

# Iowa Charter School Report Guide

This guide is to serve as technical assistance for charter schools when completing the annual progress report. In each section of the report, there will be three elements for the reporting school to complete: Introduction, Data, Discussion. Each of the elements will have outlined directions.

The **Introduction** section is meant to provide general or overview information for the particular topic. Note that this doesn't need to be extensive; a brief description of the bullets provided in the directions will be sufficient.

The **Data** section is meant for specific data relevant to the topic. Note that data input in this report should match other data submissions to the Iowa Department of Education. Some sections require local data; a source and brief description need to be provided. **Please input the information underneath data tables in place of the labels: *DATA SOURCE* and *DESCRIBE/DESCRIPTION*.**

The **Discussion** section is meant to provide commentary and interpretation of the relevant data. Note if the directions ask for specific conditions to be met. This section also should be brief in nature.

**Important Notes:** As you complete the report, keep the following in mind:

- Please be sure to include the source information for local data, input underneath the data tables.
- **Items that are highlighted gray** are data that are non-applicable or not available in current statewide data reporting submissions.
- The submission deadline is 11:59 p.m., Oct. 1. Questions should be sent to the Iowa Department of Education Charter School Team at [charter@iowa.gov](mailto:charter@iowa.gov).

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# A. Mission, Vision, & Progress toward Goals

## 1. Program Highlights

- **Brief** introduction to your charter school:
  - a. Describe the unique aspects of your charter (different from traditional public schools)
  - b. Indicate the grade levels served and community your charter is located within
  - c. Any other aspect that is important to note about your charter
- ***This is the area for you to shine, so provide whatever updates or celebrations you feel are most important here.***

## 2. Data

Table 1: Mission and Vision

| Mission                                                                   | Vision                                                                    |
|---------------------------------------------------------------------------|---------------------------------------------------------------------------|
| These data are pre-populated with charter school application information. | These data are pre-populated with charter school application information. |
| Please review and revise if needed.                                       | Please review and revise if needed.                                       |

## 3. Discussion

- **Brief** description of the progress towards the school's mission, vision and development of unique programming for Iowa students

## B. Student Enrollment

### 1. Introduction

- Include the following in the introduction in this area:
  - a. Overview of student enrollment and demographic data
  - b. Overview of best practices in recruitment of students to enroll in your charter

### 2. Data

**Table 2: Student Enrollment**

| Demographic                         | Number<br>2023-24 | Percent<br>2023-24 | Number<br>2024-25 | Percent<br>2024-25 | Number<br>2025-26 | Percent<br>2025-26 |
|-------------------------------------|-------------------|--------------------|-------------------|--------------------|-------------------|--------------------|
| Kindergarten                        | #                 | %                  | #                 | %                  | #                 | %                  |
| 1 <sup>st</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 2 <sup>nd</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 3 <sup>rd</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 4 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 5 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 6 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 7 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 8 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 9 <sup>th</sup> Grade               | #                 | %                  | #                 | %                  | #                 | %                  |
| 10 <sup>th</sup> Grade              | #                 | %                  | #                 | %                  | #                 | %                  |
| 11 <sup>th</sup> Grade              | #                 | %                  | #                 | %                  | #                 | %                  |
| 12 <sup>th</sup> Grade              | #                 | %                  | #                 | %                  | #                 | %                  |
| FRL                                 | #                 | %                  | #                 | %                  | #                 | %                  |
| IEP                                 | #                 | %                  | #                 | %                  | #                 | %                  |
| ELL                                 | #                 | %                  | #                 | %                  | #                 | %                  |
| Male                                | #                 | %                  | #                 | %                  | #                 | %                  |
| Female                              | #                 | %                  | #                 | %                  | #                 | %                  |
| Nonbinary                           | #                 | %                  | #                 | %                  | #                 | %                  |
| White                               | #                 | %                  | #                 | %                  | #                 | %                  |
| American Indian or<br>Alaska Native | #                 | %                  | #                 | %                  | #                 | %                  |
| Hispanic-Latino                     | #                 | %                  | #                 | %                  | #                 | %                  |
| African-American                    | #                 | %                  | #                 | %                  | #                 | %                  |
| Asian-Pacific Island                | #                 | %                  | #                 | %                  | #                 | %                  |
| Asian                               | #                 | %                  | #                 | %                  | #                 | %                  |
| Multi-Race                          | #                 | %                  | #                 | %                  | #                 | %                  |
| Total Current Enrollment            | #                 | %                  | #                 | %                  | #                 | %                  |

Student enrollment data are from the Student Reporting in Iowa (SRI) fall data collection from the specified year. These data reflect students actively enrolled on the October 1 count date with a BEDS entry code (students served): 1, 2, 3, 4, 5, 10, 11, 15, 19, and 60 except when Service/Facility Type is 8 (Border Agreements).

