



New Satellite School or Large Expansion Application

Charter School Name:

Charter School Director:

The request is for: (select one)

<input type="checkbox"/> Satellite School Grade levels currently served: _____ Grade levels requested for satellite school: _____ Current max enrollment: _____ Max enrollment requested for satellite school: _____ Current LEA location(s) (city and district): _____ Requested location for satellite school (city and district): _____	<input type="checkbox"/> Large Expansion Grade levels currently served: _____ Grade levels requested for satellite school: _____ Current max enrollment: _____ Max enrollment requested for satellite school: _____
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I certify that this request is being made by the governing board and has been discussed in an open and public meeting.

Board Chair/ Date

Director/ Date

Please select one response per requirement:

- | | |
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| <input type="checkbox"/> Yes <input type="checkbox"/> No | 1. The charter school complies with the requirements of federal and state laws, regulations, and Board rule. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 2. The charter school meets the academic and other standards and requirements of the charter school authorizer. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 3. The charter school is in good standing with the SCSB. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 4. The charter LEA, as a whole, qualifies as high performing under the SCSB's approved definition of high performing. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 5. The school complies with all public school legal obligations. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 6. The charter school has no outstanding corrective action that has not yet been resolved by the completion of a corrective action plan. |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | 7. The charter school has a hiring plan in place to ensure there are adequate qualified administrators and staff to meet the needs of the proposed student population. |

Required Attachments:

1. Provide a 1-page explanation of the justified need for the requested new satellite school or large expansion.
2. Provide a 1-page overview describing how the new satellite school or large expansion will provide educational services consistent with state law and Board rule.
3. Provide a 1-2 page plan for the new satellite school or large expansion to administer and have the capacity to carry out statewide assessments, including proctoring statewide assessments.
4. Provide a 1-3 page detailed description of the evidence-based instruction for special populations that will be provided to students as required by federal law.
5. Provide a 1-3 page market analysis. Per R277-552(2), market analysis should be a qualitative and quantitative analysis of the educational market near a proposed charter school, including:
 - (a) the school's target demographics;
 - (b) population and development trends in the area;
 - (c) nearby competing public schools;
 - (d) the proposed school's forecasts, along with supporting data; and
 - (e) any risks, barriers, or regulations that may impact a proposed school's success.
6. Provide a 2-4 page response addressing if the charter school is operationally successful, taking into consideration at least two years of data for every school under the charter agreement. Per R277-552(7), a charter school is considered to be operationally successful if:
 - (i) For each of the schools under the charter agreement, the charter school meets the following criteria:
 - (A) for a school with 350 or fewer students enrolled in the school, at least a 120% debt coverage ratio* for each of the three years before the request for a satellite;
 - (B) for a school with between 351 and 499 students enrolled in the school, at least 115% debt coverage ratio* for each of the three years before the request for a satellite;
 - (C) for a school with between 500 and 750 students enrolled in the school, at least a 110% debt coverage ratio* for each of the three years before the request for a satellite; or
 - (D) for a school with more than 750 students enrolled in the school, at least a 105% debt coverage ratio* for each of the three years before the request for a satellite;
 - (ii) the charter school is financially viable, as evidenced by the charter school's financial records, including the charter school's:
 - (A) most recent annual financial report (AFR);
 - (B) annual program report (APR); and
 - (C) audited financial statements;
 - (iii) the charter school has maintained a net lease-adjusted debt burden ratio of under 25% for each of the last three years; and
 - (iv) the charter school's financial statements report revenues in excess of expenditures for at least three of the last four years;
 - (v) the charter school is meeting the terms of its charter agreement;
 - (vi) the charter school has maintained for each of the last three years:
 - (A) a re-enrollment rate of at least 80%;
 - (B) a waitlist of at least 40% of its annual enrollment; or
 - (C) there is a demonstrated demand for the proposed satellite or large expansion, taking into consideration the market analysis.

**For purposes of this section "debt coverage ratio" means: a debt coverage ratio calculated using (revenue - expenditures + interest cost + depreciation) divided by annual debt service; or if the charter school's facilities are leased and not owned, a debt coverage ratio calculated using (revenue - expenditures + facility lease payment + real property taxes + depreciation) divided by annual debt service.*