

Charter School Governing Body Training Course Provider Application Scoring Rubric

In accordance with State Board Rule 0520-14-01-.07, completed applications shall be scored using the rubric criteria outlined below. Only applications which fully meet the standard shall be recommended for approval. The overall scoring indicators are as follows:

Fully Meets the Standard	The response is thorough, does not require any revisions, and clearly meets all the criteria stated in the rubric, in alignment with State Board rule.
Partially Meets the Standard	The response meets some of the criteria but not all and/or requires additional information in one or more areas of the application.
Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application (with course materials attached) by the required deadline. • The prospective course provider has relevant experience in providing charter school governing body member training and/or the instructor(s) have, at a minimum, relevant experience with the course topic(s), working with charter school governing bodies, or as a training course instructor. • The proposed training course content is appropriate for the intended audience and meets the requirements set forth in State Board rule, as applicable. • The length of the proposed training course is adequate given the amount of content covered by the course. • For prospective course providers proposing to offer a training course for new board members, the course covers, at a minimum, all the required topics and hours as outlined in State Board rule. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. The training course covers the topic(s) with sufficient depth to allow governing body members to obtain a deeper understanding of the topic(s). • If a fee is charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is a CMO, the application defines any participant restrictions. • The prospective course provider includes an effective method(s) for tracking governing body member completion of the course and for reporting all course completers to the charter school authorizer in compliance with State Board rule 0520-14-01-.07.

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	Fundamentals of Trusteeship: Your Role in Governance (previously titled “Charter Board Fundamentals”)
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on the fundamentals of charter board governance. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • Updates to the materials include refreshed examples, updated templates, and enhanced dashboard tools; core learning objectives remain the same. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the course. The course covers the topic with sufficient depth to allow governing body members to obtain a deeper understanding. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; responses to questions 16 and 17 were not included. • The applicant stated that course content/materials will be fully updated upon approval, thus preventing a complete review. While a general description of pending updates was provided, the course materials cannot be fully reviewed by the committee to determine a recommendation for approval. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	
Final Advisory Committee Recommendation	
<input type="checkbox"/> Recommended for Approval <input checked="" type="checkbox"/> Not Recommended for Approval	

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	Make Your Meetings Matter: Where the Rubber Meets the Road
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on running effective board meetings. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the course. The course covers the topic with sufficient depth to allow governing body members to obtain a deeper understanding. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; questions 16 and 17 were not included. Additionally, the applicant did not fully respond to question 3 as there was no description of changes made since the previous approval. Changes must also be reflected in any submitted course materials. • The slide deck provided includes a slide that references meetings during COVID, which appears outdated and should be updated. The applicant may want to consider revising the content to discuss virtual meetings generally instead. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	
Final Advisory Committee Recommendation	
<input type="checkbox"/> Recommended for Approval <input checked="" type="checkbox"/> Not Recommended for Approval	

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	Strategic Board Member Recruiting and Succession Planning (previously titled “Strategically Recruiting Your Sustainable Governance Team”)
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on strategic recruitment and succession planning. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • Updates to the materials include refreshed examples and updated guidance; core learning objectives remain the same. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the course. The course covers the topic with sufficient depth to allow governing body members to obtain a deeper understanding. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • Slide 24 appears to begin another course. Does the file include materials for two courses? If not, how do the materials that begin on slide 24 connect with the previous slides that follow the course agenda? • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; responses to questions 16 and 17 were not included. • The applicant stated that course content/materials will be fully updated upon approval, thus preventing a complete review. While a general description of pending updates was provided, the course materials cannot be fully reviewed by the committee to determine a recommendation for approval. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	