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. How you are able to effectively recruit students in an ongoing way to sustain your charter over time

## C. Attendance & Dropout Rate

### 1. Introduction

- Include the following in the introduction in this area:
  - a. Overview of attendance, dropout, student mobility in your charter
  - b. **Brief** description of best practices in this area implemented in your charter
  - c. The performance indicator annual targets for each area that is in the contract on file for your charter

### 2. Data

Table 3: Attendance and Dropout Rate

| Area                           | 2023-24 | 2024-25 |
|--------------------------------|---------|---------|
| Average Daily Attendance (ADA) |         |         |
| Dropout Rate                   |         |         |

**Note.** Attendance and Dropout Rates are a year in arrears, therefore the most current data for these indicators is 2024-25.

Average daily attendance data are from the Student Reporting in Iowa (SRI) spring data collection from the specified year. These data reflect the average daily attendance rate of students across the year. The calculation is based on the total number of days attended in school divided by the total number of days enrolled.

Dropout Rate data are from the Student Reporting in Iowa (SRI) spring data collection and Dropout Verification application. These data reflect the total number of grades 7-12 dropouts in the specified year as a percentage of total enrollment in grades 7-12. The [Graduation Rates & Dropout Rates page](#) of the Iowa Department of Education website provides more detail about the methodology for these calculations.

Table 4: Student Mobility

| Area             | 2023-24 | 2024-25 | 2025-26 |
|------------------|---------|---------|---------|
| Student Mobility |         |         |         |

Student Mobility data are from **DATA SOURCE**. These data reflect the net percentage increase or decrease in student enrollment over the course of each year.

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. Indication of whether you met—or did not meet—the annual target set within the contract on file for your charter
    - i. If met—**brief** description of best practices you will continue to maintain performance
    - ii. If not met—**brief** description of best practices in this area you will implement to ensure you will meet those targets in the future

## D. Graduation Rate

### 1. Introduction

Insert Response Here

### 2. Data

**Table 5: Graduation Rate**

| Area                   | 2023-24 | 2024-25 |
|------------------------|---------|---------|
| 4 Year Graduation Rate |         |         |
| 5 Year Graduation Rate |         |         |

***Note.** 4 Year and 5 Year Graduation Rates are a year in arrears, therefore the most current data for these indicators is 2023-24 and 2024-25.*

4-year and 5-year graduation rate data are from the Student Reporting in Iowa (SRI) data collection and Dropout Verification application. These data reflect the percentage of a cohort of first-time freshmen who graduate high school with a regular diploma within the specified time frame (four or five years). The [Graduation Rates & Dropout Rates page](#) of the Iowa Department of Education website provides more detail about the methodology for these calculations.

**Table 6: Credit Accrual and Students On Track to Graduate**

| Area                             | 2023-24 | 2024-25 | 2025-26 |
|----------------------------------|---------|---------|---------|
| Credit Accrual                   |         |         |         |
| Students On Track for Graduation |         |         |         |

Credit Accrual data are from **DATA SOURCE**. These data reflect the average number of credits accrued per grade level.

Students On Track for Graduation data are from **DATA SOURCE**. These data reflect the percent of students meeting the expected credit accrual rate in order to graduate.

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. If there is no annual target:
    - i. **Brief** description of best practices in this area you will implement to ensure students graduate on time
  - c. If there is an annual target:
    - i. Indication of whether you met—or did not meet—the annual target set within the contract on file for your charter
      - 1. If met—**brief** description of best practices you will continue to maintain performance
      - 2. If not met—**brief** description of best practices in this area you will implement to ensure you will meet those targets in the future



# E. Student Achievement

## 1. Introduction

- Include the following in the introduction in this area:
  - a. Overview of how you monitor student performance in your charter
  - b. **Brief** description of best practices in this area implemented in your charter
  - c. The performance indicator annual targets for proficiency, growth and/or gaps that are in the contract on file for your charter

## 2. Data

Table 7: Student Proficiency Data

| Proficiency          | 2023-24 | 2024-25 | 2025-26 |
|----------------------|---------|---------|---------|
| ISASP/DLM: Reading   |         |         |         |
| ISASP/DLM: Math      |         |         |         |
| ISASP/DLM: Science   |         |         |         |
| Additional Test Data |         |         |         |

| Growth               | 2023-24 | 2024-25 | 2025-26 |
|----------------------|---------|---------|---------|
| ISASP: Reading       |         |         |         |
| ISASP: Math          |         |         |         |
| ISASP: Science       |         |         |         |
| Additional Test Data |         |         |         |

ISASP/DLM proficiency rate data are from Iowa Department of Education calculations using Iowa Statewide Assessment of Student Progress (ISASP) data (from Iowa Testing Programs) and Dynamic Learning Maps (DLM) alternate assessment data (from ATLAS). These data reflect the percentage of students who test proficient or above in the specified subject area. The [Iowa School Performance Profiles Technical Guide](#) (see Accountability Measure: Proficiency) provides more detail about the methodology for these calculations.

