



Joel I. Klein
Chancellor

Background Information:

Authorizers are responsible for making sure that each charter school is executing and performing within the guidelines, standards and goals set forth in their charter agreement.

Although all NYC charter schools reside geographically within the 5 boroughs of NYC, charter schools are independent Local Educational Agencies ("LEAs"), and are not subject to the NYC Chancellor's Regulations, but rather to the regulations set forth in Article 56 of the NYS Charter Act, as well as NY State Education Law. Further, the protocol and escalation process differs slightly for each authorizing entity.

To file a grievance, follow the instructions below:

1. **Contact the school leadership:** Please contact school leadership for violations, issues or complaints. We encourage parents to document events and familiarize themselves with the school's guidelines and reference materials. Such items include, but are not limited to parent handbooks, student discipline policy guidebooks, dress code pamphlets, school issued memorandums, etc.
2. **Appeal to the school's board of trustees:** If a parent or guardian is not satisfied with the outcome or decision pertaining to the incident, the parent may appeal to the school's board of trustees. The board meets publicly on a regular basis. Parents are encouraged to contact the board to schedule items on the meeting agenda or with the committee that deals with such matters.
3. **Appeal to the school's authorizer:** If a parent is not satisfied with the board of trustee's decision, the parent may appeal to the school's authorizer. Please find the name of the school can be found on pages 2 and 3. Each charter school is governed by a board of trustees and is subject to oversight by its authorizer. For New York City, there are three authorizers:
 1. The Chancellor of the New York City Department of Education NYCDOE (212) 374-5419
 2. The State University of New York-Charter Schools Institute SUNY-CSI (518) 433-8277 ext.2051
 3. The New York State Board of Regents NYSED (718) 722-2796 ext.4553

If the school is not a NYCDOE authorized school, please contact your school's authorizer to obtain more information about filing a grievance.

4. **Appeal to the New York State Board of Regents:** The last escalation point for a parent who decides that after going through the first 3 levels of the appeal process he or she is still not satisfied with the outcome, is to contact the NY State Board of Regents at this telephone number (518) 474-3852 or the following address:

Public Schools Choice
Room 462 EBA
New York State Education Department
89 Washington Avenue
Albany, New York 12234

General directions for filing your grievance:

The law does not require that your grievance be in a particular format. However, in order to ensure that your grievance is thoroughly and quickly reviewed, you should provide the following:

1. a detailed statement of the nature of the complaint (including the law or provision of the charter that you allege has been violated), the names of the individuals involved, and the time, date and place
2. the incident (s) at issue occurred;
3. what response, if any, you have received from the school board (a copy of any response should be attached) with any relevant dates;
4. copies of any correspondence between you and the School or School Board;
5. what action or relief you are seeking;
6. your name, address and telephone number

NYCDOE Authorized Schools

Instructions: Complete and submit the "Charter School Grievance Form" to NYCDOE's Charter School Office

