



charter school OFFICE

Renewal Application

# San Diego County Office of Education

Charter School Office

6401 Linda Vista Road, Room 506

San Diego, CA 92111

Last Updated: June 1, 2021

www.sdcoe.net/charter

(858) 295-6665

charters@sdcoe.net

# 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.
* Cover Letter

# Charter Renewal Petition 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:** |  |

## 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.

| **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 locations. If the charter school is proposing adding an additional location, please provide that information under the “Proposed Material Revisions” section of this application.

|  |  |  |  |
| --- | --- | --- | --- |
| **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)).

## 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: material revisions will be acted on by the board as a separate item from the renewal.***

| **Proposed Material Revision** | **Description of Material Revision** |
| --- | --- |
|  |  |
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## Students Served

With the exception of the current school year, please 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 Rubric

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

Charter Petition Review Matrix: Countywide Benefit Charter EC 47605 ([link](https://drive.google.com/file/d/1ZSm88SrN184UQRv-ttzY5wLj3ueEyH1P/view?usp=sharing))