

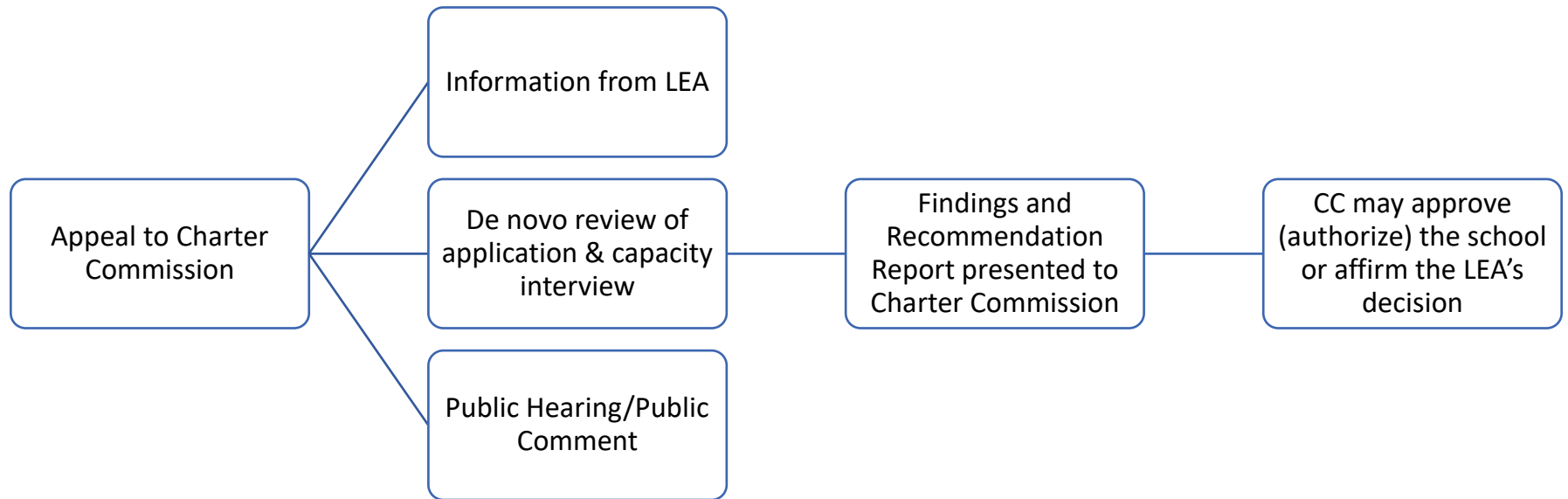


TENNESSEE
PUBLIC CHARTER SCHOOL COMMISSION

**NEW START CHARTER
SCHOOL APPEALS**

SEPTEMBER 22, 2021

APPEALS PROCESS FLOWCHART



A maximum of 75 calendar days



REVIEW COMMITTEE



REVIEW COMMITTEE

- Policy 2.100 Application Review
 - The Commission assembles a review committee of experts with a variety of background and expertise to independently review the amended application
 - It is a best practice for the committee to be made up of internal staff and external reviewers
- Committee Recruitment and Screening
 - Individuals interested in serving as a reviewer complete a short application and submit their resume
 - Then staff conduct a phone interview with individuals to determine if they will bring an unbiased approach to reviewing an application
 - Look for reviewer expertise in academics, operations, and finance
 - Receive a stipend of \$600/application reviewed



REVIEW COMMITTEE

- This cycle, reviewers consist of:
 - Current and former charter school leaders
 - Current/former charter school authorizing staff (both nationally and from Tennessee)
 - Legal/finance experts
 - Curriculum and instruction experts
 - Federal programs and special populations experts
 - Geographic representation (both nationally and from Tennessee)
 - Demographic representation
 - Internal Commission staff



