

Windsor School Pinellas Florida Charter School Application Evaluation Instrument

Each section presents criteria for a response that meets the standard and these criteria should guide the overall rating for the section. The Strengths and Weaknesses boxes provide space to identify data and other evidence that supports the rating. The rationale for each rating is important, especially if some of the data or evidence does not fit neatly into the criteria provided.

The following definitions should guide the ratings:

Meets the Standard: The response reflects a thorough understanding of key issues and demonstrates capacity to open and operate a quality charter school. It addresses the topic with specific and accurate information that shows thorough preparation and presents a clear, realistic picture of how the school expects to operate.

Partially Meets the Standard: The response addresses most of the criteria, but the responses lack meaningful detail and require important additional information.

Does Not Meet the Standard: The response lacks meaningful detail; demonstrates lack of preparation; or otherwise raises substantial concerns about the applicant’s understanding of the issue in concept and/or ability to meet the requirement in practice. Would you recommend approval of this application for a public charter school? Explain your recommendation in the Summary Comments section, below.

OVERALL ASSESSEMENT – COMPLETE THIS SECTION LAST

Would you recommend approval of this application for a public charter school?

DENY	APPROVE
	x

Explain your recommendation in the Summary Comments section, below.

Summary Comments:

Windsor School, a K-5 charter school will focus on using Project Based Learning as a catalyst for creating an engaging learning experience, embedding instruction into real world experiences, and integrating current technologies into the classrooms.

This charter application demonstrates the capacity to operate a charter school and provides a compelling mission statement and sets meaningful, manageable and measurable priorities that focus on improving student achievement. It

provided a clear and coherent framework for teaching and learning that is based on research-based educational practices and the Next Generation Sunshine State Standards.

The school's organizational plan described in details the governing board's role and responsibilities as well as, provided a comprehensive plan for attracting and retaining staff, community support and students.

The business plan provided details on the actions that will be taken to ensure the school is in compliance with applicable laws, regulations, and policies concerning facilities, transportation, food services budget and financial management.

Most sections of the application were rated as "Meets the Standards" After a phone interview, PCS staff members are comfortable that the applicant will appropriately address each "Partially Meets" clarification item before a charter is granted.

Statement of Assurances

Charter applicants are required to include a statement of assurances with its application. The Assurance Statement is attached if it has been provided.

Assurance Statement

Assurance Statement was NOT provided	Assurance Statement was provided
	X

I. Educational Plan

The education plan should define what students will achieve; how they will achieve it; and how the school will evaluate performance. It should provide a clear picture of what a student who attends the school will experience in terms of educational climate, structure, assessment and outcomes.

1. Mission, Guiding Principles and Purpose

The Mission, Guiding Principles and Purpose section should indicate what the school intends to do, for whom and to what degree.

Statutory References:

s. 1002.33(2)(a); s. 1002.33(2)(b); s. 1002.33(2)(c); s. 1002.33(6)(a)(1); s. 1002.33(7)(a)(1)

Evaluation Criteria:

A response that meets the standard will present:

- A compelling mission statement that defines the purpose and values of the school.
- A set of priorities that are meaningful, manageable and measurable, and focus on improving student outcomes.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
Mission: Windsor School is dedicated to improving the lives of its students by providing authentic learning experiences in a collaborative, nurturing environment that will build a foundation for students' success in school, at work, and in life.	Page 5
The school will promote high standards of student achievement through rigorous instruction aligned with state standards that is supported by research-based curriculum. Students will individually be held accountable to learning standards each year to ensure	Pages 6-7

they are meeting the Next Generation Sunshine State Standards (NGSSS).	
The applicant will utilize Project Based Learning as a catalyst for creating engaging learning experience and embedding instruction into real world, project-based experiences, and useful technology and integrate current technologies into the classrooms.	Page 11
Concerns and Additional Questions	Reference

2. Target Population and Student Body

The Target Population and Student Body section should describe the anticipated target population of the school and explain how the school will be organized by grade structure, class size and total student enrollment over the term of the school's charter.

