

Waiver Request Checklist

Step 1- All Waiver Requests

Specific Required Elements	Applicable Resource
<ul style="list-style-type: none"> • Type of waiver requested • Superintendent Signature • Affected school year(s) • Justification for waiver requested • Board Resolution, see below for required criteria: <ul style="list-style-type: none"> ○ Meeting held in compliance with the Texas Open Meeting Act ○ (Reference: Texas Open Meetings Act) ○ The resolution heading contains the name of the school ○ Board action preceded by "Be it resolved that..." ○ Resolution clearly states action directed by the board ○ Language of resolution mirrors the language of the school's amendment request ○ Approval signed electronically or physically by a quorum of board members ○ Board members signing the resolution must have been in attendance at the meeting as reflected in the minutes (Reference: Government Code §551.021)Code §551.021) ○ The date of resolution matches the date of the meeting agenda ○ The date of resolution does not predate the board's action as indicated in the minutes ○ The requested amendment's effective date does not predate the board resolution 	State Waiver Guidebook

Note: All waivers are filed through TEAL in the Waivers application.

Step 2- Common Types of Waiver Requests

Waiver Request Type	Waiver Description	Relevant Code
Years of Operation	The expansion will be effective no earlier than the start of the fourth full school year at the affected charter school.	19 TAC §100.1035(c)(5)(i)
90% rule	The most recent campus rating for at least 90% of the campuses operated under the charter school is A, B, or C.	19 TAC §100.1035(c)(5)(C)(v)(I)
Charter FIRST	The most recent district financial accountability rating for the charter school in the Financial Integrity Rating System of Texas (FIRST) for Charter Schools is "Satisfactory"	19 TAC §100.1035(c)(5)(C)(iv)
Accreditation	The charter school has an accreditation status of "Accredited"	19 TAC §100.1035(c)(5)(C)(ii)
CSPF	The most recent designation for the charter school under the CSPF is "Tier 1" or "Tier 2"	19 TAC §100.1035(c)(5)(C)(vi)

For questions, please reach out to your portfolio coordinator.

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You can also email our amendments mailbox at charteramendments@tea.texas.gov