



Williamson County Board Policy Committee

September 5, 2023 6:00 PM

Williamson County Administrative Complex Training Center, 1st Floor

1. Agenda

2. Board Policies Second Reading

- a. 6.300 Code of Conduct

3. Board Policies First Reading

- a. 1.900 Charter School Authorizing Principles (New)
- b. 1.901 Charter School Applications
- c. 1.902 Charter School Agreements (New)
- d. 1.903 Charter School Oversight (New)
- e. 1.904 Charter School Intervention and Revocation (New)
- f. 1.905 Charter School Renewal (New)

Williamson County Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Code of Conduct	Descriptor Code: 6.300	Issued Date: 06/20/22
		Rescinds:	Issued:

1 The Superintendent of Schools shall develop specific codes of conduct which are appropriate for each
2 level of school.¹ The development of each code shall involve administrators of each level and shall be
3 consistent with the relevant policies as adopted by the Board.²

4 The following levels of misbehavior and options are standards designed to protect all members of the
5 educational community in the exercise of their rights and duties and to maintain a safe learning
6 environment where orderly learning is possible and encouraged.³ These misbehaviors apply to student
7 conduct on school buses, on school property, and while students are on school sponsored outings.

8 *In response to all levels of student misbehavior, school administrators are encouraged, when*
9 *appropriate, to implement a restorative student conference in addition to the assigned disciplinary*
10 *consequences. The conference should be facilitated by school administrator/designee and would be*
11 *between the student who misbehaved and the student(s) or others who were harmed by the*
12 *misbehavior.*

13 MISBEHAVIORS: LEVEL I

14 This level includes minor misbehavior on the part of the student which impedes orderly classroom
15 procedures or interferes with the orderly operation of the school, but which can usually be handled by
16 an individual staff member.

17 *Examples (not an exclusive listing)*

- 18 • Classroom disturbances
- 19 • Classroom tardiness
- 20 • Cheating and lying
- 21 • Inappropriate language
- 22 • Skipping class
- 23 • Misuse of technology
- 24 • Non-defiant failure to do assignments or carry out directions
- 25 • Wearing, while on the grounds of a public school during the regular school day,
26 clothing that exposes underwear or body parts in an indecent manner that disrupts the
27 learning environment⁴

28 *Disciplinary Options (may include one or more of the following options)*

- 29 • Verbal reprimand
- 30 • Restricting activities
- 31 • Counseling

- 1 • Withdrawal of privileges
- 2 • Detention
- 3 • In-school suspension
- 4 • Mediation
- 5 • ~~Restorative conference~~
- 6 • School-level interventions

7 MISBEHAVIORS: LEVEL II

8 This level includes misbehavior whose frequency or seriousness tends to disrupt the learning climate of
 9 the school. These misbehaviors do not represent a direct threat to the health and safety of others but
 10 have educational consequences serious enough to require corrective action on the part of
 11 administrators.

12 *Examples (not an exclusive listing)*

- 13 • Continuation of unmodified Level I behaviors
- 14 • School or class tardiness
- 15 • Using forged notes or excuses
- 16 • Disruptive classroom behavior
- 17 • Cheating and lying
- 18 • Possessing, smoking or using tobacco or tobacco-related products, including electronic/battery-
 19 operated devices
- 20 • Inappropriate language
- 21 • Unexcused absences
- 22 • Making a false report
- 23 • Defiant failure to do assignments or carry out instructions
- 24 • Skipping class

26 Disciplinary Options (shall include one or more of the following options)

- 27 • Behavior modification
- 28 • Friday or Saturday school (in middle and high schools)
- 29 • In-school suspension
- 30 • Detention
- 31 • Suspension from school-sponsored activities or from riding school bus
- 32 • Out-of-school suspension (not to exceed ten (10) days)
- 33 • Mediation
- 34 • ~~Restorative conference~~
- 35 • School-level interventions

37 MISBEHAVIORS: LEVEL III

1 This level includes acts directly against persons or property but whose consequences do not seriously
2 endanger the health or safety of others in the school.

