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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 22, 2011  
Subject: NYSED Charter School Office Update

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

- **NYSED Charter School Office Survey.** NYSED recently received a grant from the National Association of Charter School Authorizers (NACSA) to implement a strategic planning and policy development process for the Charter School Office. The process will inform the development of a strategic plan to restructure and enhance the Board of Regents' and Department's charter school authorizing and statewide oversight policies and practices. The Department has contracted with SchoolWorks to conduct the planning process, and SchoolWorks is administering a 14-question survey to gather the thoughts and opinions of stakeholders regarding the work of the Charter School Office. If you haven't already done so (this has already been sent out to many of you), please take a few minutes to complete this survey no later than noon on Thursday, March 24, 2011. Thank you in advance for your time.

[Click Here](#) to launch the survey, or copy and paste the following link in your browser to take the survey:

<http://www.surveymethods.com/EndUser.aspx?99AFD1CB9DDBCBCB93DFC9>

- **Site Visits Update:** Over the next several months, NYSED CSO staff will be conducting site visits at Board-of-Regents-authorized charter schools. Schools will be contacted individually this week to confirm these visits. In the past, NYSED CSO staff have also conducted site visits at charter schools authorized by SUNY, NYCDOE, and the Buffalo Board of Education, though we will not be doing so in a regularly scheduled way for the remainder of 2010-11 as we examine our monitoring processes. As we complete our strategic planning process this spring, we will be in touch about how NYSED will proceed with monitoring and/or visits at non-Regents authorized schools.

- **Please Update Your Charter School Leader and Board Chair Info.** We did not receive much response to our request to update contact information last week, even though we know that we do not have the accurate information for many charter board chairs. This week, please take the time to 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](mailto: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](mailto:dataquest@mail.nysed.gov) for assistance.

- **Second Call for Peer Reviewers for the NYS Board of Regents 2011 Charter School Application RFP.** We would love to have more on-the-ground NYS charter school operators to participate in our review of full applications 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/2011CallforCSFullAppReviewers.html>, email [charterschools@mail.nysed.gov](mailto:charterschools@mail.nysed.gov) or call 518-474-1762. Thanks you.

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