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To: New York State Charter School Leaders and Board Chairs
From: Cliff Chuang, Director, Charter School Office, New York State Education Department
Date: March 15, 2011
Subject: New York State Charter Schools Update from the NYSED Charter School Office

This message is the first of a regular series of updates that you will be receiving from the New York State Education Department (NYSED) Charter School Office (CSO). As many of you may know, I started in this new director role at the beginning of February. Over the past month, CSO staff members and I have been focused on the development of a five-year, multi-million dollar federal Charter Schools Program (CSP) grant request to support charter school start-up and dissemination in NYS which we will submit this week, the review of a record number of charter prospectuses (see <http://www.p12.nysed.gov/psc/>), and the launching of a strategic planning process to define and refine the work of the office. In addition, we have also been working in partnership with SUNY's Charter Schools Institute, the NYC Department of Education Charter Schools Office, the New York Charter School Association and the NYC Charter School Center, as we move ahead with drafting regulation and guidance to implement a number of new provisions of the NYS Charter Schools Act as amended in May 2010. I am excited to begin working in partnership with all of you as we press ahead with these important tasks.

This week, please consider the following items and respond as appropriate:

- **Who works in the NYSED Charter School Office?** The current listing of CSO staff members, areas of focus, and how to contact us can be found at <http://www.p12.nysed.gov/psc/contact.html>.
- **Who should get these messages?** We are in the process of updating our systems to ensure that the appropriate information gets to the appropriate people, both to you in the field, and here at NYSED. The charter school leader (chief executive officer) and board chair should have received this message. If for some reason they did not, please update their contact information in the SEDREF system by sending their name, email address, and phone number of school letterhead via email to dataquest@mail.nysed.gov or fax to (518) 474-4351. (Please note that the SEDREF system only allows one primary leader contact.) You can call (518) 474-7965 or email dataquest@mail.nysed.gov for assistance.
- **Uniform Application and Random Lottery Regulations:** We have heard concerns about the uniform application and random admissions lottery process provisions. Please note that guidance related to these new provisions will *not* be available prior to this year's statutory April 1 application deadline for charter school admission. Most schools have always conducted random lottery processes; please continue to do so with the application forms that you have previously been using.

Call for Peer Reviewers for the NYS Board of Regents 2011 Charter School Application RFP. We are eager to have the input of current NYS charter school operators as part of the review of 37 full charter school applications that we are completing in April. Please share this great professional development opportunity with your colleagues. The entire process can be done remotely. To sign up, please see <http://www.p12.nysed.gov/psc/>, email charterschools@mail.nysed.gov or call 518-474-1762. Thanks you.

We are committed to ensuring open lines of communication with charter school operators in NYS. Please feel free to contact us at charterschools@mail.nysed.gov or 518-474-1762 with your questions or concerns. I look forward to working with you and visiting your schools in the coming months.