



Founding or Governing Board Capacity Interview Rubric

[School Name]

[Date]

The review committee will use the following criteria to rate the founding or governing board capacity interview. Within each category, specific criteria define the expectations for a response that meets expectations. Reviewers will reach consensus when rating responses by applying the following guidance:

Rating	Characteristics
Meets the Standard	The response reflects a thorough understanding of key issues. It addresses the topic with specific and accurate information that shows thorough preparation; presents a clear, realistic picture of how the school expects to operate; and inspires confidence in the applicant's capacity to carry out the plan effectively.
Partially Meets the Standard	The response meets the criteria in some respects but lacks detail and/or requires additional information in one or more areas.
Below the Standard	The response is wholly undeveloped, demonstrates lack of preparation, and/or is unsuited to the mission of the authorizer.
Far Below the Standard	The response is significantly incomplete, raises substantial concerns about the viability of the plan and/or the applicant's ability to carry it out.

Recommendations from the review committee will be based on evaluation of the written petition (narrative and attachments), independent due diligence, and the founding board capacity interview.

Community Support and Need	Standard	Rating
Clarifying Questions:	The applicant makes a compelling case for why the school fills an unmet need in the DeKalb County School District. The applicant demonstrates an understanding of the community or communities the school is likely to serve. The Board demonstrates cultural competency specific to the communities with whom it seeks to work, including the ability to articulate the root causes of the needs it seeks to fill.	Meets the Standard
		Partially Meets the Standard
		Below the Standard
		Far Below the Standard
Responses from Founding /Governing Board:		
Review Committee’s Comments or Concern s:		

School Governance	Standard	Rating
Clarifying Questions: 1.	The governance structure is designed to (a) put students first, including being responsive to family and community input; (b) achieve the school's mission and goals; and (c) ensure legal compliance, particularly in terms of proactively preventing financial fraud and	Meets the Standard
		Partially Meets the Standard
		Below the Standard

	ensuring the appropriate use of public funds. The governance structure will ensure an active, engaged, knowledgeable Board that has timely, deep, and broad knowledge of the school's operations, finances, and students' needs, and operates independently and autonomously.	Far Below the Standard
Responses from Founding Board: Review Committee's Comments or Concerns:		

Academic Plan	Standard	Rating
Clarifying Questions:	The applicant demonstrates the capability to design or select a comprehensive, high-quality curriculum (standards, resources, methods of instruction, and formative assessments for each core, electives, and mission-specific subjects). The curriculum is inherently inclusive and designed to be responsive to students' needs; clearly interrelated between its components; and directly aligned to the school's goals, mission, and	Meets the Standard
		Partially Meets the Standard
		Below the Standard
		Far Below the Standard

	educational philosophy.	
Responses from Founding Board: Review Committee's Comments or Concerns:		

Financial Plan	Standard	Rating
Clarifying Questions:	<p>The financial and facilities plans, including the proposed budget, are thoroughly developed and aligned with the proposed school's mission and education program. The budget is balanced and conservative; reflects all necessary outlays, including any unique programs described in the academic plan; ensures adequate levels on cash on hand, including cash reserves and/or contingencies for unexpected shortfalls; and contains no accounting errors.</p> <p>The revenue projections are realistic and sufficient to meet school expenditures. Both the finance and facilities plans are realistic and informed by accurate assessment, including key funding opportunities and facilities availability.</p>	Meets the Standard
		Partially Meets the Standard
		Below the Standard
		Far Below the Standard

Responses from Founding Board:

Review Committee's Comments or Concerns:

Organizational Plan	Standard	Rating
Clarifying Questions:	The organizational plan aligns with and supports the school’s mission and educational philosophy, is designed to support the school’s goals and academic achievement expectations and is accurately reflected in the budget. The staffing and recruitment plan provides sufficient academic, non-academic, and mission-critical staff to cover all of the courses and programs described in the Academic Plan. The Board has all areas of knowledge and expertise necessary to operate a successful charter school, and the school leader(s) have or will have the expertise and resources to fulfill the school’s mission and goals.	Meets the Standard
		Partially Meets the Standard
		Below the Standard
		Far Below the Standard
Responses from Founding Board:		
Review Committee’s Comments or Concerns:		

Performance Task	Standard	Rating
Founding Board Performance Task:	The Board demonstrates the capacity to confront potential pitfalls in opening and/or operating a school by identifying the root causes of plausible challenges and solutions to those challenges.	Meets the Standard
		Partially Meets the Standard
		Below the Standard
		Far Below the Standard
Responses from Founding Board:		
Review Committee’s Comments or Concerns:		