Final Advisory Committee Recommendation

Recommended for Approval

Not Recommended for Approval

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	Strategic Alignment & Goal Setting: Governing for Growth (previously titled “Governing for Growth”)
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on governing for growth. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • The applicant states that updates to the materials include refreshed examples, updated templates, and enhanced dashboard tools; core learning objectives remain the same. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • The application includes a detailed description of the course agenda, instructional strategies, and activities, to be used in the course; however, required course materials were not provided. • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; responses to questions 16 and 17 were not included. • The applicant stated that course content/materials will be fully updated upon approval, thus preventing a complete review. While a general description of pending updates was provided, the course materials cannot be fully reviewed by the committee to determine a recommendation for approval. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	
Final Advisory Committee Recommendation	
<input type="checkbox"/> Recommended for Approval <input checked="" type="checkbox"/> Not Recommended for Approval	

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	Structuring Your Board for Success
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on structuring the board. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • Updates to the materials include refreshed examples, updated guidance, and enhanced tools for aligning committee work to goals; core learning objectives remain the same. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the course. The course covers the topic with sufficient depth to allow governing body members to obtain a deeper understanding. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; responses to questions 16 and 17 were not included. • The applicant stated that course content/materials will be fully updated upon approval, thus preventing a complete review. While a general description of pending updates was provided, the course materials cannot be fully reviewed by the committee to determine a recommendation for approval. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	
Final Advisory Committee Recommendation	
<input type="checkbox"/> Recommended for Approval <input checked="" type="checkbox"/> Not Recommended for Approval	

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	BoardOnTrack
Training Course Title	The Board-CEO Partnership (previously titled “Developing and Supporting Your Board – CEO Partnership”)
Application Year	2026
Application to Renew	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted an application by the deadline for the renewal of a one-hour training course on structuring the board. • The course provider has relevant experience and provides content that is appropriate for the intended audience. • Updates to the materials include refreshed examples, updated guidance, and enhanced tools for aligning committee work to goals; core learning objectives remain the same. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the course. The course covers the topic with sufficient depth to allow governing body members to obtain a deeper understanding. • The course is offered virtually for new and experienced governing body members and is included as part of a BoardOnTrack membership. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the course provider tracks completion through a post-course form and issues certificates of completion, the application does not provide explanation for how the course provider reports completers to the charter authorizer, as required by State Board rule. • The course provider submitted an incomplete application; responses to questions 16 and 17 were not included. • The applicant stated that course content/materials will be fully updated upon approval, thus preventing a complete review. While a general description of pending updates was provided, the course materials cannot be fully reviewed by the committee to determine a recommendation for approval. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
Applicant did not respond to the Committee’s request for additional information.	
Final Advisory Committee Recommendation	
<input type="checkbox"/> Recommended for Approval <input checked="" type="checkbox"/> Not Recommended for Approval	

Charter School Governing Body Training Course Provider Application Scoring Rubric

In accordance with State Board Rule 0520-14-01-.07, completed applications shall be scored using the rubric criteria outlined below. Only applications which fully meet the standard shall be recommended for approval. The overall scoring indicators are as follows:

Fully Meets the Standard	The response is thorough, does not require any revisions, and clearly meets all the criteria stated in the rubric, in alignment with State Board rule.
Partially Meets the Standard	The response meets some of the criteria but not all and/or requires additional information in one or more areas of the application.
Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application (with course materials attached) by the required deadline. • The prospective course provider has relevant experience in providing charter school governing body member training and/or the instructor(s) have, at a minimum, relevant experience with the course topic(s), working with charter school governing bodies, or as a training course instructor. • The proposed training course content is appropriate for the intended audience and meets the requirements set forth in State Board rule, as applicable. • The length of the proposed training course is adequate given the amount of content covered by the course. • For prospective course providers proposing to offer a training course for new board members, the course covers, at a minimum, all the required topics and hours as outlined in State Board rule. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. The training course covers the topic(s) with sufficient depth to allow governing body members to obtain a deeper understanding of the topic(s). • If a fee is charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is a CMO, the application defines any participant restrictions. • The prospective course provider includes an effective method(s) for tracking governing body member completion of the course and for reporting all course completers to the charter school authorizer in compliance with State Board rule 0520-14-01-.07.

