



THE WASHINGTON STATE BOARD OF EDUCATION

A high-quality education system that prepares all students for college, career, and life.

October 1, 2018

Dear Charter School Authorizer:

RCW 28A.710.100 provides that each charter authorizer must submit an annual report to the State Board of Education, according to a timeline, content and format specified by the Board, and states the information that must be included in the report.

WAC 180-19-210 provides that each authorizer must, no later than November 1 of each year, submit an annual report meeting the requirements of RCW 28A.710.100, and requires SBE to provide a standard form for the report.

Attached is the standard form for submission of the authorizer annual report for 2018, which is for the 2017-18 school year, with instructions for completing and submitting the form.

For any questions concerning the annual authorizer report, please contact:

Kaaren Heikes
Director of Policy and Partnerships
State Board of Education
360-725-6029
Kaaren.Heikes@k12.wa.us

2018 Charter Authorizer Annual Report

Please complete the following report and submit via electronic mail to sbe@k12.wa.us. If the information requested for any part of the report is not available, please enter NA in the space provided. Please identify by item number below any attachments provided for purposes of this report.

Authorizer Name:

[Click here to enter text.](#)

Authorizer Address:

[Click here to enter text.](#)

Contact for Additional Information:

Name:

Telephone Number:

Email Address:

Mailing Address:

1. If a school district, date of approval as an authorizer by the SBE.

[Click here to enter a date.](#)

2. Names and job titles of personnel having principal authorizing responsibilities, with contact information for each.

Name:

Telephone Number:

Email Address:

Mailing Address:

3. Names and job titles of any employees or contractors to whom the district has delegated responsibility for the duties of an authorizer as set forth in RCW 28A.710.100, with contact information for each.

Name:

Telephone Number:

Email Address:

Mailing Address:

4. Please provide as an attachment an executive summary of authorizing activity over the 2017-2018 school/fiscal year, including but not limited to the status (RCW 28A.710.100(c)), as well as the academic and financial performance of all charter schools operating under your jurisdiction.

Please title the attachment: Name of Authorizer.Q4

For example: State Board of Education.Q4

5. Please provide as an attachment your strategic vision for chartering, and an assessment of the progress made in achieving that vision since becoming an authorizer.

Please title the attachment: Name of Authorizer.Q5

6. Please provide as an attachment information on the status of your charter school portfolio, identifying each charter school authorized in each of the following categories:

Please title the attachment: Name of Authorizer.Q6

- a) Approved but not yet operating, including, for each for each charter school:

- i. The targeted student population and the community the school proposes to serve.
- ii. The proposed location of the school or geographic area in which it will be located.
- iii. The projected enrollment at capacity.
- iv. The grades to be operated in each year of the charter contract.
- v. Names and contact information for each member of the governing board.
- vi. Date approved for opening.

- b) Operating, including, for each charter school:

- i. Location (street address if available).
- ii. Grades operated.
- iii. Enrollment, total and by grade.
- iv. Enrollment, by grade, for each student subgroup as defined in RCW 28A.300.042, in totals and as percentages of enrollment.
- v. If charter has been renewed during the last year, please indicate, with date of renewal.
- vi. If charter has been transferred to another authorizer within the last year, please indicate, with date of transfer.
- vii. If charter was revoked during the last year, please indicate, with date and reasons for revocation.
- viii. If the school delayed its opening by more than one year by a grant of extension by the authorizer, please indicate, with date of approval of request for extension.
- ix. If the school voluntarily closed, please indicate, with date of closing.
- x. If the school never opened, with no planned date for opening, please indicate.

7. As **Exhibit A**, please provide information on the academic performance of each charter school operated during the 2017-2018 school/fiscal year. The information must include:

- a) Student achievement, as applicable by grade, on each of the required indicators enumerated in **RCW 28A.710.170**, as applicable by grade:

- i. Academic proficiency, for continuously enrolled students, as reported in the Washington Achievement Index.
- ii. Academic growth, for continuously enrolled students, as reported in the Washington Achievement Index.

- iii. Achievement gaps, for continuously enrolled students, as reported in the Washington Achievement Index.
 - iv. Attendance
 - v. Recurrent enrollment from the prior school year to the year before.
 - vi. Graduation rates, as reported in the Washington Achievement Index.
 - vii. Postsecondary readiness, at such time as it is reported in the Washington Achievement Index.
- b) Student achievement, as applicable by grade, on each additional indicator, if any, the authorizer has included in its academic performance framework.
- For each indicator of academic performance, data must be reported as:
 - 1) Absolute values, and
 - 2) The computed differences between actual performance and the annual performance targets set by the charter school in conjunction with the authorizer under RCW 28A.710.170(3).
 - For each indicator of academic performance, data must be disaggregated by major student subgroup as enumerated in RCW 28A.710.170(5).

[Click here to enter text.](#)

8. As **Exhibit B**, please provide information on the financial performance of each charter school operated during the 2017-2018 school/fiscal. The information must include performance on each of the indicators and measures of financial performance and sustainability included in the authorizer's performance framework under RCW 28A.710.170(2)(g).

- For each indicator of financial performance, data must be reported as:
 - (1) Absolute values, and
 - (2) The computed differences between actual performance and the annual performance targets set by the charter school in conjunction with the authorizer under RCW 28A.710.170(3).

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9. As **Exhibit C**, please create a table that provides information on the organizational performance of the governing board of each charter school operated in 2017-2018. Performance reported must be based on the indicators and measures of organizational performance in the authorizer's performance framework, including but not limited to compliance with all applicable laws, rules and terms of the charter contract.

- Where applicable, please compute and report the differences between actual performance on the indicators and the annual targets set by the charter school in conjunction with the authorizer under RCW 28A.710.170(3).

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10. Please provide as an attachment a presentation of operating costs incurred and expenditures made during the 2017-2018 school/fiscal year that are specifically attributable to fulfilling the responsibilities of a charter authorizer under RCW 28A.710.100, as reported in annual financial statements that conform with Generally Accepted Accounting Principles and under any applicable reporting and accounting requirements of the Office of the Superintendent of Public Instruction.

Please label the attachment: Name of Authorizer.Q10

11. Please provide as an attachment a list of any contracted, fee-based services purchased during the 2017-2018 school/fiscal year by the charter schools in the authorizer's portfolio. Please include for each:

- a) An itemized accounting of the revenue received from the schools from the services provided;
- b) An estimate of the actual costs to the provider of providing these services.

Please label the attachment: Name of Authorizer.Q11

[Click here to enter text.](#)

12. Please provide any additional information you believe would assist the SBE in its *“assessment of the successes, challenges, and areas for improvement in meeting the purposes of this chapter (RCW 28A.710), including the board’s assessment of the sufficiency of funding for charter schools, the efficacy of the formula for authorizer funding, and any suggested changes in state law or policy necessary to strengthen the state’s charter schools.”* (RCW28A.710.250(2))

Please label the attachment: Additional Information. Q12.

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