



## DIVISION OF ELEMENTARY & SECONDARY EDUCATION

# 2022 Open-Enrollment Public Charter School Application

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Name of Proposed Charter

☐ **Initial Application - Deadline June 1, 2022 at 5:00 p.m.**  
Applications will not be accepted after this time.

☐ **Final Application - Deadline July 15, 2022 at 5:00 p.m.**  
Applications will not be accepted after this time.

Any application that is substantially incomplete will not be forwarded to the authorizer for consideration. An application will be considered substantially incomplete if it does not provide enough information to enable staff at the Division of Elementary and Secondary Education to provide a meaningful review.

Division of Elementary and Secondary Education  
Charter School Office  
Four Capitol Mall  
Little Rock, AR 72201  
501-683-5312

## APPLICANT INFORMATION

<b>Name of Proposed Charter:</b>	
<b>Primary Contact for Application:</b>	
<b>Primary Contact Phone:</b>	
<b>Primary Contact Cell:</b>	
<b>Primary Contact Email:</b>	

**Name of sponsoring entity:**

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**The sponsoring entity is eligible to apply for a public school charter under the following category:**

- ☐ A public institution of higher education
- ☐ A private nonsectarian institution of higher education
- ☐ A governmental entity
- ☐ An organization that is nonsectarian in its programs and operations and is, or will be, exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

**Name of Charter Management Organization:**

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**Other Schools Managed by the CMO:**

Name of School	Location	Year Established

- 1. Describe the public hearing which was held for the purpose of assessing support for the establishment of this public charter school. Include the number of attendees and the feedback and/or public comments that were received.**

- 2. Describe the educational need for the charter in the geographical area to be served. Include quantitative data related to academic achievement.**

- 3. Describe in general terms, the area within the boundaries of the school district where the applicant intends to obtain a facility to be used for the open-enrollment public charter school.**

## SCHOOL INFORMATION

	2023-2024	2024-2025	2025-2026	2026-2027	2027-2028
<b>Grades to be Offered</b>					
<b>Enrollment Cap</b>					

<b>Charter Site Address:</b>	
<b>City:</b>	
<b>Chief Operating Officer:</b>	
<b>Phone:</b>	
<b>School District Where Charter Will be Located:</b>	
<b>List the districts from which the charter school expects to draw students:</b>	

**4. What type of educational model will the school follow?**

- ☐ Traditional
- ☐ 100% Virtual
- ☐ College Prep
- ☐ Credit Recovery/ALE
- ☐ Community School

Other:

**5. Provide the mission statement of the proposed charter school:**

**6. Provide a list and brief description of the programmatic features that the school will implement in order to accomplish the mission as it pertains to its educational model.**

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7. Establish performance criteria that will be used to measure the school’s progress in improving student learning and meeting or exceeding the state educational goals. The mission of the school should be reflected in the performance criteria.

Goal	Measuring Instrument

## **CURRICULUM**

- 8. Will the school provide the required courses as outlined in the Standards for Accreditation and the 38 Required High School Course Offerings? If not, explain what changes will be made. What additional electives will be offered?**

- 9. Describe the process that will be used to ensure all curriculum materials used in the educational program are aligned with the Arkansas Academic Standards?**

## **STUDENT SERVICES**

**10. Describe how the school will provide guidance and counseling services for all students.**

**11. Describe how the school will provide library media services for all students.**

**12. Describe how the school will provide special education services for all students.**

**13. Describe how the school will provide dyslexia screening and services for all students.**

**14. Describe how the school will provide screening and instruction for English Language Learners.**

**15. Describe how the school will address the needs of gifted and talented students.**

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**16. Describe how the school will address the needs of students who meet the criteria for an alternative learning environment.**

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**17. Describe the transportation services that will be provided by the school.**

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**18. Describe how parents and guardians will have opportunities to engage with school staff regarding school operations and the progress of their child.**

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**19. Describe how food services will be provided for students.**

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## **SCHOOL GOVERNANCE AND OPERATIONS**

**20. Describe the governing structure of the open-enrollment charter school including board composition, selection process, length of term and responsibilities.**

