



El Rancho Charter School

**181 South Del Giorgio Road
Anaheim, CA 92808**

Charter Renewal

Term: July 1, 2025 - June 30, 2032

TABLE OF CONTENTS

	Page
<i>Charter School Intent and Charter Requirements</i>	3
<i>Affirmations and Declarations</i>	4
<i>Introduction</i>	7
<i>Charter Renewal Criteria</i>	9
<i>ELEMENT 1: Educational Philosophy and Program</i>	18
<i>ELEMENT 2: Measurable Pupil Outcomes</i>	25
<i>ELEMENT 3: Methods of Assessment</i>	28
<i>ELEMENT 4: Governance Structure</i>	29
<i>ELEMENT 5: Qualifications of Charter School Employees</i>	32
<i>ELEMENT 6: Health and Safety Procedures</i>	35
<i>ELEMENT 7: Student Population Balance</i>	41
<i>ELEMENT 8: Student Admission Policies and Procedures</i>	42
<i>ELEMENT 9: Annual Financial Audit</i>	44
<i>ELEMENT 10: Suspension and Expulsion Procedures</i>	45
<i>ELEMENT 11: Employee Retirement Systems</i>	64
<i>ELEMENT 12: Public School Attendance Alternatives</i>	65
<i>ELEMENT 13: Employee Return Rights</i>	66
<i>ELEMENT 14: Dispute Resolution</i>	68
<i>ELEMENT 15: Closure Procedures</i>	70
<i>Miscellaneous Charter Provisions</i>	72
<i>Conclusion</i>	75

CHARTER SCHOOL INTENT AND CHARTER REQUIREMENTS

It is the intent of the California Legislature, in enacting the Charter Schools Act of 1992, to provide opportunities for teachers, parents, students, and community members to establish and maintain schools that operate independently from the existing school district structure, as a method to accomplish the following:

- a. Improve pupil learning.
- b. Increase learning opportunities for all pupils, with special emphasis on expanded learning experiences for pupils who are identified as academically low achieving.
- c. Encourage the use of different and innovative teaching methods.
- d. Create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.
- e. Provide parents and pupils with expanded choices in the types of educational opportunities that are available within the public school system.
- f. Hold the schools established under this part accountable for meeting measurable pupil outcomes under performance-based accountability systems.
- g. Provide vigorous competition within the public school system to stimulate continual improvements in all public schools.

In reviewing petitions for the establishment of charter schools the chartering authority shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that establishment of charter schools should be encouraged.

The Charter Schools Act (or “Act”) [Education Code Section 47600, *et seq.*] requires that each charter school have a “charter” that contains reasonably comprehensive descriptions of the fifteen (15) required elements of the Act.

AFFIRMATIONS and DECLARATIONS

El Rancho Charter School (“El Rancho” or “Charter School”) shall follow any and all federal, state, and local laws and regulations that apply to the Charter School, including but not limited to:

1. El Rancho shall meet all statewide standards and conduct the student assessments required, pursuant to Education Code Section §60605, and any other statewide standards authorized in statute, or student assessments applicable to students in non-charter public schools. [Ref. Education Code Section §47605(d)(1)]
2. El Rancho declares that it shall not be deemed the exclusive public school employer of the employees of El Rancho Charter School for purposes of the Educational Employment Relations Act (“EERA”); the Orange Unified School District shall be the exclusive public school employer of employees of El Rancho Charter School for purposes of the EERA. [Ref. Education Code Section §47605(c)(6)]
3. El Rancho shall be nonsectarian in its programs, admissions policies, employment practices, and all other operations. [Ref. Education Code Section §47605(e)(1)]
4. El Rancho shall not charge tuition. [Ref. Education Code Section §47605(e)(1)]
5. El Rancho shall admit all students who wish to attend the Charter School, unless the school receives a greater number of applications than there are spaces for students, in which case it will hold a public random drawing to determine admission. Except as required by Education Code Section 47605(e)(2), admission to El Rancho shall not be determined according to the place of residence of the student or of that student’s parent or legal guardian within the State. Preference in the public random drawing shall be given as required by Education Code Section 47605(e)(2)(B)(i)-(iv). In the event of a drawing, the chartering authority shall make reasonable efforts to accommodate the growth of El Rancho in accordance with Education Code Section 47605(e)(2)(C). [Ref. Education Code Section 47605(e)(2)(A)-(C)]
6. El Rancho shall not discriminate on the basis of the characteristics listed in Education Code section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code, including immigration status, or association with an individual who has any of the aforementioned characteristics). [Ref. Education Code section 47605(e)(1)]
7. El Rancho shall adhere to all provisions of federal law relating to students with disabilities, including, but not limited to, the Individuals with Disabilities Education Improvement Act of 2004 (“IDEA”), Section 504 of the Rehabilitation Act of 1973 (“Section 504”), and Title II of the Americans with Disabilities Act of 1990 (“ADA”).

8. El Rancho shall meet all requirements for employment set forth in applicable provisions of law, including, but not limited to credentials, as necessary. [Ref. California Code of Regulations, Title 5, Section 11967.5.1(f)(5)(C)]
9. El Rancho shall ensure that teachers in the school hold the Commission on Teacher Credentialing (“CTC”) certificate, permit, or other document required for the teacher’s certificated assignment. [Ref. Education Code Section 47605(l)]
10. El Rancho shall at all times maintain all necessary and appropriate insurance coverage including general liability, employees, facilities, and board errors and omissions.
11. El Rancho shall, for each fiscal year, offer at a minimum, the number of minutes of instruction per grade level as required by Education Code Section 47612.5(a)(1)(A)-(D).
12. If a pupil is expelled or leaves the Charter School without graduating or completing the school year for any reason, the Charter School shall notify the superintendent of the school district of the pupil’s last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including a transcript of grades or report card and health information. If the pupil is subsequently expelled or leaves the school district without graduating or completing the school year for any reason, the school district shall provide this information to the Charter School within 30 days if the Charter School demonstrates that the pupil had been enrolled in the Charter School.[Ref. Education Code Section 47605(e)(3)]
13. El Rancho shall maintain accurate and contemporaneous written records that document all pupil attendance and make these records available for audit and inspection. [Ref. Education Code Section 47612.5(a)(2)]
14. El Rancho shall on a regular basis consult with its parents and teachers regarding the Charter School’s education programs. [Ref. Education Code Section 47605(d)]
15. El Rancho shall comply with any applicable jurisdictional limitations to the locations of its facilities. [Ref. Education Code Sections 47605 and 47605.1]
16. El Rancho shall comply with all laws establishing the minimum and maximum age for public school enrollment. [Ref. Education Code Sections 47612(b) and 47610]
17. El Rancho shall comply with all applicable portions of the Elementary and Secondary Education Act, as reauthorized and amended by the Every Student Succeeds Act.
18. El Rancho shall comply with the Family Educational Rights and Privacy Act, 20 U.S.C. Section 1232g, 34 CFR Part 99 (“FERPA”).

19. The Charter School shall comply with the Ralph M. Brown Act, Government Code Section 54950, *et seq.* (“Brown Act”).
20. El Rancho shall meet or exceed the legally required minimum number of school days. [Ref. California Code of Regulations, Title 5, Section 11960]
21. El Rancho shall comply with the California Public Records Act, Government Code Section 7920.000, *et seq.* (“CPRA”).
22. El Rancho shall comply with the Williams Act.
23. El Rancho shall comply with the Political Reform Act, Government Code Section 81000, *et seq.* (“PRA”).
24. El Rancho, shall at all times, comply with the terms and requirements of the free schools guarantee of the California Constitution, article IX, section 5, in all aspects of the El Rancho program.
25. El Rancho may encourage parental involvement, but shall notify the parents and guardians of applicant pupils and currently enrolled pupils that parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School. [Ref. Education Code Section 47605(n)]
26. El Rancho shall adhere to each of the conditions in Education Code Section 47605(e)(4)(A)-(D), including: (A) not discouraging a student from enrolling or seeking to enroll in the Charter School for any reason; (B) not requesting a student's records or requiring a parent, guardian, or student to submit the student's records before enrollment; (C) not encouraging a student currently attending the Charter School to disenroll or transfer to another school for any reason; and (D) providing a copy of the California Department of Education (“CDE”) notice regarding the requirements in Education Code Section 47605(e)(4)(A)-(D) to a parent/guardian or student if the student is 18 years of age or older: (i) when a parent/guardian or student inquires about enrollment, (ii) before conducting an enrollment lottery, or (iii) before disenrollment of a student. [Ref. Education Code Section 47605(e)(4)(A)-(D)]
27. The Charter School shall comply with Government Code Section 1090, *et seq.*, as set forth in Education Code Section 47604.1 (“Section 1090”).

INTRODUCTION

El Rancho's Charter reflects the thoughts and ideas of staff, students, parents, and the community. The intent of this Charter is to structure El Rancho's programs to maximize every student's learning and personal responsibility.

