



Colorado Springs School District 11 Charter School Transfer Application

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Page numbers within the Table of Contents will not automatically update. Therefore, please use this Table of Contents as a guide for understanding how this document is organized.

NOTE: PLEASE FEEL FREE TO SUBMIT THE ENTIRETY OF THIS APPLICATION ON A SEPARATE FORMS RATHER THAN USE THE TABLES AND FORMS PROVIDED HERE.

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Colorado Springs School District II Transfer Application Process

Submission of Application Materials

The first step in the application process is to submit a Letter of Intent Form. This form must be submitted electronically to Dr. Scott Mendelsberg scott.mendelsberg@d11.org and to Charter School Liaison, Tom Weston eyeonevents@comcast.net.

All application materials—application, required attachments, applicable addenda must be submitted to Colorado Springs School District II **at a date, likely in the Fall, mutually agreed upon by both parties**. Electronic copies should be sent to Dr. Scott Mendelsberg and Tom Weston (see above). Should the application not be able to be sent electronically and is loaded on a thumb drive, please advise. If possible, condense the application into multiple zip drives for ease of electronic transmission.

Completeness Check

An application is considered filed when the school district, Mr. Weston will review the application for completeness. Within 15 days of receiving an application, Colorado Springs School District II shall determine whether the application satisfies the requirements listed in the Application Checklist and is therefore complete. If the application is not complete, Colorado Springs School District II shall notify the applicant within the 15-day period and provide a list of the information required to complete the application.

The applicant has 15 days after the date it receives the notice of incompleteness to provide the required information to Colorado Springs School District II for review. Upon submission of a complete application, the review of the application will commence. Colorado Springs School District II is not required to take action on the application if the applicant does not provide the required information within the 15-day period. The district may request additional information during the review period and provide reasonable time for the applicant to respond.

Applicant Presentation to Colorado Springs School District II Board

Applicants should plan to present to the Colorado Springs School District II Board of Education during a public hearing at a to be determined Board meeting an overview of their proposal to become a charter school in Colorado Springs School District II. Following the presentation, there will be an opportunity for members of the Board to ask questions directly of the Applicant.

District II Board Discussion

The District II Board of Education will publicly share the review team recommendation at the meeting selected for presentation. Applicants are invited to attend and will receive a copy of the review team's report in advance of the meeting.

Colorado Springs School District II Board Action

Colorado Springs School District II Board of Education, in a public hearing, will rule on the application at a meeting to be determined. The Board can vote to approve, conditionally approve, or deny the application.

Summary of the Transfer Application Process Components	Date/Deadline
Letter of Intent Due	First business day in August of year prior
Application Due	Fall of prior year (TBD)
Applicant Interview	TBD
Applicant Presentation to D-II Board of Education	TBD
D-II Board Discussion of Recommendation	TBD
D-II Board Action	TBD

Application Components

The following components are required in order for an application to be deemed complete.

- **Transfer Application Narrative**

Unless otherwise noted, Applicants must complete all items in this Transfer Application Narrative. Please respond directly below each application question. Do not delete any questions or instructions from this document.

- **Required Attachments**

As detailed in the Transfer Application Narrative, some sections of the application require the Applicant to submit additional, supporting documentation (ex: the Governance & Operations and Evidence of Need, Support sections). Additionally, an Applicant may be required to submit one or more Addenda based on the proposed school's model and as determined by responses in the Letter of Intent. A description of two of the required attachments are included below. Please see the Application Checklist or Transfer Application Narrative for a comprehensive list of required attachments.

Application Instructions

The Applicant must address all items within this Transfer Application Narrative. **Please limit your responses so that the completed version of this Transfer Application Template document does not exceed 75 pages.** Please DO NOT simply submit any prior applications, as there are several unique areas in this transfer application and given the page limit.

To confirm that you have reviewed your application for completeness before submitting to District II, the Application Checklist contained within this document should be submitted along with the application.

If the Applicant would like to provide additional attachments to supplement information provided in the application narrative or to provide additional information that is not required as part of the Transfer application, the additional attachments should be clearly referenced within the Transfer Application Narrative by filename and/or document title/page number. The Review Team is not required to review information that is not requested as part of the Transfer application process.

Application Checklist

The Application Checklist should be used by the applicant to ensure all sections of the Transfer Application as well as any required supporting documentation have been completed. The Review Team will also use this checklist during the Completeness Check process.

