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Charter School Review Commission Orientation

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Today's Agenda

- Introductions
- History behind the Commission
- Florida Charter Institute
- Commission Reference Manual
- Application Review Process
- Commission's Approval Process
- Additional Points for Discussion



Commission Members



Jay Boggess, Chair

Superintendent of Palm Beach Christian Academy,
former Chief of Staff, Palm Beach County School District



Sara Clements

State Government Relations, McGuire Wood
Consulting, former Florida Legislative Affairs Director,
foundation for Excellence in Education



Jim Murdaugh

President,
Tallahassee Community College



Dan Foganholi

District 5 Representative,
Broward County School Board



Rudy Rodriguez

Former Executive Director, Florida Schools of
Excellence Commission, current audit and budget
advisor to Miami-Dade County Public Schools



Suzanne Legg

Co-Founder and Chief Executive Officer,
Dayspring Academy, Pasco County



Frank Mingo

Former Vice Mayor,
Miami Lakes



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Introductions



**Susie
Miller Carello**
Executive Director, FCI



**Adam
Emerson**
Executive Director
Office of Independent
Education & Parental
Choice



**Jenna
Hodgens**
EDD Authorizing



**Vicki
Pineda**
Charter Schools
Director
Florida Department of
Education



**Curtis
Fuller**
EDD LEA/Support



Charter School Review Commission

**1002.3301 - Passed into law in 2022
Funded in 2023**

- **Same power and duties as a sponsor for reviewing and approving charter applications**
- **Process defined in SBE Rule 6A-6.0792**
 - **Approved in October, 2023**
- **Consists of 7 members**
 - **Appointed by the State Board of Education**
 - **To be confirmed by the Florida Senate**



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Florida Charter Institute

**1004.88 - Passed into law in 2022
Funded in 2023**

Our mission is to serve as Florida's premier hub for charter excellence and insight by providing research-based best practices, resources, and support.



**Teacher,
Learning &
Leadership**



**Charter
Support**



Authorizing



**Local
Education
Agency**

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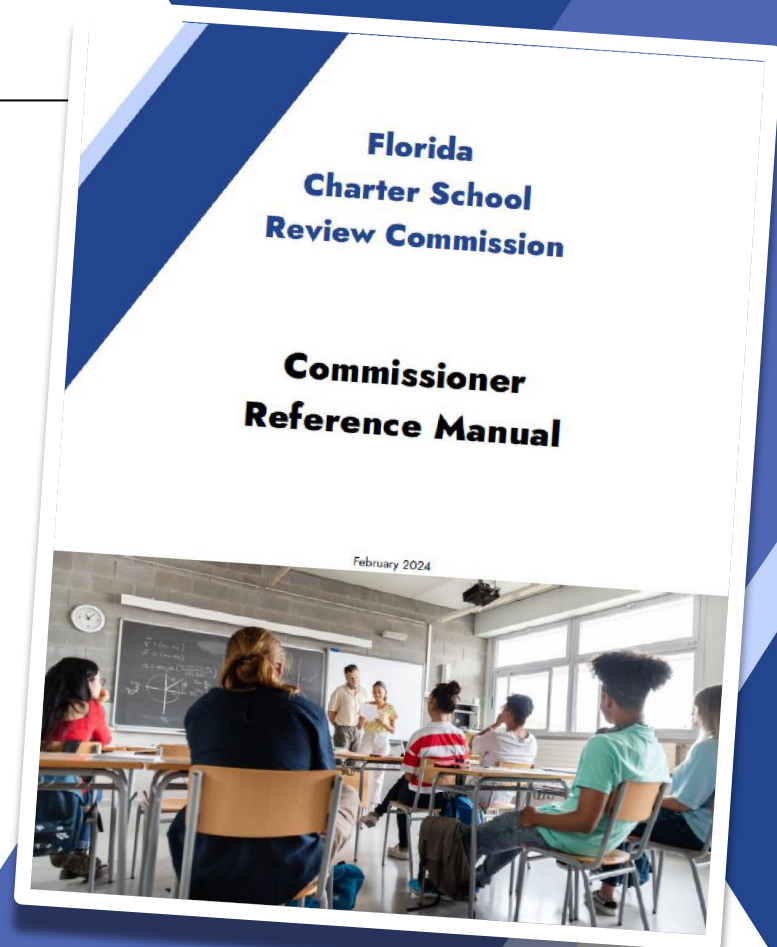
Commission Reference Manual

Commission Reference Manual

It is a reference guide, there is no expectation that you memorize the entire manual.

