

Phase 1- City of Milwaukee Charter School Application

Letter of Intent and Prospectus

Requirements include submission of one (1) copy of the paper version and one (1) electronic copy formatted in Microsoft Word, Excel or PDF on USB/Flash drive. In no more than twenty-five pages (25), not including addendums, an outline of the information should be presented is as follows:

Letter of Intent – Please use designated form for Letter of Intent. This should be the first page of the submission

- Name of organization and proposed school
- Anticipated year to open
- Grade level to be served in year 1 and at full capacity
- Specific type of population to be served
- Contact information/address/email
- Organization leadership team and board members
- Evidence of 501(c)(3) status, if applicable

Prospectus

1. Mission/Vision statement for the charter school.
2. Description of the school/program.
 - Projected number of students, pupil teacher ratios and general staffing patterns.
 - How students will be recruited and general admission policy.
 - Special issues or characteristics of the school, i.e. extended day/extended school year.
 - Does the school fill an existing need in the city of Milwaukee?
3. Philosophy of this school in relation to organization, curriculum and instructional strategies and lead to positive student outcomes.
4. The curricular focus and instructional strategies that will define the nature of the school.
5. Methodology by which this program improves the educational outcomes for urban children and youth – What evidence exists that suggests this model has demonstrated positive achievement outcomes.
6. The proposed governance structure for this school and how parents will participate in a meaningful way.

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7. The financial capability of the organization seeking the charter and the relationship between the charter school and the host organization.
8. The potential location of the school (aldermanic district, neighborhood, etc).
9. Evidence of support from the community and business partnerships
10. Business plan for school development and first year operation (budget of revenue and expenditures and statements of cashflow).
11. Potential partnerships or subcontracts that might be part of the school's operation