

**16 NCAC 06G .0507 CHARTER SCHOOLS RENEWAL PROCESS**

(a) To request renewal of a charter, a charter school shall submit a Self-Study form. The North Carolina State Board of Education shall review the Self-Study form and other available information, including information obtained through public records requests, when determining whether the charter school is meeting the standards in G.S. 115C-218.6, the academic goals and mission in the approved charter application, and is operating in accordance with the financial and governance standards in this Subchapter.

(b) The charter holder shall provide the following information in the Self-Study on the form, available on the Office of Charter School's website:

- (1) school name;
- (2) school mailing address;
- (3) primary contact person, including name, title, phone number, fax number, email address, and dated signature;
- (4) contact information for the board of directors' chairperson, including name, term of office, mailing address, phone number, fax number, email address, and dated signature;
- (5) a letter signed by the Board Chairperson stating the charter holder's intent to seek charter renewal;
- (6) school mission statement as stated in the original or amended charter application;
- (7) if applicable, revised school mission statement approved by the State Board of Education;
- (8) a narrative statement not to exceed two pages explaining how the school is fulfilling the State Board approved mission statement;
- (9) five goals the charter holder has for the school during the next five years, including at least one academic goal, one financial goal, and one operational goal;
- (10) the name of or a description of the curriculum design currently used by the school;
- (11) a summary of instructional methodology or instructional techniques utilized used at the school;
- (12) the names of evaluation instruments, other than State-mandated tests, used to assess student performance, including descriptions of those assessments; and
- (13) a narrative statement explaining how the school uses student data to improve student learning and to raise the academic performance of all students.

(c) All pages of the Self-Study shall be numbered consecutively and include a table of contents.

(d) No font smaller than 12 point shall be used in the typed report.

(e) Any charter school seeking renewal may use help from outside the school to complete the Self-Study report.

*History Note: Authority G.S. 115C-12; 115C-218(a)(6); 115C-218.6; 115C-218.95;  
Emergency Adoption Eff. August 20, 2019;  
Eff. March 17, 2021.*