

2023 Application Orientation

State Public Charter School Commission
'Aha Kula Ho'āmana



CONTACTING THE COMMISSION

Direct all questions to:

applications@spcsc.hawaii.gov

SHAREFILE ACCOUNT REQUEST

Email applications@spcsc.hawaii.gov requesting a sharefile account and the name of your proposed school

APPLICATION DEADLINE

May 15, 2023

12:00 Noon, Hawaii Standard Time

Submitted in Share File

APPLICATION PROCESS

Phase I: APPLICATION

Application Submission

Applications submitted by the due date that are deemed complete by the Applications Committee will be forwarded for review

Application Review

- Evaluation Team Recommendation
- Evaluation Team Interview
- Commission Review

Commission Decision

- Commissioners will conditionally approve or deny applications
- Conditionally approved applications will move to Phase II
- Applications that are denied must submit another application in another application cycle

Phase II: START-UP

Start-up

- Two-year start-up period
- Applicants must satisfactorily complete pre-opening assurances

Final Approval

- Applicants that satisfactorily complete pre-opening assurances will be given final approval to open their charter school
- Applicants that do not satisfactorily complete pre-opening assurances must re-apply

Opening of a new charter school

COMMISSION EVALUATION PROCESS

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Evaluation Team Recommendation Report

- Application Questions
- Evaluation Interview

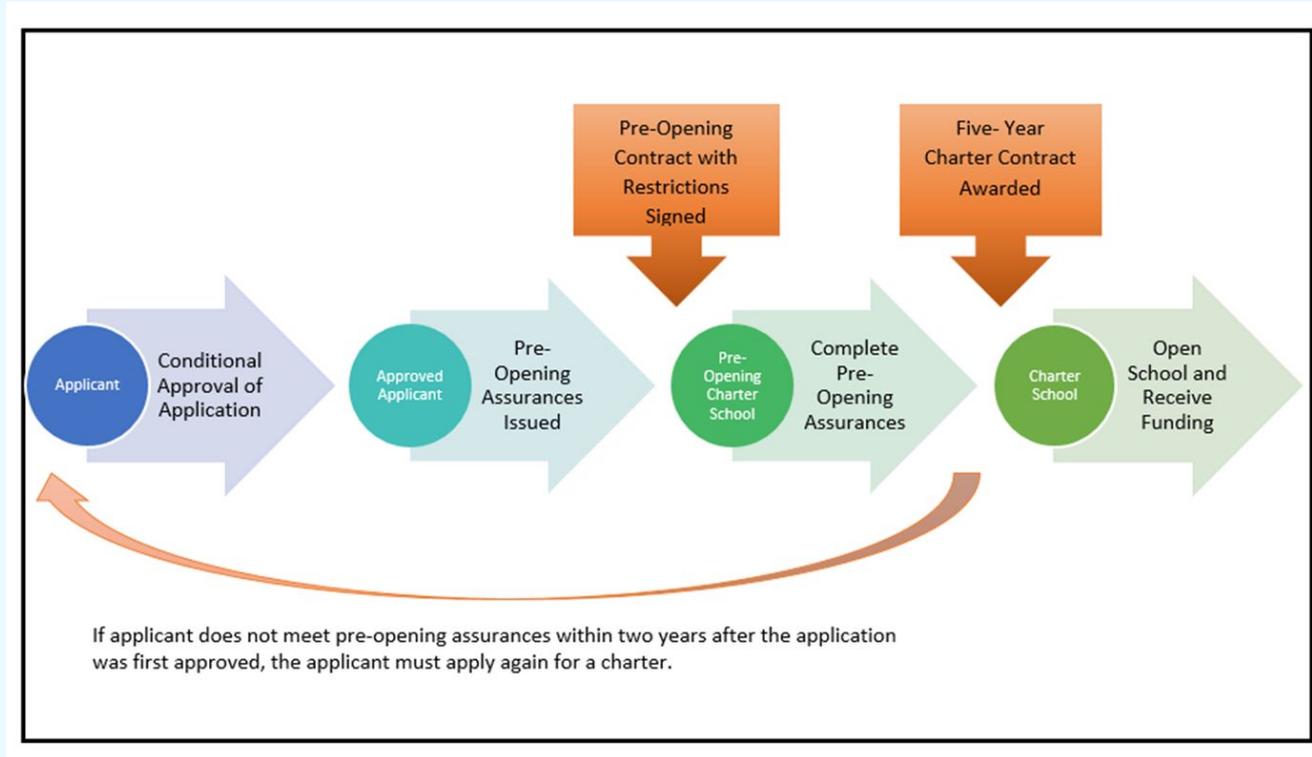


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Commission Review & Decision

