



FELLOWSHIP APPLICATION



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The APSRC Charter Leadership Institute is designed to support the growth of high-quality charter school networks in Arkansas by empowering their aspiring principals to build and lead outstanding new charter schools throughout the state. A two-year program, the Charter Leadership Institute includes three primary training opportunities:

1. Extensive onsite training on research-based, nationally recognized leadership competencies that are essential to effective charter school leadership;
2. Complete coverage of the specific compliance requirements that Arkansas school administrators must know; and
3. A two-year administrative residency in which each Charter Leadership Fellow serves as an apprentice to a veteran administrator and completes an individualized Capstone Project.

Charter organizations that have a Fellow admitted into the Charter Leadership Institute will agree to apply for a new charter school to open upon culmination of the two-year program. Accordingly, in addition to their training and salary stipend, Fellows in the Charter Leadership Institute will receive extensive guidance throughout the charter school application process.

Instructions for Completing the Application

The application to the Charter Leadership Institute consists of two sections. Section A is to be completed by the chief executive of the charter organization submitting the application. This section calls for general information about the organization as well as more specific information, such as the academic and financial history of the organization.

Section B of the application is to be completed by the individual who is applying to participate in the Fellowship. This section calls for general information about the individual, but also asks for more specific information, such as experience in leadership roles or interest in operating a charter school.

By June 15, 2015, completed applications must be emailed to Tyler Barnett, Director of Charter School Development at tbarnett@apsrc.net. Use the Application Checklist attached to the end of this document to ensure that you have enclosed all required materials.

A. CHARTER ORGANIZATION

GENERAL INFORMATION

Name of Charter Organization

Superintendent/Director

Email Address

Phone

How many charters does the organization currently hold?

List the names of the charters held by the organization.

BACKGROUND INFORMATION

What is the District Accreditation Status for the organization?

- Exemplary
- Achieving
- Needs Improvement
- Focus
- Priority

Are any schools in the organization considered Academically Distressed?

- Yes
- No

If so, please name the school(s) in Academic Distress.

Please provide any further information that is relevant to understanding the academic performance of the charter school organization or its individual schools.

Has the charter organization/district ever been Fiscally Distressed?

- Yes
- No

When was the organization founded? When did current leadership take control?

PLANNING

Where will the Charter Leadership Fellow be conducting his or her residency during the Fellowship? Please name the school and grade levels.

Data Regarding Residency School

Free and Reduced: _____%

Graduation Rate: _____%

Building Accreditation Status:

- Exemplary
- Achieving
- Needs Improvement
- Focus
- Priority

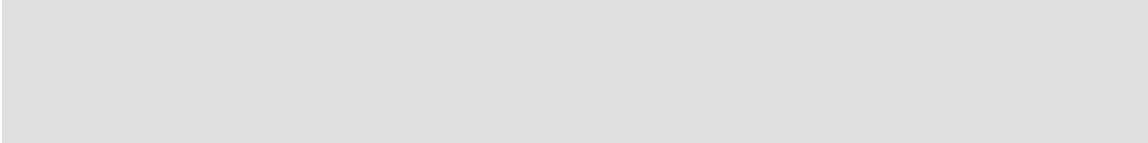
Will the Fellow have enough time in his or her role next year to regularly and meaningfully participate in a residency?

- Yes
- No

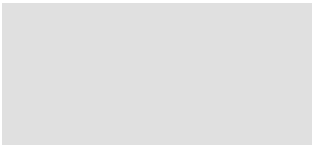
Please describe what a typical day or week in the residency might look like.

Information Regarding New Charter School

Proposed name for new school



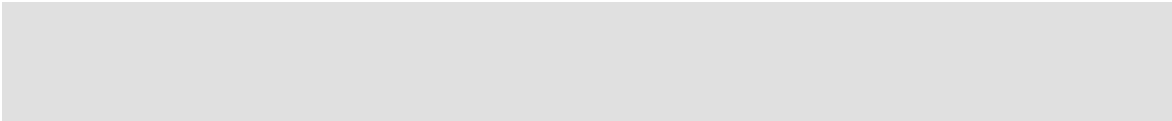
When will the new school open?



