
REAUTHORIZATION TIMELINE

FIVE YEAR CHARTER CONTRACT

This is an illustration of CMU's typical five year contract activity that helps to inform the reauthorization process. School plans based on quantitative and qualitative data are built for each school and adjusted accordingly through the term of the contract to account for specific situations and direct allocation of resources.

YEAR ROUND SUPPORT

AVAILABLE RESOURCES

- Board Development Series
- Board President Roundtable
- Administrator Development Series
- Business Manager Roundtable
- Assessment professional learning opportunities and webinars
- Assessment compliance reporting requirements videos and resources
- Board Gear resources
- Board policy development and updates

TARGETED OPPORTUNITIES

- Academic – establish data cultures for the utilization of data for improved instruction
- New School Support
 - Meet three times per year (September, January, May) to prepare for the examination and utilization of assessment data
 - Two Site Visits, provide follow-up session on observations
- Training for board members, administrators and business managers

SITE VISITS

- 6-12 per year

YEAR 1

ACADEMIC

- Promote schools' analysis and use of contractually required achievement and growth data
- Utilization of assessment data for improvement
- Educational Program Review (site visit, interviews, document review, report)
- Assessment monitoring
- Special education monitoring

GOVERNANCE

- New board member orientation
- Board meeting attendance
- Board policy development

FISCAL

- New business manager training
- Fiscal document reviews (budgets, quarterlies)

OPERATIONAL

- Staff review (Fall)
- Site/Facility review (Fall)
- Master Calendar of Reporting Requirements submission reviews

PERFORMANCE REPORTS

- Academic Performance Report (June)

YEAR 2

ACADEMIC

- Educational Program Review (site visit, interviews, document review, report)
- Assessment monitoring
- Special education monitoring

GOVERNANCE

- Conflict of Interest Disclosure Review
- Board nomination/recommendation/appointments
- New board member orientation
- Board meeting attendance
- Board policy updates, if necessary

FISCAL

- Fiscal document reviews (budgets, quarterlies)

OPERATIONAL

- Master Calendar of Reporting Requirements submission reviews

PERFORMANCE REPORTS

- Operational Performance Report (August)
- Fiscal Performance Report (February)
- Academic Performance Report (June)

YEAR 3 AND YEAR 4

Oversight activities for each year

ACADEMIC

- Educational Program Review follow-up (if necessary)
- Education Program and Curriculum Review development sessions
- Assessment monitoring
- Special education monitoring

GOVERNANCE

- Conflict of Interest Disclosure Review
- Board nomination/recommendation/appointments
- New board member orientation
- Board meeting attendance
- Board policy updates, if necessary

FISCAL

- Fiscal document reviews (budgets, quarterlies)

OPERATIONAL

- Master Calendar of Reporting Requirements submission reviews

PERFORMANCE REPORTS

- Operational Performance Report (August)
- Fiscal Performance Report (February)
- Academic Performance Report (June)

YEAR 5

ACADEMIC

- Educational Program Review follow-up (if necessary)
- Education Program and Curriculum Review development sessions
- Assessment monitoring
- Special education monitoring

GOVERNANCE

- Conflict of Interest Disclosure Review
- Board nomination/recommendation/appointments
- New board member orientation
- Board meeting attendance
- Board policy updates, if necessary

FISCAL

- Fiscal document reviews (budgets, quarterlies)

OPERATIONAL

- Staff review (Fall)
- Site/Facility review (Fall)
- Master Calendar of Reporting Requirements submission reviews

PERFORMANCE REPORTS

- Operational Performance Report (August)
- Fiscal Performance Report (February)
- Academic Performance Report (June)

REAUTHORIZATION ACTIVITIES

- Internal reauthorization discussion/review (October)
- Communicate with schools (October/November)
- Reauthorization contract submissions and review (December-February)
- Internal reauthorization review and recommendations sent to Board of Trustees (March)
- Board of Trustees action (April)
- Final reauthorization contract document review (April-June)
 - Terms and conditions
 - Amended bylaws
 - Fiscal Agent agreement
 - Oversight agreement
 - Position descriptions
 - Educational Service Provider agreement
 - Lease agreement
 - Education Goal
 - Educational Program
 - Curriculum
 - Methods of pupil assessment
 - Application and enrollment
- Contract signing (June)

———— THE GOVERNOR JOHN ENGLER ————
CENTER FOR CHARTER SCHOOLS
———— CENTRAL MICHIGAN UNIVERSITY ————

THE GOVERNOR JOHN ENGLER CENTER FOR CHARTER SCHOOLS
CENTRAL MICHIGAN UNIVERSITY | MOUNT PLEASANT, MI 48859
(989) 774-2100 | www.TheCenterForCharters.org