



Emma Eccles Jones College of Education & Human Services
Center for the School of the Future
UtahStateUniversity



New Charter School

Proposal

2605 Old Main Hill, Logan, Utah 84322-2605 (435) 797-9050

[Charter School Authorizing](#) | [CSF](#) | [CEHS](#) | [USU](#)

Welcome

In its March 13, 2020, meeting, the Utah State University Board of Trustees exercised its authority under Utah Code 53G-5-306 to authorize public charter schools in Utah. In the resolution passed related to this item, the Board of Trustees designated Utah State University's Center for the School of the Future in the Emma Eccles Jones College of Education and Human Services as a representative of Utah State University in helping deliver this important service. The Center for the School of the Future will present charter school information to the USU Board of Trustees that requires their approval under Utah Code 53G-5-306. Where USU-CSF is noted in our process document, readers are to recognize that USU-CSF is the authorized delegate of the USU Board of Trustees.

Utah State Universities (USU) Board of Trustees (BOT) and leadership at USU's Center for the School of the Future (CSF) admire and honor the interest, intellect, and passion for student learning that is driving you to propose the formation of a charter school in Utah.

The purpose of this document is to help you to develop a brief charter school proposal. Proposal development is the first stage of a multi-stage process (see figure 1). When completed your proposal will be reviewed by CSF leadership and an advisory committee. This review will result in an evaluation of the overall merit of your proposal, and importantly, determine if it warrants an invitation for you to proceed to stage two and complete a charter school application, which will also be evaluated for merit and used to determine if your application will be advanced to the next stage in the process. This document is organized to support you in developing an appropriate proposal. One that is neither over, or under developed for this stage in the process. Please only submit the materials requested. As you proceed, if questions/needs arise please contact David Forbush, Associate Director, at CSF (435) 797-9050 | david.forbush@usu.edu for additional information. We want this experience to be informative, positive and productive. Please note that information and supports for stages 2-6, in Figure 1 below, are addressed in other USU-CSF documents.

