**Destiny STREAM Academy Charter School for Girls**

**Start Up Plan**

**School Name: Destiny STREAM Academy Charter School for Girls**

**Team Leader: Dr. Katina Tolbert-Cavitt**

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| **Outreach Committee*** Student recruitment
* Community support
* Political support
 | **Members:****Volunteer Team****Outreach Coordinator****Local Alderman** |
| **Academic Design Committee*** Philosophy
* Curriculum and instruction
* Assessments
* Performance management – data-driven culture, goals
 | **Members:****Team Leader****Education Consutant** |
| **Finance and Operations Committee*** Budget development
* Facility search
* Staffing & enrollment plan
 | **Members:****Team Leader****Education Coordinator****Finance Volunteer** |
| **Governance Committee*** Board recruitment
* Board policies
* Committees
* Organization chart and job descriptions
 | **Members:****Team Leader****Outreach Coordinator****Nonprofit Resource Center** |
| **Fundraising Committee*** Grant development
* Other fundraisers
 | **Members:****Nonprofit Resource Center****Team Leader****Outreach Coordinator** |

**Application Sections**

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| **Section** | **Person Responsible** |
| Cover Letter and Executive Summary | Governance Committee |
| Vision and Mission | Governance Committee/Team Leader |
| Goals, Objectives and Pupil Performance Standards | Academic Committee/Team Leader |
| Evidence of Support | Outreach Committee |
| Educational Program: Educational Philosophy | Academic Committee |
| Educational Program: Curriculum | Academic Committee |
| Educational Program: Instruction | Academic Committee |
| Educational Program: Supplemental Programs | Academic Committee |
| Educational Program: Professional Development | Academic Committee |
| Educational Program: Annual Calendar and Daily Schedule | Academic Committee |
| Plan for Evaluating Pupil Performance | Academic Committee |
| Budget and Finance | Finance and Operations Committee/Finance Volunteer |
| Governance | Governance Committee |
| Employees Staffing, Policies and Job Descriptions | Governance and Finance Committees |
| Liability and Insurance | Finance and Operations Committee |
| Parent and Community Involvement | Outreach Committee |
| Enrollment Policies and Procedures | Outreach Committee |
| Transportation | Finance and Operations Committee |
| Food Service | Finance and Operations Committee |
| Facility | Finance and Operations Committee |
| Waivers | Governance Committee |
| Student Discipline, Expulsion, or Suspension culture and policies | Governance and Academic Committees |
| Serving Students with Special Needs and At-Risk | Academic Committee |
| Dispute Resolution | Governance Committee |
| Ongoing Financial Support | Fundraising Committee |

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| **Meeting Date** | **Topics for Discussion**  | **Topics for Review/Approval** |
| March 2019March 2019April 2019March 2019July 2019 | *Outreach Committee:** Targeted areas for school recruitment
* Draft enrollment policy

*Academic Committee:** Assessment schedule

*Finance & Operations Committee:** Review of facility options
* Discussion of key budget assumptions (e.g. class sizes, teacher salaries, administrative structure)

*Governance Committee:** Board recruitment
* Board election/appointment policy

*Fundraising Committee:** Upcoming fundraiser plans
* Grant opportunities
 | *Outreach Committee:** Enrollment update

*Academic Committee:** Review of curriculum overview

*Finance & Operations Committee:** None

*Governance Committee: (January 2019)** Review of draft articles of incorporation

*Fundraising Committee: (on-going)** Update on revenue raised to date
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| July 2019 | All sections due to Team Leader |  |
| August 2019 | Draft Completed – circulate for internal review |  |
| May 2019 | League Deadline for Application ReviewShould have 50% of Intent to Enroll forms |  |
| December 2019 | Application Deadline |  |

**Timeline**