Statutory Reference(s):

s. 1002.33(10)(e); s. 1002.33(6)(b)(2); s. 1002.33(7)(a)(1); s. 1003.03

Evaluation Criteria:

A response that meets the standard will present:

- An understanding of the students the charter school intends to serve.
- A manageable plan tied to enrollment projects that will allow the school to meet its constitutional class size obligations.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
x		

Strengths	Reference																																																						
The proposed school will enroll students in Kindergarten through 5th grade who qualify to attend a traditional public school in Pinellas County starting the 2012-2013 school year. The school plans to open with a capacity of 580 students and maintain this maximum enrollment throughout its charter.	Page 16																																																						
The number of students in each class will align with Florida's class size requirements.	Page 17																																																						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #4F81BD; color: white;"> <th colspan="6" style="text-align: center;">Windsor School Enrollment Projections</th> </tr> <tr> <th style="text-align: center;">Grades</th> <th style="text-align: center;">2012-13</th> <th style="text-align: center;">2013-14</th> <th style="text-align: center;">2014-15</th> <th style="text-align: center;">2015-16</th> <th style="text-align: center;">2016-17</th> </tr> </thead> <tbody> <tr> <td>Kindergarten</td> <td style="text-align: center;">90</td> </tr> <tr> <td>1st Grade</td> <td style="text-align: center;">90</td> </tr> <tr> <td>2nd Grade</td> <td style="text-align: center;">90</td> </tr> <tr> <td>3rd Grade</td> <td style="text-align: center;">90</td> </tr> <tr> <td>4th Grade</td> <td></td> <td style="text-align: center;">110</td> <td style="text-align: center;">110</td> <td style="text-align: center;">110</td> <td style="text-align: center;">110</td> </tr> <tr> <td>5th Grade</td> <td></td> <td></td> <td style="text-align: center;">110</td> <td style="text-align: center;">110</td> <td style="text-align: center;">110</td> </tr> <tr> <td>Total Enrollment</td> <td style="text-align: center;">360</td> <td style="text-align: center;">470</td> <td style="text-align: center;">580</td> <td style="text-align: center;">580</td> <td style="text-align: center;">580</td> </tr> </tbody> </table>	Windsor School Enrollment Projections						Grades	2012-13	2013-14	2014-15	2015-16	2016-17	Kindergarten	90	90	90	90	90	1 st Grade	90	90	90	90	90	2 nd Grade	90	90	90	90	90	3 rd Grade	90	90	90	90	90	4 th Grade		110	110	110	110	5 th Grade			110	110	110	Total Enrollment	360	470	580	580	580	Page 17
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Concerns and Additional Questions	Reference																																																						

3. Educational Philosophy

The Educational section should describe the educational foundation of the school and the teaching and learning strategies that will be employed.

Statutory Reference(s):

f.s. 1002.33(7)(a)(2)

Evaluation Criteria:

A response that meets the standard will present an educational philosophy that:

- Is clear and coherent;
- Is based on effective, research-based educational practices, teaching methods and high standards for student learning;
- Aligns with the school’s mission and responds to the needs of the school’s target population, and
- Presents evidence that the proposed approach will lead to improved student performance for the school’s target population.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
x		

Strengths	Reference
The School will follow the same annual calendar as Pinellas County Schools regarding which days schools are in session but will determine its own hours of operation. In addition, the school does not intend to follow the early release days every week that Pinellas County Schools currently observe.	Page 17
The applicant will utilize Project Based Learning as a catalyst for creating engaging learning experience and embedding instruction into real world, project-based experiences, useful technology and integrate current technologies into the classrooms.	Pages 19-20
The school will utilize uninterrupted blocks for reading and math of at least 90 minutes (during which time these subject areas will be the primary focus, within the context of the overall projects currently being completed by the class).	Page 18
Language arts (reading, writing, speaking, and	Page 18

listening) and math will be integrated throughout science and social studies themes to provide for additional instruction and application of key skills.		
The educational program has four (4) critical elements that will provide students with a foundation for success at school, work, and in life: authentic learning, collaboration, a nurturing environment, and technology skills.		Page 19-20
The educational program is aligned with the School’s mission as indicated below.		Page 32
Key Element	Educational Program	
Authentic Learning Experiences	<ul style="list-style-type: none"> • Project-Based Learning • Active vs. Passive learning • Use of community resources for learning • Integration of the NGSSS with current events • Development of language arts skills to communicate with real audiences 	
Collaborative Environment	<ul style="list-style-type: none"> • Group and Team projects • Grade level teams of teachers • Cross grade level learning experiences for students 	
Nurturing Environment	<ul style="list-style-type: none"> • Attention to students’ social and emotional needs • School-wide behavior plan • Safe, respectful atmosphere • Strong school-home connections 	
Foundation for Success	<ul style="list-style-type: none"> • High expectations for academic achievement, acquisition of the NGSSS, and parental involvement • State of the art technology as a tool to develop 21st century skills and access the most current information: interactive white boards, classroom sets of computers, e-books, etc. • Use of technology as a tool to access and express information 	
Concerns		Reference

4. Curriculum Plan

The Curriculum Plan section should explain not only *what* the school will teach but also *how* and *why*.

