



Statement of Assurances

All individuals intending to engage in or perform services, whether as compensated personnel or volunteers, are expected to uphold specific fiduciary, administrative, and ethical responsibilities. Current, prospective, or potential members of the founding governing board, design team, or school staff must each sign a separate assurance statement. **These documents must be submitted as part of the new school application.**

By initialing each set of assurances and executing this Statement of Assurances, current and/or prospective charter school board members, team members, and school leadership affirm their understanding of and commitment to complying with all applicable Indiana charter school statutory provisions and applicable federal laws outlined below and in the Charter Agreement.

I, _____ (name of the individual board or founding team member), as an authorized representative of _____ (name of charter school), hereby certify that I understand that, as a charter school, we are granted autonomy in decision making in exchange for accountability to our authorizer and the public; and we are obligated by law to be stewards of public funds in service of public education within the state of Indiana.

GOVERNANCE, ETHICS, AND ECONOMIC INTERESTS

The proposed charter school, _____ (name of school), shall assure:

- A public nonprofit corporation **is** established and registered in accordance with federal, state, and local requirements, to serve as the fiduciary and accountable entity for the proposed charter school.
- The charter school **is** governed by its Board of Directors or other governing body in the manner provided by its charter and in compliance with state law.
- The governing body **approves and adopts** Bylaws in accordance with the applicable federal and state statutory provisions.
- The governing body of the charter school **complies** with the applicable and relevant statutes and codes related to public meetings.

Members of the governing body, school staff, and/or administration **are not** responsible for evaluating, approving, or making recommendations for the opening, closure, or intervention of the charter school.

- Members of the governing body **submit an annual declaration** disclosing any current, prospective, or potential interest—financial or otherwise, direct or indirect; participation in any business, transaction, or professional activity; or obligation of any nature—which **is or appears to be** in substantial conflict with the public interest as defined by the laws of Indiana. A conflict of interest **includes** any financial interest that **may reasonably be expected** to bias the evaluation or determination by the authorizer and/or according to state or local conflict of interest policies for public bodies.

INITIALS

COMPLIANCE REPORTING

The proposed charter school, _____ (name of school), shall assure:

- Any **material** changes to the information provided under its application are promptly submitted in writing to the authorizer and/or sponsor.

INITIALS

FEDERAL AND STATE STATUTORY AUTHORITY

The proposed charter school, _____ (name of school), shall assure the school adopts appropriate and relevant policies to ensure compliance with:

- All provisions of federal and state law **relating** to students with disabilities, including the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990;
- All federal and state law provisions **relating** to students who are limited English proficient (LEP), including Title VI of the Civil Rights Act of 1964 and the Equal Educational Opportunities Act of 1974;
- The Freedom of Information Act **as prescribed** in state and local statutes and ordinances;
- The Family Education Rights and Privacy Act (20 U.S.C. § 1232);
- All provisions of any school district desegregation plan or order in effect that **also apply** to charter schools; and
- Relevant state statutes and local ordinances **governing** student records.

INITIALS

ADMISSIONS AND ENROLLMENT

The proposed charter school, _____ (name of school), shall assure:

- The admissions process for the charter school **does not discriminate** against anyone based on disability, race, creed, color, gender, national origin, religion, ancestry, sexual orientation, or need for special education services.

Students **are not assessed** any tuition or fees in exchange for admission and enrollment.

- The particular range of age or grade levels of the school **aligns** with the charter proposal and charter contract, as approved.
- A lottery or other impartial selection process **is administered** to admit students.
- Actual and projected numbers of enrolled students **are reported**, at least annually, to the authorizer and/or sponsor.

INITIALS

ATTENDANCE AND SCHOOL CALENDAR

The proposed charter school, _____ (name of school), shall assure:

- To the extent possible, the charter school **meets or exceeds** the same minimum student attendance requirements as are applied to other public schools.
- The daily schedule for student attendance **includes no fewer than** the state-mandated number of instructional minutes.
- The annual school calendar **includes no fewer than** the state-mandated number of instructional days.
- The school calendar is **published and submitted** to the authorizer and/or sponsor annually.

INITIALS

ASSESSMENT OF ACADEMIC ACHIEVEMENT

The proposed charter school, _____ (name of school), shall assure:

- Annual administration of state-approved and/or state-mandated assessments that measure and monitor student academic achievement and progress; and
- Fulfillment of data and information requirements for charter school renewal and acknowledgement that the compliance and performance by the charter school accountability framework are the relevant determinants for charter school renewal or revocation.

INITIALS

PERSONNEL MANAGEMENT

The proposed charter school, _____ (name of school), shall assure:

- The school **employs** certified and noncertified teachers, as allowed under the Indiana charter school law.
- The recruitment, hiring, and retention processes for the charter school **do not discriminate** against anyone based on disability, race, creed, color, gender, national origin, religion, ancestry, sexual orientation, or need for special education services or accommodations.

Criminal history records checks, and checks of the Statewide Sex Offender Database and Statewide Child Murderer and Violent Offender Against Youth Database of applicants for employment, **are completed and considered** before hiring employees, contractors, and/or volunteers working with students and/or on school grounds.

- Policies and procedures **are approved and adopted** to ensure a safe and legal workplace environment.
- The charter school **performs an annual evaluation** of school leadership and the academic program described in the application.

INITIALS

FACILITY

The proposed charter school, _____ (name of school), shall assure:

- Certificate of Use and Occupancy permits **are obtained and maintained** in compliance with the requirements of the relevant building and facility code authority.
- All applicable and relevant health and safety approvals required by the _____ (applicable City or County) school code and other applicable laws **are obtained and updated** as needed.
- All facility requirements, as detailed in the Ready To Open or pre-opening documentation, **are met** before the first day of student attendance.

- The school **implements and maintains** appropriate safety and security measures to protect the health and well-being of children and staff within the school building, including secure entry protocols, emergency preparedness procedures, and regular safety drills in accordance with state and local requirements.

INITIALS

FINANCE

The proposed charter school, _____ (name of school), shall assure:

- The school **retains** an external, independent auditor or contractor to conduct an annual audit of its finances.
- A copy of the school's annual audit and IRS Form 990 **is submitted** each year to the authorizer and/or sponsor, as well as the designated state agency.
- The school **adheres** to the same financial audits, procedures, and requirements that apply to charter schools in accordance with state and local requirements.
- The school **records and reports** the appropriate use of federal funds received, and **submits** that information annually to the authorizer and/or sponsor.

INITIALS

ADDITIONAL POLICIES AND ASSUMED LIABILITY

The proposed charter school, _____ (name of school), shall assure the school adopts appropriate and relevant policies to ensure compliance with:

- Requirements for monitoring and reporting truancy, discipline, and dangerous incidents;
- Discipline policies that **ensure** due process rights in cases of suspension or expulsion;
- Procedural safeguards for students with disabilities or impairments; and
- The assumption of liability for the school's activities, and **agreement to indemnify** and hold harmless the district and its employees from any claims or liabilities arising out of the school's operations.

INITIALS

By placing my initials next to each of the preceding assurance sections and by signing my name here, I acknowledge that:

- I have reviewed the preceding assurances and agree to be responsible for fulfilling all the requirements contained in these assurances, even if that means actively researching current state and/or federal rules, laws, and other requirements referenced herein.
- I understand that, as a _____ member of this proposed charter school, I am responsible for ensuring that our school complies with all assurances referenced above.

Signature: _____ Date: _____

Print Name: _____

Address, City, State, Zip: _____

Email and Phone Number: _____

Role with the proposed school: _____