VISION

In order to provide a clear focus for Tehama County Department of Education programs, activities and operations, the Tehama County Superintendent of Schools may adopt a vision that sets direction for the Department which is focused on student learning and describes what the Department wants its schools to achieve. This vision may be incorporated in various documents, including the Department's mission or purpose statement, philosophy, long-term goals, short-term objectives, and/or comprehensive plans.

Legal Reference:

EDUCATION CODE

1040 - 1047 Duties and powers of boards 1080 - 1082 Duties that may be transferred 1240 -1278 Duties of county superintendents

Management Resources:

CSBA PUBLICATIONS Maximizing School Board Leadership: Vision, 1996 **WEB SITES**

CSBA: http://www.csba.org

Policy TEHAMA COUNTY DEPARTMENT OF EDUCATION adopted: April 20, 2011 Red Bluff, California

PHILOSOPHY

As part of its responsibility to establish a guiding vision for the Tehama County Department of Education, the Tehama County Superintendent of Schools shall develop and regularly review a set of fundamental principles which describes the Department's beliefs, values or tenets. The staff shall incorporate this philosophy in all Department programs and activities.

It is the philosophy of the Department that:

- 1. All students can learn and succeed.
- 2. Every student in Department programs/schools, regardless of gender, special needs, or social, ethnic, language or economic background has a right to a high-quality education that challenges the student to achieve to his/her fullest potential.
- 3. The future of our nation and community depends on students possessing the skills to be lifelong learners and effective, contributing members of society.
- 4. A safe, nurturing environment is necessary for learning.
- 5. Parents/guardians have a right and an obligation to participate in their child's schooling.
- 6. The ability of children to learn is affected by social, health and economic conditions and other factors outside the classroom.
- 7. Early identification of student learning and behavioral difficulties contribute to student success.
- 8. Students and staff respond positively to high expectations and recognition for their accomplishments.
- 9. Continuous school improvement is necessary to meet the needs of students in a changing economy and society.
- 10. The diversity of the student population and staff enriches the learning experience for all students.
- 11. A highly qualified, effective, and dedicated staff has a direct and powerful influence on students' lives, learning, and achievement.
- 12. A high level of communication, trust, respect and teamwork among County Board members and the County Superintendent contributes to effective decision making.

PHILOSOPHY (continued)

- 13. The community provides an essential resource to the educational program.
- 14. Effective communication with all stakeholders helps build support for the schools and programs.
- 15. Accountability for the Department's programs and operations is shared by the entire educational community.

Legal Reference:

EDUCATION CODE

51002 Local development of programs based on stated philosophy and goals 51019 Definition of philosophy

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Leadership: Vision, 1996

adopted: April 20, 2011

GOALS FOR THE DEPARTMENT

The Tehama County Superintendent of School's may adopt goals focused on the achievement and needs of all Department students. The Department's goals shall be aligned with the Department's vision, mission, philosophy, and priorities and shall be limited in number so as to be reasonably achievable within established timelines.

When developing the Department's goals, the County Superintendent shall consider the following areas:

- 1. Developing curriculum, assessments, and instructional materials that are aligned with the state's content standards, frameworks, and assessments
- 2. Maintaining safe and orderly campuses which promote learning
- 3. Ensuring that all students achieve proficiency in essential areas of skill and knowledge and attain the academic, career, and technical skills needed to succeed in a knowledge- and skills-based economy
- 4. Providing for the specialized needs of identified groups of students, including providing necessary support and intervention programs and closing the gap between low-achieving and high-achieving students
- 5. Providing a system of shared accountability for student achievement with clear performance standards and consequences
- 6. Promoting student health, nutrition, and physical activity in order to enhance learning
- 7. Developing each student's self-respect, respect for others, appreciation for diversity, and sense of personal responsibility
- 8. Allocating time and resources for staff collaboration, planning, and professional development activities aligned with the Department's goals
- 9. Maintaining fiscal integrity for the Department and aligning resources to instructional needs and priorities for student achievement
- 10. Improving the organization, management, and decision-making structure and capabilities of the Department to better support the education of students
- 11. Employing technology in ways that enhance learning, teaching, and noninstructional operations

GOALS FOR THE DEPARTMENT (continued)

- 12. Providing and maintaining facilities to meet the needs of present and future students
- 13. Maintaining positive relations with parents/guardians and the community, emphasizing communication and inviting participation in the schools
- 14. Collaborating with other public agencies and private organizations to ensure that children's physical, social, and emotional needs are met

Legal Reference:

EDUCATION CODE

33127-33129 Standards and criteria for fiscal accountability

33400-33407 CDE evaluation of district programs

44660-44665 Evaluation of certificated employees

51002 Local development of programs based on stated philosophy and goals

51020 Definition of goal

51021 Definition of objective

51041 Evaluation of the educational program

52050-52059 Public Schools Accountability Act

64000-64001 Consolidated application process

CODE OF REGULATIONS, TITLE 5

15440-15463 Standards and criteria for fiscal accountability

UNITED STATES CODE, TITLE 20

6311 Accountability, adequate yearly progress

6312 Local educational agency plan

Management Resources:

CSBA PUBLICATIONS

Monitoring for Success: Student Wellness Policy Implementation Monitoring Report and Guide, 2007

Student Wellness: A Healthy Food and Physical Activity Policy Resource Guide, rev. 2006

Maximizing School Board Governance: Vision, 1996

WEB SITES

CSBA: http://www.csba.org

CSBA, Agenda Online:

http://www.csba.org/Services/Services/GovernanceTechnology/AgendaOnline.aspx

California Department of Education: http://www.cde.ca.gov

Policy TEHAMA COUNTY DEPARTMENT OF EDUCATION Red Bluff, California

NONDISCRIMINATION IN TCDE PROGRAMS AND ACTIVITIES

The Tehama County Superintendent of Schools is committed to equal opportunity for all individuals in education. Tehama County Department of Education programs and activities shall be free from discrimination based on gender, sex, race, color, religion, ancestry, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status, pregnancy, parental status, physical or mental disability, sex, sexual orientation, gender, gender identity gender expression, or genetic information; a perception of one of more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics

Department programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act.

