





Eligibility for Establishing an Applicant Governing Board

- * Pursuant to HRS §302D-13, eligible groups that may establish an applicant governing board include:
 - * Any community
 - * Group of teachers
 - * Group of teachers and administrators
 - * Nonprofit organization recognized by the IRS
 - * Existing DOE school (conversion only)
 - * School Community Council (conversion only)
- * Examples of entities that are not eligible:
 - * Nonprofit organizations not recognized by the IRS
 - * An individual
 - * Other government agencies

Nonprofit Organization

- * HRS Chapter 302D defines “nonprofit organization” as tax-exempt under the Internal Revenue Code and registered to do business in Hawaii with the Department of Commerce and Consumer Affairs
- * Do **not** apply as a nonprofit organization-established applicant governing board unless the nonprofit fits this definition
- * All applicants encouraged to establish a nonprofit organization
 - * Note: State agencies cannot incur long-term debt

Eligible Applicant Governing Boards

- * An applicant governing board that is eligible to apply must have at least one member with expertise in **each** of the following areas:
 - * Academic Management
 - * Financial Management
 - * Human Resources
 - * Fundraising
- * The law contemplates this minimum capacity

More on Applicant Governing Boards

- * All members should provide a diversity of perspective and a level of objectivity that accurately represents the interests of the anticipated students
- * All members should demonstrate an understanding of best practices of nonprofit governance

Intent to Apply Packet

- * Intent to Apply Packet is **required**
- * Complete **applicable** sections
- * Submit through FluidReview by 12:00 p.m., HST, on October 16, 2015

Notification of Eligibility

- * Applicants will be notified of eligibility by October 23, 2015
- * Applicants deemed ineligible may not continue with the process
- * Applicants deemed eligible will be given access to submit an application through FluidReview

Writing the Application

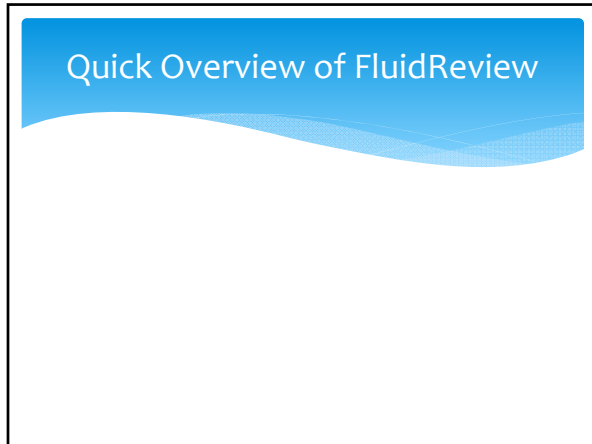
- * Read all instructions **carefully**
- * Templates (Exhibits)
 - * Use when provided
 - * Do **NOT** modify unless instructed
- * **All** information must be contained in the application
- * Pay attention to word/page limits, formatting, and organization
 - * Narrative Proposal Template is recommended
- * Review your work **before** submitting

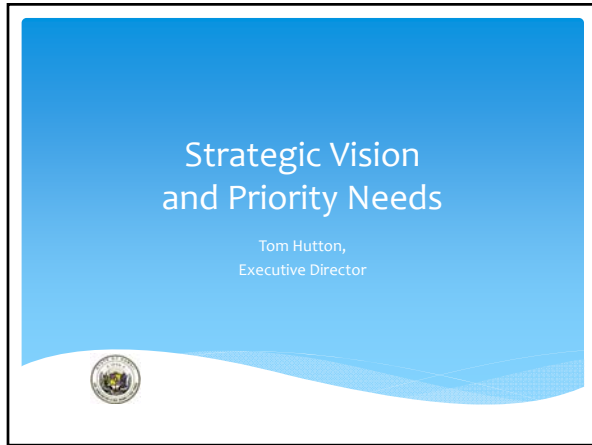
Application Submission

- * Primary contact person responsible for submitting through FluidReview
- * All required attachments must be uploaded prior to submitting
- * Must be submitted by 12:00 pm, HST, on **February 12, 2016**
- * Once submitted, **CANNOT BE UNDONE**