ISASP growth data are from Iowa Department of Education calculations using Iowa Statewide Assessment of Student Progress (ISASP) data (from Iowa Testing Programs). These data reflect the median Student Growth Percentile (SGP) of the tested students in the specified subject area. An SGP describes a student’s growth compared to other students with similar prior test scores (their academic peers). SGPs have values between 1 and 99; if a student has an SGP of 85, we can say that they demonstrated equal to or more growth than 85 percent of their academic peers. Half of the state’s students have SGPs below 50 and half above. The [Iowa School Performance Profiles Technical Guide](#) (see Accountability Measure: Growth) provides more detail about the methodology for these calculations.

Additional test data are from **DATA SOURCE**. These data reflect **DESCRIBE**.

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. Indication of whether you met—or did not meet—the annual target set within the contract on file for your charter
    - i. If met—**brief** description of best practices you will continue to maintain performance
    - ii. If not met—**brief** description of best practices in this area you will implement, or change (increase intensity, put more resources toward) to ensure you will meet those future targets.

## F. Financial Performance

### 1. Introduction

- Include the following in the introduction in this area:
  - a. Indicators that serve as the rationale for future projections
  - b. Any projected revenue sources

### 2. Data

**Table 9: Financial Performance**

| Revenue Source                               |                | Year 1<br>2024-25 | Year 2<br>2025-26 | Year 3<br>2026-27<br>Projected |
|----------------------------------------------|----------------|-------------------|-------------------|--------------------------------|
| # Students                                   |                | 0.00              | 0.00              | 0.00                           |
| Total State Per Pupil Funding                | 3124           | \$ -              | \$ -              | \$ -                           |
| Transportation Fees                          | 14XX           |                   |                   |                                |
| Investment and Deposit Income                | 15XX           |                   |                   |                                |
| Food Service                                 | 16XX           |                   |                   |                                |
| Student Activities                           | 17XX           |                   |                   |                                |
| Contributions/Donations from Private Sources | 192X           |                   |                   |                                |
| Textbook Sales and Rentals                   | 194X           |                   |                   |                                |
| School Food Service Program                  | 325X           |                   |                   |                                |
| Title I                                      | 45XX           |                   |                   |                                |
| Child Nutrition Act                          | 455X           |                   |                   |                                |
| Other Source                                 | [Enter Source] |                   |                   |                                |
| Other Source                                 | [Enter Source] |                   |                   |                                |
| Other Source                                 | [Enter Source] |                   |                   |                                |
| Total Revenue                                |                | \$ -              | \$ -              | \$ -                           |

| Expenditure                                   |                        | Year 1<br>2024-25 | Year 2<br>2025-26 | Year 3<br>2026-27<br>Projected |
|-----------------------------------------------|------------------------|-------------------|-------------------|--------------------------------|
| Salaries/Benefits                             |                        |                   |                   |                                |
| Instruction                                   | 1000                   |                   |                   |                                |
| Support Services - Students                   | 21XX                   |                   |                   |                                |
| Support Services - Instruction                | 22XX                   |                   |                   |                                |
| Support Services -General Administration      | 23XX                   |                   |                   |                                |
| Support Services - School Administration      | 24XX                   |                   |                   |                                |
| Support Services - Business & Central         | 25XX                   |                   |                   |                                |
| Operation and Maintenance                     | 26XX                   |                   |                   |                                |
| Student Transportation                        | 27XX                   |                   |                   |                                |
| Food Services                                 | 31XX                   |                   |                   |                                |
| Non Staff Expenditures                        |                        |                   |                   |                                |
| Purchased Professional and Technical Services | 300                    |                   |                   |                                |
| Audit Services                                | 341                    |                   |                   |                                |
| Legal Services                                | 342                    |                   |                   |                                |
| Utility Services                              | 41X                    |                   |                   |                                |
| Cleaning Services                             | 42X                    |                   |                   |                                |
| Repair and Maintenance                        | 43X                    |                   |                   |                                |
| Rentals                                       | 44X                    |                   |                   |                                |
| Construction Services                         | 45X                    |                   |                   |                                |
| Insurance                                     | 52X                    |                   |                   |                                |
| Communications (postage, telephone)           | 53X                    |                   |                   |                                |
| Supplies                                      | 61X                    |                   |                   |                                |
| Natural gas/electric                          | 62X                    |                   |                   |                                |
| Fuel                                          | 62X                    |                   |                   |                                |
| Food for Food Service Program                 | 63X                    |                   |                   |                                |
| Books/periodicals                             | 64X                    |                   |                   |                                |
| Textbook substitutes                          | 65X                    |                   |                   |                                |
| Student Transportation supplies               | 67X                    |                   |                   |                                |
| Equipment                                     | 73X                    |                   |                   |                                |
| Other Items                                   | [Enter Object<br>Code] |                   |                   |                                |
| Total Expenditures                            |                        | \$ -              | \$ -              | \$ -                           |
| Net Revenue/Expenditure                       |                        | \$ -              | \$ -              | \$ -                           |