3 *Examples (not an exclusive listing)*

- 4 • Continuation of unmodified Level I and II behaviors
- 5 • Fighting
- 6 • Vandalism (minor)
- 7 • Stealing
- 8 • Threats to others
- 9 • Making a false report
- 10 • Abusive language
- 11 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,
- 12 Cyber-bullying, and/or Hazing)

13 Disciplinary Options (shall include one or more of the following options)

- 14 • In-school suspension
- 15 • Detention
- 16 • Restitution from loss, damage, or stolen property
- 17 • Out-of-school suspension (not to exceed ten (10) days)
- 18 • Alternative Learning Center
- 19 • ~~Restorative conference~~

20 **MISBEHAVIORS: LEVEL IV**

21 This level of misbehavior includes acts which result in violence to another's person or property, or
22 which pose a threat to the safety of others in the school. These acts are so serious that they usually
23 require administrative actions which result in the immediate removal of the student from the school
24 and the intervention of law enforcement authorities.

25 If a student's action poses a threat to the safety of others in the school, a teacher, principal, school
26 employee, or school bus driver may use reasonable force when necessary to prevent bodily harm or
27 death to another person.⁵

28 *Examples (not an exclusive listing)*

- 29 • Continuation of unmodified Level I, II, and III behaviors
- 30 • Death threat (hit list)
- 31 • Extortion
- 32 • Bomb threat
- 33 • Possession/use/transfer of dangerous weapons*
- 34 • Assault that results in bodily injury upon any teacher, principal, administrator, any other
35 employee of the school, or a school resource officer*
- 36 • Aggravated assault*
- 37 • Vandalism

- 1 • Theft/possession/sale of stolen property
- 2 • Arson
- 3 • Possession of unauthorized substances or drugs (i.e. any controlled substance,
- 4 marijuana, controlled substance analogue, alcohol, legend drug, or any other substance
- 5 whose possession or use is regulated in any matter by any governmental authority)*
- 6 • Use, transfer, handle, or be under the influence of unauthorized substances
- 7 • Victimization of any student (Harassment (Sexual, Racial, Ethnic, Religious), Bullying,
- 8 Cyber-bullying, and/or Hazing)
- 9 • Electronic threat to cause bodily injury or death to another student or school employee*

10 Disciplinary Options (shall include one or more of the following options)

- 11 • Expulsion
- 12 • Alternative Learning Center
- 13 • ~~Restorative conference~~

14 * Zero tolerance offenses

Legal References

1. TCA 49-6-4005
2. TCA 49-6-3024
3. TCA 49-6-4002
4. TCA 49-6-4109
5. TCA 49-6-4009

Cross References

Student Discrimination, Harassment, Bullying,
 Cyber-bullying, and Intimidation 6.304
 Title IX & Sexual Harassment 6.3041
 Interference/Disruption of School Activities 6.306
 Bus Safety and Conduct 6.308
 Zero Tolerance Offenses 6.309
 Dress Code 6.310
 Corporal Punishment 6.314
 Detention 6.315
 Student Suspension/Expulsion 6.316
 Safe Relocation of Students 6.4081

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Authorizing Principles	Descriptor Code: 1.900	Issued Date:
		Rescinds:	Issued:

1 The Williamson County Board of Education shall ensure that only high-quality charter schools are
2 authorized to operate within the district and adhere to the State Board of Education’s quality charter
3 authorizing standards. To accomplish this, the Board shall adopt the following authorizing principles
4 that require charter schools to maintain high standards, while upholding school autonomy and
5 protecting student and public interests.¹

6 **MAINTAINING HIGH STANDARDS**

7 Charter schools shall be held accountable for meeting the performance standards and targets set forth
8 in their charter agreement. The Board shall maintain high standards for the charter school(s) it oversees
9 and close any charter school that fails to meet the standards and targets established in the charter
10 agreement or set by state law.²

11 **UPHOLDING SCHOOL AUTONOMY**

12 Charter school governing boards shall be independent of the Board and have the authority to make
13 instructional programming, financial, personnel, school culture, and scheduling decisions. The Board
14 shall assume responsibility not for the success or failure of individual schools but for holding schools
15 accountable for their performance.

