



# Oakland Unified School District **Charter Renewal Protocol 2011**

A Balanced Performance Based  
Accountability System

**May, 2010**

## Legislature's Intent

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The legislature's intent regarding accountability for charter schools is to:

- *“Improve Pupil Learning”* Education Code 47601(a)
- *“hold the schools ...accountable for meeting measurable pupil outcomes, and provide schools with a method to change from a rule-based to performance-based accountability systems.”*  
Education Code 47601(f)

In addition, the Charter Schools Act (EC; 47601) seeks to:

- *(b) Increase learning opportunities for all pupils, with special emphasis on expanded learning experiences for pupils who are identified as academically low achieving.*
- *(c) Encourage the use of different and innovative teaching methods.*
- *(d) Create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.*
- *(e) Provide parents and pupils with expanded choices in the types of educational opportunities that are available within the public school system.*
- *(g) Provide vigorous competition within the public school system to stimulate continual improvements in all public schools.*

### Key Assumptions Re: Charter School Renewal

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Charter schools are, by definition, exceptional institutions. Charter schools accept the challenges that face all public schools and embrace a unique and demanding burden of proof in the accountability inherent in a five-year charter. Charter schools are built on the philosophy that success is possible for all children. In writing [a charter] and in reporting its progress against it, a school embraces a commitment to both success and transparency. The [charter] allows a school to set goals that reflect its uniqueness and autonomy while giving substance to a school's commitment to parents and citizens.

1. Autonomy, innovation, and public school choice are all a means to **increased student performance**.
2. Renewal decisions are to be based primarily on past performance (as opposed to plans for future improvement).
3. Due to increased freedom from regulations and restrictions in exchange for high accountability, as well as charter law intent to improve student achievement, charter schools will be held to a standard higher than traditional public schools with respect to *increased student achievement*. Particularly when the local public school system is under-performing.

## **OUSD Board Policy:**

### *BP 0420.4 Philosophy, Goals and Objective; Charter Schools*

*Any charter granted by the Board shall contain adequate processes and measures for holding the school accountable for fulfilling the terms of its charter. These shall include, but not be limited to, fiscal accountability systems, public governance systems, and multiple measures for evaluating the educational program.*

*Filings that request charter renewal must include, but not be limited to, a reporting of: fiscal accountability systems, public governance systems, multiple measures for evaluating the educational program, and student performance data.*

## **IMPLICATIONS:**

It is therefore critical on the part of the charter school requesting renewal to prepare and submit a performance report that includes reporting of the school's fiscal accountability systems; the school's public governance systems; the various measures used to evaluate the effectiveness of the school's educational program - **including all assessments outlined in the school's charter**; as well as all relevant student performance data.

[See: Charter Renewal Performance Report Narrative Guidelines](#)

## A Prerequisite for Charter Renewal: AB 1137

□ Education Code § 47607 (b) states that once a charter school has been in operation for 4 years\*, it **shall** meet at least one of the following criteria prior to being reauthorized pursuant to paragraph 1 of subdivision (a) [of education code § 47607]:

(1) Attained its **Academic Performance Index (API) growth target** in the prior year or in two of the last three years, or in the aggregate for the prior three years.

[Or]

(2) **Ranked in deciles 4 to 10**, inclusive, on the **API** in the prior year or in two of the last three years.

[Or]

(3) **Ranked in deciles 4 to 10**, inclusive, on the **API for a demographically comparable school** in the prior year or in two of the last three years.

[Or]

(4)(A) The entity that granted the charter determines that the academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend, as well as the academic performance of the schools in the school district in which the charter school is located, taking into account the composition of the pupil population that is served at the charter school.

□ If one of the first three AB 1137 criteria is not met, a charter **may not** be reauthorized, unless the District has **“clear and convincing”** evidence to support an exception.

□ If the AB 1137 criteria are met, **“a charter may be granted one or more subsequent renewals”** by the Board. [Ed. Code § 47607 (a)(1).

