



# BEST FOR ALL

We will set all students on a path to success.

## Tennessee Charter School Annual Report September 8, 2021

Nate Parker, Director of Charter Schools  
Division of Choice, Tennessee Department of Education



# BEST FOR ALL

We will set all students on a path to success.

## ACADEMICS

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ALL TENNESSEE STUDENTS WILL HAVE ACCESS TO A HIGH-QUALITY EDUCATION, NO MATTER WHERE THEY LIVE

## STUDENT READINESS

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TENNESSEE PUBLIC SCHOOLS WILL BE EQUIPPED TO SERVE THE ACADEMIC AND NON-ACADEMIC NEEDS OF ALL STUDENTS IN THEIR CAREER PATHWAYS

## EDUCATORS

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TENNESSEE WILL SET A NEW PATH FOR THE EDUCATION PROFESSION AND BE THE TOP STATE TO BECOME AND REMAIN A TEACHER AND LEADER FOR ALL

# Agenda

- I. [Charter School Annual Report](#): The Why?
- II. Reporting Requirements
- III. Submission Requirements
- IV. Content Requirements
- V. Updates for FY22 Reporting
- VI. Questions



# The Why?

- Found in State statute ([T.C.A. § 49-13-120\(a\)](#))
- Opportunity for Governing Board to synthesize and reflect on data
- Helps gauge the likelihood of renewal of charter
- Allows authorizers to provide effective oversight
- Informs authorizer and State-level reporting
- Provides information to inform parents and community stakeholders



# Reporting Requirements

- The governing body of the public charter school shall make an annual progress report to the authorizer and to the commissioner of education ([T.C.A. § 49-13-120\(a\)](#)):
  - Progress towards goals in charter agreement
  - Financial records
  - Detailed accounting of all funds received



# Submission Requirements



- **Due:** October 1, 2021, by 5:00 pm (Central)
- **Submit To:** [Charter.Schools@tn.gov](mailto:Charter.Schools@tn.gov)
  - Subject line and file name requirements on page 3 of [guidance document](#)
- **Length:** No more than 20 pages (excluding attachments)

# Content Requirements

- Cover Page
- Introduction to the School
- School Progress Report Indicators
  - Section I: School Academic Performance
  - Section II: School Operations
  - Section III: School Finance



# Content Requirements



- Complete **Appendix A** and **Appendix B** on in addition to answering the accompanying questions for the School Operations section
- Attach copy of the most recent **annual audit** in the School Finance section, and address question (f), if necessary



# Updates and Changes in FY22

- Deadline returned to **October 1** as in previous years
- Three new questions added, one in each section



# Updates and Changes in FY22

- **Section I: School Academic Performance (b)**
  - Explain how the school adjusted instruction during the 2020-21 school year due to closures necessitated by COVID-19. What methods worked best? Identify specific challenges to the instructional model and how they were addressed.



# Updates and Changes in FY22

- **Section II: School Operations (c)**
  - Identify the number of school days that your students attended school in person, fully remotely, and in a hybrid manner. Provide a narrative as needed to explain these categories.



# Updates and Changes in FY22

- **Section III: School Finance (c)**

- Identify the total amount and percentage of the annual budget expended upon facilities, including renovations and improvements, maintenance and repairs, and lease or mortgage payments. Separately, identify the total amount of these expenditures that were used to prevent, prepare for or respond to COVID-19.



Questions?





# BEST FOR ALL

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## Tennessee Charter Agreement Amendment September 8, 2021

Nate Parker, Director of Charter Schools  
Division of Choice, Tennessee Department of Education



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## WHOLE CHILD

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WILL BE EQUIPPED TO SERVE THE  
ACADEMIC AND NON-ACADEMIC  
NEEDS OF ALL STUDENTS

## EDUCATORS

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AND BE THE TOP STATE TO  
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AND LEADER

TN

Department of  
Education

# Agenda

- I. Overview of [Charter Agreement Amendment](#) Process
- II. Submission Requirements
- III. Content Requirements
- IV. Review and Appeals Overview
- V. Updates for FY22
- VI. Questions





# What is a Charter Agreement Amendment?

- Found in State statute ([T.C.A. § 49-13-110\(d\)](#)) and Charter Commission Rule [1185-01-01-.04](#).
- Opportunity for charter school governing body to amend its charter agreement with the authorizer.



