 2026 or Beyond	August 2027 or Beyond

Big Picture Questions



APPLICATION LAUNCH

Aug 20, 2025

Aug 15, 2025

INFORMATION SESSION (Optional)

Are we eligible to apply?

What application do we complete?

How do we access the applications?

What are the application documents?

What happens while we complete our application?

How do we assemble and submit the application?

What happens after we submit the application?

Eligible Entities & Available Applications

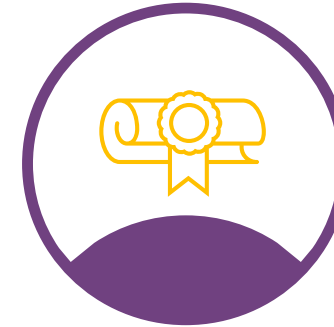
TEC Chapter 12 Subchapter C or E



Established Texas Charter Operator

An entity with a Texas charter school that **consistently ranks in the highest performance** categories under Subchapter C, Chapter 39.

High-Performing Entity



Out-of-State Charter Operator

An entity affiliated with a successful out-of-state charter operator, **meeting high-performance standards** set by the commissioner.



Accessing Application Documents

Accessing the Applications



Parts of the Application Package

1

Instructions and Guidance Document

Provides **eligibility criteria, timelines, key dates, and submission instructions.**

2

Narrative Document

Word document that consists of the: **Executive Summary, Application Checklist, Narrative Responses, and the Letter of Special Assurances.**

3

Attachment Coversheets and Forms

Coversheets that **provide directions for each attachment.** All coversheets can be accessed through either the **Application Checklist** or the **Narrative Response** pages.

4

Financial Plan Workbook

An **Excel workbook** that supplements the budget narrative and financial plan.

5

Portfolio Overview Workbook

An **Excel workbook** that provides school and performance data.