16 The Board shall only impose requirements on charter schools in its portfolio when there is a legal basis
17 or compelling reason to do so.

18 **PROTECTING STUDENT AND PUBLIC INTERESTS**

19 The Board shall ensure clarity, consistency, and public transparency in authorizing policies, practices,
20 and decisions regarding any charter school. The Board shall hold charter school governing boards
21 accountable for being fiscally responsible and transparent.

22 Charter schools are part of the public education program and shall adhere to non-selective,
23 nondiscriminatory practices and ensure the fair treatment of all students. They shall provide
24 appropriate services to all enrolled students in accordance with state and federal laws.³ Charter school
25 governing boards shall ensure fiscal responsibility and transparency.

Legal References

1. TCA 49-13-108(f); State Board of Education Policy 6.111; TRR/MS 0520-14-01-.01
2. TCA 49-13-111, TCA 49-13-120, TCA 49-13-122
3. TCA 49-13-111

Williamson County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: Charter School Applications	Descriptor Code: 1.901	Issued Date: 06/20/22
		Rescinds: 1.901	Issued: 02/15/21

1 General

2 This policy shall apply to sponsors and potential sponsors of charter schools. It shall not apply to
3 charter schools converting from existing public schools. Proposals from existing charter school
4 operators or replicators and applicants proposing to contract with educational service providers shall be
5 in accordance with state law.¹

6 APPLICATION PROCESS

7 A prospective charter school sponsor shall send notice to the Superintendent of Schools of its intent
8 sixty (60) calendar days prior to February 1st of the year preceding the year in which the proposed
9 charter school plans to begin operation as a charter school. *The Superintendent of Schools and/or*
10 *designee shall determine whether the sponsor has selected the correct application category within*
11 *ten (10) business days of receiving the letter of intent and notify the sponsor within five (5) business*
12 *days of a determination that the incorrect application category has been selected.*²

13 A sponsor seeking board approval of an initial charter school application shall complete the forms
14 provided by the Department of Education. The application shall provide all the information required by
15 state law. The sponsor shall demonstrate that the proposed charter school meets the purpose prescribed
16 by state law for the formation of a charter school, and the proposed charter school will be able to
17 implement a viable program of quality education for its students.³

18 *Electronic copies of* applications shall be submitted to the Board and Department of Education on or
19 before *11:59 p.m.* ~~4:30 p.m.~~ on February 1st of the year preceding the year in which the proposed
20 charter school plans to begin operation as a charter school. If the 1st of February falls on a Saturday,
21 Sunday, or holiday on which the school district offices are closed, applications will be accepted on the
22 next business day on or before *11:59 p.m.* ~~4:30 p.m.~~ Late applications will not be accepted, without
23 exception. The sponsor shall pay an application fee of \$2,500.00.²

24 REVIEW TEAM¹

25 If necessary, the *Superintendent of Schools and/or designee* ~~Board~~ shall appoint a review team to
26 assist in reviewing and evaluating charter school applications. The team shall be comprised of
27 members of the administrative staff for the district, community members, ~~and a member of the Board~~
28 with relevant educational, organizational, financial, and legal experience. At a public meeting each
29 year, the Superintendent of Schools *and/or designee* shall make a recommendation to the Board on
30 which members of his/her administrative staff should be appointed to the team. The Board shall name
31 the members of the team at its meeting in January of each year. The Board shall designate a Chair of
32 the review team as the contact person for answering questions about the application process and

1 receiving applications. The Superintendent of Schools and/or designee shall develop an orientation for
2 the team to ensure consistent evaluation standards and the elimination of real or perceived conflicts of
3 interest.

