



New Hampshire

Department of Education

INTENT TO RENEW CHARTER FORM

The renewal of a public charter school takes place every five (5) years.

The first step in the Renewal Process: A public charter school submits *Intent to Renew Charter* form to the New Hampshire Department of Education by the end of the school's fourth year of operation. *Ed 318.12*

The renewal process consists of the submission of a renewal application and a comprehensive on-site review conducted by a team of educators. The on-site review includes a review of academic, financial and organizational goals, academic performance, and focus group interviews with school leadership, teachers, parents, students and members of the Board of Trustees. For additional details, please review the Charter School Renewal Guide which will be sent to you once this letter is received by the NHDOE Charter School Office.

It is our intention to renew the charter for the following school:	
Name of Public Charter School	
School Address	
School Director	
Email Address	
School Director Signature	
Date	
Board Chair Signature	
Date	

Please submit completed document to:

Jane Waterhouse
 NH Department of Education
 Charter School Office
 101 Pleasant Street
 Concord, NH 03301-3860
 Fax: 271-6813
 Jane.Waterhouse@doe.nh.gov