6

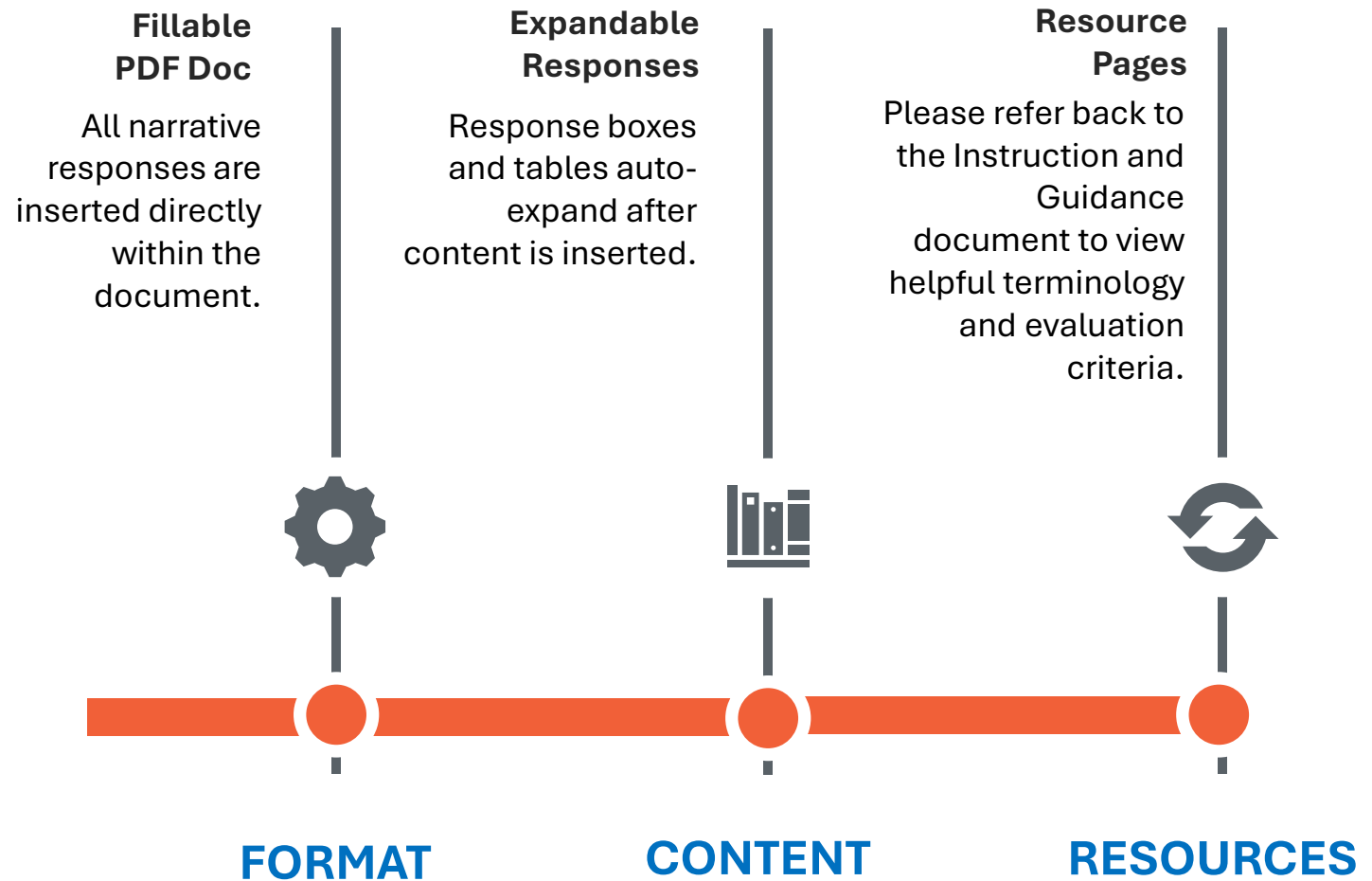
Virtual Addendum

An attachment for applicants **who apply for a full time virtual / full-time hybrid campus.**

The Narrative Document

VIEWING THE NARRATIVE DOCUMENT

Download the Generation 30 HPE Narrative Document. Save a copy to your computer.



VIEWING THE ATTACHMENTS

All attachments are hyperlinked in the **narrative attachment checklist page**.

1

Coversheets

Each attachment coversheet **provides specific instructions** to complete the attachment.

Attachment coversheets are also submitted with respective responses.

2

Fillable Forms

Some attachment coversheets also **provide fillable pdf forms**.

Applicants must insert responses **directly into each form**.