Statutory Reference(s):

s. 1002.33(6)(a)(2); s. 1002.33(6)(a)(4); s. 1002.33(7)(a)(2); s.1002.33(7)(a)(4)

A response that meets the standard will present a curriculum plan that:

- Provides a clear and coherent framework for teaching and learning;
- Is research-based;
- Is consistent with the school’s mission, educational philosophy and instructional approach;
- Will enable students to attain Sunshine State Standards and receive a year’s worth of learning for each year enrolled, and
- Will be appropriate for all students at all levels.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
x		

Strengths	Reference
The objectives and goals in the Somerset Academy curriculum are built upon the Florida Sunshine State Standards and the Next Generation Sunshine State Standards (NG-SSS) as adopted. The school will utilize the curriculum maps and scope and sequence plans of PCS to assist teachers to meet all NGSSS within the specified timeframe.	Page 24
The School’s curriculum will utilize Interdisciplinary Connections, Differentiated and Standards-Based Instruction. And require students to interact with each other, and apply curriculum to real-life situations.	Pages 27
Concerns and Additional Questions	Reference

5. Student Performance, Assessment and Evaluation

The Student Performance, Assessment and Evaluation section should define what students attending the school should know and be able to do and reflect how the academic progress of individual students, cohorts over time, and the school as a whole will be measured.

Statutory Reference(s):

s. 1002.33(6)(a)(3); s.1002.33(7)(a)(3); s.1002.33(7)(a)(4); s.1002.33(7)(a)(5)

Evaluation Criteria:

A response that meets the standard will present:

- Measurable educational goals and objectives that set high standards for student performance.
- Promotion and graduation standards that are based on high expectations and provide clear criteria for promotion from one level to the next, and for graduation.
- Evidence that a range of valid and reliable assessments will be used to measure student performance.
- An assessment plan that is sufficiently frequent and detailed to determine whether students are making adequate progress.
- Evidence that data will inform decisions about adjustments to the educational program.
- Plans for sharing student performance information that will keep students and parents well informed of their academic progress.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
The assessment and evaluation section of this application was reviewed by Pinellas County School’s Research and Accountability Department and found this section to be acceptable.	Pages 46-54
Concerns and Additional Questions	Reference

6. Exceptional Students

The Exceptional Students sections should demonstrate an understanding of the requirements of the school to serve all students and provide a concrete plan for meeting the broad spectrum of educational needs and providing all students with a quality education.

Statutory Reference(s):

s. 1002.33(16)(a)(3)

Evaluation Criteria:

A response that meets the standard will present:

- Demonstrated understanding of state and federal requirements regarding the education of exceptional students.
- A commitment to serving the full range of needs of exceptional students.
- Sound plans for educating exceptional students that reflect the full range of programs and services required to provide all students with a high quality education.
- Demonstrated capacity to meet the school’s obligations under state and federal law regarding the education of exceptional students.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
	x	

Strengths	Reference
The school will serve students with disabilities whose needs can be met in a regular classroom environment (at least 80% of instruction occurring in a class with non-disabled peers) with the provision of reasonable supplementary supports and services and/or modifications and accommodations.	Page 66
The school will serve students with disabilities whose needs can be met in a regular classroom and resource room combination (between 40%-80% of instruction occurring in a class with non-disabled peers) with the provision of reasonable supplementary supports	Pages 66

