

SCSC New School Approval Webinar

September 20, 2017



Agenda

- SCSC Staff Introductions
- Overview of Onboarding Supports
- SCSC Pre-Opening Checklist

SCSC Staff

- Bonnie Holliday, Executive Director
- Gregg Stevens, Deputy Director and General Counsel
- Lauren Holcomb, Chief Communications Officer
- Morgan Felts, Associate General Counsel and Petitions Manager
- Rennie Laryea, Organizational Development Manager
- Terence Washington, Financial Accountability Manager
- Katie Manthey, Academic Accountability Manager
- Sarah Beck, Operational Accountability Manager
- Kristen Easterbrook, Business Manager

Time is of the Essence

- There is a distinct need to act quickly and decisively while always being deliberate.
- The SCSC will provide some support but will also hold you accountable for results.
- The school's governing board holds the charter contract and remains responsible for the school's operation and outcomes.

Onboarding Support for New Schools

- Research shows an important link between the ability of school leaders to “organize a school to be excellent on Day One” and the long-term academic success of a charter school (Peltason & Raymond, 2013). Therefore, the SCSC has prioritized the “onboarding” of newly approved state charter schools.
- The **SCSC has created a suite of support and resources** for school-level leadership teams working in and with new start-up charter schools in an effort to build capacity and preparedness among founding board members and principals.

Onboarding Support for New Schools

- *SCSC Pre-Opening Checklist*
- *Trainings*
 - *Approval Webinar*
 - *Orientation Meeting (required): DATE in Atlanta*
 - *2017-18 Trainings*
- *Planning and Implementation Support – Must notify SCSC by September 29, 2017*
- *Guidance Documents*
- *Research*
 - *Starting Strong: Best Practices in Starting a Charter School*
- *SCSC Monthly Newsletter – subscribe here!*

Planning and Implementation Support

- To help new governing boards quickly develop the capacity required to meet Priority Milestones and promote long-term sustainability and success, the SCSC will provide each newly approved state charter school access to an implementation support specialist for the duration of the planning year at no cost to the school.
- Specifically, the implementation support specialist will:
 - Support the board in developing an action plan for the planning year focused on: 1) transitioning from a founding board to a governing board, 2) realizing the charter petition, and 3) achieving Pre-Opening Milestones.
 - attend governing board meetings,
 - provide the school governance and operational advice on an as needed basis,
 - provide counsel that will assist the school in recognizing and remediating potential governance and operational issues, and
 - periodically provide SCSC staff updates on the school's progress so that the SCSC can take additional steps and provide further support to assist the school if necessary.
- The consultant will offer advice, but it is ultimately the school's responsibility to meet the obligations of its charter contract.

SCSC Pre-Opening Checklist

- The [SCSC Pre-Opening Checklist](#) outlines milestones that must be satisfied during the planning year prior to opening a state charter school.
- **Priority Milestones** are tasks that must be completed by a designated date. Evidence of the completed task must be submitted to the SCSC.
- **Ongoing Obligations** are actions the school should take to ensure a successful school opening but do not require evidence of their completion to be submitted.
- Milestones are organized categorically by:
 - Key Decisions
 - Governance
 - Facilities
 - Students & Parents
 - Finances
 - Operations
 - School Personnel
 - Academic Program
 - Training

How to Submit Pre-Opening Checklist Documents

- Upload documents to the SCSC Portal: www.scsc-portal.fluidreview.com
- Only ONE login per school – governing board chair should have received an email with the school's login information

How to Submit Pre-Opening Checklist Documents

Action Items

Please note, you will only be able to apply for action items for which your school is eligible. For example, schools in Year 3 of their charter will not be able to select or apply to the Pre-Opening Checklist action item. More information on eligibility can be found below. Questions regarding action item eligibility can be directed to Morgan Felts (morgan.felts@scsc.georgia.gov).

- Application for Charter Renewal - open only to schools currently in the final year of their charter term
- Governance Training Certification - open for all schools to meet the governance training requirement
- Grants - open based on availability
- On-Site Monitoring Documentation - open to all operational schools during the monitoring cycle
- Performance Reviews - open to all operational schools once CPF results are published
- Pre-Opening Checklist - open only to approved schools that are not yet operational

Your Action Items

STATUS:

Any

Go

SEARCH:

Search...

Go

APPLICATION

ACTION ITEMS

DEADLINE

STATUS

[Test Pre-opening Test's application to Pre-Opening Checklist](#)

Pre-Opening Checklist

08/01/2018 11:59 PM EDT

IN PROGRESS


Edit

[View Action Items >](#)




- Items are generally listed by the date they are due.
- You must submit the required supporting documentation for Priority Milestones. You do not have to submit supporting documentation for Ongoing Obligations.
- To upload a document for a Priority Milestone, click the “Start” button.