El Rancho Charter School has remained academically and fiscally strong over the past twenty-two years. The budget has consistently carried a reserve in excess of 5%. The past four years, the reserve for economic uncertainty was held at 7%. El Rancho Charter School operates under proven fiscally conservative and sound practices. The Charter maintains strong and stable operational fiscal compliance and has a more than adequate operational cash flow.

Academically, El Rancho student's performance far exceeds the minimum high performing criteria expectations in both English Language Arts and math. Additionally, student performance in science has increased consistently over the past two years. El Rancho is proud to offer a high quality educational program to our students who attend.

Through a partnership of staff, parents, and community members working together for the betterment of the students, the following are examples of major Charter School accomplishments during the past seven years:

- El Rancho has consistently improved in its statewide CAASPP scores resulting in having the highest test scores in Orange Unified School District every year. El Rancho performs well above statewide averages as well.
- In 2024, El Rancho was named a California Distinguished School.
- In 2023, El Rancho was included in a state and national "Schools to Watch" list by the California League of Educators.
- In 2022, El Rancho was named a U.S. News and World Report Best Middle School, ranking in the top 10% of all middle schools in California.
- In 2022, El Rancho was also named a U.S. News and World Report Best Charter Middle School, again, ranking in the top 10% of all charter middle schools in California.
- In 2022, U.S. News and World Report named El Rancho the Best Middle School in Orange Unified School District.
- In 2022 Niche named El Rancho as one of the best middle schools in North America.
- El Rancho was recognized as an AVID School Wide Site in the 2022-2023.
- In the last six consecutive years, El Rancho has received the award for Exceptional Charter School in Special Education by the National Association of

Special Education Teachers (NASSET). This is the highest honor a charter school can achieve through this professional organization.

- El Rancho was named a Gold Ribbon School in 2015 by the California Department of Education.
- El Rancho received the Exemplary Arts award in 2015 by the California Department of Education
- El Rancho now maintains, on average, three Robotics teams. These teams consistently reach the State championship level and most reach the World level. El Rancho teams have won in at least one category each time they have competed.
- El Rancho supports a Science Olympiad team in conjunction with the Canyon High School team. These teams have been very successful in their middle school category.
- Each year, El Rancho students participate in the National Spelling Bee competition. In 2023, an El Rancho student won the Orange County competition and moved to the national event!
- Prior to the COVID-19 pandemic, El Rancho exceeded a 98% attendance rate. During remote instruction, El Rancho prided itself in maintaining a 99% attendance rate. After returning to in-person instruction, El Rancho continues to sustain between 94 and 96% attendance rates.
- El Rancho consistently attracts over 200 students in Open Enrollment and Inter-District transfers. This year, we have reached the highest number in history in this area.
- El Rancho provides opportunities for additional support for academics, allowing all students to participate in Homework Club and Math Academy after school. In addition, El Rancho's twice a week Tutorial program provides support to all students within the school day.
- El Rancho students participate annually in various philanthropic efforts. Students help support needy families as part of El Rancho's annual Adopt a Family during Christmas time. Students and staff participate in the Movember program that raises money for men's cancer issues.
- El Rancho has been a host facility for the annual Relay for Life event in our community to benefit the American Cancer Society. El Rancho has also acted as an active sponsor.
- In 2018, El Rancho received recognition from Anaheim Police Department for its continued support and loyalty, helping the department on their path to success.

- The El Rancho PTSA awarded El Rancho with the California State PTA Golden Oak Award in 2020 for significant contributions to the welfare of children and youth.
- In fall of 2017, El Rancho celebrated the opening of its Gymnasium and Science Center which includes a gymnasium, a dance studio and five science labs. The new facilities have further enhanced the middle school experience for our Coyotes and the community.
- El Rancho prides itself in high quality maintenance and upkeep of the main campus, including major renovations of landscaping and infrastructure improvements.
- Prioritizing the safety of students and staff while on campus, El Rancho installed a lockdown system in 2015 and continues to test and maintain that system. The system is being expanded and upgraded in summer of 2024.
- In 2023, El Rancho expanded and upgraded the campuswide camera system and installed vape sensors in all student restrooms. This was an upgrade to the existing the security cameras in place were expanded and upgraded in 2016.
- El Rancho has five(5) AED's on campus.
- El Rancho continues to prioritize mental health supports for all students. El Rancho employs two full-time school psychologists, has revamped resources on our website, and has opened our wellness center, "The Coyote Den."
- For the past three years, El Rancho has incorporated our two service dogs, Mojo and Penny, to support a positive atmosphere for both our students and staff. Last year, Mojo won a third-place ribbon in the Pet Partners Therapy Dog of the Year competition.

This is merely an overview of the remarkable things that have occurred at El Rancho Charter School during the past eight years.

Charter Renewal Criteria

Renewal Criteria: High Performing Status

Pursuant to California *Education Code (EC)* Section 47607(c), as an additional criterion for determining whether to grant a charter renewal, the chartering authority shall consider a charter school's placement under the performance categories, which is based on the charter school's performance under the California School Dashboard (Dashboard).

Under this criterion, a charter school is placed into one of the three performance level categories: high, medium, or low. The determination for charter renewals for each category are as follows:

- High: A charter school in this category is eligible for a five-, six-, or seven-year renewal term.
- Middle: A charter school in this category may be renewed for a five-year term.
- Low: A charter school in this category may be renewed for a two-year term only if it meets the conditions under *EC* Section 47607.2(a)(4).

The following criteria are used to determine the performance category (i.e., High, Middle, or Low) of a charter school:

Criterion 2 (Status)

The following conditions apply for charter school renewal under Criterion 2:

1. Limited to academic indicators (i.e., ELA, Mathematics, CCI, and ELPI).
2. Limited to only those academic indicators with a color (Note: Status levels were also used as a proxy for performance colors on the 2023 Dashboard CCI). Performance determinations under Criterion 2 are based on the overall Status for both the charter school and its student groups, and how they compare with the statewide averages for the two previous Dashboard years. The state's Status is used as the "statewide average" for the academic indicators.

Determinations for Presumptive Renewal/High Performing:

1. For schools that have a performance color for all academic indicators, the school received an overall Status that is the same or higher than the overall Status for the State of California.
2. For each academic indicator, remove the student groups that performed higher than or at the same level as the statewide average.
 - a. For the 2023 Charter School Performance Category Data File, the student groups that performed higher or at the same level were: White, Asian, Filipino, Two or More Races. (Note: The ELPI does not have student groups; however, the school must have a higher Status than that of the statewide average.)
3. For each academic indicator, after removing the student groups in step 2 above, identify the student groups with a color that scored higher than their respective student group statewide average (i.e., received a higher Status score on the indicator).
4. Each school must have at least two remaining student groups that receive a color. (Note that the total number of student groups can be across the two previous Dashboard years.)

5. The student groups must have at least two academic indicators in each of the two Dashboard years. (The two academic indicators do not need to be the same indicator each year.)

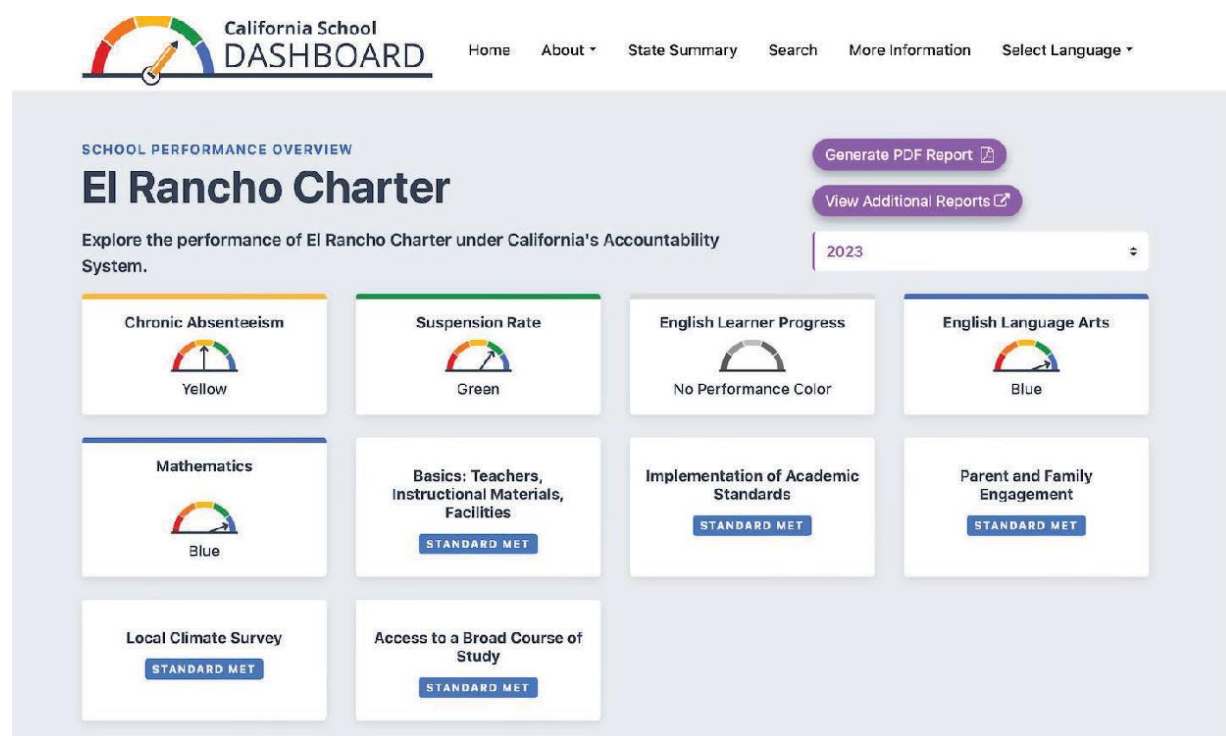
6. To be placed in the High Performing Category, for each academic indicator for each year, the school must have a majority of student groups (i.e., 50 percent or California Department of Education greater) scoring higher than the statewide average for their respective student group. (Note: If the school does not have two remaining student groups, the school is placed in the Middle performance category.)

