



# LOUISIANA DEPARTMENT OF EDUCATION

## CHARTER CONTRACT AMENDMENT REQUEST FORM FOR BESE-AUTHORIZED CHARTER SCHOOLS

**NON-PROFIT ORGANIZATION:**

**Friends of Louisiana Connections Academy**

**BOARD PRESIDENT/CHAIRPERSON:**

**Wade Henderson**

**SCHOOL(S) FOR WHICH AMENDMENT IS REQUESTED:**

**Louisiana Connections Academy**

**CHARTER TYPE:**

Type 2

Type 4

Type 5

A. Please indicate the type(s) of amendment requested by checking the appropriate box(es) below:			
MATERIAL AMENDMENTS		NON-MATERIAL AMENDMENTS	
A material amendment makes substantive changes to a charter schools governance, operational, or academic structure. If not specifically deemed a non-material amendment in BESE policy or in the charter contract, an amendment is considered material. Material amendments require BESE approval by majority vote.		A non-material amendment makes non-substantive changes to a charter school's charter. Non-material amendments will be effective 10 days following written notification, unless BESE or the Department of Education's Charter Accountability Team on behalf of BESE notifies the charter operator that it objects to the proposed amendment.	
<input type="checkbox"/>	Changes in the legal status or management, including the structure of the governing board, or assignment of or changes in education service provider	<input type="checkbox"/>	Changes to the designated contact person for the charter operator or changes to the contact person located at the charter school site
<input type="checkbox"/>	Changes in physical location	<input type="checkbox"/>	Changes to the mailing address, telephone, and/or facsimile number of the charter school
<input type="checkbox"/>	Changes in grade levels served	<input type="checkbox"/>	Change in membership of the charter operator's board of directors that exceeds 60% or more of its members within any six month period
<input type="checkbox"/>	Changes in student enrollment which result in enrollment in excess of 120% of the total number of students set forth in the school's charter	<input type="checkbox"/>	Changes in school location (site change, adding, deleting sites)
<input type="checkbox"/>	Changes in admission procedures or criteria, if applicable	<input type="checkbox"/>	Changes in any option expressed in the charter contract exhibits with respect to Teachers' Retirement System of Louisiana, or student discipline
<input type="checkbox"/>	Changes in any option expressed in the charter contract exhibit with respect to collective bargaining	<input type="checkbox"/>	Changes in the school's mission
<input checked="" type="checkbox"/>	Other (please explain in Section B below)	<input type="checkbox"/>	Amendments to the charter operator's by-laws
	A. Changing the school name from Louisiana Connections Academy to University View Academy	<input type="checkbox"/>	Changes in special education procedures
	B. Changing the non-profit name to University View Academy, Inc. from Friends of Louisiana Connections Academy	<input type="checkbox"/>	Changes in curriculum or methodology
	C. All students and parents will be notified by email	<input type="checkbox"/>	Changes in method(s) used to measure pupil progress
		<input type="checkbox"/>	Changes in signing authority for the charter school
		<input type="checkbox"/>	Changes in signing authority for the charter school

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and letter that the name change is effective January 1, 2017 if BESE grants approval.

**B.** Please provide a rationale for each of the proposed amendments indicated above, not to exceed one page per amendment. Include any supporting documentation as an attachment; this is required for both material and non-material amendments.

We are locally controlled and no longer managed by the management company Connections Education.

**C.** If requesting an amendment to any of the following parts of the charter school contract, please attach an updated version of that document. Templates for each of the following can be found below.

- **Teachers' Retirement System of Louisiana Option**
- **Collective Bargaining Option**
- **Enrollment Projection Table** (include if changing grade configuration as well)

**D.** Please include a copy of the board minutes authorizing the amendment request for material and non-material amendments.

I certify that I have the authority to submit this Charter Contract Amendment Request Form and that all information contained herein is complete and accurate. I understand that material amendments are not considered approved until the Board of Elementary and Secondary Education (BESE) officially approves this request, and that non-material amendments are considered approved only after BESE expresses no objection within 10 days of receiving the request during an official meeting. I understand that if this request is not received within the timeframe for inclusion on the current month's BESE meeting agenda, it will be added to the agenda of BESE's next regularly scheduled meeting for consideration. I also understand that this document does not constitute an amendment and that a proposed material amendment approved by BESE shall only be binding on the parties to the charter contract in accordance with the terms and conditions contained in an amendment signed by BESE and the charter operator.

**Signature of Board President/Chairperson:**

**Date:**

**Submission Instructions:** Please submit this form as a single PDF document to the Louisiana Department of Education Charter Accountability Team by email at [Patrick.Walsh@la.gov](mailto:Patrick.Walsh@la.gov). We will confirm receipt and notify you of the date on which BESE will consider this request. Please note that requests for material amendments are due at least one month before the next BESE meeting. The Charter Accountability Team cannot guarantee that a recommendation can be made. Two weeks prior to the BESE meeting, the Charter Accountability Team will notify you regarding the recommendation status of your request.

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