Department programs and facilities, viewed in their entirety, shall be in compliance with the Americans with Disabilities Act (ADA) and any implementing standards and/or regulations. When structural changes to existing department facilities are needed to provide individuals with disabilities access to programs, services, activities, or facilities, the County Superintendent shall develop a transition plan that sets forth the steps for completing the changes.

Individuals with disabilities shall notify the County Superintendent if they have a disability that requires special assistance or services. Reasonable notification should be given prior to the school-sponsored function, program or meeting.

The County Superintendent or designee shall notify students, parents/guardians, employees, employee organizations and applicants for admission and employment, and sources of referral for applicants about the Department's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin, catalog, application form or other recruitment materials distributed to these groups. (34 CFR 104.8, 106.9)

The County Superintendent or designee shall also provide information about related complaint procedures.

In compliance with law, the Department's nondiscrimination policy shall be published in the individual's primary language to the extent practicable.

Legal Reference: (see next page)

NONDISCRIMINATION IN TCDE PROGRAMS AND ACTIVITIES (continued)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of discrimination

48985 Notices to parents in language other than English

GOVERNMENT CODE

11000 Definitions

11138 Rules and regulations

12900-12996 Fair Employment and Housing Act

54953.2 Brown Act compliance with Americans with Disabilities Act

PENAL CODE

422.55 Definition of hate crime

422.6 Interference with constitutional right or privilege

CODE OF REGULATIONS, TITLE 5

4900-4965 Nondiscrimination in elementary and secondary education programs receiving state financial assistance

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities in Education Act

1681-1688 Discrimination based on sex or blindness, Title IX

2301-2415 Carl D. Perkins Vocational and Applied Technology Act

6311 State plans

6312 Local education agency plans

UNITED STATES CODE, TITLE 29

794 Section 504 of the Rehabilitation Act of 1973

UNITED STATES CODE, TITLE 42

2000d-2000d-7 Title VI, Civil Rights Act of 1964

2000e-2000e-17 Title VII, Civil Rights Act of 1964 as amended

2000h-2000h-6 Title IX

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 28

35.101-35.190 Americans with Disabilities Act

36.303 Auxiliary aids and services

CODE OF FEDERAL REGULATIONS, TITLE 34

100.1-100.13 Nondiscrimination in federal programs, effectuating Title VI

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

106.1-106.61 Discrimination on the basis of sex, effectuating Title IX, especially:

106.9 Dissemination of policy

Management Resources:

U.S. DEPARTMENT OF EDUCATION, OFFICE FOR CIVIL RIGHTS PUBLICATIONS

Protecting Students from Harassment and Hate Crime, January, 1999

Notice of Non-Discrimination, January, 1999

Nondiscrimination in Employment Practices in Education, August, 1991

WEB SITES

CDE: http://www.cde.ca.gov

Safe Schools Coalition: http://www.casafeschoolscoalition.org

Pacific Disability and Business Technical Assistance Center: http://www.pacdbtac.org

U.S. Department of Education, Office for Civil Rights: http://www.ed.gov/about/offices/list/ocr/index.html

Policy TEHAMA COUNTY DEPARTMENT OF EDUCATION

adopted: April 20, 2011, May 29, 2018 Red Bluff, California

SCHOOL PLANS/SITE COUNCILS

When required by law or determined to be a useful tool to accomplish Tehama County Department of Education and school goals, school site councils or other school advisory groups shall develop comprehensive school plans designed to enhance student achievement at individual school sites.

School Plan for Student Achievement

The Tehama County Superintendent of Schools or designee shall ensure that a school plan for student achievement is prepared by the school site council as required by law for each school participating in specified state and/or federal categorical programs. (Education Code 41507, 41572, 52055.755, 64001)

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE

52-53 Designation of schools

8240-8244 General child care and development programs

8750-8754 Conservation education

18100-18203 School libraries

32228-32228.5 School safety and violence prevention

33133 Information guide for school site councils

35147 Open meeting laws exceptions

41500-41573 Categorical education block grants

44500-44508 Peer Assistance and Review Program

44520-44534 New Careers Program

48400-48403 Compulsory continuation education

48430-48438 Continuation education

48660-48667 Community day schools

51745-51749.3 Independent study

51760-51769.5 Work experience education

51870-51874 Educational technology

52053-52055.55 Immediate Intervention/Underperforming Schools Program

52055.600-52055.662 High Priority Schools Grant Program

52055.700-52055.770 Quality Education Investment Act

52176 Advisory committees

52200-52212 Gifted and Talented Education Program

52300-52346 Regional occupational centers

52500-52617 Adult education, including:

52610-52616.24 Adult education finances

52800-52887 School-Based Program Coordination Act

52890 Qualifications and duties of outreach consultants

54000-54028 Educationally Disadvantaged Youth Programs

54100-54145 Miller-Unruh Basic Reading Act

54425 Advisory committees (compensatory education)

54650-54659 Education Improvement Incentive Program

54740-54749.5 California School Age Families Education Program

56000-56867 Special education

64000 Categorical programs included in consolidated application

64001 Single school plan for student achievement, consolidated application programs

REPEALED EDUCATION CODE FOR CATEGORICAL PROGRAMS

52012 Establishment of school site council

52014-52015 School plans

HEALTH AND SAFETY CODE

104420 Tobacco use prevention

MILITARY AND VETERANS CODE

500-520.1 California Cadet Corps

AB 1802 UNCODIFIED 2006 STATUTE

43 School site block grants

CODE OF REGULATIONS, TITLE 5

3930-3937 Compliance plans

Legal Reference: (continued)

UNITED STATES CODE, TITLE 20

6312-6319 Title I programs; plans

6421-6472 Programs for neglected, delinquent, and at-risk children and youth

6601-6651 Teacher and Principal Training and Recruitment program

6801-7014 Limited English proficient and immigrant students

7101-7165 Safe and Drug-Free Schools and Communities

7341-7355c Rural Education Initiative

Management Resources:

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

A Guide and Template for the Single Plan for Student Achievement: A Handbook for School Site