Based on the California Department of Education, El Rancho has been categorized as a high performing middle school in March of 2024.

It is important to note that under previous criteria, El Rancho was also categorized Performance Level - High Performing.

CAASPP Data: Percentage of El Rancho Charter Students Meeting or Exceeding Standards.

In previous renewal submissions, CAASPP Data was outlined here. At the time of submission of this renewal, most recent data is still being determined. We have included our most recent data for reference:



ENGLISH LANGUAGE ARTS

In English Language Arts, El Rancho has maintained a high level of student performance, well above the state average. During the 2022-2023 school year an overall performance proficiency increased in both 7th and 8th grade.

Met or Exceeded Standards

English	2020-21	2021-22	2022-23
7th	75%	82%	78%
8th	66%	76%	81%

ELA - School, District, State Data Comparison

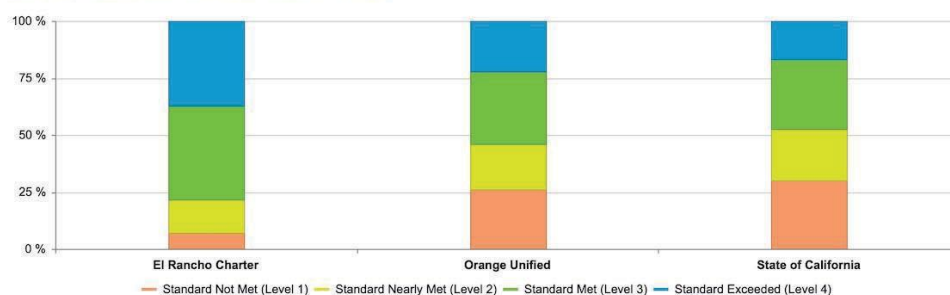
In a comparison between school, district, and state, El Rancho's performance far exceeded both the district and the state levels. El Rancho's 7th grade students scored 78% proficient (met or exceeded standards) in English Language Arts. Orange Unified students scored 54% proficient, and the state average score was 47% proficient. El Rancho's 8th grade students scored 81% proficient (met or exceeded standards) in English Language Arts. Orange Unified students scored 57% proficient, and the state average score was 46% proficient.

2022-23 Overall Achievement - Grade 7 Results for All Students

ENGLISH LANGUAGE ARTS/LITERACY

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - Grade 7



In order to protect student privacy, an asterisk (*) will be displayed for enrolled and tested counts for fewer than 4 students and for assessment results for fewer than 11 students. "N/A" will be displayed instead of a number on test results where no data is found for the specific report.

Overall Achievement

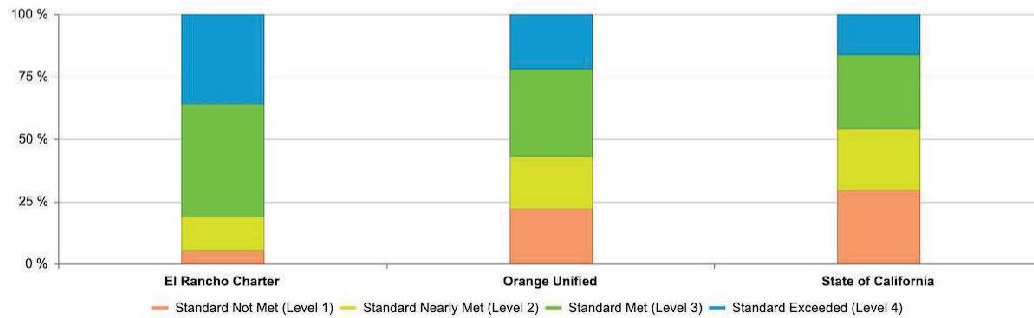
Reporting Categories	El Rancho Charter	Orange Unified	State of California
Mean Scale Score	2613.7	2553.1	2537.3
 Standard Exceeded (Level 4) ⁱ	37.04 %	22.17 %	16.93 %
 Standard Met (Level 3) ⁱ	41.24 %	31.97 %	30.51 %
 Standard Nearly Met (Level 2) ⁱ	14.60 %	19.60 %	22.60 %
 Standard Not Met (Level 1) ⁱ	7.12 %	26.27 %	29.96 %

2022–23 Overall Achievement - Grade 8 Results for All Students

ENGLISH LANGUAGE ARTS/LITERACY

▼ Data Detail - All Students (accessible data)

2022–23 Achievement Level Distribution - Grade 8



Overall Achievement

Reporting Categories	El Rancho Charter	Orange Unified	State of California
Mean Scale Score	2634.2	2575.0	2548.8
 Standard Exceeded (Level 4) ⁱ	35.78 %	21.75 %	15.87 %
 Standard Met (Level 3) ⁱ	45.32 %	35.03 %	29.79 %
 Standard Nearly Met (Level 2) ⁱ	13.76 %	20.99 %	24.68 %
 Standard Not Met (Level 1) ⁱ	5.14 %	22.23 %	29.65 %

MATH

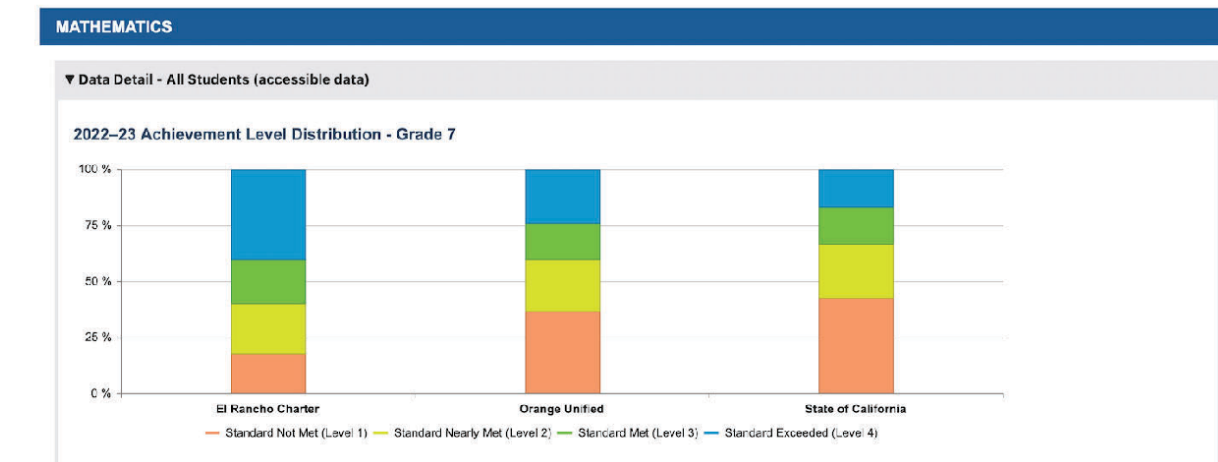
In math El Rancho has maintained a high level of student performance, well above the state average. During the 2022-2023 school year an overall performance proficiency increased in both 7th and 8th grade.

Met or Exceeded Standards

Math	2020-21	2021-22	2022-23
7th	55%	58%	60%
8th	48%	59%	69%

Math - School, District, State Data Comparison

In a comparison between school, district, and state, El Rancho's performance far exceeds both the district and the state levels. El Rancho's 7th students scored 60% proficient (met or exceeded standards) in math. Orange Unified students scored 40% proficient, and the state average score was 33% proficient. El Rancho's 8th students scored 69% proficient (met or exceeded standards) in math. Orange Unified students scored 45% proficient, and the state average score was 30% proficient.



