
STAFF/COMMUNITY INITIATED SCHOOLS: 2257P

Proposals for new “schools” initiated by staff and/or community will be evaluated according to the six criteria identified in policy. Additionally, the following principles shall guide the development of the proposal, as well as the operation of any “schools” approved by the Board:

1. Goals of the “school” are congruent with State standards and assessment;
2. “Schools” are optional alternatives for students, subject to student and parent choice from schools across the district;
3. “Schools” are open to all students at the targeted grade level;
4. Proposed program will not discriminate on the basis of any legally protected categories: e.g., national origin, economic status, disability or gender;
5. “Schools” are funded at comparable levels to other school programs at the same grade level, not considering start up costs;
6. “Schools” are sited on a space available basis;
7. “Schools” are evaluated against performance targets as a basis for continuation and will be evaluated annually;
8. “Schools” shall adhere to established District policies, procedures and contracts unless specifically waived through the appropriate governing body.

Process: Staff and community members submitting ideas for new “schools” shall follow the process below. An application packet as well as accompanying flowchart and scoring tools are available.

Concept Paper: A brief overview of the new “school”. A summary will be presented at a face-to-face session with a staff review committee. As a result of this meeting, the proposer will get feedback from the committee on the viability of the idea and possible next steps.

Feasibility study: Staff responsible for facilities, food service, transportation and financial planning will review the concept for viability before it proceeds to the proposal stage.

Proposal: A proposal must include a detailed development of the program, including a comprehensive timeline and management plan. A minimum of three (3) groups will review any proposal:

1. A staff review committee: Comprised of 12 teachers, administrators and support staff appointed by the Superintendent or designee. Each member will serve a two-year term;
2. A community/parent committee: Comprised of 12 community and parent members appointed by the superintendent with nominations from the Board. Each member will serve a two-year term; and
3. A management team: Comprised of the Superintendent, and administrators from the District and building level.

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Each group will forward its recommendations/feedback to the Board.

Public Comment: An opportunity for the community and/or interested persons to give feedback on the proposal will be provided at a minimum of two (2) Board meetings. Another opportunity for public comment shall occur during a scheduled community forum.

Conditional Approval: The Board may grant conditional approval for a proposal, thus granting permission to the proposer to further develop specific components identified by the Board for revision, completion or clarification. All requested changes or revisions must be completed in full and approved by the Board before a letter of agreement is finalized.

Disapproval: The Board may elect not to approve a proposal. In this case, the Board will specify if more detail/clarification needs to be provided by the proposer, or if the overall proposal does not meet the intent of the Board criteria and is considered not viable.

Letter of Agreement: If approved, a formal agreement outlining any conditions for operation of the “school,” including, but not limited to, Board governance components, program evaluation and length of agreement shall be developed and signed.

Request for Proposal (RFP) Option: The Board reserves the right to develop and disseminate an RFP for a proposal. Such RFP may be developed when: (a) the Board is aware of staff/community interest in the concept of a particular “school” or program; or (b) the proposer is unavailable or has not successfully completed the hiring process.