2021 Charter School Application Rubric

For Charter Schools Seeking to Open in School Year 2022-2023

Office of School Choice
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Introduction

The Jefferson County Public Schools (JCPS) 2021 Charter School Application Rubric provides the application reviewers and applicants a means of assessing the quality of a charter school application. The rubric is intended to provide a common language for the application review process. The Kentucky Charter School Application (KCSA) and JCPS Addendum rubrics are included.

Before being assigned to reviewers, proposals will have already been reviewed for completeness by JCPS staff. Incomplete applications (e.g., sections, questions, or appendices missing) will not be reviewed. If an application is found to have deficiencies, the applicant will be notified and provided an opportunity for revisions not to exceed ten (10) calendar days. The only sections that may be revised are those that were identified as deficient. Any substantive revisions beyond the identified deficiencies shall not be accepted and the application will be reviewed as is.

KRS 160.1594 states that the authorizer shall "grant charters only to applicants that possess competence in all elements of the application requirements." Applicants that do not meet requirements within the scope of the Kentucky Charter School Law shall be deemed not ready for approval. An application that merits a recommendation for approval should present a clear, realistic picture of how the school expects to operate; be detailed in how this school will raise student achievement; and inspire confidence in the applicant's capacity to successfully implement the proposed plans. Each component/section of the application should align with and support the mission and vision of the school, including the budget and operational plans.

Recommendations for approval or denial will be based on the written application, independent due diligence, applicant interviews, a public forum, and community feedback.

Application Content Requirements

The JCPS Charter School Application review process is heavily modeled after state and federal grant processes, including those utilized by the Kentucky Department of Education (KDE) and the United States Department of Education. Those processes are instructive to the Charter School Application process because charter schools will likely be reliant on those same grant processes (federal and state) to secure funding sources. Additionally, it provides a common language of expectations for all applicants, JCPS, and KDE. Therefore, JCPS encourages all applicants to carefully review all requirements of the Request for Charter School Applications (RFCSA) to ensure all expectations are met.

The following standards are applicable across this rubric and are the minimum standard for each "Meets" category:

Meets
● Clear, focused, and detailed response to all aspects of the question; ● Demonstrates competency and capacity to implement the proposal; ● Coherence of thought, mission, and action throughout the proposal; ● Approach is reasonable and likely to be successful; ● Incorporation of the defined levels of evidence (see KDE ESSA Evidence Levels below); ● Data accuracy; and ● Compliance with state and federal law.

Clarity, Focus and Detail

Applicants are expected to exercise great care in their responses to ensure application reviewers will understand the proposal. Application reviewers will not make inferences, or manufacture logic models or other structures, where information is not clearly provided by the applicant. Reviewers will not jump to conclusions and will carefully evaluate the specific language provided by the applicant in the proposal. It is therefore incumbent upon the applicant to make certain that the copy of the proposal meets with precision their vision for their school.

Competency, Capacity, and Coherence

All JCPS application reviewers are tasked with considering the following three elements:

(1) applicant **competency** in crafting the submitted proposal;
(2) applicant **capacity** to implement the proposal; and
(3) **coherence** in thought, mission, and action throughout the proposal

Applicants are responsible for providing appropriate evidence throughout the application so that reviewers see those three elements embedded. Additionally, applicants are required to not just explain WHAT they will do, but also the WHY and HOW. Application reviewers must clearly understand the WHY in order to consider any "Meets" designation. Applicants must be explicit about these elements and cannot assume application reviewers will simply read between the lines. Failure to address these elements will result in poor performance in the review process.

Reasonable and Likely to be Successful

JCPS charter application reviewers will use a reasonableness standard in the review of each indicator throughout this rubric. Charter applicants are expected to present a proposal that has a high likelihood of success and is rooted in practices, assumptions, and analysis that are reasonable to an average person with

knowledge and experience with the Louisville/Jefferson County community. Additionally, in each area, the applicant must provide a proposal that is reasonable for the area discussed. For example, an applicant's answer regarding transportation must reflect what would be reasonable in that area of work. Similarly, hiring and recruitment plans must be reasonable given the market and current employment trends.

ESSA Evidence Levels

It is expected that applicants will explain WHAT they will do in their plan as well as WHY. The Every Student Succeeds Act (ESSA) establishes a framework with tiers of evidence for consideration and for use by school districts when selecting evidence-based activities, strategies, and interventions—especially related to school improvement. KDE defines "evidence based" as an activity, strategy, or intervention that was evaluated and proven to improve student outcomes. While the term evidence-based was used in prior federal legislation, ESSA is the first federal statute to provide a definition for educational purposes.

In completing the Kentucky Charter School Application, applicants must reference the levels of evidence as used by the Kentucky Department of Education (KDE) in the description of the evidence supporting their proposed school plan. The use of the ESSA Evidence Levels provided by KDE is to provide a common language for applicants, JCPS, and KDE in the application's explanation of WHY the proposed plan will be successful.

When "evidence-based", "evidence", and "research" are referenced in this rubric, JCPS is directing the applicant's attention to the ESSA Evidence Levels. Additionally, application reviewers will carefully review all evidence and research referenced in the proposal. Inaccuracies or intentional misrepresentations will be identified and questioned. Please ensure the appropriate citation of any evidence or research utilized in the required bibliography.

You can find more information regarding the levels of evidence below:

Evidence Based Frequently Asked Questions

ESSA Evidence Levels

Data Accuracy

It is expected that the data used in the creation of the charter school application is timely, accurate, and valid. An applicant can expect that JCPS application reviewers will carefully scrutinize data cited in the proposal and inaccuracies or intentional misrepresentations will be identified and questioned. Applicants are encouraged to review the JCPS webpage and JCPS Data Books provided annually by the JCPS Data Management and Research Department. The JCPS Data Books contain information related to student demographics, assessment, nonacademic data, and school climate. Please ensure the appropriate citation of these sources if used in the application.

Compliance with State and Federal Law

It is expected that all applicants have a working knowledge of state and federal law as it impacts education including, but not limited to, the Individuals with Disabilities Education Act (IDEA), the Americans with Disabilities Act (ADA), Civil Rights Act of 1964, the Elementary and Secondary Education Act as reauthorized under the Every Student Succeeds Act (ESSA); Kentucky health, safety, civil rights and disability rights law; and Kentucky Charter School law. As such, JCPS encourages all applicants to consult with independent legal counsel with regard to all legal requirements for Kentucky charter schools. JCPS cannot and will not provide legal advice to potential applicants.

Completeness

Applicants are expected to submit applications that meet completeness expectations. Applicants should consider the completion of the application with the seriousness of a federal or state grant submission. Failure to abide by technical requirements is one element of the capacity review.

Applications that are not complete shall be returned to the applicant. The Office of School Choice shall inform the applicant of the issue prior to the application being returned.

Applications with identified deficiencies or small errors that may be corrected by the applicant without substantive revision to the application itself will be returned to the applicant for amendment to be completed in 10 (ten) calendar days. The Office of School Choice shall provide guidance should the need for this exception arise.

An answer is expected for all questions required on the Kentucky Charter School Application and Addendum. If a specific question does not apply to the proposed school, please respond "Not Applicable," with a rationale explaining why that particular question does not apply to your organization.

I. Cover Sheet and Enrollment Projection

Note: A rubric is not provided for the Cover Sheet and Enrollment Projection.
It is expected that the applicant completes the required questions within this section and provide the appropriate information. Failure to complete this section may result in denial based on incompletion.

Section I: Cover Sheet and Enrollment Projection		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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II. School Overview

A. Mission and Vision and General School Overview

1.   Mission and Vision of the Proposed Charter School (KCSA Page 6)

The applicant provided the following:
- A mission statement that expresses a focused purpose for the school that is measurable and aligned with KRS 160.1591(2).
- A vision statement that explains how the charter will operate and achieve its goals long term to fulfill the purpose.
- Educational objectives that are aligned with the mission and vision, identify performance metrics, are likely to result in increased student achievement, and are aligned with the purposes of KRS 160.1591(2).
- Research provided to support identified educational objectives.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. a-d. General School Overview with Required Elements (KCSA page 6)

The applicant provided a detailed description of the students, grade levels and school levels upon opening, a growth plan, and the community to be served along with evidence to support the need for the proposed school at this grade/school level to target this student population and community. The description also includes the following:
- What success looks like in the school.
- Direct alignment with the stated purposes in Kentucky charter school law and the Board's stated priorities for charter schools.
- Whether or not the school intends to provide comprehensive learning experiences or expanded learning opportunities to students identified as at-risk of academic failure and students with special needs.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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B. Pre-Opening Planning and Activities

Pre-Opening Roles, Responsibilities, and Timelines (KCSA page 7)

The applicant provides a detailed pre-opening plan that includes:
- A timeline that is realistic, reasonable, and aligned with the programs and plans described in the application.
- A well-defined and sound way to evaluate progress toward its goals and timelines.
- Responsibilities that are realistic, reasonable, and aligned with the programs and plans described in the application.
- Objective, verifiable evidence that the responsible parties have the capacity to successfully implement the plan and address any potential challenges that may occur.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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C. Educational Need and Anticipated Student Population

Anticipated and Targeted Student Population (KCSA page 7)

The applicant provided an accurate description of the anticipated and targeted student population, including:
- Educational, behavioral, and mental health needs of the student population.
- Nonacademic challenges that are likely to be encountered by the school.
- Community-based or other relevant data or research to support the description.

Additionally, the applicant provided a rationale for the selection of the location, the student body, and community that is supported by relevant evidence and aligned with the mission and vision of the proposed school.

If an enrollment preference is included, the enrollment preference is aligned with the stated mission and vision of the proposed charter school and is in compliance with the law. Additionally, the applicant provided a detailed description and appropriate evidence of student and community need for the proposed school and for any enrollment preferences identified.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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D. Education Plan/School Design

1. Overview of School Program (KCSA page 7)

The applicant provided a detailed plan for the school program model and demonstrated alignment of the program to the academic standards, implementation of one or more purposes outlined in KRS 160.1591(2), selected grade levels, major instructional methods selected, assessment strategies, and non-negotiables of the school model. The plan is grounded in evidence-based practices and demonstrates a high likelihood for success.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Unique Features of the Charter School (KCSA page 7)

The applicant provided a detailed description of any unique program features within the education plan. The plan includes demonstrated alignment of those features with the mission and vision and/or education, behavioral, and mental needs of the anticipated and targeted student population. The plan is grounded in evidence-based practices and demonstrates a high likelihood for success.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. External, Internal, and State-Required Assessments (KCSA page 7)

The applicant provided a detailed plan for all intended external, internal, and state-required assessment components of the system, including:
- A plan to use multiple types of assessments to measure the academic growth and needs of students aligned with the expectations of the performance framework.
- A plan to assess student performance through formative and summative assessments.
- An explanation of how the school will use data to inform instruction and evaluate academic progress for at-risk students, students with disabilities, and English Learners (EL).
- Evidence demonstrating the validity and reliability of any intended assessments and their alignment with the curriculum, intended instructional practices, high academic standards, and state-mandated testing using sound alignment methodology.

