

NOTE: COMPREHENSIVE INDEX

ARTICLE 0 PHILOSOPHY-GOALS-GENERAL OBJECTIVES (Series 0000)

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Philosophy - Goals - General ObjectivesQuality Concept, Roles, and Responsibilities

The philosophy, goals, and general objectives of an agency provide a foundation for the development of sound and responsible policy. The County Office of Education's philosophy, goals, and general objectives are rooted in the concept of Quality.

The County Board of Education believes that the effectiveness of the educational programs of the County Office of Education depends upon a common vision held by the Board, the Superintendent and staff. This vision of the agency constitutes the driving force of the agency. The Board believes that the vision is best achieved through a systematic process of continuous improvement. The process recognizes the past, strives to continuously improve the present, and holds a vision of the future.

It is recognized that the Board of Education, the Superintendent, and the Leadership Team have separate and distinct roles and responsibilities. The Board is responsible for making policy and the Superintendent, with the Leadership Team, is responsible for translating such policies into a plan of action that will demonstrate performance and achieve results.

The Board and Superintendent are ultimately responsible and accountable for all decisions made.

The plan of action for continuous quality improvement to achieve the vision will be specified in regulations, setting forth definitions, the vision and mission statements, operational guidelines, and methods of measurement. Departmental strategies will be reviewed on an ongoing basis and modified when appropriate in order to achieve the County Office's vision. A presentation of progress toward vision achievement will be delivered annually to the County Board.

Legal Reference: Education Code
1040 et seq. Duties and Responsibilities
1080 Duties that may be Transferred
51004 Education Goals
51019 Definition: Philosophy
51020 Definition: Goal
51021 Definition: Objective
51053 Course of Study Prescribed by City or County
Board; Development of Courses

Policy
adopted: September 8, 1993

Philosophy - Goals - General Objectives

Definitions

The purpose of all agency activities is to achieve the vision. Each department will develop a mission statement to support the vision.

The County Office of Education will systematically identify, coordinate, and carry out the activities needed to achieve the vision. First, objectives explicitly supporting the vision will be identified. These objectives will be designated as the "critical success factors" in attaining the vision. Next, strategies to achieve the critical success factors will be determined. These strategies will be deployed throughout the organization. Employee involvement in the development of statements of vision, mission, critical success factors, and strategies is integral to the successful attainment of the vision.

To guide the efforts of those participating under the leadership of the County Superintendent of Schools, the following definitions apply:

Vision: The desired future state of the agency.

Mission: A statement of purpose which describes the primary functions of an agency.

Critical Success Factors: Strategic, high level objectives explicitly supporting the vision.

Strategies: The means to achieve the critical success factors. They indicate actions to be taken and are measurable.

Legal Reference: Education Code
 1040 et seq. Duties and Responsibilities
 1080 Duties that may be Transferred
 51004 Education Goals
 51019 Definition: Philosophy
 51020 Definition: Goal
 51021 Definition: Objective
 51053 Course of Study Prescribed by City or County Board; Development of Courses

Regulation
 approved: September 1, 1982

Regulation
 amended: November 8, 1989
 September 8, 1993

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Vision and Mission Statements

VISION STATEMENT OF THE CONTRA COSTA COUNTY OFFICE OF EDUCATION

The service provider of choice.

MISSION STATEMENT OF THE COUNTY BOARD OF EDUCATION

The mission of the Contra Costa County Board of Education is to work with the County Superintendent of Schools to provide leadership, service, and support to the districts and all students of Contra Costa County through teamwork, communication, integrity, creativity, expertise, and advocacy for all learners.

MISSION STATEMENT OF THE COUNTY SUPERINTENDENT OF SCHOOLS

The mission of the County Superintendent of Schools is to create a vision of the future, develop a change strategy, and deploy the vision and the strategy throughout the agency.