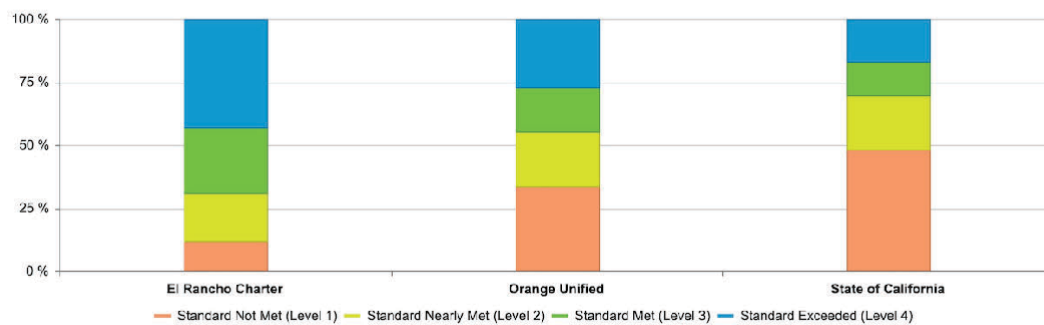
Overall Achievement

Reporting Categories	El Rancho Charter	Orange Unified	State of California
Mean Scale Score	N/A	N/A	N/A
 Standard Exceeded (Level 4) ⁱ	41.63 %	23.17 %	17.14 %
 Standard Met (Level 3) ⁱ	22.87 %	20.48 %	17.48 %
 Standard Nearly Met (Level 2) ⁱ	20.59 %	24.15 %	24.06 %
 Standard Not Met (Level 1) ⁱ	14.91 %	32.20 %	41.32 %

MATHEMATICS

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - Grade 8



Overall Achievement

Reporting Categories	El Rancho Charter	Orange Unified	State of California
Mean Scale Score	2631.6	2560.6	2518.1
 Standard Exceeded (Level 4) ⁱ	42.94 %	26.90 %	16.65 %
 Standard Met (Level 3) ⁱ	26.24 %	17.71 %	13.29 %
 Standard Nearly Met (Level 2) ⁱ	18.72 %	21.89 %	21.73 %
 Standard Not Met (Level 1) ⁱ	12.11 %	33.49 %	48.33 %

SCIENCE

In the area of science El Rancho has also increased its proficiency level each year. In the 2020-2021 and the 2021-22 school year, El Rancho performed above both the district and state level in its proficiency. In the 2022-2023 school year, El Rancho continued to increase its proficiency level.

Met or Exceeded Standards

Science	2020-21	2021-22	2022-23
8th	49%	56%	57%

Science - School, District, State Data Comparison

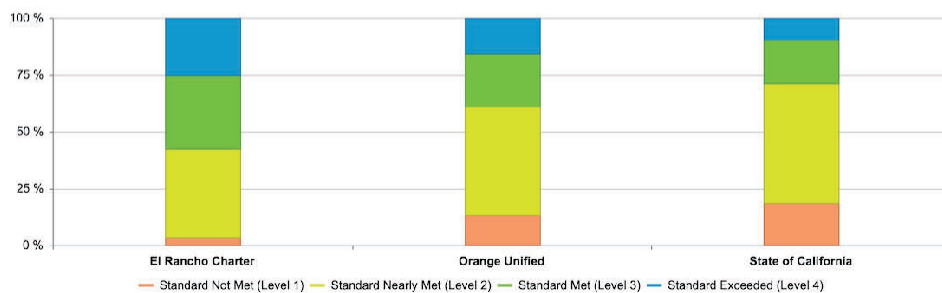
In a comparison between school, district, and state, El Rancho's performance far exceeds both the district and state levels. El Rancho's 8th grade students scored 57% proficient (met or exceeded standards) in science. Orange Unified students scored 39% proficient, and the state average score was 29% proficient.

2022-23 Overall Achievement - Grade 8 Results for All Students

SCIENCE

▼ Data Detail - All Students (accessible data)

2022-23 Achievement Level Distribution - Grade 8



Overall Achievement

Reporting Categories	El Rancho Charter	Orange Unified	State of California
Mean Scale Score	416.9	406.4	400.5
 Standard Exceeded (Level 4) ⁱ	25.27 %	15.36 %	9.55 %
 Standard Met (Level 3) ⁱ	32.05 %	23.73 %	19.21 %
 Standard Nearly Met (Level 2) ⁱ	39.19 %	47.46 %	52.62 %
 Standard Not Met (Level 1) ⁱ	3.48 %	13.44 %	18.62 %

Based on the data presented, El Rancho has far exceeded the minimum high performing criteria expectations in both English Language Arts, math, and science. El Rancho has been a charter school operating successfully both academically and fiscally for the past [22](#) years. El Rancho has maintained consistent enrollment year after year and has the highest number of inter-district and open enrollment students ever. It would be in the best interest of El Rancho Charter School and Orange Unified School District, as well as the community, to approve El Rancho for a seven (7) year term.

ELEMENT 1: EDUCATIONAL PHILOSOPHY AND PROGRAM

Governing Law: *The educational program of the charter school, designed, among other things, to identify those whom the charter 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 pupils to become self-motivated, competent, and lifelong learners. Education Code Section 47605(c)(5)(A)(i).*

The annual goals for the charter school for all pupils and for each subgroup of pupils identified pursuant to Section 52052, to be achieved in the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels 4218served, and specific annual actions to achieve those goals. A charter petition may identify additional school priorities, the goals for the school priorities, and the specific annual actions to achieve those goals. Education Code Section 47605(c)(5)(A)(ii).

OVERVIEW OF THE EDUCATIONAL PROGRAM

El Rancho Charter School works throughout the year on the instructional program, striving to improve upon the quality education already provided. All aspects of standard curriculum and instruction are aligned with state content standards in order to provide students with the most comprehensive educational experience possible. There is weekly collaboration with staff in order to ensure the students’ needs and progress are addressed, and any necessary reteaching occurs throughout the year.

El Rancho will create a Local Control and Accountability Plan (“LCAP”) using the LCAP template adopted by the State Board of Education pursuant to Education Code Section 47606.5. The LCAP and Annual Update Template will be completed annually. The LCAP will serve as the school’s primary comprehensive planning tool. The Charter School shall submit the LCAP to the District annually by July 1, as required by Education Code Section 47604.33.

MISSION STATEMENT

The mission of El Rancho Charter School is to prepare middle school students to meet the challenges of the 21st Century by providing:

- A standards-based curriculum that includes the ability to read, write, listen, problem solve, create, and critically think.

- Continual personal development through a variety of academic experiences and student-centered environments.

STUDENTS WE SERVE

El Rancho Charter School is committed to providing an academically enriched educational program adapted to the needs of all 7th and 8th grade students within our diverse attendance area as defined by the Orange Unified School District (“District”). Students outside the attendance area may be admitted, as space is available.

Using the California Standards as a foundation for all learning, our students will be taught to effectively obtain, evaluate, and utilize information from a variety of resources. The goal of the educational program is to enable middle school students to move forward in the process of becoming self-motivated, competent, and well-rounded life-long learners.

El Rancho Charter School students will be challenged to advance:

- Academically - by learning the critical thinking skills and knowledge of a meaningful standards based curriculum
- Socially - by working cooperatively to become a contributing member of a diverse, democratic society
- Personally - by developing a commitment to work and accepting responsibility for both work and actions

HOW DOES LEARNING BEST OCCUR?

The students of El Rancho Charter will be:

- Ensured a safe and secure learning environment.
- Offered varied lessons to accommodate different learning styles thereby ensuring success for students including Special Education students and English Learners.
- Given an opportunity to improve social awareness and a sense of community by providing student activities and service opportunities.
- Exposed to an interdisciplinary curriculum to demonstrate to students that all learning is connected.
- Offered a variety of enrichment programs.
- Offered a program of remediation to support students not meeting minimum outcomes.

CURRICULUM AND INSTRUCTION

In core academic classes, the focus of the curriculum will emphasize the skills listed in the California Content Standards. In addition, students will be offered elective courses which meet the interests and needs of the students at El Rancho. Teachers will use a variety of teaching styles to meet the needs of all students. Students will also be provided with research and technological tools for the 21st Century.

To develop curriculum that appropriately serves El Rancho's students, the School reserves the right to purchase state-adopted textbooks or other book or non-book materials that meet state compliance requirements.

PLAN FOR STUDENTS WITH DISABILITIES

Overview

In accordance with Education Code Section 47641(a), by the terms of the Charter, El Rancho has provided the District with verifiable, written assurances that it will participate as a LEA in the El Dorado Charter SELPA as of July 1, 2016, and shall be deemed a local educational agency for the purposes of compliance with federal law (the Individuals with Disabilities Education Improvement Act of 2004, "IDEA") and for eligibility for federal and state special education funds. As such, El Rancho shall be solely responsible for the provision of special education services in compliance with the IDEA to El Rancho students and the District shall have no such responsibility as it is not in any way the LEA for any El Rancho student.

