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COLORADO LEAGUE of  
CHARTER SCHOOLS  
*focus on achievement*

## NEW SCHOOL NEWS

### March 2018



#### Note from the New Schools Team

The decision to start a charter public school is a monumental one and indicates a commitment to taking the time necessary to research, build support, assemble a team and ultimately design a school that meets a need in your community. When asked what the most critical element is in developing a successful school, we have learned that it always comes back to TIME!

*It typically takes 18 months to 3 years to bring a school from theory to reality.* The first phase alone, if done well, is very time consuming as you research charter school law and best practice, visit other schools, learn about the state accountability system, garner support in the community and build a team with a diverse set of skills. To learn more about the many steps involved in charter school development, please visit the [Start a Charter Colorado Flowchart](#) and gain quick access to many of the resources necessary to start a school.

No matter what phase of development you are in, this monthly newsletter will offer you *critical resources*, *helpful tips* and information about important *events and trainings* so that your school can possess a solid foundation with a high likelihood of success.

If you haven't come in for a face to face meeting yet, please schedule that with us at your convenience.

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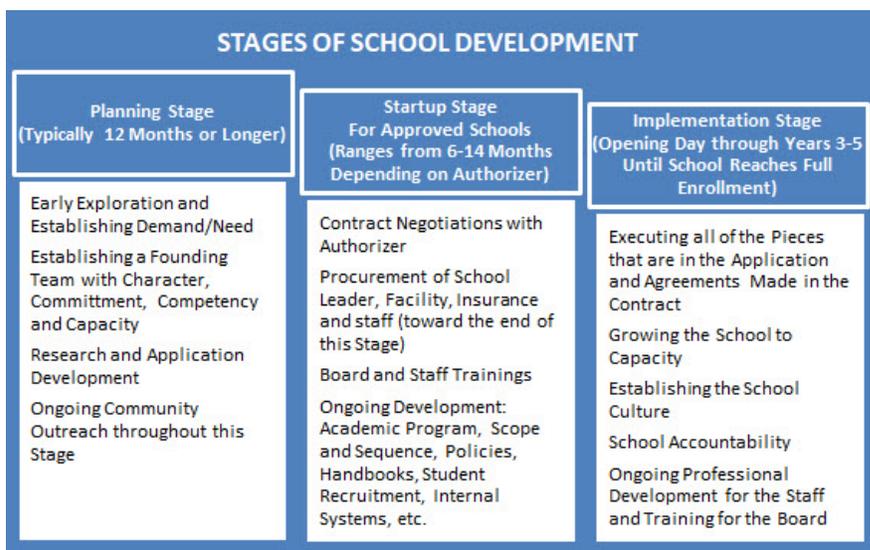
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#### Contact Us

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New Schools Office  
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New School Resources and Links  
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## Stages of School Development



### Planning Stage: Mark Your Calendar

#### CDE Charter School Boot Camp

*Hosted by the Colorado Department of Education (CDE)*

**Dates:** Wednesday, April 18, Thursday, April 19, and Friday, April 20

**Time:** 8:30 AM - 4:00 PM each day

**Location:** Independence Institute, 727 East 16th Avenue, Denver

**Note:** Each day covers separate material. Attendance for all three days is not required, but it is highly recommended that someone from your planning team attend each day.

**Description:** The grand bargain for charter schools is accountability in exchange for autonomy. If charter planning teams are going to open and operate a quality school that is accountable to their stakeholders and has the autonomy to self-govern, they have to understand the critical elements of starting a charter school well before they receive a charter or apply for the CCSP (Colorado Charter School Program) grant.

Plan on joining this foundational training which is designed to support planning teams, at all stages of application writing, in gaining a clear picture of the realities for opening and operating a school, as well as, to support teams in finding the gaps in their plan and team. This three-day workshop looks at essential aspects of developing a charter school application, calling on expert presenters and providing supplemental resources to assist the charter school development team. Planning teams will leave the training with information, strategies and resources necessary to develop a strong application that will ultimately lay the foundation for a quality charter school.

**Registration:** [Click here to register](#). Register by 8:00 AM on Friday, April 13. Please contact [CDE](#) directly for questions and more information.

### Tips and Resources for Schools in the Planning Stage

#### Application Writing and Revising after League Feedback

If you are at the earliest stage of charter development make sure you check out the following webinar and resources to assist you in understanding the application writing process:

[Application Writing Webinar](#)

[Resources](#) (Scroll down to Writing a Charter School Application)

If you have written your application and have begun the League's application review process, be sure to check out the below webinar and resources for tips on incorporating the feedback for the highest quality

charter application:

[Application Revision Webinar](#)

[Resources](#) (Scroll down to Revising Your App Based on Feedback)

## Characteristics of Highly Effective Charter School Founding Committees:

- Have a main founder (sometimes two) who has strong project management and organization skills.
- Sign an agreed upon set of norms for committee functioning.
- Skills in project management, education, management, P.R., finance and law.
- Were chosen based on particular expertise or skills that they are prepared to utilize on behalf of the charter school and the skill sets among members are diverse.
- Are Colorado residents and ideally the majority live and/or work in the proposed community the school plans to serve.
- Have the time to devote a considerable amount of energy to the creation of the charter application and the launching of a new school.
- 1/2 to 2/3 of committee has previous governance experience.
- Utilize written job descriptions and/or performance expectations for individual members.
- Agree to transition to the formal Governing Board after charter is approved.