and services and/or modifications and accommodations.	
The applicant's model of PS/Rtl is based on FL DOE guidance; good description of tiered instruction	Pages 10, 51, 54
The applicant will use of AIMS web for progress monitoring and assessment	Pages 10, 51, 54
Progress monitoring of each student's IEP will be case managed by a certified ESE teacher.	Page 67
The applicant will employ one teacher with gifted endorsement and contract with outside vendors if needed to meet students' needs.	Page 67
<p>Concerns and Additional Questions</p> <p>We have notified the applicant about each of these issues and will clarify these issues in the charter if the application is approved.</p>	<p>Reference</p>
It is unclear if the applicant understands the difference for providing learning modifications and learning accommodation and therefore, may be unable to fulfill the different requirements for each.	Pages 66
It is unclear what small group methods for instruction will be implemented.	Pages 70
ESE staff requirements do not include experience in working with ESE students.	Page 70
<p>The applicant does not adequately explain how the school will manage 504 issues such as</p> <ul style="list-style-type: none"> • Implementing child find • Establishing a 504 committee or Coordinator • Development of school infrastructure for 504 students • Implementing 504 plans- how will accommodations be provided • Implementing 504 annual reviews and completing reevaluations. 	Pages 68-71

<p>The applicant does not adequately explain how the school will provide on-going training for the school's ESE coordinator and the entire staff that is working with ESE students.</p>	<p>Pages 68-71</p>
<p>The applicant addresses services to students already identified for Gifted services, but does not provide information on the referral process for determining eligibility, who will be responsible for the referral process or how the 3 possible service models will be implemented.</p>	<p>Page 71</p>

7. English Language Learners

The English Language Learners section should demonstrate an understanding of the requirements of the school to serve English Language Learner students and provide a concrete plan for meeting the broad spectrum of educational needs and providing all students with a quality education.

Statutory Reference(s):

1002.33(16)(a)(3)

Evaluation Criteria:

A response that meets the standard will present:

- Demonstrated understanding of state and federal requirements regarding the education of English language learner students.
- Demonstrated a commitment to serving the full range of needs of English language learner students.
- Sound plans for educating English language learner students that reflect the full range of programs and services required to provide all students with a high quality education.
- Demonstrated capacity to meet the school’s obligations under state and federal law regarding the education of English language learner students.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
X		

Strengths	Reference
The applicant demonstrates knowledge of most state and federal requirements involving the service of ESOL students.	Pages 72-74
The applicant demonstrates commitment to providing the appropriate needs for ESOL students.	Pages 72-74
Concerns and Additional Questions	Reference

8. School Climate and Discipline

The School Climate and Discipline section should describe the learning environment of the school and provide evidence that the school will ensure a safe environment conducive to learning.

Statutory Reference(s):

s. 1002.33(7)(a)(7); s. 1002.33(7)(a)(11); s. 1002.33(9)(n)

Evaluation Criteria:

A response that meets the standard will present:

- A school calendar and schedule that meets the minimum statutory requirements.
- An approach to student discipline that creates and sustains a safe and orderly learning environment.
- Legally sound policies for student discipline, suspension, dismissal and recommendation for expulsion.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
	X	

Strengths	Reference
The Code of Conduct in the Handbook aligns with PCS’s Code of Conduct and also outlines the process for student suspensions.	Pages 75
The school will implement a Bullying Policy.	Page 74
Concerns and Additional Questions	Reference
Need clarification on the applicant’s intent with this statement, “The charter contract between the school district and Windsor School will afford the charter school the right of dismissal. Failure to meet the Windsor School established policies for continued enrollment may result in dismissal from the School.” These include, but are not limited to, the following:	Page 72

<ul style="list-style-type: none">• Wearing the school-approved uniform as designated by time, location, and manner as per Windsor School policy.• Attendance requirements as per s. 1001.41, F.S. requiring a minimum of 160 days of attendance.• Behavior as per Windsor School policy. <p>We have notified the applicant about this issue and will clarify it in the charter if the application is approved.</p> <p>See section 14 for additional information.</p>	
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II. Organizational Plan

The Organizational Plan should provide an understanding of how the school will be governed and managed. It should present a clear picture of the school's governance and management priorities, what responsibilities various groups and people will have and how those groups will relate to one another.

9. Governance

The Governance section should describe how the policy-making and oversight function of the school will be structured and operate.

Statutory Reference(s):

s. 1002.33(7)(a)(15); s. 1002.33(16)(5)(b)

Evaluation Criteria:

A response that meets the standard will present:

- Documentation of proper legal structure of the governing board.
- Adequate policies and procedures for board operation.
- Evidence that the proposed governing board will contribute to the wide range of knowledge and skill needed to oversee a charter school.
- A clear, sensible delineation of roles and responsibilities in relation to governance and school management.
- A plan for the meaningful involvement of parents and the community in the governance of the school.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
<p>The applicant provides a proper legal structure. It allows that if the board of directors also is the board for another charter school that the entities would separate and distinct entities.</p> <p>An organizational chart is attached.</p> <p>Two of the three founding board members are from Pinellas County. There is a plan for educating the charter school board members and updating them as necessary.</p> <p>A dispute resolution for parents is</p>	<p>Pages 81-90</p>

included. .	
Concerns and Additional Questions	Reference

10. Management

The Management section should describe how the day-to-day administration of the school’s operations will be structured and fulfilled.