# What Does It Include?

- A “material modification” is a substantive change to charter school’s governance, financial, operational, or academic structure.
  - Change in governance structure or CMO
  - Addition or removal of grade levels\*
  - Changes in student enrollment\*
  - Addition or removal of transportation
  - Change in charter location
  - Change in academic focus
  - Other changes identified in charter agreement as “material”
  - Other material change not covered by any of the above categories



# When are the Application Submission Windows?

- **Fall Deadline:**

- [Letter of Intent](#) due September 1
- [Application](#) due October 1
- Changes in grade levels and student enrollment may only be submitted in Fall

- **Spring Deadline:**

- [Letter of Intent](#) due January 15
- [Application](#) due February 14



# Emergency Petitions

- A charter school may submit an emergency amendment application at any time if good cause exists for an amendment due to unanticipated extraordinary circumstances.
- Select the category of amendment **and** check “EMERGENCY Petition” at the bottom of the first page of Part I and briefly describe the circumstances constituting the emergency.
- May not be used to add grade levels or increase enrollment.
- Must provide detailed written findings explaining the unanticipated extraordinary circumstances giving rise to the emergency amendment application.

# Submission Requirements



- **Letter of Intent (LOI):** Complete LOI [template](#) on TDOE website (excluded for emergency petitions)
- **Amendment Application:** Complete [application](#) on TDOE website
- **Submit To:** [Charter.Schools@tn.gov](mailto:Charter.Schools@tn.gov) and authorizer by deadline
- **Checklist:** on page 4

# Submission Requirements

- **Length:** No more than 15 pages (excluding attachments) for Part I and Part II for single amendment. May add 5 pages for each additional amendment.
  - Single-spaced
  - One-inch margins
  - 12-point font



# Content Requirements

- **Part I: General Information**
  - Name of school
  - Check amendment petition category(ies)
  - School background information
  - Background statements
    - Amendment details and rationale
    - Support of mission and goals
    - Financial impact (audit, balance sheet, budgets)
    - Stakeholder engagement
    - Governing board approval
    - *Emergency Petitions Only*: Explanation of emergency
  - Signature Page



# Content Requirements



- **Part II: Specific Amendment Requests**
  - List of amendment categories (A-H) on Page 8
  - Complete all the additional questions for each category selected for amendment
  - Attach any additional documents required by the applicable subpart



# Timeline for Review



- The authorizer must rule on an amendment application within 60 days of its due date, or within 60 days of the date of submission of an emergency application.
- If authorizer fails to do so, the school's amendment application shall be deemed approved.
- If the school's application is denied, the school may appeal the decision to the Charter Commission.

# The Rubric

- Evaluators will use the following criteria to rate each amendment:

Rating	Criteria
<b>Meets or Exceeds the Standard</b>	The response thoroughly addresses key issues. The proposed amendment clearly aligns with the mission and goals of the school. The response includes specific, evidence-based information that shows thorough preparation and viability of the plan.
<b>Does Not Meet Standard</b>	The response is substantially incomplete; demonstrates lack of preparation; is unsuited to the mission and goals of the school; or otherwise raises significant concerns about the viability of the plan or the applicant's ability to implement it.



# The Rubric

## Amendment Petition

Characteristics of a strong response:

- Clear, evidenced-based rationale for the proposed amendment that is aligned with the school's mission and goals, and supports the best interest of students.
- Academic results provide compelling support for the proposed amendment. *(For Subparts B, C, F, G, and H only)*
- Realistic and detailed budget that explains the financial impact of the proposed amendment and clear evidence that the financial outlook of the school supports the costs associated with the proposed amendment.
- Thoughtful and realistic facility plans that accommodate the proposed amendment. *(For Subparts B, C, and E only)*
- Detailed implementation plan with a realistic timeline that addresses the operational impact of the proposed amendment.
- Clear evidence of support for the proposed amendment from parents, staff and community partners.
- FOR EMERGENCY PETITIONS ONLY: Compelling evidence of unanticipated extraordinary circumstances supporting the filing of an emergency amendment application.

# Amendment Appeals

- Authorizer must specify reasons for denial in writing to the governing body of the charter school within five (5) calendar days of decision.
- The governing body of a charter school may appeal the decision to the Commission within ten (10) calendar days of decision. The charter school must submit:
  - Original charter agreement
  - Amendment application
  - Summary of amendment application timeline
  - Copy of letter from authorizer informing governing body of denial
  - Brief statement of why the decision was “contrary to the best interests of the students, LEA, or community.”
- The Commission will render a decision within sixty (60) calendar days after receipt of the notice of appeal.



# Updates and Changes in FY22

- The [TN Public Charter School Commission](#) is now the appeals body for all charter school application and amendment decisions
- Please refer to Charter Commission Rule [1185-01-01-.04](#) for detailed information regarding the amendment application process, including the appeal process



# Questions?



# Contact Information

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