



## **Fiscal Year 2022 Annual Authorizer Fee Report**

**December 1, 2022**

Pursuant to Tennessee Code Annotated (T.C.A.) § 49-13-105, the Tennessee Public Charter School Commission (Commission or TPCSC) was established in 2019 to assume the responsibilities previously held by the State Board of Education to serve as the chartering authority and local education agency (LEA) for charter schools authorized on appeal. The Commission's authority as a charter school authorizer is governed by T.C.A. § 49-13-105 as well as relevant Commission [rules and policies](#). The 2021-2022 school year was the Commission's first year serving as the local education agency, with four (4) schools in the agency's portfolio.

The Commission's mission in charter school authorizing is to increase families' access to high-quality school options, and the Commission has adopted national and state authorizing standards, which serve as the foundation for its work as a charter school authorizer. As an authorizer, the Commission provides its authorized charter schools with autonomy and flexibility in exchange for high accountability.

The Commission serves as the LEA of its authorized charter schools in accordance with T.C.A. § 49-13-105, therefore, is required to fulfill the same responsibilities of all other school districts in the state of Tennessee, in addition to fulfilling its responsibilities of being a charter school authorizer. The Commission district is wholly comprised of charter schools authorized on appeal or transitioned from the Achievement School District as a result of meeting priority exit status. The Commission has built the infrastructure to fulfill its responsibilities of serving as both the LEA and the chartering authority of its charter schools, and the responsibilities include but are not limited to:

- Manage the flow of all federal, state, and local funds to its charter schools;
- Maintain a student information system and oversee data reporting to the state from its schools;
- Develop and implement school improvement plans to fulfill requirements under the Every Student Succeeds Act (ESSA);
- Monitor its authorized charter schools to ensure compliance with federal and state laws, rules, and policies;
- Provide oversight and monitoring of its charter schools to ensure all students are being served as required by law, including English Learners, students with disabilities, homeless students, students in foster care, and other special populations;
- Provide oversight of state test administration;
- Conduct Department of Children's Services background checks of all employees, contractors, and volunteers of its authorized charter schools;
- Develop and maintain policies and procedures for its role as an LEA; and



- Fulfill charter school authorizer responsibilities including managing the pre-opening process for new schools, conducting annual site visits, and producing an annual report on the performance of its charter schools.

In school year 2021-22, the Commission funded its work as a charter school authorizer and an LEA through a state appropriation, federal GEER funding, and through the collection of an authorizer fee. In accordance with T.C.A. § 49-13-128(e), the Commission collected an annual authorizer fee of 3% from its four open and operating charter schools per pupil state and local funding.

From July 1, 2021 to June 30, 2022, the Commission collected the following total revenue in an authorizer fee:

Authorizer Fee for the 2021-22 School Year	Total Amount Collected
3% of Per Student State and Local Funding	\$ 636,182 <sup>1</sup>

From July 1, 2021 to June 30, 2022, the Commission spent the authorizer fee on the following expenditures:

Account Number	Line Item Number	Description of Expenditure	Amount	Rationale for Expenditure
72210	105, 201, 204, 206, 207, 212, 215	Salary and benefits for Manager of Federal Programs and Special Populations	\$82,124	<p>The Commission serves as the LEA for its authorized charter schools, and it is required to fulfill its responsibilities of an LEA under ESSA. The Federal Programs and Special Populations Manager’s responsibilities included but were not limited to:</p> <ul style="list-style-type: none"> <li>• Developed and implemented the LEA plan;</li> <li>• Supported authorized charter schools in the development of its school improvement plan;</li> <li>• Completed the Consolidated Funding Application required by the Tennessee Department of Education;</li> <li>• Processed reimbursement requests for federal funds by the authorized charter schools;</li> </ul>

<sup>1</sup> This figure is based on the June 30, 2022 BEP amount provided by the Tennessee Department of Education. As of the date of publication of this report, the Tennessee Department of Education has not provided the final fiscal year 2022 BEP true-up to the Commission.



