

## Renewal Charter Contract Statutory Compliance Review Rubric

<b>Authorizer:</b>	<b>Osprey Wilds Environmental Learning Center (OW)</b>
<b>School:</b>	<b>Crosslake Community School (CCS)</b>
<b>Contract Term:</b>	<b>07/01/2022 – 06/30/2025</b>
<b>Date of Contract Execution:</b>	<b>07/01/2022; 06/08/2023 as amended</b>
<b>Date Contract Submitted to MDE:</b>	<b>07/06/2022; 06/08/2023 as amended</b>
<b>Charter Center Review Completion Date:</b>	<b>08/18/2022; 09/13/2023 (revised)</b>

<b>Affidavit Approval(s)</b>	<b>Approved by MDE</b>	<b>Included in Contract</b>
Approved Site(s)	One site at 35808 County Road 66, Crosslake, MN 56442 (p. 34)	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Approved Grade(s)	Prekindergarten-12 (p. 38)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Approved Early Learning Program(s)	Prekindergarten (p. 38)	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
<b>Comments:</b> CCS is approved for two primary enrollment sites. Only one site is included in the contract, and the school website does not indicate a second operational location. Should CCS open an additional primary enrollment site, please ensure the location is included in the contract.		

The Minnesota Department of Education (MDE) reviews charter school contracts for compliance with statute and provides the authorizer with a compliance review rubric. If one or more statutory contract elements are identified as missing, incorrect, or incomplete, the authorizer needs to submit a corrected contract to MDE. The authorizer and school will need to revise/amend the contract to correct deficiencies and submit the revision/amendment to MDE. It is up to the authorizer and school to determine how to revise/amend an executed charter contract.

**Required Statutory Contract Elements:** [Minnesota Statutes, section 124E.10, Subdivision 1\(a\)](#) requires an authorizer to submit a signed copy of a charter contract to MDE **within 10 business days after the contract is signed by the authorizer and charter school board of directors (i.e., the date of execution)**. Additionally, Subdivisions 1 and 3 identify elements that are required to be included in Minnesota charter contracts. Required elements, as noted below, must be clearly identified in the charter contract and all referenced contract attachments/exhibits must be submitted as part of the overall contract to verify statutory compliance.

**The MDE Charter Center applies the following definitions to the review rubric items:**

**Deficiency and Action:** Required statutory contract element is noncompliant or missing. The contract must be revised to make the correction (e.g. missing term dates).

**Clarification and Action:** Required statutory contract element is compliant; however, it is unclear and warrants further clarification in the revised contract (e.g. goals are stated but are too vague).

**Continuous Improvement Note(s):** While the required statutory contract element is compliant, MDE’s feedback is provided in alignment with the state’s authorizer performance standards (e.g. document not fully paginated).

For all contract changes, a revised or amended contract should be approved by both parties, re-signed, scanned, and submitted electronically to **MDE within 10 business days of execution**. Depending upon the extent of the changes, the authorizer and school will need to determine whether it would be most appropriate to make changes by revising the current contract or through an amendment to the current contract. Please contact Mike Schultz at [mike.schultz@state.mn.us](mailto:mike.schultz@state.mn.us) or (651) 582-8529, or Karen Calcaterra at [karen.calcaterra@state.mn.us](mailto:karen.calcaterra@state.mn.us) or (651) 582-8573 for further guidance on this contract review.

**Minnesota Statutes, section 124E.10, Subdivision 1 – Charter Contract Contents:** To authorize a charter school, the authorizer and the charter school board of directors must sign a written contract within 45 business days of the commissioner's approval of the authorizer's affidavit. The authorizer shall submit a copy of the charter contract to the commissioner within ten business days after the contract is signed by the contracting parties. The contract must include at least the following:

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(1):</b> a declaration that the charter school will carry out the primary purpose in <a href="#">section 124E.01, subdivision 1</a>, and indicate how the school will report its implementation of the primary purpose to its authorizer;</p>	<p><b>Compliant:</b>          Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Continuous Improvement Note(s):</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p><b>Statutory Review Comments</b>          Declaration of primary purpose is stated in the first whereas statement in the <b>preamble, p. 33 and Exhibit F, p. 82.</b>           How the school will report implementation of primary purpose is stated in <b>Exhibit F, p. 82.</b></p>	
<p><b>Action Required</b>          N/A</p>	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(2):</b> a declaration of the additional purpose or purposes in <a href="#">section 124E.01, subdivision 1</a>, that the school intends to carry out and indicate how the school will report its implementation of those purposes to its authorizer;</p>	<p><b>Compliant:</b>          Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Continuous Improvement Note(s):</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p><b>Statutory Review Comments</b>          Declaration of additional purposes is stated in the second whereas statement in the <b>preamble, p. 33 and Exhibit F, pp. 82-83.</b>           How the school will report implementation of additional purposes is stated in <b>Exhibit F, pp. 82-83.</b></p>	
<p><b>Action Required</b>          N/A</p>	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(3):</b> a description of the school program and the specific academic and nonacademic outcomes that pupils must achieve;</p> <p>Per <a href="#">Minnesota Statutes, section 124E.10, Subdivision 1(c)</a>: A charter school must design its programs to at least meet the outcomes adopted by the commissioner for public school students, including world's best workforce goals under <a href="#">section 120B.11, Subdivision 1</a>. In the absence of the commissioner's requirements governing state standards and benchmarks, the school must meet the outcomes contained in the contract with the authorizer. The achievement levels of the outcomes contained in the contract may exceed the achievement levels of any outcomes adopted by the commissioner for public school students.</p>	<p><b>Compliant:</b>          Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>          Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>          Yes <input checked="" type="checkbox"/> N/A <input type="checkbox"/>  <b>Continuous Improvement Note(s):</b>          Yes <input checked="" type="checkbox"/> N/A <input type="checkbox"/></p>
<p><b>Statutory Review Comments</b>          A description of the school program is provided in <b>Exhibit D, pp. 79-80 and Exhibit E, p. 81.</b></p>	

Academic and nonacademic outcomes are provided in **the revised Exhibit G, pp. 21-32, Exhibit H, p. 95, and Exhibit S, pp. 233-237.**

**Clarification and Action Required**

While points have not been portioned to Measures 2.1 and 2.2, the performance ratings in the goal statements are inconsistent with performance rating targets in the rubric (p. 86). Please clarify.

Measures 5.2 (p. 88), 6.1 (p. 90), 7.1 (p. 91), and 7.4 (p. 92) will need to be clarified because the performance ratings in the goal statements indicate “equal to or great than” the comparison entity but the performance rating targets indicate only greater than. In addition, for measures 5.2, 5.5, 6.1, 6.4, 7.1 and 7.4 it is unclear what is meant by “aggregate proficiency index score” in relation to “increase[ing] each year.” The aggregate proficiency index score is the results of all the years of the contract combined in aggregate. It is a summation of the total performance of the contract for all years. Please clarify.

The performance rating in the goal statement of Measure 9.1 is inconsistent with the performance rating targets in the rubric (p. 93).The goal statement indicates, “...be equal to or higher than the average of the comparison online schools...” The performance rating target indicates, “...is greater than the online schools.” Please clarify.

The contract references a “STAR Growth Points Guidance document [sic] attached” (pp. 87-88); however, the document is not attached to the contract. Please clarify

**Continuous Improvement Notes**

Exhibit H indicates, “The school will develop and update annually an Environmental Literacy Plan (ELP) that will address how the school will implement its environmental education (EE) program and measure progress towards its contractual goals” (p. 95). EE performance is incorporated into Exhibit P (p. 217) as part of OW’s ongoing evaluation criteria, processes and procedures for renewal; however, the contract does not include the ELP. Since the outcomes in the ELP are used to make renewal decisions, they must be included in the contract (either incorporated into Exhibit H itself or with the ELP included as a contractual component as an additional exhibit). In future contract submissions, please ensure the ELP is incorporated into the contract.

