

# VERMILION PARISH SCHOOL BOARD

## Charter School Application Guidelines

Authorizer: Vermilion Parish School Board 2012-13

### I. Information and Forms:

- \* Applicants for all types of Charter Schools must follow the guidelines and use the forms available at the Office of Parental Options at the Louisiana Department of Education. Links are provided so that applicants will have access to the most recent updates.  
<http://www.louisianaschools.net/lde/uploads/17769.pdf> and <http://www.louisianaschools.net/divisions/charters/rfa.html>. Click “Request for Applications” for applications. Click “RFA Standard Budget Forms” and “Per pupil Funding Estimates –MFP and Federal Grants”
- \* Submission Timelines listed in Section III must be followed.
- \* Applicants should address the following: how at-risk students will be served in compliance with Federal and State law, and how improved behavior, good discipline, learning and achievement, increased learning opportunities, access to quality education, innovative teaching methods, governance, management, and administration will be addressed by the school.
- \* Methods of assessment, measurement of academic skills, accountability for results, and utilization of data to improve instruction should also be addressed.
- \* Professional Development for faculty and staff, and the avenues for faculty and staff to participate in decision-making at the school must be included.

### II. Review Process:

- \* A Third Party Review Team shall be selected by the Superintendent of Vermilion Parish Schools. The team shall have expertise in educational, organizational, legal, and financial areas as they affect a quality school or system.

- \* The Team shall be selected from the faculty at McNeese State University, the University of Louisiana at Lafayette, Northwestern State University of Louisiana, Louisiana State University at Eunice, and District Level Administrative Staff in Parish school systems in Louisiana. Alternate reviewers may be suggested by the Louisiana Department of Education.
- \* The Team will use NACSA Principles and Standards for Quality Charter School Authorizing and criteria set forth in the Louisiana Charter School Demonstration Programs Law. Additionally, Louisiana revised Statutes, BESE policies and bulletins, and policies of the Vermilion Parish School Board.
- \* The Team will contact the applicant to obtain clarity on any issue or concern with the application. The applicant will have a window following the Team review to make corrections or improvements in the application prior to submission to the School Board for final consideration and action.
- \* The Team will give the final written report on the application to the Superintendent and Board prior to the applicant interview conducted by the Superintendent and appropriate members of the Vermilion Parish School Board Staff.
- \* The Superintendent will then make a recommendation to the Vermilion Parish School Board for approval or disapproval of the application. The applicant will be notified in writing of the final decision, with an explanation of the decision attached. Minutes of the Board regarding the decision will also be included.
- \* The Primary Contact for the Vermilion Parish School Board will be Superintendent Randy Schexnayder.

### III. Timeline:

- \* January 10, 2012 – Charter Applications received with proof of receipt provided.
- \* February 28, 2012 – Submission Deadline in accordance with Acts 344 and 722 of the 2010 Regular Session of the Louisiana Legislature.
- \* February 28, 2012 to April 29, 2012 - 60 day window for Team review of the application.

- \* April 30, 2012 to May 15, 2012 – 15 day window for the applicant to revise the application based on the Team review feedback, and submit the final application to the Board.
- \* May 16 to May 29, 2012 - 15 day window for the interview of the applicant, review of the application and Team report, and meeting of the Board to approve the application, with appropriate written notification to the applicant, along with Board minutes of the decision.