

Intent to Apply to Become A Charter School

Individuals applying to open a new charter school to be authorized by Adams 12 Five Star School District must submit an “Intent to Apply to Become a Charter School” letter notifying the district of your pending application. This letter must be submitted to Adams 12 no later than 45 days prior to the annual September 1 application deadline. This letter should be delivered via email to Kevin West, Director of Charter Partnerships, at Kevin.W.West@adams12.org.

Required Content

The intent letter should be no more than three (3) pages in length and should address the following items:

1. The name of the proposed charter school.
2. The names and contact information identifying the proposed school’s primary contact person for communication related to the application, and identifying any other individuals who form the core group or steering committee that is working on the development of the school.
3. The name(s) of any charter management (“CMO”) or education management (“EMO”) partner(s) expected to contract with the school.
4. A brief rationale explaining why the charter school is being proposed, including the target student population and the curriculum model.
5. A brief explanation of how the school will serve a diverse student population, including educationally at-risk students (i.e. special education and second language students).
6. The proposed school address (if known) or target location area for the school.
7. The proposed opening date of the school.
8. The proposed grade levels to be served in the school’s first year through year five.
9. The names of any other districts to which the school is also applying.
10. Does the applicant intend to apply for startup funds through a Colorado Charter School Program (“CCSP”) grant?