***Minnesota Statutes, section 124E.10, Subdivision 1(a)(4): a statement of admission policies and procedures; procedures***

*Per [Minnesota Statutes, section 124E.11](#): (a) A charter school, including its preschool or prekindergarten program established under [section 124E.06, subdivision 3, paragraph \(b\)](#), may limit admission to:*

- (1) pupils within an age group or grade level;*
  - (2) pupils who are eligible to participate in the graduation incentives program under [section 124D.68](#); or*
  - (3) residents of a specific geographic area in which the school is located when the majority of students served by the school are members of underserved populations.*
- (b) A charter school, including its preschool or prekindergarten program established under [section 124E.06, subdivision 3, paragraph \(b\)](#), shall enroll an eligible pupil who submits a timely application, unless the number of applications exceeds the capacity of a program, class, grade level, or building. In this case, pupils must be accepted by lot. The charter school must develop and publish, including on its Web site, a lottery policy and process that it must use when accepting pupils by lot.*
- (c) A charter school shall give enrollment preference to a sibling of an enrolled pupil and to a foster child of that pupil's parents and may give preference for enrolling children of the school's staff before accepting other pupils by lot. A charter school that is located in Duluth township in St. Louis County and admits students in kindergarten through grade 6 must give enrollment preference to students residing within a five-mile radius of the school and to the siblings of*

**Compliant:**

Yes  No

**Deficiency and Action:**

Yes  N/A

**Clarification and Action:**

Yes  N/A

**Continuous Improvement Note(s):**

Yes  N/A

enrolled children. A charter school may give enrollment preference to children currently enrolled in the school's free preschool or prekindergarten program under [section 124E.06, subdivision 3, paragraph \(a\)](#), who are eligible to enroll in kindergarten in the next school year.

(d) A person shall not be admitted to a charter school (1) as a kindergarten pupil, unless the pupil is at least five years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences; or (2) as a first grade student, unless the pupil is at least six years of age on September 1 of the calendar year in which the school year for which the pupil seeks admission commences or has completed kindergarten; except that a charter school may establish and publish on its Web site a policy for admission of selected pupils at an earlier age, consistent with the enrollment process in paragraphs (b) and (c).

(e) Except as permitted in paragraph (d), a charter school, including its preschool or prekindergarten program established under [section 124E.06, subdivision 3, paragraph \(b\)](#), may not limit admission to pupils on the basis of intellectual ability, measures of achievement or aptitude, or athletic ability and may not establish any criteria or requirements for admission that are inconsistent with this section.

(f) The charter school shall not distribute any services or goods of value to students, parents, or guardians as an inducement, term, or condition of enrolling a student in a charter school.

(g) Once a student is enrolled in the school, the student is considered enrolled in the school until the student formally withdraws or is expelled under the Pupil Fair Dismissal Act in sections [121A.40](#) to [121A.56](#).

(h) A charter school with at least 90 percent of enrolled students who are eligible for special education services and have a primary disability of deaf or hard-of-hearing may enroll prekindergarten pupils with a disability under [section 126C.05, subdivision 1, paragraph \(a\)](#), and must comply with the federal Individuals with Disabilities Education Act under Code of Federal Regulations, title 34, section 300.324, subsection (2), clause (iv).

**Statutory Review Comments**  
 A statement of the school’s admission policies and procedures is provided in **Exhibit I, p. 96**.

The admissions policies and procedures incorporated in the contract aligns with the admissions policies posted on the school website.

**Action Required**  
 N/A

**Continuous Improvement Notes**  
 CCS should consider combining its Enrollment Policy, Lottery Procedures, and Student Admissions policy into one comprehensive policy to ensure transparency with families and for ease of use.

Questions designed to evaluate the effectiveness of marketing or recruitment strategies such as “How did you hear about us?” should not be asked on applications for admission, as the answers could disclose identifying characteristics about a student’s protected class status. These types of questions can be asked of a student or family after the student is formally admitted to the charter school if such information is maintained separately from the application. CCS should consider removing this question from its [application form](#).