MISSION STATEMENT OF THE SUPERINTENDENT'S CABINET

The mission of the Superintendent's Cabinet is to lead the County Office of Education in providing quality, cost effective services which meet or exceed customer expectations.

Philosophy - Goals - General Objectives

Vision and Mission Statements (continued)

MISSION STATEMENT OF THE PUBLIC AFFAIRS OFFICE

To motivate internal and external customers to use COE services by providing quality information resources and public relations services.

MISSION STATEMENT OF THE PERSONNEL SERVICES DEPARTMENT

The Personnel Department will provide responsive quality service to its customers and is committed to continuous improvement.

MISSION STATEMENT OF CURRICULUM AND INSTRUCTION

The Curriculum and Instruction Department, as part of an organization dedicated to quality, will seek out and deliver the resources, training and networks to school districts (our principal clients), school sites and individuals to assist them in providing their students with a quality education.

MISSION STATEMENT OF INTERNAL BUSINESS SERVICES

To provide customers with the best business resources for quality education.

MISSION STATEMENT OF DISTRICT BUSINESS SERVICES

The District Business Services Department of the County Office of Education will provide quality financial and payroll services that meet or exceed all legal requirements and expectations of School Districts in Contra Costa County.

Philosophy - Goals - General Objectives

Vision and Mission Statements (continued)

MISSION STATEMENT OF THE DATA PROCESSING DEPARTMENT

The Data Processing Department will assist the County Office of Education in providing quality, cost-effective service by the following means:

- supporting existing computer applications with appropriate technical expertise and staff training.
- lowering costs and reducing risks by migrating computerized tasks to hardware and software that is in widespread, current business use.
- assisting staff at all levels to translate new technological developments into means of working more effectively.

MISSION STATEMENT OF THE ALTERNATIVE EDUCATION DEPARTMENT

To focus on at-risk and high-risk juvenile and adult students.

To provide quality educational services through direct instruction and training in a supportive and safe environment.

To empower students to create a positive vision of themselves and to seek greater options in life.

MISSION STATEMENT OF BYRON BOYS' RANCH SCHOOL

To provide a safe, positively structured educational program, within a residential treatment facility, which emphasizes the assessment and development of basic skills, self-esteem, and pro-social behavior.

Philosophy - Goals - General Objectives

Vision and Mission Statements (continued)

MISSION STATEMENT OF THE COMMUNITY SCHOOLS PROGRAM

- To continue the student's education in a self contained classroom.
- To meet individual student needs by collaborating with other county agencies.
- To enhance basic skills while earning academic credits.
- To develop a positive self image and acquire the appropriate social skills.
- To return the student to the home school district.

MISSION STATEMENT OF JAIL ADULT EDUCATION

- To provide students opportunities for lifestyle changes.
- To model a positive learning environment which values cultural diversity and accommodates a variety of learning styles.
- To reduce recidivism and increase learning by providing students a heightened sense of self, increased cognitive, affective and employability skills and linkage to the community.
- To gain local, county and state support of jail education programs.

MISSION STATEMENT OF JUVENILE HALL/LION'S GATE SCHOOLS

- To motivate at-risk and high-risk students by providing quality instruction in a supportive and safe environment.

Philosophy - Goals - General ObjectivesVision and Mission Statements (continued)

MISSION STATEMENT OF REGIONAL OCCUPATIONAL PROGRAM

The Contra Costa Regional Occupational Program will be the service provider of choice for Contra Costa school districts and other customers because of the ROP's ability to provide cost-effective programs and services which meet or exceed customer expectations.

MISSION STATEMENT OF THE SPECIAL EDUCATION AND SERVICES DEPARTMENT

To educate students with special needs in the least restrictive learning environment which will enable them to have a productive, integrated future.

MISSION STATEMENT OF THE SPECIAL EDUCATION TRANSPORTATION DEPARTMENT

The County Office of Education Transportation Department's mission is to administer and provide safe and efficient transportation for all students, to access the full range of educational and co-curricular activities offered by this agency.