**21. Identify the positions that will have final decision-making authority for the school in the areas of (1) finance and purchasing; (2) student discipline; (3) hiring and firing of staff; and (4) hiring and firing of the school director or superintendent.**

**22. How will the charter ensure that there is a separation of power between the sponsoring entity, charter management organization, school board and superintendent?**

**23. Explain the charter's conflict of interest policy and identification procedures.**

**24. Describe the student recruitment process and timeline that will provide an equal opportunity for all parents and students to learn about and apply for admission to the proposed public charter school.**

**25. Describe the procedures for conducting the annual single lottery enrollment process, including how students will be placed on waiting lists and how parents will be notified about each child's selection or order on the waiting list.**

**26. Will any of the enrollment preferences outlined in Ark. Code Ann. § 6-23-306(14)(C), will be utilized by the charter school. This includes children of founding members of the charter and siblings of enrolled students. If so, please explain the policy.**

**27. Explain how students leaving the charter during the school year will impact students on the waiting list.**

**28. Provide a list of staff positions that will be employed in the school business office. Include the responsibilities of each position.**

**29. Describe the plan for managing procurement activities. Specify the types of financial decisions to be made at the school level, board level and charter management organization level.**

**30. Describe the process by which the school governance will adopt an annual budget.**

**31. Describe the manner in which an annual audit of the financial and programmatic operations of the school will be conducted. If the school wishes to request that the authorizer allow a licensed accountant or licensed certified public accountant, rather than the Legislative Auditor, to perform the first-year audit, identify the accountant by name, firm, address, and phone number. The named accountant must meet the requirements of ADE Rules Governing Publicly Funded Educational Institution Audit Requirements, including the prohibition on auditors providing non-audit services (such as accounting or consulting services) to auditees. A school's preference as stated in this application may not be changed without prior approval of the authorizer.**

**32. If the facility to be used by the school has been identified, list the owner(s) of the facility and describe their relationship with employees or directors of the sponsoring entity or charter management organization**

**33. If the facility to be used by the school is not currently in compliance with the Americans with Disabilities Act (ADA) and Individuals with Disabilities Education Act (IDEA), provide a list of items that will need to be addressed to bring the facility into compliance.**

**34. Are there any alcohol sales within 1,000 feet of the facility?**

**35. Describe the potential impact of the proposed public charter school on the efforts of affected public school districts to comply with court orders and statutory obligations to create and maintain a unitary system of desegregated public schools.**

**36. List the services that the CMO will provide to the charter and the annual cost of the services.**

## WAIVERS

Complete the following tables indicating all sections of Title 6 of the Arkansas Code Annotated, the Division of Elementary and Secondary Education rules, and the Standards for Accreditation of Arkansas Public Schools and School Districts from which the public charter school seeks to be exempted in order to meet the goals of the school.

**Please use the wavier list below**

<b>Waiver #1 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #2 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #3 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #4 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #5 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #6 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #7 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	

<b>Rationale for Waiver</b>	
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<b>Waiver #8 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #9 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

<b>Waiver #10 Topic</b>	
<b>Arkansas Code Annotated</b>	
<b>Standard for Accreditation</b>	
<b>ADE Rules</b>	
<b>Rationale for Waiver</b>	

**If you have more than 10 Waivers, please delete this statement and copy the entire table above and paste it into the document.**

## **REQUIRED ATTACHMENTS**

1. IRS letter reflecting tax exempt status or a copy of the entity's application for 501(c)(3) status.
2. Attach documentation to demonstrate that each of the following requirements of Arkansas Code Annotated §6-23-302 was met:
  - a. The notice of the public hearing was published on a weekly basis for at least three (3) consecutive weeks prior to the date of the hearing in a newspaper having general circulation in the school district in which the school will likely be located.
  - b. The notice of the public hearing was not published in the classified or legal notice section of the newspaper.
  - c. The last publication date of the notice was no less than seven days prior to the public meeting.
  - d. Within seven calendar days following the first publication of the notice of the public hearing, emails announcing the public hearing were sent to the superintendent of each of the school districts from which the open- enrollment public charter school is likely to draw students for the purpose of enrollment and the superintendent of any district that is contiguous to the district in which the open-enrollment public charter school will be located.
3. Budget template
4. Statement of Assurance



