

APPENDIX R

CHARTER SCHOOL EVALUATION PROCESS

ACTION	DESCRIPTION	TIMELINE
Data Collection	In cooperation with the charter school, the Office collects all data specified in the evaluation protocol.	September
Renewal Application Submission	Charter school submits renewal application presenting its case for renewal and providing a plan for the next five year period.	Last business day in September
Application/Data Review	Charter School Evaluation Committee reviews all data and the Renewal Application.	October November December
Site Visit	Charter School Evaluation Committee visits the school site, visits individual classrooms and interviews Board, administration, faculty, parents, and students.	October November December January
Contract	Charter renewal contract developed by UWM and school attorney.	October - January
Draft Report	Office writes draft report and presents it to Charter School Evaluation Committee and Charter school leaders for review and comment.	30 Days after site visit
Final Report	Based on review and comment, Office develops final report.	10 Business days after draft
Renewal Recommendation	Based on final report, Charter School Evaluation Committee finalized renewal recommendation.	5 Business days after final report
Charter School Advisory Committee	Reviews report and recommendation and determines recommendation presented to Chancellor.	January
Chancellor	Review recommendation and determines recommendation presented to Regents.	January
Board of Regents	Reviews report, recommendation, and acts on renewal contract.	February