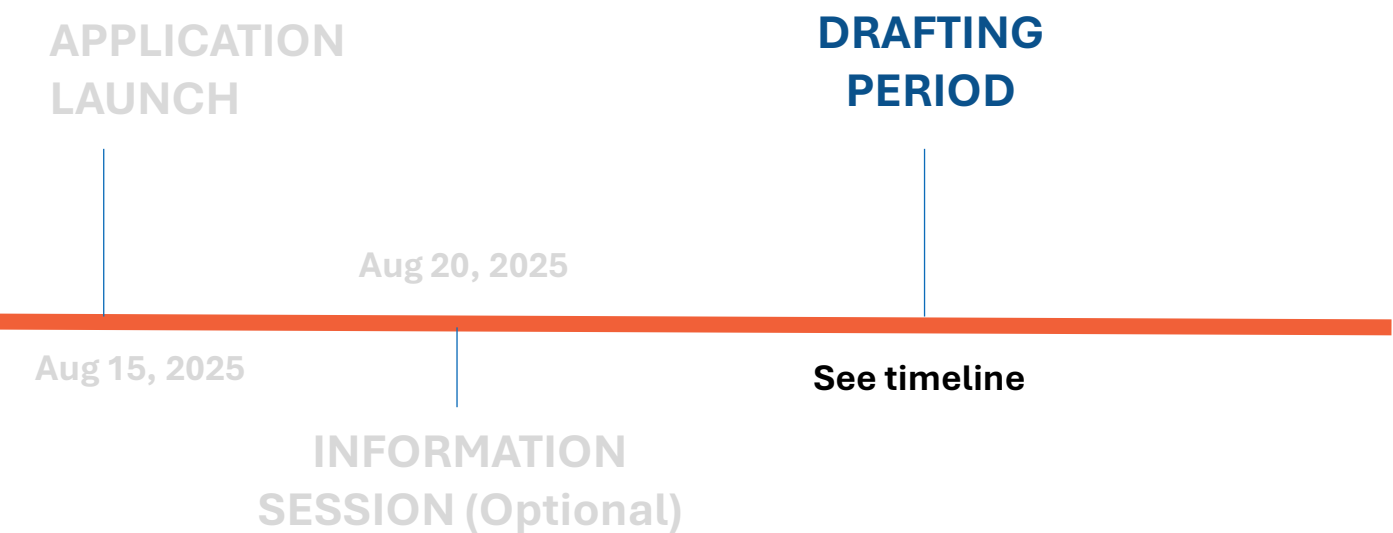
3

Worksheets

Some attachments are **provided as Excel workbooks**.

Applicants must complete and submit workbooks as an Excel document.

Drafting the Application



How many applications do we complete?

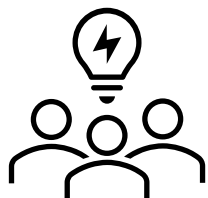
Are we limited by who we can enroll?

Do we notify anyone that we are applying?

Are we limited by the instructional materials we can select?

How can we engage TEA during the drafting period?

School, Campus, Expansion



Application Phase

Applicants submit **only one application**.

Applicant is applying for a **Local Education Agency (LEA)**.

Applicant proposes to **operate one or more campuses** under the LEA.



Operational Phase, if awarded

Charter school boards **govern all campuses at the LEA level**.

Newly authorized charter schools are **limited to the number of campuses, grade levels, maximum enrollment, and geographic boundaries** outlined in the approved application.



Expansion Amendments

Newly authorized charter schools may apply for additional campuses, grade levels, maximum enrollment, and geographic boundaries but the changes **will not be effective before year 4**.

All expansion requests are subject to commissioner approval and are **based on accountability ratings and financial health**.

Selecting Instructional Materials



Decision-Making Autonomy

Charter schools have the **freedom to design, select, and implement** their chosen instructional materials.



Available Resources

TEA has a **variety of resources to guide the planning and development** of high-quality instructional materials that follow research-based best practice.



Evaluated & Vetted

TEA's **Open Education Resources** have already been evaluated through the **Texas Resource Review**, but it is **not required** that applicants propose to use those materials.

The Texas Resource Review and TEKS alignment

The purpose of the Texas Resource Review is to assist in **selecting high quality instructional materials**.



Rubrics show all the criteria that reviewers consider and can be helpful for your own selection process.

The Texas Resource Review is designed to provide comprehensive and user-friendly information about the quality of instructional materials, using evidence captured by teams of Texas educators trained on a Texas-specific quality rubric.



The detailed evaluation reports provide findings and evidence about the materials. Applicants can review and compare reports.

Even if not selecting to use TEA-approved materials, **all materials must be high quality.**



The application must demonstrate **depth of knowledge** and **familiarity** with selected materials.



- (1) aligned with the Texas Essential Knowledge and Skills (TEKS),
- (2) have a comprehensive and cohesive scope and sequence,
- (3) include lesson-level materials with engaging texts (books, multimedia, etc.), problems, and assessments, and
- (4) are externally validated or research based.



Permissible Communication

Applicants are permitted to contact agency staff with questions about **technical and procedural questions**.

All applicants are **prohibited from contacting agency staff** with specific questions about a proposal.



Support Seminars

Applicants are highly encouraged to register and attend additional support seminars **offered through November**.

Support seminars are presented by **content area specialists** that dive deeper into areas of the application.

All seminars are **recorded** and posted online.



Office Hours

TEA staff will host office hours **September through November** for applicants to pose general questions to staff and **nuanced questions to other applicants**.