The applicant described how the school will use various data and indicators to determine actions and establish a culture of continuous improvement and accountability for student learning.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Specifically identify comprehensive learning experiences or expanded learning opportunities. (KCSA page 7)

The applicant provided a detailed plan for specific, comprehensive learning experiences or expanded learning opportunities that may be provided to students identified as at risk of academic failure and students with special needs. The plan included evidence supporting the value of the opportunities, their effectiveness, and that the experiences are aligned with the mission and vision and/or educational, behavioral, and mental needs of the anticipated and targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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E. Community Engagement		

1. Plan to Reach Community Stakeholders (KCSA page 8)

The applicant provided a detailed plan for specific, proven methods to inform the proposed charter school's intended community stakeholders about the proposed charter school, how those methods are built with the community's needs in mind, and flexibilities in those methods designed to continuously meet those needs.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Strategies to Solicit Community Input (KSCA page 8)

The applicant provided a detailed plan for specific strategies to solicit community input regarding the educational and programmatic needs of students. The plan is built with the community's needs in mind and is flexible to continuously meet those needs.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. Form and Nature of Feedback and Process for Incorporation of Feedback (KCSA page 8)

The applicant provided a detailed plan for the specific form and nature of feedback to be received from community stakeholders, and the process described for incorporating that feedback is supported by evidence demonstrating effective community engagement strategies.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Process to Incorporate Community Input (KCSA page 8)

The applicant provided a detailed plan for valid and reliable methods and criteria for incorporating feedback from community stakeholders on the educational and programmatic needs of students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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F.   Leadership and Governance

Attachment 1—Review of Members of the Applicant, Proposed Leadership, Board of Directors (KCSA page 8)

The applicant provided the following:
- A list of all eligible applicants, including any teachers, parents, school administrators, community residents, public organizations, nonprofit organizations, or a combination thereof.
- Evidence that the Board of Directors consists of a minimum of two parents of students who plan to attend the proposed public charter school operating under the direction of the Board of Directors and that no member of the Board of Directors is an employee of the proposed school or of an education service provider that will provide services to the school.
- Each member of the Board of Directors filed a complete disclosure report that has identified any conflicts of interests and includes remedies for the identified conflicts.
- Evidence demonstrating that, collectively, members of the Board of Directors possess expertise in leadership, curriculum and instruction, law, and finance, and how the proposed charter school will ensure members of the Board of Directors maintain their expertise in those areas.
- Evidence the proposed school is nonsectarian in all areas of operation and evidence to support that designation where religious groups may be involved in the proposed school's application or operations.
- Confirmation that the proposed charter school does not have entrance requirements.
- Confirmation that the proposed charter school does not charge tuition or fees, except as permitted on the same basis as other public schools.
- Bylaws that contain a description of the qualifications, terms, and methods of appointment or election of the directors and a description of the organizational structure of the school that presents lines of authority and reporting between the Board of Directors, school administrators, staff, and related bodies (advisory, external).

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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G. Enrollment Summary

1. Table—Enrollment Summary (KCSA page 8)

The applicant provided the enrollment summary table with student numbers, appropriate years indicated, and grade levels represented in each year of the proposed charter contract term. The table demonstrates a plan to recruit 100 students unless the school will focus on serving at risk or special needs students.

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☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Rationale for Enrollment Summary (KCSA page 8)

The applicant provided a detailed rationale and evidence to support the number of students and grade levels served in the proposed charter school in Year One and for a reasonable growth plan identified in the enrollment summary table.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. Total Enrollment Capacity (KCSA page 9)

The applicant provided a detailed description regarding total enrollment, including a rationale for whether the enrollment capacity is determined by grade level or by school capacity and whether the school can adjust specific grade level capacities within the stated total enrollment capacity.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Exceeding Enrollment Capacity (KCSA page 9)

The applicant provided detailed information and a rationale regarding the number of students by which the proposed charter school may be able to exceed the stated total enrollment capacity, and the applicant described whether the number is by grade level or total number of students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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5. Minimum Number of Students Enrolled (KCSA page 9)

The applicant provided a minimum number of students needed for financial solvency and sustainability with a rationale and reasonable evidence to support the identified minimum number.

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☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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6. Description of Plan to Fill Enrollment Vacancies (KCSA page 9)

The applicant provided a detailed plan and accompanying rationale for filling student enrollment vacancies after the first year as a result of attrition, including required actions, responsible parties, and elements of community engagement.

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☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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7. Enrollment Plan—Growth (KCSA page 8)

The applicant provided a detailed plan for growth over the term of the charter contract that addresses the pattern of growth, anticipated student attrition, the rationale for the attrition rate, and plans to replace or limit the intake of students, including required actions, responsible parties, and elements of community engagement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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7. Enrollment Plan—Future Growth Renewal (KCSA page 8)

The applicant provided a detailed plan for possible school growth in the future with a reasonable rationale for pursuing that growth.

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☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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Section II: School Overview		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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III. Educational Program Design and Capacity

A. Program Overview

1. Summary of Essential Elements of School Model (KCSA page 9)

The applicant provided a detailed description and rationale for the essential design elements of the school model, primary instructional methods, assessment strategies, and other non negotiable elements of the school model that includes:
- An emphasis on high expectations for all students.
- Student achievement goals that are rigorous.
- Any identified challenges and plans to meet them.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Resources and Instructional Materials (KCSA page 9)

The applicant provided a detailed plan for resources/instructional material including:
- How the resources/instructional materials shall meet the needs of all learners.
- How and why the resources were selected for the target population.
- The evidence based reasoning or rationale to support why the resources/instructional material will likely be successful with the targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. If Resources and Materials Not Selected Yet (KCSA page 9)

The applicant provided a detailed plan and criteria for selecting resources/instructional materials which includes who is responsible for creating and selecting resources.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Evidence of Success (KCSA page 9)

The applicant provided an evidence based rationale to support that this program will be successful with the identified student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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5. Improvement of Student Achievement (KCSA page 9)		
The applicant provided a detailed, evidence based rationale to support that the educational program described will likely improve achievement of traditionally underperforming students.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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6. Student Achievement Goals (KCSA page 10)		
The applicant provided a detailed plan for the creation of student achievement goals and methods of evaluating whether students have obtained the skills and knowledge specified which include evidence-based strategies.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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7. Potential Pitfalls (KCSA page 10)		
The applicant provided a description of potential pitfalls and challenges with descriptions and solutions to address them.		
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☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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B. Curriculum and Instruction		
1. Description of Basic Learning Environment (KCSA page 10)		
The applicant provided a detailed description of the basic learning environment. It includes a description of class size and structure, along with an explanation of the role that the classroom size and facility shall play. Additionally, the description includes sound evidence-based instructional strategies and an explanation of why they are well suited for the targeted student population, including effective methods and systems for providing differentiated instruction to meet the needs of all students.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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2. Attachment 2—Overview of Planned Curriculum (KCSA page 10)

The applicant provided a detailed overview of the school's plan for using curricula that align to applicable state standards with the appropriate course outcomes. A sample scope and sequence for each subject in each level (elementary, middle, and high) the school will serve are provided in **Attachment 2**. Additionally, the description includes sound evidence based instructional strategies and an explanation of why they are well suited for the targeted student population, including effective methods and systems for providing differentiated instruction to meet the needs of all students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. If curriculum is fully developed - Curricular Choices(KCSA page 10)

The applicant provided a detailed description of the curricular choices, such as textbooks, and a rationale for their selection, by subject, and why the curricular choices are well suited for the targeted student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Basis for Curriculum (KCSA page 10)

The applicant fully explains the evidence based reasoning for the selection of the described curricula (links or copies of the research are provided) specifically providing why the curricula will likely be successful with the targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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5. Formative Processes (KCSA page 10)

The applicant provided a detailed description of the formative and summative assessments and all areas are addressed for English/language arts and math content areas as well as supplemental or elective areas:
- Curriculum alignment
- Monitoring student progress
- Informing teaching and learning practices
- Professional Development (PD)
- Preserving class time

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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6. Instructional Planning (KCSA page 10)

The applicant provided a detailed curriculum plan that describes what is being taught, when it is to be taught, what curriculum resources are to be used, and who is responsible for creating and selecting these resources. The plan incorporates strategies that are evidence-based and includes systems and methods for providing differentiated instruction to meet the needs of all students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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7. Processes to Revise and Evaluate Curricula (KCSA page 10)

The applicant provided a detailed description of the process and procedure that will be used in the following:
- To review, evaluate, and revise the curricula to ensure success for all students.
- To align with state standards and ensure coherence across grades, including who is responsible and how teachers will be involved.

The processes and procedures described reflect a sound base in research, theory, and/or experience and will ensure rigorous, engaging, and effective curricula for the anticipated student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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8. Attachment 3—If Curriculum Is Not Developed (KCSA page 10)

If the curriculum has not yet been developed, a detailed plan is included (**Attachment 3**) describing how the curriculum will be developed, including a timeline, who will be responsible, when key stages will be completed, and how the curriculum will be vertically and horizontally aligned for all grades the school will serve.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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9. High-Quality Instruction and Intervention (KCSA page 10)

The applicant provided a detailed description of the high-quality instruction that will take place at the proposed school, including:
- The primary evidence-based instructional strategies, along with the rationale for why the listed strategies are being used, and how they are relevant and responsive to the anticipated student population.

- The methods and systems teachers will utilize for providing differentiated instruction to meet the needs of all students, including differences in instructional methods for different subject areas, grade levels, and special needs (e.g., students with disabilities, English Learners).
- The technology that will be used to enhance and support teaching and learning and plans for implementation of that technology including any challenges associated with implementation.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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C. Student Performance Standards		

1. Describe the student performance standards. (KCSA page 11)

The applicant provided a detailed plan for the use of the rigorous student performance standards for the school as a whole, providing how they are aligned with state academic standards, how they will enable each student to achieve the skills and knowledge for successful completion of that grade level, and how they exemplify a dedication to high expectations for all students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Explain the policies and evidence utilized for promoting or retaining students. (KCSA page 11)

The applicant provided detailed promotion and retention policies, standards, and expectations (including early promotion) that are rigorous and promote high expectations for all students. Additionally, there is a plan for communicating these criteria along with graduation criteria to staff, students, and families in a way that ensures transparency.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. Attachment 4—Exit Standards for Graduating Students (KCSA page 11)

The applicant provided the school's detailed exit standards for graduating students (**Attachment 4**), which set forth what students in the last grade served will know and be able to do. The exit standards meet or exceed district standards and exemplify high expectations for all students.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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D. High School Graduation Requirements		
1. Describe how the charter school shall meet graduation requirements. (KCSA page 11)		
The applicant provided a detailed description of how the school will meet the state graduation requirements, along with an explanation of how students will earn credit hours, how grade point averages (GPAs) will be calculated, what information will be on transcripts, and what elective courses will be offered. If graduation requirements for the school will exceed state standards, there is an explanation of the additional requirements that answers why additions were necessary and connects them to the mission and vision of the school as well as the population to be served.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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2. Explain how the graduation requirements shall ensure student readiness for postsecondary opportunities. (KCSA page 11)		
The applicant provided a detailed description of how the graduation requirements will ensure student readiness for college or other postsecondary opportunities (e.g., trade school, military service, or entering the workforce).		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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3. Explain what systems and structures to implement for students at risk of academic failure. (KCSA page 11)		
The applicant provided a detailed description of the evidence-based systems and structures the school will implement for students at risk of academic failure as well as those at risk of dropping out or not meeting graduation requirements.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
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E. School Calendar and Schedule	
1. Discuss the annual academic schedule. (KCSA page 11)	
The applicant provided the school's proposed calendar for the first year of operation that includes the first day of operation and student attendance.	
Application Review	

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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2. Explain how the calendar reflects the needs of the educational program and the targeted student body. (KCSA page 11)

The applicant provided a detailed plan for the annual academic schedule for the school which explains and demonstrates how the calendar reflects the needs of the educational program and the targeted student body.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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3. Attachment 5—Provide the charter school's proposed calendar for the first year of operation. (KCSA pages 11–12)

The applicant provided a school calendar and schedule **(Attachment 5)** that includes the total number of days/hours of instruction and any additional calendar details that are not evidenced in the first-year calendar. The calendar meets state minimum instructional requirements as stated in KRS 158.070.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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4. Attachment 6 - Describe the planned structure of the student attendance day, week, and year. (KCSA page 12)

The applicant provided a detailed description of the structure of the school day, week, and year, including:
- The number of instructional hours/minutes in a day for core subjects, electives, extracurricular or co-curricular activities, remediation, and any other academic components.
- The length of the school day with the start and dismissal times.
- A rationale of why the school's daily and weekly schedule will be optimal for student learning for the targeted student population.
- The minimum number of hours/minutes per day and week that the school will devote to academic instruction in each grade with a sample daily and weekly schedule for each level of the school (**Attachment 6**).

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

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5. Provide a sample teacher schedule for a typical week of instruction. (KCSA page 12)

The applicant provided a detailed sample teacher schedule that includes:
- The length of the teacher's work day.
- The time devoted to teaching assignments, planning, or other activities.

● A brief scenario describing a typical teacher day and week.		