Application Components		Applicant Check	Reviewer Check
Letter of Intent		<input type="checkbox"/>	<input type="checkbox"/>
Transfer Application Narrative Items to be completed that are found within the Transfer Application Narrative.	Executive Summary	<input type="checkbox"/>	<input type="checkbox"/>
	A. Academic Program	<input type="checkbox"/>	<input type="checkbox"/>
	B. Student Services	<input type="checkbox"/>	<input type="checkbox"/>
	C. Finance	<input type="checkbox"/>	<input type="checkbox"/>
	D. Governance & Operations	<input type="checkbox"/>	<input type="checkbox"/>
	E. Evidence of Need, Support	<input type="checkbox"/>	<input type="checkbox"/>
Required Attachments Items to be completed that require the applicant to create separate attachments	Notice to Geographic District	<input type="checkbox"/>	<input type="checkbox"/>
	A10(a) All Academic Performance Reports/Dashboards	<input type="checkbox"/>	<input type="checkbox"/>
	C2(a) Independent Financial Audit	<input type="checkbox"/>	<input type="checkbox"/>
	C2(b) Quarterly Financial Statements	<input type="checkbox"/>	<input type="checkbox"/>
	C2(c) Quarterly Balance Sheet	<input type="checkbox"/>	<input type="checkbox"/>
	C2(d) 5-Year Projected Budget	<input type="checkbox"/>	<input type="checkbox"/>
	C2(e) Financial Policies and Procedures	<input type="checkbox"/>	<input type="checkbox"/>
	C2(f) All Financial Performance Reports/Dashboards	<input type="checkbox"/>	<input type="checkbox"/>
	D7(a) Current Charter Contract	<input type="checkbox"/>	<input type="checkbox"/>
	D7(b) Any Contracts that Describe Preexisting Conditions	<input type="checkbox"/>	<input type="checkbox"/>
	D7(c) Annual Performance Reports from Current Authorizer (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
	D7(d) External Evaluations	<input type="checkbox"/>	<input type="checkbox"/>
D7(e) Board Bylaws	<input type="checkbox"/>	<input type="checkbox"/>	
D7(f) Employee Handbook	<input type="checkbox"/>	<input type="checkbox"/>	

	D7(g) Student Handbook	<input type="checkbox"/>	<input type="checkbox"/>
	D7(h) Student Discipline Policy	<input type="checkbox"/>	<input type="checkbox"/>
	D7(i) School Enrollment Policy	<input type="checkbox"/>	<input type="checkbox"/>
	D7(j) Strategic Plan	<input type="checkbox"/>	<input type="checkbox"/>
	D7(k) School Leader Evaluation and Succession Plan	<input type="checkbox"/>	<input type="checkbox"/>
	D7(l) Board Self-evaluation	<input type="checkbox"/>	<input type="checkbox"/>
	D7(m) All Organizational Performance Reports/Dashboards	<input type="checkbox"/>	<input type="checkbox"/>
	D7(n) Lease Agreement	<input type="checkbox"/>	<input type="checkbox"/>
	D7(p) Notices of noncompliance (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
	D7(q) Board Meeting Minutes (for past six months)	<input type="checkbox"/>	<input type="checkbox"/>
	D7(r) School Accountability Committee Minutes	<input type="checkbox"/>	<input type="checkbox"/>
	E9 Evidence of Support	<input type="checkbox"/>	<input type="checkbox"/>
Electronic copy of entire application	<input type="checkbox"/>	<input type="checkbox"/>	

NOTE: PLEASE SUBMIT THE ENTIRETY OF THIS APPLICATION ON A SEPARATE FORM RATHER THAN USING THE TABLES AND FORMS PROVIDED HERE, WHICH ARE INTENDED FOR REFERENCE ONLY.

Executive Summary

Please provide narrative that summarizes the elements of the application and provides an overview of the school. The Executive Summary should be three to five pages long and include the following:

- Overview and rationale for the proposed transfer
- The school's name, grade levels served, proposed transfer date (month and year), and growth plan (if the school plans to grow enrollment or add additional grade levels)
- Student body to be served, such as key demographic data, targeted geographical area, etc.
- Evidence that an adequate number of stakeholders support the transfer to District II
- A brief description of how the school will adjust its organizational capacity to accommodate the transfer.
- A brief description of key financial implications for the organization as a result of the transfer.
- A brief description of the educational program and the school's past track record of academic performance.