Application Submission



APPLICATION
LAUNCH

DRAFTING
PERIOD

August 20, 2025

See Timeline

August 15
2025

See Timeline

INFORMATION
SESSION (Optional)

APPLICATION
SUBMISSION

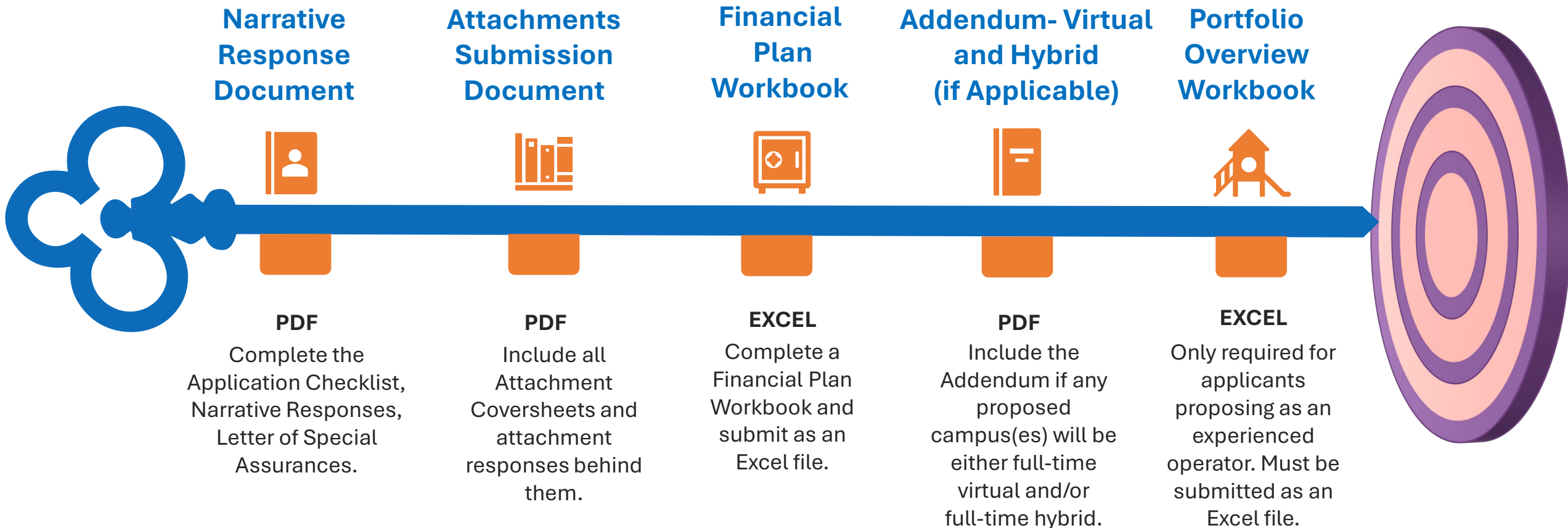
When is our application due?

What documents are included in our final submission?

How do we compile all the attachment documents?

Where do we submit our application?

Application Documents Included in Final Submission



Assemble the Attachments Submission Document

PRINT OR FLATTEN ATTACHMENTS



Applicants may either **print or flatten each attachment** coversheet and responsive material.

COMBINE ATTACHMENTS



Combine all printed (or flattened) attachment material into **one single document**.

PAGINATE NEW DOCUMENT



Insert page numbers in the lower right corner of each page.

Page numbers **can be hand-written**, if needed.

SCAN DOCUMENT



If printed, **scan the combined document to create a pdf** version of the Attachments Submission Document.

If flattened, this step is not necessary.