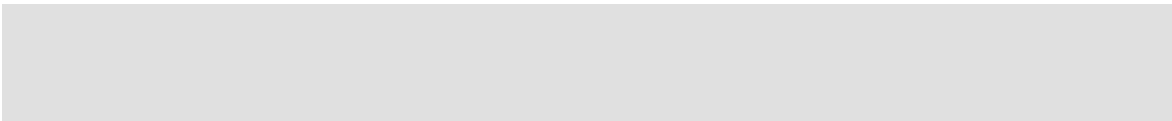
What grade levels will the school serve?



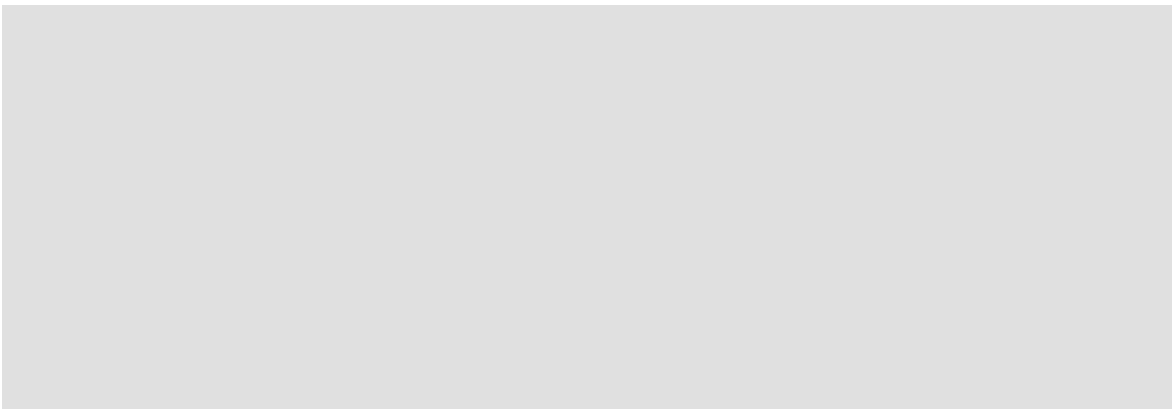
In what school district will the new school be located?



In what city and county will the new school be located?