MISSION STATEMENT OF SCHOOLS SELF-INSURANCE OF CONTRA COSTA COUNTY

To support the delivery of public educational services by providing health insurance programs for employees of member school districts. To provide these programs to assure fiscal soundness, superior service, quality programs, and efficient and effective utilization of services.

MISSION STATEMENT OF CONTRA COSTA COUNTY SCHOOLS INSURANCE GROUP

To provide cost-effective and quality service to the Contra Costa County Schools Insurance Group's members and their employees in all areas dealing with workers' compensation benefits.

Vision and Mission Statements (continued)

Regulation
approved: September 8, 1993

Regulation
amended: January 12, 1994
September 27, 1995
April 21, 1999

Philosophy - Goals - General ObjectivesContinuous Quality in Education

The County Board of Education and County Superintendent believe that the process of Continuous Quality in Education (CQE) will best achieve the agency's vision and the overall governance needs of the County Office of Education. CQE is grounded in the five core concepts of total involvement, process thinking, customer focus, statistical thinking, and continuous improvement.

Regulation
approved: November 8, 1989

Regulation
amended: September 8, 1993

Philosophy - Goals - General ObjectivesMeasurement

An effective process of measurement is vital to ensure that the County Office of Education's strategies and goals are being met. This process should bring accountability into the working relationship of the Board, Superintendent and management staff.

The agency's mission statements, critical success factors and strategies will be reviewed on an ongoing basis and modified when appropriate. Specific goals and measurements will be developed for each fiscal year and will be published in a document available to the Board of Education, all staff, and the public.

Regulation

approved: November 8, 1989

Regulation

amended: September 8, 1993

Philosophy-Goals-Objectives & Comprehensive Plans

CHARTER SCHOOLS

The Contra Costa County Board of Education believes that charter schools provide one opportunity to implement school-level reform and to support innovations which improve student learning. These schools shall operate under the provisions of their charters, applicable state and federal laws, and the general oversight of the County Board.

1. Among other requirements, the Charter School Act of 1992, Section 47605, “Act”, provides that a Petition to establish a charter school include reasonably comprehensive descriptions of some 16 elements of the charter program. The Act also requires that the chartering authority monitor various charter activities subsequent to a charter being granted. Therefore it is critical that as part of the chartering documents and prior to charter approval, all relevant detail on all aspects of charter activity be conscientiously considered, provided for and presented to the chartering authority for analysis as part of the approval process.
 - A. This policy governs the submission of petitions to the Contra Costa County Board of Education (“Board”) for operation of charter schools under the auspices of the Contra Costa County Office of Education (“CCCOE”). This policy applies to three types of charter petitions:
 - (1) County Program Charter: Petitions to serve students for whom the Contra Costa County Office of Education would otherwise be responsible for providing direct education and related services. (Education Code, section 47605.5)
 - (2) Countywide Charters: Petitions to establish a countywide charter school that will operate at one or more sites within Contra Costa County to provide instructional services not generally provided by CCCOE, and benefit pupils who cannot be served as well by charter schools operating in only one school district. (Education Code, section 47605.6.)
 - (3) Charter Petitions on Appeal: Petitions that have been denied by the governing board of a school district in Contra Costa County and are subsequently submitted to the Board for consideration. (Education Code, section 47605(j)(1)).

B. Petition Submission

Charter School petitions previously denied by the governing board of a school district within the jurisdiction of the County Office of Education may be submitted to the County Board for approval within 180 calendar days of the denial.

The charter school petitions shall be reviewed by the County Board as denied by the school district, along with a description of any changes to the petition necessary to reflect the County Office of Education as the chartering entity. Any such changes shall not be material to the provisions of the charter petition as denied by the school district.

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C. Review of Charter School Petitions, Public Hearing and Decision

A petition is considered received when the Board has been notified by Contra Costa County Office of Education staff that the petition has met the requirements of Title 5 of the California Code of Regulations, section 11967.

