

SDCOE Appeal Form: Establishment

Last Update: 7/18/25



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SDCOE Charter School Services Contacts

Below is the contact for the San Diego County Office of Education, Charter School Services department. Should you have questions on completing this form, please contact:

Kristin Armatis
Executive Director
SDCOE Charter School Services
(858) 295-6665
kristin.armatis@sdcoe.net

School General Information

School Name:	
Lead Petitioner (name, position):	
Lead Petitioner Address:	
Lead Petitioner Email:	
Lead Petitioner Phone:	
Proposed Charter Term:	
Proposed Grade Levels Served:	

District Denial Information

District Denying Petition:	
Date Petition Submitted to District:	
District Public Hearing #1 Date:	
District Public Hearing #2 and Action Date:	

School Leadership

Executive Leadership

Position	Name	Years in Position

Are any individuals in executive leadership positions currently, or previously, affiliated with another charter school? If so, please list the individual, school and affiliation.

Name of Employee	School Name	Affiliation / Position Held

Are any individuals in executive leadership positions currently, or previously, affiliated with a related party, vendor, or consultant to the charter school? If so, please list the individual, school and affiliation.

Name of Employee	Related Party/ Vendor/Consultant	Affiliation

Governance

Board Members

Position	Name	Board Term

Are any individuals on the governing board of the charter school currently, or previously, affiliated with another charter school? If so, please list the individual, school, affiliation, and time period.

Board Member Name	Affiliated School	Position Held	Time Period

Board agendas and minutes are publicly available at (website link below):

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Governance Structure/Organizational Structure

Please provide an organizational chart that illustrates how the charter school is governed and operated, including but not limited to:

- Sole Statutory Member (if applicable)
- Governing Board
- Executive Leadership

- Charter School staff/employees
- Charter Management Organization (CMO)
- Related Parties (if applicable)

Please provide a copy of:

- Articles of Incorporation
- Board Bylaws
- Official IRS Notification of Nonprofit Status

Related Parties/Entities

Please list each related party and/or entity to the charter school. This includes facility holding companies, instructional material and services corporations, affiliated schools or charter management organizations, or any other related party with a shared board or financial interest.

Name of Related Party/Entity	Corporation Status and State (Ex. CA/501(C)(3))	Describe Relationship

Special Education – SELPA Information

	Yes	No
Has the Charter School applied for, or been approved as an LEA member of a SELPA?	<input type="checkbox"/>	<input type="checkbox"/>

If **yes**, please provide the following:

LEA #	
Name of SELPA	
SELPA Contact Information (including name, phone and email)	

If no, please provide the following:

Petition Page #

The intent for special education compliance as a charter school in the charter petition.

Facilities

Please complete the table below with the charter school's proposed location(s).

Proposed Location	Grade Levels Served	Proposed Location Capacity	Proposed Location Enrollment

Students Served

Please provide the proposed student enrollment and demographics. The information included in this application should match the petition submitted on appeal. Please complete the tables below:

Proposed Student Enrollment by Grade

Grade Level	Year 1	Year 2	Year 3	Year 4	Year 5
Grade K					
Grade 1					
Grade 2					
Grade 3					
Grade 4					
Grade 5					
Grade 6					
Grade 7					
Grade 8					
Grade 9					
Grade 10					
Grade 11					
Grade 12					
TOTAL Enrollment:					

Proposed Student Demographics & Student Subgroups

	Charter School	School District
African American		
American Indian/Alaska Native		
Asian		
Filipino		
Hispanic/Latino		
Pacific Islander		
White		
Two or More Races		
Not Reported		

	Charter School	School District
English Learners		
Foster Youth		
Homeless Youth		
Migrant Education		
Students with Disabilities		
Socioecon. Disadvantaged		