El Rancho shall be solely responsible, at its own expense, for compliance with Section 504, the Americans with Disabilities Act (ADA), and all Office for Civil Rights mandates for students enrolled in El Rancho as well as all other applicable federal and state laws.

Additional agreements regarding the division of responsibilities between El Rancho and the District governing El Rancho's special education program can be found in the parties' separately executed Memorandum of Understanding.

Services for Students Under the IDEA

El Rancho shall provide special education instruction and related services in accordance with the IDEA, Education Code requirements, and applicable policies and practices of the SELPA. El Rancho shall provide services for special education students enrolled in the Charter School. The Charter School shall follow SELPA policies and procedures, and utilize SELPA forms in seeking out and identifying and serving students who may qualify for special education programs and services and for responding to record requests and parent complaints, and maintaining the confidentiality of pupil records.

All children will have access to El Rancho and no student shall be denied admission to the Charter School due to the nature, extent, or severity of his/her disability or due to the student's request for, or actual need for, special education services.

The specific manner in which special education and related services are provided and funded is set forth in a Memorandum of Understanding ("MOU"), delineating the respective responsibilities of El Rancho and the El Dorado Charter SELPA. The MOU runs coterminous with the charter and renewals, unless the Charter School terminates with 12 months' notice. The Charter School affirms that it will at all times maintain an active MOU with the El Dorado Charter SELPA. The MOU includes provisions related to staffing, notification, and coordination of special education services, identification and referral (child find), assessments, IEP meetings, development and implementation, student placement, complaint procedures, and due process hearings. El Rancho is subject to the allocation plan of the El Dorado Charter SELPA. A copy of the MOU is available upon request.

Services for Students Under Section 504 and the ADA

El Rancho is solely responsible for its compliance with Section 504 and the ADA. Facilities of El Rancho will be accessible for students with disabilities in accordance with the ADA. El Rancho has adopted a Section 504 policy, which outlines the requirements for identifying and serving students with a 504 plan. El Rancho recognizes its legal responsibility to ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation, be denied the benefits of, or otherwise be subjected to discrimination under any program of the Charter School.

A 504 team will be assembled by the site administrator and shall include the parent or guardian, the teacher, and any other qualified persons knowledgeable about the student, the meaning of the evaluation data, placement options, and accommodations. The 504 team will review the student's existing records, including academic, social and behavioral records, and is responsible for making a determination as to whether an evaluation for 504 services is appropriate. The Executive Director will be responsible for overseeing the identification, assessment, monitoring, and servicing of students with 504 Plans.

If the student has already been evaluated under the IDEA and found to be ineligible, those evaluations may be used to help determine eligibility under Section 504. The student evaluation shall be carried out by the 504 team who will evaluate the nature of the student's disability and the impact upon the student's education. This evaluation will include consideration of any behaviors that interfere with regular participation in the educational program and/or activities. The 504 team will consider all applicable student information in its evaluation including, but not limited to, the following information:

- Tests and other evaluation materials that have been validated for the specific purpose for which they are used and are administered by trained personnel.
- Tests and other evaluation materials including those tailored to assess specific areas of educational need and not merely those which are designed to provide a single general intelligent quotient.

- Tests selected and administered so as to ensure that when a test is administered to a student with impaired sensory, manual or speaking skills, the test results accurately reflect the student's aptitude or achievement level or whatever factor the test purports to measure rather than reflecting the student's impaired sensory, manual or speaking skills.
- All other evaluation requirements of Section 504 and its implementing regulations.

The final determination of whether the student will or will not be identified as a person with a disability is made by the 504 team in writing and noticed in writing to the parent or guardian of the student in their primary language along with the procedural safeguards available to them. If during the evaluation, the 504 team obtains information indicating possible eligibility of the student for special education per the IDEA, a referral for special education assessment may be made by the 504 team.

If the student is found by the 504 team to have a disability under Section 504, the 504 team shall be responsible for determining what, if any, accommodations, modification, and/or services are needed to ensure that the student receives a free appropriate public education ("FAPE") in the least restrictive environment ("LRE"). In developing the 504 Plan, the 504 team shall consider all relevant information utilized during the evaluation of the student, drawing upon a variety of sources, including, but not limited to, assessments conducted by professional staff at El Rancho. The parent or guardian shall be invited to participate in 504 team meetings where accommodations, modifications, and/or services for the student will be determined and shall be given an opportunity to examine in advance all relevant records.

The 504 Plan shall describe the Section 504 disability and any accommodations, modifications, placement and/or services that may be necessary. In considering the 504 Plan, a student with a disability requiring a 504 plan shall be placed in regular or special education program at El Rancho, along with those students who are not disabled to the maximum extent appropriate to the individual needs of the student with a disability, along with supplementary aids and services.

All 504 team participants, parents/guardians, and teachers must have a copy of each student's 504 Plan. The site administrator shall ensure that teachers include 504 plans with lesson plans for short-term substitutes and that the administrator reviews the 504 plan with a long term substitute. A copy of the 504 Plan shall be maintained in the student's file. Each student's 504 Plan will be reviewed at least once per year to determine the appropriateness of the Plan, continued eligibility, or a discontinuation of the 504 Plan.

ENGLISH LEARNERS

El Rancho will meet all applicable legal requirements for English Learners ("ELs"), including long-term English Learners or English Learners at risk of becoming long-term English Learners, relative to notification to parents, student identification, placement, program options, EL and core content instruction, teacher qualifications and training, reclassification to Fluent English Proficient ("FEP") status, monitoring and evaluation of program effectiveness, and standardized testing requirement.

Home Language Survey

El Rancho will administer the home language survey upon a student's initial enrollment in a California public school (on enrollment forms).

English Language Proficiency Assessment

All students who indicate that their home language is other than English will be tested with the English Language Proficiency Assessments for California ("ELPAC"). The ELPAC has four proficiency levels (Level 4: well developed; Level 3: moderately developed; Level 2: somewhat developed; and Level 1: minimally developed) and is aligned with the 2012 California ELD Standards.

The ELPAC consists of two separate assessments:

- Initial Assessment ("IA")

The ELPAC IA is used to identify students as either an English Learner, or as fluent in English. The IA is administered only once during a student's time in the California public school system based upon the results of the home language survey. The locally scored IA will be the official score. The IA is given to students in grades K–12 whose primary language is not English to determine their English proficiency status.

- Summative Assessment ("SA")

ELs will take the SA every year until they are reclassified as fluent English proficient. The ELPAC SA is only given to students who have previously been identified as an EL based upon the IA results, in order to measure how well they are progressing with English development in each of the four domains. The results are used as one of four criteria to determine if the student is ready to be reclassified as fluent English proficient, to help inform proper educational placement, and to report progress for accountability.

Both the ELPAC SA and IA are assessments administered in seven grade spans—K, 1, 2, 3–5, 6–8, 9–10, and 11–12. In kindergarten and grade 1, all domains are administered individually. In grades 2–12, the test is administered in groups, exclusive of speaking, which is administered individually. The ELPAC IA and SA will be administered via a computer-based platform.

Testing times will vary depending upon the grade level, domain, and individual student. Both the ELPAC IA and SA are given in two separate testing windows through the school year.

The IA testing window will be year-round (July 1–June 30). Any student whose primary language is other than English as determined by the home language survey and who has not previously been identified as an English Learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English language proficiency within 30 calendar days after the date of first enrollment in a California public school, or within 60 calendar days before the date of first enrollment, but not before July 1 of that school year.

The SA testing window will be a four-month window after January 1 (February 1–May 31). The English language proficiency of all currently enrolled English Learners shall be assessed by administering the test during the annual assessment window.

The Charter School will notify all parents of its responsibility for ELPAC testing and of ELPAC results within thirty days of receiving results from publisher. The ELPAC shall be used to fulfill the requirements under the Every Student Succeeds Act for annual English proficiency testing.

EL core classes will be taught by qualified teachers who are certified or are in training for certification to teach English Learners (ex: CLAD and/or BCLAD, SDAIE, CLEP, etc.).

All English Learners will have access to all programs, services and resources described in the Charter. Knowledge and skills in English language development for English Learners (California English Language Development Standards and California Language Arts Standards) will be integrated into the daily instructional delivery of all core and non-core classes. An ELD specific section is provided to students who require ELD support in their school schedule.

Monitoring and Evaluation of Program Effectiveness

The Charter School evaluates the effectiveness of its education program for ELs by:

- Adhering to Charter School-adopted academic benchmarks by language proficiency level and years in program to determine annual progress.
- Monitoring teacher qualifications and the use of appropriate instructional strategies based on program design.
- Monitoring student identification and placement.
- Monitoring parental program choice options.
- Monitoring availability of adequate resources.