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| ACADEMIC LEADERSHIP CHARTER SCHOOL | EXPLORE CHARTER SCHOOL | NEW HEIGHTS ACADEMY CHARTER SCHOOL |
| ACHIEVEMENT FIRST CROWN HEIGHTS CHARTER SCHOOL | EXPLORE EMPOWER CHARTER SCHOOL | NEW YORK FRENCH AMERICAN CHARTER SCHOOL |
| ACHIEVEMENT FIRST EAST NEW YORK CHARTER SCHOOL | FAHARI ACADEMY CHARTER SCHOOL | NY CENTER FOR AUTISM CHARTER SCHOOL |
| ACHIEVEMENT FIRST ENDEAVOR CHARTER SCHOOL | FUTURE LEADERS INSTITUTE CHARTER SCHOOL | NYC CHARTER HIGH SCHOOL FOR ARCHITECTURE, ENGINEERING AND CONSTRUCTION INDUSTRIES (AECI) |
| BEDFORD STUYVESANT NEW BEGINNINGS CHARTER SCHOOL | GROWING UP GREEN CHARTER SCHOOL | OPPORTUNITY CHARTER SCHOOL |
| BEGINNING WITH CHILDREN CHARTER SCHOOL | HARLEM CHILDREN'S ZONE/ PROMISE ACADEMY II CHARTER SCHOOL | PAVE ACADEMY CHARTER SCHOOL |
| BRONX ACADEMY OF PROMISE CHARTER SCHOOL | HARLEM CHILDREN'S ZONE/PROMISE ACADEMY CHARTER SCHOOL | PENINSULA PREPARATORY ACADEMY CHARTER SCHOOL |
| BRONX COMMUNITY CHARTER SCHOOL | HEBREW LANGUAGE ACADEMY CHARTER SCHOOL | RENAISSANCE CHARTER HIGH SCHOOL FOR INNOVATION |
| BRONX GLOBAL LEARNING INSTITUTE FOR GIRLS (BGLIG) CHARTER SCHOOL | HELLENIC CLASSICAL CHARTER SCHOOL | RENAISSANCE CHARTER SCHOOL |
| BRONX LIGHTHOUSE CHARTER SCHOOL | HYDE LEADERSHIP CHARTER SCHOOL | RIVERTON STREET CHARTER SCHOOL |
| BROOKLYN ASCEND CHARTER SCHOOL (BACS) | HYDE LEADERSHIP CHARTER SCHOOL BROOKLYN | ROCHDALE EARLY ADVANTAGE CHARTER SCHOOL |
| BROOKLYN CHARTER SCHOOL | IMAGINE ME LEADERSHIP CHARTER SCHOOL | ROSS GLOBAL ACADEMY CHARTER SCHOOL |
| BROOKLYN SCHOLARS CHARTER SCHOOL | INTERNATIONAL LEADERSHIP CHARTER SCHOOL | SOUTH BRONX CHARTER SCHOOL FOR INTERNATIONAL CULTURES AND THE ARTS |
| BROWNSVILLE ASCEND CHARTER SCHOOL | INWOOD ACADEMY FOR LEADERSHIP CHARTER SCHOOL | SOUTH BRONX CLASSICAL CHARTER SCHOOL |
| BUSHWICK ASCEND CHARTER SCHOOL | JOHN V. LINDSAY WILDCAT ACADEMY CHARTER SCHOOL | ST. HOPE LEADERSHIP ACADEMY CHARTER SCHOOL |
| CHALLENGE PREPARATORY CHARTER SCHOOL | JOHN W. LAVELLE PREPARATORY CHARTER SCHOOL | STATEN ISLAND COMMUNITY CHARTER SCHOOL |
| COMMUNITY ROOTS CHARTER SCHOOL | KIPP ACADEMY CHARTER SCHOOL | SUMMIT ACADEMY CHARTER SCHOOL |
| CONEY ISLAND PREPARATORY PUBLIC CHARTER SCHOOL | KIPP AMP CHARTER SCHOOL | THE EQUALITY SCHOOL |
| CULTURAL ARTS ACADEMY CHARTER SCHOOL AT SPRING CREEK | KIPP INFINITY CHARTER SCHOOL | THE EQUITY PROJECT CHARTER SCHOOL |
| DEMOCRACY PREP CHARTER SCHOOL | LEFFERTS GARDEN CHARTER SCHOOL | THE ETHICAL COMMUNITY CHARTER SCHOOL (TECCS) |
| DEMOCRACY PREPARATORY HARLEM CHARTER SCHOOL | MANHATTAN CHARTER SCHOOL | VOICE CHARTER SCHOOL OF NY |
| DR. RICHARD IZQUIERDO HEALTH & SCIENCE CHARTER SCHOOL | METROPOLITAN LIGHTHOUSE CHARTER SCHOOL | WILLIAMSBURG CHARTER HIGH SCHOOL |
| DREAM CHARTER SCHOOL | MOTT HAVEN ACADEMY CHARTER SCHOOL | WILLIAMSBURG COLLEGIATE CHARTER SCHOOL |