4 The Board shall require the Superintendent of Schools and/or designee to develop a procedure for
5 receiving, reviewing, and ruling on applications for the establishment of charter schools by the review
6 team. The procedure shall include a timeline for the application and review process. A copy of the
7 procedure, including the review criteria, shall be available to any interested party upon request.

8 The review team shall:

- 9 1. Evaluate all charter school applications based on the review criteria adopted by the Board;
- 10 2. Recommend one of the following options to the Board for each application: approve, reject, or
11 reject with stipulations for reconsideration. ⁴ and
- 12 3. ~~Make recommendations for revocation, renewal, or non-renewal of charter school contracts.~~

15 **APPROVAL/DENIAL OF APPLICATION⁵**

16 The Board shall rule by resolution on the approval or denial of a charter school application within
17 ninety (90) calendar days of receipt of the completed application, or the application shall be deemed
18 approved by state law. The Superintendent of Schools *and/or designee* shall report the action taken by
19 the Board to the Department of Education.

20 *Approval*

21 The sponsor of a charter school that is approved by the Board shall enter into a written agreement with
22 the Board which shall be binding on the charter school's governing body. The charter school agreement
23 shall be in writing and signed by the sponsor and the Board. ~~In the application, the sponsor must
24 demonstrate that the proposed charter school meets the purpose prescribed by law for the formation of
25 a charter school and the proposed charter school will be and shall include all aspects of the sponsor's
26 approved application as well as any reporting requirements prescribed under state or federal laws.⁵~~

27 ~~All charter agreements shall include provisions requiring that:~~

- 28 ~~1. members of charter school governing boards, as well as charter school administrators and any
29 employees with contracting or purchasing authority, complete statements of disclosure of
30 interest reports (consistent with forms filed by members of the Board and key WCS
31 administrators) and provide them to the Board on an annual basis;~~
- 32 ~~2. charter schools be fully compliant with all local, state, and federal laws, including the
33 Tennessee Open Meetings Act and Tennessee Public Records Act; and~~
- 34 ~~3. charter schools comply with Tenn. Code. Ann. §§12-4-101 and 12-4-102, which prohibit
35 conflicts of interest in contracting, and require that charter schools disclose all vendor or
36 service contracts upon request and, for contracts over \$10,000, submit for publication on the
37~~

1 WCS website.
2

3 All charter schools that include high schools (grades 9–12) must be regionally accredited. It is expected
4 that the candidate school status for accreditation will be received during the first year of the charter
5 school operation.

6 The Board will receive an annual authorizer fee of three percent (3%) of the annual per student state
7 and local allocations or thirty-five thousand dollars (\$35,000), whichever is less.⁶

8 Charter schools approved by the Board are expected to implement the application as submitted and
9 approved. Material variations in operations from the approved application require amendment pursuant
10 to state law and the charter school agreement.⁷

11 The Board shall not provide services to charter schools that are not requested during the application
12 process except for those services that are required under state or federal law. Services agreed to be
13 provided to the charter school by the Board shall be provided at board actual cost. The Board and
14 charter school shall execute a service contract for any additional services.

15 New charter school agreements are approved for a ten (10) year period.⁸ However, following the fifth
16 year of a charter school's initial period of operation or the fifth year of any renewal of a charter school
17 agreement, the LEA must conduct an interim review of the charter school according to the guidelines
18 developed by the Department of Education.⁸

19 The Board may revoke or deny renewal of a charter school agreement for any of the reasons
20 enumerated in state law.⁹

21 Denial

22 *If the initial charter school application is denied, the Board shall notify the sponsor in writing*
23 *within ten (10) calendar days, specifying the objective reasons for the denial and the deadline by*
24 *which the sponsor may submit an amended application.* Upon written receipt of the grounds for
25 denial, the sponsor shall have thirty (30) calendar days within which to submit an amended application
26 to correct the deficiencies. The Board shall have sixty (60) calendar days either to deny or to approve
27 the amended application, or the application shall be deemed approved by state law.⁵