**Minnesota Statutes, section 124E.10, Subdivision 1(a)(5):** a school governance, management, and administration plan;

**Compliant:**  
 Yes  No

**Deficiency and Action:**  
 Yes  N/A

**Clarification and Action:**  
 Yes  N/A

	<b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> A governance, management, and administration plan for the school is provided in <b>Exhibit J, pp. 97-98, Exhibit K, p. 99, and Exhibit S, pp. 233-237.</b>	
<b><u>Action Required</u></b> N/A	
<i>Minnesota Statutes, section 124E.10, Subdivision 1(a)(6): signed agreements from charter school board members to comply with the federal and state laws governing organizational, programmatic, and financial requirements applicable to charter schools;</i>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> Signed agreements from charter school board members are provided in <b>Exhibit L, pp. 100-108.</b>	
<b><u>Action Required</u></b> N/A	
<i>Minnesota Statutes, section 124E.10, Subdivision 1(a)(7): the criteria, processes, and procedures the authorizer will use to monitor and evaluate the fiscal, operational, and academic performance, consistent with <a href="#">subdivision 3, paragraphs (a) and (b)</a>;</i>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> The authorizer's criteria, processes, and procedures to monitor and evaluate the school's performance are provided in <b>Exhibit P, pp. 217-224, Exhibit Q, p. 225, Exhibit R, pp. 226-232, and Exhibit S, pp. 233-237.</b>	
<b><u>Action Required</u></b> N/A	
<i>Minnesota Statutes, section 124E.10, Subdivision 1(a)(8): for contract renewal, the formal written performance evaluation that is a prerequisite for reviewing a charter contract under <a href="#">subdivision 3</a>;</i>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> The authorizer's formal written performance evaluation report of the school is provided in <b>Exhibit O, pp. 123-216.</b>	
<b><u>Action Required</u></b> N/A	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(9):</b> types and amounts of insurance liability coverage the charter school must obtain, consistent with <a href="#">section 124E.03, subdivision 2, paragraph (d)</a>;</p>	<p><b>Compliant:</b>  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Continuous Improvement Note(s):</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p><b>Statutory Review Comments</b>  Types and amounts of insurance liability coverage to be obtained by the school are provided in <b>Section 11.2, pp. 51-52.</b></p>	
<p><b>Action Required</b>  N/A</p>	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(10):</b> consistent with <a href="#">section 124E.09, paragraph (d)</a>, a provision to indemnify and hold harmless from any suit, claim, or liability arising from any charter school operation:  (i) the authorizer and its officers, agents, and employees; and  (ii) notwithstanding <a href="#">section 3.736</a>, the commissioner and department officers, agents, and employees;</p>	<p><b>Compliant:</b>  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Continuous Improvement Note(s):</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p><b>Statutory Review Comments</b>  An indemnification provision is stated in <b>Section 11.6, p. 53.</b></p>	
<p><b>Action Required</b>  N/A</p>	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(11):</b> the term of the contract, which, for an initial contract, may be up to five years plus a preoperational planning period, or for a renewed contract or a contract with a new authorizer after a transfer of authorizers, may be up to five years, if warranted by the school's academic, financial, and operational performance;</p>	<p><b>Compliant:</b>  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Continuous Improvement Note(s):</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
<p><b>Statutory Review Comments</b>  The contract term of <b>July 1, 2022 through June 30, 2025</b> is stated in <b>Section 12.1, p. 53.</b></p>	
<p>The authorizer addresses how term of the contract is warranted based on the school's academic, financial, and operational performance (<b>pp. 125-126</b>). The term of the contract is aligned to the authorizer's commissioner-approved authorizing plan.</p>	
<p><b>Action Required</b>  N/A</p>	