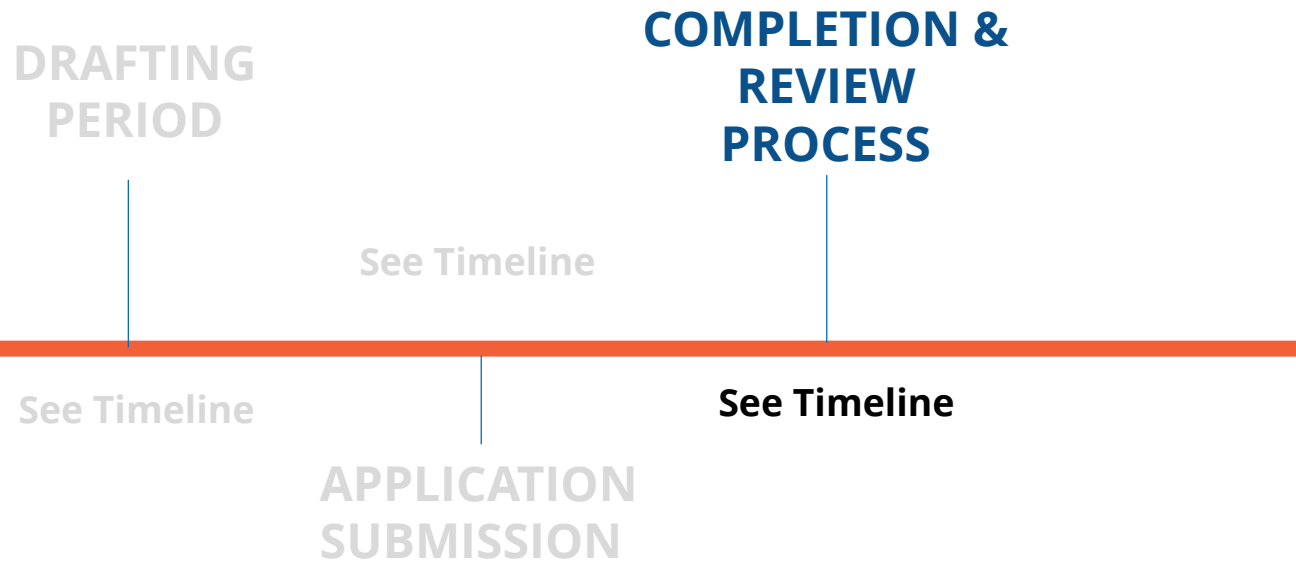
SUBMIT DOCUMENT



Submit as **separate files**:

- Attachments Submission Document (pdf)
- Financial Plan Workbook (Excel)
- Portfolio Overview Workbook (Excel)

Review Process



What happens after we submit our application?

How and what can we fix after we submit?

How is our application evaluated?

What happens after the review process?

Completion Check

The Division of Authorizing will review all timely submitted applications to **ensure eligibility and completion.**



Confirm Eligibility

- Timely Electronic Submission
- Tax Exempt Status
- Plagiarism
- Narratives are complete



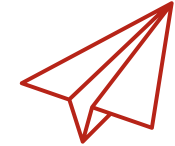
Review Attachments

- All applicable attachments are included.



Confirm Signatures

- Letter of Special Assurances



Notifications

- The Texas Education Agency will internally send impact notices to required districts and elected officials.

SUBJECT TO DISQUALIFICATION AND REMOVAL



Late Submission

Applications **received after 5 p.m. Central Standard Time of the submission day** will not be accepted.



Missing Responses

Applications that are **missing substantial portions of narrative** will be deemed ineligible.

THE CURE PERIOD

Applicants are provided a **five-day window to cure certain documents** that are initially deemed incomplete.

Some documents and/or occurrences are **not curable and will disqualify the applicant from further consideration** during the Generation 31- High Performing Entity application cycle.



Confirm Eligibility

- All eligible applications that have successfully passed the completion check are moved to the **review process**.



Evaluation Criteria

- Evaluation criteria for each narrative section can be found in the **'Terminology, Resources, and Evaluation Criteria'** section.
- Applicants who meet all requirements will advance to the **due diligence period**.