28 *If the amended charter school application is denied, the Board shall notify the sponsor in writing*
29 *within five (5) calendar days, specifying the objective reasons for denial and the sponsor's right to*
30 *an appeal. Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee*
31 *Public Charter School Commission.*¹⁰

32 ~~Within ten (10) calendar days of final denial, an appeal may be filed with the Tennessee Charter~~
33 ~~School Commission.⁹ If the charter school is authorized by the Commission, it shall remain under the~~
34 ~~oversight of the Commission. The board shall not exercise its legal option to become an authorizer of~~
35 ~~such a charter.~~

Legal References

1. TCA 49-13-106; State Board of Education Policy 6.111
2. TCA 49-13-107; TCA 1-3-102; TCA 49-13-108; TRR/MS 0520-14-01(1)
3. *TRR/MS 0520-14-01 (1)(i)*
4. *TRR/MS 0520-14-01*
5. TCA 49-13-108; *TRR/MS 0520-14-01*
6. *TCA 49-13-128*
7. *TCA 49-13-110 (d)-(e)*; TRR/MS 0520-14-01
8. TCA 49-13-110(c)
9. TCA 49-13-122
10. TCA 49-13-108(b)(5)

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Agreements	Descriptor Code: 1.902	Issued Date:
		Rescinds:	Issued:

1 *General*

2 Charter agreements shall articulate the rights and responsibilities of each party regarding school
3 autonomy, funding, administration and oversight, outcomes, measures for evaluating success or failure,
4 performance consequences, and other material terms. These agreements shall be separate from the
5 application and contain terms and performance standards under which the school shall operate.¹

6 All charter agreements shall:¹

- 7 1. Clearly state the rights and responsibilities of the school and the authorizer;
- 8
- 9 2. Define the material terms of the agreement as being those relevant to renewal;
- 10
- 11 3. Allow amendments subject to the approval of both parties;
- 12
- 13 4. State and respect the autonomies to which schools are entitled (e.g., programming, staffing,
14 budgeting, and scheduling);
- 15
- 16 5. Define performance standards, criteria, and conditions for renewal, intervention, revocation,
17 and non-renewal;
- 18
- 19 6. State the amount of the authorizer fee and when it will be collected;
- 20
- 21 7. Establish the consequences for meeting or not meeting standards as outlined by the Board;
- 22
- 23 8. State the statutory, regulatory, and procedural terms and conditions for the school's operation;
- 24
- 25 9. State reasonable pre-opening requirements or conditions for new schools to ensure that they
26 meet all health, safety, and other legal requirements prior to opening;
- 27
- 28 10. State the responsibility and commitment of the school to adhere to essential public education
29 obligations, including admitting and serving all eligible students so long as space is available,
30 and not expelling or counseling out students except pursuant to a legal discipline policy
31 approved by the Board; and
- 32
- 33 11. State the responsibilities of the school and the authorizer in the event of school closures.
- 34

1 PERFORMANCE STANDARDS²

2 Charter agreements shall include clear academic, financial, and organizational performance standards.
3 Sources for obtaining this information shall be outlined in the agreement. At a minimum, these
4 agreements shall include the following:

- 5 1. Academic performance standards that set expectations for student achievement and growth,
6 incorporate state and federal accountability systems, and set expectations for postsecondary
7 readiness (for high schools);
8
- 9 2. Financial performance standards that enable the Board to evaluate the charter's financial
10 stability; and
11
- 12 3. Organizational performance standards that define the vital components of the educational
13 program, the financial management standards, state and federal legal requirements, and school
14 environment expectations for which the Board shall hold the charter accountable.

15 The performance standards included in the charter agreement shall establish specific expectations
16 using objective measures of student achievement. This shall be the primary measure of school quality.