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	Hillsdale College K-12 Education Office
Training Course Title	The Hillsdale College Board Development Conference
Application Year	2026
Application to Renew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provided submitted a completed application and course materials by the required deadline. • The course provider and course instructors have relevant experience in providing governing body trainings. • The course is intended for new and existing board members of Hillsdale College member schools only, is conducted over two days, and provides 9 credit hours for attendees across 9 one-hour sessions, which is adequate given the amount of content covered that includes the principles of board governing, responsibility of supporting and evaluating the school leader, and instruction in policy governance. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. • Participants must pay for airfare and ground transportation; there is no registration fee as training is offered as part of free support to affiliated schools. • The course application includes a method for evaluating achievement of the learning objectives and effectiveness of the training and a method for tracking and notifying authorizers of member completion. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • The applicant's signatures are missing from question 17 and need to be resent. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
<ul style="list-style-type: none"> • The applicant resubmitted the course application with completed signatures. 	
Final Advisory Committee Recommendation	
<input checked="" type="checkbox"/> Recommended for Approval <input type="checkbox"/> Not Recommended for Approval	

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Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application (with course materials attached) by the required deadline. • The prospective course provider has relevant experience in providing charter school governing body member training and/or the instructor(s) have, at a minimum, relevant experience with the course topic(s), working with charter school governing bodies, or as a training course instructor. • The proposed training course content is appropriate for the intended audience and meets the requirements set forth in State Board rule, as applicable. • The length of the proposed training course is adequate given the amount of content covered by the course. • For prospective course providers proposing to offer a training course for new board members, the course covers, at a minimum, all the required topics and hours as outlined in State Board rule. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. The training course covers the topic(s) with sufficient depth to allow governing body members to obtain a deeper understanding of the topic(s). • If a fee is charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is a CMO, the application defines any participant restrictions. • The prospective course provider includes an effective method(s) for tracking governing body member completion of the course and for reporting all course completers to the charter school authorizer in compliance with State Board rule 0520-14-01-.07.

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	School Board Partners
Training Course Title	The Essentials of Empowered School Board Governance
Application Year	2026
Application to Renew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted a complete application and accompanied materials by the required deadline for a course on the essentials of board governance. • The course provider and instructors have relevant experience training governing boards and local school boards. • The course is intended for new and existing board members and includes nine 3-hour modules for a total of 27 hours. The course is offered virtually, and the \$1,750 fee covers materials, instructor, and administration costs. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. • The application includes an effective method for evaluating the participant’s achievement of the stated learning objectives and the course provider’s effectiveness. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While most of the content is applicable, some content has not been tailored to governing body members (i.e., goals and key takeaways that reference the district, analysis of district policies, priorities, and data, authorizing schools). Additionally, several sample materials are from school districts rather than charter schools. • The course is 27 hours, which is far beyond the required number of training hours for members (6 hours for new charter school governing body members and 4 hours for experienced charter school governing body members). Did the applicant consider breaking up the course into separate courses by module? What evidence is there of charter school governing body members completing the full course? Approval of this course would require attendees to complete all 27 hours to obtain any credit. • The application states that the course fully addresses required orientation topics, but evidence of TN-specific details included in the materials was not provided. • The applicant referenced the incorrect State Board rule and stated that the provider would submit course completers to the Department of Education rather than the authorizer, as required in rule. The application appears to be written with local school board members in mind rather than charter school governing body members, as applied. • The course materials include references to and model policies that could be interpreted as conflicting with Tennessee laws for local governments (i.e., T.C.A. §§ 4-1-427, 5-1-136 and 49-5-1101). 	
Initial Advisory Committee Review Summary	

Additional Information Requested

Additional Information Not Requested

Final Application Review

To be completed after review of any additional materials, if requested.

- While the applicant updated some of the content within its materials to ensure relevance for charter school governing body members, some irrelevant information remains (i.e., use of same member compensation chart that's included in the local school board member materials, references to the superintendent rather than executive director).
- The applicant updated the course agenda by breaking the 27-hour course into 9 modules that can be completed separately for 3 hours of credit each. However, some of the modules do not appear to cover 3 hours of content based on the materials provided. Additionally, several modules build on each other and may not be appropriate to complete independently (i.e., Module 7: Professionalization Reflection & Assessment).
- Some Tennessee-specific content is incorrect or incomplete, such as the role of the TN Public Charter School Commission and the parties responsible for the approval of school performance frameworks.
- The updated application still includes an incorrect process for reporting course completers that does not align with State Board rule.
- The applicant complied with the legal feedback provided in the initial review.