ELEMENT 2: MEASURABLE PUPIL OUTCOMES

Governing Law: *The measurable pupil outcomes identified for use by the charter school. "Pupil outcomes," for purposes of this part, means the extent to which all pupils of the charter school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the charter school's educational program. Pupil outcomes shall include outcomes that address increases in pupil academic achievement both schoolwide and for all pupil subgroups served by the charter school, as that term is defined in subdivision (a) of Section 52052. The pupil outcomes shall align with the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels served by the charter school. Education Code Section 47605(c)(5)(B).*

In order to accomplish the mission of El Rancho Charter School, the staff and community have identified outcomes that are expected of students by the end of eighth grade. These outcomes have been developed to align to the state standards. All students are expected to increase critical thinking skills in analyzing and problem solving in each of the outcomes. To qualify for promotion, each student will demonstrate grade-level mastery, to the extent of his or her abilities, in the following areas:

CORE ACADEMIC SKILLS

- Mathematics: Students will develop abilities to reason logically and to understand and apply mathematical processes and concepts, including those within number sense, algebra, geometry, and additional mathematical subjects which the staff and the Charter Board deem appropriate.
- Language Arts: Students will demonstrate strong reading, writing, listening, speaking, and presentation skills in multiple forms of expression (e.g., written, oral, multimedia) with communication skills appropriate to the setting and audience. They will comprehend and critically interpret multiple forms of expression, including literature from various time periods and different cultures.
- History/Social Studies: Students will understand and apply civic, historical and geographical knowledge in order to serve as citizens in today's world of diverse cultures. They will be able to locate, assimilate, and evaluate information in varied forms.
- Science: Students will successfully utilize scientific research and inquiry methods to understand and apply the major concepts underlying various branches of science, which may include physics, chemistry, biology, ecology, astronomy, and earth sciences. They will possess sufficient knowledge to be responsible users of scientific information and scientific problem solvers.

ACCOMPANYING CORE SKILLS

- Fine Arts: Students will explore creative expression and improve self-image through participation in music, art, and/or drama.
- Physical Education: Students will develop an appreciation of the benefits of physical activity and an awareness of movement, physical fitness issues, and nutrition.
- Practical Skills: Students will develop knowledge of pertinent issues and fundamental skills in industrial technology.
- Foreign Language: Students may explore and develop skills in a foreign language once grade-level reading skills are met.
- Technology: Students will develop the ability to acquire and utilize technology.

SCHOOL WIDE MEASURABLE OUTCOMES

State Content Standards

The state content standards will be measured using teacher tests, internal and external assessments, student work samples and the state-mandated standardized test.

State Standardized Testing

It is the goal at El Rancho to have students show measurable growth each academic year, as evidenced by scores on the California Assessment of Student Performance and Progress (“CAASPP”).

Attendance

It is the goal at El Rancho to strive to achieve a minimum of 96% (or higher) student attendance.

GOALS, ACTIONS AND MEASURABLE OUTCOMES ALIGNED WITH THE EIGHT STATE PRIORITIES

Pursuant to Education Code Sections 47605(c)(5)(A)(ii) and 47605(c)(5)(B), El Rancho’s annual goals, actions and measurable outcomes, both schoolwide and for each subgroup of pupils, which address and align with the Eight State Priorities as described in Education Code Section 52060(d), can be found in El Rancho’s Local Control and Accountability Plan. Each of these goals addresses the unique needs of all students attending El Rancho, including our numerically significant student subgroups: Asian, Filipino, Hispanic, White, two or more ethnicities, socioeconomically

disadvantaged, English Learner, and Students with Disabilities. The metrics associated with these goals help El Rancho to ensure that these specific subgroups are making satisfactory progress and are provided with necessary additional supports made possible by additional funds from the Local Control Funding Formula.

The current LCAP is on file with the District and is also available on our website at <http://elranchocharter.org> or in the Appendix. El Rancho shall annually update and develop the LCAP in accordance with Education Code Section 47606.5 and shall use the LCAP template adopted by the State Board of Education. El Rancho reserves the right to establish additional and/or amend school-specific goals and corresponding assessments throughout the duration of the charter through the annual LCAP update. El Rancho shall submit the LCAP to the District and County Superintendent of Schools annually on or before July 1, as required by Education Code Section 47604.33.

The LCAP and any revisions necessary to implement the LCAP shall not be considered a material revision to the charter and shall be maintained by El Rancho at the school site.

ELEMENT 3: METHODS OF ASSESSMENT

Governing Law: *The method by which pupil progress in meeting those pupil outcomes is to be measured. To the extent practicable, the method for measuring pupil outcomes for state priorities shall be consistent with the way information is reported on a school accountability report card. Education Code Section 47605(c)(5)(C).*

El Rancho Charter School students will be assessed to ensure compliance, or higher, with district promotion standards. Each skill area will be measured by a combination of assessments, including but not limited to:

- a. Administration of mandated statewide assessments for all students.
- b. Administration of specialized testing for Special Education and English Learner students.
- c. Grade-level testing in the content areas that reflect student progress.
- d. Authentic assessments that may include performances, portfolios, projects, and exhibitions.
- e. Criterion-referenced tests, end-of-unit tests, performance-based assessments, homework completion and class participation will form the basis of evaluating student performance and determining student grades.
- f. Teachers will review assessment data on an ongoing basis to identify general areas for improvement, modify curriculum and course content to meet those needs, gather new or additional resources, and create new assessments to measure continued progress.

School-wide outcomes will be measured as follows:

OUTCOME	METHOD(S) OF MEASUREMENT
State Content Standards	CAASPP, CAST, PFT, Internal and External Assessments, Teacher Records and Work Samples
Standardized Testing Growth	CAASPP, ELPAC, CAA
Attendance	Attendance Records

ELEMENT 4: GOVERNANCE STRUCTURE

Governing Law: *The governance structure of the charter school, including, but not limited to, the process to be followed by the charter school to ensure parental involvement. — California Education Code Section 47605(c)(5)(D)*

CHARTER BOARD OF EDUCATION

El Rancho Charter School is dedicated to a system of shared governance. The governing board of El Rancho Charter School will be known as the Charter Board. The Charter Board will be comprised of eleven (11) members including:

- One (1) Orange Unified School District Designee at the District’s discretion
- The El Rancho Charter School Chief Business Official or Business Manager
- Three (3) El Rancho Staff Members (a minimum of two (2) non-administrative teachers and one classified employee) elected by their El Rancho peers. Teachers and classified employees who serve on the Board must have permanent status
- Canyon High School Principal or Designee at the District’s discretion
- Three (3) parents of a currently or formerly enrolled student who will represent the parents of the El Rancho student body to be elected “at large”
- One (1) representative from the business community appointed by a consensus of the Charter Board
- The El Rancho Charter School Executive Director, who will serve as chairman of the Charter Board

Terms of the members above are as follows: The Executive Director, Chief Business Official or Business Manager, high school Principal or designee, district representative and business community representative will have continuing terms. Staff members and parents will serve a two-year term. If a parent is elected while their student is in the 8th grade, they may complete their two-year term. In the event any elected board member is unable to serve the full term, the Charter Board will designate a temporary appointment until the next scheduled election.

The El Rancho Charter Board will meet monthly except for the months of July and December unless needed. A quorum of six (6) Charter Board members will be required to transact business. The Executive Director will call the first meeting of the school year with a subsequent meeting schedule established by the Board Members, or by a board calendar adopted the prior year. Board Members have a responsibility to solicit input from, and opinions of, the parents of students, the faculty and staff, regarding issues of significance and to weigh the input and opinions carefully

before taking action. Board member training on topics such as governance, Brown Act, and conflicts of interest will be offered to all Board Members within 90 days of joining the El Rancho Board and at least annually during their Board tenure and comply with legally mandated training.

All meetings will be open to the public with the exception of those meetings in which items of a confidential nature are discussed, including personnel, legal, and security issues. Meeting dates and times will be posted as required by the Brown Act.

The Charter School shall comply with the Ralph M. Brown Act as set forth in California Government Code section 54950, *et seq.* and any attendant regulations as they may be amended from time to time.

The responsibilities of the El Rancho Board include, but are not limited to:

- Upholding the School's mission.
- Implementing Charter accountability and revision.
- Hiring, supervision, and dismissal of the Executive Director.
- Approving all new hires.
- Approving policy and contracts.
- Approving overnight and out of state field trips.
- Approving the annual budget.
- Approving new courses and curriculum.
- Overseeing the school's fiscal affairs.
- Approving the school calendar.
- Approving educational material.
- Authorizing expenditures over \$10,000.