17 FEE-BASED SERVICES²

18 Any fee-based services shall be outlined in a separate agreement. The provision of any such fee-based
19 services shall not be a condition of charter approval, continuation, or renewal.

Legal References

1. TCA 49-13-110; State Board of Education Policy 6.111
2. State Board of Education Policy 6.111

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Oversight	Descriptor Code: 1.903	Issued Date: Click here to enter a date.
		Rescinds:	Issued:

1 Once the Williamson County Board of Education authorizes a public charter school, then the Board
2 shall oversee and annually evaluate charter schools to ensure they meet the performance standards and
3 targets set forth in the charter school agreement.¹ The Board shall create a comprehensive
4 performance, accountability, and compliance monitoring system based on the charter school agreement
5 and communicate the results to each charter school. At a minimum, the monitoring system shall
6 address academic, financial, and organizational performance standards as outlined in the charter school
7 agreement and required by the State Board of Education.¹ The Board shall utilize the results when
8 making renewal, revocation, and intervention decisions. Reports on charter school oversight shall be
9 compiled by Assistant Superintendent of Teaching, Learning and Assessment and published on the
10 district's webpage at least annually.

11 The Board shall communicate with the charter schools in its portfolio as needed, including both the
12 charter school leader and governing board, and provide timely notice of any material charter school
13 agreement violations and performance deficiencies.

14 The Board shall articulate and enforce stated consequences for failing to meet performance
15 expectations or compliance requirements.

16 MONITORING SYSTEM

17 The Superintendent of Schools and/or designee shall implement a performance and compliance
18 monitoring system per the terms of the charter agreement. This information will be provided to the
19 Board on an ongoing basis through reports that will form the basis of renewal, revocation, and
20 intervention decisions. To aid in this, the Superintendent of Schools and/or designee shall develop a
21 reporting calendar that outlines when information required by state law shall be provided by the charter
22 school.

23 SITE VISITS

24 A site visit to each charter school shall be conducted annually. The purpose shall be to collect data and
25 other qualitative information that cannot be obtained otherwise. The Superintendent of Schools and/or
26 designee shall develop a site visit procedure that outlines the expectations of charter schools prior to,
27 during, and after the site visit, including review of the documents and data, classroom observations,
28 and interviews. These visits shall minimize administrative burdens and avoid operational interference.
29 The Board shall provide the charter school with a report that summarizes the outcome of the visit. The
30 report shall provide an analysis of relevant data and include general recommendations, if applicable.²

1 CHARTER SCHOOL REPORTING

2 Charter schools shall provide the information required by the charter school agreement and state law to
3 the Board. The Superintendent of Schools and/or designee shall develop a reporting calendar that
4 defines and communicates the process, methods, and timing of gathering and reporting data to the
5 Board.²

6 By September 1st, the governing body of an approved charter school shall make a written report to the
7 Board.³ The annual report shall include:

- 8 1. A report on the progress of the charter school in achieving the goals outlined in the charter
9 school agreement;
- 10 2. A financial statement disclosing the financial health of the charter school, including the costs of
11 the administration, instruction, and other spending categories of the charter school; and
12
- 13 3. A detailed accounting, including the amounts and sources, of all funds received by the charter
14 school, other than the funds received per state law.⁴
15

16 This reporting requirement shall begin in the year after the year in which the charter school begins
17 operation.

18 Multiple charter schools overseen by a single governing board shall report their performance as
19 separate, individual charter schools. Each charter school shall be independently accountable for its
20 performance.

21 Each charter school governing body shall submit an annual audit of all accounts and records, to include
22 internal school activity and cafeteria funds, to the Board as soon as practical after June 30th.⁵

23 AUTHORIZER REPORTING AND REVIEW

24 By December 1st, the Board shall report to the Department of Education detailing the authorizer fees
25 collected in the previous school year and the authorizing obligations fulfilled using the fee.⁶ By
26 January 1st, the Board shall submit an annual authorizer report to the Department of Education and the
27 State Board of Education.⁷ The Superintendent of Schools and/or designee shall prepare the reports
28 and provide the information to the Board prior to submission.