Councils, April 2006

WEB SITES

California Department of Education, Single Plan for Student Achievement:

http://www.cde.ca.gov/nclb/sr/le/singleplan.asp

Center for Comprehensive School Reform and Improvement: http://www.centerforcsri.org

U.S. Department of Education: http://www.ed.gov

SCHOOL PLANS/SITE COUNCILS

School Site Councils

When required for participation in any categorical program, each Tehama County Department of Education school shall establish a school site council or advisory committee. (Education Code 41507, 41572, 52852, 64001)

The school site council shall be composed of the following: (Education Code 41507, 41572, 52852)

- 1. The Program Administrator
- 2. Teachers selected by the school's teachers
- 3. Other school personnel chosen by the school's other personnel
- 4. Parents/guardians of students attending the school chosen by other such parents/guardians, or community members chosen by the parents/guardians as representatives

Half of the school site council membership shall consist of school staff, the majority of whom shall be classroom teachers. For elementary school site councils, the remaining half shall be parents/guardians or parent/guardian representatives. (Education Code 41507, 41572, 52852)

A Department employee may serve as a parent/guardian representative on the site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 52852)

School site councils may function on behalf of other committees in accordance with law. (Education Code 52055.620, 52176, 52870, 54425; 5 CCR 3932)

School site councils shall operate in accordance with procedural meeting requirements established in Education Code 35147.

School Plan for Student Achievement

In order for a school to participate in any state or federal categorical program specified in Education Code 41506, 41571, 52055.700, or 64000, the school site council shall approve, annually review, and update a school plan for student achievement. If the school does not have a school site council, a school-wide advisory group or school support group conforming to the composition requirements of the school site council listed above shall fulfill these responsibilities. (Education Code 41507, 41572, 52055.755, 64001)

The school plan for student achievement shall be aligned with school goals for improving student achievement and shall be based on an analysis of verifiable state data, including the Academic Performance Index (API) and the California English Language Development Test (CELDT), and any other data voluntarily developed by the Department to measure student achievement. (Education Code 64001)

The plan shall, at a minimum: (Education Code 64001)

- 1. Address how funds provided to the school through categorical programs will be used to improve the academic performance of all students to the level of the performance goals established by the API
- 2. Identify the school's means of evaluating progress toward accomplishing those goals
- 3. Identify how state and federal law governing these programs will be implemented

In addition to meeting the requirements common to all applicable school plans, the school plan shall address the content required by law for each individual categorical program in which the school participates.

Plans developed for the state's Immediate Intervention/Underperforming Schools Program pursuant to Education Code 52054 or the federal Title I schoolwide programs pursuant to 20 USC 6314 shall satisfy the requirement for the school plan. (Education Code 64001)

In developing or revising the schol plan, the school site council shall:

- 1. Measure the effectiveness of current improvement strategies at the school
 - The school site council shall analyze student performance based on state and local data, identify significant low performance among all student groups, and analyze instructional programs to determine program areas that need to be addressed in order to raise performance of student groups not meeting academic standards.
- 2. Seek input from other school advisory committees as appropriate
- 3. Reaffirm or revise school goals to serve as a basis for school improvement activities and expenditures
- 4. Revise improvement strategies and expenditures

The school site council shall specify actions to be taken, dates by which actions are to be started and completed, expenditures needed to implement the action, the funding source, anticipated annual performance growth for each student group, and the means that will be used to evaluate progress toward each goal.

5. Approve and recommend the plan to the Tehama County Superintendent of Schools

The County Superintendent or designee and the Program Administrator shall implement the strategies in the school plan and report to the school site council regarding progress toward school goals. The school site council shall monitor the implementation and effectiveness of the school plan and modify any activities that prove ineffective.

Whenever a school participates in the state's categorical block grant programs for student retention and/or school and library improvement, the school site council shall develop a plan which shall include, but need not be limited to: (Education Code 41507, 41572)

- 1. Curricula, instructional strategies, and materials responsive to the individual educational needs and learning styles of each student that enables all students to do all of the following:
 - a. Make continuous progress and learn at a rate appropriate to their abilities
 - b. Master basic skills in language development and reading, writing, and mathematics
 - c. Develop knowledge and skills in other aspects of the curricula, such as arts and humanities; physical, natural, and social sciences; multicultural education; physical, emotional, and mental health; consumer economics; and career education
 - d. Pursue educational interests and develop esteem for self and others; personal and social responsibility, critical thinking, and independent judgment
- 2. Consideration of the use of community resources to achieve instructional improvement objectives
- 3. Consideration of the use of education technology
- 4. A staff development program for teachers, other school personnel, paraprofessionals, and volunteers
- 5. Provisions for utilization of the student success team process to identify and assess the needs of students who are dropouts or potential dropouts, and to develop programs to meet those needs

- 6. Procedures for coordinating services from funding sources at the school level to help students participate successfully in the core academic curricula and specialized curricula related to jobs and career opportunities
- 7. Instructional and auxiliary services to meet the special needs of students who are limited-English-speaking, including instruction in a language they understand; educationally disadvantaged students; gifted and talented students; and students with disabilities
- 8. Improvement of the classroom and school environments, including improvement of relationships between and among students, school personnel, parents/guardians, and the community, and reduction of the incidence of violence and vandalism among students
- 9. Improvement of student attendance, including parent/guardian awareness of the importance of regular school attendance
- 10. The proposed expenditure of block grant funds and the degree to which expenditures meet the plan's criteria
- 11. Other activities and objectives established by the school site council
- 12. A process for ongoing evaluation and modification of the plan

The evaluation shall be based on the degree to which the school is meeting the plan's objectives, student achievement, and improved school environment. An improved school environment shall be measured by indicators such as the incidence of absenteeism, suspension and expulsion, dropouts, school violence, vandalism and theft; student attitudes towards the school, self, and others; absenteeism among staff, staff resignations, and requests for transfers; and satisfaction of students, parents/guardians, teachers, administrators, and staff.

