



## **Charter Renewal Application Rubric**

**For use by Tennessee Public Charter School Commission School's  
Ten-Year Renewal Application**

**School Year 2024-2025**

Tennessee Public Charter School Commission  
Davy Crockett, 8<sup>th</sup> floor • 500 James Robertson Parkway • Nashville, TN 37243  
Office: 615-532-6245

Revised: March 2024

**Ratings and Criteria**

Pursuant to T.C.A. § 49-13-121, an authorizer shall consider the charter school’s renewal application, its annual progress reports, and its renewal performance report in alignment with the set renewal criteria when deciding whether to approve or deny the charter school’s renewal application.

In addition to the charter renewal application, evaluators may review other materials including:

- The charter school’s annual report(s);
- The charter school’s performance in alignment with the outlined renewal criteria as provided within the cumulative performance report;
- The local school board’s performance report(s) for the charter school;
- The local school board’s annual report(s);
- The local school board’s site visit report and any responses submitted by the charter school regarding the local school board’s site visit findings; and
- Correspondence from the LEA to the governing body regarding the status of the school during the term of the charter and any plans of correction required by the LEA of the governing body.

This scoring rubric is divided into subsections that correspond to the subsections of the charter application. Each subsection of the rubric identifies the characteristics of a strong response that would qualify as “Meets or Exceeds the Standard.” Evaluators will rate the responses by applying the following guidance:

Rating	Characteristics
<b>Meets or Exceeds the Standard</b>	The record includes specific and accurate evidence that the school generally demonstrated success in meeting and upholding the terms of the charter agreement.
<b>Partially Meets Standard</b>	The record meets the criteria in some aspects but lacks sufficient evidence that the charter school is meeting the terms of the charter agreement in one or more areas.
<b>Does Not Meet Standard</b>	The record provides evidence that the charter school committed a violation of its charter agreement, failed to meet or make sufficient academic progress, and/or failed to meet generally accepted standards of fiscal management.

The State Board of Education has adopted Quality Charter Authorizing Standards in Policy 6.111. Standard 5(b) addresses renewal decisions based on merit and inclusive evidence. This Standard provides that a quality authorizer “[b]ases the renewal process and renewal decisions on thorough analyses of a comprehensive body of objective evidence defined by the performance framework in the charter agreement” and “[g]rants renewal only to schools that have achieved the standards and targets stated in the charter agreement, are organizationally and fiscally viable, and have been faithful to the terms of the contract and applicable law.” An application that merits a recommendation for renewal should satisfy each of these criteria.

In addition, Standard 5(d) indicates that the authorizer’s renewal process should be fair and transparent. The Standard provides that a quality authorizer “[c]learly communicates to schools the criteria for charter revocation, renewal, and non-renewal decisions that are consistent with the charter agreement, including any policy changes thereto.” The renewal criteria were provided to the applicant within the cumulative performance report, due January 1.



Recommendations for approval or denial will be based on the written application (narrative and attachments), the site visit conducted by Commission staff, the public hearing, and all subsequent submitted materials. The review committee report and ratings for each of the sections of the rubric in the four categories (academics, operations, finances, and performance record) shall inform the renewal site visit and any additional due diligence.

**Instructions for Reviewers:**

1. Fill in your name and the name of the school below.
2. For each required section of the application, you should do the following during your individual analysis of the proposal:
3. Select a rating for each section. Click once on the box to select. If you are not able to check the box, please HIGHLIGHT your selection.
4. Use the "Strengths" area to identify notable positive aspects of the response. Be sure to include page references where applicable.
5. Use the "Concerns/Questions" area to identify weaknesses and areas that should be explored during the debrief calls and/or site visit. Again, reference relevant page numbers.
6. Complete all sections (academic, operations, financial, future planning) and then complete the overall summary section after you have completed all of the other sections. The summary should be at least a paragraph outlining the overall strengths or weaknesses of the application as a whole. It should summarize your findings and should not be simply copied from your subsection analysis.
7. In the overall summary section, based on a holistic review of the application and provided materials whether the school should be recommended for renewal or denied for renewal. Please elaborate within the summary section, providing evidence to support the recommendation.
8. Your comments and evidence are at least as significant as your rating. Please also remember that all documents, including your individual review, may at some time be available to the public.