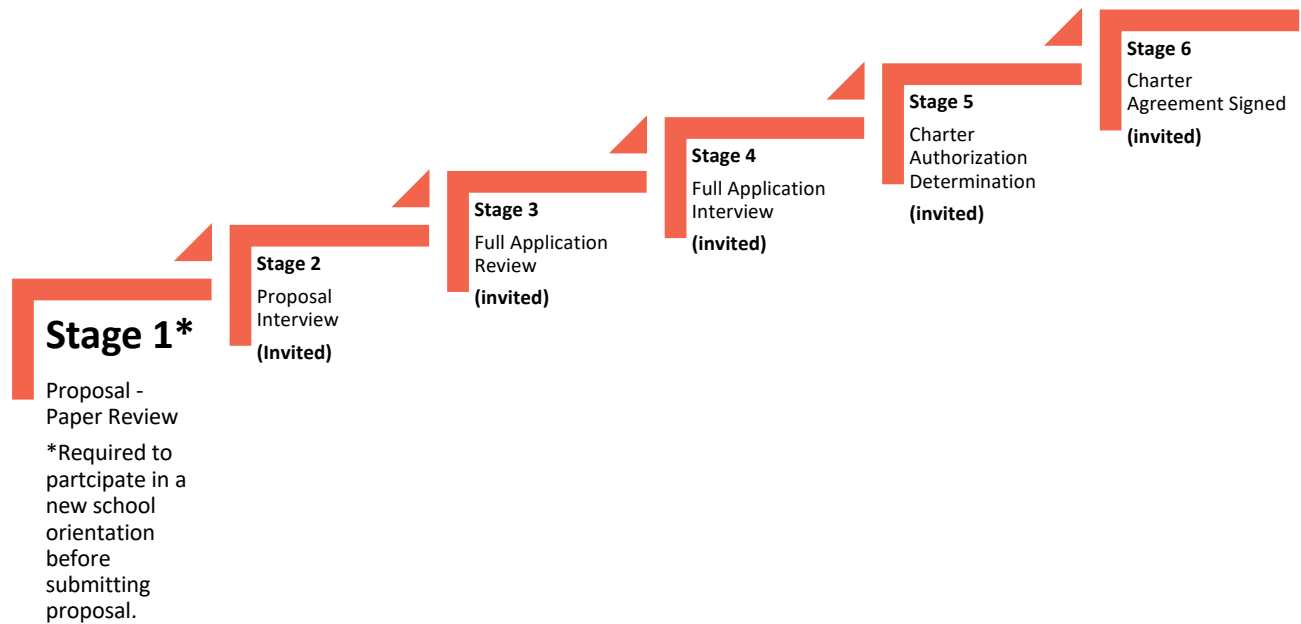


Figure 1. USU Stages of Charter School Application and Approval

The Center for the School of the Future

Individuals or groups proposing the formation of a charter school in Utah must select an authorizer. USU-CSF as a charter authorizer must select schools, they are confident that can help USU-CSF achieve its mission, vision, and values. Ensuring optimal fit for both the authorizer and the school is very important to produce desired learning outcomes in students. Therefore, to better help both USU-CSF as a possible authorizer, and you as a potential charter school, we have designed this initial proposal step to allow for fit assessment prior to completing the extensive work required in the full application process.

“Since its founding in 1888, Utah State University has evolved from a small-town college tucked away in the Northern Utah mountains to a thriving research university respected around the world. Students can choose from an array of academic and social opportunities at a university known throughout the world for its intellectual and technological leadership.” “The mission of Utah State University is to be one of the nation’s premier student-centered land-grant and space-grant universities by fostering the principle that academics come first, by cultivating diversity of thought and culture, and by serving the public through learning, discovery and engagement” (<https://www.usu.edu/about/>). The Center for the School of the Future (CSF), as an approved center at Utah State University, is authorized by Utah Code (53B-18-801, Part 8) to “promote best practices in the state’s public Education system and encourage cooperative and research development relationships between public and higher education.” “The mission of the Center for the School of the Future (CSF) is to foster 100% student learning proficiency in CSF client schools, so all students are liberated from the constraints of limited opportunity.” The USU-CSF’s authorizing vision and values are:

Vision - The Center for the School of the Future (CSF), has been authorized by USU's Board of Trustees as their delegate to enact their statutory authority for charter school authorization. USU-CSF collaborates with education, business, and government professionals along with other stakeholders who are passionate about 100% student proficiency. The nexus of our collaboration is in designing and deploying learning-outcome oriented systems in support of the professionals and students in USU-CSF authorized charter schools. These results are achieved through a rigorous authorizing system that is consistent with Utah Code and Utah Administrative Code, relevant professional learning support systems, and measurable outcome-oriented partnerships with universities, policy makers, private foundations, business professionals and charter school stakeholders. Our collaboration is animated by our shared passion to cultivate effective and sustainable deployment of research-based learning systems that are known to produce increased learning proficiency in K-12 students.

Values - Our core value is increased student learning as measured by metrics of sustained levels of proficiency. Linked values include:

- Systems level interventions and solutions. A system-level perspective that informs a sustainable commitment to excellence in learning organizations.
- Practices anchored to learning sciences.
- Decisions and actions grounded in ethics, equity of student learning outcomes, and relevant systems of knowledge.
- Setting the context for learning proficiency within the broader interests of society.

Considering our mission, vision, and values, USU and CSF are uniquely positioned to authorize innovative and entrepreneurial charter schools that focus on attaining the highest levels of student learning. USU, with coordination from CSF, draws upon the vast resources of the University in its authorizing work. These resources include but are not limited to education faculty and staff at other USU centers (e.g., The Center for Persons with Disabilities, The Sorenson Legacy Foundation Center for Clinical Excellence...), colleagues at the Edith Bowen charter school, and faculty and staff in other academic units, including the Huntsman School of Business. USU-CSF is currently engaged with public school partnerships and research efforts to support improved K-12 learning outcomes.

Charter School Purposes and Compliance Requirements

Before proceeding to proposal development, we invite you to join with us in obtaining a clear understanding of the intent of charter schools in Utah, and the administrative rules and Utah code associated with charter schools. We share this information because we want, as do you, to ensure our authorizing efforts serve the purposes and intent of Utah's vision for charter schools, and that our schools comply with Utah statutory requirements and Utah Administrative Code. Proposing the formation of a charter school requires a strong interest, a sharp intellect and a deep passion balanced with the realities of all aspects of launching and operating a school as a high performing learning organization. If you have not already done so, we strongly encourage you to carefully review each of the links provided in this section. These sections will help you understand the myriad of complexities associated with leading and managing the school you propose.

