



Charter Board Change Notification Form 2019-2020

Pursuant to **OPSB Policy HA**, *School Board Chartering Authority*, the governing board of each Orleans Parish School Board-authorized charter school shall notify the OPSB within thirty (30) days of any change to its board of directors, its signing authority, its corporate legal status, or any change in its standing with the Louisiana Secretary of State's Office.

Thus, the Charter Board Chair shall complete and submit the form below within thirty (30) days of a change to its board of directors, its signing authority, its corporate legal status, or any standing with the Louisiana Secretary of State's Office.

I _____, am submitting this form on behalf of
(First and Last Name of Board Chair)

_____ for the purpose of:
(Name of School/CMO and Non-Profit Organization)

- Change of Board Member (The new member will need to submit a **Charter Board Verification** form separately)
- Change of Signing Authority
- Change of Corporate Legal Status
- Change of Standing with the Louisiana Secretary of State's Office
- Other (specify): _____

Please indicate the change that has taken place in the box below:

I have completed this form to the best of my ability and assure that the information that has been provided is accurate. I understand that the completion and submission of this form to the OPSB acknowledges a change to our board of directors, signing authority, corporate legal status, or standing with the Louisiana Secretary of State's Office has occurred within the last thirty (30) days.

(Print Name)

(Signature)

Date: _____