

# Charter School Review Commission

## Application Process

### What Is The Commission?

The Florida Charter School Review Commission (Commission) was created by the Florida legislature and has the same powers and duties as sponsors pursuant to s. 1002.33 in regard to reviewing and approving charter applications. The Department of Education has contracted with the Florida Charter Institute, housed at Miami-Dade College, to provide administrative support to the Commission in completing these responsibilities.

The Commission consists of seven members who have charter school experience. The members are:

- **Dan Fogaholi**, District 5 Representative, Broward County School Board
- **John-Anthony (Jay) Boggess**, Superintendent of Palm Beach Christian Academy, former Chief of Staff, Palm Beach County School District
- **Sara Clements**, State Government Relations, McGuire Wood Consulting, former Florida Legislative Affairs Director, Foundation for Excellence in Education
- **Suzanne Legg**, Co-Founder and Chief Executive Officer, Dayspring Academy, Pasco County
- **Jim Murdaugh**, President, Tallahassee Community College
- **Rudolfo (Rudy) Rodriguez**, former Executive Director, Florida Schools of Excellence Commission, current audit and budget advisor to Miami-Dade County Public Schools
- **Frank Mingo**, former Vice Mayor, Miami Lakes

### What is the Florida Charter Institute

The FCI serves as Florida's premier hub for charter excellence and insight by providing research-based best practices, resources, and support. Drawing from research-based methodologies and collaborating with state and national charter organizations, the FCI is focused on setting educational best practice standards and offering vital resources to state practitioners. Comprised of a team of experts in the charter school sector, the FCI supports charter schools, authorizers, and aspiring authorizers, ensuring a top-tier education that prepares students for a global economy. By adhering to the Florida Department of Education's (FLDOE) core principles, the FCI seeks to improve educational outcomes and promote student success.

## Application Process

This application process is being provided by the Florida Charter Institute (FCI) for charter applications to be submitted to the Charter School Review Commission. This process is aligned to Florida Statute 1002.3301 and SBE Rule 6A-6.0792. The Commission will meet quarterly, and applications to be considered by the Commission must be submitted at least 90 days prior to the scheduled meeting, therefore the FCI intends to run quarterly application cycles.

The FCI team will thoroughly evaluate proposed programs based on the DOE Model documents and evaluation instrument and Florida's Principles and Standards for Quality Charter School Authorizing, considering the academic, operational, and business plans. Each application will go through a rigorous, fair, and transparent process.

All applicants should be familiar with and follow the Commission's process for receiving applications as outlined in SBE Rule 6A-6.0792 and included below:

- Submit the Standard Letter of Intent for Commission Review (<https://www.flrules.org/gateway/reference.asp?No=Ref-16021>)
- Submit a completed Model Florida Charter School Application (<https://www.fldoe.org/schools/school-choice/charter-schools/charter-school-reference/>) within the provided timeline
- Provide a copy of the application to the school district in which the school will open within three (3) days of submittal to the Commission
- The district will have thirty (30) calendar days to provide input to the Institute
- The Institute may request additional or supplemental information
- The Institute must consider input from the district
- No later than thirty (30) days prior to the scheduled Commission meeting, the Institute will submit its recommendation along with a summary to the Department of Education
- At a scheduled meeting, the Commission will, by majority, vote to approve or deny the charter application
- The Commission Chair will notify the applicant and sponsor in writing of the decision by the Commission
- The district will have thirty (30) days after the Commission's decision approving an application to provide an initial proposed charter contract to the applicant.

The Letter of Intent and the completed Model Florida Charter School Application will be submitted online at <https://flcsrc.org/>

The specific timeline used for the initial application process can be found below.

### **Timeline for Application Submittal for approval in May 2024**

<b>ACTION</b>	<b>DATE</b>
Intent to apply from the applicant	February 12, 2024
Final application due	February 22, 2024
Review team meetings with all members	Around March 29, 2024
Interview with applicant group	Around April 4, 2024
Recommendation from FCI to the Department of Education	April 22, 2024
Approval/Denial by the Charter School Review Commission	May 22, 2024
Official Notification to Applicant	May 29, 2024

**REMINDER:** Applications will be accepted using the Model Florida Charter School Applications (<https://www.fldoe.org/schools/school-choice/charter-schools/charter-school-reference/>), and all applications will be reviewed using the Standard Model Florida Charter School Evaluation Instruments found at the same link.