<p><b>Minnesota Statutes, section 124E.10, Subdivision 1(a)(12):</b> how the charter school board of directors or the charter school operators will provide special instruction and services for children with a disability under sections <a href="#">125A.03</a> to <a href="#">125A.24</a>, and <a href="#">125A.65</a>, and a description of the financial parameters within which the charter school will provide the special instruction and services to children with a disability;</p>	<p><b>Compliant:</b>  Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  <b>Deficiency and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>  <b>Clarification and Action:</b>  Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/></p>
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	<b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> The school's plan to provide special instruction and services for children with a disability and the financial parameters to provide such services are stated in <b>Section 8.1(a), pp. 44-45.</b>	
<b><u>Action Required</u></b> N/A	
<b><i>Minnesota Statutes, section 124E.10, Subdivision 1(a)(13): the specific conditions for contract renewal that identify the performance of all students under the primary purpose of <a href="#">section 124E.01, subdivision 1</a>, as the most important factor in determining whether to renew the contract; and</i></b>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> The specific conditions for contract renewal that identify performance under the primary purpose of subdivision 1 as the most important factor in determining contract renewal are provided in <b>Section 11.1(a)(1), p. 50 and Exhibit P, 223.</b>	
<b><u>Action Required</u></b> N/A	
<b><i>Minnesota Statutes, section 124E.10, Subdivision 1(a)(14): the additional purposes under <a href="#">section 124E.01, subdivision 1</a>, and related performance obligations under clause (7) contained in the charter contract as additional factors in determining whether to renew the contract.</i></b>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
<b><u>Statutory Review Comments</u></b> A description of how the additional purposes under subdivision 1 and related performance obligations under clause (7) contained in the charter contract as additional factors in determining contract renewal are provided in <b>Section 11.1(a)(1), p. 50 and Exhibit P, 224.</b>	
<b><u>Action Required</u></b> N/A	
<b><i>Minnesota Statutes, section 124E.10, Subdivision 1(b): In addition to the requirements of paragraph (a), the charter contract must contain the plan for an orderly closing of the school under <a href="#">chapter 317A</a>, that establishes the responsibilities of the school board of directors and the authorizer, whether the closure is a termination for cause, a voluntary termination, or a nonrenewal of the contract. The plan must establish who is responsible for:</i></b> <i>(1) notifying the commissioner, school district in which the charter school is located, and parents of enrolled students about the closure;</i> <i>(2) providing parents of enrolled students information and assistance to enable the student to re-enroll in another school;</i> <i>(3) transferring student records under <a href="#">section 124E.03, subdivision 5, paragraph (b)</a>, to the student's resident school district; and</i> <i>(4) closing financial operations.</i>	<b>Compliant:</b> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <b>Deficiency and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Clarification and Action:</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/> <b>Continuous Improvement Note(s):</b> Yes <input type="checkbox"/> N/A <input checked="" type="checkbox"/>

**Statutory Review Comments**

The plan for an orderly closing of the school is provided in **Exhibit M, pp. 109-119.**

**Action Required**

N/A

**Minnesota Statutes, section 124E.10, Subdivision 3(b):** *An authorizer shall monitor and evaluate the academic, financial, operational, and student performance of the school, and may assess a charter school a fee according to paragraph (c). The agreed-upon fee structure must be stated in the charter school contract.*

Per [Minnesota Statutes, section 124E.10, Subdivision 3\(c\)](#): *The fee that an authorizer may annually assess is the greater of:*  
*(1) the basic formula allowance for that year; or*  
*(2) the lesser of:*  
*(i) the maximum fee factor times the basic formula allowance for that year; or*  
*(ii) the fee factor times the basic formula allowance for that year times the charter school's adjusted pupil units for that year. The fee factor equals .015. The maximum fee factor equals 4.0.*  
*(d) An authorizer may not assess a fee for any required services other than as provided in this subdivision.*  
*(e) For the preoperational planning period, after a school is chartered, the authorizer may assess a charter school a fee equal to the basic formula allowance.*

**Compliant:**

Yes  No

**Deficiency and Action:**

Yes  N/A

**Clarification and Action:**

Yes  N/A

**Continuous Improvement Note(s):**

Yes  N/A

**Statutory Review Comments**

The agreed-upon fee structure the authorizer will annually assess the school is stated in **Section 3.2, p. 36.**

**Action Required**

N/A

**Additional Feedback – Action Required**

Section 6.12 Compensation (p. 11) states “nothing in the Bylaws shall be construed to preclude any Director from serving Crosslake Community Schools in any other capacity and receiving compensation, therefore”. Please note this provision conflicts with Minnesota Statutes 2021, section 124E.07, subdivision 3(b), which prohibits any board member from becoming an employee or contracting with the school either directly or indirectly. Please clarify.

**Additional Feedback – Continuous Improvement (no action required)**

Please note Section 13.1 Authorizer (p. 16) of the school bylaws includes an incorrect reference to the statute that provides authority to the charter school authorizer, which is Minnesota Statutes 2022, section 124E.05.