Financial data are from **DATA SOURCE**. These data reflect **DESCRIBE**

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. Indication of present and future finance performance

## G. Staffing and Qualifications

### 1. Introduction

- Include the following in the introduction in this area:
  - a. Overview of best practices in recruitment and retention of staff

### 2. Data

Table 10: Staffing

| Folder #                       | First Name | Last Name | Position | Qualification | Endorsement        |
|--------------------------------|------------|-----------|----------|---------------|--------------------|
| The folder number will be here | FNAME      | LNAME     | Position | License type  | Endorsement stated |

Staffing data is from the Fall BEDS Staff report to the Iowa Department of Education

### 3. Discussion

- Include the following in the discussion in this area:
  - a. How you are able to effectively recruit and retain highly qualified staff in an ongoing way to sustain your charter over time

## H. Sustainability, Trends, & Satisfaction

### 1. Introduction

- Include the following in the introduction in this area:
  - a. Overview of enrollment trends; satisfaction of staff, students and parents; and sustainability

### 2. Data:

Table 11: Projected Student Enrollment

| Demographic              | Number<br>2026-27 | Number<br>2027-28 | Number<br>2028-29 |
|--------------------------|-------------------|-------------------|-------------------|
| Grade                    |                   |                   |                   |
| Grade                    |                   |                   |                   |
| Grade                    |                   |                   |                   |
| FRL                      |                   |                   |                   |
| IEP                      |                   |                   |                   |
| ELL                      |                   |                   |                   |
| Male                     |                   |                   |                   |
| Female                   |                   |                   |                   |
| Nonbinary                |                   |                   |                   |
| White                    |                   |                   |                   |
| Hispanic-Latino          |                   |                   |                   |
| African-American         |                   |                   |                   |
| Asian-Pacific Island     |                   |                   |                   |
| Multi-Race               |                   |                   |                   |
| Total Current Enrollment |                   |                   |                   |

Projected Student Enrollment data are from **DATA SOURCE**. These data reflect **DESCRIBE**.

Table 12: Satisfaction Ratings

| Data Source | Data Results |
|-------------|--------------|
|             |              |

Satisfaction Ratings are from **DATA SOURCE**. These data reflect **DESCRIBE**.

### 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the data over the years
  - b. Included projected enrollment
  - c. Indication of present and future sustainability

# I. Annual Progress toward Charter-Identified Goals

## 1. Introduction

- Identify unique, charter-identified goals

## 2. Data:

Table 13: Progress toward Charter-Identified Goals over the Last Year

| Charter Goal | Annual Progress |
|--------------|-----------------|
|              |                 |

Charter goal data are from **DATA SOURCE(S)**. These data reflect **DESCRIBE**.

## 3. Discussion

- Include the following in the discussion in this area:
  - a. **Brief** interpretation of the progress toward achieving those goals over the course of the previous school year
  - b. Indication of whether you made—or did not make—progress towards the identified charter school goals set within the contract on file for your charter
    - i. If progress was made—**brief** description of best practices you will continue to maintain performance
    - ii. If progress was not made—**brief** description of best practices in this area you will implement, or change (increase intensity, put more resources toward) to ensure you will meet those future targets



# Charter Renewal Application

As part of the renewal process, all charter schools submit both a Response to the Renewal Performance Report issued by the Iowa State Board of Education and the Charter Renewal Application.

In Section 1. *Response to Renewal Performance Report issued by the Iowa State Board*, charter schools **must address all identified required actions** from the report (Compliance Corrective Actions & Iowa State Board of Education Requests) in their response. Charter schools **may** address Continuous Improvement Recommendations or any additional sections within the report. Any additional data (graphs, tables, etc.) the charter school includes as part of its response should be included within a singular appendix item, sent as an attachment during submission.

