

Charter School Application

Cover Sheet and Enrollment Information

Name of proposed school:	
Primary contact person:	
Mailing address:	
Street/PO Box	
City	
State	
Zip Code	
Phone number (day):	
Phone number (evening):	
Email address:	
Primary contact name for facilities:	
Phone number:	
Email address:	
Name of team or organization submitting application:	

Required Disclosure Incorporated into Submission of an Application:
 Required disclosure of any known active civil or criminal investigation by a local, state, or federal law enforcement agency into an organization submitting the charter school proposal or a criminal investigation by a local, state, or federal law enforcement agency into any member of the governing body of that organization. A “known investigation” means a request for an interview by a law enforcement agency, a subpoena, an arrest, or an indictment. Such disclosure is required for a period from the initial application submission through 10 business days prior to the authorizer's scheduled decision date.

A. Names, roles, and current employment of all persons on applicant team (you may add lines as needed by pressing “tab” in last box):

Full Name	Current Job Title and Employer	Position to be held with Proposed School

B. Does this applicant team have charter school applications under consideration by any other authorizer(s) in the United States? Circle answer: Yes No

If yes, complete the table below, adding lines as needed.

State	Authorizer	Proposed School Name	Application Due Date	Decision Date

C. Proposed school opening information:

Opening Year*	New Start or Phase-in/ Takeover	Neighborhood	Opening Grades	Grade Levels at Full Enrollment

**Please note: Board Policy 4.180 institutes a deadline of August 1 of the year prior to the opening of the proposed charter school.*

D. Effective Date and Term of the proposed Initial Charter:

Effective Dates of Charter (start and end of initial charter):	
First Day of School (must be between August 15 and September 15 of a calendar year):	
Fiscal Year:	First day must be July 1

E. Enrollment Projections:

Projected Enrollment at Opening	Full Enrollment of Proposed School	Number of years to get to full enrollment

F. Hours of School for Students:

	Begin Instruction:	End Instruction:	Note(s), e.g., Late Start for professional development
Regular School Day:			
Special School Day:			

G. Model or Focus of Proposed School (e.g., Arts, College Prep, Dual-Language, etc.):

H. Does the school intend to contract with a third party education service provider (ESP) to manage the educational program and operations of the school but not hold the charter directly? Please circle answer: Yes* No

*If yes, identify the ESP or other partner organization: _____

*If the answer is yes, the applicant must complete the Replication Application Addendum.

I. Does the school intend to partner or be affiliated with an existing or planned charter management organization (CMO)? Please circle answer: Yes* No

*If yes, identify the CMO or other partner organization: _____

J. Proposed Principal/Head of School Information

Name of Proposed Principal:	
Current Employment:	
Daytime phone:	
Cell phone:	
Email address:	

6. Enrollment Projections. Please complete the below table and enter "N/A" for any grade level the proposed school will not serve during the school year (school year designated by the year in which it ends, e.g., 2023-2024 is designated as SY2024).

Grade Level	Year 1 20__	Year 2 20__	Year 3 20__	Year 4 20__	Year 5 20__	At capacity 20__
K						
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						

Describe the rationale for the number of students and grade levels served in year one and the basis for the growth plan illustrated above:

Part A. Existing Public Facilities (If available)

1. Describe the basic facilities requirements for accommodating your school plan, including number of classrooms, square footage per classroom, common areas, overall square footage, and amenities.
2. List your anticipated specialty classroom needs, including the number of each type and the number of students to be accommodated at one time. Specialty needs may include but are not limited to the following:
 - a. Science labs
 - b. Art room (with or without kiln)
 - c. Computer labs
 - d. Library/media center
 - e. Performance/dance room
 - f. Auditorium
 - g. Other
3. List your anticipated administrative/support space needs, including anticipated number of each:
 - a. Main office
 - b. Satellite office
 - c. Work room/copy room
 - d. Supplies/storage
 - e. Teacher work rooms
 - f. Other
4. List which, if any, of the following are essential to fulfillment of the core athletic program:
 - a. Gymnasium
 - b. Locker rooms
 - c. Weight rooms
 - d. Field(s) (football, soccer, multipurpose)
 - e. Baseball/softball field
 - f. Other (please list)
5. Identify any other significant facilities needs not already specified, including:
 - a. Playground
 - b. Large common space for assemblies and other large group meetings
 - c. Other special considerations (identify and explain)
6. Does the applicant have specific desired location(s) from those being made available by the authorizer?

Yes No

If yes and the applicant has a specific facility under consideration, identify by current school name and/or neighborhood (you may add rows to the table as needed).

Desired Location(s):

7. Is the applicant willing to share a facility with another school?

Yes No

If so, identify by school name and/or neighborhood (you may add rows to the table as needed).

Desired Location(s):

8. Discuss contingency plans in the event you do not receive a facility from the authorizer.