

## **22-8B-8. Charter application; contents.**

The charter school application shall include:

- A. the mission statement of the charter school;
- B. the goals, objectives and student performance outcomes to be achieved by the charter school;
- C. a description of the charter school's educational program, student performance standards and curriculum that must meet or exceed the department's educational standards and must be designed to enable each student to achieve those standards;
- D. a description of the way a charter school's educational program will meet the individual needs of the students, including those students determined to be at risk;
- E. a description of the charter school's plan for evaluating student performance, the types of assessments that will be used to measure student progress toward achievement of the state's standards and the school's student performance outcomes, the time line for achievement of the outcomes and the procedures for taking corrective action in the event that student performance falls below the standards;
- F. evidence that the plan for the charter school is economically sound, including a proposed budget for the term of the charter and a description of the manner in which the annual audit of the financial and administrative operations of the charter school is to be conducted;
- G. evidence that the fiscal management of the charter school complies with all applicable federal and state laws and rules relative to fiscal procedures;
- H. evidence of a plan for the displacement of students, teachers and other employees who will not attend or be employed in the conversion school;
- I. a description of the governing body and operation of the charter school, including:
  - (1) how the governing body will be selected;
  - (2) qualification and terms of members, how vacancies on the governing body will be filled and procedures for changing governing body membership; and
  - (3) the nature and extent of parental, professional educator and community involvement in the governance and operation of the school;
- J. an explanation of the relationship that will exist between the proposed charter school and its employees, including evidence that the terms and conditions of employment will be addressed with affected employees and their recognized representatives, if any;
- K. the employment and student discipline policies of the proposed charter school;
- L. an agreement between the charter school and the chartering authority regarding the respective legal liability and applicable insurance coverage;

M. a description of how the charter school plans to meet the transportation and food service needs of its students;

N. a description of both the discretionary waivers and the waivers provided for in Section 22-8B-5 NMSA 1978 that the charter school is requesting or that will be provided from the local school board or the department and the charter school's plan for addressing and using these waiver requests; and

O. a description of the facilities the charter school plans to use.