- **Section 1. Response to Renewal Performance Report issued by the Iowa State Board of Education and related information appendix item** (if applicable) needs to be submitted to [charters@iowa.gov](mailto:charters@iowa.gov) by 11:59 p.m., Aug. 30, 2026.

**By 11:59 p.m., Oct. 1, 2026**, all remaining Charter Renewal Application sections (2-7) and the Annual Report must be submitted to [charters@iowa.gov](mailto:charters@iowa.gov).

- You may submit the completed Annual Report and completed Renewal Application at the same time as the Response to Renewal Performance Report (Aug. 30), if desired, but it is not required.

Please use the following instructions in the completion of the Charter School Application found on the [Charter Schools webpage](#).

## Charter Renewal Application

|    |                                                                                         |    |
|----|-----------------------------------------------------------------------------------------|----|
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| 4. | Completed Improvements for the Charter School.....                                      | 20 |
| 5. | Next Charter Term Plans, Planned Improvements, and Modifications .....                  | 20 |
| 6. | Assurances .....                                                                        | 22 |
| 7. | Certification .....                                                                     | 25 |
| 8. | Attachments .....                                                                       | 25 |

# 1. Response to Renewal Performance Report issued by the Iowa State Board of Education

**Deadline: Aug. 30, 2026, 11:59 p.m.**

**Iowa Code 256E.10** Annually, by June 30, the State Board of Education shall issue a Renewal Performance Report and charter renewal application guidance to each charter school whose charter school contract will expire during the following school budget year. Schools have sixty days to respond to the Renewal Performance Report and submit any corrections or clarifications for the reports.

## **Required Actions (Compliance Corrective Actions & Iowa State Board of Education Requests)**

Charter schools **must address all identified required actions** from the report. Responses should be organized by the appropriate sections containing the required action below. **If submitting data figures or additional items, please include them as a labeled attachment and provide the reference citation in the written responses.**

- Ensure all required actions identified in the Renewal Performance Report are acknowledged in the response.
- Responses should be organized by the appropriate sections containing the required action.
- If no required actions are cited in a particular section, include “No identified required actions.”

*a. Example:*

### **Operations and Governance Performance**

Adopting a school policy regarding bullying and harassment investigation procedures was identified as a required action in the renewal performance report. Charter ABC’s governing board met on August 1 and approved a new policy. 1. Bullying and Harassment Policy in the attached appendix includes the adopted policy as well as a copy of the August 1 governing board agenda and minutes.

## **Continuous Improvement Recommendations and Additional Report Responses**

Charter schools **may** address remaining elements from the report in this section. Responses should be organized by appropriate sections and should only address non-required actions elements of the Renewal Performance Report.

*b. Example:*

### **Academic Performance**

Charter School ABC acknowledge the continuous improvement recommendations and will take them into advisement. The academic data included in the renewal report accurately illustrates our current performance at the state average in the areas of ELA and Mathematics. Charter School ABC will continue its currently identified goals supporting student attendance and chronic absenteeism as improvements in this area have contributed to stronger student achievement as noted in the latest Iowa School Performance Profile academic data.

2. Request for Renewal

Deadline for remaining Renewal Application Sections: Oct. 1, 2026, 11:59 p.m.

This section is for the charter school to select its intent to apply for renewal. If proceeding with the renewal application, please choose the top selection and complete the remainder of the application, which will be shared with the State Board of Education at the renewal decision meeting.

If choosing to cease operations after the conclusion of the final term year, please select the bottom choice and ensure the required attachments are included within the annual report.

**Note:** The remainder of the Charter Renewal Application does not need to be completed; however, the remainder of the preceding Annual Report must be completed.

Please select:

- ☐ The charter school seeks to renew its charter contract for a new term<sup>1</sup>.
  - Please complete the remainder of this section*
- ☐ The charter school does not seek to renew its charter contract and therefore cease its charter operations at the end of the current contract term.
  - Do not complete the remainder of the Charter Renewal Application. Please include a signed formal letter from the Governing Board outlining the voluntary closure at the end of the current term.*

3. Progress towards Charter-Identified Goals during Current Charter Term

This section is for the charter school to explain the progress toward the attainment of the charter-specific goals that are identified in the current contract. Note: This section is for the currently identified charter goals, not planned future goals. **Applicants need to complete Table 14: Progress towards Charter-Identified Goals during Current Charter Term**, adding a row and commentary for each goal, while additional details can be provided in the space below. All additional data tables and graphs should be included in a single consolidated attachment with clear labels. Data citations and references can be made in the commentary, but actual data sets should not be embedded within this response.