□ Oakland Unified School District sees this legislation as the state’s effort to **establish the floor** for charter renewal; however this protocol outlines the standards and expectations which must be met through the district’s charter renewal process.

*\* For charter schools in operation less than four years, these criteria will serve as a guide.*

## Role of the Renewal Protocol

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***A charter renewal request is expected to be evaluated based on criteria set forth in EC 47605. (Excerpt follows...)***

*A school district governing board shall grant a charter for the operation of a school under this part **if it is satisfied that granting the charter is consistent with sound educational practice.** The governing board of the school district shall not deny a petition for the establishment of a charter school unless it makes written factual findings, specific to the particular petition, setting forth specific facts to support one, or more, of the following findings:*

- (1) The charter school presents an **unsound educational program** for the pupils to be enrolled in the charter school.*
- (2) The petitioners are **demonstrably unlikely to successfully implement the program** set forth in the petition. 47605(b)*  
[ ... ]

***Because a renewal request involves a school with a track record of performance, then...***

***Sound Educational Program and Capacity for Implementation will be assessed against the Past Performance of the existing charter school, taking into consideration the school's "plans for a future charter term."***

## Analyzing a Charter School's PERFORMANCE for the Purposes of Renewal

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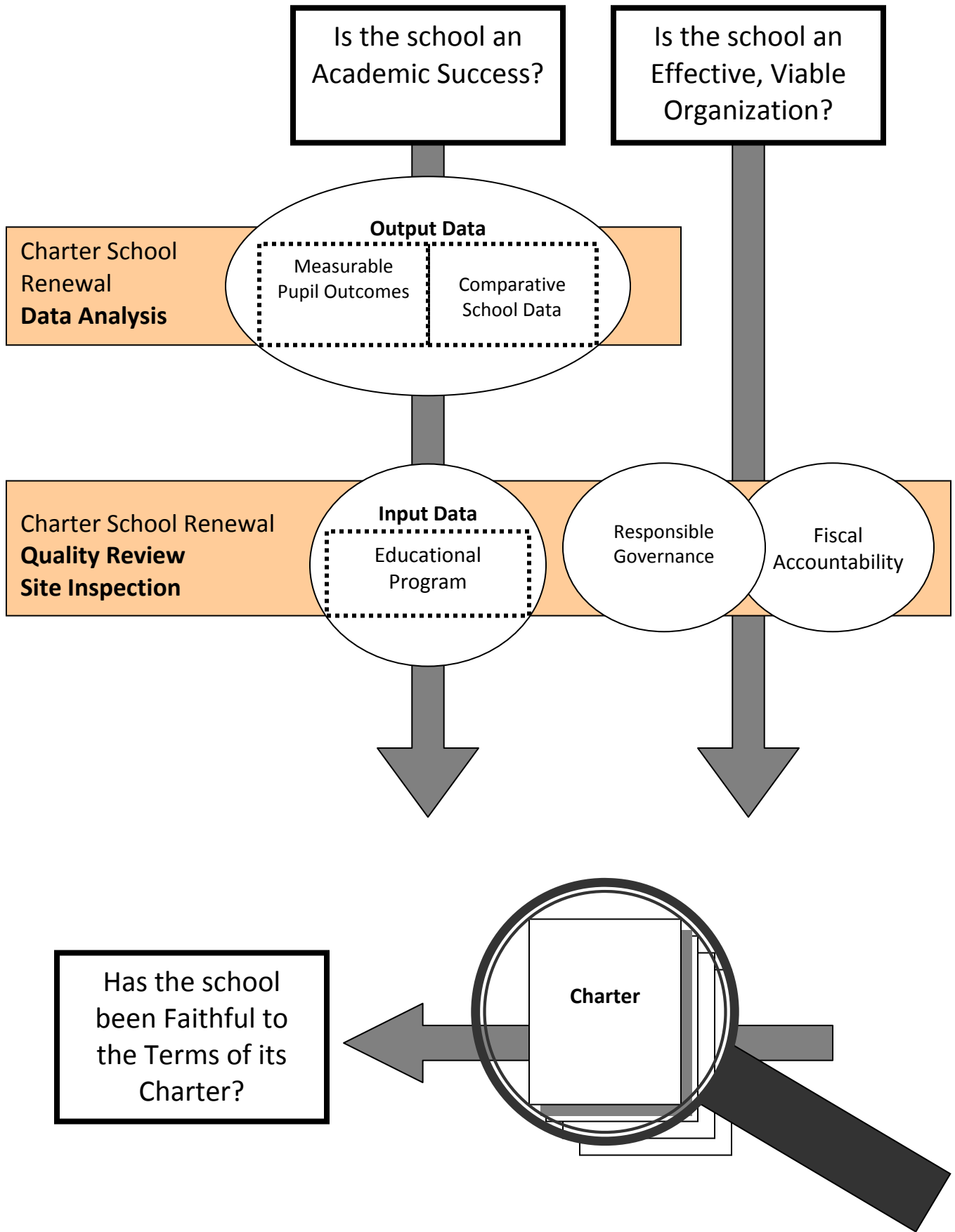
A charter school applying for renewal will be assessed along three areas\*;