In addition, any school receiving state funding for school and library improvement shall incorporate plans pertaining to school libraries. (Education Code 41572)

The student retention and/or school and library improvement plans shall be incorporated into the school's plan for student achievement as described in the above section. (Education Code 41507, 41572)

CHARTER SCHOOLS

The Tehama County Board of Education believes that charter schools provide one opportunity to implement school-level reform and to support innovations which improve student learning. Charter schools shall operate under the provisions of this policy, their respective charters, applicable state and federal laws, and relevant regulations of the Tehama County Department of Education.

The County Board shall consider any petition submitted for the establishment of a charter school if:

- 1. The charter school will serve students for whom the Department would otherwise be responsible for providing direct education and related services (Education Code 47605.5)
- 2. The charter school will operate as a countywide charter at one or more sites within the geographic boundaries of the county, to provide instructional services not generally provided by the Department (Education Code 47605.6)
 - In addition to other requirements, a countywide charter petition may only be approved if the County Board finds that the educational services to be provided by the charter school will offer services to a student population that will benefit from those services and that cannot be served as well by a charter school that operates in only one school district in the county. (Education Code 47605.6)
- 3. The charter petition was denied by the governing board of a school district within the County Board's jurisdiction and the petition is submitted to the County Board within 180 calendar days of the school district governing board's denial (Education Code 47605; 5 CCR 11967)

The County Board shall ensure that every approved charter contains adequate processes and measures for monitoring and holding the charter school accountable for fulfilling the terms of its charter and for complying with all applicable laws. Such processes and measures shall include fiscal accountability systems, multiple measures for evaluating the educational program, and inspections and observations of any part of the charter school.

All meetings of the County Board at which the granting, revocation, appeal, or renewal of a charter petition is to be discussed shall be subject to the state open meeting laws. (Education Code 47608)

Charter Approval/Denial

To be considered by the County Board, all charter petitions, except petitions to establish countywide charters, shall comply with the requirements of Education Code 47605. For all such charter petitions, the County Board shall: (Education Code 47605)

- 1. Within 30 days of receiving the charter petition, hold a public hearing to determine the level of support for the petition by parents/guardians, teachers and other employees of the district or Department, as applicable
- 2. Within 60 days of receiving the petition, or within 90 days with the consent of both parties, either grant or deny the charter petition

To be considered by the County Board, a petition to establish a countywide charter school shall comply with the requirements of Education Code 47605.6. For a countywide charter petition, the County Board shall: (Education Code 47605.6)

- 1. Within 60 days of receiving the charter petition, hold a public hearing to determine the level of support for the petition by teachers, parents/guardians, and the school district(s) where the charter school will be located
- 2. Within 90 days of receiving the petition, or within 120 days with the consent of both parties, either grant or deny the charter petition

All charters approved by the County Board shall be for a specified term of no more than five years. (Education Code 47607)

The County Board shall grant the charter if doing so is consistent with sound educational practice. A charter petition shall be denied only if: (Education Code 47602, 47605, 47605.6)

- 1. Granting the petition would authorize the conversion of a private school to a charter school.
- 2. The County Board makes written factual findings specific to the petition under review that at least one of the following conditions exists:
 - a. The charter school presents an unsound educational program for the students to be enrolled in the charter school.
 - b. The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.

- c. The petition does not contain the number of signatures required by Education Code 47605(a), or if the petition is one to establish a countywide charter, Education Code 47605.6(a).
- d. The petition does not contain an affirmation of each of the conditions described in Education Code 47605(d), or if the petition is one to establish a countywide charter, Education Code 47605.6(e).
- e. The petition does not contain reasonably comprehensive descriptions of the charter provisions stated in Education Code 47605(b), or if the petition is one to establish a countywide charter, Education Code 47605.6(b).
- 3. The petition is for the establishment of a countywide charter school pursuant to Education Code 47605.6 and one of the following conditions exists
 - a. The petition seeks to convert an existing public school to a charter school (Education Code 47605.6(a))
 - b. The petition does not contain reasonable justification for why the charter school could not be established by petition to a school district pursuant to Education Code 47605. (Education Code 47605.6(b))

The approval or denial of a charter petition shall not be controlled by collective bargaining agreements nor subject to review or regulation by the Public Employment Relations Board. (Education Code 47611.5)

In granting charter petitions, the County Board shall give preference to petitions that demonstrate the capability to provide comprehensive learning experiences to academically low-achieving students according to standards established by the California Department of Education under Education Code 54032. (Education Code 47605, 47605.6)

Upon County Board approval of any charter petition, the petitioners shall provide written notice of the approval, including a copy of the petition, to the Superintendent of Public Instruction and the State Board of Education. (Education Code 47605, 47605.6)

In addition, whenever the County Board approves a countywide charter petition, the petitioners shall provide written notice of the approval, including a copy of the petition, to the school districts within the county. (Education Code 47605.6)

Except for a countywide charter, any charter petition denied by the County Board may be submitted to the State Board of Education within 180 days of the denial. (Education Code 47605.6; 5 CCR 11967)

Revision

Material revisions to the provisions of any charter granted by the County Board may be made only with County Board approval and shall be governed by the same standards and criteria that apply to new charter petitions as set forth in Education Code 47605, or if the petition is one to establish a countywide charter, Education Code 47605.6. (Education Code 47605.6, 47607)

Subsequent to its initial approval, any charter school seeking to establish an additional site within the geographic boundaries of the County Board shall request a material revision of its charter. (Education Code 47605, 47605.6)

In considering material revisions to the provisions of any charter granted by the County Board, applicable procedures stated above under "Charter Approval/Denial" shall be used.

Renewal

Any charter school whose charter was initially granted by the County Board shall submit a written application to the County Board, at least 120 days before the expiration date of the charter. At least 90 days before the expiration date of the charter, the County Board shall conduct a public hearing to receive input on whether or not to extend the charter. At least 60 days before the expiration date, the County Board shall either grant or deny the request for renewal.