No Board member or El Rancho Charter School employee may:

- a. Receive money, gifts, in kind services, or things of value exceeding \$25 from any individual, vendor, or entity seeking or doing business with El Rancho.
- b. Engage in any employment or activity which is inconsistent with, incompatible with, in conflict with or inimical to the Board member's duties and shall comply with Government Code section 1126 and the common law doctrine of incompatibility of offices.

The Executive Committee

The Executive Committee will be comprised of:

- Executive Director
- Chief Business Official or Business Manager
- One (1) Management Team Member
- One (1) Certificated Staff Member
- One (1) Classified Staff Member

The Executive Committee, under the leadership of the Executive Director, will be responsible for the following:

- Preparing the agenda for Charter Board meetings
- Authorize expenditures from \$5,000 to \$9,999.99 within an approved budget category or line item.
- Creating policy for Charter Board Approval

Parent Participation

Research indicates that parent involvement is positively related to the academic success of their students. To this end, parent participation is welcome in assisting their student with their academic success.

Parents are encouraged to participate in a variety of ways that include, but are not limited to:

- Attending school events such as Back to School Night, Open House, and Sixth Grade Parent Information Night.
- Participating in any events in which their student is involved.
- Joining the El Rancho Charter School PTSA where there are further volunteer options.

ELEMENT 5: QUALIFICATIONS OF CHARTER SCHOOL EMPLOYEES

Governing Law: The qualifications to be met by individuals to be employed by the charter school. — California Education Code Section 47605(c)(5)(E)

DESCRIPTION OF THE STAFF

The employees of the school will be classified in two categories:

Certificated Employees - This category includes, but is not limited to:

- **The Executive Director(s)** - Oversees the general operation of the School, oversees implementation of course curriculum, performs teacher evaluations, and works with the Chief Business Official or Business Manager to ensure financial solvency. The Executive Director(s) of El Rancho Charter School shall hold a California Administrative Credential and have at least three years' experience in a school setting (secondary site principal experience preferred). The Executive Director(s) shall be responsible for implementing all the legal and administrative responsibilities of the school as well as serve as an instructional leader. The individual(s) should be exemplary communicator(s) both in person and in written communication and possess the organizational and interpersonal skills necessary to run a middle school.
- **The Management Team** - Consists of three to five Assistant Principals. Under the direction of the Executive Director(s), the Management Team oversees implementation of course curriculum, performs teacher evaluations, develops the master schedule, supervises students academically and disciplinarily, participates in parent conferences, organizes registration, develops the safety plan, teaches at least one academic course if necessary, and performs related duties and responsibilities as required or assigned.
- **Special Education Coordinator** – Responsible for overseeing the Special Education program and staff. The Special Education Coordinator shall hold a California Administrative Credential.
- **School Psychologist** – Responsible for meeting the social and emotional needs of all students of El Rancho. The School Psychologist will hold the proper California credential in this area. The school psychologist will be responsible for testing students who may need Special Education services.

- **Library Media Specialist** - Processes and assists in classifying books and media materials, circulates and supervises students in performing circulation duties, maintains library and media records, and assists students and teachers in utilizing book and media materials. The Library Media Specialist will hold or be working toward the proper California credential in this area as required by CTC.
- **Teachers** - Responsible for overseeing the students' academic progress and for monitoring grading and matriculation decisions as specified in the school's operational policies. They will work on an hourly, monthly, or annual basis.

Classified Employees - This category includes, but is not limited to:

- **Office staff** - Under general direction, organizes, posts, and maintains complex school records accurately in regard to health records, attendance, bookkeeping, and registration, as well as prepares regular reports. Handles a heavy volume of student/parent traffic. Performs related duties and responsibilities as required or assigned.
- **Instructional aides** - Works with individual students or small groups to reinforce learning material or skills introduced by the teacher. Operates and cares for equipment or instructional materials used in the classroom. Helps students master equipment or instructional materials assigned by the teacher. Distributes and collects workbooks, papers, and/or instructional materials as directed by the teacher. Guides independent study, enrichment work, and remedial work as assigned by the teacher and performs other duties as assigned.
- **Maintenance staff** - Supervises and participates in the work of keeping a Charter School facility clean, sanitary, safe, and orderly and does related work as required.
- **Chief Business Official (CBO) or Business Manager** - Prepares current and long-range school budgets; communicates with and provides reports to district office and maintains sound fiscal operations; develops income projections; prepares necessary state and federal reports; serves as a permanent member of the Executive Board and the Charter Board; oversees revolving checking accounts, payroll reports, operations, facilities, maintenance, staffing, and, performs other related duties as required or assigned. This position is directly responsible to the Charter School Executive Director.

QUALIFICATIONS

The El Rancho Charter School will employ teaching staff who hold the Commission on Teacher Credentialing certificate, permit, or other document required for the teacher's certificated assignment, inclusive of English Language instruction certification as would be required of teachers in other California public schools.

The El Rancho Charter School may also employ non-certificated instructional staff who possess experience and expertise appropriate for their position within the school under the immediate supervision and control of an employee of the charter school who possesses a valid teaching certification.

SCREENING PROCEDURES

A committee comprised of the Executive Director or designee and other appropriate members of the school staff will handle the interview and screening procedure. The selection committee will determine the most qualified candidate. This committee will recommend the candidate to the Charter Board for final approval.

CREDENTIALS

All certificated employees at El Rancho must meet state credentialing requirements for charter schools. The Executive Director, members of the management team, and the Special Education Coordinator must possess a valid Administrative Credential or be enrolled in a program leading to the credential.

ELEMENT 6: HEALTH AND SAFETY PROCEDURES

Governing Law: *The procedures that the charter school will follow to ensure the health and safety of pupils and staff. These procedures shall require all of the following:*

- (i) That each employee of the charter school furnish the charter school with a criminal record summary as described in Section 44237*
- (ii) The development of a school safety plan, which shall include the safety topics listed in subparagraphs (A) to (J), inclusive, of paragraph (2) of subdivision (a) of Section 32282.*
- (iii) That the school safety plan be reviewed and updated by March 1 of every year by the charter school. —California Education Code Section 47605(c)(5)(F)*

A healthy and safe environment is imperative to productive teaching and learning. El Rancho Charter School is a drug, alcohol, and tobacco free environment.

A safety designee has been identified to review health and safety issues at El Rancho Charter School, establish objectives, set priorities, identify problems, select strategies and actions for achieving objectives and resolving problems, and evaluate the overall safety of the employees and students. El Rancho has developed a comprehensive emergency response plan for earthquakes, natural disasters, and other emergencies.

All employees shall be CPR/AED/First Aid trained.

Tuberculosis Risk Assessment and Examination

Employees, and volunteers who have frequent or prolonged contact with students, will be assessed and examined (if necessary) for tuberculosis prior to commencing employment and working with students, and for employees at least once each four years thereafter, as required by Education Code Section 49406.

Role of Staff as Mandated Child Abuse Reporters

All employees will be mandated child abuse reporters and will follow all applicable reporting laws. The District shall provide mandated reporter training to all employees annually in accordance with Education Code Section 44691.

Immunizations

The Charter School will adhere to all laws related to legally required immunizations for entering students pursuant to Health and Safety Code section 120325, and Title 17, California Code of Regulations sections 6000-6075. All rising 7th grade students must be immunized with a pertussis (whooping cough) vaccine booster.

Vision, Hearing, and Scoliosis

The Charter School shall adhere to Education Code section 49450, *et seq.* as applicable to the grade level served regarding vision, hearing, and scoliosis testing.

Medication in School

The Charter School will adhere to Education Code Section 49423 regarding administration of medication in school. The Charter School will adhere to Education Code Section 49414 regarding epinephrine auto-injectors and training for staff members.

Diabetes

The Charter School will provide an information sheet regarding type 2 diabetes to the parent or guardian of incoming 7th grade students, pursuant to Education Code Section 49452.7. The information sheet shall include, but not be limited to, all of the following:

1. A description of type 2 diabetes.
2. A description of the risk factors and warning signs associated with type 2 diabetes.
3. A recommendation that students displaying or possibly suffering from risk factors or warning signs associated with type 2 diabetes should be screened for type 2 diabetes.
4. A description of treatments and prevention methods of type 2 diabetes.
5. A description of the different types of diabetes screening tests available.

Suicide Prevention Policy

The Charter School shall maintain a policy on student suicide prevention in accordance with Education Code Section 215. The Charter School shall review, at minimum every fifth year, its policy on pupil suicide prevention and, if necessary, update its policy. Pursuant to AB 58 (2021-22), the Charter School will also review and update its suicide prevention policy by January 1, 2025 to incorporate best practices identified by the California Department of Education's model policy, as revised.

Prevention of Human Trafficking

The Charter School shall identify and implement the most appropriate methods of informing parents and guardians of students in grades 6 through 12 of human trafficking prevention resources.

