

Procedures of the SCSB: State Charter School Board

Procedures

It is the intent~~d~~ of the State Charter School Board (SCSB) to establish flexible processes to meet the duties and obligations that have been placed on it as an authorizer pursuant to ~~The Utah Charter School Act, §53A53G-1a5-51~~101 *et seq.* and to address such other matters that are deemed necessary to promote the purpose of the charter schools that it has authorized. In establishing such ~~processes~~processes, the SCSB intends to follow the following procedures in all cases except those requiring an urgent or emergency response:

1. The SCSB or the SCSB staff or any charter school may propose to the SCSB a process to deal with any matter that comes under the jurisdiction of the SCSB as is found in §53G-5-101 et seq~~The Utah Charter School Act~~, any other authorizing statute, or under a Charter Agreement.
 - a. Before the SCSB acts to consider any proposed process, the SCSB will publish on its website the proposal, any proposed language concerning the proposal, and any analysis or justification for the proposal.
 - b. SCSB staff may produce an analysis of the proposed process for proposals offered by the SCSB or staff (charter schools will be invited to prepared an analysis of those that it proposes) which will include, but not be limited to:
 - i. a summary of the proposal;
 - ii. the purpose of the proposed process;
 - iii. the statutory or contractual reference to the duty or obligation that it is associated to;
 - iv. financial impact the process may have on those affected;
 - v. how interested parties, including affected charter school, can review the proposal and how they may present their views on the matter to the SCSB;
 - vi. when the matter will be considered by the SCSB;

discussed and reviewed by the SCSB. All such proposals shall be confirmed by the SCSB by majority vote.

4. Any amendments or changes to any process shall be made only by reference to this process, or as may be governed by statute or any other writing, including the Charter Agreement.