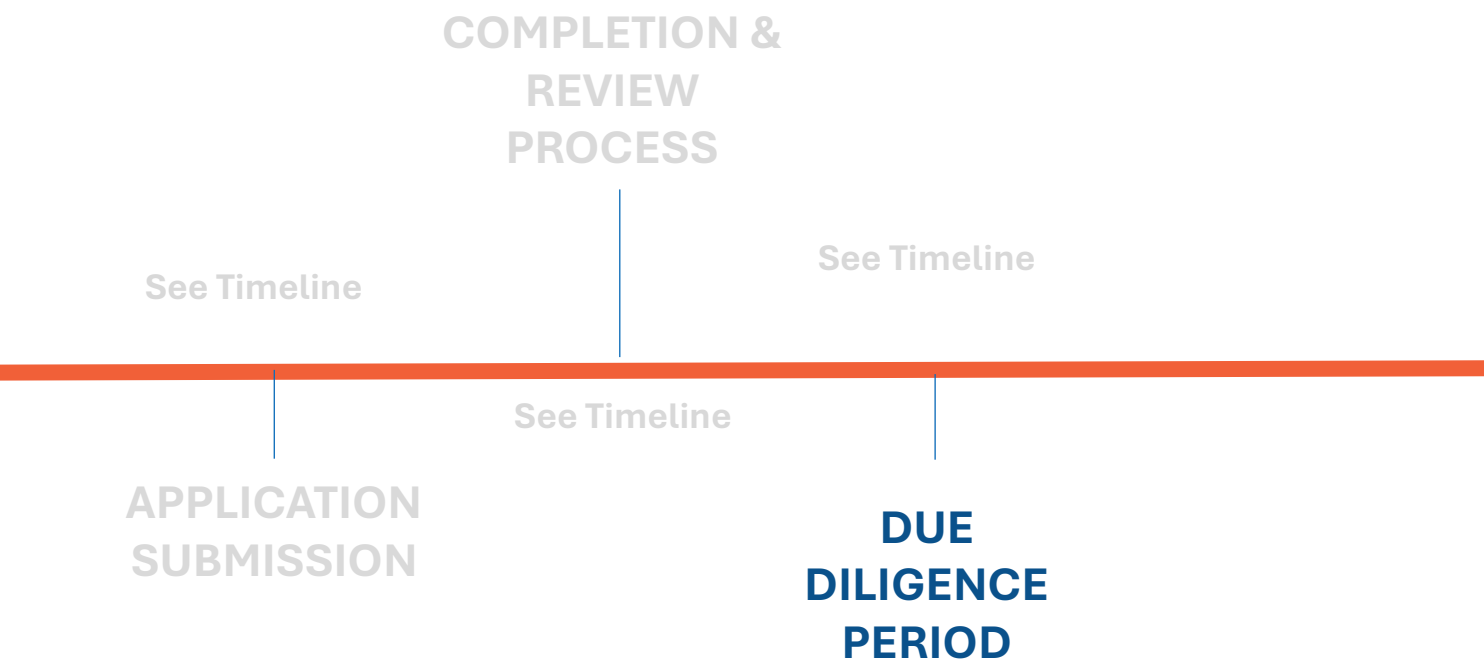


Portfolio Analysis

- During the evaluation phase, we will **review performance ratings** and state assessment data to determine if the student achievement score aligns with an **A or B rating on Domain 1** of Texas' accountability system.

Due Diligence Period

What happens during this phase?



DUE DILIGENCE PERIOD... November 11–20, 2025 or January 12–30, 2026



During these time frames these items may be reviewed for readiness:

- **Financial Review**
- **Governance Assessment**
- **Educational Plan Review**
- **Legal Compliance Check**



Some additional review activities that may be conducted include but are not limited to the following:

- **School site visits**
- **Meetings (in person or virtual)**
- **Interviews with current authorizer(s)**

Note: Timeframes are listed based on SBOE approval window.

Proposal and Deliberation

	January Approval	April Approval
Request for Application Published	August 15, 2025	
Information Sessions	August 20, 2025 (Optional)	
Application Submission	October 10, 2025	November 21, 2025
Completion Check	October 14-17, 2025	December 2-5, 2025
Remedy Period	October 20-24, 2025	December 8-12, 2025
Data Analysis and Eligibility Review	October 27-November 7, 2025	December 15, 2025- January 7, 2026
Eligibility Determination Notification	November 10, 2025*	January 9, 2026*
Due diligence period	November 11-20, 2025	January 12-30, 2026
Commissioner Proposes Awards	November 21, 2025*	February 6, 2026*
State Board of Education Meeting	January 2026	April 2026
Charter Start Year	August 2026 or beyond	August 2027 or Beyond

*On or around the date listed

Upcoming Support Seminars

Topic	Dates
Governance Community Engagement Financial Plan Workbook Best Practices Charter School Program Start-Up Grant	August 27, 2025 10:00 AM – 11:30 AM
Virtual Addendum	September 3, 2025 10:00 AM – 11:30 AM
Special Populations	September 17, 2025 10:00 AM – 11:30 AM
Curriculum & Instruction	October 15, 2025 10:00 AM – 11:30 AM
Final Steps Before Submission	November 5, 2025 10:00 AM – 11:30 AM

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