Completeness Determination

- * Completeness review is **not** an application evaluation
- * Applicants receive completeness determinations by February 19, 2016
- * Within 48 hours of receiving determination, applicants must submit the incomplete sections







Strategic Vision

- * RFP question: Describe any anticipated contribution the proposed school would make to Hawaii's public education system as a whole. Examples:
 - * Priority Needs (up next)
 - * Serving underserved student groups
 - * Meeting a curricular or instructional need or challenge in a way that has system-wide benefits
 - * Forming partnerships or feeder-school relationships with existing public schools

Strategic Vision

- * RFP question: If vision is to model innovation in ways valuable to the system as a whole, describe any specific plans to disseminate the knowledge gained at the school to other public schools

Priority Needs

- * Principle: Commission has no monopoly on good ideas
- * Principle: Each application must be considered on its own substantive merits
- * But, Commission has identified Priority Needs and particularly welcomes applications that propose to address them

Priority Needs

* Priority Need 1:

New schools that would provide additional school capacity in geographic areas where existing public schools are already exceeding, have already reached, or are projected to reach or exceed full enrollment capacity

Priority Needs

* Priority Need 2:

New schools that would serve communities where existing public schools are not performing well academically, as measured by the State's Strive HI Performance System and other student outcomes, and that present a plan for improving these outcomes

Priority Needs

In keeping with principles mentioned above:

- * Proposing to address Priority Need will not compensate for substantive deficiencies in application
 - * Analogy to community support
- * Application that does not propose to address Priority Need will not be disfavored

Priority Needs

So why consider it?

- * Particularly compelling reason for a new school
- * Can be an additional positive consideration
 - * Again, analogy to community support
- * Compelling to institutional strategic partners, funders
 - * Possible state incentive, like start-up grant?

Strategic Vision

- * Self-reflection: What higher purpose(s) will the institution we envision serve?
- * Self-reflection: What could be the school's systemic contribution(s) to improving public education in Hawaii?
- * Self-reflection: If no founding individuals sitting here now are here two years after start-up, how will our vision for this institution ensure that it makes a difference?

Roles of Applicants, Evaluation Team, Commission, and Staff

Kenyon Tam,
Operations and Applications Specialist



Role of Applicants

- * Follow the Code of Conduct
- * Research and gather information for application
- * Formulate necessary plans
- * Write application
- * Participate in the capacity interview
- * Respond to the Request for Clarification

Role of Evaluation Team

- * Evaluate the Components of the Application
- * Interview applicants
- * Provide the Commission with a recommendation
- * Provide a rebuttal to applicant's response, if applicable

Role of Commission

- * Review Recommendation Packet
- * Consider public testimony and DOE comments
- * Issue a decision on whether to approve an applicant

Role of Commission Staff

- * Depends
 - * Evaluation Team
 - * Operations Team
- * Level of assistance
 - * We will not tell you **how** to comply with any requirements
 - * Will not provide legal analysis
 - * Can tell you what is required under the contract and HRS Chapter 302D
 - * We can direct you to resources – Applicant Resources page on Commission website at: <http://www.chartercommission.hawaii.gov> (use the “Start a School” drop down menu).

How to Communicate with Staff

- * Email is best
- * Kenyon is primary contact (kenyon.tam@spcsc.hawaii.gov)

Roles in Application and Evaluation Process

Action	Party
Process Intent to Apply Packets	Commission staff
Notify applicants of eligibility to apply	Commission staff
Perform Completeness Determinations	Commission staff
Evaluate Components of Application	Evaluation Team
Distribute Requests for Clarification and process responses	Commission staff
Interview applicants	Evaluation Team
Creates Evaluation Team Recommendation Reports	Evaluation Team
Reviews and drafts rebuttal to Applicant Response to Evaluation Team's Recommendation Report	Evaluation Team
Receives public testimony	Commissioners
Compiles Evaluation Team Recommendation Report, Applicant Response, Evaluation Team Rebuttal and any written public testimony for Commissioners' review	Commission staff
Makes a decision to approve or deny the application	Commissioners