Account Number	Line Item Number	Description of Expenditure	Amount	Rationale for Expenditure
				<ul style="list-style-type: none"> <li>• Monitored the implementation of ESSA and IDEA within the Commission and the authorized charter schools;</li> <li>• Managed the Special Populations Coordinator; and</li> <li>• Completed all required state and federal reporting for the Tennessee Department of Education.</li> </ul>
72220	189, 201, 204, 206, 207, 212, 215	Salary and benefits for Special Populations Coordinator	\$55,828	<p>The Commission serves as the LEA for its authorized charter schools, and it is required to fulfill its responsibilities of an LEA under the Individuals with Disabilities Education Act, ESSA, and other federal and state laws to ensure all students are served appropriately. The Special Populations Coordinator's responsibilities included but were not limited to:</p> <ul style="list-style-type: none"> <li>• Provided oversight of Individualized Education Programs (IEPs) within the EasyIEP system;</li> <li>• Monitored the implementation of services provided to students with disabilities to ensure alignment with the students' IEPs through regular check-ins with school-level staff and on-site monitoring;</li> <li>• Monitored the screening, placement, service, and annual assessment of English Learner students through regular check-ins with school-level staff and on-site monitoring; and</li> <li>• Completed all required state and federal reporting for the Tennessee Department of Education.</li> </ul>
72220	399	Translation of IEPs	\$1,050	In order to fulfill the Commission's obligation as an LEA to ensure that all parents/guardians and students can access a student's IEP in a language that they understand, the Commission pays for the translation services for schools through EasyIEP.
72220	399	Data system for 504 Plans	\$2,315	In order to fulfill the Commission's obligation of a LEA to ensure students with 504 plans are appropriately served, the Commission paid for the 504-module system through Public Consulting Group (PCG) for its schools.



Account Number	Line Item Number	Description of Expenditure	Amount	Rationale for Expenditure
72320	524	Training and professional development – NACSA Membership	\$1,250	To support the Commission’s authorizing responsibilities, the Commission maintains a membership National Association of Charter School Authorizers, which provides ongoing professional development in charter authorizing best practices.
72320	189, 201, 204, 206, 207, 212, 299	Salary and benefits for Coordinator of Data and Operations	\$74,455	The Commission is responsible for management of a student information system and reporting to the state Education Information System (EIS). The Coordinator of Data and Operations managed the student information and all required reporting. For school year 21-22. the coordinator also oversaw the Commission’s reporting calendar and served as district testing coordinator for TCAP and EOC administration.
72510	105, 201, 204, 206, 207, 212, 299	Salary and benefits for Director of Finance and Operations	\$98,055	The Commission is responsible for both state agency and district functions. The Director of Finance and Operations oversaw the district finance and operations teams, including the Manager of Federal Programs and Special Populations, the Coordinator of Data and Operations, and the Fiscal Programs Manager. This individual was also responsible for state required financial and compliance reporting and procurement activities.
	189, 201, 204, 206, 207, 212, 215, 299	Salary and benefits for Fiscal Programs Manager	\$104,593	The Fiscal Program Manager provided day to day management of district and state fiscal functions, including: <ul style="list-style-type: none"> <li>• Processing BEP and grant payments</li> <li>• Overseeing grant budgeting and reimbursement processes</li> <li>• Supporting state and district required financial reporting</li> <li>• Managing contracts and purchase orders for accounts payable, including all school payments</li> </ul>
72320	355	Staff travel for school site visits	\$1,275	In alignment with quality authorizing best practice standards and Commission policy, Commission staff conduct annual site visits at its authorized charter schools. These site visits include classroom observations, staff and parent interviews, and reviews for special populations and federal programs compliance.



Account Number	Line Item Number	Description of Expenditure	Amount	Rationale for Expenditure
72320	399	Application reviewers	\$6,600	In alignment with quality authorizing standards, the Commission uses external reviewers for charter school application reviews. The Commission used 11 external reviewers through the 2021-22 new start appeals cycle.
<b>Total Expenditures (July 1, 2021 to June 30, 2022)</b>			\$ 427,545	

**Distribution of Unused Authorizer Fee Funds (if applicable)**

In the 2021-22 school year, the Commission utilized resources from the Commission’s general operating budget, federal GEER funding, and its authorizer fee to fulfill its authorizing obligations under T.C.A. § 49-13-105. In accordance with T.C.A. § 49-13-128, the Commission is required to return to its authorized charter schools any unused authorizer fee funds. Based on the June 2022 BEP amount, the Commission anticipates returning approximately \$208,637 to its authorized charter schools, although the final amount will be determined following receipt of the final FY22 BEP true up.