

Name of Nonprofit Corporation:		
Name of Proposed School:		
Name of Primary Contact:		
ITEM	RESPONSE	COMMENTS
Application Type		
Operator Track		

Public Disclosure-All charter school proposals submitted to LDOE are considered public records, pursuant to the Louisiana Public Records Law, LSA-R.S. 44:1 et seq., and are subject to public release.

Applicant Self-Assessment						
Location	Item	Yes	No	N/A	Page #	Comments
Letter of Intent	Letter of Intent	☐	☐	☐		
Eligibility Determination	Charter Proposal Overview Form	☐	☐	☐		
	Enrollment Projection Form	☐	☐	☐		
	Enrollment Plans	☐	☐	☐		
	School Management Form	☐	☐	☐		
	Assurances Form	☐	☐	☐		
	Teacher Eligibility Form	☐	☐	☐		
	Three LA Teacher Certifications	☐	☐	☐		
	Charter Board Member Roster	☐	☐	☐		
	Board Member Resumes	☐	☐	☐		
	Board Member Background Checks (if Applicable- utilize LSP Process)	☐	☐	☐		
	School Leadership Team Roster	☐	☐	☐		
	Applicant Team Roster	☐	☐	☐		
Assurances Form	Assurances Form	☐	☐	☐		
Experienced Operator Application	Executive Summary (2-Page Limit)	☐	☐	☐		
	Section 1: Educational Program and Capacity					
	School Establishment	☐	☐	☐		
	School Model	☐	☐	☐		
	Academic Goals	☐	☐	☐		
	Louisiana Accountability System: Academic Performance	☐	☐	☐		
	Assessments	☐	☐	☐		
	Diverse Learners and Student Support	☐	☐	☐		
	Behavior Management	☐	☐	☐		
	Parent and Community Engagement	☐	☐	☐		
	Growth Plan	☐	☐	☐		
	Section 2: Organizational Plan and Capacity					
	Staffing	☐	☐	☐		
	School Leadership Team Capacity	☐	☐	☐		
	Charter Board Governance	☐	☐	☐		
	Section 3: Financial Plan and Capacity					
	Operational Management and Leadership	☐	☐	☐		
	Student Enrollment and Recruitment	☐	☐	☐		
	Financial Plan	☐	☐	☐		
	High School Addendum (If Applicable)	☐	☐	☐		

Typewritten in 11-point Arial or Times New Roman font;

One-inch margins with a header showing the proposed charter school's name and a footer showing consecutive page numbers and date of submission to LDOE;

Application may not exceed a maximum of 65 single-sided pages (no double-sided pages), not including Executive Summary.

	Corporate Partnerships Addendum (If Applicable)	☐	☐	☐		
	Educational Services Provider/Charter Management Organization Addendum (If Applicable)	☐	☐	☐		
	Network Operator Addendum (If Applicable)	☐	☐	☐		
	Virtual Operator Addendum (If Applicable)	☐	☐	☐		
Attachments, or appendices and other supporting documents are limited to 200 page maximum for entire submission. *Attachments and/or appendices should be included only if explicitly requested in the application question.	Section 4: Appendices					
	1: Evidence of Community Support	☐	☐	☐		
	2: Draft School Model Master Plan	☐	☐	☐		
	3: Grievance Policy	☐	☐	☐		
	4: School Leadership Team Resumes	☐	☐	☐		
	5: Charter Board Member Resumes	☐	☐	☐		
	6: Charter Board By-Laws	☐	☐	☐		
	7: Financial Manager's Resume	☐	☐	☐		
	8: Insurance Plan	☐	☐	☐		
	9: Table of AP, Dual Enrollment, ACT Prep, and CTE Course Offerings	☐	☐	☐		
	10: Draft Corporate Partnerships MOU/Contract	☐	☐	☐		
	11: ESP/CMO Independent Audit	☐	☐	☐		
	12: Draft ESP/CMO MOU or Contract	☐	☐	☐		
	13: Network Budget	☐	☐	☐		
14: Network Independent Audit	☐	☐	☐			

Upon submission, applications may be reviewed for incidences of plagiarism. It is the responsibility of the charter applicant to ensure proper citation and acknowledgement of any sources included within the application. Any charter application found to be plagiarized may be subject to disqualification. Charter school applicants found to be in violation of these requirements may be deemed ineligible for consideration of charter school approval.