# Waiver Template

**REQUESTED WAIVERS**

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| **Contact Information** |
| **School Name:** |
| **School Address (mailing):** |
| **Charter School Waiver Contact Name:** |
| **Charter School Waiver Contact Phone Number:** |
| **Charter School Waiver Contact Email:** |
| **Charter School Institute Waiver Contact Name:** Stephanie Aragon |
| **Charter School Institute Waiver Contact Phone Number:** 720-315-6042 |
| **Charter School Institute Waiver Contact Email:** [legalandpolicy\_CSI@csi.state.co.us](mailto:legalandpolicy_CSI@csi.state.co.us) |

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| **Automatic Waivers** | |
| **State Statute Citation** | **Description** |
| C.R.S. § 22-32-109(1)(f) | Local board duties concerning selection of staff and pay |
| C.R.S. § 22-32-109(1)(t) | Determine educational program and prescribe textbooks |
| C.R.S. § 22-32-110(1)(h) | Local board powers-Terminate employment of personnel |
| C.R.S. § 22-32-110(1)(i) | Local board duties-Reimburse employees for expenses |
| C.R.S. § 22-32-110(1)(j) | Local board powers-Procure life, health, or accident insurance |
| C.R.S. § 22-32-110(1)(k) | Local board powers-Policies relating the in-service training and official conduct |
| C.R.S. § 22-32-110(1)(ee) | Local board powers-Employ teachers’ aides and other non-certificated personnel |
| C.R.S. § 22-32-126 | Employment and authority of principals |
| C.R.S. § 22-33-104(4) | Compulsory school attendance-Attendance policies and excused absences |
| C.R.S. § 22-63-301 | Teacher Employment Act- Grounds for dismissal |
| C.R.S. § 22-63-302 | Teacher Employment Act-Procedures for dismissal of teachers |
| C.R.S. § 22-63-401 | Teacher Employment Act-Teachers subject to adopted salary schedule |
| C.R.S. § 22-63-402 | Teacher Employment Act-Certificate required to pay teachers |
| C.R.S. § 22-63-403 | Teacher Employment Act-Describes payment of salaries |
| C.R.S. § 22-1-112 | School Year-National Holidays |

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **[STATUTE OR RULE]** |
| **Rationale:** |
| **Replacement Plan:** |
| **Duration of Waivers:** The waiver will extend for the duration of the contract. |
| **Financial Impact:** |
| **How the Impact of the Waivers Will be Evaluated:** |
| **Expected Outcome:** |

# Sample Rationale and Replacement Plans

The following are examples of commonly requested waivers with sample rationale and replacement plan language based on waivers previously approved by the State Board of Education. Schools are welcome to review and add or adjust language to fit individual school needs. These examples are subject to change at any time depending upon updated guidance from CDE.

To locate more examples of waiver rationale and replacement plans, schools can search the State Board of Education [BoardDocs page](https://www.boarddocs.com/co/cde/Board.nsf/Public) (for example, search “Concurrent Enrollment Waiver”). More information on waivers, including a list of waivers that have previously been approved for each charter school, can be found on [CDE’s website](https://www.cde.state.co.us/cdechart/waivers).

