

Texas Education Agency
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SUBCHAPTER G

APPLICATION FOR ADULT HIGH SCHOOL CHARTER

FREQUENTLY ASKED QUESTIONS



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INTRODUCTION

The TEA Division of Authorizing has compiled a list of questions to serve as additional clarifying guidance for the current application cycle. These questions originate from different sources; however, they are primarily sourced from the Application Information Session. The purpose of this document is to provide a resource guide for applicants completing the Subchapter G Adult Education Charter Application.

All references to TEC, TAC, TBC, and TGC refer to the [Texas Education Code](#) (TEC), [Texas Administrative Code](#) (TAC), [Texas Business Organizations Code](#) (TBC), and [Texas Government Code](#) (TGC), respectively.

Please note, questions presented during the Subchapter G Application Information Session on August 25th, 2023 were incorporated to the extent they addressed the charter application process. All questions not specifically related to the application process were either rephrased or omitted.

APPLICATION INFORMATION SESSIONS

1. Will the Application Information Session be recorded and made available to the public?

Answer: The Application Information Session recordings and presentations will be posted on the [TEA Charter School Applicants website](#).

2. Will there be a certificate for completion or confirmation of attendance?

Answer: There will not be a certificate of completion or confirmation of attendance for the Mandatory Information Session for the Subchapter G application cycle. The agency will confirm attendance upon request.

ACCESSING THE APPLICATION

1. How exactly do I access the application?

Answer: The application is available to download from the [Charter School Applicants webpage](#). The application narrative document is accessible from the Charter School Applicants webpage. The document will automatically download once the narrative link is selected. The document is an interactive PDF form, and applicants will receive an automated prompt and further information to download Adobe Acrobat.

ELIGIBILITY & ENTITY FORMATION

1. Please elaborate on "must have a successful history" of providing educational services to adults 18 years or older.

Answer: Applicants are invited to provide evidence in the narrative document of successful history, including metrics or other data demonstrating such.

2. What is the name of the current Subchapter G charter school?

Answer: The Excel Center for Adults is the only currently operating Subchapter G charter school in Texas.

SCHOOL DESIGN

1. Are students required to pass a standardized test like ISD students to receive a high school diploma?

Answer: Currently, if the entity plans to serve students in the 2024–2025 school year, then program participants have to take the STAAR EOCs in Algebra I, Biology, and English II to meet graduation requirements. After the new accountability framework is adopted (by September 1, 2025), then there may be another standardized secondary exit assessment adopted at that time.

2. Although my focus will be with students over 21 and under 26, can the age limit be raised?

Answer: The provisions of Subchapter G require serving adult learners aged 18–50.

3. Can we offer credit by exam to this cohort of students?

Answer: There are instances where credit by exam may be appropriate, however, it is the intention of the law that a "significant portion" of the instruction is interactive and teacher-led. The LEA is encouraged to determine content areas and courses where this would be a best practice for student learning.

4. Is it required that we propose to offer a Gifted and Talented program?

Answer: Offering a Gifted and Talented program is not required, but optional, as it is for all charter schools.

5. All programs must have a program with CTE courses that can lead to certification. If that is true, must all students who successfully earn a high school diploma also complete a CTE certification?

Answer: The program must have options that are able to result in certifications, but students do not fail the program by not achieving those certifications. The diploma is not contingent on the certification.

6. With the timeframe overview, operators are missing the hiring window to launch in SY 24–25. The legislative intent of the prescribed timeframe was to ensure that approved entities could successfully open in the next school year. How will TEA support that intent?

Answer: Applicants have the option to open in fall of 2024 or fall of 2025. The authorization timeline is as shortened as it can be while still following the parameters of statute and adopted rule.

7. Are adult charter schools under Subchapter G required to place students in grade levels (7th–11th), etc.? If yes, how is this determined for adults?

Answer: Grade levels are required to be reported in PEIMS fall submission. Additional research must be conducted to figure out how adults in Subchapter G programs are assigned to a grade level, though as a best practice, many adult education programs pre-test students as they enroll to determine education level. This may provide some guidance for determining appropriate grade levels.

THE BOARD & GOVERNANCE

1. If your college has a governing board already in place, can that be the same governing board as your charter, or do you need to have a separate one with a minimum of three members?

Answer: The slides from legal regarding a minimum of three members referred to a requirement that nonprofit entities maintain a minimum three-member board. This was not intended as advice for other entities. For this scenario, your team may want to seek advice from legal counsel about the best set up for their anticipated entity.

TALENT MANAGEMENT

1. How will teacher certification play apart? Will the teachers have to have the same qualifications as K–12 teachers?

Answer: The only certifications that are required are for special education and bilingual education.

FINANCE

1. If awarded, is the nonprofit or IHE the one accountable for Average Daily Attendance or is this the school district (for instance, if the program is located in a district building)? Would the charter holder get the funding associated with the ADA, or would the host district receive that?

Answer: The charter holder is the LEA that would be associated with the ADA funding.

2. In the financial plan workbook, are we entering in funds that we think we are going to receive? What if we do not have the exact amount of funding and grants we will receive for supports?

Answer: Generally, an applicant should not enter funds in the financial plan workbook unless they have some proof or reasonable expectation that they will be receiving those funds. However, if a reasonable estimate can be provided, it may be described in the application narrative document where additional funding streams are mentioned.

3. Is there a determined dollar amount for an ADA per-student estimate?

Answer: The workbook cover sheet estimates \$6,930 based on the split between a student enrolled for at least 75% of the year and a student enrolled less than 75% but at least 50% of the school year.

4. Are we required to provide breakfast and lunch for the 18–50 adult education charter?

Answer: Federal regulations govern requirements for offering meals to students. The school would need to follow federal guidelines as applicable.

5. My understanding in reading Subchapter G is that the number of students we project cannot be increased until after two-year period. Is that correct?

Answer: There is a provision in law that an enrollment cap must be determined by the agency and set forth in rule. There is no prohibition on the enrollment increasing at any individual campus year over year.

6. Please clarify whether adult charters are required to fulfill the 75,600 minutes requirement?

Answer: Applicants may follow the 75,600 requirement or elect to offer 43,200 minutes of instruction as provided in [TEC §48.005\(j\)](#).

ASSEMBLY & SUBMISSION

1. Please clarify the number of documents for final submission. Is it three separate documents or one large PDF and one excel document?

Answer: Three documents must be submitted: 1) the narrative document, 2) attachments document, and 3) the financial plan workbook.