

### **School of Hope Notice of Intent**

As provided for in State Board of Education Rule 6A-1.0998271, Florida Administrative Code, the completed Notice of Intent must be submitted to the Superintendent of the District in which the persistently low-performing school operates with a copy submitted to the Florida Department of Education.

## **Notice of Intent**

### **Cover Sheet**

#### **Hope Operator**

Name of Non-Profit Organization:

IRS FEIN #: (xx-xxxxxxx)

Address:

Executive Director/CEO:

Primary Contact (if different):

Phone Number:

Email:

Date Organization Received Hope Operator Designation from SBE:

*\* Include a copy of the Hope Operator Designation Letter from SBE*

#### **Persistently Low-Performing School**

Name of School:

MSID Number:

Address:

School Grades Served:

*\* If the School plans to serve students from more than one persistently low-performing public school, please identify all schools in the proposed geographic area in Attachment A.*

#### **Proposed School of Hope**

Name of School:

Address/Geographic Area:

Proximity to Persistently Low-Performing School:

*\* If the School plans to serve students from more than one persistently low-performing public school, please identify all schools in the proposed geographic area in Attachment A.*

**Authorizing Entity**

This Notice of Intent is being filed with:

\_\_\_ [School District of XX County]

I certify that I have the authority to submit this Notice of Intent on behalf of the above name organization and that all information contained herein is complete and accurate. The person named as the primary contact person for the application is so authorized to serve as the primary contact for this application on behalf of the applicant.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Printed Name*

\_\_\_\_\_  
*Date*

## Section A: Mission Statement

1. Provide the mission and vision statements for the proposed School of Hope charter school. The mission is a statement of the fundamental purpose of the school, describing why it exists. The vision statement outlines how the school will operate and what it will achieve in the long term. The mission and vision statement provide the foundation for the entire proposal, and taken together, should illustrate what success looks like.

## Section B: Academic Focus and Plan

1. Describe the proposed charter school's educational program.
2. Describe the basic learning environment (e.g., classroom-based, independent study, blended learning), including rationale for class size and structure and how the learning environment supports and is consistent with the mission.
3. Describe the school's curriculum in the core academic areas, illustrating how it will prepare students to achieve Florida standards, as provided for in Section 1003.41, Florida Statutes. Describe the primary instructional strategies that the school will expect teachers to use and why they are appropriate for the anticipated student population. Describe the methods and systems teachers will have for providing differentiated instruction to meet the needs of all students, including how students who enter the school below grade level will be engaged in and benefit from the curriculum and the formalized multi-tiered level of supports that will be provided to students who are performing below grade level.
  - o If the curriculum is fully developed, summarize curricular choices (e.g. textbooks) by core subject, as provided for in Section 1003.01(14)(a), Florida Statutes, and the rationale for each. Include as Attachment B, a sample course scope and sequence for a core subject for each division (elementary, middle, and high school) the school would serve.
  - o If the curriculum is not yet fully developed, describe any curricular choices made to date and proposed curricular choices (e.g. textbooks, etc.) and explain the plan for how the curriculum will be completed between approval of the application and the opening of the school. This should include a timeline, milestones, and individuals responsible for included tasks. Also, describe the focus of the curriculum plan and explain how the curriculum will be implemented. Include what core subject areas will be offered and provide evidence on how the curriculum will be aligned to Florida standards.
4. Provide a sample daily schedule and school annual calendar, including the annual number of days and hours of instructional time as Attachment C. (Note: if approved, the Governing Board will formally adopt an annual calendar)

## Section C: Financial Plan

1. Provide as Attachment D, an operating budget covering each year of the 5-year term that contains revenue projections, expenses, and anticipated fund balances. The budget should be based on the projected student enrollment indicated in Section G.