No later than thirty (30) calendar days after receiving a properly submitted petition, the County Board shall hold a public hearing on the provisions of the charter. At the public hearing, the County Board shall consider the level of support for the petition by teachers and other employees of the County Office of Education, parents, and other interested parties.

No later than sixty (60) calendar days after receiving a properly submitted petition, the County Board shall either grant or deny the charter. The date of decision may be extended an additional thirty (30) calendar days if both parties agree to the extension.

The County Board shall grant a charter if the Board is satisfied that granting the charter is consistent with sound educational practice. Granted charter schools shall begin student instruction in early July or early September and may operate only within Contra Costa County.

The term of an approved charter school is subject to the discretion of the County Board. The initial term may be granted for up to three years and, based on staff review and recommendation, may be limited to two years.

A petition to the County Board to approve any type of charter as outlined above shall include all information required by Education Code § 47605 et. seq.

The County Board may not deny a petition unless written factual findings are made, specific to the petition, setting forth facts to support one, or more, of the following findings:

- (1) The charter school presents an unsound educational program for the pupils to be enrolled in the charter school.
- (2) The petitioners are demonstrably unlikely to successfully implement the program set forth in the petition.
- (3) The petition does not contain the required number and type of signatures.

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CHARTER SCHOOLS

- (4) The petition does not contain an affirmation that the charter school shall be nonsectarian, shall not charge tuition, shall not discriminate on the basis of ethnicity, national origin, gender, or disability, and except as specified by law, admission to the school shall not be determined according to the place of residence of the pupil or his or her parent or guardian within this State.
- (5) The petition does not contain a reasonably comprehensive description of the elements specified in Education Code, section 47605(b)(5).

If the County Board denies the petition, the petitioner may submit the petition to the State Board of Education.

D. Review of Countywide Charter Petitions

Countywide charter petitions, as defined by Education Code section 47605.6, shall include reasonably comprehensive descriptions of those elements of school philosophy, curriculum, and practice, as called for in Education Code section 47605.6(b)(5)(A) through 47605.6(b)(5)(Q) inclusive.

The County Board may approve a countywide charter only if it finds, in addition to the requirements referenced above, that the educational services to be provided by the charter school will offer services to a pupil 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 Contra Costa County. (Education Code section 47605.6)

E. Performance Accountability

Charter schools granted by the County Board shall be held accountable for meeting measurable pupil outcomes set forth in their charter school petitions. The charter schools shall meet all statewide standards required by law and shall conduct all pupil assessments required by law or applicable to pupils in noncharter public schools.

F. Fiscal Accountability

Charter schools granted by the County Board which are contemplating incurring debt, including loans from the State Treasury, are required to submit financial records and repayment plans as requested by the County Office of Education and obtain County Board approval prior to applying for such loans.

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G. Material Revisions of an Approved Charter

Any material modification to the charter is subject to the approval of the Board. Applications to materially modify the charter shall include all statutory and regulatory information, and be subject to approval or denial. Applications to materially modify the charter may be submitted at any time during the life of the approved charter. Applications to renew the charter shall be submitted no earlier than nine months prior to the date of the charter expiration and shall be governed by the same standards and criteria that apply to new charter school petitions as set forth in Education Code sections 47605 and 47605.6.

An approved Countywide Charter School that proposes to establish operations at additional sites within the county must apply to the County Board for a material revision. The charter school must notify the school districts where those additional sites will be located. The Board will consider whether to approve the additional locations at a public meeting held no sooner than 30 days after notification has been made to those school districts.

H. Renewal, Non-Renewal or Revocation

Through the Administrative Regulations, the Superintendent or designee shall specify procedures and timelines for charter schools operated under the auspices of CCCOE.

