

## Livingston Parish Public Schools 2019 District Charter School Application Process for Schools Opening in the 2020-2021 School Year or Beyond

*Forms and Information Needed for Submission of a Type 1 or Type 3 Charter School Proposal*

In compliance with R.S. 17:3982, the [Name] School Board is making public through our website, and in printed form upon request, the guidelines for submitting a charter proposal, all forms required for submission of a charter proposal, the timelines established for accepting and reviewing charter proposals, the process that will be used to review charter proposals submitted to the board, and the name and contact information for a primary point of contact for charter proposals.

### I. Charter School Application

Applicants should complete the 2019 Common Charter School Application found [here](#).

The common application requires applicants to complete five sets of documents - a charter proposal written in response to the questions posed in the common application, a finances template, an eligibility form, background check forms, and an overview template. Links to the last four sets of documents are embedded within the common charter application.

### II. Charter School Process Schedule

- December 14, 2018: Charter application released
- March 1, 2019: Applications due  
Applicants should email the five required sets of documents to [insert email address].
- June 7, 2019: Last day for [Name] School Board to make decisions to approve or deny charter applications

### III. Charter Application Review Process

All charter applications will be reviewed by an independent evaluator with educational, organizational, legal, and financial expertise. Applicants will have the opportunity to provide to the evaluator a written response to the independent evaluation of their charter application before the evaluator provides a final recommendation to [Name] School Board.

### IV. Charter School Contact Information

Individuals or organizations with questions about the district's charter application process should contact:

Steve Parrill, Assistant Superintendent  
[Stephen.parrill@lpsb.org](mailto:Stephen.parrill@lpsb.org) 225-686-7044