

TENNESSEE STATE BOARD OF EDUCATION	
CHARTER SCHOOL AUTHORIZER EVALUATIONS	6.113

Policy Sections:

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- I. Purpose.** T.C.A. § 49-13-145 requires the State Board of Education (“State Board”) to ensure the effective operation of authorizers and evaluate authorizer quality through periodic evaluations of authorizers.

State Board rule 0520-14-01-.08 contains the evaluation process, authorizer ratings and follow-up actions, and when the State Board may determine a reduction of the authorizer’s authorizer fee under certain circumstances.

This policy provides further explanation and detail regarding authorizer evaluation cohorts and timeline, the evidence considered in an evaluation, and the evaluation ratings and corresponding follow-up actions to ensure authorizer compliance with the requirements of state law, the rules and regulations of the State Board, and the State Board Charter School Quality Authorizing Standards Policy 6.111.

- II. Authorizer Evaluation Cohorts and Timeline.** State Board staff shall assign authorizers to an evaluation cohort. Authorizers in the same cohort are evaluated at least every other year. If an authorizer receives an Exemplary rating for two (2) consecutive evaluations, the authorizer is exempted from undergoing an evaluation during the next evaluation year. If an authorizer receives an Unsatisfactory/Incomplete rating during an evaluation, the authorizer shall participate in another authorizer evaluation in the school year immediately following the Unsatisfactory/Incomplete rating. An exemption or required additional evaluation does not change an authorizer’s assigned evaluation cohort.

(1) During an evaluation year, the timeline is as follows:

- (a) Authorizers attend an orientation in August;
- (b) Document submission window opens in September and closes in October;
- (c) Authorizer evaluations occur between October and December;

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- (d) Draft authorizer evaluation report shared with authorizer by January;
 - (e) Final authorizer evaluation report shared with the authorizer in January;
 - (f) Final evaluation ratings presented to the State Board for approval at its first quarterly or special called board meeting following release of the final evaluation report to the authorizer,
 - (g) Upon State Board approval, written notification of approval is sent to the authorizer and final authorizer evaluation reports are posted to the State Board's website;
 - (h) Authorizers receiving a rating of Approaching Satisfactory or Unsatisfactory/Incomplete shall acknowledge receipt of the written notification and any required follow-up actions no later than ten (10) business days after the written notification is sent to the authorizer; and
 - (i) Authorizers receiving a rating of Approaching Satisfactory or Unsatisfactory/Incomplete shall develop a corrective action plan, as outlined in paragraph four (4) of this policy.
- (2) During a non-evaluation year, the authorizer shall submit to the State Board:
- (a) Completed self-assessment using the State Board's template; and
 - (b) Information and evidence demonstrating completion of a corrective action plan, if required by the State Board as a result of the authorizer's most recent evaluation report.
 - I. If an authorizer is required to participate in another authorizer evaluation in the school year immediately following an Unsatisfactory/Incomplete rating, the completed corrective action plan shall be submitted as part of the authorizer's documentation during the document submission window as outlined in section two (2), paragraph (a) of this policy.
 - (c) The self-assessment and corrective action plan shall be reviewed to monitor an authorizer's resolution of any identified deficiencies.

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III. Authorizer Evaluation Evidence. An authorizer’s evaluation shall be based on the following evidence:

- (1) Documentation submitted by the authorizer during the submission window defined in section two (2) of this policy;
- (2) An interview with school leaders from the authorizer’s charter schools;
- (3) A meeting with the authorizer about the submitted documentation; and
- (4) Authorizer’s appeal history, if applicable, which shall include any findings and recommendation report(s) issued by the Executive Director of the appeals body and the final decision by the appeals body (State Board or Charter School Commission) for any appeals that occurred within the two (2) years prior to the authorizer’s first evaluation or within the timeframe immediately following the authorizers’ most recent evaluation.

IV. Evaluation Ratings and Corresponding Follow-Up Actions.

- (1) As defined in State Board rule 0520-14-01-.08, authorizers shall be assigned a score on a scale of zero (0) to four (4), or not applicable, indicating the degree to which an authorizer has met each standard of the rubric (Appendix A) and shall be assigned an overall rating category in compliance with thresholds defined in this policy. Overall rating categories shall be based on the average of the standard scores. State Board shall review and adjust, as needed, the evaluation score ranges at the conclusion of a two-year evaluation cycle.
- (2) The overall rating categories are defined in Table 1.

Table 1. Overall Ratings

Score	Rating
3.5 – 4.0	Exemplary
3.0 – 3.49	Commendable
2.0 – 2.99	Satisfactory
1.0 – 1.99	Approaching Satisfactory
0 – 0.99	Unsatisfactory/Incomplete

- (3) An authorizer that receives a rating of Approaching Satisfactory or Unsatisfactory/Incomplete shall be required to create and submit to State Board staff a corrective action plan including any specific follow-up actions identified in the evaluation

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report. The corrective action plan shall be approved by the Executive Director or designee prior to implementation and shall be submitted on the State Board's template.

- (a) Upon approval of the corrective action plan, the authorizer shall complete the requirements outlined in the corrective action plan and submit evidence of completion by the deadlines set forth in the approved corrective action plan.
- (b) If an authorizer fails to complete the requirements outlined in the authorizer's corrective action plan, the State Board may reduce the authorizer fee as outlined in State Board rule 0520-14-01-.08.