

**Charter School Liaison Information  
2022-2023 School Year**

*Section 1002.33(9)(p)(2), Florida Statutes -*

*1. Each charter school's governing board must appoint a representative to facilitate parental involvement, provide access to information, assist parents and others with questions and concerns, and resolve disputes. The representative must reside in the school district in which the charter school is located and may be a governing board member, charter school employee, or individual contracted to represent the governing board. If the governing board oversees multiple charter schools, in the same school district, the governing board must appoint a separate individual representative for each charter school in the district. The representative's contact information must be provided annually in writing to parents and posted prominently on the charter school's website, if a website is maintained by the school. The sponsor may not require that governing board members reside in the school district in which the charter school is located if the charter school complies with this paragraph.*

*2. Each charter school's governing board must hold at least two public meetings per school year in the school district. The meetings must be noticed, open, and accessible to the public, and attendees must be provided an opportunity to receive information and provide input regarding the charter school's operations. The appointed representative and charter school principal or director, or his or her equivalent, must be physically present at each meeting.*

**Principal** \_\_\_\_\_

**Name of School** \_\_\_\_\_ **School Location Number** \_\_\_\_\_

**Address of the School** \_\_\_\_\_

**Name of School Liaison** \_\_\_\_\_

**Relationship to School** (select one):

Governing Board Member

Charter School Staff (indicate title): \_\_\_\_\_

Individual Contracted by Governing Board

**School Liaison Email Address** \_\_\_\_\_

**School Liaison Telephone Number** \_\_\_\_\_

Please complete one form per charter school location number and upload to the *Charter School Parent Liaison* benchmark on **Charter.Tools.com**