



DIRECTOR, CHARTER SCHOOL OFFICE  
ROOM 471 EBA, 89 WASHINGTON AVENUE, ALBANY, NY 12234  
Tel. 518/474-1762; Fax 518/474-3209; [charterschools@mail.nysed.gov](mailto:charterschools@mail.nysed.gov)

To: New York State Charter School Leaders and Board Chairs †  
From: Cliff Chuang, Director, Charter School Office  
Date: January 25, 2012  
Subject: Updates from NYSED

Please find several items for your consideration below.

- **2012 Request for Proposals to Establish Charter Schools Authorized by the NYS Board of Regents.** The Department received 30 Letters of Intent in 2012 Round 1. Of the 30 Letters of Intent received, 10 were not accepted because they were either late or did not meet the content or submission requirements. The remaining 20 applicants, representing 12 NYC proposed schools and eight proposed schools in the communities of East Ramapo, Poughkeepsie, Riverhead, Rochester City, Schenectady City, Utica City (two proposed schools) and Yonkers City, are permitted to advance in the process. The Letters of Intent and summary information can be found at <http://www.p12.nysed.gov/psc/startcharter.html>.
- **Call for Volunteer Peer Reviewers for 2012 Charter School Applications.** We are seeking up to 20 volunteer peer reviewers to assist in the review of Full Applications received during NYSED's 2012 Round 1 charter school application review cycle. Peer reviewers are individuals with professional knowledge and experience working in educational organizations, which may include traditional public schools, charter schools or parochial schools, as well as individuals with legal, finance, and non-profit management experience. We value the participation of charter school operators in the review process, and this is a unique professional development opportunity. Full information, materials, and instructions for applying can be found at <http://www.p12.nysed.gov/psc/startcharter.html#z>. If you are interested in serving, please submit your materials before February 10, 2012.
- **Regulations related to the Random Selection Process for Charter School Student Applicants ([Lottery Regulations](#))** were adopted as presented at the December 2012 Board of Regents meeting and are effective as of January 4, 2012. Please ensure that your lottery practices adhere to these new regulations. As previously noted, also posted is the [New York State Charter School Uniform Application Form](#) and corresponding directions.
- **Facilities Requirements for Child Nutrition Programs for Charter Schools** guidance is now available from the NYSED Child Nutrition Program [here](#).
- **Opportunity to Serve on the Commissioner's Advisory Panel (CAP) for Special Education Services.** The Department is seeking a representative from the charter school sector to serve beginning July 1, 2012, for a 3-year team. The Department seeks an individual who has extensive experience with charter schools and can serve on the Panel to advise the Office of Special Education, Commissioner, Governor, and Legislature on policy and unmet needs related to the education of students with disabilities. Information about how to be considered can be found at: <http://www.p12.nysed.gov/specialed/cap/>
- **General Note:** We do our best to post all relevant updates and news items promptly to our Charter School Office [homepage](#). News items related more directly to charter schools are located on the top half of the home page; news items that are more general (such as updates for NYS assessment schedules and other regulatory notices) are located on the bottom half of the home page.

As always, if you have any questions, please feel free to contact us at 518-474-1762 or [charterschools@mail.nysed.gov](mailto:charterschools@mail.nysed.gov). Thank you.

---

† **Ongoing Request: Update Your SEDREF Information.** If your charter school's board chair and leader are not receiving this email, please check that your publicly-displayed information on NYSED's SEDREF system is accurate at [http://portal.nysed.gov/portal/pls/pref/SED.sed\\_inst\\_qry\\_vw\\$.startup](http://portal.nysed.gov/portal/pls/pref/SED.sed_inst_qry_vw$.startup). Instructions for updating this information can be found at <http://www.oms.nysed.gov/sedref/home.html>. Please copy [charterschools@mail.nysed.gov](mailto:charterschools@mail.nysed.gov) on any update requests. If you want another member of the school's staff to be copied, please email [charterschools@mail.nysed.gov](mailto:charterschools@mail.nysed.gov). Thanks.