



Letter of Intent

Intent to Apply to Create a Tennessee Public
Charter School

For Schools Opening in the 2026-27 School Year

Tennessee Department of Education | October 2024



Letter of Intent

Application for Authorization of a Tennessee Public Charter School

As required by [T.C.A. § 49-13-107](#), prospective charter school sponsors seeking to open a public charter school in Tennessee shall file a letter of intent with the Tennessee Department of Education and a selected Authorizer¹. Applicants must submit a separate letter of intent for each public charter school application they plan to submit. The purpose of this letter of intent is to provide an authorizer with advanced notice that an application to open a public charter school may be forthcoming. Applicants should provide the most accurate information available at the time of submission. The category that the applicant selects, as well as responses provided in the Sponsor History and Intent section, will determine which portions of the *Application Requirements* document are applicable to the applicant. Authorizers will verify the selected applicant category in accordance with [State Board Rule 0520-14-01-.01](#).

General Information

Name of Proposed Charter School			
Sponsor² / Sponsoring Entity			
Proposed Authorizer			
Model or Focus of Proposed School <i>(i.e., STEAM, Montessori, Opportunity Charter, etc.)</i>			
Grade Structure <i>(i.e., K-5, 6-8, 9-12)</i>	Year 1	Year 5	At Capacity
Projected Enrollment	Year 1	Year 5	At Capacity
City, Neighborhood, and Community the School Intends to Serve			
Projected Opening School Year			

¹ "Authorizer" means a local board of education, the Tennessee public charter school commission, or the achievement school district as defined in § 49-1-614, that makes decisions regarding approval, renewal, and revocation of a public charter school application or agreement. T.C.A. §49-13-140. Note: Pursuant to T.C.A. § 49-13-105, the Tennessee Public Charter School Commission has the authority to serve as an appellate authorizer.

² "Sponsor" means a proposed governing body filing an application for the establishment of a public charter school, that is not a for-profit entity; nonpublic school as defined in § 49-6-3001; other private, religious, or church school; or postsecondary institution not regionally accredited; and does not promote the agenda of any religious denomination or religiously affiliated entity. T.C.A. §49-13-104

Primary Point of Contact

In the table below, identify the **primary point of contact** (PPOC) for this letter of intent. The PPOC will handle all communications, scheduling, and notices related to the application. The PPOC is responsible to ensure timely dissemination of information to all involved parties. The PPOC's name will be public information.

Primary Point of Contact Information

Name	
Role	
Mailing Address	
Mailing Address Line 2	
City, State, Zip Code	
Primary Telephone	
Alternate Telephone	
E-Mail Address	

Governing Board

List the current and identified board members and their intended roles in the table below, adding rows as needed.

Full Name	Address	Current Employer and Role	Focus / Expertise ³

³ Examples: Community Service/Outreach, Legal Expertise/Attorney, Public Relations, Education, Management/Organizational Experience, Parent/Community Involvement, Finance, Marketing, Fundraising/Grant Writing, Personnel/Human Capital, Other (please elaborate)

Application Type

Applicants must choose the appropriate applicant category type using the descriptions provided in the table below. The selected category will determine which portions of the *Tennessee Charter School Creation Application Requirements* document are applicable to the sponsor. Authorizers will verify the selected applicant category in accordance with [State Board Rule 0520-14-01-.01](#).

Applicant Category

Please select **ONE** box to indicate the category type for this application.

Category 1	<input type="checkbox"/>	First-time Charter Sponsor	<p>This category applies to sponsors⁴ that meet all the following criteria:</p> <ul style="list-style-type: none"> • Sponsor that seeks to open no more than one (1) public charter school during this application cycle. • Sponsor that has not previously operated, opened, or sponsored a charter school, charter network, or charter management organization in Tennessee or elsewhere in the United States.
Category 2	<input type="checkbox"/>	Multi-School or Established Sponsor	<p>This category applies to all sponsors that do not meet the criteria for Category 1.</p>

Sponsor History and Intent

By answering the questions in this section, sponsors will provide an overview of their operational history and their intent to create a public charter school. Sponsors must answer each question below.