A. Academic Program **NOTE: PLEASE SUBMIT THE ENTIRETY OF THIS APPLICATION ON SEPARATE FORMS RATHER THAN USE THE TABLES AND FORMS PROVIDED HERE FOR REFERENCE ONLY.**

1. Document all school-selected and state-required diagnostic, formative, and summative assessments that will be administered at the school.

Assessment Name	Content Areas Assessed	Rationale for the selection	Type Diagnostic Summative Interim	Frequency of the assessment

4. Please use the Colorado State Baseline Targets Template below to set annual targets on the various state-required assessments and performance measures.

For accountability purposes, schools are expected to set their own annual targets for academic achievement, academic growth, academic growth gaps and postsecondary and workforce readiness. Targets for all state-required assessments are required to be included. If you have mission-specific measures that you wish to incorporate within these standard indicators (such as measures of postsecondary readiness above and beyond those evaluated by the State). Be sure to include or attach a definition of each additional measure, as well as the methodology used to evaluate, document and determine metrics for each measure.

- For each assessment identified in *Assessment Template Matrix* above, please include a target in this form.
- Under the *Measure* column, please identify the measure or interim assessment(s) that is being proposed.
- Under the *Metric* column, please identify what you will be measuring (% at/above benchmark, scale score, etc.)
- Under the *Annual Performance Targets* columns, please set a 1-year and 2-year target for each measure. Because the measure and metric have already been defined in other columns, these columns may just have a numeric value (ex: for the Grad Rate target, a 90 in the Year 1 and 95 in the Year 2 targets would mean that the school is targeting 90% and 95% graduation rates in Years 1 and 2, respectively).
- In the *Interim Measures during Year 1* column, identify what interim assessment(s) will be used at least quarterly to monitor progress towards reaching the Year 1 target.
- In the *Progress Monitoring Strategies* column, identify any strategies that will be used to help the school meet the target.

Indicators	Measure	Metric	Student Group	Annual Performance Targets		Interim Measures during Year 1	Progress Monitoring Strategies
				Year 1	Year 2		
Academic Achievement	CMAS/PARCC English Language Arts	Mean Scale Score	All Students				
			English Learners				
			Free/Reduced-Price Lunch Eligible				
			Minority Students				
			Students with Disabilities				
	CMAS/PARCC Mathematics	Mean Scale Score	All Students				
			English Learners				
			Free/Reduced-Price Lunch Eligible				
			Minority Students				
			Students with Disabilities				
	ACCESS for ELL	% of students at benchmark					
	READ Act (if applicable)	% of students with a Significant Reading Deficiency					
	Interim Assessment Measure:	Interim Assessment Metric:					
	Interim Assessment Measure:	Interim Assessment Metric:					

	Interim Assessment Measure:	Interim Assessment Metric:					
	Interim Assessment Measure:	Interim Assessment Metric:					
Academic Growth	CMAS/PARCC English Language Arts	Median Student Growth Percentile	All Students				
			English Learners				
			Free/Reduced-Price Lunch Eligible				
			Minority Students				
			Students with Disabilities				
	CMAS/PARCC Mathematics	Median Student Growth Percentile	All Students				
			English Learners				
			Free/Reduced-Price Lunch Eligible				
			Minority Students				
			Students with Disabilities				

	ACCESS for ELLs	Median Student Growth Percentile					
	Interim Assessment Measure:	Interim Assessment Metric:					
	Interim Assessment Measure:	Interim Assessment Metric:					
	Interim Assessment Measure:	Interim Assessment Metric:					
	Interim Assessment Measure:	Interim Assessment Metric:					

P o s t s e c o n d a r y a n d W o r k f o r c e R e a d i n e s s	PSAT	Composite Mean Score					
	SAT	Composite Mean Score					
	Graduation Rate	% of Students Graduating					
	Dropout Rate	% of Students Dropping Out					
	Matriculation Rate	% of Students Matriculating					

Optional Mission- Specific Measures	Measure 1:	Metric 1:				
	Measure 2:	Metric 2:				
	Additional Measure(s):	Additional Metric(s):				

5. Describe the prior academic performance and the school’s progress towards meeting its goals. *This response should address:*
 - *Prior academic performance on the state assessments as well as any interim assessments*
 - *How the school monitored progress towards meeting its goals, including the frequency of data analysis.*
 - *A reflection upon the underlying factors that have contributed towards the school’s current progress (both positive and negative) towards meeting their goals.*
 - *How authorization with Colorado Springs School District 11 will support the school’s efforts at achieving its goals.*

6. Please explain how the curriculum was selected, meets the needs of the student population, and is aligned to standards.