1. Is the school an **Academic Success**?
2. Is the school an **Effective, Viable Organization**?
3. Has the school been **Faithful to the Terms of its Charter**?

\*Additionally, evaluation of a charter school renewal request will take into consideration its "Plans for a Future Charter Term."

If a school is deemed to be a success in **all three areas above**, the Office of Charter Schools will recommend renewal\* of its charter.

\* Charter Renewal decision-making authority is held by the Oakland Unified School District Board of Education.



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## Is the school an Academic Success?

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This area is divided into **Outputs** and **Inputs**.

- **Outputs** are the [Academic Achievement Levels](#) reached by the school's students; as well as those additional outcomes outlined in the school's charter.
- **Inputs** are the [Educational Program](#) offered by the school.

A school will be deemed an **Academic Success** if it meets the following:

### A. Outputs

**1) School has met or has made substantial progress towards meeting ALL of its "Measurable Pupil Outcomes" as stated in its charter;**

**AND**

**2) School has achieved at least one of the following:\***

- Attained an API score of 800 or higher the year of its Renewal request;

**Or**

- Its performance is consistently better than the performance of the traditional schools the students would have otherwise attended;

**Or**

- Its performance is consistently better than surrounding traditional schools that have similar demographics

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\* Comparison data will be analyzed and represented in the district's staff report for all schools undergoing renewal; regardless of the school's API score.

# Is the school an Academic Success?

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## B. Inputs

1) The school has been evaluated as proficient in no fewer than two of the following; **Criteria 1, Criteria 2, and/or Criteria 3** set forth in the *OUSD Charter School Renewal Quality Review (CSRQR)\**

### **Criteria 1: Improving Student Achievement**

*A charter school promotes student learning through a clear vision and high expectations. It achieves clear, measurable program goals and student learning objectives, including meeting its stated performance standards and closing achievement gaps of students.*

#### *Characteristics*

##### **A quality charter school . . .**

- *Achieves clear, measurable program goals and student learning objectives, including meeting its stated performance standards and state and federal standards*
- *Achieves comparably improved student learning outcomes relative to students in traditional public schools that students would have otherwise attended*
- *Demonstrates high expectations for student achievement*
- *Provides a challenging and coherent curriculum for each individual student*
- *Implements and directs learning experiences (consistent with the school's purpose and charter) that actively engage students*
- *Allocates appropriate resources in the way of instructional materials, staffing and facilities to promote high levels of student achievement*
- *Promotes academic risk-taking by supporting students in a safe, healthy and nurturing environment characterized by trust, caring and professionalism*
- *Productively engages parental and community involvement as a part of the school's support system*
- *Shares its vision among the school community and demonstrates its mission in daily action and practice*
- *Involves staff, students, parents and other stakeholders in its accountability for student learning and in the school's program evaluation process*