Applications to renew the charter shall include all of the same information, be processed in the same way, be subject to approval or denial on the same basis, as proposals for new charter schools, except that any renewal approval shall be for a period of five years from the expiration date of the charter. (Education Code section 47607(a)(1))

If non-renewal is recommended by the County Superintendent of Schools or designee, the recommendation shall include each reason for non-renewal with the factual findings supporting that reason.

Pursuant to Education Code, section 47607(c), a charter may be revoked if the chartering authority finds, through a showing of substantial evidence, that the charter school did any of the following:

- (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 pupil outcomes identified in the charter.
- (3) Failed to meet generally accepted accounting principles, or engaged in fiscal mismanagement.

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- (4) Violated any provision of law.

“Substantial evidence” within the meaning of Education Code section 47607 shall be evidence that:

- (1) Demonstrates that the violation was material.
- (2) Supports revocation when viewed as a whole, including any information that may not support revocation, and does not focus on certain pieces of information to the exclusion of others.
- (3) Demonstrates that the violation actually occurred.
- (4) Was not cured by the charter school during its reasonable opportunity to remedy the violation.

I. Miscellaneous

A charter school shall promptly respond to all reasonable inquiries and/or requests for written information of any kind or sort from the CCCOE, without charge.

The County Superintendent of Schools is charged with developing such administrative regulations as may be necessary or prudent to implement this policy.

Nothing contained in this policy shall be interpreted to mean that any charter school is not otherwise required to meet all legal regulatory standards and requirements, as well as comply with all generally accepted principles and practices of sound accounting, management, and education.

Legal Reference: EDUCATION CODE
 47600-47616.5 Charter Schools Act of 1992, as amended
 CODE OF REGULATIONS, TITLE 5
 11967 Charter schools

Policy
adopted: June 7, 2000

Policy
amended: August 27, 2003
 May 2, 2012
 July 18, 2012
 October 17, 2013

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CHARTER SCHOOLS

A. General Provisions

These Administrative Rules and Regulations pertain to the following types of charter petitions submitted to the Contra Coast County Board of Education (“Board”):

- (1) County Program Charter: Petitions to serve students for whom the Contra Costa County Office of Education would otherwise be responsible for providing direct education and related services. (Education Code section 47605.5)
- (2) Countywide Charters: Petitions to establish a countywide charter school that will operate at one or more sites within Contra Costa County to provide instructional services not generally provided by CCCOE, and benefit pupils who cannot be served as well by charter schools operating in only one school district. (Education Code section 47605.6)
- (3) Charter Petitions on Appeal: Petitions that have been denied by the governing board of a school district in Contra Costa County and are subsequently submitted to the Board for consideration. (Education Code section 47605(j)(1))

B. Appeals of Charter Petitions That Have Been Denied

- (1) A charter school petition that has been previously denied by the governing board of a school district must be received by the County Board of Education no later than 180 calendar days after the denial. Any petition received by the County Board more than 180 days after denial shall not be acted upon by the County Board.
- (2) When filing an appeal with the County Board of Education for the establishment of a charter school, petitioner(s) shall provide the following:
 - (a) A complete copy of the charter petition as denied, including the signatures required by Education Code section 47605.
 - (b) A copy of the governing board’s action of denial of the petition and the governing board’s written factual findings specific to the particular petition, as required by Education Code section 47605(b).
 - (c) A signed certification of compliance with applicable law.
 - (d) Fifteen (15) copies of the charter petition with appropriate changes making CCCOE the authorizing entity. Include a description of any necessary changes to the petition to reflect the County Board of Education as the chartering entity. (Title 5, California Code of Regulations section 11967)

The timeline for consideration of the appeal will not commence until the above items are submitted.

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C. CCCOE Student Population or Countywide Charter Petitions (Pursuant to Education Code 47605.5 and 47605.6)

Petitions for the establishment of a charter school that will serve pupils for whom CCCOE would otherwise be responsible for providing direct education and related services must be submitted in the same manner as set forth in Education Code section 47605, other applicable law and Board policy. Petitions to establish a countywide charter school must be submitted as set forth in Education Code section 47605.6, other applicable law, and Board policy.