7. Provide a description of the procedures for taking corrective action in the event that school performance falls below the goals and objectives outlined in the application. Include a corrective action timeline, the responsible person, and possible changes to be considered as appropriate.

8. Please describe programmatic and curricular changes anticipated following the change in authorizer.

9. Complete the table below to outline the data management system(s) that will be utilized.

- In the first column, please identify any other types of data management systems (in addition to a SIS and Plan Management System) that may be used at the school (ex: Learning Management System).
- In the **System Name** column, identify the name of any data management systems that will be used at the school (ex: Infinite Campus).
- In the **Person Responsible for Data Management** column, identify the staff position(s) that will be responsible for the system setup, data entry, and data analysis.
- Please note that schools will be required to implement the District’s SIS for ease in reporting data.

	System Name	Person Responsible for Data Management
Student Information System		
Student Plan Management System (if different than SIS)		
Other		

10. Please provide a copy of the following documents as attachments:

Attachment Contents	Attachment Title
a. All reports/data dashboards provided to the local board in the last year related to academic performance	

B. Student Services

As applicable, please describe any adjustments to the current programming, resource allocation, and staffing that will occur if the proposed school becomes a Colorado Springs School District II charter school.

1. Include the comprehensive whole school plan for a Multi-Tiered System of Support or child study process that includes a data driven pre-referral prevention-based framework process that meets legal requirements including identification of special needs students.
2. Detail plans to support and address student health including the process and procedures for immunizations, record keeping, vision and hearing screenings, health care plans, medication administration, and student illnesses.
3. Detail how the school will accommodate different learning styles and the needs of all students. Provide plans and procedures that describe how the school will ensure all students will progress adequately. This should include information related to student identification, programming, assessment, progress monitoring, redesignation/exiting, service model delivery and the continuum of supports the school will have in place to serve students. Please respond to these items for each subgroup identified below (a-e).
 - a) Students with Individualized Education Programs (IEPs)
 - b) Students with Section 504 plans
 - c) Students classified as English Learners
 - d) Students identified as gifted and talented
 - e) Students identified as at-risk
4. Detail the proposed staffing structure. Include any changes from the current staffing structure and plans to provide adequate numbers of qualified, in-field staff (including related service providers) to meet the needs of exceptional students in alignment with state requirements. Include information about the proposed contract model to employ staff, any secured agreements or MOUs, and describe the onboarding process for any contract staff.

5. Detail how the budget will align with required resources to support special populations. The narrative should address the student plan management system to house student plans, curricula and instructional materials, and necessary staffing and training needed to serve special populations. *The Applicant is required to submit a budget as part of the application submission.*
6. Please provide information regarding any Office of Civil Rights (OCR) or state complaints that have found the school to have violated students' rights or any open OCR or state complaints, if applicable.

C. Finance

1. Provide a summary of how the transfer to a CSI charter school will financially impact the school (changes in per pupil revenue, categorical funding, grants etc.) Please include a contingency plan to mitigate the impacts of decreased funding or increased expenditures, if applicable.
2. Please provide a copy of the most recent version of the following documents as attachments:

Attachment Contents	Attachment Title
a. Three years of independent financial audits. (If the school has been in existence fewer than three years, provide audits for all years of operation.)	
b. Quarterly financial statements pursuant to C.R.S. 22-45-102	
c. Quarterly balance sheet	
d. 5-Year budget detailed by source/object code	
e. Financial policies and procedures	
f. All reports/data dashboards provided to the local board in the last year related to financial performance	

3. For the proposed budget included with the application, please provide:
 - a. Detailed assumptions for all donations, private grants, student fees, and foundation revenue
 - b. Detailed assumptions for professional, technical, and consulting services expenditures.
 - c. Detailed assumptions for liability, property, and other insurance coverage, including coverage and rates.
 - d. An explanation of how restricted grant funding will be spent.
4. Detail financial metrics and targets, including any debt covenants, the board and school leadership will track during the transition to ensure financial solvency as the school changes authorizers.
5. Detail how the budget aligns with the proposed execution of the school’s mission and focus including staffing, curriculum, professional development, and technology.

