



BEAUREGARD PARISH SCHOOL BOARD

2018 District Charter School Application Process for Schools Opening in the 2019-2020 School Year or Beyond

Forms and Information Needed for Submission of a Type 1 or Type 3 Charter School Proposal

In compliance with R.S. 17:3982, the Beauregard Parish School Board is making public through our website, and in printed form upon request, the guidelines for submitting a charter proposal, all forms required for submission of a charter proposal, the timelines established for accepting and reviewing charter proposals, the process that will be used to review charter proposals submitted to the board, and the name and contact information for a primary point of contact for charter proposals.

I. Charter School Application

Applicants should complete the 2018 Common Charter School Application found [here](#).

The common application requires applicants to complete five sets of documents - a charter proposal written in response to the questions posed in the common application, a finances template, an eligibility form, background check forms, and an overview template. Links to the last four sets of documents are embedded within the common charter application.

II. Charter School Process Schedule

- December 15, 2017: Charter application released
- March 2, 2018: Applications due.
Applicants should email the five required sets of documents to Kim Hayes (khayes@beau.k12.la.us)
- June 8, 2018: Last day for Beauregard Parish School Board to make decisions to approve or deny charter applications

III. Charter Application Review Process

- A Third-Party Review Team shall be selected by the Superintendent of Beauregard Parish Schools. The team shall have expertise in educational, organizational, legal, and financial areas as they affect a quality school or system. Applicants will have the opportunity to provide to the evaluator a written response to the independent evaluation of their charter application before the evaluator provides a final recommendation to the Beauregard Parish School Board.
- The Team may be selected from the faculty at McNeese State University, the University of Louisiana at Lafayette, Northwestern State University of Louisiana, Louisiana State University at Eunice, and District-Level Administrative Staff in parish schools systems in Louisiana. Alternate reviewers may be suggested by the Louisiana Department of Education.
- The Team will use NACSA Principles and Standards for Quality Charter School Authorizing and criteria set forth in the Louisiana Charter School Demonstration Programs Law. Additionally, Louisiana Revised Statutes, BESE policies and bulletins, and policies of the Beauregard Parish School Board shall be utilized.



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- The Team will contact the applicant to obtain clarity on any issue or concern with the application. The applicant will have a window following the Team review to make corrections or improvements in the application prior to submission to the School Board for final consideration and action.
- The Superintendent will then make a recommendation to the Beauregard Parish School Board for approval or disapproval of the application. The applicant will be notified in writing of the final decision, with an explanation of the decision attached. Minutes of the Board regarding the decision will also be included.

IV. Charter School Contact Information

Individuals or organizations with questions about the district's charter application process should contact:

Beauregard Parish School Board
Timothy J. Cooley, Superintendent
Phone: 337-463-5551

V. Beauregard Parish Charter Application Addendum

School and Community

- (1) Define the physical boundary from which students will be allowed to attend.
- (2) List specific community entities which will provide school support.
- (3) Demonstrate evidence of support from certified personnel and parent/guardians (see criteria below)*.
- (4) Provide a list of stakeholders who contribute to the vision and financial support of the school.
- (5) Provide a list of board members, their method of selection, length of service, and financial remuneration.

School Administration

- (1) Provide a detailed school calendar for the year of application. Include an explanation of days per week, minutes per day, specific school conference days, holidays, and testing days.
- (2) Provide an explanation of the method in which school leaders will be selected and a list of the required qualifications.
- (3) Describe qualifications for classroom teachers and classroom teacher aides.
- (4) Describe the method in which all employees will be evaluated.



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Planning and Procedures

- (1) Describe the regular and special education student admission requirements.
- (2) Describe the school's safety policy.
- (3) Describe the school's technology plan.
- (4) Describe the school's pupil progression plan.
- (5) Describe the school's testing plan and testing security policies.
- (6) Describe the school's discipline policy.

Student Support Services

- (1) Describe school support personnel including counselor, librarian, special education support personnel, reading and/or mathematics interventionists, teacher leaders, and other applicable personnel.
- (2) Describe the school's athletic program including a list of specific sports to be provided. Include an application to an athletic association.

***Evidence of support shall be provided in the following manner:**

- (1) School staff who are certified by the Louisiana Department of Education and are assigned to the school on or before the most recent February 1 date will execute a majority vote of a minimum of 80% of the total school staff as provided in a secret ballot conducted at the school at a designated location and time, conducted, witnessed, and tabulated by designees of the Beauregard Parish Superintendent of Schools.
- (2) Parents and guardians whose children are currently enrolled in the school (as determined by the JPAMS system on or after the most recent February 1 date) with one vote cast per each family of students currently enrolled in the school will execute a majority vote of a minimum of 80% of the aforementioned families as provided in a secret ballot conducted at the school at a designated location and time, conducted, witnessed, and tabulated by designees of the Beauregard Parish Superintendent of Schools