Pursuant to Education Code section 47605.6, the Board may approve a countywide charter only if it finds, in addition to the above requirements, that the educational services to be provided by the charter school will offer services to a pupil 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 Contra Costa County.

D. Petition

All charter school petitions must include the following:

1. The name, address and phone number of each applicant, together with a statement signed by each of them, formally applying to the Board for approval of the charter school.
2. A thorough description of the education, work experience, credentials, degrees and certifications of the individuals comprising, or proposed to comprise, the directors, administrators and managers of the proposed charter school.
3. The Bylaws, articles of incorporation and other management documents, as applicable, governing or proposed to govern, the charter school. The information in this section should specify that the charter school will be subject to the Brown Act, the Public Records Act, as well as the Conflict of Interest provisions.
4. The petition must be signed by a number of parents/guardians not less than one-half of the number of students estimated to enroll in the school the first year of operation, or by one-half of the number of teachers estimated to be employed at the school during its first year of operation pursuant to Education Code section 47605 (a)(1). The affirmation shall include a prominent statement that the parent/guardian is meaningfully interested in having his/her child/ward attend the charter school, or the teacher is meaningfully interested in teaching at the charter school.
5. A complete charter school proposal, including reasonably comprehensive descriptions of those elements of school philosophy, curriculum and practice as called for in section 47605.6(b)(5)(A) through 47605.6(b)(5)(P) inclusive of the Education Code.

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6. A description of the proposed assessment program related to the school's measurable pupil outcomes. This description should include a description of how the charter school shall meet all statewide standards and conduct the pupil assessments required pursuant to statewide standards authorized in statute or pupil assessments applicable to pupils in non-charter public schools.
7. A signed statement affirming that the school shall be nonsectarian in its programs, admission policies, employment practices, and all other operations, shall not charge tuition and shall not discriminate against any person on the basis of ethnicity, national origin, gender, or disability as set forth in Education Code section 47605.6(e)(1).
8. The address and a description of the charter school facility or facilities, located within the geographic boundaries of the county, together with such documentation sufficient to provide reasonable evidence that the charter school facility is safe, habitable, well-suited for its educational purpose, and that applicant has secured, or has reasonable assurance of securing, the facility for use by the charter school.
9. A detailed, complete, and fully annotated operational budget with estimates of charter school revenues and expenditures, cash flows, and reserve positions, for the first three years of operation, including startup costs and the precise salary and benefits paid and to be paid to the persons or positions identified in the petition.
10. A summary of the administrative structure and organization of the school. This section should also detail the proposed academic calendar including: days of instruction, hours of operation, expectations for pupil attendance and annual instructional minutes for each grade level to be served.
11. If the school will serve high school students, the proposal must include a description of how the charter school will inform parents about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements.
12. The augmented plans to ensure the health and safety of students and staff beyond those listed in Element (F) of Education Code section 47605. These plans are to address any plans for additional tuberculosis screening, student supervision, safety training for staff, as well as requirements regarding immunization screening.

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E. Process

Upon receipt of a petition for approval of a charter school or application for renewal of a previously approved charter school, the County Superintendent of Schools or designee will:

1. Notify members of the Board of Education of receipt of the petition.
2. Complete an initial analysis of the petition or application to determine whether all of the elements required by the California Code of Regulations have been included.
3. Notify the Petitioners of the date of the public hearing. The hearing shall be no later than thirty (30) days after the petition has deemed complete. At the public hearing, the Board shall consider the level of support for the petition by teachers, other employees, and parents. Charter petitioner(s) shall appear and provide testimony to the County Board of Education. If the petition is submitted on appeal due to denial by a school district, the denying school district may present and provided testimony. Petitioner(s) are encouraged to respond to questions or concerns raised at the public hearing. This date may be extended if both parties agree to the extension.

