

Chicago Education Partnership has a multi-faceted start-up plan for Moving Everest 2:

Category	Task/Activity	Owner	Timeline
Community Engagement and Recruitment	Hold monthly Parent and Community Advisory Council meetings	Principal, Executive Director and Consulting Community Engagement Specialist	7/1/18 through school launch
Community Engagement and Recruitment	Launch student recruitment campaign	Executive Director and Consulting Community Engagement Specialist	9/2018
Community Engagement and Recruitment	Accept and acknowledge student applications	Executive Director and Principal	9/2018-3/2019
Community Engagement and Recruitment	Hold lottery	Principal	4/2019
Community Engagement and Recruitment	Notify parents of admission status	Principal	4/2019
Community Engagement and Recruitment	Register students	Principal	5/2019-8/2019
Governance	Engage board in oversight of new school launch	Executive Director	7/1/18 through school launch
Governance	Obtain approval for network structure	Executive Director	1/2019
Human Resources	Launch teacher hiring process	Executive Director and Principal	1/2019
Human Resources	Conduct teacher interviews and observations	Executive Director and Principal	1/2019-5/2019
Human Resources	Target completion date for teacher hiring	Executive Director and Principal	5/2019
Financial Management	Obtain approval for new school budgets	Executive Director	4/2019
Operations and Administration	Develop a safety manual and emergency procedures handbook for the new school	Director of Operations and Compliance	4/2019-6/2019
Operations and Administration	Train new school office staff in all aspects of school-based compliance and operations	Director of Operations and Compliance	5/2019-8/2019

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Facility	Finalize lease agreement with By The Hand Club	Executive Director	7/2019
Facility	Provide BTH with ongoing feedback on architectural plans	Executive Director	2/2019-4/2019
Facility	Monitor BTH progress on permitting process	Executive Director	3/2019-6/2019
Facility	Monitor BTH progress on construction	Executive Director	7/2019-6/2019