2. Describe who will manage the school's finances and how the school will ensure strong internal controls over financial management and compliance with applicable financial reporting requirements.
3. Explain the mechanisms the governing board will use to monitor the school's financial health and compliance.
4. Describe the school's plans and procedures for conducting an annual audit of the financial operations of the school, pursuant to s. 218.39, F.S.
5. Describe the method by which accounting records will be maintained.
6. Describe how the school will ensure financial transparency to the public, including its plans for public adoption of its budget and public dissemination of its annual audit and financial report.

#### Section D: Goals and Objectives for increasing student achievement for the students from low-income families

1. Describe the expected incoming baseline of student academic achievement of students from low-income families who will enroll in the school. Based upon the expected incoming baseline performance, describe the school's goals for academic growth and improvement that students are expected to show each year and the rationale for those goals.
2. Describe how the school's academic goals and objectives for improving student learning will be revised if the actual incoming baseline is substantially different than the expected baseline. Describe how success will be evaluated, and the desired overall results to be attained through instruction.
3. Describe any mission-specific educational goals and targets for the school not captured by state accountability requirements. State goals clearly in terms of the measures or assessments the school plans to use.

#### Section E: Community Outreach

1. Explain what steps, if any, have been taken to engage with parents and community leaders to help the Hope Operator to understand the unique strengths and challenges of the students.
2. Explain upcoming and ongoing community outreach efforts.
3. Describe how the Hope Operator will recruit students from the persistently low-performing school(s) within the vicinity and ensure that families understand the process for enrolling in the proposed School of Hope. The description should include a projected timeline that includes the major milestones or activities related to recruitment activities.
4. Describe the strategies the school will employ to involve parents in their children's education and the expectations related to parental involvement. Describe what steps will be taken to ensure that these expectations do not pose a barrier to access for any family seeking enrollment.

Section F: Organizational History of Success

1. Describe your organization’s history, philosophy, and approach to education.
2. Provide a narrative description of your organization’s success in providing a high-quality education to low-income students and students with similar demographics to the students in the persistently low-performing public school identified on the cover sheet and Attachment A, if applicable.
3. Provide copies or links to any independent studies or research that examined the impact of the charter schools operated by your organization.

Section G: Grade Levels to Be Served and Enrollment Projections

Grade Level	Projected Number of Students				
	Year 1 20XX-20XX	Year 2 20XX-20XX	Year 3 20XX-20XX	Year 4 20XX-20XX	Year 5 20XX-20XX
School Readiness (3)					
Pre-K (4)					
K					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
<b>TOTAL K-12</b>					
<b>TOTAL</b>					

Year	Total Projected K-12 Enrollment	Projected % of students that previously attended a Persistently Low-Performing school
Year 1		
Year 2		
Year 3		
Year 4		
Year 5		

Section H: Proposed Location

1. Describe the proposed location or geographic area (if specific facility/location has yet to be secured) and its proximity to the persistently low-performing school identified on the cover page. If there are multiple persistently low-performing schools in the area, identify each of them in this section.

Section I: Staffing Plan

1. Provide an organizational chart that shows the school governance, management, and staffing structure. The organizational chart should clearly define command structure

2. Provide a staffing plan for each year of the charter term that includes all anticipated personnel, is aligned with the school’s projected enrollment, and will ensure the school maintains compliance with class-size maximums provided for in Section 1003.03, Florida Statutes, calculated at the school-wide average.

3. Indicate whether the school will utilize non-Florida certified instructional personnel, as provided for in Section 1002.333(6)(d), Florida Statutes. If the school will utilize non-certified instructional personnel, describe the qualifications for instructional personnel and the method by which the school will evaluate their preparedness to teach and their effectiveness in the classroom.

**ATTACHMENTS**

Attachment A: List of Persistently Low-Performing Schools in proposed geographic area

Attachment B: Sample course scope and sequence for each core subject for each division (elementary, middle, and high school) the school would serve.

Attachment C: Sample daily schedule and school annual calendar, including the annual number of days and hours of instructional time.

Attachment D: Operating budget covering each year of the 5-year term that contains revenue projections (using the Florida charter school revenue estimate worksheet for at least the first year of operation), expenses, and anticipated fund balances.