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

6. Describe before and after-care options, if any are offered. (KCSA page 12)

The applicant provided a detailed plan for any before- and after-care options for students or students' children and how services will be delivered and funded, including the schedule, personnel involved, and any criteria for accessibility to the before and/or after-care options.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

F. School Culture

1. Culture or Ethos of School (KCSA page 12)

The applicant provided a detailed plan for the creation of an engaging school culture, explaining how the school culture will promote a positive learning environment and reinforce student intellectual and social development for all students, including those with special needs, English Learners, and students at risk of academic failure.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

2. Implementation of Culture (KCSA page 12)

The applicant provided a detailed plan for how the school will establish and maintain the school culture for students, teachers, administrators, and parents/guardians starting from the first day of school, including a plan for students who enter the school midyear. The plan includes any anticipated challenges and solutions.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

3. Strategies to Encourage Attendance and Re-enrollment (KCSA page 12)

The applicant provided a detailed plan for how the school will implement attendance and re-enrollment strategies intended to encourage a positive learning environment for all students and continuation at the school.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard	
Comments			**Page**

4. School Culture and Students with Special Needs (KCSA page 12)

The applicant provided a detailed explanation as to how the plan for a supportive school culture specifically takes into account the needs of students receiving special education services, students with a Section 504 plan, ELLs, and any student at risk of academic failure.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments			**Page**

5. Likelihood of Success With Target Population (KCSA page 12)

The applicant provided a detailed explanation for how specific characteristics of the plan for a supportive school culture are critical to the overall educational program (e.g., small school size, character education, and high expectations) and why they are likely to succeed with the targeted student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments			**Page**

6. Typical Attendance Day—Student (KCSA page 12)

The applicant provided a detailed description of the typical school day from the perspective of a student based on grade level for the first year of operation that includes school design features that will support the plan for a supportive school culture.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments			**Page**

7. Typical Attendance Day—Teacher (KCSA page 12)

The applicant provided a detailed description of a typical student attendance day for a teacher in the school's first year of operation that includes school design features that will support the plan for a supportive school culture.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments			**Page**

8. Dress Code (KCSA page 13)

If the charter school shall implement a dress code policy, the applicant provided a detailed plan that includes the policy and the rationale for its selection, including:
- A description of how the cost of the uniform would be waived for parents, persons with custody or charge, or students who are unable to afford.
- An assurance that a student shall not be excluded from attendance at the charter school for failure to meet the requirements of the dress code.
- Information regarding the essential nature of the dress code to the plan for a supportive school culture.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

G. Supplemental Programming and Health Services

1. Provide a description of the health services. (KCSA page 13)

The applicant provided a detailed plan for health programs including mental, psychological, and other health services, such as occupational, physical, speech, and music therapy which includes:
- How the program will be funded, including evidence of the funding source and partnerships, if applicable.
- How those programs will meet the needs of the student population, specifically students that have experienced trauma, and evidence to support the approach.

The applicant demonstrates an understanding of health and safety requirements that include a plan for hiring appropriate health care personnel.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Identify and describe any extracurricular or co-curricular activities. (KCSA page 13)

The applicant provided a detailed plan for extracurricular or co-curricular activity offerings and how they will be delivered and funded, including the schedule, length, and anticipated participants. The applicant has also provided information about how the school will ensure compliance with KHSAA requirements.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

1. If applicable - Summer School (KCSA page 13)

The applicant provided a detailed plan for summer school offerings, including the schedule, length, anticipated participants and how they will be identified, and the process for determining attendance when interest exceeds capacity. The plan also includes:
- Resource and staffing needs, which is also reflected in the budget.
- Partnerships with evidence of affiliation, if applicable.
- Goals associated with the programming and any essential features of the program.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Programs or strategies to address student mental, emotional, and social development; cultural development; and health. (KCSA page 13)

The applicant provided a detailed plan for programs that addresses student mental, emotional, and social development; cultural development; and health, including how the programs will be funded, staffed, and how they will meet the unique needs of the student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. If applicable - Other student-focused activities. (KCSA page 13)

The applicant provided a detailed plan for other student-focused activities and programs that describes why the activities and/or programs are integral to the educational and student-development plans, including how the programs will be funded, staffed, and how they will meet the unique needs of the student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

H. Special Populations and At-Risk Students

1. a.-c. Describe the overall plan to serve students with special needs. (KCSA page 14)

The applicant provided a detailed plan for the identification of the special populations and at-risk groups that the school expects to serve. In the plan, the applicant:
- Demonstrated a thorough understanding and capacity to comply with applicable laws and regulations.
- Detailed how the school will notify parents, persons with custody or charge, adult students, and emancipated youth about their rights under the law regarding special education.
- Detailed how the course scope and sequence, daily schedule, staffing plans, and support strategies and resources will meet or be adjusted for the diverse needs of all students.
- Provided evidence that supports the appropriateness of the proposed approach to serving each of these student groups and the process that the charter school shall use to evaluate the efficacy of the services.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

2. Explain more specifically how the charter school shall identify and meet the learning needs of students with mild, moderate, and severe disabilities in the least restrictive environment possible. (KCSA page 14)

The applicant provided a detailed plan for how the school shall identify and meet the learning needs of students with mild, moderate, and severe disabilities in the least restrictive environment, including:
- Methods for identification (and avoiding misidentification).
- Equitable access to programs.
- Demonstration of a clear understanding of and capacity to implement the law in this area.
- Specific evidence-based instructional programs, practices, methods, and strategies that the school shall employ to provide a continuum of services in the least restrictive environment.
- The programs, practices, methods, and strategies that the school shall employ demonstrating capacity to ensure academic success for students with special education needs.
- Plans for monitoring and evaluating student academic progress and alignment to address IEP goals.
- Plans for promoting graduation for students with special education needs.
- Staffing.

The needs of the plan are consistent with the information included in the budget.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

3. a-d. Explain how the charter school shall meet the needs of English Learner (EL) students. (KCSA page 14)

The applicant provided a detailed plan for how the school will meet the needs of EL students, including:
- Methods for identification (and avoiding misidentification).
- Equitable access to programs.
- Demonstration of a clear understanding of and capacity to implement the law in this area.
- Plans for monitoring and evaluating student academic progress.
- Staffing for EL instruction.
- Specific evidence-based programs, practices, methods, and strategies that the school shall employ to ensure success for English Learners.

The needs identified in the plan are consistent with the information included in the budget.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

4. Explain how the charter school shall identify, meet the learning needs of, and monitor the progress of students who are performing below grade level. (KCSA page 14)

The applicant provided a detailed plan for how the school will meet the needs of its students who are performing below grade level, at risk, at risk of academic failure, behind academically, or traditionally underperforming, including:
- Methods for identification.
- Equitable access to programs.
- Specific evidence-based programs, practices, methods, and strategies that the school shall employ to ensure success for students who are performing below grade level, at risk, at risk of academic failure, behind academically, or traditionally underperforming.
- Plans for monitoring and evaluating student academic progress.
- Staffing.

The needs of the plan are consistent with the information included in the budget.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Explain how the charter school shall identify and meet the needs of gifted students and bilingual students. (KCSA page 15)

The applicant provided a detailed plan for how the school will meet the needs of its gifted and bilingual students, including the following:
- Methods for identification.
- Equitable access to programs.
- Demonstration of a clear understanding of and capacity to implement the law in this area.
- Specific evidence-based programs, practices, methods, and strategies the school shall employ to ensure success for gifted and bilingual students.
- Plans for monitoring and evaluating student academic progress.
- Staffing.

The needs of the plan are consistent with the information included in the budget.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Identify whether the charter school plans to request services or settings from the resident local school district at cost, plans to provide these services or settings directly, or plans to contract with a third party. (KCSA page 15)

The applicant provided a detailed plan for services that describes how the services will be funded, who will provide the services, and any evidence of partnerships in the form of Memoranda of Agreement.

The applicant may NOT indicate that the district will be providing services.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

I. Student Recruitment, Enrollment, and Retention

For New Start-Up Charter Schools - Explain the plan for student recruitment and marketing. (KCSA page 15)

The applicant provided a detailed plan for outreach to families in poverty, students behind academically, students with disabilities, and other students at risk of academic failure that demonstrates an understanding of how to reach those populations, a sound process that will ensure equitable access, a strategic marketing plan, and discussion of the challenges associated with outreach with potential solutions to those challenges.

The applicant provided a detailed plan with timelines for student recruitment and enrollment, including policies and procedures for conducting transparent and random admission lotteries that are open to the public and that are consistent with KRS 160.1591 and 160.1592 and 701 KAR 8:010.

The applicant provided a detailed plan to recruit at least 100 students unless the application is focused on serving special needs or at risk students, and demonstrates the need for enrollment to meet the charter school's enrollment projections. The plan should include timelines, personnel responsible, methods employed, and a careful market analysis that takes into account school and program accessibility, Jefferson County demographic information, and historic market share trends.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

For Conversion Charter Schools (Provide the information required above for start-up charter schools and the information described below.) (KSCA page 15)

The applicant provided a detailed plan for student and parent investment in the school turnaround that includes how school leadership shall successfully transition and retain students who currently attend, or are zoned to attend, the school being converted as well as what was done to gain community and parent support for the school turnaround. This should include evidence of community and parent engagement.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

2. Attachment 7 - Enrollment Policy (KCSA page 15)

The applicant provided an enrollment policy that includes the following:
- Tentative dates for the application period and any lottery and enrollment deadlines and procedures, including an explanation of how the charter school shall receive and process application and enrollment forms.
- A timeline and plan for student recruitment/engagement, applications, lottery, and enrollment.

- Policies and procedures for student applications, lotteries, student waiting lists, withdrawals, enrollment, enrollment preferences, re-enrollment, and transfers.
- Policies on enrolling students midyear or between school years to back-fill grade levels.
- Explanation of the purpose of any pre-admission activities for students, parents, or persons with custody or charge, and their compliance with KRS 160.1590 to 160.1599 and 701 KAR Chapter 8.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Provide a brief explanation of the efforts, resources, structures, or programs that the charter school shall employ to retain students. (KCSA page 16)

The applicant provided a detailed plan, including the resources, structures, and programs for retaining students and/or how the school will monitor the efficacy of such efforts. The plan must demonstrate an understanding of the challenges associated with student mobility in Jefferson County and must address how the school will work to reduce student mobility.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

J. Student Discipline

Attachment 8—Approach and Philosophy Regarding Discipline

The applicant provided the school's approach and philosophy regarding discipline that encourages a positive learning environment and strong school culture while respecting student rights.
The provided discipline policies are in compliance with state and federal law as well as Board policy/values.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

1.Attachment 8 - Practices to Promote Good Discipline (KCSA page 16)

The applicant included a Discipline Policy (**Attachment 8**) that includes a legally sound plan with evidence-based strategies to support a safe, orderly school that promotes a positive learning environment and strong school culture while respecting student rights. The policy and plan should include a description of equitable and fair practices that the school will use to promote good discipline, including both penalties for infractions and positive behavioral interventions and supports.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Attachment 8 - Definitions of Offenses for Suspension and Expulsion (KCSA page 16)

The applicant included in the Discipline Policy (**Attachment 8**) a list and definitions of the offenses for which students in the school must (where nondiscretionary) and may (where discretionary) be suspended or expelled.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Attachment 8 - Discipline of Students With Disabilities (KCSA page 16)

The applicant included in the Discipline Policy (**Attachment 8**) a detailed plan for how the charter school shall take into account the rights of students with disabilities in disciplinary actions and proceedings.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Bias and Discrimination (KCSA page 16)

The applicant provided a detailed plan that includes evidence-based strategies to ensure the elimination of bias and discrimination in student discipline practices.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Due Process (KCSA page 16)

The applicant provided detailed procedures for due process under KRS 158.150 for when a student is suspended or expelled as a result of a code of conduct violation, including a description of the appeal process that the charter school shall employ for students facing suspension or expulsion.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Discipline Policy Professional Development (KCSA page 16)

The applicant provided a detailed plan for professional development to ensure adherence to discipline policies and procedures as well as the reduction of bias and discrimination in disciplinary practices. The plan should include how the school plans to address re-training or follow up training.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Attachment 8 - Communication of Discipline Procedures (KCSA page 16)			
The applicant included in the Discipline Policy (**Attachment 8**) a detailed plan for how students and parents/persons with custody or charge will be informed of the school's discipline policy. The plan includes reasonable deference to the challenges associated with reaching stakeholders and includes potential solutions to those challenges.			
☐ Meets Standard	☐ Partially Meets Standard		☐ Does Not Meet Standard
Comments			**Page**

8. Behavior Intervention Professional Development (KCSA page 16)			
The applicant provided a detailed plan for student behavior improvement and intervention professional development that the charter school shall provide its staff. The plan should include how the school plans to address re-training or follow up training.			
☐ Meets Standard	☐ Partially Meets Standard		☐ Does Not Meet Standard
Comments			**Page**

