



SDCOE Appeal Form: Non-Renewal Petition

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:	
Current Charter Term:	
Authorized Grade Levels:	
Current Grade Levels Served:	
Proposed Renewal Term:	

District Denial Information

District Denying Petition:	
Date Renewal 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

Proposed Material Revisions

If the charter school has included any material revisions with the submission of renewal, please identify the proposed material revisions below. *Please note: The SDCOE will not consider or act on any material revisions including in a renewal petition on appeal. A material revision can only be considered by the governing board of the authorizing agency and are not subject to appeal (EC § 47607).*

Proposed Material Revision	Description of Material Revision

Charter School Performance Category

Please select the performance category for the charter school, as indicated on the California Department of Education's (CDE) [Charter School Performance Category Data File](#).

- High Performing Middle Performing* Low Performing+

+Note: The use of low performing data for low performing charter schools expired June 30, 2025 (EC 47607.2(a)(5)).

*If Middle, indicate what verified data, if any, the charter school has provided to measure student performance. Please submit any verified data in an excel or csv format in addition to any PDF reports. Note: The use of verified data for

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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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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 current location(s). Please do not include any locations proposed as a material revision under this section. *The SDCOE will not consider or act on any material revisions including in a renewal petition on appeal. A material revision can only be considered by the governing board of the authorizing agency and are not subject to appeal (EC § 47607).*

Location	Grade Levels Served	Location Capacity	Location Enrollment

Are any facilities located outside the geographic boundaries of the school district in which you are authorized to operate?

Yes*	No
<input type="checkbox"/>	<input type="checkbox"/>

*Please attach from the school district in which you are operating, the written authorization for the charter school to continue to operate within their boundaries (Education Code Section 47605(a)(5)(A)).

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 on the following pages.

Student Enrollment by Grade

Grade Level	Current Year	Petition Projected Enrollment				
		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:						

Demographics & Student Subgroups

Please include the ethnicity and subgroups for the district in which the charter school operates.

	School District	Current Year	Year 1	Year 2	Year 3	Year 4	Year 5
African American							
American Indian/Alaska Native							
Asian							
Filipino							
Hispanic/Latino							
Pacific Islander							
White							
Two or More Races							
Not Reported							

	School District	Current Year	Year 1	Year 2	Year 3	Year 4	Year 5
English Learners							
Foster Youth							
Homeless Youth							
Migrant Education							
Students with Disabilities							
Socioecon. Disadvantaged							
English Learners							