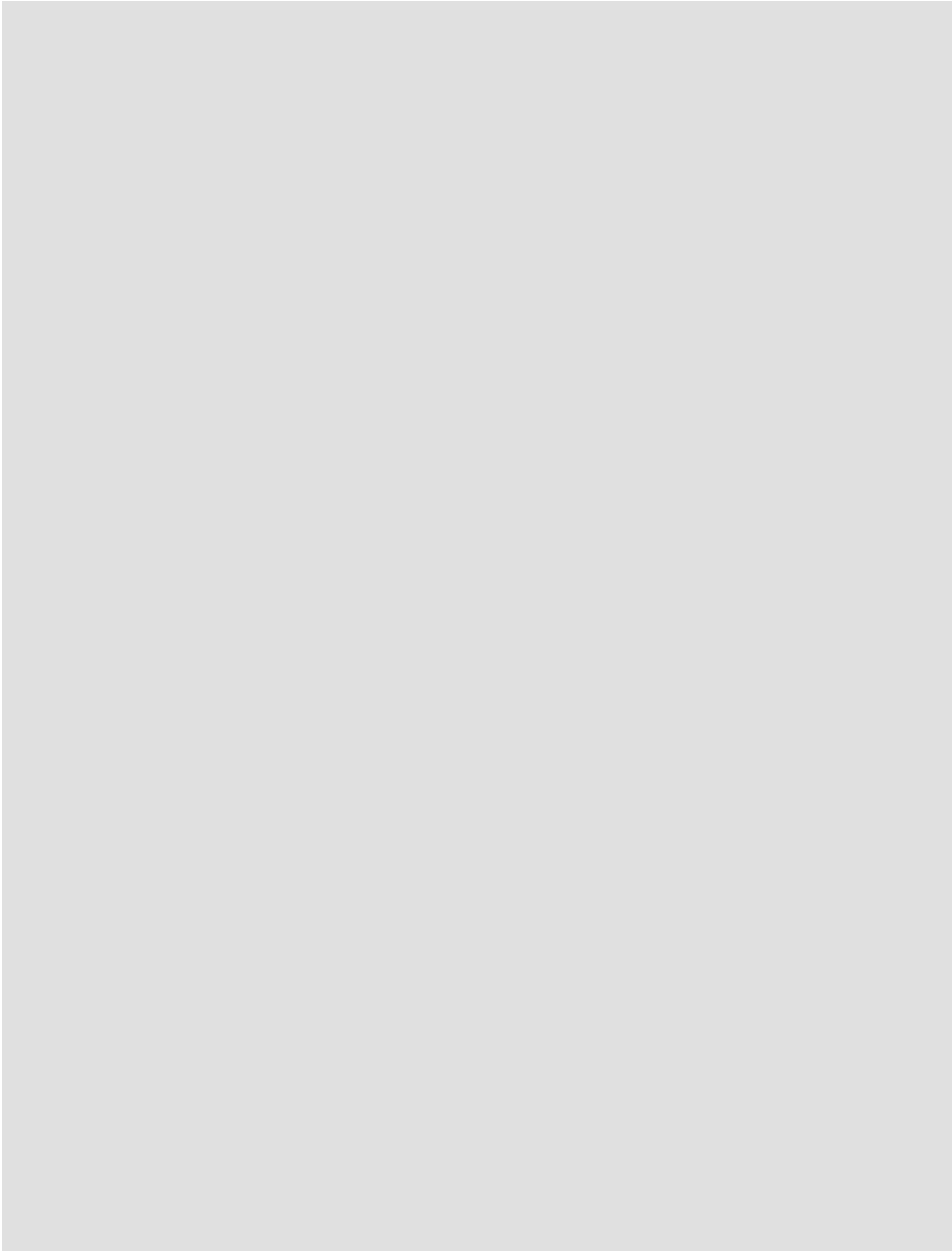


Is your charter in a sound financial and academic position to expand? Please explain.



Programmatic Description

Describe your plan for the new Charter School addressing your focus and your educational program design. (limit 1,000 words)



SUBMISSION & ASSURANCES

The _____ Charter School District applies for admission into the Charter Leadership Institute and for the designated grant funding disbursed therefrom by the Arkansas Public School Resource Center (APSRC). The aforementioned charter school district agrees to utilize such funds only for expenses directly related to participation in the Charter Leadership Institute. Directly related expenses include the salary of the participating Fellow, travel to and from trainings, and costs for required materials. Other expenses may be allowable; however, such expenses must be approved by the APSRC.

Charter School District agrees to provide documentation of training and reporting requirements via an interim and a final report.

Superintendent/Director Signature

Date

Please enclose at least one (1) Letter of Recommendation for the prospective Fellow. The letter should address the prospective Fellow's certification status, leadership qualities, personal characteristics, experience, and history with your institution.

B. PROSPECTIVE FELLOW

GENERAL INFORMATION

*In addition to this application, please enclose your current résumé.

Name

Current Position

Current School (if Central Office, indicate "Central Office")

Email Address

Phone

Home Address

BACKGROUND INFORMATION

Are you from Arkansas?

How long do you plan to stay?

In your current role, do you supervise or manage any adults on a regular basis?

- Yes
- No

If so, how many? _____

Do you have experience leading adult learning (i.e., leading professional development, serving as grade-level or department chair, etc)? Please explain.