K. Parent and Community Involvement			
1. Parental Engagement (KCSA page 17)			
The applicant provided a detailed plan for how the school will engage parents from the time of approval to opening of school. The plan should include proposed family-school partnerships and a response to potential challenges associated with parental engagement and proposed solutions.			
Application Review			
☐ Meets Standard	☐ Partially Meets Standard		☐ Does Not Meet Standard
Comments			**Page**
2. Philosophy Regarding Parental Engagement (KCSA page 17)			
The applicant provided the school's philosophy on family engagement and how the school will engage parents/guardians in the life of the school. The philosophy should encourage a positive learning environment and increase a sense of community.			
☐ Meets Standard	☐ Partially Meets Standard		☐ Does Not Meet Standard
Comments			**Page**
3. Family-School Partnerships (KCSA page 17)			

The applicant provided a detailed plan for building family-school partnerships that strengthens support for learning and encourages parental involvement. The plan addresses challenges parents may face regarding accessibility to those family-school partnerships and provides potential solutions.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Parent Commitments (KCSA page 17)

The applicant provided a detailed description of any commitments or volunteer activities that the school will seek from, or offer to, parents/guardians with reasoning as to the purpose of the commitment or volunteer activity, it's value to the school and family, and how it is connected to the larger goal of family engagement and promoting student success.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Community Resources Available to Students/Parents (KCSA page 17)

The applicant provided a detailed description of the community resources that will be available to students and families. The description should include the purpose for the community resource, the need for that resource, and the accessibility to that resource.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Services Provided to Community (KCSA page 17)

The applicant provided a detailed plan for services, resources, programs, or volunteers the school will provide the community. The plan should include necessary infrastructure, staffing, materials, and other needs to ensure success.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Attachment 9 - Partnerships and Indication of Support (KCSA page 17)

The applicant provided a detailed plan with existing and/or anticipated partnerships the school has, or will have, with community organizations, businesses, or other educational institutions. The plan includes:
- The nature, purposes, terms, and scope of services of any such partnerships, including any fee-based or in-kind commitments from community organizations or individuals.
- How the services will enrich student learning opportunities.
- Alignment with the school's mission and vision.
- Evidence of support from intended community partners, such as letters of intent/commitment, memoranda of understanding, and/or contracts **(Attachment 9)**.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

L. Phase-In/Takeover for Conversion Charter School Planning (Conversion Charter School ONLY)		
1. Describe prior experience taking over or turning around an existing public school. (KCSA page 17)		

The applicant provided evidence of prior experience and success in turning around an existing school, including:
- The evidence-based strategies utilized.
- Discussion about partnerships with the community that assisted with turnaround.
- The challenges faced and how the applicant addressed those challenges.
- Specific evidence of capacity to replicate successful transition for a conversion charter school in Jefferson County.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Describe specific ways that the charter school shall engage and transform the existing school culture as the charter school prepares to open and during the first year of operation. (KCSA page 17)		

The applicant provided a detailed plan with specific strategies for student, family, and community engagement to support a strong school culture and demonstrates a strong understanding and capacity for building strong partnerships, including a robust parent and community engagement plan for the pre-opening year. Additionally, the plan incorporates strategies to successfully recruit, transition, and retain students who would be assigned to the converted school.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

M. Educational Program Capacity		
1. Attachment 10 - Structure of Leadership Team (KCSA page 17)		

The applicant provided detailed information regarding key members of the school's leadership team who will be responsible for the development and opening of the school, including the qualifications, résumés, and professional biographies for identified members of the leadership team along with complete job descriptions and minimum qualifications (provided in **Attachment 10**).

For any positions not yet filled, there is a detailed plan including a timeline, criteria, and the process for recruitment and hiring. Additionally, for each position not yet filled, there are complete job descriptions and minimum qualifications.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Individual and Collective Qualifications (KCSA page 18)

The applicant provided a detailed description of the team's individual and collective qualifications for implementing the school design successfully, which includes team capacity in such areas as:
- School leadership, administration, and governance.
- Curriculum, instruction, and assessment.
- Performance management.
- Cultural competence/inclusiveness.
- Family and community engagement.
- Special populations.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Connection to Target Community (KCSA page 18)

The applicant provided a detailed description of the leadership team's ties to and/or knowledge of the target community as well as Jefferson County. This should include clear references to experience documented in the provided résumés.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Partner Organizations (KCSA page 18)

The applicant identified any organizations, agencies, or consultants that are partners in planning and establishing the school, has described their current and planned roles, any resources they have contributed or plan to contribute to the school's development, and has provided evidence of that partnership in the form of a Memorandum of Agreement.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Attachment 11/Attachment 12 - School Leader (KCSA page 18)

The applicant identified the principal/head of school candidate and details why the individual is well-qualified to lead the proposed school in achieving its mission. The applicant summarized the proposed leader's academic and organizational leadership record and provided evidence that demonstrates this person's capacity and competency to design, launch, and manage a high-performing charter school. The description should also include the school leader's experience working with students in Jefferson County and/or a large urban district.

If the proposed leader has never managed or led a school, there is a detailed description of any leadership training programs he or she currently participates in or has completed. The applicant provided the qualifications, résumé, and

professional biography for the individual (**Attachment 11**), and there is evidence of the leader's ability to effectively serve the anticipated population.

If no candidate is identified, there is a detailed plan for recruiting, selecting, and hiring the school leader which (1) describes in detail the criteria to be used in selecting the leader; (2) provides a job description and qualifications for the school leader (**Attachment 12**); and (3) provides a plan for recruiting and hiring a strong and compatible leader.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

N. Programmatic Audits and Assessments	

1. Describe annual plan to evaluate the implementation and effectiveness of the academic program, governance, and operations. (KCSA page 18)

The applicant includes a detailed annual audit plan describing the research based methodology for evaluating the implementation of the school's educational program as well as a separate research based methodology for evaluating the program's effectiveness tied to student outcomes.

The plan should include, but is not limited to, the following:
- Purpose and objectives.
- Program areas to be audited/evaluated relative to the Performance Framework.
- Schedule of evaluation events.
- Responsible persons, which may include outside consultants.
- Description of the annual written evaluation product.
- How and to whom such written end product shall be disseminated.
- Any plans to hire outside consultants as evaluators to perform program audits.

The applicant also includes a statement detailing the demonstrated capacity, experience, and impartiality of the potential person(s) to perform the program evaluation services.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Describe assessments/measures used to evaluate program components and data collection/analysis methods. (KCSA page 19)

The applicant provided copies of, or described in sufficient detail, assessments and measures the charter school intends to use to evaluate each program component identified in the education plan. These assessments seem reasonably valid. The applicant also included a description of standard, secure methods the school will use to collect and analyze results from each assessment or measure.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Explain how the charter school shall ensure that program assessment results are valid and reliable. (KCSA page 19)

The applicant provided a detailed risk plan for ensuring that results from assessments and measures are valid and reliable. Additionally, the plan described reasonable mitigation strategies that will be implemented in the event that educational program integrity and/or impact have been potentially compromised.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Identify who shall be responsible for administering assessments and collecting and analyzing the results. (KCSA page 19)

The applicant identified the personnel responsible for administering assessments and measures, collecting data, and analyzing results in sufficient detail, including a job description detailing the experience required to manage assessments. It is clear that the individual intended to administer program assessment/measurement is different from the person(s) responsible for evaluating the program.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Explain methods of access to program results for shareholders (teacher, school leader, Board of Directors, parents, and students). (KCSA page 19)

The applicant provided a detailed plan with specific strategies for accessing and interpreting the education program results for each of the following groups:
- Teachers.
- School leaders.
- The charter school's Board of Directors.
- Students and parents or persons with custody or charge.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Explain methods of access to student progress and achievement results for parents and students. (KCSA page 19)

The applicant provided a detailed plan with specific strategies and goals for communicating student achievement and progress results to parents/guardians and students. The plan includes a regular timeline, frequency of communication, and scope of communication.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Describe use of charter school's technology structure/plan to communicate with students and parents. (KCSA page 19)

The applicant provided a detailed plan for how the charter school will use a technology system as a means of communicating with students, parents, or persons with custody or charge about program assessment and student achievement progress results. The plan gives an overview of potential challenges and provides solutions to address those challenges.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

O. Food Services

1. Description of Breakfast and Lunch Food Services (KCSA page 19)

The applicant provided a detailed plan of how breakfast and lunch food services will be provided to students and whether the school will use the National School Lunch Program and the School Breakfast Program. The plan includes appropriate evidence that demonstrates the competency and capacity to ensure compliance with all state and federal regulations in order to meet student food service needs. The applicant may NOT rely on JCPS to provide this service.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Description of Meals if Not Providing National School Lunch Program (NSLP) and School Breakfast Program (SBP) (KCSA page 19)

The applicant provided a detailed plan of how breakfast and lunch food services will be provided to students. The plan is supported by appropriate evidence to demonstrate compliance with all health and safety requirements in order to meet student food service needs.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Description of Distribution, Collection, and Recording of USDA Forms (if participating) (KCSA page 19)

The applicant provided a detailed plan of how USDA forms will be distributed, collected, and recorded in a way that ensures confidentiality. The plan is supported by appropriate evidence to demonstrate compliance with state and federal law regarding student privacy.

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Description of Overdue Lunch Charges System (KCSA page 19)		
The applicant provided a detailed plan to address overdue lunch charges which includes steps to accommodate students who have no breakfast or lunch, or means to purchase, that are compassionate and align with best practices.		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

5. Community Eligibility Provision (CEP) (KCSA page 19)		
The applicant provided detailed information as to whether the applicant shall be seeking eligibility for the CEP under NSLP and offering meals at no charge to all students in schools that qualify for CEP. If seeking that status, a detailed plan is included that provides sufficient evidence to ensure compliance with federal law.		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

6. Description of Accommodation of Students With Food Allergies or Special Dietary Needs (KCSA page 19)		
The applicant provided a detailed plan for how the school shall accommodate students with food allergies or special dietary needs, and the plan is supported by appropriate evidence rooted in best practices for health and safety.		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

Section III: Educational Program Design and Capacity		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Strengths	**Page**

Concerns/Questions	**Page**

IV. Operations Plan and Capacity Governance

A. Legal Status and Governing Documents		
1. Legal Status (KCSA page 20)		
The applicant provided a description of the proposed school's legal status and it is in compliance with the law.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
1. Attachment 13 - Legal Status (KCSA page 20)		
The applicant provided, as **Attachment 13,** the following items, as applicable: ● Articles of Incorporation or other articles of organization. ● Proof of nonprofit status. ● Federal tax-exempt status. ● Proof that all business entities within the applicant have a designee on the proposed charter school Board of Directors, or have a designee on the proposed charter school Board of Directors who is authorized to do business and is in good standing in the Commonwealth of Kentucky. ● Other governing documents already adopted including Board Policies, Bylaws, and Meeting Agendas and Minutes.		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Attachment 14 - Statement of Assurances (KCSA page 20)		
The applicant provided as **Attachment 14** a completed and signed Statement of Assurances.		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

B. Organization Charts Attachment 15 - Organizational Chart
Attachment 15 - Organization Chart
The applicant provided, as **Attachment 15,** detailed organizational charts that show charter school governance, management and staffing structure in Year One, successive years of the charter term if different from Year One, and at full build-out. The organizational charts delineate the roles, responsibilities, and lines of authority and reporting among the governing Board, school leader, management team, staff, any related bodies (such as advisory bodies or parent/teacher councils), and any external organizations that will play a role in managing the school. The relationships reflected in the organizational charts are in compliance with the law and reflect best practices.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

C. Charter School Board of Directors
Attachment 15 - Board of Directors

1. Attachment 15 - Governance Philosophy (KCSA page 20)

The applicant provided a detailed governance philosophy that will guide the Board. This description includes the nature and extent of involvement by key stakeholder groups as well as evidence of their partnership in the form of meeting minutes, partnership contracts, or other similar documents indicating stakeholder affiliation.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Attachment 15 - Governance Structure (KCSA page 20)

The applicant provided a detailed governance structure for the proposed charter school, including the primary role of the Board of Directors, how it will interact with the principal/school leader and any advisory bodies, and the lines of authority and reporting within the structure. Reporting and accountability relationships are clear and reflect compliance with the law and best practices.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Attachment 15 - Structure of the Board (KCSA page 20 -21)

The applicant provided a detailed structure for the proposed charter school Board, including the size, current and desired composition, powers, and duties of the Board. The structure, composition, powers, and duties are aligned with legal requirements.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Attachment 15 - Skills, Areas of Expertise, and Constituencies (KCSA page 21)

The applicant provided the key skills, areas of expertise, and constituencies that are proposed to be represented on the charter Board of Directors who must reflect the diverse experiences, skills, and requirements outlined in KRS 160.1592(8).