SUNY— CHARTER SCHOOLS INSTITUTE Authorized**Schools**

Instructions: Call (518) 433-8277, ext. 2051

NEW YORK STATE EDUCATION**DEPARTMENT Authorized****Schools**

Instructions: Call: (718) 722-2796

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| ACHIEVEMENT FIRST BROWNSVILLE CHARTER SCHOOL | GRAND CONCOURSE CHARTER SCHOOL | BELIEVE NORTHSIDE CHARTER HIGH SCHOOL |
| ACHIEVEMENT FIRST BUSHWICK CHARTER SCHOOL | GREENDOT NY CHARTER SCHOOL | BELIEVE SOUTHSIDE CHARTER HIGH SCHOOL |
| ACHIEVEMENT FIRST APOLLO CHARTER SCHOOL | HARBOR SCIENCE AND ARTS CHARTER SCHOOL | BRONX CHARTER SCHOOL FOR CHILDREN |
| AMBER CHARTER SCHOOL | HARLEM DAY CHARTER SCHOOL | BRONX CHARTER SCHOOL FOR THE ARTS |
| BEDFORD STUYVESANT COLLEGIATE CHARTER SCHOOL | HARLEM LINK CHARTER SCHOOL | HARRIET TUBMAN CHARTER SCHOOL |
| BRONX CHARTER FOR BETTER LEARNING | HARLEM SUCCESS ACADEMY CHARTER SCHOOL | KINGSBRIDGE INNOVATIVE DESIGN CHARTER |
| BRONX CHARTER SCHOOL FOR EXCELLENCE | HARLEM SUCCESS ACADEMY CHARTER SCHOOL 2 | LA CIMA CHARTER SCHOOL |
| BRONX PREPARATORY CHARTER SCHOOL | HARLEM SUCCESS ACADEMY CHARTER SCHOOL 3 | |
| BRONX SUCCESS ACADEMY CHARTER SCHOOL 1 | HARLEM SUCCESS ACADEMY CHARTER SCHOOL 4 | |
| BRONX SUCCESS ACADEMY CHARTER SCHOOL 2 | HARLEM SUCCESS ACADEMY 5 | |
| BROOKLYN DREAMS CHARTER SCHOOL | HARLEM VILLAGE ACADEMY CHARTER SCHOOL | |
| BROOKLYN EAST COLLEGIATE CHARTER SCHOOL | KINGS COLLEGIATE CHARTER SCHOOL | |
| BROOKLYN EXCELSIOR CHARTER SCHOOL | KIPP S.T.A.R. COLLEGE PREP CHARTER SCHOOL | |
| BROOKLYN PROSPECT CHARTER SCHOOL | LEADERSHIP PREPARATORY OCEAN HILL CHARTER SCHOOL | |
| BROWNSVILLE COLLEGIATE CHARTER SCHOOL | LEADERSHIP PREPARATORY BEDFORD STUYVESANT CHARTER SCHOOL | |
| CARL C ICAHN CHARTER SCHOOL 3 | LEADERSHIP PREPARATORY BROWNSVILLE CHARTER SCHOOL | |
| CARL C. ICAHN CHARTER SCHOOL | LEADERSHIP VILLAGE ACADEMY CHARTER SCHOOL | |
| CARL C. ICAHN CHARTER SCHOOL 2 | MERRICK ACADEMY/QUEENS PUBLIC CHARTER SCHOOL | |
| CARL C. ICHAN CHARTER SCHOOL FOUR | NEW HOPE ACADEMY CHARTER SCHOOL | |
| COMMUNITY PARTNERSHIP CHARTER SCHOOL | NEW WORLD PREPARATORY CHARTER SCHOOL | |
| EXCELLENCE CHARTER SCHOOL OF BEDFORD-STUYVESANT | OCEAN HILL COLLEGIATE CHARTER SCHOOL | |
| EXCELLENCE GIRLS CHARTER SCHOOL | OUR WORLD NEIGHBORHOOD CHARTER SCHOOL | |
| FAMILY LIFE ACADEMY CHARTER SCHOOL | SISULU-WALKER CHARTER SCHOOL OF HARLEM | |
| GIRLS PREP CHARTER SCHOOL OF NEW YORK | UFT CHARTER SCHOOL | |
| GIRLS PREP CHARTER SCHOOL OF THE BRONX | | |

