

2019 Charter School Performance Framework Document List

Here is the list of criteria and Epicenter submission tasks for each measure with a rating based on the review of a collected document. All schools are required to complete the submission tasks in Epicenter, even if the criteria is not applicable. Each submission task in Epicenter **contains submission instructions** and lists the acceptable file formats. *Most submissions* accept **PDF format only**. For Section B, schools with a 2020 Renewal are required to upload information. For not applicable submission tasks, please read and follow the submission instructions provided in Epicenter.

A. Operational Annual Monitoring Criteria

MEASURE	CRITERIA	SUBMISSION TASK(S) IN EPICENTER
A1	The overall School Performance Score and Letter Grade are prominently displayed on the school’s website in accordance with G.S. 115C-218.65 and schools with D/F have sent letter to notify parents.	A01.1 School Performance Score and Letter Grade A01.2 Parent Letter for Schools with a D or F
A6	The school follows student admissions and lottery requirements as stated in North Carolina General Statute, State Board of Education Policy, and the signed charter agreement.	A06.1 Board Admissions and Enrollment Policy A06.2 Lottery Application
A8	The non-profit board has a current grievance policy for parents and employees.	A08.1 Parent Grievance Policy A08.2 Employee Grievance Policy
A9	The non-profit board has a current conflict of interest policy that complies with G.S. 115C-218.15 and the most recent charter agreement.	A09 Board Conflict of Interest Policy
A10	The non-profit board has a current nepotism policy that complies with G.S. 115C-218.15 and the most recent charter agreement.	A10 Board Nepotism Policy
A11	A quorum of the non-profit board of directors meets no less than 8 times during the fiscal year (may include an annual meeting).	A11 Board Meeting Schedule
A12	The majority of the non-profit board members and 50% or greater of the board officers have primary residence in North Carolina.	A12 Board Membership List
A13	There is evidence of current fire inspections and related records.	A13 Fire, OSHA, and Other Required Health and Safety Inspections
A14	The school has a viable certificate of occupancy or other required building use authorization for all facilities.	A14 Certificate of Occupancy
A15	The non-profit board holds current, active civil and liability insurance with the minimum coverage as defined in the most recent charter agreement.	A15 Civil and Liability Insurance Certificate
A16	The non-profit board has a criminal history check policy that mirrors the LEA in which the school is located.	A16 Board Criminal History Check Policy
A19	The charter school is compliant with the annual EMO/CMO public records request.	A19 EMO/CMO Public Records Request
A20	The charter school is compliant with maintaining the required dissolutions funds per G.S. 115C-218.100.	A20 NC Retirement System Dissolution Funds
A21	The school is compliant with the implementation of a School Improvement Plan submitted through NCStar.	A21 School Improvement Plan

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B. Operational Renewal Monitoring Criteria

MEASURE	CRITERIA	SUBMISSION TASK(S) IN EPICENTER
B1	The school has graduation requirements that match the approved charter application or approved charter application amendments.	B1 Graduation Requirements
B2	The school has student promotion requirements that match the approved charter application or approved charter application amendments.	B2 Student Promotion Requirements
B7	The school maintains a discipline policy that is compliant with state and federal law and that is consistent with the approved charter application and approved charter application amendments.	B7 Board Student Discipline Policy