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Attachment 15 - Rationale for Structure and Composition (KCSA page 21)

The applicant provided a detailed rationale for the governance structure of the proposed charter school Board, including evidence to support that the recommended structure will ensure (1) the charter school shall be an educational and operational success, (2) the Board shall evaluate the success of the school leader and staff based on results, and (3) the representation of community stakeholder groups is active and effective.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Attachment 15 - List of Current and Identified Board Members and Roles (KCSA page 21)

The applicant provided a complete list of the current and identified Board members and their intended roles.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Attachment 16 - Summary of Board Member Interests in Serving (KCSA page 21)

The applicant provided a detailed summary of the members' interests in, and qualifications for, serving on the charter school Board of Directors. There is a definitive indication that the Board will support the school beyond approval of the application.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. Attachment 16 - Signed Board Member Information Sheet and Agreement (KCSA page 21)

The applicant provided a completed and signed Board Member Information Sheet and Agreement and Board member résumés for each Board member.

Application Review		

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

9. If initial Board is not organized, plan to transition to the formal Board. (KCSA page 21)

If the applicant does not include the formal school governing Board, the applicant provided how and when the transition to the formal governing Board will take place.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

10. For Applicant That Is a Nonprofit (KCSA page 21)

If the application is submitted by an existing nonprofit organization whose core mission is not the operation of charter schools, the applicant provided, in detail, the following:
- Whether the existing nonprofit Board governs the new school.
- The extent to which the school will be a new nonprofit corporation governed by a separate Board.

If the current nonprofit's Board will govern the charter school, the applicant provided a detailed plan to transform its Board membership, mission, and bylaws to assume its new duties as well as a timeline for the completion of that transition.

If a new Board was formed, the applicant provided a detailed description any ongoing relationship to the existing nonprofit's Board and represented that relationship on the applicant's organizational chart as well as through evidence of that relationship.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

11. Procedure for Board Member Selection (KCSA page 21)

The applicant provided a detailed plan by which Board members have been and will be selected. The applicant described how often the Board meets, discusses the plans for any committee structure, and the purpose of such structure to support the success of the school.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

12. Description of Board's Ethical Standards (KCSA page 21)

The applicant provided the Board's ethical standards and procedures for identifying and addressing conflicts of interest. The standards and procedures reflect best ethical practices.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

12. Attachment 17 - Code of Ethics and Conflict of Interest Policy (KCSA page 21)

The applicant provided conflict of interest and code of ethics policies that are complete, included as attachments, and grounded in the law and best practices.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

13. Conflicts (KCSA page 22)

The applicant identified any existing relationships that could pose actual or perceived conflicts if the application is approved. The applicant described specific steps that the Board will take to avoid any actual conflicts and to mitigate perceived conflicts.

NOTE: Potential conflicts of interest that are discovered by the Office of School Choice, but not disclosed here, will result in additional justification required from the applicant.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

14. Description of Capacity Building for Board (KCSA page 22)

The applicant provided a detailed plan for increasing the capacity of the governing Board including:
- How the Board will expand and develop over time.
- How new members will be recruited and added.
- How vacancies will be filled.
- And reasoning for the elements of the plan.

The applicant described initial orientation/training for new Board members, the kinds of ongoing development/training for existing Board members, and the plan for training and development, including the following:
- A timetable.
- Specific topics to be addressed.
- Participation requirements.

Application Review		

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

15. Description of Dispute Resolution Process With Authorizer (KCSA page 22)

The applicant provided a detailed dispute resolution process that is in compliance with statutory requirements for both the charter school and the authorizer, demonstrates reasonable methods for resolving disagreements, and aligns with the authorizer's existing dispute resolution policies.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

D. Advisory Bodies

1. Description of Advisory Bodies (KCSA page 22)

The applicant provided a detailed description of any school advisory bodies or councils to be formed, the purpose for the advisory body or council, and the description includes the role(s), duties, and authority of each.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

2. Description of Advisory Body Composition (KCSA page 22)

The applicant provided a detailed plan for the composition of the advisory body, the strategy for achieving that composition, the role of parents/guardians, students, and teachers (as applicable), and the reporting structure as it relates to the school's governing body and leadership.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

E. Grievance Process

Grievance Process for Parents/Guardians (KCSA page 22)

The applicant provided a detailed plan for a culturally responsive and parent/community friendly process for resolving public complaints, including those regarding curriculum, parent or student objections to a governing Board policy or

decision, administrative procedures or practices at the school, and how the final administrative appeal is heard by the governing Board.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

F. Staff Structure

1. Attachment 18 - Complete Staffing Chart (KCSA page 22)

The applicant provided a complete staffing chart (**Attachment 18**) for the school with accompanying notes or roster to identify the following:
- Year-one positions as well as positions to be added during the five-year charter contract.
- Administrative, instructional, and non-instructional personnel.
- The number of classroom teachers, paraprofessionals, and specialty teachers.
- Operational and support staff.
- The duties and responsibilities of each staff member.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Explanation of the Relationship Between Senior Administration and Staff (KCSA page 23)

The applicant provided a detailed description of how the relationship between the school's senior administrative team and the rest of the staff will be managed. The description includes a plan for teacher-student ratio as well as the ratio of total adults to students for the school and rationale for the structure.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

G. Staffing Plans, Hiring, Management, and Evaluation

1. Relationship Between School and Employees (KCSA page 23)

The applicant provided a detailed description of the relationship that will exist between the proposed charter school and its employees, including whether the employees will be at-will and whether the school will use employment contracts. If the school will use contracts, there is an explanation of the nature and purpose of the contracts. A sample contract may be included.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Attachment 19 - Personnel Policies or Employee Manual and Job Descriptions (KCSA page 23)

The applicant provided detailed personnel policies, or an employee manual, and complete job descriptions that are in compliance with state and federal law.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Outline of Salary Ranges, Employee Benefits, and Incentives (KCSA page 23)

The applicant provided a detailed plan for the school's salary ranges and employment benefits for all employees and any incentives or reward structures that are part of the compensation system. The plan must include some reference to market analysis completed to justify the proposal.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Strategy, Plans, and Timeline for Recruiting and Hiring (KCSA page 23)

The applicant provided a detailed recruitment and hiring plan that details the school's strategy, timelines for recruiting, other key selection criteria, and any special considerations relevant to the school's design.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Procedures for Hiring and Dismissing School Personnel (KCSA page 23)

The applicant provided detailed procedures for hiring and dismissing school personnel, including the process and timeline for conducting criminal background checks, due process procedures, and examples of offenses worthy of dismissal.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Attachment 20 - Leadership Evaluation, Support, and Development (KCSA page 23)

The applicant provided a detailed plan that addresses the following:
- Processes and professional opportunities that will be put in place to develop and support school leaders and a general timeline for these activities.
- Process for evaluating school leaders and the frequency and expectations for the evaluation.
- An evaluation tool is described in sufficient detail to determine validity and reliability relative to school leader PD. If attached (**Attachment 20**), the evaluation tool included a rubric(s) and specific measures that are valid, reliable, and directly linked to professional activities for the school leader.

The processes and opportunities described will likely promote a culture of high expectations among school staff and leadership.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Concerns/Questions	Page

7. Attachment 21 - Teacher Evaluation, Support, and Development (KCSA page 23)

The applicant provided a detailed plan that addresses the following:
- Processes and professional opportunities that will be put in place to develop and support teachers and a general timeline for these activities.
- Process for evaluating teachers and the frequency and expectations for the evaluation.
- An evaluation tool is described in sufficient detail to determine validity and reliability relative to teacher PD. If attached (**Attachment 21**), the evaluation tool included a rubric(s) and specific measures that are valid, reliable, and directly linked to professional activities for teachers.

The processes and opportunities described will likely promote a culture of high expectations among teachers.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. Unsatisfactory Leadership or Teacher Performance (KCSA page 23)

Performance
The applicant provided a detailed process for using evaluation processes and performance levels to guide development of a professional growth plan for the school leader/teacher with improvement goals.
- The process described is collaborative between the school leader/teacher and supervisor, including clear expectations for how and when growth should be demonstrated and examples of specific, intensive supports that will be provided in the event performance does not improve. Example circumstances requiring immediate response and consequences are described.
- The process described will likely promote a culture of high expectations among teachers, staff, and leadership.

Turnover

The applicant provided a detailed plan for covering the responsibilities of, and replacing, teachers or school leaders in the event a position is vacated. The plan provides information as to how the school's mission, focus, and culture of high expectations will continue regardless of staff turnover.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

H. Professional Development

1. Person/Position Responsible for PD Expectations (KCSA pages 23–24)

The person, position, or organization responsible for professional development is identified.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Core Components of PD

The applicant provided a detailed description of the core components of teacher and staff professional development and a plan for how these components will support effective implementation of the proposed educational program. The plan is designed to effectively support the education program and staff so as to maximize success in improving student achievement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Extent PD Should Be Conducted Internally or Externally and Be Individualized or Uniform (KCSA page 23)

The applicant provided a detailed plan that outlines whether professional development will be conducted internally or externally and whether it will be individualized or uniform. The plan provides a sensible approach that will effectively support the education program and meet the needs of school staff so as to maximize success in improving student achievement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Expected Number of Days/Hours for PD, and How the Charter's Calendar, Schedule, and Staffing Structure Accommodate Plan (KCSA page 23)

The applicant provided a detailed professional development plan with opportunities for professional development throughout the school year; how the school's calendar, daily schedule, and staffing structure accommodate this plan; the time scheduled for common planning and collaboration; and the specifics of how this time for professional development will typically be used. The plan effectively supports the education program and staff so as to maximize success in improving student achievement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Describe how the PD program shall be evaluated. (KCSA page 24)

The applicant provided a detailed plan for how professional development will be evaluated by staff and leadership to assess its effectiveness and success in supporting the education program and staff so as to maximize success in improving student achievement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Provide assurance that charter will meet Kentucky law staff training requirements regarding restraint and seclusion.

The applicant provided an assurance that the charter school will meet Kentucky law staff training requirements regarding restraint and seclusion procedures.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Concerns/Questions	Page

I. Performance Management

1. Mission-Specific Educational Goals and Targets (KCSA page 24)

The applicant provided mission-specific educational goals and targets that are planned to be included in contractual goals. Goals are stated in terms of the measures or assessments the school plans to use and are specific, measurable, action-oriented, realistic, relevant, and time-bound. The goals should meaningfully contribute to the value the school proposes to bring to students, families, and the community.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Mission-Specific Organizational Goals and Targets (KCSA page 24)

The applicant provided mission-specific organizational goals and targets. Goals are stated in terms of the measures or assessments the school plans to use and are specific, measurable, action-oriented, realistic, relevant, and time-bound. The goals should meaningfully contribute to the value the school proposes to bring to students, families, and the community.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments		Page

3. Interim Assessments (KCSA page 25)

The applicant provided a plan for interim assessments to be used throughout the year, how these interim assessments align with the school's educational program, performance goals, and state standards, and how the interim assessments will work as an effective tool so as to maximize success in improving student achievement.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Concerns/Questions		Page

4. Measure and Evaluation of Academic Progress (KCSA page 25)

The applicant provided a plan for measuring and evaluating academic progress that includes summative norm-referenced or criterion-based assessment data, which illustrates student growth and proficiency, for individual students, cohorts of students, and the school as a whole throughout the school year and over the term of the contract.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments		Page

5. Collection and Analysis of Student Academic Achievement Data (KCSA page 25)

The applicant provided a detailed plan for how the school shall collect and analyze student academic achievement data; use the data to refine/improve instruction and drive continuous improvement; and report the data to the school's community. This should include identification of the data system to be used as well as the identification of which person(s), position(s), and/or entities shall be responsible and involved in the collection and analysis of assessment data.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Concerns/Questions		Page

6. Staff Responsible for Managing and Interpreting Data (KCSA page 25)		
The applicant identified the individual or position responsible for managing the data, including collection, disaggregation, and analysis with and for classroom teachers, and leading or coordinating professional development based on data outcomes to improve student achievement. The applicant also included a thoughtful overview of how the identified individual or position will be supported through ongoing professional development, or other such training, in order to be able to fulfill those professional expectations.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