F. Following the Public Hearing

Prior to the formal Board of Education review and decision concerning the charter petition or application:

1. The County Superintendent of Schools or designee shall determine the sufficiency of signatures to support the statement that the signatories are meaningfully interested in participating in the charter.
2. The County Superintendent of Schools or designee may select and convene a panel to review the petition for a charter school. Individuals knowledgeable in curriculum and instruction, human resources, school business, and special education should be included in the review process.
3. The panel members will facilitate the review and evaluation of the charter petition within required timelines. The panel will prepare findings of facts to support a recommendation to the Board to either grant or deny the petition. A copy of the findings of fact will be provided to the charter school petitioners and to the representatives of the district that denied the charter, or in the case of a CCCOE student population or countywide charter petition, to representatives of every district in the county.
4. The Board shall either grant or deny the charter within sixty (60) days of receipt of the petition, unless both parties agree to a thirty (30) day extension.

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5. If the charter is granted, the County Superintendent of Schools or designee will meet with the charter school applicant to develop a Memorandum of Understanding or Operating Agreement which will describe the legal relationship between the county office of education and the charter school. The agreement will include, but not be limited to the following:
 - (a) Recitals
 - (b) Term and MOU Amendment Process
 - (c) General Business Service Arrangements and Enrollment Reporting
 - (d) Financial Audit Provisions
 - (e) Employment Audit Provisions
 - (f) Fiscal Oversight, Insurance and Risk Management
 - (g) Service to Special Education Students Including Funding Issues
 - (h) Hold Harmless/Indemnification Provisions for the County Office of Education
 - (i) Compensation to the County Office of Education
 - (j) Evaluation of the Educational Program
 - (k) Legal Relationship
 - (l) Employment Standards

6. The agreement may also address services for which the charter school wishes to contract with the county office of education, as well as any conditions noted by the Board of Education as part of approving of the charter school proposal. In the event that an agreement is not completed and signed by the Superintendent and the charter school applicant 120 days prior to the planned opening of the charter school, the County Superintendent of Schools or designee will be guided by Section 1(C) of Board of Education Policy 0420.4. (Charter Petition Review)

G. Charter Petition Appeal to the State Board of Education

If the Board denies a charter petition on appeal or a petition to serve pupils for whom CCCOE would otherwise be responsible for providing direct education and related services, the petitioners may submit the petition to the State Board of Education for consideration, within 180 days of denial. (Education Code section 47605(j))

If the Board denies a countywide charter petition, the petitioner may not submit the petition to the State Board of Education for consideration. (Education Code section 47605.6(k))

H. Monitoring and Supervision of Approved Charters

1. Approved charter schools are subject to monitoring and oversight pursuant to applicable law, including but not limited to, Education Code sections 47604.32, 47604.33, 47604.4 and 47613.

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2. Not less than annually, the County Superintendent of Schools or designee will inspect documents on file which verify that teachers at the school hold the appropriate certification as required by Board of Education Policy and the Education Code.
3. Not less than annually, the County Superintendent of Schools or designee will review the audit report of the charter school and will ensure that audit exceptions and deficiencies are satisfactorily addressed and corrected.
4. Not less than annually, the County Superintendent of Schools or designee will monitor the operation of the charter school.
5. The process of monitoring and supervision will be guided by Board of Education Policy and the Education Code including the criteria for charter revocation. The County Superintendent of Schools or designee will immediately report to the Board of Education any condition or circumstance which could result in consideration of charter revocation. The County Superintendent of Schools or designee will communicate these findings to the charter school.
6. Not less than annually, the County Superintendent of Schools or designee will bill the charter school for the actual cost of monitoring and supervision not to exceed one (1) percent of the revenue of the charter school except as otherwise provided by Board of Education Policy and the Education Code.
7. The County Superintendent of Schools or designee will maintain records of all costs for each stage of charter school consideration, monitoring and supervision in order to provide a basis for mandated cost reimbursement.
8. Petitioners are strongly encouraged to operate the charter school as a nonprofit public benefit corporation, pursuant to the California nonprofit public benefit corporation law.