## Startup Stage: Mark Your Calendar

### The 10th Annual Charter School Teacher Job Fair

*Hosted by The Center for Professional Development at Peak to Peak Charter School (CPD)*

**Date:** Saturday, March 17

**Time:** 8:00 AM - 1:00 PM (School representatives and vendors: set-up is from 8:00 AM to 8:30 AM | Teacher candidates: interview sign-ups are from 8:30 AM -9:30 AM | Interviews are from 9:30 AM - 1:00 PM)

**Cost:** The event is free for teacher candidates. Schools may purchase a booth for a fee.

**Location:** Peak to Peak Charter School, 800 Merlin Drive, Lafayette

**Description:** This is the largest teacher job fair in Colorado exclusively for charter schools and presents an excellent opportunity for schools and teaching candidates to participate in face-to-face interviews to discuss career opportunities. Teachers, counselors, administrators, and schools from Colorado and surrounding states will attend. Approximately 70 charter schools and as many as 500 teacher candidates attend this annual event.

**Registration:** [Click here to register and learn more.](#)

## Startup Stage: Tips and Resources

### Recruiting, Hiring and Onboarding

Schools approved to open in 2018 are gearing up for a hiring frenzy and many school founders and new school leaders are not Human Resources professionals. The League is excited to announce that we will be soon be bringing on a Director of Talent Development who, among other things, will support our schools in designing and implementing excellent HR practices that cultivate high levels of recruitment, performance, productivity, satisfaction, morale and retention among all employees. To learn more about this please contact Teresa Tate, the League's Vice President of School Services, at [ttate@coloradoleague.org](mailto:ttate@coloradoleague.org). And make sure to check out this [resource](#) for helpful tips and tools now!

## Governance Training

*If your school is approved to open in 2018 don't forget to get your customized Governance Training scheduled. We recommend that this training occurs shortly after your Head of School is hired so that the Board and School Leader can begin their relationship with a shared understanding of best practices in charter school governance.*

The Colorado League of Charter Schools offers customized governance trainings designed to meet a school's unique needs around board development. Workshops are held at your charter school or location of your choosing and are facilitated by a member of our cadre of experienced charter school professionals.

League trainings generally focus on specific themes, but all workshops are customized via a pre-session survey and conference call to determine your school's unique needs, goals and key issues. The Best Practices in Charter School Governance training introduces basic roles, responsibilities and general practices essential to creating and/or operating an effective charter school board.

If using the League for your customized Governance Training, please contact Teresa Tate, the League's Vice President of School Services, at [ttate@coloradoleague.org](mailto:ttate@coloradoleague.org) for scheduling and more information. Also, Planning Grants may be available for your Governance Training. Please check with Lori Ventimiglia at [lventimiglia@coloradoleague.org](mailto:lventimiglia@coloradoleague.org) to determine eligibility. Half-day and full-day trainings are available.

## In Every Issue

The following information is included in each newsletter as they are valuable resources to keep on your radar.

### New School Development Resources

Visit the League's [New School Development](#) page for sample model documents, upcoming events, information about grants and much more. Check back frequently for updates!

### Stay Informed! Be sure to receive these informative publications from the League:

- Business Office Perspectives (monthly e-newsletter for business managers)
- Friday Wire (weekly e-newsletter with links to charter related news articles)
- Legislative Updates (bi-weekly e-newsletter during the legislative session January - May)
- Professional Development Insider (monthly e-newsletter of upcoming trainings and events)
- School Safety Awareness Newsletter (monthly e-newsletter of resources to help improve the safety of school environments)
- The League Monthly Update (monthly e-newsletter that will keep member schools informed of the League's work and how we are supporting charter schools in our state)

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### Health and Wellness Resources

<http://www.coloradoedinitiative.org/resources/healthy-schools-best-practices-guides/>

<http://www.coloradoedinitiative.org/resources/connecting-health-and-learning-health-is-vital-to-student-success-an-overview-of-relevant-research/>

<http://www.coloradoedinitiative.org/wp-content/uploads/2015/02/MakingtheCaseFF.pdf>

## School Safety

<http://cdpsdocs.state.co.us/safeschools/E-Updates/CSSRC-E-UpdateJuly2017.pdf>

## Community Presentation Resources

- Videos: <https://www.youtube.com/channel/UCJNqgDobfoI0Qf3t78oVMcQ>
- FACTS: <http://coloradoleague.org/?charterschoolfacts>
- Infographics: <http://coloradoleague.org/?infographics>
- Website: <http://www.charterpublic.org/>  
(Great for messaging your charter school)!

