



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

June 4, 2024

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey *EGM*
State Superintendent of Education

RE: Application as a Charter School Authorizer for the Local School Board

Pursuant to the [Alabama School Choice and Student Opportunity Act, 2015-3](#) and [2023-420](#), as amended, public charter schools may be established in Alabama in accordance with this Act, and this act also permits local school boards to apply as a public charter school authorizer.

Act 2015-3 states:

A local school board may apply to the department for chartering authority within the boundaries of the school system overseen by the local school board. The department shall publicize to all local school boards the opportunity to apply to the state for chartering authority within the school system they oversee. By June 1 of each year, the department shall provide information about the opportunity, including an application deadline, to all local school boards.

To apply as a public charter school authorizer, your local school board must follow the procedures below:

- The local board of education must submit written notification to the Alabama State Department of Education (ALSDE) of its intent to serve as a charter authorizer in accordance with the Act using this link [Intent to Serve as Public Charter School Authorizer](#).
- Submit an application for approval to serve as a charter school authorizer prior to November 1, 2024, using this link [Charter Authorizer Application](#). If your local school board is not prepared to apply as an authorizer during this time, an application may be submitted at a later date to be determined by the ALSDE.

It is recommended that you and your local school board become familiar with [Act 2015-3](#), [Act 2023-420](#), as amended, and the [National Association of Charter School Authorizers \(NACSA\) Principles and Standards for Quality Charter School Authorizing](#). For your guidance, please find attached a timeline for the Alabama Public Charter School Process for opening in 2026 as you complete the application to become a Public School Charter Authorizer.

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City and County Superintendents of Education
Page 2
June 4, 2024

If you have any questions related to the charter school authorizer application process, please contact Dr. Margaret M. Jones by email at charterschools@alsde.edu or via telephone at (334) 694-4994.

EGM/MMJ/MTV

Attachment

cc: Dr. Brandon T. Payne
Dr. Autumm M. Jeter

FY24-3031

Timeline for Alabama Public Charter School Application Process for a 2026 Opening

ALSDE Timeline Dates for Local School Board Authorizers Alabama School Choice and Student Opportunity Act, 2015-3 and 2023-420 as amended:	
Sept. 3, 2024- Nov. 1, 2024	Authorizer releases a Request for Proposal (RFP) for potential charter school applicants.
Nov. 1, 2024	Deadline for all RFPs to be submitted to the local school board authorizer.
Dec. 2, 2024	Charter school applicant's deadline to submit an application to the local school board authorizer.
Dec. 2, 2024 - Jan. 31, 2025	Review window for local school board authorizers to review submitted charter school applications.
Jan. 31, 2025	Deadline for local school boards to act on submitted charter school applications (Approval or Denial).
March 7, 2025	The local school board authorizer reports to the ALSDE the action it has taken; to include: * A copy of the report to the charter school applicant at the same time that the report is submitted to the ALSDE. *A copy of the authorizer's resolution with said action.
*Nov. 1, 2024	Local school boards may apply as an authorizer until June 2025.

For local school boards that are not approved as charter school authorizers, the dates below are from the Alabama Public Charter School Commission's Timeline for charter school applicants.

Alabama Public Charter School Commission (APCSC) Timeline for Applicants	
September 10, 2024	Application Workshop Classes Begin (to be offered weekly until November 1, 2024)
November 1, 2024	Preferred Letter of Intent Due
January 2, 2025	Application Released
March 13, 2025	Application Submission Deadline
March 13-May 9, 2025	Window to Review Applications
May 9, 2025	APCSC Issues Final Decision on Applications