

Sample Business Proposals



Charter School Educational Sample Proposal

The complete sample is 9 pages long and was written using these Proposal Pack templates:

Cover Letter, Title Page, Accountability, Culture, Curriculum, Mentoring, Population



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July 17, 20XX

Christine Lee
D.C. Public Charter School Board
9991 High Ridge Road
Washington, DC

Dear Ms. Lee,

Please find enclosed our concepts for our new charter school, Future Wave High School. We plan to occupy the currently vacant building at 1900 Old Brick Road.

What will make Future Wave different? First of all, student motivation—only those students who have received the recommendations of five former teachers and who sign the student agreement and whose parent(s) sign the parent agreement will be allowed to enroll. Per D.C. rules, we cannot exclude students based on prior academic scores, but we believe the recommendation requirement will send the most motivated students our way.

Our emphasis will be on math, science, technology, and social equality. To this end, we will have a no-tolerance program for racial, religious, or political activities on our campus and for non-educational activities in classrooms. To promote our goals of equality and emphasis on education, our students and staff will wear uniforms, and students will carry identical computers and backpacks. All Future Wave students will receive laptop computers, which they will surrender at the end of each school year. All students will have equal access to all course offerings and activities.

We look forward to your approval of our charter.

Sincerely,

Rebecca Joseph
Central Coordinator
Advisory Committee for Future Wave High School
555-555-4765
rebjo@futurewavehigh.org

Future Wave High School
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Washington D.C., 20001

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Proposal

New Charter School – Future Wave High School

July 17, 20XX

Prepared for: Christine Lee
D.C. Public Charter School Board

Prepared by: Rebecca Joseph
Central Coordinator

Description

Please find enclosed our concepts for our new charter school, Future Wave High School. We plan to occupy the currently vacant building at 1900 Old Brick Road.

The Future Wave High School will be bound by the mandates of the District of Columbia school system in terms of providing instruction in all required core subject areas. However, our school will have a particular emphasis on math and science.

Proposal Number: 34 Rev B1



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Accountability

Our pledge to the community is to offer an outstanding education to high school age children. To meet that pledge, our outcomes must be measurable and accountable. Here is our plan for accountability within the new Future Wave High School.

Measuring Student Performance

Measuring student performance is always a tricky issue, as any student can have a bad day or experience a poor relationship with a teacher. To eliminate those problems, we propose to use the following standards.

To eliminate teacher bias, all students will be measured and graded numerically by percentage of correct responses. In subjects in which responses are not multiple choice or true/false, such as essay/creative writing, scores will begin at 100 percent and deductions will be made for measurable mistakes—errors in critical thinking, grammar, punctuation, etc. There will be no grading on the curve—if all students achieve excellent results, all students will receive high grades.

Rather than focus on one or two giant tests, teachers will test their students every week or nearly every week (to be specified in each class schedule at the beginning of the year) and all these scores will then be averaged for a quarterly grade. Poor scores will be reported to mentors as well as parents so that students can get the help they need to do better.

We must of course obey any national or district regulations that specify standardized testing and comparisons with other schools, and these results will be made public. In addition, our students will take the SAT at the end of each school year to determine how well they are doing in general. SAT results will not be publicized but will be given to the individual student and her/his parents.

Measuring Teacher Performance

Teachers at the Future Wave High school must have a bachelor's or master's degree in the field in which they are teaching as well as at least five years of teaching experience. Certification is desirable, but not required. In addition, teachers must pass a thorough background check in which investigators will interview former colleagues and students to form a 'real world' analysis of their teaching and social skills.

We believe that this rigorous hiring process will result in an excellent teaching staff. But we must also evaluate teacher performance on a regular basis as follows.

All teachers will be evaluated by principals in terms of student grades and improvements in poor student grades. They will also receive anonymous evaluations from all their students, their students' parents, and their teaching colleagues. Based on a numerical score achieved from averaging these results, teachers will be retained or dismissed for the following year. Teachers that rank above the dismissal score but below a desirable score will be paired with a high-ranking mentor on staff for advice on how to improve their results during the next year.





S A M P L E

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