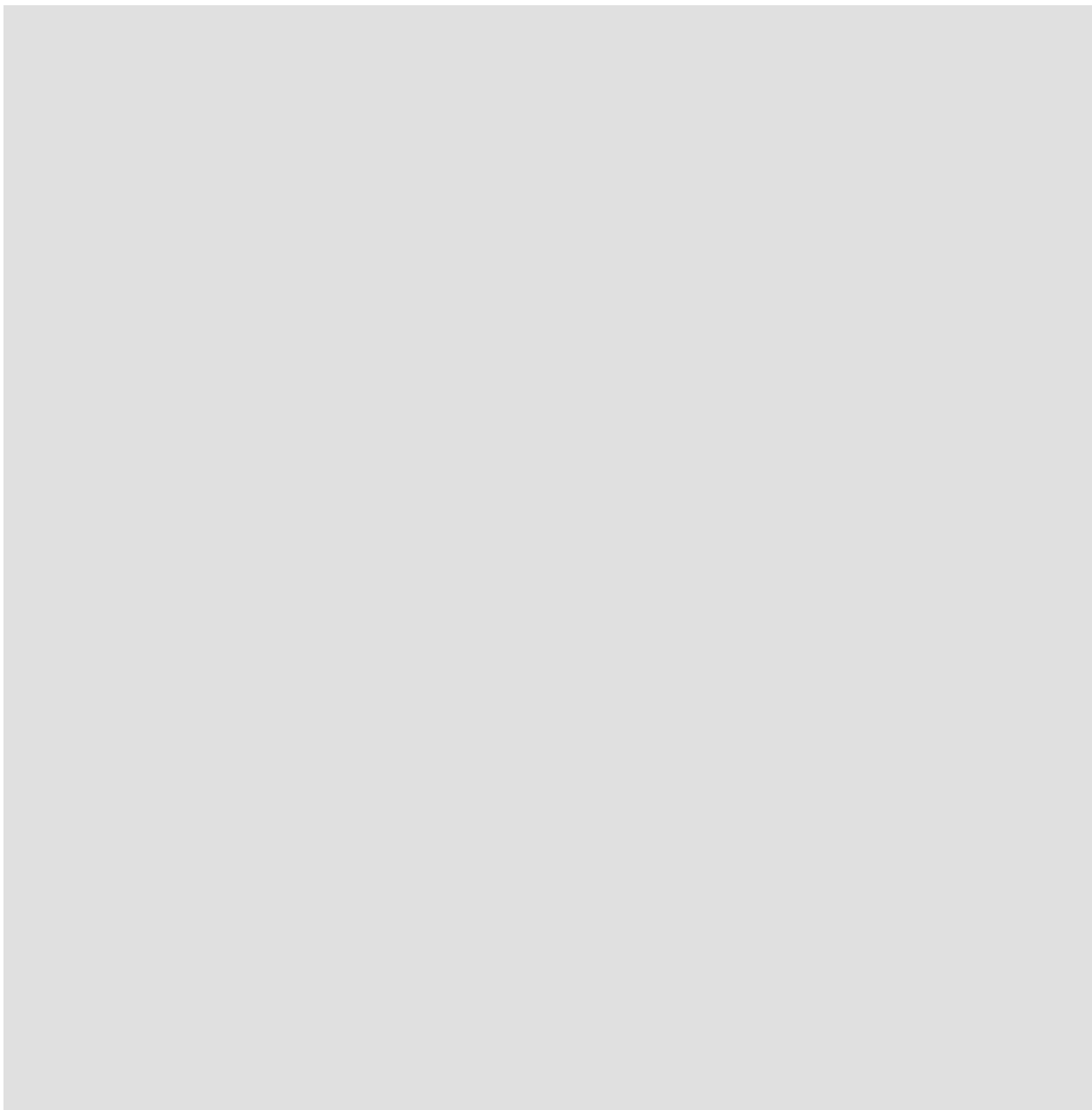
If admitted to the Charter Leadership Institute, will you commit to stay with your organization for the duration of the two-year program and participate in good faith in all required components of the training?