Any charter school whose application for renewal was denied by the governing board of a school district may submit the renewal application to the County Board using applicable procedures stated above under "Charter Approval/Denial." (Education Code 47607.5)

All charter renewals shall be subject to the same standards and criteria that apply to new charter petitions. To receive a charter renewal, a charter school must also have been in operation for four years must meet at least one of the following criteria: (Education Code 47607)

- 1. Attain its Academic Performance Index (API) growth target in the prior year or in two of the last three years, or in the aggregate for the prior three years
- 2. Rank in deciles 4-10 on the API in the prior year or in two of the last three years
- 3. Rank in deciles 4-10 on the API for a demographically comparable school in the prior year or in two of the last three years

4. Achieve an academic performance that is at least equal to the academic performance of the public schools that the charter school students would otherwise have been required to attend, as well as the academic performance of schools within the district where the charter school is located, taking into account the composition of the student population that is served at the charter school

Any charter renewal granted by the County Board shall be for a period of five years. (Education Code 47607)

Except for countywide charters, any renewal application denied by the County Board may be submitted to the State Board of Education. (Education Code 47607.5, 47605.6)

Revocation

The County Board may revoke any charter that it granted whenever it finds that the charter school has done any of the following: (Education Code 47607)

- 1. Committed a material violation of any of the conditions, standards or procedures set forth in the charter
- 2. Failed to meet or pursue any of the student outcomes identified in the charter
- 3. Failed to meet generally accepted accounting principles or engaged in fiscal mismanagement
- 4. Violated any provision of law

Prior to revocation, the County Board shall notify the charter school of the violation and give the school a reasonable opportunity to correct the violation unless the County Board determines, in writing, that the violation constitutes a severe and imminent threat to the health or safety of the students. (Education Code 47607)

Waivers

If a County Board-approved charter school submits an application to the County Board for a waiver of any Education Code provisions, the County Board shall hold a public hearing on the waiver request no later than 90 days following receipt of the request. (Education Code 33054)

The County Board shall subsequently prepare a summary of the public hearing to be forwarded with the waiver request to the State Board of Education. If the County Board recommends against approval of the waiver request, it shall set forth the reasons for its disapproval in written documentation that shall be forwarded to the State Board of Education. (Education Code 33054)

Financial Relationship

The County Board shall permit a charter school approved by it to use, at no cost, facilities not currently being used by the Department for instructional or administrative purposes, or not historically being used for rental purposes, provided that the charter school shall be responsible for reasonable maintenance of those facilities. (Education Code 47614)

The County Board may charge for the actual costs of supervisorial oversight of a charter school not to exceed one percent of the charter school's revenue. If the County Board is able to provide substantially rent-free facilities to the charter school, the County Board may charge actual costs up to three percent of the charter school's revenue for supervisorial oversight. (Education Code 47613)

The charter school may separately purchase administrative or other services from the County Board or any other source. (Education Code 47613)

When a charter school established under a charter approved by the County Board so requests, the County Superintendent of Schools or designee shall create and submit, on behalf of the charter school, any reports required by the State Teachers' Retirement System and the Public Employees' Retirement System. The charter school may be charged for the actual costs of the reporting services, but shall not be required to purchase payroll processing services from the Department as a condition for creating and submitting these reports. (Education Code 47611.3)

Legal Reference: (see next page)

Legal Reference:

EDUCATION CODE

33054 Waivers

41365 Charter school revolving loan fund

42100 Annual statement of receipts and expenditures

44237 Criminal record summary

44830.1 Certificated employees, conviction of a violent or serious felony

45122.1 Classified employees, conviction of a violent or serious felony

46201 Instructional minutes

47600-47616.7 Charter Schools Act of 1992, as amended

47640-47647 Special education funding for charter schools

47652 Funding of first-year charter schools

48000 Minimum age of admission (kindergarten)

48010 Minimum age of admission (first grade)

48011 Minimum age of admission from kindergarten or other school

51745-51749.3 Independent study

52052 Alternative accountability system

54032 Limited English or low-achieving pupils

56026 Special education

56145-56146 Special education services in charter schools

60600-60649 Assessment of academic achievement, including:

60605 Academic content and performance standards; assessments

60640-60649 Standardized Testing and Reporting Program

GOVERNMENT CODE

3540-3549.3 Educational Employment Relations Act

54950-54963 The Ralph M. Brown Act

PENAL CODE

667.5 Definition of violent felony

1192.7 Definition of serious felony

CODE OF REGULATIONS, TITLE 5

11700.1-11705 Independent study

11960-11969 Charter schools

UNITED STATES CODE, TITLE 20

6311 Adequate yearly progress

6319 Qualifications of teachers and paraprofessionals

7223-7225 Charter schools

CODE OF FEDERAL REGULATIONS, TITLE 34

200.1-200.78 Accountability

ATTORNEY GENERAL OPINIONS

80 Ops. Cal. Atty. Gen. 52 (1997)

78 Ops. Cal. Atty. Gen. 297 (1995)

Management Resources: (see next page)

Management Resources:

CSBA PUBLICATIONS

Charter Schools: A Manual for Governance Teams, 2002

CDE PUBLICATIONS

Special Education and Charter Schools: Questions and Answers, September 10, 2002

USDOE DRAFT NONREGULATORY GUIDANCE

Charter School Program, August 31, 2003

The Impact of the New Title I Requirements on Charter Schools, March 24, 2003

WEB SITES

CSBA: http://www.csba.org

CDE: http://www.cde.ca.gov/sp/cs

Education Commission of the States: http://www.ecs.org

NSBA: http://www.nsba.org

U.S. Department of Education: http://www.ed.gov

adopted: April 20, 2011

CHARTER SCHOOLS

Petition Signatures

To be considered by the Tehama County Board of Education, a charter school petition must be signed by one of the following: (Education Code 47605, 47605.5, 47605.6)

- 1. A number of parents/guardians equivalent to at least one-half of the number of students that the charter school estimates will enroll in the school for its first year of operation
- 2. A number of teachers equivalent to at least one-half of the number of teachers that the charter school estimates will be employed at the school during its first year of operation
- 3. When the charter petition calls for an existing public school to be converted to a charter school, at least 50 percent of the permanent status teachers currently employed at the public school to be converted

In circulating the petition, the petitioners shall include a prominent statement explaining that a signature means that the parent/guardian is meaningfully interested in having his/her child attend the charter school or, in the case of a teacher's signature, that the teacher is meaningfully interested in teaching at the charter school. The proposed charter shall be attached to the petition. (Education Code 47605, 47605.6)

If the petition is for a countywide charter pursuant to Education Code 47605.6, each school Tehama County Department of Education where the charter school proposes to operate a facility must have received at least 30 days notice of the petitioners' intent to operate the charter school. (Education Code 47605.6)

Charter Provisions

All charter petitions shall contain the following provisions: (Education Code 47605, 47605.6, 47611.5)

- 1. The educational program of the school, designed among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self-motivated, competent and lifelong learners.
- 2. The measurable student outcomes identified for use by the charter school. "Student outcomes" means the extent to which all students of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program.