Final Advisory Committee Recommendation

Recommended for Approval

Not Recommended for Approval

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	School Board Partners
Training Course Title	Mastering Robert's Rules of Order
Application Year	2026
Application to Renew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted a complete application and accompanied materials by the required deadline for a course on Robert's Rules of Order. • The course provider and instructors have relevant experience training governing boards and local school boards. • The course is intended for new and existing board members and includes a five-part webinar series that are 3-hours each for a total of 15 hours. The course is offered virtually, and the \$350 fee covers course materials and administration costs. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. • The application includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • Course materials include state-specific topics with incorrect information, such as the varying roles of education governance in Tennessee (i.e., the State Board oversees the Department, the Charter Commission ensures accountability within Tennessee's charter school system). • Course materials are not tailored to charter school governing bodies and include practice prompts and references to responsibilities of a local board of education rather than the charter school governing body (i.e., voting on a new charter application, make a motion that every athletic field in the district must have a pretty snack shack). • The course is lengthy and extends far beyond the required number of training hours, which is 6 hours for new members and 4 hours for experienced members, and raises concerns for completion. • The applicant referenced the incorrect State Board rule and stated that the provider would submit course completers to the Department of Education rather than the authorizer, as required in rule. The application appears to be written with local school board members in mind rather than charter school governing body members, as applied. • The course materials include references to and model policies that could be interpreted as conflicting with Tennessee laws for local governments (i.e., T.C.A. §§ 4-1-427, 5-1-136 and 49-5-1101). 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	

Final Application Review

To be completed after review of any additional materials, if requested.

- Though references to the role of the State Board of Education were removed, the course materials still include state-specific topics with incorrect information, as noted in the initial application review.
- The applicant updated course materials to ensure information and practice prompts are relevant to charter school governing body members.
- The applicant reduced the length of the training course from 15 hours to 6 hours.
- The applicant updated its process for reporting completers to the authorizer rather than the Department of Education, as required in State Board rule.
- The applicant complied with the legal feedback provided in the initial review.

Final Advisory Committee Recommendation

Recommended for Approval

Not Recommended for Approval

Charter School Governing Body Training Course Provider Application Scoring Rubric

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Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application (with course materials attached) by the required deadline. • The prospective course provider has relevant experience in providing charter school governing body member training and/or the instructor(s) have, at a minimum, relevant experience with the course topic(s), working with charter school governing bodies, or as a training course instructor. • The proposed training course content is appropriate for the intended audience and meets the requirements set forth in State Board rule, as applicable. • The length of the proposed training course is adequate given the amount of content covered by the course. • For prospective course providers proposing to offer a training course for new board members, the course covers, at a minimum, all the required topics and hours as outlined in State Board rule. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. The training course covers the topic(s) with sufficient depth to allow governing body members to obtain a deeper understanding of the topic(s). • If a fee is charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is a CMO, the application defines any participant restrictions. • The prospective course provider includes an effective method(s) for tracking governing body member completion of the course and for reporting all course completers to the charter school authorizer in compliance with State Board rule 0520-14-01-.07.