Statutory Reference(s):

s. 1002.33(7)(a)(9); s. 1002.33(7)(a)(14)

Evaluation Criteria:

A response that meets the standard will present:

- A management structure that includes clear delineation of the roles and responsibilities for administering the day-to-day activities of the school.
- A sound plan for the recruitment, selection and evaluation of the school leader.
- A viable and adequate staffing plan.
- A sound plan for recruiting and retaining qualified and capable staff.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
<p>Roles of the board and the staff are clearly delineated.</p> <p>The board will contract with an attorney with a background in Florida charter schools to negotiate contracts.</p> <p>The attached staffing model provides for an increase of students from year one to year three. Plans to recruit, train, and evaluate staff are included.</p>	<p>Pages 90-96</p>
Concerns and Additional Questions	Reference

11. Education Service Providers

The term “education service provider” (ESP) refers to any number of organizations that contract with the governing board of a school to provide comprehensive services. The three major types of ESPs that serve charter schools are education management organizations, comprehensive school design providers, and virtual school management organizations. The Education Service Provider section should describe, if applicable, the contractual arrangement between the school’s governing board and such a provider.

Statutory Reference(s):

s. 1002.33(7)(a)(9)

Evaluation Criteria:

A response that meets the standard will present:

- A persuasive explanation of the reasons for contracting with an education service provider.
- A persuasive explanation that the proposed relationship with the ESP will further the school’s mission and program.
- A clear description of the services to be provided by the ESP
- A clear delineation of the roles and responsibilities between the school’s governing board and the ESP.
- A clearly defined performance-based relationship between the school’s governing board and the ESP.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXXX		

Strengths	Reference
<p>The board has selected to use education service providers. One is Newpoint Education Partners, LLC to do much of the managing of the school charter school. Newpoint is experienced in managing Florida Charter schools. It plans to contract with School Financial Services, Inc, which is also experienced in Florida charter schools, to provide accounting and financial services. Both vendors will be evaluated on performance. Draft contracts are provided.</p>	<p>Pages 96-106</p>

<p>Newpoint is involved with a first year charter school in Pinellas.</p> <p>The roles of the board of Directors and the vendors are delineated.</p> <p>Checks and balances are provided to ensure that an arm's length relationship exists.</p>	
<p>Concerns and Additional Questions</p>	<p>Reference</p>

12. Employment

The Employment section should define the policies and procedures that frame the school’s relationship with its staff.

Statutory Reference(s):

s. 1002.33(7)(a)(14); s. 1002.33(12)

Evaluation Criteria:

A response that meets the standard will present:

- A compensation plan that will attract and retain quality staff.
- Policies and procedures that hold staff to high professional standards

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
The school will be a private employer and will provide a competitive salary and benefits package to employees. The applicant is aware of the mandates of the Jessica Lunsford background check regulations.	Pages 107-109
Concerns and Additional Questions	Reference

13. Parent and Community Support and Partnerships

The Parent and Community Support and Partnerships section should describe how parents and the community will be engaged in the operations of the school.

Evaluation Criteria:

A response that meets the standard will present:

- Meaningful partnerships with parents and the community that further the school's mission and programs.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
<p>An adequate plan to publicize and school and recruit students is included in the application. Newpoint has experience in this area.</p> <p>The application follows the law for the most part as to enrollment of students. See concerns below.</p> <p>The school plans on building partnerships in the community and will create a PTA.</p>	<p>Pages 109-113 and a parent contract in the appendix.</p>
Concerns and Additional Questions	Reference

14. Student Recruitment and Enrollment

The Student Recruitment and Enrollment section should describe how the school will attract and enroll its student body.

