

<b>Charter Role: Boards and District Staff</b>	<b>Staff</b>	<b>Superintendent</b>	<b>Board</b>	<b>DAC</b>
<b>Policy Development</b>				
Draft district charter policies	X		X	
Adopt district charter policies			X	
Develop regulations, procedures, and tools	X			
<b>Application Review</b>				
Develop and release application package	X			
Laisse with applicants	X			
Support applicants	?			
Completeness check	X			
DAC training	X			X
DAC review	X			X
Staff review	X			
Capacity interview	X			
Prepare and present summary report for board	X	X		
Public hearing			X	
Discuss findings/resolutions		X	X	
Approve resolution			X	
<b>If denial appealed</b>				
Decide to contest appeal			X	
Prepare materials	X			
Participate in appeal hearing	X	X		
<b>Contracting</b>				
Draft contract	X			
Negotiate contract	X			
Update board on negotiations		X		
Approve contract			X	

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<b>Ready to Open/Year Zero</b>				
Monitor benchmarks	X			
Resolve administrative questions	X			
Vote to stop or execute intervention (if needed and allowed)			X	
<b>Oversight and Monitoring</b>				
Communicate reporting calendar to school	X			
Receive and administer reports and documentation	X			
Oversee special education	X			
Prepare annual report on each charter school's performance	X	X		
Receive and consider annual reports			X	
Develop district approach to school services	X			
Update board on support services and finances		X		
Apply tiered interventions	X			
Approve severe interventions			X	
<b>Renewal Process</b>				
Develop renewal process and policies	X			
Approve renewal process and policies			X	
Laisse with school	X			
Review renewal application	X			?
Site visit	X			
Site visit report	X			
Summary and report to board		X		
Public hearing			X	
Develop resolution and articulate concerns		X	X	
Pass renewal/non-renewal resolution			X	



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<b>Renew: negotiate new contract</b>				
Renew: update board on contract negotiations		X		
Renew: approve new contract			X	
<b>Non-Renew/Revoke</b>				
Recommend closure		X		
Vote to close			X	
Manage closure	X			