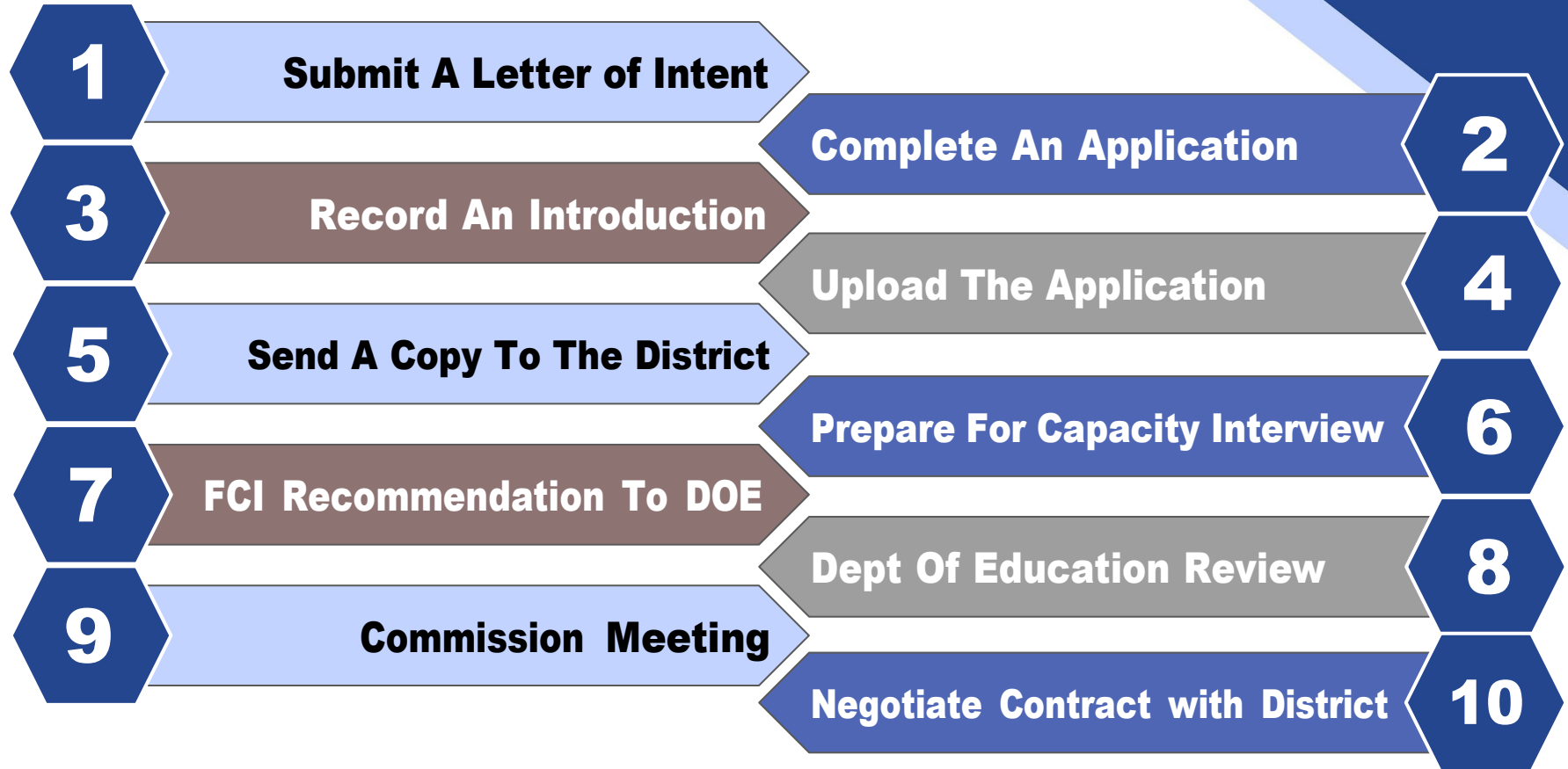
We've included resources, statutes and rules which may be applicable to the application review process.

1. FL Principles and Standards for Quality Charter School Authorizing
2. State Approved Forms
3. FCI Review Forms
4. FL Charter School Sector Data
5. Florida Statutes:
 - a. Charter Specific
 - b. Governance Related
 - c. Other Important Statutes
6. Administrative Rules
 - a. State Board of Education
 - b. Other Rules



Application Review Process

Steps Discussed With Applicants



When An Application Is Received



- Currently applications will be uploaded to our system.
- We are developing a more robust system for future.
- FCI and DOE are notified immediately by email.
- FCI will notify the district of the application.
- FCI will review the application for completeness.
- FCI will assign the application to a review team.
- Applications will be posted to:
 - <https://flcsrc.org/completed-applications>



Application Review Team

- Combination of FCI staff and external consultants
- We will be looking for expertise in:
 - Charter Oversight
 - Charter Operations
 - Academic/Curriculum Design
 - Special Education/ELL
 - Human Resources/Business Expertise
 - Financial Expertise
- We expect at least six team members



Training External Reviewers

Training will focus on the FCI and Commission process.

