

## CHARTER SCHOOL PROPOSAL PROCESS FOR SCHOOLS OPENING IN FALL 2025 – FIRST CYCLE

*(Please note dates are subject to change)*

Ball State University, Office of Charter Schools (“OCS”) welcomes any Organizing Group to apply by following the Charter School Proposal Process stated below. Written submissions should be clear, concise, and provide compelling reasons for Ball State University to authorize the proposed charter school. Meeting deadlines does not guarantee approval during the current review cycle.

The evaluation process for the charter proposals includes each of the following: 1) a review by OCS staff for completeness and quality; 2) an interview with Organizer and other representatives; and 3) a public hearing in the community where the proposed charter school will be located. Although OCS makes recommendations as to which proposal(s) to approve, Ball State University’s Charter School Review Committee makes the final decisions as to any schools that are recommended for a charter approval.

OCS will be revisiting its requirements prior to each proposal cycle to see if any revisions are needed. OCS will try to make any necessary changes at least 60 days in advance of the submission deadlines in order to allow Organizing Groups to have time to make adjustments prior to deadlines.

### Submission Requirements:

Statements of Interest and Charter Proposals shall be submitted both electronically and by regular mail. Statements of Interest shall be sent via email to [charterschools@bsu.edu](mailto:charterschools@bsu.edu) no later than the specified date for the electronic submission. One copy of the Statement of Interest shall be sent by regular mail to Office of Charter Schools postmarked no later than the specified date for the electronic submission. Charter Proposals shall be submitted electronically by uploading them to the OCS SharePoint website no later than the specified date for the electronic submission. Three copies of the Charter Proposals shall be sent by regular mail to Office of Charter Schools, TC-912, Muncie, IN 47306 postmarked no later than the specified date for the electronic submission.

If you have any questions, please contact the Georgette Davis, New School Development Coordinator, at 765-717-1720 or email Mrs. Davis at [gdavis@bsu.edu](mailto:gdavis@bsu.edu).

	Event	Due Date
Step 1	<p><b><u>Submission of Statement of Interest</u></b></p> <p>The purpose of the Statement of Interest is to provide each Organizing Group an opportunity to submit its idea for opening a charter school to the OCS prior to investing time and incurring costs associated with completing a proposal.</p> <p>Statements of Interest must be received electronically between June 15-July 14, 2023. One print copy must be mailed postmarked no later than July 15, 2021, to Ball State University Office of Charter Schools, TC-912, Muncie, IN 47306.</p> <p>The OCS will review the submitted Statements of Interest and make determinations based on the completeness and quality of the submissions, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support. Organizing Groups will be notified by July 31, 2023.</p>	June 15-July 14, 2023

	Event	Due Date
<b>Step 2</b>	<p><b><u>Submission of Charter Proposal</u></b> Based on the completeness and quality of the Statements of Interest, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support, the OCS will invite selected Organizing Groups to submit a Charter Proposal.</p> <p>Charter Proposals must be submitted <b>on August 25, 2023</b>. Three copies of the Charter Proposals must be sent by regular mail postmarked on August 25, 2023, to Ball State University Office of Charter Schools, TC-912, Muncie, IN 47306.</p>	August 25, 2023
<b>Step 3</b>	<p><b><u>Interviews</u></b> Based on the completeness and quality of the Charter Proposal, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support, interviews are afforded to selected Organizing Groups. The decision to interview the Organizing Group on a specific Charter Proposal does not guarantee a public hearing during the current review cycle.</p>	September 5-8, 2023
<b>Step 4</b>	<p><b><u>Public Hearing</u></b> Based on a Charter Proposal's quality and interview session, the OCS will invite selected Organizing Groups to hold a public hearing in the area where the school will be located. Public notices of the meeting must be published in a local newspaper and must be sent to the school district(s) in which the school would be located. OCS will arrange and pay for the cost of such notices. Decisions will be based upon the completeness and quality of the Charter Proposal, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposed charter school is a concept or has innovation that the community and Ball State University can support, and comments from the public. The decision to hold a public hearing on a specific Charter Proposal does not guarantee approval during the current review cycle.</p>	October 2-6, 2023
<b>Step 5</b>	<p><b><u>Final Decision</u></b> Ball State University's Charter School Review Committee designates final approval of the Charter Proposals and sponsorship by BSU.</p>	November 8, 2023*

\* Notwithstanding the above "Final Decision" date, pursuant to IC 20-24-3-9, Ball State University will issue its final decision not later than seventy-five (75) days after the organizer submits the proposal.

