



charter school OFFICE

Non-Renewal Appeal Application

# San Diego County Office of Education

Charter School Office

6401 Linda Vista Road

San Diego, CA 92111

Last Updated: June 1, 2021

www.sdcoe.net/charter

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# Checklist

* Contact SDCOE Charter School Services to establish a digital upload link for petition submission.
* ~~10 hard copy binders of all items submitted~~ **\*\*Not required due to COVID-19**
* ~~1 thumb drive with all submitted documents~~ **\*\*Not required due to COVID-19**
* Format of documents
  + PDF format
  + Please submit a copy of all financial documents in Excel format
* Completed Charter Non-Renewal Petition Appeal Application
  + Organizational/Governance Chart
  + Facilities Supplemental Documents (if applicable)
  + Articles of Incorporation
  + Board Bylaws
* A copy of the Charter Petition Review Matrix with page numbers included to indicate where the information is located in the petition.
* Evidence of the denial action and the written factual findings adopted by the governing board of the school district
  + Board meeting minutes
  + Resolution
  + Written factual findings
* All required supplemental materials and documents as requested by the SDCOE.

# Charter Petition Non-Renewal Appeal Application

## School General Information

|  |  |
| --- | --- |
| **School Name:** |  |
| **Lead Petitioner (name, position):** |  |
| **Lead Petitioner Address:** |  |
| **Lead Petitioner Email:** |  |
| **Lead Petitioner Phone:** |  |
| **Current Charter Term:** |  |
| **Current Authorized Grade Levels:** |  |
| **Current Grade Levels Actually Served:** |  |
| **Proposed Renewal Charter Term:** |  |

## District Denial Information

|  |  |
| --- | --- |
| **District Denying Renewal:** |  |
| **Date Renewal Submitted to District:** |  |
| **District Public Hearing #1 Date:** |  |
| **District Public Hearing #2/Action Date:** |  |

## School Leadership

**Executive Leadership**

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

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| --- | --- | --- |
| **Name of Employee** | **Previous School** | **Affiliation / Position Held** |
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**Board Members**

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| --- | --- | --- |
| **Position** | **Name** | **Board Term** |
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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.

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| --- | --- | --- | --- |
| **Board Member Name** | **Affiliated School** | **Affiliation / Position Held** | **Time Period** |
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Board agendas and minutes are publicly available at:

|  |
| --- |
| [enter website] |

## 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](https://www.cde.ca.gov/sp/ch/ab1505.asp).

High Performing Middle Performing\* Low Performing\*

\*If Middle or Low Performing, please indicate what verified data, if any, the charter school has provided to measure student performance.

|  |
| --- |
|  |

## Related Parties/Entities

Please list each related party and/or entity to the charter school

|  |  |  |
| --- | --- | --- |
| **Name of Related Party/Entity** | **Corporation Status and State**  ***(Ex. CA/501(C)(3))*** | **Describe Relationship** |
|  |  |  |
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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
* Related Parties (if applicable)

## 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** | **Current Location Capacity** | **Current Location Enrollment** |
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Are any facilities located outside the geographic boundaries of the school district in which you are authorized to operate?

|  |  |  |  |
| --- | --- | --- | --- |
| **YES** |  | **NO** |  |

If Yes, 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)).

## Special Education – SELPA Information

|  |  |  |  |
| --- | --- | --- | --- |
|  | | **Yes** | **No** |
| Has the Charter School applied for, or been approved as an LEA member of a SELPA? | |  |  |
| **If yes**, please provide the following: | | | |
| **LEA #** |  | | |
| **Name of SELPA** |  | | |
| **SELPA Contact Information (including name, phone and email)** |  | | |
| **If no**, please provide the following: | | | |
| Explain the intent for special education compliance as a charter school in the charter petition. | | **Petition Page:** |  |

## 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** |
| --- | --- |
|  |  |
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## Students Served

Use the California Department of Education Data Quest data for the tables below. Please complete the tables below:

**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: |  |  |  |  |  |

**Student Demographics**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **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 | % | % | % | % | % |

**Student Subgroups**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| English Learners | % | % | % | % | % |
| Foster Youth | % | % | % | % | % |
| Homeless Youth | % | % | % | % | % |
| Migrant Education | % | % | % | % | % |
| Students with Disabilities | % | % | % | % | % |
| Socioeconomically Disadvantaged | % | % | % | % | % |

I certify that the information provided above is truthful and accurate to my knowledge.

|  |  |
| --- | --- |
|  |  |
| Signature of Charter School | Date |
|  |  |
|  |  |
| Printed Name, Title | Contact Email and Phone |

# Charter Petition Review Matrix

Charter Petition Review Matrix: Non-countywide Benefit Charter EC 47605.6 ([link](https://drive.google.com/file/d/1vcrGOCMmzXZOYLpKY03A7NGZ201tqAzK/view?usp=sharing))