



UPDATING YOUR CHARTER

AMENDMENT VS. EXHIBIT A

CONTEXT MATTERS

- Charter = legal contract that makes you a public school
 - Application was submitted to show that the founders (and subsequent governing boards) would have the knowledge to operate a public school
 - All charters prior to 2016 have the application incorporated into the charter
 - Technically ALL aspects of the application are part of the contract
 - “Best Laid Plans” – the idea is now operationalized and may not “look” like the application
 - Operational details in the application can and should change with time
 - It’s not feasible to amend the charter with every operational change
 - Thus creating a situation where a school is out of compliance with the charter
 - Two options to get the charter into fidelity
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OPTION 1

AMEND THE APPLICATION



PROCESS

- This option keeps the original charter intact, but modifies particular elements of the application.
- Identify what aspects you need to change:
 - Educational programs or methods of instruction
 - Goals and key elements
 - Removal of entire sections (administrative and/or policy based)
 - Decrease grades
- Often it is a combination of many elements. Follow the instructions for each identified amendment.
- For your review and consideration, here is the link for the amendment application:

https://docs.wixstatic.com/ugd/39fb0b_6c705ddac4144ee39eb885caab0ff47f.pdf

TIMELINE

- Submit the application and associated documents to SCSB staff
 - Staff reviews the document for completeness
 - The applicant is invited to the next regularly scheduled board meeting
 - If approved the governing board and the SCSB sign an addendum to the original charter outlining the agreed changes
 - The new application is still incorporated into the charter
 - Approximately one - two months
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OPTION 2

EXHIBIT A



BACKGROUND

- The other option is to switch to the new charter and Exhibit A.
 - There are a lot of misconceptions regarding this process and I am happy to speak to you personally about any of your concerns.
 - The most frequent myth is that the SCSB/USB E can revoke your charter when switching to this form. **This is not accurate.**
 - The goal is to make it easier for you as a school to be in compliance with the approved elements and make the charter an accurate and useful document.
 - The process is very similar to the amendment process and is ultimately handled via the SCSB consent calendar.
 - A sample Exhibit A and the new charter agreement (the legalize part) is provided.
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PROCESS

- Staff reviews the existing application and extracts relevant details to complete the Exhibit A
 - Staff sends the governing board a draft of completed the Exhibit A
 - If the governing board has no changes, the board simply sets the goals and returns the completed form to staff
 - If the governing board disagrees with any elements presented by staff, the board submits a red line version for discussion
 - The goal is to have the Exhibit A reflect the key elements of what the SCSB originally approved
 - Once a final Exhibit A is agreed upon, staff submits the document to the Authorizing Committee for review
 - If there are not concerns the item is placed on the SCSB consent calendar for approval by the full board
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TIMELINE

- Request is made by the school
 - Staff prepares the draft document and sends to the school's representative
 - School reviews and sets goals; approves in an open meeting
 - Committee reviews the document and recommends approval or sends back for changes
 - The approved document is placed on the next regularly scheduled SCSB consent calendar for full board approval
 - The new charter is signed
 - Approximately three – five months
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GOALS

Measure	Metric	Exceeds	Meets	Does Not Meet	Falls Far Below
Mission Specific		The governing board sets these goals – either as goals from the original application that are still applicable or as new goals that the school is focusing on.			
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Relative Academic Performance		May be based on state assessment or other types of academic indicators – this is your board’s choice.			
Student Academic Gain (Value Add)		May set 1 or 2 mission specific			

EXAMPLES

MISSION SPECIFIC

- Percentage of graduates who have completed certification or have a college letter upon graduation.
- Percentage of students who will complete an interdisciplinary project.

RELATIVE ACADEMIC

- Percentage of students making growth in math as compared to other STEM charter schools.
- Percentage of students who will be proficient in ELA on state standardized tests after attending for 3 FAY.

VALUE ADD ACADEMIC

- Percentage of 6th grade students reading at or above grade level after one FAY as measured by entrance and exit exams on a nationally recognized norm referenced exam.
- After one FAY, student growth percentile on a nationally normed criterion referenced evaluation tool.

(FAY = Full Academic Years)



Questions???
Comments???
Support???

I am happy to help!

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