## Information from CDE Schools of Choice Office

<http://www.cde.state.co.us/cdechart/chartregstart.asp> - This is the events page for the Schools of Choice unit at CDE. This site should also be checked frequently as there are always important and relevant workshops and seminars for developing schools that CDE Schools of Choice offers.

CDE's Schools of Choice Office provides a variety of Technical Assistance events for developing, new, and continuing charter schools. You can learn more about these offerings, see their schedule of events, and register for their trainings at <http://www.cde.state.co.us/cdechart/chartcalendar>

CDE's Schools of Choice Office puts out a twice-monthly "SOC Update" email and other important announcements through its Charter School ListServ. To sign up visit: <http://www.cde.state.co.us/cdechart/joinlistserv>

## Mark Your Calendar

**Whether you are in the planning phase, have been approved or are a Year-One school, there are critical professional development opportunities listed below. If you are unclear as to whether or not you should attend a training listed below, please contact the League's New School Development department. Please continue to check the League Calendar for upcoming trainings.**

### Close Reading One Day Professional Development Session

*Hosted by the Colorado League of Charter Schools*

**Date:** Wednesday, March 21

**Time:** 9:00 AM - 3:00 PM

**Cost:** League Members: \$175 per person | Non-Members: \$225 per person | \$125 for each additional attendee

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Meals:** A light breakfast and lunch will be provided.

**Target Audience:** Teachers, Reading and/or Literacy Specialists and Interventionists, Reading Across the Curriculum Teachers, Instructional Coaches

**Description:** Participants will learn a variety of ways to teach Common Core State standards through close reading rituals and various systematic close reading strategies. These strategies can be used across content areas with various curriculum components. Teachers will be able to

experience the close reading rituals with a variety of text, standards, models, and time to adjust existing lesson plans to embed and implement the close reading strategies learned. Attendees will also learn how to make a close reading strategy a ritual, embed interventions, and receive quality feedback through reciprocal peer feedback.

**Registration:** [Click here to register](#). **Deadline:** Friday, March 16.

## Effective Practices for Instructional Coaching 102 Data Meetings

*Hosted by the Colorado League of Charter Schools*

**Date:** Thursday, March 22

**Time:** 9:00 AM - 3:00 PM

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Cost:** League Members: \$175 for one person and \$125 per additional attendee; Non-members: \$225 for one person and \$125 per additional attendee

**Meals:** A light breakfast and lunch will be provided.

**Description:** If you benefited from Instructional Coaching session 101 this fall, this is the next step to enhance your instructional coaching practice. Participants will learn effective methods for data coaching. Learned coaching protocols will include one-on-one weekly student analysis meetings and teacher team data meetings. These protocols include:

- precisely defining mastery for a standard/objective through scripting an exemplar,
- sorting student work based on that exemplar,
- and creating a re-teach plan that addresses the highest leverage misconceptions identified in the data analysis.

This workshop will also provide tools and resources for ensuring accountability loops and tracking teacher growth.

**Registration:** [Click here to register](#). **Deadline:** Tuesday march 19. Event is contingent on a minimum of 8 registrants.

## Facilitation of Quality Professional Development

*Hosted by the Colorado League of Charter Schools*

**Date:** Wednesday, April 4

**Time:** 9:00 AM - 3:00 PM

**Cost:** League Members: \$175 for one person and \$100 each additional attendee; Non-Members: \$225 for one person and \$100 each additional attendee

**Location:** Colorado League of Charter Schools Training Center, 4201 E. Yale Avenue, Denver

**Description:** During this workshop, attendees will explore an overview of successful professional development facilitation. This will allow attendees to build background knowledge about the components of quality PD that will lead to superior PD structures that can become systematized over time. Participants will also examine research-based strategies for teaching adult learners and analyze how these fit within PD structures. Time will be allotted to plan and create think partnerships about how to lead effective professional development sessions.

**Professional Development Objectives:**

- Building an overview of quality facilitation of professional development structures, descriptions, and strategies.
- Learning how to support all adult learners to successfully connect and implement new learning.

**Audience:** Teachers, Instructional staff who teach adult learners, Teacher leaders, Professional Development Facilitators and Coordinators, Administrators, or anyone without a teaching or facilitation background that needs to deliver information over time in a school setting to adult

learners.

**Facilitated by:** Nicole Grzybowski

**Registration:** [Click here to register](#). **Deadline:** Monday, April 2.

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