Legal References

1. TCA 49-13-111(d); State Board of Education Policy 6.111
2. TCA 49-13-120
3. TCA 49-13-120(a)-(b)
4. TCA 49-13-112(a), (f)
5. TCA 49-13-127
6. TCA 49-13-128(f)
7. TCA 49-13-120(c)

Williamson County Board of Education

Monitoring: Review: Annually, in August	Descriptor Term: Charter School Intervention and Charter School Revocation	Descriptor Code: 1.904	Issued Date:
		Rescinds:	Issued:

1 ***General Principles for Charter School Intervention***¹

2 The Board shall develop a clear plan for monitoring charter schools that shall be set forth in the charter
3 agreement. If the Board identifies a deficiency in the academics, finances, or operations of the charter
4 school, the Superintendent of Schools and/or designee shall communicate the problem to the charter
5 school. Any intervention shall be proportionate to the identified problem and adhere to the provisions
6 of the charter agreement, and intervention strategies shall preserve the school autonomy and
7 responsibility while clearly stating consequences for noncompliance.¹

8 The Superintendent of Schools and/or designee shall give the charter school timely notice of any
9 charter agreement violations or performance deficiencies requiring intervention. Notices shall state the:

- 10 1. Deficiency;
- 11
- 12 2. Applicable regulatory, performance, or contractual provision(s) not achieved;
- 13
- 14 3. Expected remedy; and
- 15
- 16 4. Timeframe by which the Board expects the deficiency to be remedied or a corrective action
17 plan to be submitted.

18 The Superintendent of Schools shall provide charter schools with reasonable time and opportunity to
19 remedy the deficiency or to submit a corrective action plan.

20 **PROGRESSIVE INTERVENTIONS**²

21 The Board shall assign a level of intervention for the charter school as defined by the charter
22 agreement if deficiencies are identified. Depending on the severity of the deficiency, the Board
23 reserves the right to revoke the charter agreement in accordance with state law.

24 *Tier I – Notice of Deficiency*

25 The Board shall provide the charter school with notice of the specific deficiency with supporting
26 documentation as well as information on possible consequences.

27 Possible Deficiency: Failure to comply with the terms of the charter application and/or the charter
28 agreement; violation of federal and/or state law.

1 Possible Consequence: Sending a letter to the charter school’s governing board; sending terms of a
2 corrective action plan and possible consequences for the failure to correct the deficiencies.

3 *Tier II – Notice of Probationary Status*

4 Tier II shall be implemented if the interventions in Tier I are unsuccessful. These interventions shall
5 consist of sending a letter to the charter’s governing board as notice of probationary status and
6 outlining in the letter the terms of the probation and the timeline for correction of the deficiencies.

7 *Tier III – Review of Status*

8 Tier III shall be implemented if the interventions in Tier II are unsuccessful. These interventions shall
9 consist of a recommendation to revoke the charter contract or other sanctions.

10 **REMEDIES¹**

11 Charter schools shall be responsible for notifying the Board:

- 12 1. When a deficiency has been remedied;
13
14 2. If the charter school requires an extension of time to remedy a deficiency; or
15
16 3. If the charter school requests a modification to its corrective action plan.
17

18 ***General Principles for Charter School Revocation***

19 The Board shall revoke a charter school agreement if the charter school:³

- 20 1. Failed to meet or make sufficient progress toward the performance expectations set forth in the
21 charter school agreement;
22
23 2. Committed a material violation of any of the conditions, standards, or procedures set forth in
24 the charter school agreement;
25
26 3. Failed to meet generally accepted standards of fiscal management; or
27
28 4. Performed any of the acts that are conditions for non-approval of charter schools under state
29 law.