Table 14: Progress towards Charter-Identified Goals during Current Charter Term

| Charter Goal | Progress over Current Charter Term |
|--------------|------------------------------------|
|              |                                    |

Charter goal data are from **DATA SOURCE(S)**. These data reflect **DESCRIBE**.

<sup>1</sup>The Iowa State Board of Education has final authority to approve, approve with conditions or deny charter renewal for terms up to five years based on performance and compliance.

### Additional Data

Please provide any additional data relevant to the performance of the charter school that has not been previously included in the annual report. **All additional data files, graphs or tables should be compiled into a single attachment at the end of this report with clear labels.** Data can be referenced and the attachment can be cited in the narrative description below.

- Identify and list all current charter-identified goals included within the contract.
- Detail yearly progress toward achieving those goals over the course of the current term.
  - If a goal was met, please identify the year it was attained. Any new goals that were set as a result can be identified in a later section.
- Reference and cite additional evidence.
  - For data referenced in the preceding Annual Report, please cite the specific table and section.
  - For additional data included as an attachment, reference the document name and the label of the data set.
- **Avoid** anecdotal commentary about why the school should be renewed that is not related to its performance data or the school's expectations as defined by charter contract.

## 4. Completed Improvements for the Charter School

This section is for the charter school to identify any and all completed improvements over the course of the charter school term. This can include completed items in the areas of Academic Programming, Operations and Finance.

- Include the following in the discussion in this area:
  - **Brief** description of the improvements that have been undertaken and completed during the five-year charter term
  - **Please identify improvements by category: Academic Program, Operations, Finance**
  - *Example: Finance – Charter School ABC secured philanthropic fundraising from three additional sources, generating an additional \$500,000.*

## 5. Next Charter Term Plans, Planned Improvements, and Modifications

This section is for the charter school to identify any known planned improvements and any potential contract modifications for the next charter school term. Applicants need to complete Table 15 Contract Modifications. The sections of the table are correlated to the blue highlighted items with [current charter school contract template](#). For each modification, applicants should provide commentary regarding the rationale and how the modification will better serve the charter school. Any and all other improvements that are known at the time of application can be described within the commentary as well.

### Next Charter Term Plans

- Brief description of the charter school's future plans
  - This can include any newly identified charter goals or specific improvement initiatives

### Planned Improvements for Next Charter Term

- Identify any planned improvements for the charter school during the next term
  - Please categorize planned improvements commentary by: Academic Program, Operations, Finance.

### Table 15: Contract Modifications

Identify any known contract modifications for the charter school during the next term. Note that these will be incorporated into the final contract to be signed at the February State Board meeting.

| Contract Section              | Current Contract Language | Proposed Modification |
|-------------------------------|---------------------------|-----------------------|
| Parties & Recitals            |                           |                       |
| Establishment                 |                           |                       |
| Purpose & Mission             |                           |                       |
| Term & Renewal                |                           |                       |
| Governance                    |                           |                       |
| Education Program             |                           |                       |
| School Performance Standards  |                           |                       |
| Enrollment & Admissions       |                           |                       |
| Facilities                    |                           |                       |
| Insurance & Legal Liabilities |                           |                       |

### Modification Rationale

- Identify any proposed modifications for the next charter school contract term.
  - Be sure to provide the rationale for any identified modifications.
  - Please identify modifications commentary by category: Academic Program, Operations, Finance.

## 6. Assurances

Please mark the following assurances with **Y** for yes and **N** for no. If the applicant is unable to assure compliance with any of the assurances, the application will not be approved. Later discovery of a provider's failure to adhere to any of the assurances may be the basis for the State Board to revoke the charter contract.