Question 1					
Has the sponsor or proposed charter management organization ever operated, opened, or managed a charter school?					<input type="checkbox"/> Yes <input type="checkbox"/> No
Question 2					
Does this sponsor have any pending charter school applications currently under consideration by any authorizer in the United States?					<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, complete the table below; add lines as needed.</i>					
State	Authorizer	Proposed School Name	Application Due Date	Decision Date	Proposed Opening Year

⁴ "Sponsor" means a proposed governing body filing an application for the establishment of a public charter school, that is not a for-profit entity; nonpublic school as defined in § 49-6-3001; other private, religious, or church school; or postsecondary institution not regionally accredited; and does not promote the agenda of any religious denomination or religiously affiliated entity. T.C.A. §49-13-104

Question 3		
Does the sponsor or proposed charter management organization ⁵ currently operate a charter school?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, complete the table below; add lines as needed.</i>		
Name of Charter School	City and State	Authorizer

Question 4		
Will the sponsor replicate ⁶ a currently authorized charter school in Tennessee?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, complete the table below; add lines as needed.</i>		
Name of Charter School that was Replicated	City and State	Authorizer

Question 5		
Is this sponsor submitting an application to more than one Tennessee authorizer or proposing to open more than one charter school during this application cycle?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, complete the table below; add lines as needed.</i>		
Name of Proposed School	Submitted to Which Authorizer	

Question 6		
Will the sponsor contract or partner with a charter management organization (CMO) to manage or operate the proposed school?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If yes, complete the table below; add lines as needed.</i>		
Name of Charter Management Organization	City and State	

Question 7		
Is the sponsor proposing a new charter school with a change in academic focus ⁷ or grade structure from an existing Tennessee charter school they operate?		<input type="checkbox"/> Yes <input type="checkbox"/> No

⁵ Charter management organization" or "CMO" means a nonprofit entity that manages or operates two (2) or more public charter schools as defined in T.C.A. § 49-13-104.

⁶ "Replication" means the creation of one (1) or more subsequent charter schools that utilize the same academic focus of an existing charter school operated by a sponsor or governing board.

⁷ Academic focus" means a distinctive, thematic program such as math, science, arts, general academics, or an instructional program such as Montessori or Paideia pursuant to T.C.A. § 49-13-104 (1)

Question 8	
Is the sponsor proposing an Opportunity Public Charter School ⁸ ?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Question 9	
If proposing an Opportunity Public Charter School, will the school provide a residential program for enrolled students pursuant to Chapter 1066 of the Public Acts of 2024 .	<input type="checkbox"/> Yes <input type="checkbox"/> No

Question 10	
Will the sponsor convert ⁹ a non-charter public school to a charter school?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Sponsor Eligibility

Tennessee law limits who may sponsor a charter school and prescribes what type of entity may operate a charter school¹⁰. Please read the following statements and check the box to confirm eligibility to apply and verify the status of, or plans for, the governing body.

- The sponsor of this charter school is not: "a for-profit corporation;" "a non-public school, as defined in [Tenn. Code Ann. § 49-6-3001\(c\)\(3\)\(A\)](#), or other private, religious, or church school;" and the proposed charter school is not cyber-based.

Charter schools must be operated by entities that are exempt from federal taxation under § 501(c)(3) of the Internal Revenue Code. Please check one of the following, as applicable:

- The sponsor of this charter school is a not-for-profit organization with 501(c)(3) status.
- The sponsor of this charter school is a not-for-profit organization and has applied for 501(c)(3) status.

By my signature below, I affirm that all the above statements are true to the best of my knowledge and belief.

_____	_____
Signature of Authorized Representative	Date

Printed Name of Authorized Representative	

Title of Authorized Representative	

⁸ "Opportunity public charter school" means a public charter school serving any of the grades six through twelve (6-12) for which at least seventy-five percent (75%) of the students enrolled in the public charter school, at the time of enrollment, are at-risk students. Chapter 1066 of the Public Acts of 2024

⁹ "Conversion public charter school" means a charter school established by the conversion of an existing non-charter public school into a charter school as defined in T.C.A. § 49-13-104

¹⁰ [T.C.A. § 49-13-106](#): The complete Tennessee Public Charter Schools Act is contained in [T.C.A. §§ 49-13-101 through 145](#).