30 **NOTICE**

31 The Superintendent of Schools and/or designee shall notify the charter school of the Board’s intent to
32 revoke the charter school agreement in writing at least thirty (30) days prior to the revocation.⁴

33 Within ten (10) days of the Board voting to renew, not renew, or revoke a charter school agreement,
34 the Superintendent of School and/or designee shall report the Board’s decision to the Department of
35 Education. The Superintendent of Schools and/or designee shall also provide the charter school a copy

1 of the Board’s resolution setting forth the decision and the reasons for the decisions, and an
2 explanation of the right to appeal.⁵

3 **REVOCAATION DUE TO PRIORITY STATUS**

4 The Board may revoke a charter school agreement if the charter school is identified as a priority school
5 under state law. Revocation shall take effect immediately following the close of the school year in
6 which the charter school is identified as a priority school.⁶

7 The Board shall revoke a charter school agreement if the charter school is identified as a priority
8 school for two consecutive cycles (beginning in 2017). Revocation shall occur immediately after the
9 close of the school year in which the charter school is identified as a priority school for the second
10 consecutive cycle.

11 **PROCEDURES FOR CLOSURE**

12 The Superintendent of Schools and/or designee shall develop administrative procedures regarding
13 charter school closures prior to the Board denying renewal or revoking a charter school agreement.⁷
14 These procedures shall outline a detailed protocol that will ensure timely notification to parents,
15 orderly transition of students and student records, and disposition of school funds, property, and assets
16 in accordance with state law.

Legal References

1. State Board of Education Policy 6.111
2. TCA 49-13-122; Public Acts of 2023, Chapter No. 206
3. TCA 49-13-122(b); State Board of Education Policy 6.111
4. TCA 49-13-122(e)
5. State Board of Education Policy 6.111
6. TCA 49-13-122(a)
7. TCA 49-13-130

Williamson County Board of Education

Monitoring: Review: Annually, in September	Descriptor Term: Charter School Renewal	Descriptor Code: 1.905	Issued Date:
		Rescinds:	Issued:

1 INTERIM REVIEW

2 The Superintendent of Schools and/or designee shall conduct an interim review of a charter school in
3 the fifth year of a charter term in accordance with guidelines developed by the Department of
4 Education. As part of this process, the charter school shall submit a report on the progress of the school
5 in achieving the goals and objectives set forth in the charter agreement.¹

6 CUMULATIVE PERFORMANCE REPORT

7 Three (3) months prior to the date on which a charter school is required to submit a renewal
8 application, the Superintendent of Schools and/or designee shall submit a performance report to the
9 charter school that summarizes the school's performance record over the charter term and states the
10 summative findings concerning the school's performance and prospects for renewal.²

11 APPLICATION AND EVALUATION

12 No later than April 1st of the year prior to the year in which the charter school agreement expires, the
13 governing body of a charter school shall submit a renewal application to the Board.³

14 The Superintendent of Schools and/or designee shall conduct a renewal evaluation site visit to each
15 charter school that submits a charter school renewal application.

16 The Board will make renewal decisions by February 1st in the year the charter school agreement
17 expires.

18 RENEWAL CRITERIA⁴

19 The Board shall define and communicate with schools the criteria for renewal that is consistent with
20 the charter agreement. The Board shall make its renewal decision based on the renewal application,
21 annual progress reports, and renewal performance report.

22 Within ten (10) days of the Board voting by resolution on a renewal application, the Superintendent of
23 Schools and/or designee shall promptly notify a school of its renewal recommendation and decision,
24 including the reasons for the decision and any rights to an appeal. The Superintendent of Schools
25 and/or designee shall promptly communicate renewal decisions to the school community and public.

Legal References

1. TCA 49-13-121(k)
2. State Board of Education Policy 6.111
3. TCA 49-13-121(a)
4. TCA 49-13-121; State Board of Education Policy 6.111