### **Criteria 2: Strong Leadership**

*The leaders of a charter school are stewards of the charter's mission and vision and carry out their duties in a professional, responsible and ethical manner. Charter school leaders use their influence and authority for the primary purpose of achieving student success.*

#### *Characteristics*

##### **A quality charter school leader . . .**

- *Effectively communicates and engages stakeholders in the vision and mission of the school*

- *Consistently puts into practice the educational program outlined in its charter*
- *Generates and sustains a school culture conducive to student learning and staff professional growth*
- *Actively monitors and evaluates the success of the school's program*
- *Provides regular, public reports on the school's progress towards achieving its goals to the school community and to the school's authorizer*
- *Treats all individuals with fairness, dignity and respect*
- *Has a cogent understanding of the laws that govern charter schools and monitors the trends, issues, and potential changes in the environment in which charter schools operate*
- *Makes management decisions and uses his/her influence and authority for the primary purpose of achieving student success*
- *Abstains from any decision involving a potential or actual conflict of interest*
- *Respects diversity and implements practices that are inclusive of all types of learners consistent with the school charter*
- *Engages community involvement in the school*

### **Criteria 3: A Focus on Continuous Improvement**

***A charter school engages in a process of continuous self-improvement in order to increase the effectiveness of its educational program. The school regularly assesses and evaluates student learning based on stated goals.***

#### **Characteristics**

##### ***A quality charter school . . .***

- *Uses information sources, data collection, and data analysis strategies for self-examination and improvement*
- *Establishes benchmarks and a variety of accountability tools for monitoring student progress and uses the results of these assessments to improve curriculum and instruction*
- *Establishes both long and short term goals and plans for accomplishing the school's mission as stated in its charter*
- *Uses student assessment results to improve curriculum and instruction*
- *Uses the results of evaluation and assessment as the basis for the allocation of resources for programmatic improvement*

***\* OUSD Charter School Renewal Quality Review (CSRQR) is a site inspection and data analysis protocol. CSRQR currently aligns with the California Charter Schools Association's Quality Standards for Charter School Operations used for Charter School Certification.***

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## Analyzing a Charter School's Academic OUTPUTS

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For the purposes of **comparing** charter school performance to other public school performance, the District will initially analyze:

- **CST scores over time**
  - **API scores over time**
  - **AYP results over time**
  - **CELDT scores over time**
  - **CAHSEE scores across grades and overtime (*H.S. Only*)**
  - **Use of the OUSD Tiered Accountability System, which includes;**
    - **Absolute API Growth,**
    - **PI status,**
    - **Matched Cohort CST growth over 1, 2, and 3 years,**
    - **CST Gap closure between lowest performing subgroup school-wide scores**
- Generally, if a charter school achieves or makes substantial progress towards achieving its “measurable pupil outcomes” and consistently performs above the median for comparison schools, the school may be considered an **Academic Success** with respect to its **Outputs**.
- If the school does not achieve all of its “measurable pupil outcomes” and consistently falls below the median for comparison schools, it will not be deemed an **Academic Success** with respect to its **Outputs**.
- If the results are mixed, the District will analyze additional data to nevertheless determine whether the school is an **Academic Success** with respect to its **Outputs**.

## CA Statute:

### Rationale for the application of State Standards Review

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*Charter schools shall meet all statewide standards and conduct the pupil assessments required pursuant to Sections 60605 and 60851 and any other statewide standards authorized in statute or pupil assessments applicable to pupils in noncharter public schools. 47607(c)(1)*

## Voices from the Field

*“Again, the purpose of having charter schools meet the state standards and administer the state test is to provide a means of assessing how charter school students are performing in comparison to students in other California public schools.”*

*Navigating through the Standards Maze, The Charter Schools Development Center Brief #4, Fall 1997*

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## Is the school an Effective, Viable Organization?

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This area is divided into **Responsible Governance** and **Fiscal Accountability**.

