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**LDE Monthly Call for  
Local Charter Authorizers**  
September 14, 2022

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# Agenda

1. Common Charter School Application and Timeline
2. Local Authorizer Actions
  - a. What is required
  - b. What to do and when
3. Local Authorizer Resources

# Louisiana Charter School Types: Locally Authorized

Charter Type	Definition	Authorizer	Governance
<b>Type 1</b>	A new school operated as a result of a charter between the nonprofit corporation created to operate the school and a local school board	Local School Board	Non-profit Board of Directors
<b>Type 3</b>	A preexisting public school converted and operated as the result of and pursuant to a charter between a nonprofit corporation and the local school board	Local School Board	Non-profit Board of Directors
<b>Type 3B</b>	A former Type 5 charter school transferred from the Recovery School District to the administration and management of the transferring local school system	Local School Board	Non-profit Board of Directors



# Louisiana Charter School Types: BESE Authorized

Charter Type	Definition	Authorizer	Governance
<b>Type 2</b>	A new school or a preexisting public school converted and operated as the result of a charter between the nonprofit corporation created to operate and BESE	BESE	Non-profit Board of Directors
<b>Type 4</b>	A preexisting public school converted and operated or a new school operated as the result of and pursuant to a charter between a local school board and BESE	BESE	Local School Board
<b>Type 5</b>	A preexisting public school transferred to the Recovery School District (RSD) as a school determined to be failing pursuant to state statute and operated as the result of and pursuant to a charter between a nonprofit corporation and BESE	BESE	Non-profit Board of Directors

# Common Charter Application

- Each local school board shall use a common charter application developed by the department and approved by BESE
- Local authorizers can add questions, but cannot remove any
- Three separate applications
  - New Operator
  - Experienced Operator
  - Virtual School Application
- Required of all applications: Overview Template and Assurances page
  - Overview Template finance sections may be modified for local school systems

All materials are available on the District Charter Authorization [webpage](#)



# Improvements to the Common Charter Application

Some highlights of the improvements to the application include:

- Streamlining application and standards
  - Removing redundant questions and standards
- Improved clarity in verbage
- Using existing data for experienced operator performance
- Clearer alignment with policy (Bulletin 126)
- Removing non-evaluated questions
- Increased page limits for applicant categories with additional questions (ESP, High School, Corporate Partnerships)
- Removal of questions not required in policy that are in the pre-opening process
- Removed questions that referenced the Overview Template (review of template will be included separately as a completeness check)

# 2022-23 Charter Application Timeline

Date	Process
August 29, 2022	LDE releases common application and toolbox with application resources
September 7, 2022	Local school authorizers release Charter Request for Applications, Timeline, Process, and Point of Contact
October 28, 2022	Local school boards submission deadline for the full application for Type 1 and Type 3 applicants
January 20, 2023	Local school boards deadline to consider Type 1 and Type 3 charter applications
April 21, 2023	LDE submission deadline for the full application for Types 2, 4, and 5 applicants
August 22, 2023	Types 2, 4, and 5 Applicants: BESE considers applications for new charter schools



# Required Authorizer Actions: Bulletin 126

- A. Local school boards, as the authorizer of type 1 and type 3 charter schools, have the following authorizing responsibilities:
1. except as otherwise provided herein relating to local school systems in academic crisis, as defined in Bulletin 111, §4901, to review and formally act upon each charter proposal submitted in conducting such a review, the local school board shall determine whether each proposed charter complies with the law and rules, whether the proposal is valid, complete, financially well-structured, and educationally sound, whether it provides for a master plan for improving behavior and discipline in accordance with R.S. 17:252, whether it provides a plan for collecting data in accordance with R.S. 17:3911, and whether it offers potential for fulfilling the purposes of the law
  2. engage in a transparent application review process that complies with the latest *Principles and Standards for Quality Charter School Authorizing*, as promulgated by the National Association of Charter School Authorizers, and shall provide for an independent evaluation of the charter proposal by a third party with educational, organizational, legal, and financial expertise;
  3. make public through its website, and in printed form upon request, the guidelines for submitting a charter proposal, all forms required for submission of a charter proposal, the timelines established for accepting and reviewing charter proposals, the process that will be used to review charter proposals submitted to the board, and the name and contact information for a primary point of contact for charter proposals;
  4. prior to approving a charter for a Type 1 or Type 3 school, to hold a public meeting for the purpose of considering the proposal and receiving public input. Such meeting shall be held after reasonable efforts have been made by the local school board to notify the public of the meeting and its content.



# Required Authorizer Actions: Bulletin 126

- At the time a chartering group submits its initial proposal or application to operate a charter school, the chartering authority shall notify each state senator and state representative in whose district the charter school is to be located that such proposal or application has been submitted.
- Local school boards may request supplementary materials once the initial application has been submitted. Final decisions regarding the approval of charter applications must be made by local school boards according to the local district charter application timeline. Notifications of charter proposal denied shall include written explanation of the reasons for such denial.
- Prior to the consideration of a charter school proposal by any local school board, each charter applicant shall be afforded the opportunity to provide a written response to the independent evaluation of the application. Such response shall be available to the independent reviewers for consideration prior to issuing a final recommendation to the chartering authority.
- The local authorizer shall provide an orientation session for interested applicants prior to full application submission. The orientation shall provide applicants a clear understanding of the application process, expectations for high-quality applications, evaluation criteria, and authorizer expectations upon approval.



# Charter Request for Applications 2022-23

## What to have ready now

1. Websites must be updated to provide:
  - a. all forms required for submission of a charter proposal (common charter application, overview template, required eligibility documentation, etc.)
  - b. the timelines established for accepting and reviewing charter proposals
  - c. the process that will be used to review charter proposals submitted to the board
  - d. the name and contact information for a primary point of contact for charter proposals
2. Have third party independent review contractor selected or in place
3. Applicant Orientation
  - a. prior to full application submission
  - b. application process information
  - c. expectations/evaluation process



# Charter Request for Applications 2022-23

## What to be planning for

1. Board meeting/ public hearing prior to vote
  - a. public input
2. Plan for board meeting in December/January for recommendations
  - a. Start board engagement soon
  - b. Reviews should be completed by the end of December
3. Notifying each state senator and state representative in whose district the charter school is to be located that application has been submitted
  - a. date submitted
  - b. local school system
  - c. charter type
  - d. location of proposed school



# BESE Review Process Overview

1. Letter of intent
2. Eligibility determination
3. Application submission
4. Independent review initial memo
5. Applicant written response to the initial memo
6. Updated independent initial memo
7. Capacity interviews
8. Final recommendation
9. Calls with applicants
10. Superintendent recommendation
11. Board determination



# Resources for Local Authorizers

- A crosswalk of changes from prior application (2021-22) to the updated one (2022-23)
  - email [kristine.barker@la.gov](mailto:kristine.barker@la.gov) for a copy
- [Eligibility Determination](#) template
  - Forms for eligibility determination of applicants
  - Can be modified by the local authorizer
- Local Authorizer [webpage template](#)
  - Outlines what should be included on websites
- [Bulletin 126](#)
- National Association of Charter School Authorizers
  - [Principles and Standards](#)
  - [12 Essential Practices](#)



# October Authorizer Monthly Call

1. Public hearings and required actions
2. Documentation throughout the review process
3. Maintaining fairness throughout the review
4. Recommendations and board actions

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