

CHARTER SCHOOL PERFORMANCE REPORT DISPUTE FORM

This form and any supporting documentation must be submitted to the Commission no later than 4:30 PM, HST on December 19, 2024.

This form is *optional* and only needs to be filled out if you are disputing the Charter School Performance Report.

I _____, Governing Board Chairperson, of _____ (School Name) hereby identify corrections or clarifications or dispute the following section(s) of the Charter School Performance Report and have attached documents that support the corrections or clarifications indicated below:

Academic Performance Framework (SY 2023-2024)

Academic Performance Indicator <i>(add additional rows as needed)</i>	Indicate Corrections or Clarifications

Organizational Performance Framework (SY 2023-2024)

Organizational Performance Indicator <i>(add additional rows as needed)</i>	Indicate Corrections or Clarifications

Financial Performance Framework (SY 2023-2024)

Financial Performance Indicator <i>(add additional rows as needed)</i>	Indicate Corrections or Clarifications

- We also request a hearing on the matter.
- We are not requesting a hearing and have attached documentation in support of our challenge for Commission review and consideration.

Signature _____ Date _____

Board Member Information

To be completed individually by each Governing Board member.

Charter school governing boards are subject to the provisions of Section 302D-12, HRS and the Chapter 84, HRS, the State Ethics Code. Serving on a public charter school governing board is a position of public trust and fiduciary responsibility. As a governing board member of a public school, you are responsible for ensuring the quality of the school's plans, competent stewardship of public funds, and the school's fulfillment of its public obligations and all terms of its Charter Contract.

The Commission requires that each governing board member respond individually to this questionnaire.

Background- describe your role

1. Name of charter school on whose governing board you serve: Click or tap here to enter text.
2. Contact information:
Name: Click or tap here to enter text.
Phone: Click or tap here to enter text.
E-mail: Click or tap here to enter text.
3. Indicate your position on the governing board (e.g. chairperson, vice chairperson, secretary, treasurer, member): Click or tap here to enter text.
4. Indicate the beginning and ending dates of your term on the governing board: Click or tap here to enter text.
5. Indicate whether you currently serve on a governing board of another charter school.
 I serve on the governing board of: Click or tap here to enter text.
 I do not serve on another charter school governing board.

Disclosures

1. Indicate whether you are a current employee or former employee of the charter school under the jurisdiction of the governing board that you serve. If you are a former employee, indicate when your employment with the school concluded.
 - I am a current employee
 - I am a former employee. My employment with the school concluded on: [Click or tap here to enter text.](#)
 - I am not a current or former employee of the charter school under the jurisdiction of the governing board

2. Indicate whether you are a relative of an employee or former employee of the charter school under the jurisdiction of the governing board that you serve. Pursuant to Section 302D-12(k)(2) a relative is defined as “a spouse, fiancé, or fiancée of the employee; any person who is related to the employee within four degrees of consanguinity; or the spouse, fiancé, or fiancée of such person.” See attached chart for description of degrees of family relationships.
 - I am related to an employee of the school. My [Click or tap here to enter text.](#) is employed by the school.
 - I am related to a former employee of the school. My [Click or tap here to enter text.](#) was employed by the school. Their employment concluded on: [Click or tap here to enter text.](#)
 - I am not related to an employee or former employee of the school

3. Indicate whether you are a vendor or contractor providing goods and services (including but not limited to educational service provider or charter management organization services) to the charter school under the jurisdiction of the governing board that you serve. If you are a vendor or contractor, describe the services that you provide.
 - I am a vendor or contractor providing goods and services to the charter school under the jurisdiction of the governing board that I serve. I provide the following services to the school: [Click or tap here to enter text.](#)
 - I am a *former* vendor or contractor that provided goods and services to the charter school under the jurisdiction of the governing board that I serve. I provided the following services to the school: [Click or tap here to enter text.](#) My contract with the school concluded on: [Click or tap here to enter text.](#)
 - I am not a vendor or contractor that provides goods and services to the charter school under the jurisdiction of the governing board.

4. Indicate if you, your spouse, or other immediate family members anticipate conducting, or are conducting, any business with the school. If so, indicate the precise nature of the business that is being or will be conducted.
- I/we do not anticipate conducting any such business
 - Yes: [Click or tap here to enter text.](#)
5. Indicate if you, your spouse, or other immediate family members have a financial interest with a vendor (including an education service provider, or charter management organization) to the school. If so, indicate the precise nature of the financial interest that you have.
- I/we do not have a financial interest
 - Yes: [Click or tap here to enter text.](#)
6. Indicate any potential ethical or legal conflicts of interests that would or are likely to exist should you serve on the school's governing board.
- None
 - Yes: [Click or tap here to enter text.](#)

Certification

I, _____, certify to the best of my knowledge and ability that the information I am providing to the State Public Charter School Commission as a governing board member is true and correct in every respect. I agree to notify the Commission if there are any changes to the above disclosures.

Signature

Date

RESOLUTION OF **[INSERT FULL, OFFICIAL NAME OF GOVERNING BOARD AND/OR ENTITY**]****

At the meeting of the **[**INSERT FULL, OFFICIAL NAME OF GOVERNING BOARD AND/OR ENTITY**]** (“Board”) on **[**insert date of meeting**]**, the following resolution was proposed and approved by the Board at a duly notice meeting of the Board:

WHEREAS, Chapter 302D-18, Hawaii Revised Statutes (“HRS”), as amended, provides for the renewal of charter school contracts by the State Public Charter School Commission; and

WHEREAS, the current charter contract between the Board and the Commission is ending on June 30, 2025 and the Board is seeking to renew its charter contract with the Commission; and

WHEREAS, the Board has reviewed the State Public Charter School Renewal Application (“Renewal Application”), which the Board will need to complete and turn into the Commission by December 19, 2024; and

WHEREAS, **[**Section or Paragraph**]** **[**insert section or paragraph number**]** of the **[**insert full name of Board’s bylaws**]** (“Bylaws”) authorizes the Board to **[**insert language from bylaws providing that the Board can bind, enter into, execute and/or deliver contracts**]**;

NOW, THEREFORE, IT IS RESOLVED, that **[**insert name of person authorized to sign on behalf of Board and their title**]** is hereby authorized to complete, provide all evidence of performance and data, and sign, date, and deliver the Charter Renewal Application on behalf of the Board.

This resolution may be executed in two or more counterparts, each of which shall be deemed an original instrument, but all such counterparts shall together constitute for all purposes one and the same instrument.

[Remainder of this page intentionally left blank]

IN WITNESS WHEREOF, the undersigned have duly executed this resolution on **[**insert date**]**.

[Review bylaws to determine who needs to sign resolution**]**

Name:
Title:

Name:
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