I. Potential Revocation of Approved Charter Petitions

1. A charter may be revoked by the authority that granted the charter under this chapter if the authority finds that the charter school did any of the following:
 - (a) Committed a material violation of any of the conditions, standards, or procedures set forth in the charter petition.
 - (b) Failed to meet or pursue any of the student outcomes identified in the charter petition.
 - (c) Failed to meet generally accepted accounting principles, or engaged in fiscal mismanagement.
 - (d) Violated any provision of law.
(Education Code section 47607(b))

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2. Upon written findings by the County Board that the charter school committed any of the violations at paragraph 47607(b)(1) through (4) of the Education Code inclusive, the County Superintendent of Schools or designee, on the Board's behalf, shall notify the charter school in writing of its intent to revoke the charter and shall provide the school reasonable opportunity to cure the violation. However, if the Board determines that the violation constitutes a severe and imminent threat to the health or safety of students, such notification and opportunity to cure need not be provided. (Education Code section 47607(d))
3. After a reasonable period, if satisfactory evidence is not presented to the County Board that the violation has been cured, the County Board may revoke the charter effective on such date as the County Board determines appropriate. Upon evidence satisfactory to the County Board that the violation has been cured, the County Board shall rescind the notice of intent to revoke.

J. Charter Renewals

Charter petition renewals shall be governed by the same standards and criteria that apply to new charter school petitions as set forth in Education Code section 47605 and 47605.6 and, as applicable, the evaluation criteria set forth in these Administrative Regulations.

1. In addition, pursuant to Education Code section 47607(b), after the charter school has been in operation for four years, the charter school shall meet at least one of the following criteria prior to receiving a charter renewal:
 - (a) Attained 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.
 - (b) Ranked in deciles 4 to 10, inclusive, on the API in the prior year or in two of the last three years.
 - (c) Ranked in deciles 4 to 10, inclusive, on the API for a demographically comparable school in the prior year or in two of the last three years.
 - (d) The academic performance of the charter school is at least equal to the academic performance of the public schools that the charter school pupils would otherwise have been required to attend.
 - (e) Has qualified for an alternative accountability system pursuant to Education Code section 52052(h). (Education Code section 47607(b))

Philosophy-Goals-Objectives & Comprehensive Plans

CHARTER SCHOOLS

2. The determination to renew or revoke the charter shall be based upon:
 - (a) Documented and clear and convincing data.
 - (b) Pupil achievement data from assessments, including, but not limited to, the Standardized Testing and Reporting Program established by Education Code Article 4 (commencing with section 60640) for demographically similar pupil populations in the comparison schools.
 - (c) Other information submitted by the charter school.
(Education Code Section 47607(b))
3. In accordance with Education Code section 47607(b)(4)(C), the County Superintendent of Schools or designee, on behalf of the Board, shall submit to the Superintendent of Public Instruction copies of supporting documentation and a written summary of the basis for any determination it makes regarding renewal.
4. A charter renewal may not be granted to a charter school prior to 30 days after that charter school submits materials to the board.
(Education Code section 47607(b)(4)(D))
5. Written notice from a charter school must be received 120 days prior to the expiration of the charter.
6. Upon written notice from a charter school that it wants to renew its charter and at least 60 days prior to the expiration date of the charter, the Board shall conduct a public hearing to receive input on whether or not to extend the charter. At least 30 days prior to the expiration of the charter, the Board shall either grant or deny the charter.

Legal Reference: EDUCATION CODE
 47600 et. seq. *Charter Schools*

Regulation
approved: August 27, 2003

Regulation
updated: April 18, 2012
 June 20, 2012