Statutory Reference(s):

s. 1002.33(7)(a)(7); s. 1002.33.(7)(a)(8); s. 1002.33(10)

Evaluation Criteria:

A response that meets the standard will present:

- A student recruitment plan that will enable the school to attract its targeted population.
- An enrollment and admissions process that is open, fair and in accordance with applicable law.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
	XXXXXX	

Strengths	Reference
<p>An adequate plan to publicize and school and recruit students is included I the application. Newpoint has experience in this area.</p> <p>The application follows the law for the most part as to enrollment of students. See concerns below.</p>	<p>Page 115</p>
Concerns and Additional Questions	Reference
<p>The applicant requires a Student – Parent Contract that requires the parent to pay \$75 per semester for activity fees. This is also in the Student Parent Handbook. This is not voluntary but implies that the student will not be enrolled until the parent signs the agreement.</p> <p>Students are required to wear uniforms</p>	<p>Page 115</p>

<p>but no provision is made for those unable to buy them.</p> <p>We have notified the applicant about these issues and will clarify these issues in the charter if the application is approved.</p>	

III. Business Plan

The Business Plan should provide an understanding of how the charter operators intend to manage the school’s finances. It should present a clear picture of the school’s financial viability including the soundness of revenue projections; expenditure requirements; and how well the school’s budget aligns with and supports effective implementation of the educational program.

15. Facilities

The Facilities section should provide an understanding of the school’s anticipated facilities needs and how the school plans to meet those needs.

Statutory Reference(s):

s. 1002.33(7)(a)(13); s. 1002.33(18)

Evaluation Criteria:

A response that meets the standard will present:

- A realistic plan for securing a facility that is appropriate and adequate for the school’s program and targeted population.
- Evidence that the school has access to the necessary resources to fund the facilities plan.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXX		

Strengths	Reference
<p>The school is negotiating for a lease of the Wellington School on 45th Street North in St. Petersburg. Floor plans for the school are attached.</p> <p>Plans to comply with appropriate codes and renovation plans are included. Space will need to be added in years three.</p> <p>Newpoint Education Partners are assisting in location efforts.</p> <p>Contingency plans, if needed will be in place by February 2012.</p>	<p>Pages 115-118.</p>

Concerns and Additional Questions	Reference

16. Transportation and Food Service

The Transportation and Food Service section should describe how the school will address these services for its student body.

Statutory Reference(s):

s. 1002.33(20)(a)(1)

Evaluation Criteria:

A response that meets the standard will present:

- A transportation plan that will serve all eligible students.
- A food service plan that will serve all eligible students.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
The applicant understands and will comply with the student transportation laws and the food service requirements.	Pages 118-119
Concerns and Additional Questions	Reference

17. Budget

The Budget section should provide financial projections for the school over the term of its charter.

Statutory Reference(s):

s. 1002.33(6)(a)(5); s. 1002.33(6)(b)(2)

Evaluation Criteria:

A response that meets the standard will present:

- Budgetary projections which are consistent with all parts of the application, including the school’s mission, educational program, staffing plan and facility.
- A realistic assessment of the projected sources of revenue and expenses that ensure the financial viability of the school.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
An adequate budget was presented, as well as a realistic expenditure plan.	Pages 120-123 plus appendix
Concerns and Additional Questions	Reference

18. Financial Management and Oversight

The Financial Management and Oversight section should describe how the school’s finances will be managed and whom will be responsible for the protection of student and financial records.

Statutory Reference(s):

s. 1002.33(6)(a)(5); s. 1002.33(7)(a)(9); s. 1002.33(7)(a)(11)

Evaluation Criteria:

A response that meets the standard will present:

- A fiscal management system that is appropriate follows generally accepted accounting principles and properly safeguards assets.
- Evidence of proper insurance coverage.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXXXX		

Strengths	Reference
The school plans on using School Financial Services, a reputable Florida Corporation for fiscal oversight. It meets all other provisions in law.	Pages 122-126
Concerns and Additional Questions	Reference

19. Action Plan

The Action Plan should provide a clear roadmap of the steps and strategies that will be employed to prepare to be ready on the first day of operation to serve its students well.

Statutory Reference(s):

s. 1002.33(7)(a)(16)

Evaluation Criteria:

A response that meets the standard will present an action plan that:

- Provides thoughtful and realistic implementation plan that cover major operational items and provides flexibility for addressing unanticipated events.

Meets the Standard	Partially Meets the Standard	Does Not Meet the Standard
XXX		

Strengths	Reference
The applicant provided a realistic timetable to open the school.	Pages 126-128
Concerns and Additional Questions	Reference