| Y/N | Assurance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | A. It will meet all applicable federal, state, and local health and safety requirements and laws prohibiting discrimination based on race, creed, color, sex, sexual orientation, national origin, religion, ancestry, or disability. If approved, the charter school will be subject to any court-ordered desegregation in effect for the school district at the time the charter school application is approved, unless otherwise specifically provided for in the desegregation order.                                                                             |
|     | B. It will operate as a nonsectarian, nonreligious school.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|     | C. It will be free of tuition and application fees to Iowa resident students between the ages of five and 21 years.                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|     | D. It will comply with the requirements of section 29E.1 relating to the sharing of records of information, and the communication, collaboration and coordination of efforts to best serve students, in the same manner as a school district.                                                                                                                                                                                                                                                                                                                         |
|     | E. It will comply with Iowa Code chapter 216 and Iowa Code chapter 216A relating to civil and human rights.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|     | F. It will provide special education services in accordance with Iowa Code chapter 256B                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|     | G. It understands that it is subject to the same financial audits, audit procedures, and audit requirements as a school district. The audit must be consistent with the requirements of Iowa Code section 11.6, Iowa Code section 11.14, Iowa Code section 11.19, and Iowa Code section 279.29, and Iowa Code section 256.9, subsection 256.9(20), except to the extent deviations are necessary because of the program at the school. The Department, the auditor of state, or the Legislative Services Agency may conduct financial, program, or compliance audits. |
|     | H. It will comply with the requirements of Iowa Code section 256.7, subsection 256.7(21), and the educational standards of Iowa Code 256.11, unless specifically waived by the State Board during the application process.                                                                                                                                                                                                                                                                                                                                            |
|     | I. It will provide instruction for at least the number of days or hours required by Iowa Code 279.10, subsection 279.10(1), unless specifically waived by the State Board as part of the application process.                                                                                                                                                                                                                                                                                                                                                         |
|     | J. It will comply with Iowa Code sections 279.13 and 279.69 relating to state criminal history checks for teachers and registry checks for school employees in the same manner as a school district.                                                                                                                                                                                                                                                                                                                                                                  |
|     | K. It will comply with the requirements of Iowa Code section 279.14B relating to prohibiting retaliation against employees or contractors for disclosing certain specified information in the same manner as a school district.                                                                                                                                                                                                                                                                                                                                       |
|     | L. It will comply with the requirements of Iowa Code section 279.65 relating to student handbooks in the same manner as a school district.                                                                                                                                                                                                                                                                                                                                                                                                                            |
|     | M. It will comply with the requirements of Iowa Code section 279.65A relating to the adoption of policies related to the discipline of a student for making a threat of violence or causing an incident of violence that results in injury or property damage or assault in the same manner as a school district.                                                                                                                                                                                                                                                     |

| Y/N | Assurance                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | N. It will comply with Iowa Code section 279.76 relating to physical examinations, health screenings and formal examinations or surveys designed to assess a student's mental, emotional or physical health in the same manner as a school district.                                                                                                                                                                                                                                                                     |
|     | O. It will comply with the requirements of Iowa Code section 279.78 relating to prohibitions and requirements related to the gender identity of students in the same manner as a school district.                                                                                                                                                                                                                                                                                                                        |
|     | P. It will comply with the requirements of Iowa Code section 279.79 relating to student, employee and contractor participation in surveys, analyses, activities or evaluations in the same manner as a school district.                                                                                                                                                                                                                                                                                                  |
|     | Q. It will comply with the requirements of Iowa Code section 279.80 relating to sexual orientation and gender identity instruction in kindergarten through grade six in the same manner as a school district.                                                                                                                                                                                                                                                                                                            |
|     | R. It will comply with the requirements of Iowa Code section 279.81 relating to prohibiting students from serving on any committees that determine, or provide recommendations related to, whether a material in a school library should be removed.                                                                                                                                                                                                                                                                     |
|     | S. It will comply with the requirements of Iowa Code section 280.9A, subsection 2, related to the administration of the civics test in the same manner as a school district.                                                                                                                                                                                                                                                                                                                                             |
|     | T. It will comply with the requirements of Iowa Code section 280.34 relating to the reporting and investigation of an incident involving the possible commission of a felony by any person who has been issued a license, endorsement, certification, authorization, or statement of recognition by the board of educational examiners in the same manner as a school district.                                                                                                                                          |
|     | U. It will comply with the requirements of Iowa Code section 280.35 relating to the requirement to view the board of educational examiners' public license information prior to hiring an individual who has been issued a license, endorsement, certification, authorization or statement of recognition by the board of educational examiners in the same manner as a school district.                                                                                                                                 |
|     | V. It will comply with the requirements of section 280.36 relating to the establishment of a multidisciplinary school safety assessment team in the same manner as a school district.                                                                                                                                                                                                                                                                                                                                    |
|     | W. It will comply with the requirements of Iowa Code Ch. 256E.                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|     | X. Its governing board meetings will be conducted in a manner that is open to the public. The governing board will be a governmental body for purposes of Iowa Code chapter 21 relating to open meetings.                                                                                                                                                                                                                                                                                                                |
|     | Y. It understands that all records, documents, and electronic data of the charter school and of the governing board, its governing body for purposes of Iowa Code chapter 22, will be public records and are subject to the provisions of Iowa Code Ch. 22 relating to the examination of public records.                                                                                                                                                                                                                |
|     | Z. It will employ or contract with teachers as defined in Iowa Code section 256.145, who hold valid licenses with an endorsement for the type of instruction or service for which the teachers are employed or under contract.                                                                                                                                                                                                                                                                                           |
|     | AA. It will have a chief administrator that is one of the following: <ul style="list-style-type: none"> <li>• An administrator who holds a valid license under Iowa Code chapter 256, subchapter VII, part 3</li> <li>• A teacher who holds a valid license under Iowa Code chapter 256, subchapter VII, part 3 or</li> <li>• An individual who holds an authorization to be a charter school administrator issued by the Board of Educational Examiners under Iowa Code chapter 256, subchapter VII, part 3.</li> </ul> |
|     | BB. It will not discriminate in its student admissions policies or practices based on intellectual or athletic ability, measures of achievement or aptitude or status as a person with a disability. However, a charter school may limit admission to students who are within a particular range of ages or grade levels or on any other basis that would be legal if initiated by a school district.                                                                                                                    |