## **Waiver Topic Names**

178 Instructional Days – standard only

Acquisition of Commodities

Adopt School Calendar

Alternative Learning Environment

Arkansas History – Includes licensure and curriculum

Attendance

Board of Directors

Body Mass Index (BMI) Assessment – rules only

Class Size & Teaching Load

Classified Employee Minimum Salary

Clock Hours – Standard Only

Comprehensive School Counseling Program & School Counselor

Credit for College Courses

Curriculum – Advance Placement Courses

Curriculum – Career and Technical Education – standard only

Curriculum – Concurrent Credit

Curriculum – CPR

Curriculum – Fine Arts

Curriculum – Foreign Language 9-12

Curriculum – Visual Art or Music

Eye and Vision Screening

Financial Management – Business Manager

Flag Display

Flexible Schedule

**Food Services**

**Gifted and Talented**

**Grading Scale**

**Health Services - School Nurse**

**Health and Safety Services – standards only (2-E.1, 2-E.2)**

**Immunization**

**Instructional Day (includes delay/early release of school and recess)**

**Instructional Materials (rules & statute)**

**Leased Academic Facilities**

**Library Media Services – includes standard for balance of instructional materials**

**Library Media Specialist**

**Maintain School Facilities – standard only**

**Parent & Family Engagement Plan**

**Period of Silence**

**Personnel Policies – Classified Employees Personnel Policies**

**Personnel Policies – Committee on Personnel Policies**

**Personnel Policies – Daily Planning Period**

**Personnel Policies – Duty-Free Lunch Period**

**Personnel Policies – Employment of Licensed Personnel**

**Personnel Policies – Grievance Procedure**

**Personnel Policies – Non-Instructional Duties**

**Personnel Policies – Personnel Policies Incorporated into Teacher Contracts**

**Personnel Policies – Public School Employees' Fair Hearing Act**

**Personnel Policies – Requirements**

**Personnel Policies – Right to Join Professional Organization**

**Personnel Policies – School Employees' Minimum Sick Leave**

**Personnel Policies – Teachers' Minimum Sick Leave Act**

**Personnel Policies - Teachers' Fair Dismissal Act**

**Personnel Policies – Teacher Excellence and Support System (TESS)**

**Personnel Policies – Use of Personal Leave**

**Personnel Policies – Website Requirements (Rules Only)**

**Physical Education**

**Pledge of Allegiance**

**Principal**

**Professional Development**

**Report Cards**

**Required Instruction K-4**

**Required Instruction 5-8**

**Required Instruction 9-12**

**Salaries and Compensation – separate employee and teachers?**

**School Calendar – School Start Date**

**School Counselor – standards 4-E.1, 4-E.2 and waiver of plan implemented by school counselor (not waiver of entire plan) – 6-18-2003(2)(A)**

**School Lunch Program**

**School Property and Supplies – Rules**

**School Safety Policies and Procedures – Standards and Rules Only**

**Statewide Assessment System**

**Student Discipline Procedures (for discipline sections of Student Discipline & School Safety Rules)**

**Superintendent**

**Teacher Excellence & Support System (TESS)**

**Teacher Licensure**

**Teachers' Salaries – Twelve-Month Contract for Vocational Agriculture Teachers**

**Tornado & Earthquake Safety Drills**

## **Transportation**

## **Website Requirements**

## **Code Sections**

### Acquisition of Commodities

6-21-303 - Rules

### Agri Teacher

6-17-802 – Twelve Month Contract for Vocational Agriculture Teachers

### ALE

6-15-1005(b)(5) -

6-18-503(a)(1)(C)(i) -

6-48-102 -

6-48-103 –

### Arkansas History

6-16-124(a)(2)

6-17-418

6-17-703

### Attendance

6-18-213(a)(2)

### Board of Directors

6-13-608

6-13-611

6-13-612(c)

6-13-613

6-13-615

6-13-616(a)

6-13-617

6-13-618

6-13-619(a), (c), (d)(1)(A), (d)(4)

6-13-620(5)

6-13-621

6-13-622(b)  
6-13-624  
6-13-628  
6-13-620  
6-13-631  
6-13-634  
6-13-635  
6-13-1303  
6-14-101, et seq.