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	SchoolWorks
Training Course Title	Governance 101: Foundational Charter School Board Training
Application Year	2026
Application to Renew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted a complete application and accompanied materials by the required deadline. • The course provider and instructors have relevant experience providing training to charter governing bodies. • The course is offered virtually, includes 10 self-paced modules, and takes 2 hours to complete. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. • The course is offered for a fee of \$150 which grants one year of access and supports course development, communication, and hosting and maintenance costs. • The applicant included an effective method for tracking member completion and reporting course completers to the authorizer. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the application includes a description of the evaluation method used to determine achievement of learning objectives, the evaluation does not include evidence of evaluating course provider effectiveness. • The proposed course is intended for new governing body members only and the application states that the orientation course covers all required training course topics outlined in State Board rule as well as additional topics related to core principles of the charter school model, pillars of effective governance, and the role of the authorizer. However, evaluators missed the 20-day access window and were unable to confirm course content. Can this be provided again with a 30-day window to ensure opportunity to review? 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
<ul style="list-style-type: none"> • The applicant updated its end-of-course evaluation survey to include a method for evaluating course provider effectiveness. • The applicant provided access to the course materials which cover all required content and orientation topics as well as additional topics related to core principles of the charter school model, pillars of effective governance, and the role of the authorizer. Much of the Tennessee-specific content is included in module 10 and it is recommended that the applicant swaps the 	

order of models 9 (which includes a wrap up and closing) and 10 to ensure attendees complete the full set of course material.

Final Advisory Committee Recommendation

Recommended for Approval

Not Recommended for Approval

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Does Not Meet the Standard	The response is incomplete, does not align with the criteria stated in the rubric, or otherwise raises concerns about the provider's ability to meet the requirements in rule.

Application Rubric Criteria
<ul style="list-style-type: none"> • The prospective course provider submitted a completed application (with course materials attached) by the required deadline. • The prospective course provider has relevant experience in providing charter school governing body member training and/or the instructor(s) have, at a minimum, relevant experience with the course topic(s), working with charter school governing bodies, or as a training course instructor. • The proposed training course content is appropriate for the intended audience and meets the requirements set forth in State Board rule, as applicable. • The length of the proposed training course is adequate given the amount of content covered by the course. • For prospective course providers proposing to offer a training course for new board members, the course covers, at a minimum, all the required topics and hours as outlined in State Board rule. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. The training course covers the topic(s) with sufficient depth to allow governing body members to obtain a deeper understanding of the topic(s). • If a fee is charged, the application includes an explanation of the fee. • The proposed course includes an effective method for evaluating the participant's achievement of the stated learning objectives and the course provider's effectiveness. • If the prospective course provider is a CMO, the application defines any participant restrictions. • The prospective course provider includes an effective method(s) for tracking governing body member completion of the course and for reporting all course completers to the charter school authorizer in compliance with State Board rule 0520-14-01-.07.

Advisory Committee Review Summary and Final Recommendation	
Charter School Governing Body Training Course Provider Information	
Prospective Course Provider	Tennessee Charter School Center
Training Course Title	Governance for Student Success
Application Year	2026
Application to Renew	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Application Strengths	
<ul style="list-style-type: none"> • The course provider submitted a complete application and accompanying materials by the required deadline. • The course provider and instructors have experience training governing body members and are currently approved by the State Board to provide training on other topics to governing body members. • The training course content is appropriate for experienced governing body members and covers four hours of content across four one-hour units/courses. • The application includes a detailed description and the required attachments demonstrating the instructional strategies, activities, and presentation materials to be used in the proposed training course. • The course is offered virtually and is provided at no cost for members. 	
Initial Questions and/or Application Weaknesses	
<ul style="list-style-type: none"> • While the application includes details on an effective method for evaluating participant achievement of the learning objectives, the evaluation does not include a method for assessing the course provider's effectiveness. • While the applicant described a method for tracking course completion, the description does not include how the course provider will report all course completers to the charter school authorizer, as required by State Board rule. 	
Initial Advisory Committee Review Summary	
<input checked="" type="checkbox"/> Additional Information Requested <input type="checkbox"/> Additional Information Not Requested	
Final Application Review	
<i>To be completed after review of any additional materials, if requested.</i>	
<ul style="list-style-type: none"> • The applicant provided an updated course survey that now also includes a method for assessing the course provider's effectiveness. • The applicant provided an updated description of its method for tracking course completion that now includes how and when the provider will report completers to the charter authorizer. 	
Final Advisory Committee Recommendation	
<input checked="" type="checkbox"/> Recommended for Approval <input type="checkbox"/> Not Recommended for Approval	