The school has been evaluated as proficient in both of the following; **Criteria 4**, and **Criteria 5** set forth in the *OUSD Charter School Renewal Quality Review (CSRQR)\**

### **Criteria 4: Responsible Governance**

*A quality charter school board and administration establish and implement policies that are transparent and focused on student achievement. Charter school board members and administrators have a cogent understanding of and comply with the laws that govern charter schools.*

#### **Characteristics**

*A quality charter school board and administration . . .*

- *Ensure that policies are implemented in a fair and consistent manner*
- *Monitor the trends, issues, and potential changes in the environment in which charter schools operate*
- *Seek input from impacted stakeholders*
- *Enact policies that respect diversity and implements practices that are inclusive of all types of learners consistent with the school charter*
- *Actively engage the school's authorizer in monitoring the school's educational program and its fiscal status*

### **Criteria 5: Fiscal Accountability**

*A quality charter school fulfils its fiduciary responsibility for public funds and maintains publicly accessible fiscal records. The school conducts an annual financial audit which is made public.*

#### **Characteristics**

*A quality charter school . . .*

- *Creates and monitors immediate and long-range financial plans to effectively implement the school's educational program and ensure financial stability*
- *Conducts an annual financial audit which is made public*
- *Establishes clear fiscal policies to ensure that public funds are used appropriately and wisely*
- *Ensures financial resources are directly related to the school's purpose: student achievement of learning goals*

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## Analyzing a Charter School's Operational Viability

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### **In General Terms:**

A charter school is often deemed an **Effective, Viable Organization** if it meets the following:

- Consistently engages in sound board governance.
- Implements effective policies and practices for public school operation.
- Maintains positive relationships w/ parents and community.
- Consistently maintains safe & orderly school environment.
- Consistently engages in timely reporting of required info to OUSD, ACOE, and CDE.
- Receives clean annual audits.
- Consistently engages in generally acceptable accounting practices.
- Consistent, effective board oversight of fiscal operation.
- Financial ratios applied to statements are w/in acceptable ranges.

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## Has the school been Faithful to the Terms of its Charter?

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This area will be evaluated based on the overall assessment of the school's performance in relation to its charter, with special attention paid to:

- Adherence to Proposed Educational Program
- Pursuit of Measurable Pupil Outcomes
- Compliance with Regulatory Elements

The inquiry conducted here will look at the implementation of the charter terms. Where deviated, the review will look for extent to which the deviation had a positive or negative impact on the school's attempt to achieve its stated goals.

This evaluation will involve a review and analysis of all relevant sections of the school's charter, in conjunction with the Third-Party Quality Review Site Inspection; the site inspection by District staff; and records on file with the Office of Charter Schools during the entirety of the charter term.

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## What are the school's Plans for the Term of a Future Charter?

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This area will be evaluated based on an analysis of the submitted Renewal Charter Petition to ensure that:

- a) Major revisions to the previous charter are accounted for and assessed;
- b) Renewal charter includes new laws and regulations enacted since the previous charter authorization;
- c) Proposed actions to remediate shortcomings in the school's performance are accounted for and assessed;

