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To: New York State Charter School Leaders and Board Chairs[†]
From: Cliff Chuang, Director, Charter School Office
Date: April 5, 2011
Subject: NYSED Charter School Office Update

I hope you are finally enjoying some spring weather in your part of New York State. This week, please consider the following items and respond as appropriate.

- **Charter School Policy Advisory Group.** We are in the process of developing several policies related to the implementation of the NYS Charter Schools Act as amended in May 2010. One of the key requirements of the act is for NYSED to create a “uniform application form” for admission to a charter school and to establish regulations for the random selection process of applicants in cases of oversubscription. We are also examining how to best operationalize NYSED’s oversight role for all charter schools going forward. We would like to solicit feedback from charter school operators as we develop these and other policies, and are looking for volunteers to participate in focus group discussions (conducted in person or via conference call or webinar) to inform this work. If you or colleagues representing your school are interested, by *Friday, April 8, 2011*, please send Robin Clow (rclow@mail.nysed.gov) an email message with a subject line of “*Charter School Policy Advisory Group*” and containing:
 - contact information (email address and phone number)
 - a brief biography or resume
 - a brief description of the perspective and insights you would add to state-level policymaking discussions

We hope to conduct initial discussions regarding lottery regulations later in April, with a goal of finalizing these regulations for Board of Regents approval in the fall.

- **Federal and State Reporting Requirements Reminder.** In recent weeks, the Charter School Office has been asked to assist in chasing down charter schools who have not submitted required report. Please be responsive to these requests from other NYSED offices, to ensure that your charter school students continue to have equitable access to funding and services. In particular, please note:
 - **2011 Quarter 1 Title 1 ARRA Reports** were due at the end of March. Sixty-five charter schools did not submit these reports and were sent a reminder email from Deborah Cunningham on April 4, 2011 indicating that these reports should be submitted no later than April 11, 2011. Please see <http://usny.nysed.gov/arra/> for more information and contact the NYSED Title I program office at 518-473-0295 with questions.
 - **Race to the Top Budget Submissions** are due to NYSED by April 29, 2011. For more details, see <http://usny.nysed.gov/arra/rttt/demo.html> as well as reminder email that was sent to participating charter schools from RTTT@mail.nysed.gov earlier this morning, and contact RTTT@mail.nysed.gov or 518-474-5520 for assistance.

As always, please feel free to contact us at charterschools@mail.nysed.gov or 518-474-1762. For future reference, these update messages are posted at <http://www.p12.nysed.gov/psc/DirectorsMessages.html>.

[†] **Ongoing Request: Update Your SEDREF Information.** If the appropriate persons 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). Information about how to update this information can be found at <http://atwork.nysed.gov/sedrefdesign/>. Thank you.