

Policy CHTR-014: Charter Amendments for Existing Public Charter Schools

NC State Board of Education

Original Adopted Date: 04/05/2012 | **Last Revised Date:** 06/01/2017 | **Last Reviewed Date:** 06/01/2017

Status: ADOPTED

**NORTH CAROLINA STATE BOARD OF EDUCATION
Policy Manual**

Item	Description
Policy Title	Charter Amendments for Existing Public Charter Schools
Policy Category	Public School Employee Charter Schools Administration
Policy ID	CHTR-014
Policy Date	06/01/2017
Previous Policy Dates	04/05/2012
Statutory Reference	

A material revision of the provisions of a charter application shall be made only upon the approval of the State Board of Education (Board).

I. Amendment Approval Process

A. The following are amendments that must receive Board approval prior to implementation

1. Enrollment growth beyond the approved percentage outlined in G.S. 115C-218.5 or grade expansion not in the approved charter;

2. Relocation outside a 5-mile radius or approved Local Education Agency (LEA);
3. Transferring the charter to another non-profit entity;
4. Altering the mission or targeted student population;
5. Employing or terminating a management company; and
6. Change to the charter application with respect to the National School Lunch program

B. The following proposed amendments to a charter may be approved by Department of Public Instruction staff without the necessity of Board action; moreover, the charter school must seek approval prior to implementation of the change. Further, the Board must be notified by the Department of any approved amendments in the following areas:

1. Bylaws;
2. The name of the charter school;
3. The Articles of Incorporation;
4. Relocation within a 5-mile radius or an approved Local Education Agency (LEA)
5. Class sizes as stated in the application;
6. Length of school day and/or academic year;
7. Curriculum changes;
8. Change to the charter application with respect to student transportation;
9. Change to the charter application with respect to changing its food service plan; and
10. One year delay requests and/or using year 2 enrollment as outlined in the approved charter.

C. Any proposed amendments not contained in Section 2 above must be reviewed and approved by the State Board of Education and are subject to the Charter Schools Advisory Board's review/recommendation. Notwithstanding the foregoing, the Department may carry any proposed amendment to the Board for its review.

II. Documentation Needed to Process Amendment Requests

No amendment will be processed without the needed documentation. Documentation needed to process amendment requests include, but are not limited to the following:

1. Board meeting minutes reflecting the vote of the Board of Directors for the charter school;
2. Cover letter fully explaining/justifying the request signed by the board chair and lead administrator of the charter school;

3. Strikethrough version of the original charter application/document; and
4. Clean version of the original charter/document to include the new language.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State Reference

GS 115C-218.45(f)

Description[Admission requirements](#)