## Renewal Request Process

Process Step	Timeline
<p><b>Submission of Charter Renewal Request</b></p> <p>School submits a request for renewal of charter to the District Board of Education. Submission includes the updated charter petition in both final and red-lined version; a performance report narrative; supplemental documents; and 2 hard copies/1 electronic copy of complete submission.</p>	<p>Submissions must be at a regularly scheduled board meeting during public comment. <b>Submissions are to occur not sooner than 270 days prior to expiration of the charter, ideally between October 1 and January 31.</b></p>
<p><b>Renewal Site Inspection &amp; Performance Analysis</b></p> <p>This is the evaluation of the requesting school. Third party review team contracted to conduct 2 day on-site evaluation of requesting school as well as work together with the District to analyze performance data. District staff will also engage in a concurrent site inspection with similar goals. Goals of renewal inspection visits are to corroborate and augment the written request through interviews, observation, and a review of documents and materials.</p>	<p>Process begins in the Fall of the renewal year. Actual site visitation to occur in the Fall, ideally following submission of charter renewal request, however <b>it may likely occur prior to submission</b> of the charter renewal request depending on scheduling.</p>
<p><b>Public Hearing</b></p> <p>Interested parties are provided an opportunity to comment to the District Board of Education regarding renewal request of charter school.</p>	<p>Pursuant to statute, occurs within 30 days from the date of submission.</p>
<p><b>Staff Report &amp; Recommendation</b></p> <p>Office of Charter Schools is responsible for conducting the due diligence necessary to make a recommendation to the OUSD Board of Education regarding the renewal of the charter. Based on a review of the school's request for renewal, the findings of the renewal inspection teams, and other relevant information, a recommendation will be made to the OUSD Board of Education.</p>	<p>Staff recommendation must be submitted no later than ten calendar days prior to the scheduled Board Committee meeting where discussion will take place, prior to a final decision. Staff report and recommendations are posted for public viewing 48 hours prior to Board Committee meetings.</p>
<p><b>Board of Education Votes</b></p> <p>The OUSD Board of Education votes on the renewal of the charter. Board of Education votes to renew, renew with conditions, or to not renew a school's charter.</p>	<p>Decision-meeting to occur approximately 60 days* following the submission of charter renewal request. * Parties may mutually agree for an extension up to 30 days.</p>

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## Renewal Request Guidelines: DRAFT

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*\* It is recommended that schools contact the Office of Charter Schools prior to submission of Renewal request to discuss updated guidelines.*

Request for charter renewal should include, at a minimum, the following:

1. A cover letter signed by the Governing Board President or designee authorizing the submission of the charter renewal request.
2. Signatures pursuant to Education Code §47605.
3. A Performance report that specifically addresses the areas set forth in the **OUSD Charter Renewal Performance Report Narrative Guidelines**, paying close attention to the ***Evaluation Criteria for Charter Renewal***.
4. A submission of an updated charter petition in two parts.

**PART A:** Original Master Copy of Renewal Petition with inclusion of all newly enacted laws and regulations pertaining to charter schools since the previous authorization.

**PART B:** Red-Line Copy of Original Petition that indicates all changes made to the charter petition since its previous authorization, including any material revisions proposed by the school.

5. Supplemental materials should be submitted with the renewal request, as appropriate to reinforce, exemplify, or otherwise provide for the reasonably comprehensive description of the required charter petition elements pursuant to Education Code §47605.
6. Two binders of hard copies of all required documents required at the time of submission, as well as one electronic copy stored on a CD-R disc.