Evaluator Name:

School Name:

SECTION 1: ACADEMIC SUCCESS		
Characteristics of a strong record: <ul style="list-style-type: none"> <li>• The school has been faithful to its mission and vision, and to its academic focus and plan.</li> <li>• The school provided a contextualized picture of academic performance over the last nine years.</li> <li>• The school met or made sufficient progress toward achieving the academic goals as defined in its charter agreement.</li> <li>• The school has demonstrated strong academic achievement and growth results over the course of the current charter term, as measured by state assessments and TVAAS scores and in alignment with the provided renewal criteria.</li> <li>• The school consistently met or exceeded expectations on the ASD's and/or the Commission's annual performance evaluation, where available.</li> <li>• There is sufficient evidence that the school uses data to evaluate the effectiveness of its academic program, inform instructional practice, evaluate teacher effectiveness, and implement professional development.</li> <li>• The school has made progress toward closing achievement gaps for all students.</li> <li>• The school demonstrates clear and compelling evidence of successful student outcomes for diverse learners.</li> <li>• The school did not receive any notices of concern or other interventions from the ASD and/or Commission or, if received, corrected the finding quickly.</li> <li>• The school adequately addressed any "off track" designations for academic performance from the provided cumulative performance report within the application.</li> <li>• The school's academic outcomes merit renewal of the charter.</li> </ul>		
Application Review		
<input type="checkbox"/> Meets or Exceeds Standard	<input type="checkbox"/> Partially Meets Standard	<input type="checkbox"/> Does Not Meet Standard
Strengths		Page
Concerns/Questions		Page

**SECTION 2: OPERATIONAL STABILITY**

Characteristics of a strong record:

- The school has met or made significant progress toward achieving the operational goals outlined in the charter agreement.
- The school provided a contextualized picture of operational stability over the last nine years.
- The school consistently met or exceeded expectations on the ASD and/or Commission’s annual performance evaluation, where available.
- The school has consistently operated at or near capacity and effectively addresses student attrition.
- The school provided clear and compelling evidence of parent and student satisfaction and community support.
- The school has demonstrated the capacity of its governing board and school leadership to effectively govern the school.
- The school has demonstrated the ability to provide a safe environment for its staff and students, making facility changes/improvements as needed.
- The school consistently addresses the physical, social, emotional and health needs of its students.
- The school has evidence of effective teacher retention, professional development, well-functioning organizational structures, and personnel stability.
- The school adequately addressed any “off track” designations for operational performance from the provided cumulative performance report within the application.
- The school did not receive any notices of concern or other interventions from the ASD and/or Commission or, if received, corrected the finding quickly.
- The school’s operational condition merits renewal of the charter.

**Application Review**

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| <input type="checkbox"/> Meets or Exceeds Standard | <input type="checkbox"/> Partially Meets Standard | <input type="checkbox"/> Does Not Meet Standard |
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**Strengths**

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**Concerns/Questions**

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**SECTION 3: FINANCIAL HEALTH**

Characteristics of a strong record:

- The application provided a detailed description of the school's fiscal health.
- The school provided a contextualized picture of financial health over the last nine years.
- The school has consistently met generally accepted standards of fiscal management.
- The school is fiscally sound and consistently receives clean financial audits with no findings.
- The school consistently met or exceeded expectations on the ASD and/or Commission's annual performance evaluation, where available.
- The school met or has made sufficient progress toward meeting financial goals outlined in the charter agreement.
- The school has demonstrated a clear alignment between expenditures and the school's mission, academic growth, and staff development.
- The school has addressed any fiscal challenges effectively during the current charter term.
- The school adequately addressed any "off track" designations for financial performance from the provided cumulative performance report within the application.
- The school did not receive any notices of concern or other interventions from the ASD and/or Commission or, if received, corrected the finding quickly.
- The school's financial condition merits renewal of the charter.

**Application Review**

Meets or Exceeds Standard

Partially Meets Standard

Does Not Meet Standard

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**SECTION 4: FUTURE PLANNING**

Characteristics of a strong record:

- The school's future goals and plans for goal achievement are rigorous, measurable, and attainable.
- The school provided adequate detail and rationale for future goals and plans.
- Growth plans are robust, detailed, and strategic.
- Changes to academic benchmarks and/or organizational structures are reasonable given the school's current standings.
- Plans for addressing any past academic, organizational, and/or financial deficits are comprehensive and realistic.
- The school provides a viable plan for its goals for the next charter term and demonstrates the capacity to meet its goals, if renewed.

**Application Review**

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Partially Meets Standard

Does Not Meet Standard

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**OVERALL SUMMARY**

**Evaluators:** Please use the space below to provide a summary paragraph detailing primary areas of focus for the upcoming renewal site visit and further due diligence recommended. Please outline all strengths and weaknesses within your response.

**Summary of Strengths****Summary of Concerns and Questions**