



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

April 1, 2026

MEMORANDUM

TO: City and County Superintendents of Education
FROM: Eric G. Mackey *EGM*
 State Superintendent of Education
RE: Application as a Charter School Authorizer for the Local School Board

Pursuant to the [Alabama School Choice and Student Opportunity Act, 2015-3](#) and [2023-420](#), as amended, public charter schools may be established in Alabama in accordance with this Act, and this act also permits local school boards to apply as a public charter school authorizer.

Act 2015-3 states:

A local school board may apply to the department for chartering authority within the boundaries of the school system overseen by the local school board. The department shall publicize to all local school boards the opportunity to apply to the state for chartering authority within the school system they oversee. By June 1 of each year, the department shall provide information about the opportunity, including an application deadline, to all local school boards.

To apply as a public charter school authorizer, your local school board must follow the procedures below:

- The local board of education must submit written notification to the Alabama State Department of Education (ALSDE) of its intent to serve as a charter authorizer in accordance with the Act using this link [Intent to Serve as Public Charter School Authorizer](#).
- Submit an application for approval to serve as a charter school authorizer prior to November 1, 2026, using this link [Charter Authorizer Application](#). If your local school board is not prepared to apply as an authorizer during this time, an application may be submitted at a later date to be determined by the ALSDE.

It is recommended that you and your local school board become familiar with [Act 2015-3](#), [Act 2023-420](#), as amended, and the [National Association of Charter School Authorizers \(NACSA\) Principles and Standards for Quality Charter School Authorizing](#). For your guidance, please find attached a timeline for the Alabama Public Charter School Process for opening in Fall 2028 as you complete the application to become a Public School Charter Authorizer.

If you have any questions related to the charter school authorizer application process, please contact Dr. Margaret M. Jones by email at charterauthorizers@alsde.edu or via telephone at (334) 694-4994.

EGM/MMJ/SMB

Attachment

cc: Mr. J. Jason Swann
 Dr. Autumm M. Jeter
 FY26-1007

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Request for Proposals (RFPs): Start-up and Conversion Charter Applications Opening 2028-2029 School Year



Timeline for Local School Board Charter Authorizers

Key Milestones and Dates	Authorizer Responsibilities
<p>By November 1, 2026, Issue at least one RFP for startup or conversion charter school applicants per <u>Act 2015-3, §7</u></p>	<p style="text-align: center;">Issuance and Publication of RFPs for Startup & Conversion Charter School Applicants</p> <ul style="list-style-type: none"> Conversion RFPs must specify the name of the school the local board proposes to convert. The RFP should include: the board's strategic vision, the performance framework, the application decision criteria, and other requirements of Act 2015-3, and 2023-420, as amended.
<p>At least 30 Days after the RFP is published</p>	<p style="text-align: center;">Charter Application Submission Deadline</p> <p>The application submission deadline must be at least 30 days after the RFP is published.</p>
<p>No later than 60 days after the submission of the charter application, the authorizer shall approve or deny the application.</p> <p>If no action is taken on the application within 60 days, the application shall be considered "denied."</p> <p>The applicant may appeal the decision to the Alabama Public Charter School Commission.</p>	<p style="text-align: center;">Charter Application Decision Making</p> <p>The authorizer must use procedures, practices, and criteria consistent with nationally recognized principles for quality charter authorizing. The review process includes:</p> <ul style="list-style-type: none"> Thorough evaluation (internal and external). In-person interview with the applicant. Public forum for the community to learn about and provide input on each application. <p>The authorizer shall adopt by resolution all charter approval or denial decisions in an open meeting.</p>
<p>Within 30 days of taking action to approve or deny a charter application</p>	<p style="text-align: center;">Reporting to the Alabama State Department of Education (ALSDE)</p> <p>The local school board authorizer will submit to the ALSDE:</p> <ul style="list-style-type: none"> Action taken on the application (approval or denial). Copy of the authorizer's resolution setting forth the action and reason(s) for the decision. <p>*A copy of the report is provided to the charter applicant at the time the report is submitted to the ALSDE.</p>