Proposal Overview Form

The Proposal Overview Form is part of the Part 1 Eligibility Determination & Threshold for Evaluation and should be submitted via the Fluid Review portal. Submitted documentation should include only the information requested below, saved in a single PDF file.

Non-Profit Information			
Name of Nonprofit Applicant (as registered with Louisiana Secretary of State)	Choice Foundation, Inc.		
Application Type	**Type 1** [x]	**Type 3** [ ]	
Instruction Location. Mark whether instruction will be will be primarily **site based** (in person, in a school building) or **virtual** (computer based).	**Site Based** [x]	**Virtual** [ ]	
If a Type 1 Applicant, please select your proposal type	**New Start** [x]	**Transformation – Full Takeover** [ ]	**Transformation – Reconfiguration** [ ]
Operator Track		**New Operator** [ ]	**Experienced Operator** [x]

Primary Contact Information	
Name	Mickey Landry
Address	[redacted]
Phone	[redacted]
Email	[redacted]

School Leader Information	
Proposed school leader name (if identified)	Darlene Charlot
Proposed school leader current job/position	Head of School Designee
List any principal/leadership programs the proposed leader is currently enrolled in or have completed (e.g., NLNS, BES, etc.)	Xavier University Masters in Ed. Leadership Leading Educators

School Information	
Proposed School Name	Paul Laurence Dunbar Elementary
Opening Year	2018-2019
Grades served Year 1	K-8
Grades served at capacity	K-8

Enrollment Projection Form

Provide the following information for each school included in this proposal. Specify the planned year of opening for each (duplicating the table as needed).

School Name:	Paul Laurence Dunbar Charter School
Pursuant to OPSB Policy HA, Section 5, will your school have any proposed Focus Programs or Mission-Specific Admissions Preferences?	No. We will be an open enrollment Public School

Grade Level	Number of Students					
	Year 1:	Year 2:	Year 3:	Year 4:	Year 5:	Year at Capacity:
Pre-K						
K	40	50	50	50	50	
1	40	50	50	50	50	
2	45	50	50	50	52	
3	50	50	50	50	52	
4	50	50	55	60	65	
5	50	50	55	60	65	
6	50	50	55	60	65	
7	50	50	55	60	62	
8	50	50	55	60	60	
9						
10						
11						
12						
MINIMUM ENROLLMENT	400	400	400	400	400	
BUDGETED ENROLLMENT	425	450	475	500	525	
MAXIMUM ENROLLMENT	650	650	650	650	650	

Enrollment Plans

What adjustments to the budget, staffing and/or academic model would be made to accommodate your proposed minimum enrollment?

Staffing will depend on enrollment. The number of administrators, teachers, and support staff are directly related to the number of students enrolled. Choice Foundation has always adjusted staffing and budgets based on current student enrollment. For example, if enrollment does not meet budgeted enrollment, we may adjust the number of administrators or support staff. If we have more (or fewer) students at any given grade level, we will adjust teaching staff accordingly.

The Choice Foundation Budgeting process includes participation from the Executive Director (ED), Director of Finance & Operations (DFO), the School Head (SH) and the Board's Finance Committee. The ED, DFO and SH work together to develop a preliminary budget that will meet the school's academic goals for the upcoming school/fiscal year. The Finance Committee is kept abreast throughout the budget development process. Several drafts of the preliminary budget are developed and eventually results in a draft budget to be submitted to the Finance Committee for review. Once the budget is approved by the Finance Committee, the Finance Committee presents the proposed budget to the full board for review and approval.

The DFO, ED and SH's also work together to ensure no 1-year operating budget deficits. In years where revenues/enrollments are projected to decrease, the DFO, ED and SH's work together to reduce operating costs to ensure school and organizational solvency.

School Management Form

Do any of the following describe your organization or any of the school(s) proposed in this application?

☐ Will contract or partner with an education service provider (ESP) or other organization to provide school management services.

If so, identify the provider: _____

☐ Will have a corporate partner as defined in LA R.S. 17.3991.1.

If so, identify the partner: _____

☐ Will reflect the conversion of an existing public school (Type 3 application).

If so, identify the school: _____

☐ The applicant has previously participated in the OPSB charter RFA process.

If so, is the application currently on appeal to the State? _____

☒ Already operates schools in Louisiana or elsewhere in the US (indicate which state(s) below)

Louisiana

Certification

I certify that I have the authority to submit this application and that all information contained herein is complete and accurate. I recognize that any misrepresentation could result in disqualification from the application process or revocation afterward. The person named as the contact person for the application is so authorized to serve as the primary contact for this application on behalf of the organization.

Mickey Landry — 31 Jan 18

Signature of Application Primary Contact — **Date**

Mickey Landry

Print Name & Title of Application Primary Contact

Assurances Form

Please review the statements below and indicate whether each is true, and will hold true if the application is approved. *If the answer to any item above is "No", please submit a statement of explanation.*

	Yes	No
1. The school and/or governing organization is currently registered as a nonprofit and is listed as in good standing with the Louisiana Secretary of State	✓	
2. The school is not affiliated with any religious organization and does not support nor engage in any religious activities	✓	
3. The school and/or governing organization does not have any liens, litigation history and/or sanctions from any local, state and/or federal regulatory agency against the nonprofit corporation	✓	
4. The school and/or governing organization does not have the same or substantially the same board of directors and/or officers as an existing private school	✓	
5. The school does not draw a substantial portion of the employees from an existing private school	✓	
6. The school does not receive a substantial portion of assets or property from an existing private school	✓	
7. The school is not located at the same site as an existing private school	✓	
8. The school will participate in the city-wide common enrollment (OneApp) process	✓	
9. The school will participate in the city-wide common expulsion process	✓	
10. The school will provide free transportation to students as stipulated in OPSB Policy HA	✓	

Certification

I certify that I have the authority to submit this application and that all information contained herein is complete and accurate, realizing that any misrepresentation could result in disqualification from the application process or revocations after award.