D. Governance

1. Complete the Board Membership Matrix

Applicants are required to have a governing board in place and to submit the Board Membership Matrix as part of the Transfer Application. Information regarding terms and positions below should align with the board membership information included in your bylaws. Resumes for board members are required to be submitted as described in Section H8.

- *In the **Board Member Name** row, please identify all board members by name. If there are any vacant seats, please identify them by typing “Vacant” in the cell. This form has room for 11 board members. Please only use as many cells as you need based on the range for the number of board members identified in your bylaws.*
- *In the **Term** row, please identify each board member’s term (ex: June xxxx-June xxxx)*
- *In the **Board Position** row, please identify each board member’s current role (Chair, Secretary, Treasurer, etc.)*
- *In the **Competency** column, please list the competencies you are seeking for the school board.*
- *Place an X in the box to identify which competencies each of the board members fill. For any vacant positions, place an X in the box to identify which competencies you are seeking in the vacant position.*
- *Please provide the Board’s current conflict of interest policy and a copy of the policy signed by all board members.*

PLEASE USE A CUSTOM FORM OF YOUR DESIGN RATHER THAN THE ONE BELOW, PROVIDED FOR REFERENCE ONLY.

	1	2	3	4	5	6	7	8	9	10	11
Board Member Name □	<i>John Doe</i>										
Competency ↓											
Term □	<i>08/16- 08/20</i>										
Board Position □	<i>Chair</i>										
Finance	<i>X</i>										
Legal	<i>X</i>										

2. Provide a description of the governance structure. Delineate the roles and responsibilities of the school board, school administration, and various non-board committees including but not limited to the School Accountability Committee and any advisory groups.
3. Provide a summary of past and planned board training, capacity building, self-evaluation, and succession planning. Please include a discussion of funding and time allocations for board professional development, as well as evaluation tools.
4. Submit most recent strategic plan and detail progress toward meeting the goals and/or objectives identified in the strategic plan.
5. Describe any organizational changes related to staffing and leadership anticipated following the transfer and the rationale for the changes.
6. Complete a Waiver Template see <https://www.cde.state.co.us/cdechart/waivers> if you plan to seek a waiver of rule, law, or policy.

7. Please provide a copy of the most recent version of the following documents as attachments.

Attachment Contents	Notes	Attachment Title
a. A copy of any contracts or instruments that describe preexisting obligations or relationships	This would include any facilities agreements, contracts with an education service provider, contracts with a back-office support provider etc. This does not include contracts for school materials that will not extend beyond the current school year.	
b. Annual performance reports from the current authorizer for the past years of operations		
c. External evaluations (if any)		
d. Board bylaws	Should specify board size, length of term, board election process, board roles, frequency of meetings, dismissal policies and procedures for board members, and conflict of interest policy	
e. Employee handbook	Include the relationship between the school and its employees (at-will vs. contract).	
f. Student handbook		
. Student discipline policy	Include suspension and expulsion policies that align with state law and that address the safety of students and staff, provide a level of due process for students, and explain how the school will provide expelled students with alternative education, if applicable.	
i. Enrollment policy	The policy should be consistent with state law [22-30.5-507(3)] and applicable state board rules and include a process for enrollment of students with special needs consistent with state and federal laws and state board rules.	
j. Strategic plan		□N/A

k. School Leader Evaluation Process	Include the process the school will use for school leader evaluation that aligns with the intent of SB 10-191 (including timeline, standards).	
l. Most recent board self-evaluation		
m. All reports/data dashboards provided to the local board related to organizational performance		<input type="checkbox"/> N/A
n. Lease agreement		<input type="checkbox"/> N/A
o. A copy of the original charter application		
p. Any formal notices of noncompliance or notices of breach of contract received by the school	Schools are only required to include notices received in current school year and the two prior school years.	<input type="checkbox"/> N/A
q. Board meeting minutes from the prior school year and the year-to-date (the preceding 18 months)		
r. School Accountability Committee meeting minutes for the prior school year		

E. Operations

1. Describe any significant operational adjustments that will be required to implement the program after the change in authorizer.

Facilities

2. Provide a description of the current facility and any anticipated changes to the facility (including any potential or proposed changes to location of the school) that may occur as a result of the transfer of authorization.

Safety

3. Please submit your current Emergency Response Plan. If there are proposed changes to the school facility, please explain your process to create and maintain the required Emergency Response Plan.