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **C.R.S § 22-7-1014(2)(a) Preschool Individualized Readiness Plans – School Readiness – Assessments** |
| **Rationale:** The school is a data-driven school that is constantly evaluating and assessing students’ academic readiness, character development, and physical well-being in order to ensure student success. The school already has strong programs and assessments in place that assess students’ physical well-being, social-emotional development, language and comprehension development, cognition, and general knowledge (literacy and mathematics). |
| **Replacement Plan:** The school will administer a school readiness assessment to each kindergarten student at the school within the first 60 calendar days of the school year. The assessment instrument(s) used will be research-based, reliable, and valid. The school intends to use the below assessment instrument(s) to assess each of the domains outlined in statute:  Physical well-being & motor: {Insert assessment name}  Social and Emotional: {Insert assessment name}  Language & Comprehension: {Insert assessment name}  Cognition: {Insert assessment name}  Math: {Insert assessment name}  Literacy: {Insert assessment name}  The data collected from these assessment(s) will be used to develop an individualized readiness plan for each kindergarten student and will inform individual learning plans, Rtl, and drive classroom instruction within the school. This school readiness data will not be used to deny admission or progress to first grade. The data collected will be made readily available to the Charter School Institute (“CSI”). CSI and the school will report this data, as required by State law. |
| **Duration of Waivers:** The duration of the contract. |
| **Financial Impact:** The school anticipates that the requested waivers will have no financial impact on CSI or the school. |
| **How the Impact of the Waivers Will be Evaluated:** The impact of this waiver will be measured by the performance criteria and assessments that apply to the school. |
| **Expected Outcome:** As a result of this waiver, the school will be able to implement the necessary policies to increase student achievement within existing structures. |

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **C.R.S. § 22-9-106 Local Board of Education-Duties-Performance Evaluation System**  **C.R.S. § 22-2-112(1)(q)(I) Commissioner-Duties** |
| **Rationale:** The school and its Principal or designee must have the ability to perform the evaluation of all personnel. Should any other designated administrator not have a Principal License, this should not preclude him or her from administering the evaluations under the direction of the Principal. The Board of Directors must also have the ability to perform the evaluation for the school leader. Additionally, the school should not be required to report its teacher evaluation ratings as a part of the commissioner’s report as required by C.R.S. § 22-2-112(1)(q)(I), but will still report on in-field/out-of-field. |
| **Replacement Plan:**  Instead, the school uses its own evaluation system that meets the intent of the law as outlined in statute. Staff are annually trained in this evaluation system. The methods used for the school’s evaluation system include quality standards that are clear and relevant to the administrators’ and teachers’ roles and responsibilities, are based on research-based practices guiding the science of reading, have the goal of improving student academic growth, and meet the intent of the quality standards established in C.R.S. §§ 22-9-101 et seq. The school will not be required to report its teacher evaluation data through applicable state collections; however, teacher performance ratings data will be reviewed by the school and used to inform hiring practices and professional development. Core course level participation will continue to be reported pursuant to C.R.S. § 22-11-503.5, as this is a non-waivable statute. |
| **Duration of Waivers:** The waiver will extend for the duration of the contract. |
| **Financial Impact:** The school anticipates that the requested waivers will have no financial impact on CSI or the school. |
| **How the Impact of the Waivers Will be Evaluated:** Since teacher performance has a critical impact on the performance of the entire school, the impact of this waiver will be measured by the same performance criteria and assessments that apply to the school, as set forth in the charter contract. |
| **Expected Outcome:** If granted, the waiver will enable the school to implement its program and evaluate its teachers in accordance with its Performance Appraisal System, which is designed to produce greater accountability and be consistent with the school’s goals and objectives. This will benefit staff members as well as students and the community. |

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **C.R.S. § 22-32-109(1)(n)(I) Board of Education-Specific Duties School Calendar**  **C.R.S. § 22-32-109(1)(n)(II)(B) Board of Education-Specific Duties Adoption of District Calendar**  **C.R.S. § 22-32-109(1)(n)(II)(A) Board of Education – Teacher Pupil Contact Hours** |
| **Rationale:** The school year at the school will total approximately [1XX] days per year, which exceeds the current contact hour requirement in state statute. The school will always meet at least the minimum required time as detailed in state law. |
| **Replacement Plan:** The school will prescribe the actual details of its own school calendar to best meet the needs of its students. As such, the school will have a calendar that may differ from the rest of the schools within the geographic district. The final calendar and the school’s daily schedule will be designed by the school’s Board of Directors and will meet or exceed the requirements in state statute. In accordance with Charter School Institute (“CSI”) policy, the school will submit its calendar annually to CSI for review and will not make any material modifications to the calendar without notification to CSI. |
| **Duration of Waivers:** The waiver will extend for the duration of the contract. |
| **Financial Impact:** The school anticipates that the requested waivers will have no financial impact on CSI or the school. |
| **How the Impact of the Waivers Will be Evaluated:** The impact of this waiver will be measured by the same performance criteria and assessments that apply to the school, as set forth in the charter contract. |
| **Expected Outcome:** As a result of this waiver, the school will be able to operate in accordance with its own schedule, designed to meet the needs of its community and educational program, which is vital to the success of its program. |

