

State Charter School Website Checklist

Please utilize this checklist as a resource to ensure that school websites promote transparency and monitoring—the following information, at a minimum, should be easily accessible on the school's website. <u>SCSC Rule 691-2-.03</u> <u>160-4-9-.06(2)(e)</u>

- Governing Board membership with updated names and positions of board members
- Governing Board meeting calendar with specific dates, times, and locations
- □ **Meeting agendas** for upcoming Governing Board meetings
- Meeting minutes for past Governing Board meetings (unless the Georgia
 Open Meetings Act limits their publication) that include the names of board
 members present, a description of each motion, and a record of all votes
- □ Procedure for contacting the school's most senior school administrator
- □ Procedure for contacting Governing Board
- □ Admissions application
- Enrollment and admission procedures, including date, time, and location of any upcoming enrollment lottery (SCSC Rule 691-2-.05)
- Annual operating budget or summary thereof (O.C.G.A. § 20-2-167.1)
- □ Charter contract