7. Training and Support for Data Analysis (KCSA page 25)		
The applicant provided a detailed plan outlining the training and support school leadership and teachers shall receive in analyzing, interpreting, and using performance data to improve student learning. The plan should be grounded in evidence-based practices and support teachers and leadership so as to maximize success in improving student achievement.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

8. Corrective Action Where Performance Lacks (KCSA page 25)		
The applicant provided a detailed plan for taking corrective action should school performance not meet expected goals. Specific evidence-based interventions are provided as well as timelines for data review, expectations for staff, and accountability frameworks for leadership to ensure the corrective action leads to improved performance and goal realization.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

9. Trigger for Corrective Action (KCSA page 25)		
The applicant provided a detailed plan for processes the school will use for early warning systems or triggers that would prompt action steps and require school leadership and teachers to take appropriate corrective action if the school is not making progress toward, or does not meet, academic performance expectations.		
Application Review		

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

J. Facilities Experience and Planning		
1. Description of Applicant and Board Experience in Managing Facility Compliance (KCSA page 25)		
The applicant provided a detailed description of the collective experience of the applicant and charter Board of Directors' in managing facility compliance with health, safety, and disability requirements. There is demonstrated knowledge of those requirements, or clear connections to partnerships, that will be utilized to assist in that work.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Description of Interaction With Government Agencies to Determine Facility Suitability (KCSA page 25)		
The applicant provided a detailed account of specific interactions with government agencies/others to determine whether the identified facilities are suitable and affordable. Any documentation or formal communication referenced are included.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
3. Inputs and Sources of Information Used to Project Facility-Related Costs (KCSA page 25)		
The applicant provided reasonable sources to support the facility-related costs reflected in the five-year budget. Any referenced documentation or formal communication, market research, or other resources are included.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

K. Existing Residential School District Public Facilities (if Available)
1. Street Address and District Where Facility Is Located (KCSA page 25)
The applicant provided a street address, the district address, and the location is in compliance with state and federal law.
Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Description of Basic Facility (KCSA page 25)

The applicant provided a detailed description of the school facility including the following:
- Number of classrooms
- Number of bathrooms
- Square footage per classroom
- Library
- Common areas
- Overall square footage
- Outdoor space
- Any amenities

The response should include a floor plan and site plan that reflects usage that meets the needs of the education program.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Facility's Alignment With Academic Program (KCSA page 26)

The applicant provided a detailed description of the location and building structure to demonstrate that it is appropriate based on need and the targeted student population. The description takes into account the impact of the location on student recruitment, family involvement, transportation, and student participation in extra-curricular or co-curricular activities. Challenges associated with those elements are provided as well as potential solutions.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Anticipated Renovation Needs (KCSA page 26)

The applicant provided a detailed description of any anticipated renovation needs, the purpose of the renovation, associated costs, and timelines for completion.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Concerns/Questions	Page

5. Zoning and Occupancy Requirements (KCSA page 26)

The applicant demonstrated a clear understanding of applicable zoning and occupancy requirements for the facility.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Description of Facility's Alignment With Code (KCSA page 26)

The applicant demonstrates that the facility meets the school's needs in the following areas:
- Occupancy limits.
- Accessibility for students with limited mobility (ADA compliance).
- Enrollment growth plan.
- Mission critical requirements for the education program.

Additionally, the response captures any potential modifications to the facility necessary to reflect those needs and should reference the above *Anticipated Renovation* section of the application.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Involvement of Targeted Community in Facility Selection or Design (KCSA page 26)

The applicant provided a detailed description of the community's involvement in the design or selection of a facility with sufficient detail to indicate the facility is appropriate to meet the articulated needs of the targeted community and to fully implement the school program.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. List of Anticipated Specialty Classroom Needs (KCSA page 26)

The applicant provided a detailed description of anticipated specialty classroom needs, including the number of each type and the number of students to be accommodated at one time (e.g., science labs, art rooms, computer labs, library/media center, performance/dance room, auditorium, etc.). The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

9. List of Anticipated Administrative/Support Space Needs (KCSA page 26)

The applicant provided a detailed description of the anticipated administrative/support space needs, including anticipated number of main office areas, satellite office areas, workroom/copy rooms, supplies/storage, teacher workrooms, etc. The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

10. List of Any Essential Space for Athletic Program (KCSA page 26)

The applicant provided a detailed description if any of the following are essential to fulfill the core athletic program - gymnasium, locker rooms, weight rooms, field(s) (football, soccer, baseball, softball, multipurpose), etc. The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

11. List of Any Other Significant Facilities Needs (KCSA page 26)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section below.

Comments	Page

12. Specific Desired Locations (KCSA page 26–27)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section below.

Comments	Page

13. Co-Location (KCSA page 27)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section below.

Comments	Page

14. Title IX Compliance (KCSA page 27)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section below.
Comments

15. Facility Contingency Plan (KCSA page 27)		
The applicant provided a detailed contingency plan should the school not receive a facility from JCPS. The plan includes market analysis for facility availability for the geographic area targeted.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

L. Independent Facilities (if the charter school intends to operate an independent facility)		
1. Process for Identifying and Securing Facility (KCSA page 27)		
The applicant provided a detailed plan for identifying and securing a facility that includes identification of brokers or consultants employed, plans for renovation, timelines, and financing.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Attachment 22 - Proof of Commitment (KCSA page 27)		
A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section.		
Comments		**Page**
3. Description of Facility (KCSA page 27)		
The applicant provided a detailed description of the school facility including the following: ● Number of classrooms ● Number of bathrooms ● Square footage per classroom ● Library ● Common areas ● Overall square footage ● Outdoor space		

- Any amenities

The response should include a floor plan and site plan that reflects usage that meets the needs of the education program.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Description of Facility's Alignment With Academic Program and Student Needs (KCSA page 27)

The applicant provided a detailed description of the location and building structure to demonstrate that it is appropriate based on need and the targeted student population. The description takes into account the impact of the location on student recruitment, family involvement, transportation, and student participation in extra-curricular or co-curricular activities. Challenges associated with those elements are provided as well as potential solutions.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Anticipated Renovation Needs (KCSA page 26) (Taken from K.4)

The applicant provided a description of any anticipated renovation needs, the purpose of the renovation, associated costs, and timelines for completion.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Zoning and Occupancy Requirements (KCSA page 26) (Taken from K.5)

The applicant demonstrated a clear understanding of applicable zoning and occupancy requirements for the facility.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Description of Facility's Alignment With Code (KCSA page 26) (Taken from K.6)

The applicant demonstrated a clear understanding of applicable zoning and occupancy requirements for the facility.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Involvement of Targeted Community in Facility Selection or Design (KCSA page 26) (Taken from K.7)

The applicant provided a detailed description of the community's involvement in the design or selection of a facility with sufficient detail to indicate the facility is appropriate to meet the articulated needs of the targeted community and to fully implement the school program.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. List of Anticipated Specialty Classroom Needs (KCSA page 26) (Taken from K.8)

The applicant provided a detailed description of anticipated specialty classroom needs, including the number of each type and the number of students to be accommodated at one time (e.g., science labs, art rooms, computer labs, library/media center, performance/dance room, auditorium, etc.). The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. List of Anticipated Administrative/Support Space Needs (KCSA page 26) (Taken from K.9)

The applicant provided a detailed description of the anticipated administrative/support space needs, including anticipated number of main office areas, satellite office areas, workroom/copy rooms, supplies/storage, teacher workrooms, etc. The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. List of Any Essential Space for Athletic Program (KCSA page 26) (Taken from K.10)

The applicant provided a detailed description if any of the following are essential to fulfillment of the core athletic program - gymnasium, locker rooms, weight rooms, field(s) (football, soccer, baseball, softball, multipurpose), etc. The response should be coupled with references to the floor and site plans.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. List of Any Other Significant Facilities Needs (KCSA page 26) (Taken from K.11)		
A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section below.		
Comments		**Page**

6. Attachment 23 - Support Details for Facility (KCSA page 27)		
The applicant provided **Attachment 23,** and the information provided is sufficient to ascertain the facility's fair market value for lease or ownership.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☒ Does Not Meet Standard
Comments		**Page**

M. Start-Up and Ongoing Operations		
1. Attachment 24 - Start-Up Plan (KCSA page 27)		
The applicant provided a detailed start-up plan (**Attachment 24**) for the school, specifying tasks, timelines, and responsible individuals. The plan is aligned with the start-up budget, and the plan appears viable.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Transportation (KCSA page 27)		
The school provided a detailed plan for student transportation including the following: ● Capacity to ensure compliance with state and federal regulations. ● Arrangements for daily transportation needs. ● How the school plans to meet transportation needs for field trips and athletic events. The school budget reflects reasonable costs associated with implementing the school's plan to address student transportation needs. The applicant should reference market analysis, or other local research, to justify transportation plan and associated costs.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

3. School Safety (KCSA page 28)

The applicant provided a detailed plan for the safety and security of students, the facility, and property that includes:
- An explanation of how the safety plan complies with all federal, state, county, and city health and safety laws.
- The types of security personnel, technology, equipment, and policies the school will employ.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Attachment 26 - Insurance Coverage (KCSA page 28)

The applicant provided a detailed list (**Attachment 26**) of the types of insurance for which the school will contract including:
- Workers' compensation
- Liability
- Property
- Indemnity
- Errors and omissions
- Directors and officers
- Automobile
- Student Injury (comparable to district coverage)

The coverage meets applicable insurance requirements. The school budget reflects reasonable assumptions for insurance coverage. Insurance quotes from potential vendors should be provided as a reference point.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Schedule and Explanation of PD Prior to First Day (KCSA page 28)

The applicant provided a detailed plan for pre-opening day professional development. The plan should include a schedule and detailed description of what will be addressed during this induction period, including how teachers will be prepared to deliver any unique or particularly challenging aspects of the curriculum and instructional methods. Mandatory training shall be included as a component of the plan and schedule.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

N. Operations Capacity		
1. Qualifications for Implementation of Operations Plan (KCSA page 28)		
If not provided elsewhere, the applicant provided evidence of the Board/school leadership/applicant's individual and collective qualifications for implementing the Operations Plan successfully, including demonstrated capacity in such areas as: ● Staffing ● PD ● Performance management ● General operations ● Facilities management		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Capacity and Experience in Facilities Acquisition and Management (KCSA page 28) (If not demonstrated elsewhere)		
If not provided elsewhere, the applicant provided evidence of the Board/school leadership/applicant's individual and collective qualifications in facilities acquisition and management, including managing build-out and/or renovations as applicable.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

Section IV: Operations Plan and Capacity Governance		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Strengths		**Page**
Concerns/Questions		**Page**

V. Financial Plan and Capacity

A. Financial Plan—Attachment 25		
1. Description of Systems, Policies, and Processes (KCSA page 28)		
The applicant provided a detailed plan for systems, policies, and processes the school will use for financial planning, accounting, purchasing, and payroll. The applicant included a description of how the school will establish and maintain strong internal controls and ensure compliance with all financial reporting requirements and a demonstrated capacity to implement those systems, policies, and processes. There is a sound basis for capacity to implement those systems, policies, and processes.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
2. Roles and Responsibilities (KCSA page 28)		
The applicant provided a detailed plan that clearly distinguishes between the parties the roles and responsibilities of the school's administration and governing Board for school finances. The description provided is reasonable to ensure financial security.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
3. Fiscal and Internal Control Policies (KCSA page 28)		
The applicant provided draft fiscal and internal control policies that provide an effective method for preventing fraud, embezzlement, or misuse of charter school funds and will likely ensure proper management and expenditure in compliance with Kentucky law. There is a sound basis for capacity to implement those policies.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**
4. Financial Management Plan (KCSA page 29)		
The applicant provided a detailed, viable financial management plan which includes a description of: ● Name, résumé, and background clearance for the person responsible for day-to-day fiscal management or the school's qualifications or criteria for the role. ● Procedures, roles, and responsibilities for financial management from the point at which funds are received to deposits and approval of expenditures and signatories on bank accounts.		

