

FAQs for an “Exhibit A”

Does the school have to sign a new contract?

Yes. Part of the process is converting to a standard, statute and rule-based agreement.

How long does the process take?

This answer depends on a lot of factors. The process can be completed in as little as two-three months or as long as your board would like to take. Much of the timeframe is taken up in waiting for board meetings. Staff can have a template to the school’s designee usually in as little as a week. It is then up to the school to determine the timeframe. Once the School and the SCSB Authorizing and Support Staff agree that the copy is ready, it will be taken to the full SCSB staff for review and feedback. It then moves to the SCSB Authorizing Committee, again for review and feedback. Once approved by the committee, it will move to the full SCSB for approval, generally on their consent calendar.

What are the pros to converting?

Ease of execution. Many directors and board chairs report that the Exhibit A format makes it easy for them and their stakeholders to be compliant with their charter now that operational items which should change over time are removed while the essential guiding elements are retained.

Meaningful goal. The Exhibit A requires a minimum of one goal, for which a sample is already created for you! This goal is designed to not go out of date, is related to WHY charters exist to begin with, and is customizable to each individual school.

Short. The Exhibit A is typically only about 2-pages long. Parents, teachers, and community members can read and easily understand what your school is all about. Each item in the agreement is specific to your school and written in such a way that the document can stand the test of time.

Removes the application. That’s right! The original 200 plus page application is no longer part of your contract with the state. Of course, you may still use it – in fact it can be a helpful guiding and historical document. But it is no longer part of the contract – the Exhibit A replaces the application.

Collaborative Process for the School and Authorizer. The SCSB Authorizing and Support Staff will work closely with the school through every step of the process. Staff will seek to truly understand WHAT your school is about and help you put that into your Exhibit A. You should find it to be an enjoyable and positive experience.

What are the cons to converting?

Time. This process can take longer because of the effort to coordinate meeting schedules. The board also has to set some time aside to review the document.

Key Elements. Some of the key elements from the application can lose their context over

time. If worried about this, schools are invited to include page numbers which reference the original charter application for clearer definitions or descriptions. We also encourage you to keep your application on your webpage as a historical document and as a reference point.

How do we start the process?

Simple, let the Authorizing and Support Staff for the SCSB know that your school would like an Exhibit A template! Staff can also meet with your board or director, in person or over the phone, to answer any questions or resolve any concerns.

Who works on the Exhibit A?

From your school that is up to the board. Some boards have a committee, other delegate this to the director. Some have their board chair, or a board member be the representative. To finalize the process the board will all need to sign and submit a resolution, so the busy of work of preparation can be whomever makes sense for your school.

The Authorizing and Support Staff for the SCSB is the main points of contact who will work with your school. Right now, that is Marie Steffensen, Specialist and Jenna Magnetti, Office Assistant.

The SCSB members who sit on the Authorizing Committee are who recommend full approval of your negotiated Exhibit A.

Do we have to present to the SCSB?

Typically, no. Because of the collaborative nature of the process, there is no requirement to appear before the SCSB. (unless, of course, you are making material changes (ie, a major change that affects WHO you are as a school, such as a Montessori school that wants to become Direct Instruction!) The whole process is done via committee and consent calendar – of course in accordance with OPMA requirements.

What if we are wanting to make other changes, should we do those before, after, or in conjunction with switching to the Ex A format?

Typically, in conjunction. Remember, though, that material changes require your board to present to the full SCSB for approval in a meeting. Staff can help you determine the best course of action for the desired changes.

Can we put more into the Exhibit A than what is on the template?

Absolutely. But remember, the intent is to simplify the contract. Before adding the item, ask yourself if you want the school to be bound to that line in 20 years. If so, then put it in...if not, make it an in-house goal or requirement.

Other questions we didn't answer here?

Email or call us! We are happy to answer any questions or address any concerns. We can also put you in touch with other schools which have completed this process.