

School Operational Forms**Submittal: 28 days prior**

- A Name Change
- B Mission Statement
- C Educational Program
- D Grade Level Change
- E Enrollment Cap
- F Performance Framework Academic Goal Change
- G Pre-K Early Childhood Program
- H Governing Body By-laws change
- I Non-profit Foundation or Partner Change

Personnel Change**Submittal: 14 days prior****Identify the number of submittals in the last 12 months**

- A Head Administrator
- B Business Manager
- C Procurement Officer
- D Governing Board Member
- E Foundation Membership

Building**Submittal: 28 days prior**

- A Lease terms/ Facility Ownership Amendment
- B School relocation
- C Additional Square footage