James R. Swanson Choice Foundation

Name of Board Chair, Charter Governing Board

Signature of Board Chair

1-30-2018

Date

Teacher Eligibility Form

Louisiana state law requires that all groups submitting charter applications involve a minimum of three Louisiana teachers certified by the State Board of Elementary and Secondary Education in the development of their application.

Please use this form to identify the certified teachers participating in the development of this application.
Also, please be sure to include a copy of current LA Teacher Certifications for the teachers listed.

	Name	Street Address	ZIP Code	Phone	Email
1	Darlene Hills-Charlot	[redacted]	70009	[redacted]	
2	Cecily Devezin-White		70131		
3	Nekitha Russell		70056		
4					
5					

Applicant Team Roster

The Applicant Team Roster should include all identified or hired school leadership team members, governing board members and individuals that participated in the creation of the application. The evaluation team will use this roster to check for potential conflicts of interest prior to reviewing an application

There are several bases for a conflict of interest: employment, financial benefit, personal relationships, professional relationships or other interests. If applicable, any one condition may serve to disqualify a reviewer from participating in the review of an application or proposal. A conflict of interest may be real or apparent.

Name	Title	Position within Application	Email Address
Mickey Landry	Executive Director	Trustee	[redacted]
Darlene Charlot	Head of School	Trustee	
Cecily White	Assistant Head of School	Trustee	
James Fulton	Director of Finance & Operations	Trustee	
Earl Williams	Director of Community Relations	Trustee	
Marissa Allweiss	Director of Development	Trustee	
James Swanson	President	Trustee	
Alysson Mills	Vice President	Trustee	
Hans Jonassen	Treasurer	Trustee	
Jesse Stewart	Secretary	Trustee	
Lisa Abel	Trustee	Trustee	
Donald Berry	Trustee	Trustee	
Pierre Conner	Trustee	Trustee	
Blair DuQuesnay	Trustee	Trustee	
Fritz Gomila	Trustee	Trustee	
Wendy Lodrig	Trustee	Trustee	
Marc Napoleon	Trustee	Trustee	
Margo Phelps	Trustee	Trustee	
Kate Wener	Trustee	Trustee	
Dewana Young-Hill	Trustee	Trustee	
Anthony Carter	Trustee	Trustee	

State of Louisiana

State Department of Education

Certificate Type	NUMBER	VALID
EDUCATIONAL LEADER LEVEL 2	EDL 2 574910	08/09/2017 - 08/09/2022

Certificate Issued To:

DARLENE ELIZABETH HILLS

By the Louisiana Department of Education, based upon the following:

B.A., XAVIER UNIVERSITY OF LOUISIANA, 1998

ELIGIBILITY: The holder of this certificate is eligible for the following area(s) and/or terms:

For renewal of this certificate, individuals must successfully meet the standards of effectiveness for at least three years during the five-year initial or renewal period pursuant to Bulletin 130 and mandated by Act 54., 08/09/2017

EDUCATIONAL LEADER LEVEL 2, 08/09/2017

Dr. Gary Jones **John White**

State of Louisiana

State Department of Education

Certificate Type	NUMBER	VALID
EDUCATIONAL LEADER LEVEL 2	EDL 2 529618	04/26/2013 - 04/26/2018

Certificate Issued To:

CECILY ANN LACEY DEVEZIN

By the Louisiana Department of Education, based upon the following:

B.A., DILLARD UNIVERSITY, 1998

ELIGIBILITY: The holder of this certificate is eligible for the following area(s) and/or terms:

For renewal of this certificate, individuals must successfully meet the standards of effectiveness for at least three years during the five-year initial or renewal period pursuant to Bulletin 130 and mandated by Act 54., 04/26/2013

EDUCATIONAL LEADER LEVEL 2, 04/26/2013

Dr. Gary Jones **John White**

State of Louisiana

State Department of Education

Certificate Type	NUMBER	VALID
TEACHING CERTIFICATE	LEVEL 1 559108	06/14/2016 - 06/14/2019

Certificate Issued To:

NEKITHA WYNETTE RUSSELL

By the Louisiana Department of Education, based upon the following:

COMPLETED ALTERNATIVE TEACHER EDUCATION PROGRAM, UNIVERSITY OF HOLY CROSS, 2016

B.A., UNIVERSITY OF HOLY CROSS, 2007

ELIGIBILITY: The holder of this certificate is eligible for the following area(s) and/or terms:

ELEMENTARY GRADES 1-5, 06/14/2016

To receive a Level 2 certificate, individuals must successfully meet the standards of effectiveness for three years pursuant to Bulletin 130 and mandated by Act 54., 06/14/2016

Dr. Gary Jones **John White**