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **C.R.S. § 22-33-105(7)(b) Process for Disciplinary Appeals** |
| **Rationale:** As a Charter School Institute (“CSI”) charter school, the school’s governing board must have the ability to hear disciplinary and related appeals under C.R.S. § 22-33-105(2)(c). |
| **Replacement Plan:**  The charter contract delegates the authority to implement the School Attendance Law of 1963 to the school administration, which is consistent with state law; however, as opposed to the Colorado Charter School Institute (“CSI”) carrying out the functions of a school district and its board, the governing board of the school will carry out those functions. To ensure that the school is meeting the intent of the law, the school will involve its legal counsel and CSI in any appeals to the governing board to ensure that students are being afforded appropriate due process. The school will develop a policy for carrying out the requirements of C.R.S. § 22-33-105 for review and approval by CSI. In addition, the school will report expulsion data pursuant to C.R.S. § 22-33-105(2.5). |
| **Duration of Waivers:** The waiver will extend for the duration of the contract. |
| **Financial Impact:** The school anticipates that the requested Waiver will have minimal financial impact on the school and no financial impact on CSI. |
| **How the Impact of the Waivers Will be Evaluated:** The school will be required to record all data involving suspensions and expulsions with access for review by both CSI and the school’s governing board. In addition, the school’s governing board will develop policies and procedures for suspensions, expulsions, and denial of admission for review and approval by CSI. |
| **Expected Outcome:** The outcome will be a fair and supportive process for the school to make appropriate determinations regarding the School Attendance Law of 1963 at the local level, with administrative oversight by CSI. |

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| **Non-Automatic Waivers: Statute Description and Rationale and Replacement Plan** |
| **C.R.S. § 22-63-201 Employment Certificate Required** |
| **Rationale:** The school must be granted the authority to hire teachers and principals that will support the school’s goals and objectives. The principal will not function as a traditional District school principal, but rather will be responsible for a wider range of tasks and act as the school’s chief executive officer. |
| **Replacement Plan:** The school will seek to attract principals and teachers from a wide variety of backgrounds, including, but not limited to teachers from out-of-state, teachers with a lapsed Colorado certificate, persons with several years of successful teaching experience in a setting not requiring a license, as well as persons with business or professional experience. All employees of the school will be employed on an at-will basis. All employees of the school will meet applicable fingerprinting and background check requirements. Core instructional staff will meet the guidelines set forth in the Colorado state ESSA plan, specifically (1) endorsement on a Colorado teaching license; (2) holding at least a BA or higher in the relevant subject area; (3) completing 36 semester credit hours in the subject matter in which s/he teaches; or (4) passing a State Board approved content exam in the relevant subject area. [Specify criteria for non-core instructional staff, if different.] Special Education Teachers will hold the requisite state license and endorsement. The school will report the number of in-field/out-of-field teacher designations, years of experience of teachers, or any other requirements promulgated by CDE. |
| **Duration of Waivers:** The waiver will extend for the duration of the contract. |
| **Financial Impact:** The school anticipates that the requested waivers will have no financial impact on CSI or the school. |
| **How the Impact of the Waivers Will be Evaluated:** The impact of this waiver will be measured by the same performance criteria and assessments that apply to the school, as set forth in the Charter Agreement. |
| **Expected Outcome:** As a result of this waiver, the school will be able to operate in accordance with its own program and hire teachers that best fit the school’s design, which is vital to the success of its program. |