## OUSD Charter Renewal Protocol 2011 Summary

<p><b>Legislature's Intent</b></p> <p><b>The legislature's intent regarding accountability for charter schools is to:</b></p> <ul style="list-style-type: none"> <li>• "Improve Pupil Learning" Education Code 47601(a)</li> <li>• "hold the schools ...accountable for meeting measurable pupil outcomes, and provide schools with a method to change from a rule-based to performance-based accountability systems." Education Code 47601(f)</li> </ul>	<p><b>Key Assumptions Re: Charter School Renewal</b></p> <ol style="list-style-type: none"> <li>1. Autonomy, innovation, and public school choice are all a means to <b>improved pupil learning</b>.</li> <li>2. Renewal decisions are to be based primarily on past performance, (as opposed to plans for future improvement).</li> <li>3. <b>Due to increased freedoms from regulations and restrictions in exchange for high accountability, as well as charter law intent to improve student achievement, particularly when the local public school system is under-performing, charter schools will be held to a standard higher than traditional public schools.</b></li> </ol>
<p><b>CA STATUTE: A charter renewal request is expected to be evaluated based on criteria set forth in EC 47605.</b></p> <p>A school district governing board shall grant a charter for the operation of a school under this part <b>if it is satisfied that granting the charter is consistent with sound educational practice</b>. The governing board of the school district shall not deny a petition for the establishment of a charter school unless it makes written factual findings, specific to the particular petition, setting forth specific facts to support one, or more, of the following findings:</p> <ol style="list-style-type: none"> <li>(1) The charter school presents an <b>unsound educational program</b> for the pupils to be enrolled in the charter school.</li> <li>(2) The petitioners are <b>demonstrably unlikely to successfully implement the program set forth in the petition</b>.</li> <li>(3) The petition does not contain the number of signatures required by subdivision (a).</li> <li>(4) The petition does not contain an affirmation of each of the conditions described in subdivision (d).</li> <li>(5) The petition does not contain reasonably comprehensive descriptions of all of the [required charter elements.]</li> </ol>	
<p><b>A Prerequisite for Charter Renewal: AB 1137</b></p>	
<ol style="list-style-type: none"> <li>(1) Attained its <b>Academic Performance Index (API) growth target</b> in the prior year or in two of the last three years, or in the aggregate for the prior three years. [Or]</li> <li>(2) <b>Ranked in deciles 4 to 10</b>, inclusive, on the <b>API</b> in the prior year or in two of the last three years. [Or]</li> <li>(3) <b>Ranked in deciles 4 to 10</b>, inclusive, on the <b>API for a demographically comparable school</b> in the prior year or in two of the last</li> </ol>	<p>&gt; If one of the first three AB 1137 criteria is not met, a charter <b>may not</b> be reauthorized, unless the District has "<b>clear and convincing</b>" evidence to support an exception.</p> <p>&gt; If the AB 1137 criteria are met, "<b>a charter may be granted one or more subsequent renewals</b>" by the Board. [Ed. Code § 47607 (a)(1).</p>
<p><b>Analyzing a Charter School's PERFORMANCE</b></p>	
<p>A charter school applying for Renewal will be assessed along three areas:</p> <ol style="list-style-type: none"> <li>1. <b>Is the school an Academic Success?</b></li> <li>2. <b>Is the school an Effective, Viable Organization?</b></li> <li>3. <b>Has the school been Faithful to the Terms of its Charter?</b></li> </ol>	<p><b>Is the school an Academic Success?</b></p> <p>This area is divided into <b>Outputs</b> and <b>Inputs</b>.</p> <ul style="list-style-type: none"> <li>• <b>Outputs</b> are the <b>Academic Achievement Levels</b> reached by the school's students.</li> <li>• <b>Inputs</b> are the <b>Educational Program</b> offered by the school.</li> </ul>
<p><b>Outputs</b></p> <p>1) School has met or has made substantial progress towards meeting all of its "Measurable Pupil Outcomes" as stated in its charter</p> <p><b>AND</b></p> <p>2) School has achieved at least one of the following:</p> <ul style="list-style-type: none"> <li>• Attained an API score of 800 or higher the year of its Renewal request</li> <li style="text-align: center;"><b>Or</b></li> <li>• Its performance is better than the performance of the traditional schools the students would have otherwise attended.</li> <li style="text-align: center;"><b>Or</b></li> <li>• Its performance is better than surrounding traditional schools that have similar demographics</li> </ul>	<p><b>Inputs</b></p> <p>1) The school has been evaluated in <b>Criteria 1, Criteria 2, and Criteria 3 set forth in the OUSD Charter School Renewal Quality Review (CSRQR)*</b></p> <p><b>Criteria 1: Improving Student Achievement</b></p> <p><i>A charter school promotes student learning through a clear vision and high expectations. It achieves clear, measurable program goals and student learning objectives, including meeting its stated performance standards and closing achievement gaps of students.</i></p> <p><b>Criteria 2: Strong Leadership</b></p> <p><i>The leaders of a charter school are stewards of the charter's mission and vision and carry out their duties in a professional, responsible and ethical manner. Charter school leaders use their influence and authority for the primary purpose of achieving student success.</i></p> <p><b>Criteria 3: A Focus on Continuous Improvement</b></p> <p><i>A charter school engages in a process of continuous self-improvement in order to increase effectiveness of its educational program. The school regularly assesses and evaluates student learning based on stated goals.</i></p>