- 3. The method by which student progress in meeting those student outcomes is to be measured.
- 4. The governance structure of the school, including but not limited to the process to be followed by the school to ensure parent/guardian involvement.
- 5. The qualifications to be met by individuals to be employed by the school.
- 6. The procedures that the school will follow to ensure the health and safety of students and staff. These procedures shall include the requirement that each school employee furnish the school with a criminal record summary as described in Education Code 44237.
- 7. The means by which the school will achieve a racial and ethnic balance among its students that is reflective of the general population residing within the Department's territorial jurisdiction.
- 8. The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the County Board.
- 9. The procedures by which students can be suspended or expelled.
- 10. The manner by which staff members of the charter schools will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.
- 11. The procedures to be followed by the charter school and the County Board to resolve disputes relating to charter provisions.
- 12. A declaration as to whether or not the charter school shall be deemed the exclusive public school employer of the school's employees for purposes of collective bargaining under Government Code 3540-3549.3.

Any countywide charter petition shall specify the location of each charter school facility that the petitioner proposes to operate. (Education Code 47605.6)

Except for countywide charter petitions, all charter petitions shall also include the following provisions: (Education Code 47605)

1. Admission requirements if applicable.

- 2. The public school attendance alternatives for students residing within the county or for which the Department is responsible for providing education and related services, who choose not to attend the charter school.
- 3. A description of the rights of any Department employee, as applicable upon leaving Department employment to work in the charter school, and of any rights of return to the Department after employment at the charter school.
- 4. The procedures to be used if the charter school closes. The procedures shall ensure a final audit of the charter school to determine the disposition of all assets and liabilities of the school, including plans for disposing of any net assets and for the maintenance and transfer of student records.

Requirements for Charter Schools

All charter petitions shall meet applicable legal requirements. Each charter school shall:

- 1. Be nonsectarian in its programs, admission policies, employment practices and all other operations (Education Code 47605, 47605.6)
- 2. Not charge tuition (Education Code 47605, 47605.6)
- 3. Not discriminate against any student on the basis of ethnicity, national origin, gender, or disability (Education Code 47605, 47605.6)
- 4. Adhere to all laws establishing minimum age for public school attendance (Education Code 47610)
- 5. Serve students who are California residents and who, if over 19 years of age, are continuously enrolled in a public school and making "satisfactory progress" toward a high school diploma as defined in 5 CCR 11965 (Education Code 47612)
- 6. Serve students with disabilities in the same manner as they are served in other public schools (Education Code 47646, 56145)
- 7. Admit all students who wish to attend the school, according to the following criteria and procedures:
 - a. Admission to the charter school shall not be determined according to the student's place of residence, or that of his/her parents/guardians within the state, except that any existing public school converting partially or entirely to a charter school shall adopt and maintain a policy giving admission preference to students who reside within the school's former attendance area. (Education Code 47605, 47605.6)

- b. If the number of students who wish to attend the charter school exceeds the school's capacity, attendance, except for existing students of the school, shall be determined by a public random drawing. Preference shall be extended to students currently attending the charter school and students who reside in the county except as provided for in Education Code 47614.5. In the event of a drawing, the County Board shall make reasonable efforts to accommodate the growth of the charter school and shall not take any action to impede the charter school from expanding enrollment to meet student demand. (Education Code 47605, 47605.6)
- c. Other admission preferences permitted by the County Board on an individual school basis as consistent with law.
- 8. Require its teachers to hold a Commission on Teacher Credentialing certificate, permit or other document equivalent to that which a teacher in other public schools would be required to hold (Education Code 47605)
- 9. Require its teachers of core academic subjects to satisfy requirements for "highly qualified teachers" as defined by the State County Superintendent of Education (20 USC 6319)
- 10. Not hire any person, in either a certificated or classified position, who has been convicted of a violent or serious felony except as otherwise provided by law (Education Code 44830.1, 45122.1)
- 11. Meet the requirements of Education Code 47611 regarding the State Teachers' Retirement System (Education Code 47610)
- 12. Meet the requirements of Government Code 3540-3549.3 related to collective bargaining in public education employment (Education Code 47611.5)
- 13. If applicable, meet federal requirements for qualifications of paraprofessionals working in programs supported by Title I funds (20 USC 6319)
- 14. Meet all statewide standards and conduct the student assessments required by Education Code 60605 and any other statewide standards or student assessments applicable to noncharter public schools (Education Code 47605, 47605.6, 47612.5)
- 15. Offer, at a minimum, the same number of instructional minutes set forth in Education Code 46201 for the appropriate grade levels (Education Code 47612.5)

- 16. Meet the requirements of Education Code 51745-51749.3 if it provides independent study, except that it may be allowed to offer courses required for graduation solely through independent study as an exception to Education Code 51745(e) (Education Code 47612.5, 51747.3; 5 CCR 11705)
- 17. Identify and report to the Superintendent of Public Instruction any portion of its average daily attendance that is generated through nonclassroom-based instruction, including but not limited to independent study, home study, work study, and distance and computer-based education (Education Code 47612.5, 47634.2)
- 18. On a regular basis, consult with parents/guardians and teachers regarding the school's educational programs (Education Code 47605, 47605.6)
- 19. Maintain written contemporaneous records that document all student attendance and make these records available for audit and inspection (Education Code 47612.5)
- 20. Promptly respond to all reasonable inquiries from the Superintendent of Public Instruction, including but not limited to inquiries regarding its financial records (Education Code 47604.3)

Every charter school shall annually prepare and submit financial reports to the County Superintendent in accordance with the provisions of Education Code 42100, 47604.33 and 47605.6, as applicable.