Class Size & Teaching Load  
6-17-812

Classified Employee Minimum Salary  
6-17-2201, et seq.  
6-17-2403

Comprehensive School Counseling Program  
6-18-2002(2)(A)  
6-18-2003(a)(2)(A)  
6-18-2004(a)

Credit for College Courses  
6-18-223

Curriculum – Advance Placement Courses  
6-16-1204

Curriculum - CPR  
6-16-143

Curriculum – Visual Art or Music  
6-16-130(a) – elementary  
6-16-130(b) – grades 7-8 and some 6<sup>th</sup> grade

Eye and Vision Screening  
6-18-1501 – 1502

Financial Management – Business Manager  
6-15-2302(b)

Flag Display  
6-16-105  
6-16-106

Flexible Schedule  
6-10-106  
6-16-102, except (a)(5)

Food Services  
6-18-705 (breakfast program)

Gifted and Talented

6-20-2208(c)(6)

6-42-109

Grading Scale

6-15-902(a)

Health Services - School Nurse

6-18-706

Immunization

Ark. Code Ann. § 6-18-702

Instructional Day

6-16-102

6-10-126 – Delay or early release of school due to emergency circumstances

Instructional Materials

6-21-413

Leased Academic Facilities

6-21-117

Library Media Services

6-25-103

Library Media Specialist

6-25-104

Parent & Family Engagement Plan

Ark. Code Ann. § 6-15-1701, et seq.

Period of Silence

6-10-115

Personnel Policies – Classified Employees Personnel Policies

6-17-2301(c)

6-17-2301(c)(1) & (d)(2)

6-17-2302

6-17-2303

6-17-2304

6-17-2305

Personnel Policies – Committee on Personnel Policies

6-17-203

6-17-205

6-17-209

6-17-2303

Personnel Policies – Daily Planning Period

6-17-114

Personnel Policies – Duty-Free Lunch Period

6-17-111

Personnel Policies – Employment of Licensed Personnel

6-17-301

Personnel Policies – Grievance Procedure

6-17-208

6-17-210

Personnel Policies – Non-Instructional Duties

6-17-117

Personnel Policies – Personnel Policies Incorporated into Teacher Contracts

6-17-204

Personnel Policies – Public School Employees' Fair Hearing Act

6-17-1701, *et seq.*

Personnel Policies – Requirements

6-17-201(a)

6-17-201(c)

Personnel Policies – Right to Join Professional Organization

6-17-202

Personnel Policies – School Employees' Minimum Sick Leave Law

6-17-1301, *et seq.*

Personnel Policies - Teachers' Fair Dismissal Act

6-17-1501, *et seq.*

Personnel Policies - Teachers' Minimum Sick Leave Act

6-17-1201, *et seq.*

Personnel Policies – Teacher Excellence and Support System (TESS)

6-17-2801 – 6-17-2809

Personnel Policies – Use of Personal Leave

6-17-211

Physical Education

6-16-132

Principal

6-17-302(a) and (c)

Professional Development

6-17-704(f)(1)

6-17-705(a)(2)

Physical Education

6-16-132(b)(1)(A)(i)

6-16-132(b)(1)(A)(ii)

Pledge of Allegiance

6-16-108

Report Cards

Ark. Code Ann. 6-15-903

Salaries and Compensation

6-17-807

6-17-812

6-17-902

6-17-908

6-17-908(a)(4)(B)

6-17-919

6-17-2401

6-20-412

School Calendar – School Start Date

6-10-106

School Lunch Program

6-20-701, et seq.

6-18-705 – Breakfast Program

School Property and Supplies – Rules

6-21-303(b)

Statewide Assessment System

Ark. Code Ann. 6-15-2907

Superintendent

6-13-109

6-17-427

Teacher Licensure

6-15-205

6-15-1004

6-17-201(c)

6-17-202

6-17-203

6-17-204

6-17-209

6-17-211

6-17-301 (employment of licensed personnel)

6-17-309

6-17-401

6-17-418



6-17-902  
6-17-919

Tornado & Earthquake Safety Drills  
6-10-121

Transportation  
6-19-101, et seq.  
6-19-120(b)

Website Requirements  
6-11-129