In the coming months, we will develop a comprehensive online course for reviewing Florida charter applications.



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Reviewing the Application

All reviewers are expected to read the **entire application**.

Reviewers will be asked to **keep a log** of positive and concerning attributes of the application that aligns to state evaluation forms, as well as further questions they may have.

The **review team will meet** about 5 weeks after the application is received to discuss our notes.



Considering District Comments



Districts have 30 days from when they receive the application to provide feedback, using state form.

FCI will review and incorporate the district comments in our review and the development of the questions for the capacity interviews.

Copies of the district comments will also be provided to the Commission.



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Preparing For Interview

FCI will **compile questions** from the review team for each section of the application.

The priority is to **assess the capacity** of the applicant, and ensuring the application **meets all statutory requirements**.



Capacity Interviews



All members of the applicant's team are encouraged to attend. We will ask them to **divide the application** amongst their team so each section has someone that is knowledgeable and can answer questions.

A **subgroup of the review team will participate** in interviews based on the needs and strengths of the written application.

Interviews will be conducted, recorded and machine transcribed.

Interviews will be scheduled for 120 minutes.

Review team will meet immediately after the interview to make a decision on the team's recommendation.



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Applicant Will Be Informed

FCI will notify the applicant of what the FCI recommendation will be.

If the recommendation is to deny, the applicant will have the opportunity to withdraw the application.



Preparing FCI Summary

FCI staff will complete the **Florida Charter School Application Evaluation Instrument**, and a summary document explaining the recommendations and incorporating feedback from the entire review team and school district.

Final recommendation will be submitted to the Department 30 days prior to the commission meeting.



FCI's Internal Review Timeline

Application Received	>=90 Days prior to meeting	2/22/2024	5/21/2024
District Notice	3 calendar days	2/27/2024	5/24/2024
District Feedback Due	3 + 30 Days after application	3/26/2024	6/23/2024
Review Team Meeting To Discuss	3 business days after district feedback	3/29/2024	6/26/2024
Interviews & Debrief / Decision	5 business days after team meeting	4/5/2024	7/3/2024
Draft Prepared for Proofreading	1 week before due	4/15/2024	7/13/2024
Report Due To State	60 days after application	4/22/2024	7/20/2024



For Each Application Received:



- Commission members will receive the entire application, interview transcript, school district comments and recommendations.
- Applicants are allowed 5-minutes to present.
- The DOE/FCI will provide a 5-minute presentation.
- The proposed sponsor may provide input.
- The Commissioners may ask specific questions.
- The Commission will then (by majority vote) approve or deny the charter application.
- The Commission will provide official notice in writing after the meeting.

Prior To Each Meeting



One week prior to the meeting Commission members will receive a packet with each recommendation.

FCI staff will schedule a call with each individual member to answer any questions.

Additional Points For Discussion

Government in the Sunshine

- All official acts must be taken at a public meeting
- Department Office, General Counsel will be sharing more information



Rules of Order for Meetings

Discussion Points for the Commission:

- What rules does the Commission wish to have in place regarding how meetings will be run?
- How would the Commission like to handle public comment?
- DOE/FCI and Applicants are limited to 5 minutes by administrative rule, are any other limits appropriate?



Proposed Meeting Schedule

As a general rule we propose the second Wednesday of the second month of each quarter.



Commission Date	Application Due Date	Location
Wed, Feb 28, 2024		Virtual
Wed, May 22, 2024	Thur, Feb 22, 2024	Valencia College, Orlando, FL
Wed, Aug 21, 2024	Tue, May 21, 2024	TBD
Wed, Nov 20, 2024	Tue, Aug 20, 2024	Caribe Royale, Orlando, FL
Wed, Feb 12, 2025	Tue, Nov 12, 2024	TBD
Wed, May 14, 2025	Tue, Feb 11, 2025	TBD
Wed, Aug 13, 2025	Tue, May 13, 2025	TBD
Wed, Nov 12, 2025	Tue, Aug 12, 2025	TBD
Wed, Feb 11, 2026	Tue, Nov 11, 2025	TBD

What Information Will Be Helpful?



What specific points would the Commission members like us to include in their information packets?

What information will best assist you in doing your work?



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Additional Training

What additional training or information would the Commission members be interested in?



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**THANK
YOU**

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