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION

The Tehama Department of Education desires to provide a free appropriate public education to all individuals with disabilities, aged 3 to 21 years, including children who have been suspended or expelled or placed by a school district in a nonpublic, nonsectarian school.

Students shall be referred for special education instruction and services only after the resources of the regular education program have been considered, and where appropriate, utilized. (Education Code 56303)

The special education local plan area (SELPA) shall administer a local plan and administer the allocation of funds. (Education Code 56195)

The Tehama County Superintendent of Schools or designee shall extend the Department's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of the Department, unless the SELPA plan specifically authorizes the Department to operate under its own policies and regulations.

Elements of the Local Plan

The local plan developed by the special education local plan area (SELPA) shall include, but not be limited to, the following: (Education Code 56205, 56206)

- 1. Assurances that policies, procedures, and programs, consistent with state law, regulation, and policy, are in effect as specified in Education Code 56205(a)(1-22) and in conformity with 20 USC 1412(a), 20 USC 1413(a)(1), and 34 CFR 300.201
- 2. An annual budget plan and annual service plan adopted at a public hearing held by the SELPA
- 3. A description of programs for early childhood special education from birth through five years of age
- 4. A description of the method by which members of the public, including parents/guardians of individuals with disabilities who are receiving services under the plan, may address questions or concerns pursuant to Education Code 56205
- 5. A description of a dispute resolution process
- 6. Verification that the plan has been reviewed by the community advisory committee in accordance with Education Code 56205
- 7. A description of the process being utilized to refer students for special education instruction pursuant to Education Code 56303

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

- 8. A description of the process being utilized to oversee and evaluate placements in nonpublic, nonsectarian schools and the method for ensuring that all requirements of each student's IEP are being met
- 9. A description of how specialized equipment and services will be distributed within the local plan area in a manner that minimizes the necessity to serve students in isolated sites and maximizes the opportunities to serve students in the least restrictive environment

The local plan, annual budget plan, and annual service plan shall be written in language that is understandable to the general public. (Education Code 56205)

Each entity providing special education shall adopt policies for the programs and services it operates, consistent with agreements adopted pursuant to Education Code 56195.1 and 56195.7. (Education Code 56195.8)

Legal Reference: (see next page)

COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)

Legal Reference:

EDUCATION CODE

56000-56001 Education for individuals with exceptional needs

56020-56035 Definitions

56040-56046 General provisions

56048-56050 Surrogate parents

56055 Foster parents

56060-56063 Substitute teachers

56170-56177 Children enrolled in private schools

56190-56194 Community advisory committees

56195-56195.10 Local plans

56205-56208 Local plan requirements

56213 Special education local plan areas with small or sparse populations

56240-56245 Staff development

56300-56385 Identification and referral, assessment, instructional planning

56440-56447.1 Programs for individuals between the ages of three and five years

56500-56508 Procedural safeguards, including due process rights

56520-56524 Behavioral interventions

56600-56606 Evaluation, audits and information

56836-56836.05 Administration of local plan

GOVERNMENT CODE

7579.5 Surrogate parent, appointment, qualifications, liability

95000-95029 California Early Intervention Services Act

WELFARE AND INSTITUTIONS CODE

361 Limitations on parental control

726 Limitations on parental control

CODE OF REGULATIONS, TITLE 5

3000-3089 Regulations governing special education

UNITED STATES CODE, TITLE 20

1400-1482 Individuals with Disabilities Education Act

UNITED STATES CODE, TITLE 29

794 Rehabilitation Act of 1973, Section 504

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

CODE OF FEDERAL REGULATIONS, TITLE 34

99.10-99.22 Inspection, review and procedures for amending education records

104.1-104.39 Section 504 of the Rehabilitation Act of 1973

300.1-300.818 Assistance to states for the education of children with disabilities, including:

300.500-300.520 Due process procedures for parents and children

303.1-303.654 Early intervention program for infants and toddlers with disabilities

Management Resources:

WEB SITES

California Department of Education, Special Education: http://www.cde.ca.gov/sp/se

U.S. Department of Education, Office of Special Education Programs:

http://www.ed.gov/about/offices/list/osers/osep

Policy TEHAMA COUNTY DEPARTMENT OF EDUCATION

adopted: April 20, 2011 Red Bluff, California

COMPREHENSIVE SAFETY PLAN

The Tehama County Superintendent of Schools recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The County Superintendent is fully committed to maximizing school safety and to creating a positive learning environment that includes strategies for violence prevention and high expectations for student conduct, responsible behavior, and respect for others.

The County Superintendent or designee shall oversee the development of a Tehama County Department of Education's comprehensive school safety plan that is applicable to each school site. (Education Code 32281)

The County Superintendent or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 32282)

By October 15 of each year, the County Superintendent or designee shall notify the California Department of Education of any schools that have not complied with the requirements of Education Code 32281. (Education Code 32288)

Legal Reference: (see next page)

COMPREHENSIVE SAFETY PLAN (continued)

Legal Reference:

EDUCATION CODE

200-262.4 Prohibition of sex discrimination

32260-32262 Interagency School Safety Demonstration Act of 1985

32270 School safety cadre

32280-32289 School safety plans

32290 Safety devices

35147 School site councils and advisory committees

35183 School dress code; uniforms

35291 Rules

35291.5 School-adopted discipline rules

35294.10-35294.15 School Safety and Violence Prevention Act

41510-41514 School Safety Consolidated Competitive Grant Program

48900-48927 Suspension and expulsion

48950 Speech and other communication

49079 Notification to teacher; student who has committed acts constituting grounds for suspension or expulsion

67381 Violent crime

PENAL CODE

11164-11174.3 Child Abuse and Neglect Reporting Act

CALIFORNIA CONSTITUTION

Article 1, Section 28(c) Right to Safe Schools

CODE OF REGULATIONS, TITLE 5

11992-11993 Definition, persistently dangerous schools

11987-11987.7 School Community Violence Prevention Program requirements

UNITED STATES CODE, TITLE 20

7101-7165 Safe and Drug Free Schools and Communities, especially:

7114 Application for local educational agencies

7912 Transfers from persistently dangerous schools

UNITED STATES CODE, TITLE 42

12101-12213 Americans with Disabilities Act

Management Resources:

CSBA PUBLICATIONS

911! A Manual for Schools and the Media During a Campus Crisis, 2001

Protecting Our Schools: Tehama County Superintendent of Schools Strategies to Combat School

Violence, 1999

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Safe Schools: A Planning Guide for Action, 2002

<u>U.S. DEPARTMENT OF EDUCATION PUBLICATIONS</u>

Practical Information on Crisis Planning: A Guide for Schools and Communities, January 2007

Early Warning, Timely Response: A Guide to Safe Schools, August 1998

COMPREHENSIVE SAFETY PLAN (continued)

Management Resources: (continued)

WEB SITES

CSBA: http://www.csba.org

California Department of Education, Safe Schools: http://www.cde.ca.gov/ls/ss

California Emergency Management Agency: http://www.calema.ca.gov California Seismic Safety Commission: http://www.seismic.ca.gov Center for Effective Collaboration and Practice: http://cecp.air.org

Federal Bureau of Investigation: http://www.fbi.gov

National Alliance for Safe Schools: http://www.safeschools.org National School Safety Center: http://www.schoolsafety.us

U.S. Department of Education, Office of Safe and Drug Free Schools:

http://www.ed.gov/about/offices/list/osdfs/index.html

ACCOUNTABILITY

The Tehama County Superintendent of Schools recognizes the Tehama County Department of Education's responsibility to ensure accountability to the public for the performance of Department schools and programs. The County Superintendent shall regularly review the effectiveness of the Department's programs, personnel, and fiscal operations, with a focus on the Department's effectiveness in improving student achievement.

Legal Reference:

EDUCATION CODE

33127-33129 Standards and criteria for fiscal accountability

33400-33407 CDE evaluation of district programs

44660-44665 Evaluation of certificated employees

51041 Evaluation of the educational program

52050-52059 Public Schools Accountability Act

60640-60649 Standardized Testing and Reporting Program

CODE OF REGULATIONS, TITLE 5

15440-15463 Standards and criteria for fiscal accountability

UNITED STATES CODE, TITLE 20

6311 Accountability, adequate yearly progress

6312 Local educational agency plan

6316 School and district improvement

CODE OF FEDERAL REGULATIONS, TITLE 34

200.13-200.20 Adequate yearly progress

200.30-200.35 Identification of program improvement schools

200.36-200.38 Notification requirements

200.52-200.53 District improvement

Management Resources:

CSBA PUBLICATIONS

Maximizing School Board Governance

WEB SITES

CSBA: http://www.csba.org

California Department of Education, Accountability: http://www.cde.ca.gov/ta/ac

U.S. Department of Education, No Child Left Behind: http://www.nclb.gov

SCHOOL ACCOUNTABILITY REPORT CARD

The Tehama County Superintendent of Schools recognizes its responsibility to inform parents/guardians and the community about the conditions, needs, and progress at each Tehama County Department of Education school and to provide data by which parents/guardians can make meaningful comparisons between schools. The process of gathering and analyzing data also provides opportunities for school and Department staff to review achievements and identify areas for improvement.

The Department shall annually issue a school accountability report card (SARC) for each school site. (Education Code 35256)

In preparing the Department's report cards, the County Superintendent or designee may choose to use or adapt the model template provided by the California Department of Education. If the model template is not used, the County Superintendent or designee shall ensure that data are reported in a manner that is consistent with the definitions for school conditions as provided in the template. At least every three years, the County Superintendent or designee shall compare the content of the Department's report cards to the state's model template, recognizing that variances are allowed by law as necessary to meet local needs. (Education Code 33126.1, 35256)

The County Board shall annually approve the SARCs for all Department schools and shall evaluate the data contained in the SARCs as part of the County Board's regular review of the effectiveness of the Department's programs and fiscal operations.

The County Superintendent or designee shall develop strategies for communicating the information contained in the SARCs to all stakeholders, including opportunities for staff and the community to discuss their content.

Notification and Dissemination of SARCs

The County Superintendent or designee shall annually publicize the issuance of the SARCs and notify parents/guardians that a paper copy will be provided upon request. On or before February 1 of each year, the County Superintendent or designee shall make the SARCs available in paper copy and on the Department website. (Education Code 35256)

Legal Reference: (see next page)

SCHOOL ACCOUNTABILITY REPORT CARD (continued)

Legal Reference:

EDUCATION CODE

1240 County superintendent, general duties

17002 Definition, including good repair

17014 Plan for building maintenance

17032.5 Portable classroom maintenance

17070.15 School Facilities Act; definitions

17089 Portable classroom maintenance

33126 School Accountability Report Card

33126.1 School Accountability Report Card model template

33126.15 School Accountability Report Card template

33126.2 Secretary of Education school accountability report card study

35256 School Accountability Report Card

35256.1 Information required in the School Accountability Report Card

35258 Internet access to the School Accountability Report Card

41409 Calculation of statewide averages

41409.3 Salary information required in the School Accountability Report Card

46112 Minimum school day for grades 1 through 3

46113 Minimum school day for grades 4 through 8

46117 Minimum kindergarten school day

46141 Minimum school day (high school)

51225.3 Requirements for graduation

52052 Academic performance index

52056 Meeting growth targets

60119 Textbook sufficiency

60600-60618 General provisions

60640-60648 Standardized testing and reporting program

60800 Physical fitness testing

60850 High school exit examination

60851 High school exit examination

CALIFORNIA CONSTITUTION

Article 16, Section 8.5(e) Allocations to State School Fund

UNITED STATES CODE, TITLE 20

6311 State plans, including local educational agency report cards

Management Resources:

U.S. DEPARTMENT OF EDUCATION GUIDANCE

Report Cards, September 12, 2003

WEB SITES

CSBA, SARC Select: http://www.csba.org/Services/Services/DistrictServices/SARC.aspx

California Department of Education, School Accountability Report Card:

http://www.cde.ca.gov/ta/ac/sa

U.S. Department of Education, No Child Left Behind Act: http://www.nclb.gov

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