## CHARTER SCHOOL PROPOSAL PROCESS FOR SCHOOLS OPENING IN FALL 2025 – SECOND CYCLE

*(Please note dates are subject to change)*

Ball State University, Office of Charter Schools (“OCS”) welcomes any Organizing Group to apply by following the Charter School Proposal Process stated below. Written submissions should be clear, concise, and provide compelling reasons for Ball State University to authorize the proposed charter school. Meeting deadlines does not guarantee approval during the current review cycle.

The evaluation process for the charter proposals includes each of the following: 1) a review by OCS staff for completeness and quality; 2) an interview with Organizer and other representatives; and 3) a public hearing in the community where the proposed charter school will be located. Although OCS makes recommendations as to which proposal(s) to approve, Ball State University’s Charter School Review Committee makes the final decisions as to any schools that are recommended for a charter approval.

OCS will be revisiting its requirements prior to each proposal cycle to see if any revisions are needed. OCS will try to make any necessary changes at least 60 days in advance of the submission deadlines in order to allow Organizing Groups to have time to make adjustments prior to deadlines.

### Submission Requirements:

Statements of Interest and Charter Proposals shall be submitted both electronically and by regular mail. Statements of Interest shall be sent via email to [charterschools@bsu.edu](mailto:charterschools@bsu.edu) no later than the specified date for the electronic submission. One copy of the Statement of Interest shall be sent by regular mail to Office of Charter Schools postmarked no later than the specified date for the electronic submission. Charter Proposals shall be submitted electronically by uploading them to the OCS SharePoint website no later than the specified date for the electronic submission. Three copies of the Charter Proposals shall be sent by regular mail to Office of Charter Schools, TC-912, Muncie, IN 47306 postmarked no later than the specified date for the electronic submission.

If you have any questions, please contact the Georgette Davis, New School Development Coordinator, at 765-717-1720 or email Mrs. Davis at [gdavis@bsu.edu](mailto:gdavis@bsu.edu).

	Event	Due Date
Step 1	<p><b><u>Submission of Statement of Interest</u></b></p> <p>The purpose of the Statement of Interest is to provide each Organizing Group an opportunity to submit its idea for opening a charter school to the OCS prior to investing time and incurring costs associated with completing a proposal.</p> <p>Statements of Interest must be received electronically between November 2-December 15 2023. One print copy must be mailed postmarked no later than December 15, 2023, to Ball State University Office of Charter Schools, TC-912, Muncie, IN 47306.</p> <p>The OCS will review the submitted Statements of Interest and make determinations based on the completeness and quality of the submissions, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support. Organizing Groups will be notified by December 31, 2023.</p>	November 2- December 15, 2023

	Event	Due Date
<b>Step 2</b>	<p><b><u>Submission of Charter Proposal</u></b> Based on the completeness and quality of the Statements of Interest, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support, the OCS will invite selected Organizing Groups to submit a Charter Proposal.</p> <p>Charter Proposals must be submitted <b>on February 1, 2024</b>. Three copies of the Charter Proposals must be sent by regular mail postmarked on February 1, 2024, to Ball State University Office of Charter Schools, TC-912, Muncie, IN 47306.</p>	February 1, 2024
<b>Step 3</b>	<p><b><u>Interviews</u></b> Based on the completeness and quality of the Charter Proposal, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposal will be a concept or has innovation that the community and Ball State University can support, interviews are afforded to selected Organizing Groups. The decision to interview the Organizing Group on a specific Charter Proposal does not guarantee a public hearing during the current review cycle.</p>	February 12-16, 2024
<b>Step 4</b>	<p><b><u>Public Hearing</u></b> Based on a Charter Proposal's quality and interview session, the OCS will invite selected Organizing Groups to hold a public hearing in the area where the school will be located. Public notices of the meeting must be published in a local newspaper and must be sent to the school district(s) in which the school would be located. OCS will arrange and pay for the cost of such notices. Decisions will be based upon the completeness and quality of the Charter Proposal, including, but not limited to, the viability and quality for the community in which the charter school is proposed and whether the proposed charter school is a concept or has innovation that the community and Ball State University can support, and comments from the public. The decision to hold a public hearing on a specific Charter Proposal does not guarantee approval during the current review cycle.</p>	March 6-12, 2024
<b>Step 5</b>	<p><b><u>Final Decision</u></b> Ball State University's Charter School Review Committee designates final approval of the Charter Proposals and authorization by BSU.</p>	April 16, 2024*

\* Notwithstanding the above "Final Decision" date, pursuant to IC 20-24-3-9, Ball State University will issue its final decision not later than seventy-five (75) days after the organizer submits the proposal.