



# Charter Authorization Support

The Texas Charter Schools Association (TCSA) is committed to helping aspiring charter operators navigate the complex process of applying for and subsequently opening a charter school. From inception through authorization to technical training prior to inaugural operations and beyond, TCSA is your resource, guide, coach, and partner.

In our pre-authorization phase, support from TCSA is customized to each team's unique needs based on an initial assessment. Support can include, but is not limited to: topically focused content, assistance developing your financial workbook, branding, marketing, and community engagement, application reading and review, networking to philanthropic support, template policies, and interview coaching.

Following the completion of the authorization phase, school teams shall participate in a cohort style series of monthly technical trainings that dive deep into the functional aspects of operating a school. Topics include, but are not limited to: facilities and facilities financing, student and teacher recruitment, federal programs, academic and financial accountability, PIEMS, Special Education and Special Populations, school law, National School Lunch Program, CSP Application, and school safety. In-person trainings are supplemented with webinars, bi-weekly phone calls, attendance at TCSA's annual charter school conference, and site visits. Charter school board members may receive board training through TCSA in order to fulfill state requirements. Organizations are also networked and introduced to a variety of Solutions Providers who provide the services, equipment, and tools to effectively run a school.

During your first year of operation, TCSA shall continue providing support and coaching during several on-site visits and on an as-needed basis. Charter operators continue to stay involved through TCSA's regional meetings, monthly webinars, continued board training, annual conference, and other opportunities. TCSA staff are available to troubleshoot through specific matters.

Our team and network of charter school experts are here to support you on this exciting journey to open and operate a high-functioning organization that is focused on students and student outcomes.

Please contact **Elliott Nguyen**  
([enguyen@txcharterschools.org](mailto:enguyen@txcharterschools.org))  
to determine the best array of  
services suited for your team.





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PRE-AUTHORIZATION

## Gold Level Development Package: \$7,500

Teams who engage in the Gold Level Development Package receive the highest level of support from TCSA. Services include:

1. Up to 8 hours of content support during the drafting phase of the application;
2. Access to heat-mapping tool to help identify areas of underserved children and families;
3. Copies of the Model Student Code of Conduct, Model Governance By-Laws, Conflicts of Interest, and Student Admissions Policies to be adapted;
4. A thorough critical analysis of the application by content experts, including a detailed written critique of the application and face-to-face strategy session;
  - a. Detailed strengths and weaknesses of the draft application focused on the eight current application components including education plan, assessment and evaluation, community, operations, students, faculty and staff, governance, and financial plan.
  - b. Assessment of the strength of the proposed charter team, including staff and board members.
  - c. Suggestions for improvement of the draft application.
5. Application plagiarism check;
6. 1 Year of Membership to TCSA; and
7. Discounted Rates for TCSA's Annual Conference.

Teams interested in this level of support are encouraged to contact TCSA as early as possible and no later than August 15 and shall be subject to TCSA's pre-screening tool to determine alignment and team strength. 50% of payment is due upon contract with the balance paid prior to final application submission to Texas Education Agency (TEA).



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PRE-AUTHORIZATION

## Silver Level Development Package: \$3,500

TCSA's Silver Level Development Package is meant as a stand-alone option and is focused on preparing applicant teams for TEA's final interview. Services include:

1. A complete application review by a panel of charter school experts;
2. A 3-hour face-to-face interview and feedback session with TCSA staff;
3. Copies of all notes and questions developed by TCSA staff; and
4. 1 year of Membership to TCSA.

Please note that the Silver Level Development Package may be purchased as an a la carte option; teams may choose to contract with TCSA independent of the Gold Level Development Package. 100% of payment is due upon contract with TCSA.

Organizations that contract with TCSA for both the Gold and Silver Development Packages shall receive discounted pricing.



PRE-AUTHORIZATION

### **Bronze Level Development Package: \$1,000**

Designed for applicant teams who have attended TCSA's 1-day Charter Hopeful Training, but require additional consulting prior to finalizing a decision to move forward. Services include:

1. 5 hours of phone or face-to-face consulting on topics of your choosing. Consulting hours may be spread among different TCSA staff or over multiple sessions.



PRE-AUTHORIZATION

### **Re-Read and Critique: \$4,000**

Exclusively available to prior TCSA clients who have engaged in the Gold Level Development Package, this process is designed for schools who were not authorized previously, but are interested in reapplying. Services include:

1. A thorough critical analysis of the application by content experts, including a detailed written critique of the application and face-to-face strategy session;
  - a. Detailed strengths and weaknesses of the draft application focused on the eight current application components including education plan, assessment and evaluation, community, operations, students, faculty and staff, governance, and financial plan.
  - b. Assessment of the strength of the proposed charter team, including staff and board members.
  - c. Suggestions for improvement of the draft application.
2. Application plagiarism check;
3. 1 Year of Membership to TCSA; and
4. Discounted Rates for TCSA's Annual Conference.



PRE-AUTHORIZATION

### **Non-Texas Application Support: \$20,000**

Services include:

1. All benefits of Gold and Silver Development Packages;
2. 10 additional hours of content support, 5 of which are specifically focused on financial modeling;
3. Prospective Board Member survey;
4. Model policies pertaining to Financial Operations, Governance, General School Operations, Students, Open Government, Human Resources, and Special Education;
5. 12 Hours of Mandatory Board Training for up to 10 Board Members; and
6. Free conference registration to the TCSA Annual Charter Conference for up to 3 people; discounted rates for additional registrants.

Please note that for all packages, time and travel expenses for TCSA staff are calculated separately and shall be invoiced on a separate payment schedule.