![NACSA - National Association of Charter School Authorizers logo](logo)

VIRTUAL AUTHORIZER BOOTCAMP

WINTER 2019 SYLLABUS

The Virtual Authorizer Bootcamp seeks to provide new authorizers with a grounding in the fundamentals of authorizing and orient them to core resources and tools to support their work.

COURSE OVERVIEW

Background
In 2016, 2017, and 2018 NACSA offered a pre-conference session for authorizers new to the field. Due to the high level of demand, and in an effort to provide this one-of-a-kind experience to authorizers who are hired midyear or otherwise unable to attend conference, NACSA decided to launch a virtual version of its Bootcamp in 2018. This is the second offering of the Virtual Authorizer Bootcamp.

Expectations
- Attend all nine sessions.
- Participate in session discussions and activities.
- Complete all assignments: pre-work, forum posts, surveys.
- Keep in touch with NACSA.

Materials
All materials listed below will be provided to attendees prior to the start of the first session:
- Access to NACSA's Core Resources
- Bootcamp Participant Guide

Attendance
You get out of Bootcamp what you put into Bootcamp. It is highly encouraged that you attend all nine sessions. By attending at least eight out of nine sessions, your office will receive a code for $75 off one registration to the 2019 NACSA Leadership Conference in St. Louis, MO. If you are unable to attend a session, all sessions will be recorded. You will be given access to these recordings 24 hours after each session. To receive your certificate of completion you must attend all sessions. If you were unable to attend a session but watched the recording, you must email Morgan Powell to receive credit. Watching the recordings does not count towards receiving a conference discount.

Calendar
All sessions will begin at 1:00 CST and will be implemented via WebEx. Session length ranges from one hour to ninety minutes, depending on the content.

Session 1	Welcome and Overview	January 23	1.5 hours
Session 2	Applications Part I	January 30	1.5 hours
Session 3	Applications Part II	February 6	1 hour
Session 4	Autonomy and Accountability	February 13	1 hour
Session 5	Problems of Practice (Optional)	February 20	1 hour
Session 6	Ongoing Evaluation	February 27	1 hour
Session 7	Charter Renewal Part I	March 6	1.5 hours
Session 8	Charter Renewal Part II	March 13	1 hour
Session 9	Ensuring Access for ALL and Closing	March 20	1.5 hours

SESSION OVERVIEW

1. Welcome & Overview

This course not only provides new authorizers with the fundamentals of authorizing but it also connects participants to individuals who are just as passionate about this work. This session will introduce participants to each other as well as provide some historical background to the charter school movement and the historical transitions that have made authorizing what it is today.

Walk away from this session being able to...
- Identify other new authorizers in the field and the offices in which they work.
- Describe the course requirements and expectations.
- Articulate the history of charter school authorizing.

2. Applications Part I

This session explores how authorizers communicate their priorities to potential applicants and the importance of quality application review processes, including high-level discussion of proposal requirements and guidance, fair and transparent quality-focused procedures, rigorous approval criteria and merit-based decision making. Participants will review their first of two charter applications.

Walk away from this session being able to...
- List the basic requirements necessary for a high-quality application.
- Describe the key elements of a quality application review process.
- Evaluate a charter application with an orientation to quality.

3. Applications Part II

This session will require participants to put their learnings from Session 2 into practice. Participants will review a second, more complex, charter application, identify any red flags that are present, reach consensus with their peers, and determine if the applicant should be granted a capacity interview.

Walk away from this session being able to...
- Evaluate a charter application with an orientation to quality.
- Determine if an application is a high-quality application.
- Identify strengths, deficiencies, and "red flags" within an application.

4. Autonomy & Accountability

This session will discuss the authorizer's responsibility to establish, maintain, and enforce high performance standards for all schools in their portfolio, including not only holding schools accountable for the academic performance of all of their students, but also for financial and organizational performance.

Walk away from this session being able to...
- Explain the meaning of the autonomy and accountability bargain and describe the authorizer's role in ensuring a balance.
- Describe the purpose of a strong charter contract.
- Identify the three components of performance frameworks (academic, financial, organizational) and list the measures within each.
- Reflect on your office's practices of balancing autonomy and accountability.

5. Problems of Practice
This session will provide participants the space to pose a current challenge that they are grappling with in their office to their peers and NACSA staff. Participants will walk through a structured discussion that will result in the delivery of at least one suggested strategy to proceed. This session is optional due to mid-winter break.

Walk away from this session being able to...
- Recognize challenges that your peers face and relate your context to your peers'.
- Utilize your learnings from the course to develop and justify a recommendation for an identified challenge.
- Compare and contrast your recommendation with your peers'.

6. Ongoing Evaluation
This session will look at ways authorizers conduct oversight activities that enable them to fulfill their statutory responsibilities, such as collecting evidence, measuring progress, and using established criteria to evaluate school performance data in transparent ways, including desk audits, site visits, and annual reporting.

Walk away from this session being able to...
- List strategies for continuing evaluation of a school.
- Explain the benefit of transparency in ongoing evaluation and provide examples where transparency can be implemented.

7. Charter Renewal Part I
This session delves into the renewal process, and how authorizers utilize performance criteria, the charter contract, and summative evaluations to make high-stakes, merit-based renewal decisions. Possible outcomes include probationary, short-term, or full-term charter renewal; authorizers can also recommend non-renewal or revocation when necessary to protect student and public interests. Participants will review their first of two renewal scenarios.

Walk away from this session being able to...
- Define renewal and list the three types of renewal decisions.
- Explain the purpose of renewal decisions and what it means to make a merit-based decision.
- Describe the timeline of renewal decisions.
- Make a preliminary renewal recommendation based on performance criteria, contract terms, and evaluations provided.

8. Charter Renewal Part II
This session requires participants to put their learnings from Session 6 into practice. Participants will review the performance of a charter school, identify any red flags that are present, determine the steps that should be taken, and make a preliminary recommendation – renewal or not?

Walk away from this session being able to...
- Determine if a school should be renewed based on performance criteria, contract terms, and evaluations provided.
- Describe the steps an authorizer should take when non-renewal is decided.

9. Ensuring Access for ALL & Closing
This session will explore the authorizer's responsibility to ensure that all students and families have fair and equitable access to charter schools, that their schools offer programs for students with

disabilities and English learners that comply with the requirements of the charter law, and also embody its spirit. We will wrap-up by sharing your biggest takeaways from the course.

Walk away from this session being able to...
- Utilize the EL and SpEd Toolkits.
- Identify at least one step your office can take to maximize student access to high quality charter schools.
- Reflect on your learnings from the course.