

**Mississippi Charter Schools Authorizing Board  
2013-14 RFP Cycle  
Identification of Local Application Evaluators**

**Overview**

The National Association of Charter School Authorizers (NACSA) seeks qualified candidates to participate in the evaluation of charter school applications received by the Mississippi Charter Schools Authorizing Board in the 2013-2014 application cycle.

Evaluation teams will consist of three to four members with a diversity of expertise in the areas of educational programming, school operations and management, governance, and finance. NACSA places a high priority on including local, Mississippi-based evaluators on these teams to ensure understanding of the specific state context and landscape. Each team will also have two members recruited from outside the state; both will have significant experience evaluating charter school applications in addition to their programmatic expertise.

With the support of the Board, NACSA aims to identify qualified Mississippi-based evaluators to participate in the evaluations. Depending on the total number of applications to be evaluated, as many as six individuals will be needed. Qualified evaluators will demonstrate experience in areas including but not limited to the following:

<b>Educational Programming</b>	Curriculum development and implementation
	Instruction
	Teacher development
	Serving students with special needs
	Education administration and leadership
<b>School Operations and Management</b>	Human capital
	School facilities (project management, architecture)
	Board governance
	Law, education policy
<b>Financial</b>	Charter school finance and budgeting
	MS school finance
	Start-up budgeting, especially for non-profit organizations
	Fundraising
<b>Other</b>	Charter schools: start-up, authorization, accountability, charter landscape, etc.
	Experience evaluating programs, projects, or proposals at local, state, or national levels

**Evaluator Scope of Work**

The role of the full evaluation team is to conduct a thorough analysis of applications during Stage 3 of the evaluation process, and to make a recommendation to the MCSA Board for approval or denial of each application. The evaluation teams conduct a multi-step process through which they arrive at their recommendations. Selected evaluators can anticipate a total time commitment of 40-50 hours. As indicated below, some responsibilities require in-person meetings or scheduled group work; however, the majority of the work – and in particular, review of written applications – can be conducted flexibly within the stated timeframes. The key expectations for MS-based evaluators are:

- Attend an online evaluator orientation session (90 minutes)
- Review each assigned charter application in its entirety (April 9-April 25)

- Review, as applicable, due diligence reports on experienced operators (applicants that currently run schools)
- Participate in team calls to discuss each application, identify notable strengths, areas of concern, and topics for the interview (approximately 1 hour per application)
- Attend in-person preparation meetings to finalize questions and priorities for each capacity interview (May 7 or 8)
- Conduct a 90 minute capacity interview with each applicant team (May 8 or 9)
- Deliberate on each application immediately following the interview to come to consensus on a recommendation
- Support the development of the written recommendation report to the MCSA Board

### ***Compensation***

NACSA will compensate all evaluators. Compensation will be approximately \$750/per application (the exact amount will be stated in the contract), plus an additional stipend for participation during capacity interviews (typically \$1000 for a full day of interviews). Reasonable travel costs to the designated interview site will be reimbursed at NACSA's approved mileage rate and meals will be provided on site.

### ***Conflicts of Interest***

The Board requires the application review process to be free from conflicts of interest, whether real or apparent. Prospective evaluators must review the following list of applications for the 2013-2014 application cycle, and if applicable must disclose any real or perceived conflicts of interest in the statement of interest. Please note, evaluators will also be asked to complete and submit a detailed Conflict of Interest Questionnaire once applications are assigned. Actual or potential conflicts with respect to a particular application do not necessarily disqualify a person from serving on a different review team; however, failure to disclose an actual or potential conflict will void any opportunity to serve as an evaluator.

### **Charter School Applicants**

New Destiny Preparatory Academy  
 Jackson Developmental Academy for Pregnant and Parenting Teens  
 Reimagine Prep  
 Greater Refuge Preparatory Academy: Jackson  
 Greater Refuge Preparatory Academy: Canton  
 Emerge Community STEAM Charter School  
 Excellence Academy  
 Sojourner Truth Academy of Science, Arts and Technology School  
 Phoenix Early College Charter School  
 Inspire Charter School STEM & ARTS Scholars Academy  
 Dubois STEM & ARTS Prep Academy of Tunica  
 PALS Charter School Amite County

### ***Application Process***

All interested evaluators must submit a short statement of interest (disclosing any conflicts) and a current resume by no later than 5:00 p.m. Central Time on March 26, 2014 to [beths@qualitycharters.org](mailto:beths@qualitycharters.org). NACSA may enter into contract(s) with one or more evaluators as a result of this solicitation. No later than April 11, NACSA will distribute notifications to each prospective evaluator, indicating whether they have been assigned to a team for this cycle.