The purposes ([53G-5-104](#)) of the state's charter schools as a whole are to: (1) continue to improve student learning; (2) encourage the use of different and innovative teaching methods;

(3) create new professional opportunities for educators that will allow them to actively participate in designing and implementing the learning program at the school; (4) increase choice of learning opportunities for students; (5) establish new models of public schools and a new form of accountability for schools that emphasizes the measurement of learning outcomes and the creation of innovative measurement tools; (6) provide opportunities for greater parental involvement in management decisions at the school level; and (7) expand public school choice in areas where schools have been identified for school improvement, corrective action, or restructuring.

Utah code details the requirements to which charter schools must comply, unless formally exempted. The Utah Charter Schools Act is contained in [53G-5](#) and [53F-2-7](#) of the Utah Code. Public Education is governed by State Board of Education through Utah Administrative Code. These regulations apply to all public education, including charter schools. Utah Administrative Code relating to education can be found at: <https://rules.utah.gov/publicat/code/r277/r277.htm>. Specific rules relating to charter schools are found in R-277-472, 480, 494, and 550-555.

Please provide signatures evidencing that those persons preparing this proposal have carefully reviewed the Utah statutory requirements and Utah Administrative Code found at each of the links provided above. Add additional name and signature lines as needed.

Name: Signature:

Name: Signature:

Name: Signature:

Proposal Development

Please note that proposing groups are to participate in a new school orientation before submitting a proposal. It is recommended that you attend an orientation before beginning to form your proposal. See dates and times of these orientation at <https://csf.usu.edu/projects-services/>. Now, it is time to complete stage 1 of our USU-CSF charter school authorization process (see figure 1 above) by developing your proposal. The pages that follow include fillable fields that when complete, result in a proposal. Please review and apply the following guidelines and recognize that readers will be looking for a clear, articulate, coherent, consistent description of your proposal:

- Submit a single Word file. Word files allow us to use “track changes” to comment on your proposal.
- Use the proposed school name in your file name (e.g., School of Excellence and Innovation Proposal 1-5-2021).
- Use a Times New Roman 12-point font.
- Use single spacing with 1” margins.
- Use a page number and document header on each page that includes the proposed school name.
- This proposal is limited to 10-pages. Additional pages will not be considered (the cover page and proposal sections 7 (enrollment), 8 and 9, and including the appendices are not included in the page count).
- Important - If you propose to enter contracts with educational services providers (ESPs), or other providers, recognize that all contracts must align with Utah procurement code, and therefore, unless an RFP has been offered, competed for, and a provider selected, then no potential providers should

be identified in this application. See procurement processes at: [Home - State of Utah Division of Purchasing and General Services](#)

When your proposal is complete, email it as an attachment to david.forbush@usu.edu. You will receive a response verifying that it was received within 48-hours. **Proposals are due by date noted in the charter school authorizing timeline.**

1. Background Information

1a. Name of Proposed Charter School (*The name of the proposed charter school is how the school will be known and listed*): Click or tap here to enter text.

1b. Name of Person Proposing (*The name of the applicant should be a Utah non-profit*): Click here to enter text.

1c. Authorized Agent (*The authorized agent is the primary point of contact for this application. USU-CSF staff will contact this person regarding the proposal*): Click here to enter text.

1d. Full Mailing Address (*Provide the best contact information for the authorized agent 1d-f*): Click here to enter text.

1e. Phone Number: Click here to enter text.

1f. Email Address: Click here to enter text.

1g. Proposed school location(s) and the associated school district(s) in which the proposed school will rest. Also, include the names and contact information for the associated Superintendent(s) (*Identify the local school district within whose boundaries the proposed school, if approved, will reside. If the school is virtual and covers the state, note this*):

Click here to enter text.

2. Learning Mission

2a. State and describe the proposed school's learning focused mission. Also, describe the societal need met through attainment of the mission.

2b. State and describe the proposed school's vision for student learning.

2c. Explain how the proposed school's mission and purpose is consistent with the USU-CSF mission, vision and values listed above.

