

# CHARTER SCHOOL APPLICANT TRAINING

# OKLAHOMA CHARTER SCHOOL ACT

**Prior to submission of the application to a proposed sponsor seeking to establish a charter school, the applicant shall be required to complete training by the State Department of Education on the process and requirements for establishing a charter school. (70 O.S. § 3-134)**

# PROCESS AND REQUIREMENTS

## Attend Charter School Training



## Written Proposal

- Choose Sponsor
  - Submit Application
- 

## Contract with Sponsor

- Required Components
- Term of Contract

# WRITTEN APPLICATION

- **A mission statement for the charter school;**
- **A description of the organizational structure and the governing body of the charter school;**
- **A financial plan for the first three (3) years of operation of the charter school and a description of the treasurer or other officers or persons who shall have primary responsibility for the finances of the charter school. Such person shall have demonstrated experience in school finance or the equivalent thereof;**

# WRITTEN APPLICATION

**A description of the hiring policy of the charter school;**

**The name of the applicant or applicants and requested sponsor;**

**A description of the facility and location of the charter school;**

**A description of the grades being served;**

# WRITTEN APPLICATION

**An outline of criteria designed to measure the effectiveness of the charter school;**

**A demonstration of support for the charter school from residents of the school district which may include but is not limited to a survey of the school district residents or a petition signed by residents of the school district;**

**Documentation that the applicants completed charter school training.**

# WRITTEN CONTRACT

**A description of the program to be offered by the school;**

**Admission policies and procedures;**

**Management and administration of the charter school;**

**Requirements and procedures for program and financial audits;**

# WRITTEN CONTRACT

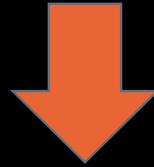
**A description of how the charter school will comply with the charter requirements set forth in the Oklahoma Charter Schools Act;**

**Assumption of liability by the charter school; and**

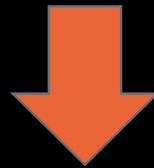
**The term of the contract.**

# APPLICATION PROCESS

**Potential Applicant Attends SDE Training**



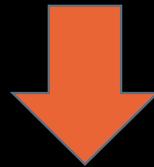
**Applicant Submits Application to Potential Sponsor**



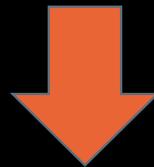
**Sponsor Accepts or Rejects Application within  
ninety (90) days**

# APPLICATION APPROVAL PROCESS

**Sponsor Accepts Application (Contract)**



**Sponsor notifies State Board of Education  
of Acceptance of Sponsorship (Contract)**



**SDE Approves New Charter School and  
Issues a County/District Site Code**

# APPLICATION REJECTION PROCESS

**Sponsor Rejects Application**



**Sponsor Notifies Applicant; Applicant may Revise and Resubmit Application within thirty (30) days**



**Sponsor Rejects Application**



**Applicant May Proceed to Mediation and/or Binding Arbitration or Both**

# RELEVANT RULES AND STATUTES

**The Oklahoma Charter Schools Act, 70 O.S. § 3-130-144, requires the State Department of Education to prepare a list of relevant state and federal rules and statutes that a charter school must comply with relating to health safety, civil rights and insurance.**

**Conflict of Interest**