

Instructions and Timeframe

<p>Notice of Intent</p>	<p>The Notice of Intent (NOI) must be submitted no later than the second Tuesday in January, on the form provided, to both the Public Education Commission and the district where the school intends to locate.</p>
<p>Technical Assistance Workshops</p>	<p>Five New Application Workshops will be provided by the CSD between January and May. Applicant teams that submit a timely NOI will be notified of the trainings by email. To RSVP, send participant's name, school affiliation, position, and email address to charter.schools@ped.nm.gov.</p>
<p>PSFA Master Plan</p>	<p>Applications must include evidence that the founders have submitted to the Public School Facilities Authority (PSFA) a Facilities Master Plan/Educational Specifications Checklist (found on the PSFA website) in April.</p>
<p>Deadline</p>	<p>Applications must be submitted by email to charter.schools@ped.nm.gov by June 1 at 5:00 PM Mountain Time. Only electronic copies will be accepted. CSD will confirm receipt of the application by email. The CSD will NOT send any notices or other information by hard copy unless required to do so by law.</p>
<p>Applications to PEC</p>	<p>All received applications will be transmitted to the PEC on or before June 8.</p>
<p>Peer Review Preliminary Analysis</p> <p>Capacity Interview and Preliminary Analysis</p>	<p>An external peer review team of New Mexico charter school experts, overseen by CSD staff, will read and analyze the applications. The peer review team's preliminary analysis is provided to the applicant and the PEC at least three calendar days <u>prior to the applicant team's scheduled Capacity Interview date</u>. This interview will demonstrate the applicant team's capacity to implement the school as planned in the Application. The peer review team's preliminary analysis of the capacity interview is provided to the applicant team and the PEC at least seven days prior to the applicant team's scheduled Community Input Hearing date.</p>
<p>Capacity Interview Preliminary Analysis</p>	<p>The review team's preliminary analysis of the capacity interview is provided to the applicant team and the PEC no fewer than seven days prior to the applicant team's scheduled Community Input Hearing date.</p>

Community Input Hearings	The PEC will hold Community Input Hearings in July to allow the local community, including the local school district, the opportunity to provide comments on the application. The PEC will also use this opportunity to obtain information from the applicants that may inform the commissioners, prior to taking an actual vote.
CSD Analysis	The CSD will send its analysis by email to the PEC and to the applicant no later than two weeks prior to the PEC meeting.

PEC Decision-Making Meeting	The PEC will hold a public decision-making meeting no later than September 1 to: a) approve, b) approve with conditions, or c) deny the Application. At this meeting, the applicants will have an additional opportunity, prior to the decision, to address the PEC and to answer questions from the PEC members.
------------------------------------	---

Instructions and Timeframe

Notice of Intent	The Notice of Intent (NOI) must be submitted no later than the second Tuesday in January, on the form provided, to both the Public Education Commission and the local district where the proposed charter school intends to be located.	January 10, 2023
Deadline: Charter Application	Charter Applications may be submitted between May 1 and must be submitted by email to charter.schools@ped.nm.gov by June 1 at 5:00 P.M. The deadline for submission of all materials to the PED's CSD is June 1 by 5:00 PM Mountain Time).	Application received by June 1, 2023
Applications Provided to the PEC	All received applications will be transmitted to the PEC after CSD checks for completeness.	June 8, 2023
Substantive Review Period	An external peer review team of New Mexico charter school experts will read and analyze the applications in June. Each team is overseen by CSD staff.	June
Capacity Interviews	This interview will be designed to demonstrate the applicant team's capacity to implement the school as planned in the Application.	June 19-21, 2023

Written Preliminary Analysis	The review team’s preliminary analysis of the-is provided to the applicant team and the PEC no fewer than seven days prior to the applicant team’s scheduled Community Input Hearing date.	June 30, 2023
Community Input Hearings¹	The PEC will hold Community Input Hearings in July to allow the local community, including the local school district, the opportunity to provide comments on the application. The PEC will also use this opportunity to obtain information from the applicants that may inform the commissioners, prior to taking an actual vote.	July 10-12, 2023
Public Written Comments	Community input may include written or oral comments in favor of or in opposition to the application by the applicant, members of the local community, and other interested individuals. Community input shall be provided within a time limit established by the chartering authority.	July 11-13, 2023
CSD Analysis and Recommendation	The CSD will send its analysis by email to the PEC and to the applicant no later than two weeks prior to the PEC meeting.	July 14, 2023
PEC’s letter to applicants		July 21, 2023
Transcripts of the Public Hearing	The CSD will send to PEC and the applicants the transcripts of the public hearing.	July 25, 2023
PEC Decision Making Meeting	The PEC will hold a public decision-making meeting no later than September 1 to: a) approve, b) approve with conditions, or c) deny the Application. At this meeting, the applicants will have an additional opportunity, prior to the decision, to address the PEC and to answer questions from the PEC members.	August 18, 2023