2d. Describe the academic learning goals of the proposed school.

2e. Describe other goals of the proposed school.

2f. State the legislative purpose(s) outlined in UCA 53G-5-104 which the proposed school addresses.

3. Program of Instruction

Embed in your answers that follow, the research evidence supporting your proposed instructional program elements.

3a. Describe the educational philosophy to be espoused to in the proposed school that will support student learning.

3b. Provide a description of the intended educational programs you identify to support student learning. *Also, for each major element of the instructional program*, include the effect size associated with the element. Effect sizes for many instructional elements can be found in the book Visible Learning by John Hattie (ISBN 10:0-415-47618-6). Please provide a brief rationale in conjunction with the effect size regarding the power and influence you believe the element will have in achieving the student learning goals you are propose to pursue.

3C. Provide a description of how the Utah Core Standards will be achieved in the proposed school.

3D. Describe how the school will meet the needs of all students, including students with disabilities, students with advanced abilities and skills, students who are educationally disadvantaged, English language learners, etc.

3E. If any 9-12 grades will be served, describe the proposed graduation requirements.

3F. Describe your preliminary plan and capacity for implementation of continuation of your educational program in the face of natural or a health-related disaster.

4. Waivers

List any waiver requests here (i.e., rule numbers and titles).

5. Operational and Governance Structures & Proposed Board Members

5a. Describe the proposed operational infrastructure elements and processes to support high levels of student learning.

5b. Describe the governing structures to be employed and how they will work in an interdependent fashion with operational processes to support high levels of student learning.

5c. List the names, positions, expertise (education, legal, finance, parent) and previous charter affiliations of all Board Members for the proposed school. If needed, add rows.

Name	Position	Area of Expertise	Previous Charter Affiliations

6. Market Analysis

Embed in your answers that follow, the data supporting the findings from your analysis. These data should be accurate, relevant, and current. See <https://cehs.usu.edu/csf/charter-school-authorizing> for a market analysis process guide which may be useful to you.

6a. Describe the characteristics of an appropriate site that supports your overall proposal and attainment of the proposed school’s purpose and mission.

6b. If school site has been identified, describe it. If the school site has not been identified, describe the processes the governing board will use to find and acquire the school property.

6c. Justify why the proposed school's educational program, and achievement of the school's purpose and mission, are needed in the selected location.

6d. Provide demographic information for the selected location and interpret this information to demonstrate how it justifies siting the school within this demographic.

6e. Describe the characteristics of the proposed charter school that set it apart from existing schools near the target location.

7. Enrollment

7a. Year school will start: [Click here to enter text.](#)

7b. Grade levels served: [Click here to enter text.](#)

7c. Does the proposed grade configuration match the resident district grade configuration?

☐ Yes

☐ No: *Describe the difference.*

7d.	Grades and Specific Number of Students to be Served by Grade													Max Enrollment
Year 1	K	1	2	3	4	5	6	7	8	9	10	11	12	
SY														
Year 2	K	1	2	3	4	5	6	7	8	9	10	11	12	
SY														
Year 3	K	1	2	3	4	5	6	7	8	9	10	11	12	
SY														

8. Proposal Timeframe

Pre-Proposal Orientation	
Attend mandatory pre-proposal orientation.	Attend prior to proposal. Orientation is offered multiple times per year. See the schedule here: https://csf.usu.edu/
Proposal Due	
Complete electronic proposal and submit to USU-CSF leadership david.forbush@usu.edu	See proposal timeline at: Charter School Authorizing CSF CEHS USU
USU-CSF Application Strengths and Needs Meeting	
All governing board members listed in the proposal must attend the application strengths and needs meeting.	A date and time will be set which is mutually agreeable to USU-CSF and the proposing group.

9. Signatures

WE, THE UNDERSIGNED, do hereby certify that, to the best of our knowledge and belief, the data and the information in this proposal are true and correct. This charter school proposal is hereby submitted with the full approval and support of the governing body of the proposed

charter school.
Name of Authorized Agent
Signature of Authorized Agent
Name of Charter School Board Chair (if different than Authorized Agent)
Signature of Charter School Board Chair (if different than Authorized Agent)

Appendix

Governing Board Meeting Minutes

Provide the minutes from any governing board meeting held prior to submission of your proposal.