Test Pre-opening Test's application to Pre-Opening Checklist (A-0034)

Pre-Opening Checklist

 Action Items deadline: 08/01/2018 11:59 PM EDT

Application Round

TASK	DEADLINE	STATUS	ACTIONS
Facilities - Finalize facility location		INCOMPLETE	
<p>*Complete as soon as practicable - must be completed to obtain a school code*</p> <p>Note: After finalizing facility, school must complete the following: 1) obtain site approval and architectural review; 2) obtain a Certificate of Occupancy; 3) obtain evidence of all necessary inspections; 4) obtain evidence of insurance as stipulated in charter contract; and 4) receive facility approval from GaDOE.</p> <ul style="list-style-type: none">• Upload copy of GaDOE facility approval			
Governance – Ratify By-laws	11/01/2017 11:59:00 PM EDT	INCOMPLETE	
<ul style="list-style-type: none">• Upload a copy of the ratified by-laws.• Upload a copy of the minutes of the meeting at which the by-laws were approved.			
Governance – Formally approve board policies	11/01/2017 11:59:00 PM EDT	INCOMPLETE	
<ul style="list-style-type: none">• Upload a copy of approved board policies. Board policies must include (at minimum):<ol style="list-style-type: none">1. Conflicts of Interest Policies2. Grievance Policies			

How to Submit Pre-Opening Checklist Documents

Facilities - Finalize facility location

Back

Complete as soon as practicable - must be completed to obtain a school code

Note: After finalizing facility, school must complete the following: 1) obtain site approval and architectural review; 2) obtain a Certificate of Occupancy; 3) obtain evidence of all necessary inspections; 4) obtain evidence of insurance as stipulated in charter contract; and 4) receive facility approval from GaDOE.

- Upload copy of GaDOE facility approval

Drop file here to upload

OR

[Browse for a file](#)

Back to Submission

File Types Supported:

- Bitmap Image File (.bmp)
- Graphical Interchange Format File (.gif)
- JPEG Image (.jpg)
- LaTeX Source Document (.tex)
- Microsoft Excel Spreadsheet (.xls)
- Microsoft Excel Open XML Spreadsheet (.xlsx)
- Microsoft Word Document (.doc)
- Microsoft Word Open XML Document (.docx)
- OpenDocument Text Document (.odt)
- Plain Text File (.txt)
- Portable Document

File Types Supported for Uploads

- Bitmap Image File (.bmp)
 - Graphical Interchange Format File (.gif)
 - JPEG Image (.jpg)
 - LaTeX Source Document (.tex)
 - Microsoft Excel Spreadsheet (.xls)
 - Microsoft Excel Open XML Spreadsheet (.xlsx)
 - Microsoft Word Document (.doc)
 - Microsoft Word Open XML Document (.docx)
 - OpenDocument Text Document (.odt)
 - Plain Text File (.txt)
 - Portable Document Format File (.pdf)
 - Portable Network Graphic (.png)
 - PowerPoint Open XML Presentation (.pptx)
 - PowerPoint Presentation (.ppt)
 - Rich Text Format File (.rtf)
- Please note that xlsx, docx and pptx formats are not entirely supported. Please save your file types as xls, doc and ppt respectively before uploading.**

How to Submit Pre-Opening Checklist Documents

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Facilities - Finalize facility location		COMPLETE	Edit
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UPLOADED FILE(S)	UPLOAD DATE		
Sessions-at-a-Glance-Final.pdf	09/07/2017 09:55 AM		Remove
Governance – Ratify By-laws	11/01/2017 11:59:00 PM EDT	INCOMPLETE	Start

How to Provide an Assurance

School Personnel - Ensure the school leader receives access to the MyGaDOE data portal and can provide necessary data provisioning rights to school personnel in a manner consistent with the school's student data policy

07/01/2018
11:59:00 PM
UTC

INCOMPLETE

▶ Continue



Note: Failure to gain access to the MyGaDOE portal in a timely manner will affect the availability of funding for the school, inhibit the ability of the school to adhere to important data reporting deadlines that will affect the school's performance on the SCSC's Comprehensive Performance Framework, and prevent the school from receiving critical communications from GaDOE. As noted in the Facilities section, a school must have finalized its facility approval and received a school code to access the MyGaDOE Portal. Once given the school receives access to the MyGaDOE Portal, it must identify individuals that will serve key roles and ensure each has appropriate access and data provisioning rights in the MyGaDOE Portal. The school should designate in the MyGaDOE Portal and communicate to applicable GaDOE divisions the school personnel following roles:

- Testing Coordinator
- Chief Financial Officer
- Accountability contact
- Title I Director
- Special Education Director
- Charter School Administrator (highest level school administrator)

How to Provide an Assurance

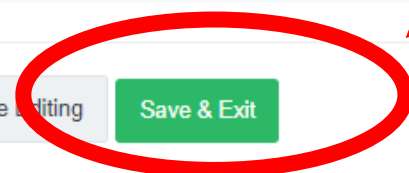
School Personnel - Ensure the school leader receives access to the MyGaDOE [Back](#) data portal and can provide necessary data provisioning rights to school personnel in a manner consistent with the school's student data policy

Has your school leader received access to the MyGaDOE Portal and can provide necessary data provisioning rights to school personnel in a manner consistent with the school's student data policy?

- Yes
- No

Save & Continue Editing

Save & Exit



How to Provide an Assurance

School Personnel - Ensure the school leader receives access to the MyGaDOE data portal and can provide necessary data provisioning rights to school personnel in a manner consistent with the school's student data policy

07/01/2018
11:59:00 PM
UTC

COMPLETE

View

Edit

Delete

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SCSC Portal Demo

- www.scsc-portal.fluidreview.com

Conclusion

Information for newly approved schools is available on the SCSC website:

<http://scsc.georgia.gov/resources-newly-approved-state-charter-schools>

Conclusion

Questions???