- Application Questions
- Evaluation Interview Questions
- Evaluation Team Recommendation Report
- Public Hearing Testimony
- DOE Comments

CHARTER SCHOOL START-UP PROCESS



TIMELINE - PHASE I

May 15, 2023	Deadline for Applicants to submit their complete Application via the ShareFile application OR applicants may mail one hard copy of their Application to the Commission via U.S. Mail, postmarked by the deadline. No walk-in applications will be accepted. Applicants must have a postal receipt showing mailing by May 15, 2023, 12:00 Noon, Hawai'i Standard Time, in case the application is lost. Late applications will not be accepted, and will not be evaluated. Late applicants will be notified that their application was late and was deemed <u>not submitted</u> and will not be considered. No exceptions will be made.
May 19, 2023	Applicants to receive written notifications via email of a completed or incomplete Application as determined by Staff
May 26, 2023	Deadline for Applicants notified of an incomplete Application to submit documents to complete their application Only documents deemed incomplete or missing will be allowed for re-submission. No other documents will be accepted. Missing documentation to be submitted via email to applications@spcsc.hawaii.gov by 9:00 AM, Hawai'i Standard Time. Documents sent via email after 9:00 AM, Hawai'i Standard Time will not be considered and the application will be denied with no further review or evaluation. The Applicant will be issued a letter with a stated reason for denial.
May 26, 2023 – June 29, 2023	Application evaluation window

Phase I: Application	
June 5, 2023 – June 9, 2023	Interview with Evaluation Team As required by HRS §302D-13(c)(5)(A), the evaluation team will conduct an in-person interview with representatives from the applicant governing board.
May 30, 2023	Commission Public Hearing HRS §302D-13(c)(5)(B), requires the opportunity in a public forum for the public to provide input on each charter application. <i>These dates are contingent upon quorum and number of applicants.</i>
June 16, 2023	Applicants receive Recommendation Reports
June 22, 2023	Applications Committee Meeting on application decisions The Applications Committee will deliberate and make recommendations to the Commission on the approval or denial of charter applications. HRS §302D-13(c)(6) requires the approval or denial of a charter application to be made in a meeting open to the public.
June 29, 2023	Commission General Business Meeting on final application decisions The Commission makes its final decision on the conditional approval or denial of charter applications. HRS §302D-13(c)(7) requires the authorizer to set a final date to approve or deny a charter application. HRS §302D-13(c)(6) requires the approval or denial of a charter application to be made in a meeting open to the public.
June 30, 2023	Applicants are notified of the Commission's decision Applications that are approved by the Commission will receive conditional approval and will move on to Phase II where the satisfactory completion of pre-opening assurances will be required. Applications that are not approved in Phase I must reapply with a new application in another application cycle.

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TIMELINE - PHASE II

Phase II: Start-Up	
August 2023 - June 2025	<p>New charter school start-up period for approved applications</p> <p>The start-up period encompasses the approximate two-year period between an application being conditionally approved in July 2023. Applications approved under will not be allowed to open a school prior to July/August 2024 (for applicants wanting to open in one-year). During the start-up period, the applicant will be responsible for completing various pre-opening assurance tasks such as securing a school facility, recruiting personnel, finalizing the academic plan and finalizing needed policies and procedures.</p>

Phase II: Start-Up	
	<p>Opening Year Options:</p> <p>If approved in July 2023 (for two-year period opening) Year 1: July 1, 2023 – June 30, 2024 Year 2: July 1, 2024 – June 30, 2025 School opens July/August 2025</p> <p>If approved in July 2023 (for one-year period opening) Year 1: July 1, 2023 – June 30, 2024 School opens July/August 2024*</p> <p><i>*Notification to State agencies must be submitted by August 2023</i></p>
No later than June 2025	<p>Completion of all Pre-Opening Assurance Tasks</p> <p>Applicants that have satisfactorily completed the pre-opening assurance task will be granted final approval of the application to open the new charter school. Applicants that have not completed all pre-opening assurance tasks by June 2025 will not be allowed to open. If an approved charter applicant is unable to satisfactorily complete the pre-opening assurances by June 2025, the applicant will not receive final approval to open and must reapply in a subsequent Applications Cycle as a new applicant.</p>
July/August 2024 or July/August 2025	Opening of new charter school