**Comparing Charter School's PERFORMANCE**

For the purposes of comparing charter school performance to traditional school performance, the District will analyze:

- **CST scores** “ “
- **API scores** “ “
- **AYP results** “ “
- **CELDT Redesignation** “ “
- **CAHSEE** “ “

- Generally, if a charter school achieves or makes substantial progress towards achieving its “measurable pupil outcomes” and consistently performs above the median for comparison schools, the school may be considered an **Academic Success** with respect to its **Outputs**.
- If the school does not achieve its “measurable pupil outcomes” and consistently falls below the median for comparison schools, it may not be deemed an **Academic Success** with respect to its **Outputs**.
- If the results are mixed, the District will analyze additional data to nevertheless, determine whether the school is an **Academic Success** with respect to its **Outputs**.

**Is the school an Effective, Viable Organization?**

**Criteria 4: Responsible Governance**

*A quality charter school board and administration establish and implement policies that are transparent and focused on student achievement. Charter school board members and administrators have a cogent understanding of and comply with the laws that govern charter schools.*

**Criteria 5: Fiscal Accountability**

*A quality charter school fulfils its fiduciary responsibility for public funds and maintains publicly accessible fiscal records. The school conducts an annual financial audit which is made public.*

**Analyzing a Charter School's Operational Viability**

**In General Terms:**

A charter school is often deemed an **Effective, Viable Organization** if it meets the following:

- Consistently engages in sound board governance.
- Maintains positive relationships w/ parents and community.
- Consistently maintains safe & orderly school environment.
- Consistently engages in timely reporting of required info to OUSD, ACOE, and CDE.
- Receives clean annual audits.
- Consistently engages in generally acceptable accounting practices.
- Consistent, effective board oversight of fiscal operation.
- Financial ratios applied to statements are w/in acceptable ranges.

**Has the school been Faithful to the Terms of its Charter?**

This area will be evaluated based on the over-all assessment of the school's performance in relation to its charter, with special attention paid to:

- Adherence to Proposed Educational Program
- Pursuit of Measurable Pupil Outcomes
- Compliance with Regulatory Elements

While a school may be deemed an Academic Success, as well as an Effective, Viable Organization, it may not have accomplished these tasks in alignment with the terms of its charter. When this is the case, the District will discuss with schools whether or not material revisions to the school's charter may be necessary to align with its current practice.

**What is the school's Plans for the Term of a Future Charter?**

This area will be evaluated to ensure that:

- a) Major revisions to the previous charter are accounted for and assessed;
- b) Renewal charter includes new laws and regulations enacted since the previous charter authorization;
- c) Proposed actions to remediate shortcomings in the school's performance are accounted for and assessed;

**Application Guidelines: DRAFT**

***\* Please contact the Office of Charter Schools prior to submission of Renewal application to discuss updated guidelines.***

Applications for charter renewal should include, at a minimum, the following:

1. A cover letter signed by the Governing Board President or designee authorizing the submission of the charter renewal application.
2. Required signatures pursuant to Education Code §47605.
3. A Performance report that specifically addresses the areas set forth in the ***OUSD Charter Renewal Performance Report Narrative Guidelines***.

4. A submission of an updated charter petition for the new charter term in two parts.

**PART A:** Original Master Copy of Petition with inclusion of all newly enacted laws and regulations pertaining to charter schools since the previous authorization.

**PART B:** Red-Line Copy of Petition that indicates all changes made to the charter petition since its previous authorization, including any material revisions proposed by the school.

5. Supplemental materials should be submitted with the renewal request, as appropriate to reinforce, exemplify, or otherwise provide for the reasonably comprehensive description of the required charter petition elements pursuant to Education Code §47605.

6. Two hard copies in binders and one electronic copy of **all submitted documents** on a disc required at the time of submission.