



## **COLORADO STATE BOARD OF EDUCATION**

### **“ INNOVATION SCHOOLS ACT OF 2008”**

#### **STATE BOARD PROCEDURES**

I. The following procedures shall apply to all applications pursuant to §22-32.5-101 *et seq.*, C.R.S.

A. Innovation Plan Submission (“Plan”)

1. Pursuant to 22-32.5-107(2), C.R.S., a local school board that seeks designation as a district of innovation shall submit one or more Plans for creating an innovation school to the Commissioner and the State Board for review and comment. Submission shall be in accordance with the requirements set forth below.
2. Within sixty (60) days of receipt of the Plan, the Commissioner and State Board may respond to the local school board with any suggested changes or additions to the Plan if needed or accepted the Plan as final.
3. If the local school board chooses to withdraw and resubmit its Plan following the Commissioner or State Board’s suggested changes or additions to the Plan, the local board may resubmit the Plan for approval by the State Board. The sixty (60) day time period in which the State Board is required to act does not begin until the Department determines the Plan is complete pursuant to 22-32.5-104, C.R.S., and the local school board has responded to any suggested changes or additions to the Plan and deems the plan final.
4. Assistance and collaboration by the Department does not constitute receipt of the plan by the State Board and does not commence the sixty (60) day time frame pursuant to §22-32.5-107(3)(a), C.R.S.

5. The Plan submitted to the Commissioner and State Board shall include:

(a) The written resolution from the local board approving the plan and seeking designation as a district of innovation;

(b) The information required under 22-32.5-104(3), C.R.S.

(c) For public schools that that would be included in the innovation school zone, the Plan shall also include the information required by 22-32.5-104(4).

6. All filings shall be submitted electronically to the State Board email box: [state.board.efilings@cde.state.co.us](mailto:state.board.efilings@cde.state.co.us). Electronic files shall be less than 20 MB and provided in PDF format or Microsoft Word. Three (3) hard copies shall be hand delivered or mailed via U.S. Mail contemporaneously with the electronic filing to: State Board of Education Office, 201 East Colfax Ave., Suite 506, Denver, CO 80203. A copy of all documents filed with the State Board shall be filed contemporaneously with all parties involved and proof of mailing shall be provided to the State Board. Facsimile transmissions of documents shall not be accepted.

7. Electronic documents shall be named so that the document content can be identified by the State Board. Document shall also be numbered in the order in which they are to be reviewed.

B. Review of the Plan

1. The State Board may request that the local board provide oral testimony supporting the application.

2. Once a final Plan has been submitted to the State Board for approval, a decision approving or denying the final Plan will be issued within sixty (60) days of receipt of the Plan. Denial of a final Plan will include a written explanation pursuant to 22-32.5-107(3)(a)(I),(II), and (b), C.R.S.

C. If the local school board chooses to resubmit the plan pursuant to 22-32.5-107(3)(b) C.R.S., the same time frames set forth in Section I(A) above shall apply.