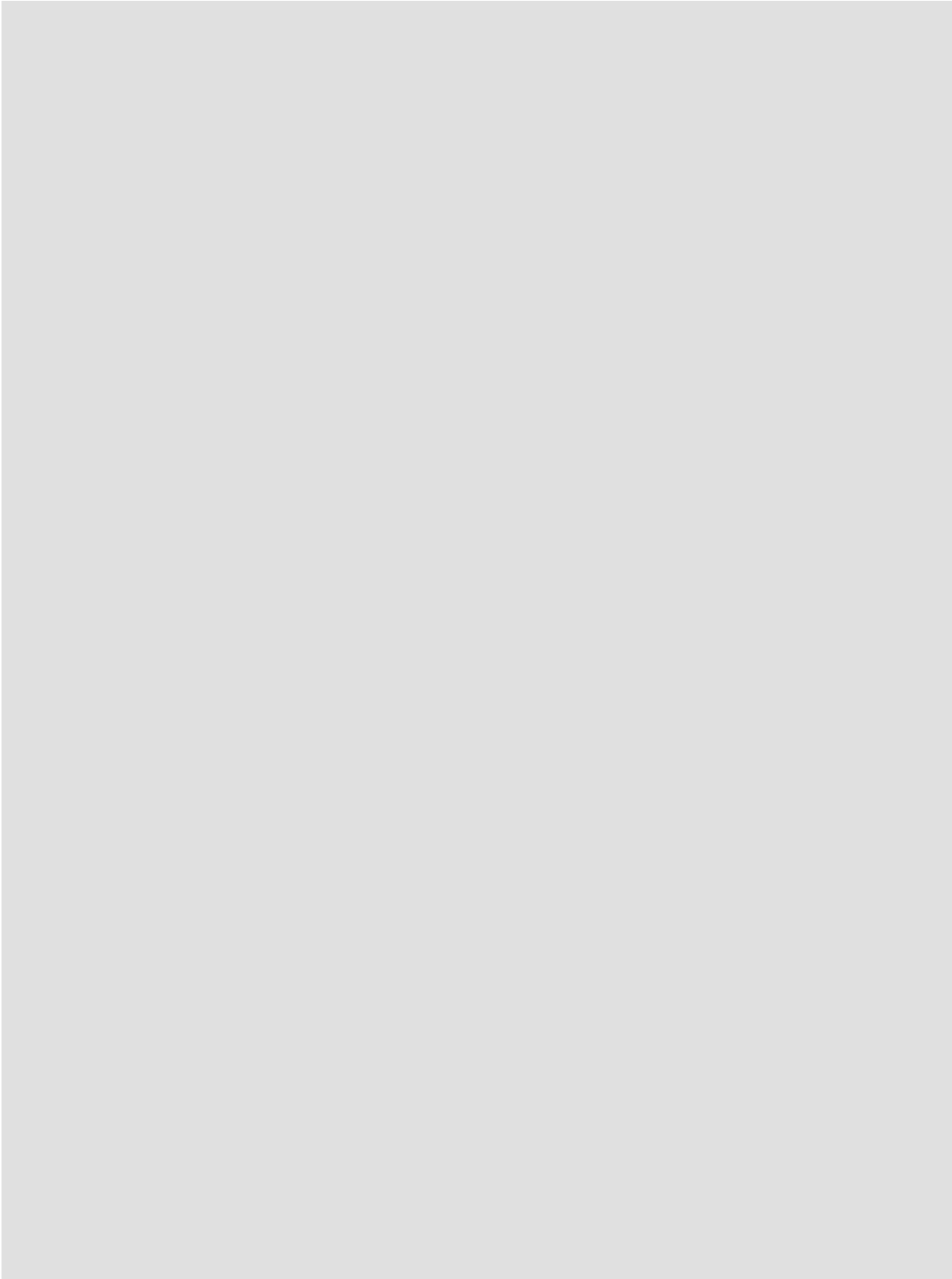
- Yes
- No

Please describe an experience in your professional career in which you had to persuade or motivate others. A full response should answer, at a minimum, the following questions:

- What were you trying to accomplish?
- What were you trying to persuade or motivate others (colleagues, students, parents, etc.) to do?
- How did you go about trying to persuade or motivate them?
- How did they respond?
- Ultimately, did you accomplish your goal?

Respond in paragraph form, and do not feel obligated to answer the questions in order. Please limit your response to 2,000 words.





SUBMISSION & ASSURANCES

I _____ agree to the commit myself, to the best of my abilities, to the following:

- ❖ I will continue working for my charter organization, _____
_____, through the culmination of my two years in this program;
- ❖ I will participate in the application for and subsequent opening of a new charter school within my current charter school organization;
- ❖ I will attend all trainings and actively participate therein in good faith;
- ❖ I will complete all requisite work as a Fellow in the program;
- ❖ I will fully engage in the residency component of the training on a regular basis;
- ❖ I will respond promptly and fully to communications for appropriate Charter Leadership Institute staff; and
- ❖ I will ask questions, share best practices, and seek opportunities for professional growth throughout the Fellowship.

Prospective Fellow Signature

Date



FELLOWSHIP APPLICATION CHECKLIST

Use the following checklist to ensure that you have properly enclosed all required materials for application to the Charter Leadership Institute.

Charter Organization Materials

- Fellowship Application, Section A;
- At least one (1) Letter of Recommendation for the prospective Fellow. The letter should address the prospective Fellow's certification status, leadership qualities, personal characteristics, experience, and history with your institution.

Prospective Fellow Materials

- Fellowship Application, Section B;
- Your current résumé.