- Qualifications, positions, and specific functions of all persons who shall have any involvement in fiscal matters of the charter school and the specific information for any individuals who have already been identified for these roles.
- Accountability process for tracking and ensuring checks and balances.
- Provision for cash management controls, regular financial reviews by the charter school Board of Directors to monitor fiscal health and solvency, expenditures generally, and annual audits.
- And evidence to indicate the applicant has the capacity to implement the financial management plan.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Annual Audit (KCSA page 29)

The applicant provided detailed plans and procedures for conducting an annual independent and state audit of the financial and administrative operations of the school. The plans and procedures reflect generally accepted accounting principles.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Board's Process for Reviewing and Acting on Audit Results (KCSA page 29)

The applicant provided a detailed plan for how the Board of Directors will review and act on the results of the annual financial audit and interim financial statements, including a description of processes to be taken for reviewing and approving procurement contracts and monitoring the use of school funds. The plan reflects best practices and demonstrates an understanding of the Board's role in school finance.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Financial Transparency (KCSA page 29)

The applicant provided a detailed plan for how the school will ensure financial transparency to the Board and the public, including:
- Plans for public adoption of its budget.
- Public dissemination of its annual audit and financial reports.
- How the charter school shall comply with purchasing requirements under Kentucky law or provide a detailed monthly report of purchases over $10,000.
- The plan reflects a commitment to financial transparency.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. Services to Be Contracted (KCSA page 29)

The applicant provided a detailed list of services that will be contracted out. The list includes the following:
- Associated costs that are reasonable and supported by market research.
- Criteria for selecting services and providers.

The applicant may provide a detailed contingency plan for services that are no longer available but still needed.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

9. Liability Insurance (KCSA pages 29–30)

The applicant provided a list of the types of insurance for which the school will contract and will maintain a coverage applicable to insurance requirements in the following areas:
- Workers' compensation
- Liability
- Property
- Indemnity
- Errors and omissions
- Automobile
- Student injury (comparable to other schools in the resident district)
- Unemployment insurance
- Other

The school budget reflects reasonable assumptions for required insurance coverage. The information provided should include references to IV. Operations, Question M.4. Attachment 26.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

10. Attachment 25 - Charter Application Budget Form (KCSA page 30) Part 1 - Budget Template

The applicant provided a detailed Budget Template that includes a picture of:
- Staffing levels as described by the education program.
- Information regarding the timing of expenditures that reflects revenue timeline projections.
- Other expenditures consistent with specified school needs demonstrated throughout the application.

The budgetary decisions are focused, reasonable, and aligned with the educational plan.

Application Review		

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

10. Attachment 25 - Charter Application Budget Form (KCSA page 30) Part 2 - Cash Flow Template

The applicant provided a detailed Cash Flow Template, which provided assumptions and revenue estimates that include:
- The basis and calculations for revenue projections to match anticipated expenditures.
- An indication of the degree to which the school/campus budget will rely on variable income (e.g., grants, donations, fundraising).
- The amount and sources of funds, property, or other resources expected to be available through banks, lending institutions, corporations, foundations, grants, etc.
- A description of any restrictions on access to, or use of, any identified funding sources (including philanthropic).

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

B. Budget Narrative - Attachment 27

1. Attachment 27 - Budget Narrative - Revenue (KCSA page 30)

The applicant provided a detailed budget narrative which includes a description of:
- Anticipated funding sources.
- Dates of availability of funds.
- Basis for revenue projections, staffing, costs, etc.
- Start-up (facilities funding and acquisition).
- Curriculum, technology, and PD plan.
- Growth plan to include needed staff along with adequate financial allocations and anticipated timelines.
- Direct references to the Budget Template and Cash Flow Template.

The budget narrative description must align with the educational plan established in the application.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

2. Attachment 27 - Budget Narrative - Variable Income (KCSA page 30)

The applicant provided a detailed budget narrative regarding the degree to which the charter school budget shall rely on variable income (e.g., grants, donations, fundraising) which includes a description of:
- Any restrictions on access to, or use of, any identified funding sources (including philanthropic).
- An explanation of the school's contingency plan to meet financial needs if anticipated revenues are not received or are lower than estimated.

- Secured/Anticipated funding sources.
- Year One cash flow contingency in the event that revenue projections are not met in advance of opening.
- Reserve funds as required by 701 KAR 8:020 Section 6(5)(a).

The budget narrative description must align with the educational plan established in the application.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Attachment 27 - Applicant or Board of Directors is Pre-Existing Nonprofit (KCSA page 31)

The applicant provided:
- The last three years of audited financial statements and management letters.
- The most recent internal financial statements, including balance sheets and income statements.
- IRS Form 990s for the last three years.
- Management or advisory letters from the independent auditor.

The evidence provided raises no concerns regarding the fiscal viability or sustainability of the nonprofit.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

C. Financial Management Capacity

1. Qualifications for Implementation of Financial Plan (KCSA page 31)

The applicant provided a detailed description of Board/school leadership/applicant's individual and collective qualifications for implementing the Financial Plan successfully, including capacity in such areas as:
- Financial management.
- Fundraising and development.
- Accounting and internal controls.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

Section V: Financial Plan and Capacity		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Strengths	Page
Concerns/Questions	Page

VI. Closure and Dissolution

Closure Plan and Dissolution		
Closure Procedure		
The applicant provided a detailed closure/dissolution plan that includes the following: ● Timeline ● Roles and responsibilities for the procedures ● Provisions for the transfer of students ● Provisions for the transfer of student records ● Assurance and agreement to payment of net assets or equity and the manner in which financial obligations will be fulfilled prior to closure. The plan is likely to result in a smooth and orderly transition for students to a new school.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

SectionVI: Closure and Dissolution		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Strengths		**Page**
Concerns/Questions		**Page**

VII. Optional Information

A. Program Overview

1. Demand for Charter School Proposed (KCSA page 31)

If provided, the applicant included a detailed description of the relationships established to generate community engagement in and support for the proposed charter school and how demand or solicited support for the charter school was assessed.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Role of Parents and Community in Application (KCSA page 32)

If provided, the applicant included a detailed description of how parents and community members were involved in the development of the proposal.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Assessment of Demand (KCSA page 32)

If provided, the applicant included a detailed description of what was done to assess and build parent and community demand for this charter school.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Letters of Support (KCSA page 32)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

5. Strategies for Relationship With District (KCSA page 32)

If provided, the applicant included a detailed description of strategies for establishing and maintaining an ongoing relationship with JCPS. The description includes a detailed reference to foreseen challenges and opportunities.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Strategies for Partnership With District Persistently Low-Achieving Schools (KCSA page 32)

If provided, the applicant included a detailed description of the persistently low-achieving schools in JCPS and how the school might partner with the described persistently low-achieving schools to share best practices and innovations.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Response to Intervention (RTI) (KCSA page 32)

If provided, the applicant included a detailed plan for RtI identification of students with academic or behavior needs and has described the RTI services that the charter school shall provide to students who have not been identified as students with special needs. The plan includes evidence-based strategies.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. Trauma-Informed Care Services (KCSA page 32)

If provided, the applicant included a detailed plan for trauma-informed care and education that will be provided to students who would benefit that includes evidence-based strategies.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

9. Trauma-Informed Care PD (KCSA page 32)

If provided, the applicant included a detailed plan for trauma-informed care and educational professional development to be provided to staff to meet the needs of the targeted student population. The plan includes evidence-based strategies.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

10. Culturally Responsive Teaching PD (KCSA page 32)		
If provided, the applicant included a detailed plan for integrating culturally responsive aspects in the educational program. The plan includes evidence-based strategies.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Strengths	**Page**

Concerns/Questions	**Page**

Section VII: Optional Information		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Strengths	**Page**

Concerns/Questions	**Page**

VIII. Application Addendum

A. Addendum Proposal Overview

1. Network/Education Service Provider (ESP)/Other Partner Mission and Vision (KCSA pages 33–34)

The applicant provided mission and vision statements that express a focused understanding of how the school fits within the network/ESP/other organization's mission and vision.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

2. a-b Network/ESP/Other Partner Strategic Vision and Growth Plans (KCSA page 34)

The applicant provided the following:
- A strategic vision
- Five-year growth plan
- Rationale for developing new schools or replicating an existing school or model.
- Information about the community to be served with appropriate evidence to support the identified needs for the community and the rationality of the proposed actions to meet the identified needs.

The information is grounded in appropriate evidence, is aligned with the goals of the proposed school, and exhibits capacity for long-term sustainability.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

3. Anticipated Population and Educational Need and Demand (KCSA page 34)

The applicant provided a detailed description of the student population served by any existing charter school(s); the anticipated population and its educational, behavioral, and mental health needs; and the nonacademic challenges likely to be encountered by the school. The applicant should include information about what was learned through the experience with existing charter schools that is directly applicable to the proposed school.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

4. Educational Plan and School Design (KCSA page 34)

If not provided elsewhere, the applicant included a detailed education program model and non-negotiables of the school model. The information should include the following:

- Evidence that the school program terms and design elements are evidence-based, rigorous, engaging, and effective for the anticipated student population.
- How and why the program was selected for replication.
- Why the resources/instructional material will likely be successful with the targeted population.

The education program model and non-negotiables described should have a high likelihood for success with the targeted student population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

B. Curriculum and Instructional Design		
1. Description of Curriculum and Basic Learning Environment (KCSA page 34)		

The applicant provided a detailed plan for essential design elements of the curriculum and basic learning environment which included the following:
- Primary instructional methods.
- Class size.
- School levels to be served.
- Differences among charter schools being proposed.

Strategies provided should be evidence-based and demonstrate a high likelihood of success with the targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

2. Approach to Replicating and Implementing School Model (KCSA page 34)		

The applicant provided a detailed plan regarding the network/ESP/organization's approach to replicating and implementing the school model, including curriculum and instructional design among multiple schools. Strategies provided should be evidence-based and demonstrate a high likelihood of success with the targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

3. Key Educational Features and Rationale (KCSA page 34)		

The applicant provided a detailed plan and rationale for key educational features that shall be different from the network/ESP/other partners or existing schools proposed for replication. The response indicates whether there is a need

for new or additional resources as a result of the variation. Strategies provided should be evidence-based and demonstrate a high likelihood of success with the targeted population.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

C. Applications for Multiple Schools and Applicants Seeking to Contract With Education Service Providers or a Partner That Is Not an ESP

1. a.-g. Network/ESP/Organization Vision, Growth Plan, and Capacity (KCSA page 35)

The applicant provided a strategic vision, desired impact, five-year growth plan, and rationale for developing new schools in the local community, state, and region which includes the following:
- Proposed years of opening.
- Number and types of schools.
- Any pending applications.
- All currently targeted markets/communities and criteria for selecting them.
- Projected enrollments.
- Evidence of organizational capacity to open high-quality schools.
- Timeline for building or deploying organizational capacity support.
- Results and lessons learned from past replication efforts (how they were addressed, how to avoid, etc.).
- List of any charter schools previously approved by the Board or another authorizer.
- Anticipated risks and challenges to desired outcomes in Kentucky and how to mitigate.

If the application indicates growth of schools in other states or countries, the applicant provided a detailed explanation of how growth within Kentucky fits into the overall growth plan.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

1.h. Attachment A1 - Network/ESP/Organization Annual Reports (KCSA page 35)

The applicant provided the network/ESP/organization's annual reports for the last two years, and the annual reports provide evidence that the network/ESP/other partner will meet contractual and performance expectations without concern.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.a. Network/ESP/Organization Management (KCSA page 35)

The applicant identified all key members of the network/ESP/organization's leadership team as well as detailed roles and responsibilities for each.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.b. Shared or Centralized Support Services (KCSA pages 35–36)

The applicant provided a detailed plan for shared or centralized support services to be provided by the network/ESP/organization, which includes all of the following:
- The structure of the specific services to be provided.
- The cost of the services.
- How costs shall be allocated among charter schools.
- Specific service goals.
- Measure of successful delivery of services.

