16 NCAC 06G .0507 is proposed for adoption as follows:

16 NCAC 06G .0507 CHARTER SCHOOLS RENEWAL PROCESS

(a) In order for the State Board of Education to assess whether a charter school seeking a renewal of its charter is meeting expected academic, financial, and governance standards, a charter school seeking renewal shall submit to the Office of Charter Schools a Self-Study.

(b) The charter holder shall provide the following information in the Self-Study on the form made available by the Office of Charter Schools:

1. School name;
2. School mailing address;
3. Primary contact person, including name, title, phone number, fax number, email address, and dated signature;
4. Contact information for the board of directors’ chairperson, including name, term of office, mailing address, phone number, fax number, email address, and dated signature;
5. A letter signed by the Board Chairperson stating the charter holder’s intent to seek charter renewal;
6. School mission statement as stated in the charter application;
7. If applicable, revised school mission statement approved by the State Board of Education;
8. A narrative statement not to exceed two pages explaining how the school is fulfilling the State Board approved mission statement;
9. Five goals the charter holder has for the school during the next five years, including at least one academic goal, one financial goal, and one operational goal;
10. The name of or a description of the curriculum design presently used by the school;
11. A summary of instructional methodology or instructional techniques utilized at the school;
12. The names of evaluation instruments, other than state-mandated tests, used to assess student performance, including descriptions of those assessments;
13. A narrative statement explaining how the school uses student data to improve student learning and to raise the academic performance of all students;

(c) All pages of the Self-Study shall be numbered consecutively.

(d) The Self-Study shall include a table of contents and all pages shall be numbered consecutively.

(e) No font smaller than 12 point shall be used and all reports shall be typed, or computer prepared.

(f) The charter school seeking to renew its charter may utilize assistance from outside the school to complete the Self-Study.

History Note: Authority G.S. 115C-12; 115C-218(a)(6), 115C-218.6;
Interim Rule status conferred Eff. June 27, 2018, pursuant to S.L. 2018-114, sec. 27.(b);