| Y/N | Assurance                                                                                                                                                                                                                                                                                                                                                                              |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     | CC. It will give enrollment priority to the siblings of students enrolled in a charter school.                                                                                                                                                                                                                                                                                         |
|     | DD. It will enroll an eligible student who submits a timely application unless the number of applications exceeds the capacity of a program, class, grade level or building. In this case, students must be accepted by lot.                                                                                                                                                           |
|     | EE. It will, upon enrollment of an eligible student, notify the public school district of residence not later than March 1 of the school year preceding the year of enrollment.                                                                                                                                                                                                        |
|     | FF. It will adopt a conflict-of-interest policy and a code of ethics for all board members and employees.                                                                                                                                                                                                                                                                              |
|     | GG. It will adopt a policy regarding the hiring of family members to avoid nepotism in hiring and supervision. The policy must include but is not limited to a disclosure to the governing board of potential nepotism in hiring and supervision. Any person subject to the policy with a conflict must not be involved in the hiring decision or supervision of a potential employee. |
|     | HH. It will prohibit individuals compensated by an education service provider from serving as a voting member on the governing board unless the State Board waives such prohibition.                                                                                                                                                                                                   |
|     | II. If operated by an education service provider, the governing board of the charter shall assure it has access to all records of the education service provider necessary to evaluate any provision of the contract or evaluate the education service provider's performance under the contract.                                                                                      |
|     | JJ. It will have a majority of the membership of the governing board be residents of the geographic area served by the charter school. Each governing board member must be a citizen of the United States. Not more than one member of the governing board may be a resident of another state.                                                                                         |
|     | KK. It will post the charter school's annual budget on the charter school's website for public viewing within 10 days of approval of the budget. Each posted budget must continue to be accessible to the public on the website for all subsequent budget years.                                                                                                                       |

**Conditions.** Each condition must be met and followed for the duration of the charter school contract. Failure to maintain any of these conditions could result in the revocation of the charter by the State Board [Iowa Code Section 256E.10, subsection 256E.10(3)].

**Reporting.** To meet the data reporting requirements, including student enrollment and performance information needed for the performance framework, charter schools must use a student information system that will transmit information to the Department that is compliant with the School Interoperability Framework (SIF) education data standard [Iowa Administrative Code rule 281—19.11, subrule 281—19.11(3)].

**Non-Discrimination.** Iowa Code section 256E.7, subsection 256E.7(5), states that a charter school cannot discriminate in its student admissions policies or practices based on intellectual or athletic ability, measures of achievement or aptitude, or status as a person with a disability. However, a charter school may limit admission to students who are within a particular range of age or grade level or on any other basis that would be legal if initiated by a school district. Enrollment priority must be given to the siblings of students enrolled in a charter school. Refer to **Nondiscrimination Notices: PK-12 Schools** document on the [Civil Rights Compliance webpage](#) for more information about this required policy.



## 7. Certification

**WE, THE UNDERSIGNED**, do hereby submit an Iowa public charter school program renewal application and agree to the conditions and assurances contained therein.

**Charter School Administrator Signature:**

\_\_\_\_\_ Date \_\_\_\_\_

**Governing Board President Signature:**

\_\_\_\_\_ Date \_\_\_\_\_

**Education Service Provider Authorized Representative Signature (if identified):**

\_\_\_\_\_ Date \_\_\_\_\_

## 8. Attachments

- [Five- Year Budget](#)
- School Organization Chart
- Charter Management Organization Contract (if applicable)
- Additional Data (if applicable)
  - o Reminder: All data must be consolidated within a singular document attachment. Graphs, data sets, tables, etc. should be labeled and can be referenced in the corresponding narrative above