The support services must be aligned with the education program, are reasonable in cost, and contain a plan for implementation.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.b. Attachment A2 - Service Goals - Contract with an ESP KCSA page 36)

The applicant provided a detailed term sheet and draft contract that includes the following:
- Proposed duration of the service contract.
- Roles and responsibilities of the governing Board, school staff, and ESP.
- Scope of services and resources to be provided by the ESP.
- Performance evaluation measures and timelines.
- Compensation structure, including identification of all fees to be paid to the ESP.
- Methods of contract oversight and enforcement.
- Investment disclosure.
- Conditions for renewal and termination of the contract.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.c. Table - Decision-Making Responsibilities (KCSA page 36)

The applicant provided a completed table, and the school and organizational decision-making responsibilities designated are in compliance with Kentucky law.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. Attachment A3 - Organization Chart (KCSA page 37)

The applicant provided detailed organizational charts that show network/ESP/organization relationships in Year One, Year Three, and Year Five. The organizational charts provided include all of the following:
- Delineated roles, responsibilities, and lines of authority of the Board of Directors, staff, advisory bodies, and external network/ESP/other partner.
- The network/ESP/other partner's role in the organizational structure of the charter school.
- Relationship between the Board of Directors and the school administration.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.a. Network/ESP/Organization - Holding of the Charter (KCSA page 27)

The applicant provided detailed information regarding which entity holds the charter for each of the proposed charter schools, and the information provided is in compliance with Kentucky law.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.b. Network/ESP/Organization Governance Structure (KCSA page 27)

The applicant provided a detailed governance structure of both the network/ESP/other partner and individual school levels. The structure should indicate whether each school shall have an independent board, a single network board, or both.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.c. Network/ESP/Organization - Transition of Board (KCSA page 27)

If an existing Board of Directors:
The applicant provided a detailed plan to transform that Board's membership, mission, and bylaws to support the charter school's expansion/replication plan which includes a timeline for completing the transition that is reasonable.

If a new Board of Directors is formed:
The applicant provided a detailed plan with a timeline for the creation and transition of the formal school governing Board, and there is a detailed account of the relationship with the existing nonprofit Board.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.d. Network/ESP/Organization - Increasing Board Capacity (KCSA page 37)

The applicant provided a plan for increasing the capacity of the governing Board, how the Board will expand and develop over time, how new members will be recruited and added, and how vacancies will be filled. The plan includes orientation or training for new Board members, the kinds of ongoing development/training for existing Board members, and the plan for training and development, including the following:
- A timetable.
- Specific topics to be addressed.
- Participation requirements.
- Any network specific requirements.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Network/ESP/Organization - Individual Interests of Schools vs. Network (KCSA page 38)

The applicant provided a detailed plan for how the interests of the individual charter school shall be balanced against the network interests and how the school community stakeholders shall be represented.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Network/ESP/Organization - Governance Structure (KCSA page 38)

The applicant provided a detailed rationale for the governance structure, including how the structure will ensure that the charter school shall be an educational and operational success and that the Board shall evaluate the success of the school leader and staff based on results.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Network Leadership Pipeline (KCSA page 38)		
The applicant provided a detailed description of the network/ESP/organization's current or planned process for sourcing and training potential school leaders and a description of the development of that process, or a plan to establish a pipeline. The description addresses any challenges associated with recruitment and retention of leaders and is grounded in evidence-based practices.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

5. Table- Network Wide Staffing (KCSA page 38)		
The applicant provided a complete network wide staffing template, and the information provided aligns with requirements of the education program and organizational needs.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

6.a. School Staff Structure (KCSA page 40)		
The applicant provided a detailed plan for how the relationship between the school's senior administrative team and the rest of the staff will be managed, including the teacher-student ratio as well as the ratio of total adults to students for the "typical" school.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

6.b. Table - School Staff Roll Out (KCSA page 40)		
The applicant completed the table including information for a "typical" school of a specific level (elementary, middle, or high school). Any divergences from the network/ESP/organization's norms should be supplemented with reasoning that ties specifically to the needs of the students to be served, community, or other organizational realities.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

6.c. Approach to Academic Underperformance (KCSA page 42)

The applicant provided a detailed plan for the network/ESP/organization's approach to academic underperformance for charter schools that fall short of student academic achievement expectations or goals at the schoolwide, classroom, or individual student level. The plan provides evidence of its likelihood of successful implementation.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6.d. Portfolio Performance Management (KCSA pages 42–43)

The applicant provided a detailed plan for how the network/ESP/organization will measure and evaluate the performance of the portfolio as a whole, and the plan includes the following elements:
- Actions that shall be taken if the network/ESP/organization fails to meet goals.
- Who will take action.
- How the network/ESP/organization assesses readiness to grow and under what circumstances.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

D. Performance Evaluation Information

1. Attachment A4 - Existing Schools Template (KCSA page 43)

The applicant provided detailed information regarding existing schools within the Existing Schools Template.

NOTE: The Office of School Choice will conduct thorough research to ensure the information provided is complete and accurate. Any misrepresentation may constitute cause for denial.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2. High- Performing School (KCSA page 43)

The applicant provided a detailed description of a consistently high-performing charter school operated by the network/ESP/organization that includes the following:
- Student achievement status.
- Student growth.
- Academic results.
- Links to websites containing school's accountability data.
- Primary causes of success.
- Notable challenges.
- Impact of the effective strategies.

The description also provides some indication of how that success will aid in the success of the proposed school.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3. Low-Performing School (KCSA page 43)

The applicant provided a detailed description of a low-performing charter school operated by the network/ESP/organization that includes the following:
- Student achievement status.
- Student growth.
- Academic results.
- Links to websites containing school's accountability data.
- Primary causes of concern.
- Strategies employed to improve performance.
- Performance expectations.

The description also provides some indication of how the experience with the low-performing charter school will inform the work in the proposed school.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4. Attachment A5 - Internal Financial Statements (KCSA page 44)

The applicant provided the most recent internal financial statements, including balance sheets and income statements. Overall operators are distinctly represented, and the documents reflect a positive financial foundation.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

5. Attachment A6 - Financial Reporting (KCSA page 44)

The applicant provided (for the network/ESP/organization and any related business entities) the following:
- Last three years' independent audit reports and management letters.
- Recent internal financial statements (balance sheets and income statements).
- Names of all owners and/or shareholders and any conflict of interest.
- And the documents reflect a positive financial foundation and no conflict concerns.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

6. Contract Termination (KCSA page 44)

If applicable, the applicant provided detailed information regarding any terminated contract between the school and a network/ESP/organization including reasons for termination and whether the termination was for "material breach" or "cause".

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

7. Revocations, Non-Renewals, Contract, and Withdrawal (KCSA page 44)

If applicable, the applicant provided detailed description(s) as to any revocation, non-renewals, shortened or conditional renewals, application withdrawals/non-openings and explain the cause. Documentation regarding any actions taken against any network/ESP/organization's schools for academic, financial, or ethical concerns should be included.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

8. Authorizer Intervention History (KCSA page 44)

If applicable, the applicant provided detailed description(s) as to any performance deficiencies or compliance violations that led to formal authorizer intervention, including what action was taken by the authorizer and the resolution. Documentation memorializing the authorizer's action, any corrective action plans, and evidence of resolution must be provided.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

9. Attachment A7 - Litigation (KCSA page 44)

The applicant provided detailed information regarding current or past litigation, identified by relevant charter school, that has involved the network/ESP/organization or any charter schools it operates as well as:
- The demand.
- Response to the demand.
- Results with documentation of actions taken against the network/ESP/organization for academic, financial, management, or ethical concerns.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

E. Third-Party ESP or a Partner That Is Not an ESP

1.a-b. Third-Party ESP or Organization's Selection (KCSA page 45)

The applicant provided detailed reasoning for seeking to contract with an ESP/organization including how and why the specific ESP or other partner was selected, how the ESP or other partner was discovered and which others were considered. The applicant provided evidence of due diligence in the selection of the ESP or other partner.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.a. Third-Party ESP or Organization's Track Record (KCSA page 45)

The applicant provided a detailed description of the ESP/organization's success in serving student populations similar to the target population and reaching academic achievement goals (closing achievement gaps, moving low-performing students to higher proficiency). The applicant includes evidence of success through quantitative and qualitative data and gives examples of unique accomplishments.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.b. Academic and Nonacademic Track Record (KCSA page 45)

The applicant provided a detailed description of the ESP/organization's record in academic and nonacademic performance and includes evidence of success through quantitative and qualitative data.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

2.c. Summary of Information Collected From Reference Checks (KCSA page 45)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

2.d. Other Charter Schools Operated (KCSA page 45)	
The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.	
Comments	**Page**

2.e. Similarly Situated Charter Schools (KCSA page 45)	
The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.	
Comments	**Page**

2.f. Currently Operating Charter Schools (KCSA page 15)	
The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.	
Comments	**Page**

2.g. Attachment A8 - Financial Audit Report (KCSA page 45)		
The applicant provided the most recent independent financial audit report and annual report. The documents indicate a positive financial foundation.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

2.h. Management Contract Terminations (KCSA page 45)	
The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.	
Comments	**Page**

3.a. Legal Relationships (KCSA page 45)		
The applicant provided evidence that the charter Board of Directors is independent from the ESP/other partner and that it has independent legal counsel.		
Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.b. Conflicts of Interest (KCSA page 46)

The applicant provided a detailed description of existing or potential conflicts of interest, details how the conflicts shall be remedied, and ensures compliance with state law regarding conflicts of interest.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

3.c. List of Subsidiaries (KCSA page 46)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

3.d. Services Received (KCSA page 46)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

3.e. Supervisory Responsibilities (KCSA page 46)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

3.f. Promissory Notes/Negotiable Instruments (KCA page 46)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

3.g. Loans and Grants (KCA page 46)

The applicant provided the requested information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

4.a.-c. ESP Organizational Structure (KCSA page 46)

The applicant provided a detailed scope of services which is aligned with the school's educational program and operations plan. Additionally, the applicant provides an overview of the structure of oversight and accountability to be utilized by the Board of Directors to oversee the partner ESP/organization. The organizational structure reflects a clear understanding of the Board's oversight role and the need for delineation of responsibilities.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4.d. Compensation Structure (KCSA page 46)

The applicant provided the required information. The reviewer will note concerns with the materials provided in the comments section.

Comments	Page

4.e. Financial Responsibilities (KCSA page 46)

The applicant provided a detailed description of the responsibilities of the Board of Directors and the ESP that includes the required elements:
- Who owns property purchased with school funds.
- Responsibility for operating and capital expenditures.
- Required approval for expenditures.
- Required reporting.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4.f. Duration of the Management Agreement (KCSA page 47)

The applicant provided a detailed description of the term of the management agreement that includes:
- The conditions and procedures for renewal and termination of the contract.
- Frequency of renewal.
- Conditions required to be renewed.
- Grounds for termination.
- Any indemnification provisions in the event of default by either party.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4.g. Plan for Operation in the Event of Termination of Agreement (KCSA page 47)

The applicant presents a detailed contingency plan that is supported by evidence that the school will be able to properly function in the event of a terminated agreement with the ESP/organization.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	Page

4.h. Attachment A9 - Draft Proposed Agreement With ESP/Other Partner (KCSA page 47)

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section.

Strengths	Page

Concerns/Questions	Page

SectionVII: Application Addendum		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Strengths	Page

Concerns/Questions	Page

JCPS Application Addendum

1. Description of the School's Alignment With Identified Priorities of District's Strategic Plan

The applicant provided a detailed description of the school's alignment with identified priorities of the district's strategic plan.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

2. Comparison to Current JCPS Schools

The applicant provided a detailed description of what makes the school novel in its approach compared to current JCPS schools.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

3. Strategies Specific to Reach Non- and Limited-English-Proficient Families and Students

The applicant provided a detailed plan with strategies it will utilize to reach non- and limited-English speaking families. The strategies are reasonable, evidence-based, and likely to be successful with non- or limited-English speaking families.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

4. Description of Measures to Ensure Compliance With McKinney-Vento Homeless Education Act

The applicant provided a detailed plan to ensure compliance with McKinney-Vento and demonstrates a working knowledge of the requirements of McKinney-Vento.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard

Comments	**Page**

5. Description of Measures to Ensure Compliance With Foster Care Provisions of Title I Part A of the Every Student Succeeds Act

The applicant provided a detailed plan to ensure compliance with the Foster Care provisions of Title I Part A and demonstrates a working knowledge of the requirements of that section.

Application Review

☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

6. Description of Ways the Proposed School Suggests It Can Collaborate With District Schools to Raise Overall Student Achievement

A rubric is not provided for this question. The reviewer will note concerns with the materials provided in the comments section.

Comments		**Page**

7. Description of System of Continuous Improvement That Shall Be Utilized by the Proposed School

The applicant provided a detailed plan for how the school will utilize a system of continuous improvement in its operations.

Application Review		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Comments		**Page**

JCPS Addendum		
☐ Meets Standard	☐ Partially Meets Standard	☐ Does Not Meet Standard
Strengths		**Page**
Concerns/Questions		**Page**