

March 28, 2012

Received Letter of Intent from Orange Park Performing Arts Academy. I phoned Dr. Alesia Ford-Burse after reading the letter to correct the starting date from August 2012, as requested in the letter, to August 2013 as reflected in the timeline. She asked to meet the next day.

March 29, 2012

Made copies of timeline from the School District's website along with copy of FS 1002.33 which states "August 1 deadline for submission of application to begin operation during the next school year." Discussed these documents with Dr. Ford-Burse and gave her a copy. She stated that she understood starting date of August 2013.

April 17, 2012

OPPAA submits Charter School Application. Once again the application states that proposed starting date will be August 2012 instead of the August 2013 date established in the timeline.

April 30, 2012 – 10:30 a.m.

Meeting was held for any interested parties who wished to attend our Charter School Orientation. Four representatives from OPPAA attended the meeting. No other agencies were in attendance. Timelines and contact information were distributed and discussed. Surprisingly, members of the OPPAA were still under the impression that their start date would be August 2012. After thorough discussion of timeline it was established, again, that August 2013 would be the starting date. Since OPPAA was the only group in attendance, they were given all district level names and contacts. At this time they were encouraged to make individual appointments with staff members to discuss various areas of the application. The meeting adjourned at 11:45.

May 30, 2012

After making the determination that no member of the district Charter School Review Committee or staff had been contacted by OPPAA to discuss their application since our meeting a month ago, the committee used the formal evaluation instrument developed by the DOE to evaluate in great detail the quality of the application. The committee wrote about questions, suggestions, and recommendations to OPPAA on ways to improve their document. On June 5, 2012 I copied all evaluations from the committee members under a cover letter indicating to Dr. Ford-Burse that unless significant improvements were submitted by the August 1, 2012 deadline that this committee would be unable to recommend approval to our Superintendent for his consideration to then make a recommendation to our Board. The letter also urged her to contact district staff to assist with questions the group may have.

July 16, 2012

More than a month from the June 5 mailing date goes by before receiving a phone call from Dr. Ford-Burse requesting a meeting with the review Committee. The date was set for July 23, 2012.

July 23, 2012

Ann Wiggins and Dr. Ford-Burse attended this meeting with Dr. Ford-Burse asking for clarification of the items shared in the June 5 packet. Various members answered questions for her. With our teachers scheduled to report the following week, the committee suggested that should she have additional questions she should send e-mails so members of the group could respond to her concerns. She was reminded of the August 1 deadline for receipt of their application.

August 1, 2012

Three minutes before the 4:00 p.m. deadline Dr. Ford-Burse appeared with their final application. She asked to use an office space so she, her husband, and Carol Owens could put the remaining nine copies of the document together. For the better part of two hours they worked to put together the remaining documents. Shortly before 6:00 p.m. they gave me the total 10 copies of the application.

August 2, 2012

Dr. Ford-Burse called to ask if she could continue to add more information to the application. I informed her that no, the committee would review the document submitted by the August 1 deadline.

August 29, 2012

OPPAA met with the review committee to answer questions posed by the group for clarification within the final application. At this time OPPAA attempted to distribute additional documents. I reminded the group that as stated in the Clay County Charter School Plan, no additional documents are to be submitted once the review process begins. After the group answered any remaining questions, I reminded them that we would complete our formal evaluation and make a recommendation to the Superintendent for the October 18, 2012 School Board Meeting. At this point the work of OPPAA in the application process has been completed.

September 4, 2012

Dr. Ford-Burse sends to the Review Committee members an e-mail with an attachment indicating she is sending the "final application in two parts. The document is too large for one attachment." My response to her was that she was sending a strong message to the committee

that she must not be satisfied with the strength and quality of her own application. We have no intention of reviewing an application submitted more than a month past the deadline.

September 26, 2012

Committee meets to welcome Sandy Emery, selected by our Board, to serve on the committee. Sandy is an exceptional musician and vocalist who is passionate about Performing Arts in our schools. The members received a copy of the evaluation instrument with instructions to have it completed by our next meeting October 1. At that time the committee will make the recommendation to either approve or deny the application.