Transportation

4. Please summarize the extent to which transportation is currently provided at the school.
5. Please identify the option below that best describes the school's intended transportation should the school transfer to the District II. Then respond to all items within the option that you have selected.

Option 1: A school may choose to not provide any transportation services.

- a. Provide a rationale for why the Applicant is not proposing to provide transportation services.

Option 2: A school may provide regular transportation services to and from school.

- a. Include a description of how the charter school plans to meet the transportation needs of students, including at-risk students.
- b. Provide a description of the daily route that aligns with the transportation plan to meet student needs.
- c. Provide cost details within the school's budget and summarize details here.
- d. Include a plan to address insurance and liability issues pertaining to transportation services using private or school vehicles.
- e. Include a description of adequate safety measures that will be implemented for the transportation of students.

Option 3: A school may provide transportation services for extracurricular activities and events.

- a. Include a description of how the charter school plans to meet the transportation needs of all students, including at-risk students.
- b. Provide cost details within the school's budget and summarize details here.
- c. Include a plan to address insurance and liability issues pertaining to transportation services using private or school vehicles.
- d. Include a description of adequate safety measures that will be implemented for the transportation of students.

Food Services

6. Please summarize the extent to which food services are currently offered at the school.
7. Please check which of the following options the school intends to follow should the school transfer to District II with regards to food services. Respond to all items within the option that you have selected.

Option 1: A school may choose not to participate in any federal Child Nutrition Program through a School Food Authority (SFA). Under this option, the school may elect not to operate a lunch program.

- a. Provide a rationale for why the Applicant is not proposing to provide food services.

Option 2: A school may choose not to participate in any federal Child Nutrition Program through a School Food Authority (SFA). Under this option, the school may choose to operate their own meal service(s) that are unsubsidized by federal funds.

- a. Provide a rationale for why the Applicant is proposing to operate its own meal service(s) unsubsidized by federal funds.
- b. Include details about how the food service will be provided.
- c. Address how the school will provide services to students who forget or cannot provide a lunch.

Option 3: A school may choose to participate in federal Child Nutrition Programs and receive federal reimbursement funds. Within this option, a school may elect to contract with a School Food Authority.

- a. Provide rationale for why the Applicant is selecting this food service option.
- b. Include details about how the food service will be provided.
- c. Provide evidence of a plan for reimbursement through an authorized School Food Authority.
- d. Address how the school will provide services to students who forget or cannot provide a lunch.

Option 4: A school may choose to participate in federal Child Nutrition Programs and receive federal reimbursement funds. Within this option, a school may obtain state designation as a School Food Authority.

- a. Provide rationale for why the Applicant is selecting this food service option.
- b. Include details about how the food service will be provided.
- c. Provide evidence of a plan for reimbursement through an authorized School Food Authority.
- d. Address how the school will provide services to students who forget or cannot provide a lunch.

F. Evidence of Need, Support

1. Please identify the projected number of students that will be enrolled at each grade level for each of the first five years of operation following the transfer.

	Year 1	Year 2	Year 3	Year 4	Year 5
PreK					
K					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
Total					

If applicable, please describe whether any of the above Year 1 enrollment numbers vary significantly from your existing student population or if additional grades will be served.

2. Please identify what percentage of each student population is currently served by your school.

For schools that anticipate demographics changing from following the transfer, please fill out the Projection row. If you anticipate demographic projections remaining the same, please only fill out one row.

Year	% Minority	% Free/Reduced Lunch Eligible	% Special Education	% English Learner	% Gifted/Talented
Current Year					
Projection (if applicable)					

If applicable, please explain why any of the above percentages vary significantly from your existing student population.

3. Describe the degree to which the school has engaged existing parents and community members regarding the proposed change in authorizer.
4. Describe expectations and plans for ongoing parent and community involvement from the time of application through transfer.
5. Please provide evidence that an adequate number of parents, teachers, or pupils support transfer to Colorado Springs School District 11. The following (suggested but no required) would satisfy this requirement and can be submitted as attachments:

Attachment Contents	Attachment Title
a. Results from a survey disseminated to all stakeholder groups, including the number and proportion of respondents from each group	<input type="checkbox"/> N/A
b. Letters of support from identified stakeholder groups	<input type="checkbox"/> N/A
c. Letters of intent to remain enrolled or enroll in the program following the transfer	<input type="checkbox"/> N/A