REVIEW COMMITTEE

- Training
 - Each reviewer is required to participate in a training conducted by staff on how to review and score an application
 - Writing objective comments
 - Conducting a capacity interview
 - Rating an application based on the written application and the capacity of the team to execute the plan
- Staff build review committees to ensure:
 - A balance of expertise (academic/operational/finance)
 - No potential or real conflicts (each reviewer discloses any conflicts prior to the review)
 - Geographical/community considerations



REVIEW COMMITTEE

- Charged with:
 - Independently reviewing the amended application and scoring it on the Tennessee Department of Education's scoring rubric
 - Conducting a capacity interview with the proposed governing board and school leader to address concerns and capacity to implement the plan
 - Completing a final rubric based on written application and capacity interview
 - Developing a consensus recommendation (review committee report)



REVIEWER TIMELINE

Action	Timeframe
Commission hosts review committee training (via Microsoft Teams)	Week of July 19 & August 2
Commission receives appeals	Week of August 2 and 9
Commission sends out applications to review committees	Week of August 9
Initial scoring rubrics due to Commission from committees	Friday, September 3
Prep calls with review committees (via Microsoft Teams)	Week of September 6
Capacity interviews with applicant groups (via Microsoft Teams)	Week of September 13
Final scoring rubrics due to Commission from committees	Friday, September 24
Review committee reports drafted	Week of September 27
Executive Director's recommendations written	Week of September 27
Recommendations are posted to the website/shared with Commission	Tuesday, October 5
Charter Commission votes on appeals	Tuesday, October 12



PUBLIC HEARING



PUBLIC HEARING

- A public hearing is required to be held in the district in which the proposed school would be located
- The executive director serves as the hearing officer
- The sponsor of the school and local board of education have opportunities to present on the appeal, and the public can offer comment
- The executive director asks questions of the sponsor and the local board based on an initial review of the record



STAFF REVIEW OF THE RECORD



STAFF REVIEW OF RECORD

- Led by general counsel and executive director, staff conduct a full review of the record when forming the recommendation to the Commission
- Review all documentation submitted by sponsor, local board of education, the review committee, and public comment
- Produce a recommendation based on the following statutory charge:
 - Does the application meet or exceed the metrics outlined in the scoring rubric and is the approval of the application in the best interests of the students, LEA, or community?
 - If yes, then the commission may approve the public charter school's application.



COMMISSIONER REVIEW OF THE RECORD



REVIEW OF THE RECORD

- Commissioners must conduct a “de novo on the record review” of the appeal
- Information that can be considered is limited to what is officially “on the record” in the appeal.
- Commissioner’s record will include:
 - Correspondence from the Commission staff to parties
 - Notice of Appeal from the Sponsor
 - LEA Documentation on their review process
 - Public Hearing and Public Comment
 - Executive Director’s Recommendation inclusive of the review committee report



REVIEW OF THE RECORD

- Start with the executive director's recommendation
 - This summarizes the materials and information in the record and provides a recommendation based on the Commission's statutory charge.
- Closely review the review committee's report
 - This evaluates the application against the state's scoring rubric.
 - Focus on:
 - Does the school have a developed, quality academic program
 - Can the school serve all students
 - Is the school likely to meet enrollment projections
 - Does the school have an effective governance structure
 - Can the school recruit and staff to support the program
 - Are the revenue projections confirmed and reasonable
 - Does the school/network's performance merit expansion



REVIEW OF THE RECORD

- Listen/watch the recording of the public hearing
 - Provides a good summary of the sponsor's argument in support of the application and the local board of education's reasons for denial
 - The public hearing is also summarized in the executive director's recommendation
- Review public comments submitted



TIMELINE FOR REVIEW



TIMELINE FOR REVIEW

- By September 27, the following will be in TNShare:
 - Notice of Appeal
 - LEA Documentation
 - Public Hearing Materials (recording, presentations, public comment)
 - Any additional written public comment
- By October 4, the Executive Director's recommendations will be in TNShare.





TENNESSEE

PUBLIC CHARTER SCHOOL COMMISSION