Menstrual Products

The Charter School shall stock the school's restrooms at all times with an adequate supply of menstrual products, available and accessible, free of cost, in all women's restrooms and all-gender restrooms, and in at least one men's restroom. The Charter School shall post a notice regarding the requirements of this section in a prominent and conspicuous location in every restroom required to stock menstrual products, available and accessible, free of cost, pursuant to this section. This notice shall include the text of this section and contact information, including an email address and telephone number, for a designated individual responsible for maintaining the requisite supply of menstrual products.

Procedures for Background Checks

El Rancho Charter School policy will ensure the safety of students and staff by complying with applicable state and federal safety laws requiring all employees to submit to a background check and furnish a criminal record summary pursuant to Education Code section 44237 and 45125.1. All employees will be required to submit fingerprints for screening prior to employment.

A health secretary will be employed to handle medical considerations in association with and under the supervision of a school nurse. State mandated health screening will continue to be administered by health personnel at El Rancho Charter School.

Supervision of El Rancho Charter School students will be provided by school employees to ensure a safe and healthy learning environment.

To promote a safe, healthy and productive instructional environment, El Rancho Charter School students will be required to adhere to an established uniform code. The uniform standards will be communicated prior to implementation to give parents and students time to plan and purchase appropriate clothing and accessories.

Nutritionally Adequate Free or Reduced Price Meal

The Charter School shall provide each needy student, as defined in Education Code Section 49552, with one nutritionally adequate free or reduced-price meal, as defined in Education Code Section 49553(a), during each school day.

The Charter School shall provide two school meals free of charge during each school day to any pupil who requests a meal without consideration of the pupil's eligibility for a federally funded free or reduced-price meal, with a maximum of one free meal for each meal service period. The meals provided under this paragraph shall be nutritionally adequate meals that qualify for federal reimbursement.

California Healthy Youth Act

The Charter School shall teach sexual health education and human immunodeficiency virus ("HIV") prevention education to students in grades 7-12, at least once in middle school and at least once in high school, pursuant to the California Healthy Youth Act (Education Code Section 51930, *et seq.*).

Mental Health Education

If the Charter School offers one or more courses in health education to students in grades 7-8, the Charter School shall include in those courses instruction in mental health that meets the requirements of Education Code Section 51925, *et seq.*

Mental Health Information

Beginning in the 2023-24 school year, the Charter School shall create and post a poster at the schoolsite identifying approaches and resources addressing student mental health in compliance

with Education Code Section 49428.5. The poster shall be displayed in English and the primary language(s) spoken by 15 percent or more of students enrolled at the school site. The poster shall be prominently and conspicuously displayed in appropriate public areas that are accessible to, and commonly frequented by, students at the school site. The poster shall also be digitized and distributed online to students through social media, internet websites, portals, and learning platforms at the beginning of each school year.

School Safety Plan

The Charter School shall adopt a School Safety Plan, to be reviewed and updated by March 1 of every year, which shall include identification of appropriate strategies and programs that will provide or maintain a high level of school safety and address the Charter School's procedures for complying with applicable laws related to school safety, including the development of all of the following pursuant to Education Code Section 32282(a)(2)(A)-(L):

- A. child abuse reporting procedures
- B. routine and emergency disaster procedures
- C. policies for students who committed an act under Education Code Section 48915 and other Charter School-designated serious acts leading to suspension, expulsion, or mandatory expulsion recommendations
- D. procedures to notify teachers of dangerous students pursuant to Education Code Section 49079
- E. a discrimination and harassment policy consistent with Education Code Section 200
- F. provisions of any schoolwide dress code that prohibits students from wearing "gang-related apparel," if applicable
- G. procedures for safe ingress and egress of pupils, parents, and employees to and from the Charter School
- H. a safe and orderly environment conducive to learning
- I. the rules and procedures on school discipline adopted pursuant to Education Code Sections 35291, 35291.5, 47605.
- J. procedures for conducting tactical responses to criminal incidents
- K. procedures to assess and respond to reports of any dangerous, violent, or unlawful activity that is being conducted or threatened to be conducted at the school, at an activity sponsored by the school, or on a school bus serving the school
- L. for schools that serve pupils in any of grades 7-12, inclusive, a protocol in the event that a pupil is suffering or is reasonably believe to be suffering from an opioid overdose.

The School Safety Plan shall be drafted specifically to the needs of the facility in conjunction with law enforcement and the Fire Marshal. Staff shall receive training in emergency response,

including appropriate "first responder" training or its equivalent.

Bloodborne Pathogens

The Charter School shall meet state and federal standards for dealing with bloodborne pathogens and other potentially infectious materials in the workplace. The Board shall establish a written infectious control plan designed to protect employees and students from possible infection due to contact with bloodborne viruses, including "HIV" and hepatitis B virus ("HBV"). Whenever exposed to blood or other bodily fluids through injury or accident, staff and students shall follow the latest medical protocol for disinfecting procedures.

Facility Safety

The Charter School shall comply with Education Code Section 47610 by utilizing facilities that are either compliant with the Field Act or facilities that are compliant with the California Building Standards Code. The Charter School agrees to test sprinkler systems, fire extinguishers, and fire alarms annually at its facilities to ensure that they are maintained in an operable condition at all times. The Charter School shall conduct fire drills as required under Education Code Section 32001.

Comprehensive Anti-Discrimination and Harassment Policies and Procedures

The Charter School is committed to providing a school that is free from discrimination and sexual harassment, as well as any harassment based upon the actual or perceived characteristics of race, religion, creed, color, gender, gender identity, gender expression, nationality, national origin, ancestry, ethnic group identification, genetic information, age, medical condition, marital status, sexual orientation, sex and pregnancy, physical or mental disability, childbirth or related medical conditions, military and veteran status, denial of family and medical care leave, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, or any other basis protected by federal, state, local law, ordinance or regulation. The Charter School shall develop a comprehensive policy to prevent and immediately remediate any concerns about discrimination or harassment at the Charter School (including employee to employee, employee to student, and student to employee misconduct). Misconduct of this nature is very serious and will be addressed in accordance with the Charter School's anti-discrimination and harassment policies.

A copy of the policy shall be provided as part of any orientation program conducted for new and continuing pupils at the beginning of each quarter, semester, or summer session, as applicable, and to each faculty member, all members of the administrative staff, and all members of the support staff at the beginning of the first quarter or semester of the school year, or at the time that there is a new employee hired.

Bullying Prevention

The Charter School shall adopt procedures for preventing acts of bullying, including cyberbullying. The Charter School shall annually make available the online training module developed by the CDE pursuant to Education Code Section 32283.5(a) to certificated school site employees and all other school site employees who have regular interaction with children.

Homicide Threats

The Charter School shall comply with all requirements under Education Code Sections 49390-49395 regarding mandatory reporting in response to homicidal threats. All employees and Board members who are alerted to or who observe any threat or perceived threat in writing or through an action of a student that creates a reasonable suspicion that the student is preparing to commit a homicidal act related to school or a school activity shall make a report to law enforcement.

Gun Safety Notice

Beginning in the 2023-24 school year, at the beginning of the first semester, the Charter School shall distribute a notice to the parents/guardians of each student addressing California's child gun access prevention laws and laws related to firearm safety utilizing the most updated model language published by the California Department of Education.

ELEMENT 7: STUDENT POPULATION BALANCE

Governing Law: *The means by which the charter school will achieve a balance of racial and ethnic pupils, special education pupils, and English Learner pupils, including redesignated fluent English proficient pupils, as defined by the evaluation rubrics in Section 52064.5, that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted. —California Education Code Section 47605 (c)(5)(G)*

El Rancho Charter school will strive to have a broad representation of student demographics that reflect the racial and ethnic balance of the general population, including special education pupils, and English Learner pupils, including redesignated fluent English proficient pupils, residing within the territorial jurisdiction of the district. El Rancho will implement an open enrollment process as established by the charter board. Each student will attend on a voluntary basis. No student will be denied admittance to the charter school based on race, sexual orientation, religion, ethnicity, national origin, gender, gender identity, gender expression, disability, or any other protected classification under local, state, and federal laws; including any other characteristics outlined in the definition for hate crimes under Section 422.55 of the Penal Code, including immigration status. At El Rancho Charter school's parent information meetings, parents will be provided it clear and accurate picture of El Rancho's learning experience so they can make the appropriate choice for their children.

El Rancho will use a multitude of strategies to communicate with local families, organizations, and other ways through social media as well as flyers in an effort to reach the racial and ethnic balance amongst its pupils that is reflective of the general population residing within the territorial jurisdiction of Orange Unified School District.

ELEMENT 8: STUDENT ADMISSION POLICIES AND PROCEDURES

***Governing Law:** Admission policies and procedures, consistent with [Education Code Section 47605] subdivision (e). --Education Code Section 47605(c)(5)(H)*

El Rancho Charter School shall be nonsectarian in all programs, admission policies, employment practices, and other operations. No student residing in El Rancho's attendance area will be denied admission to El Rancho Charter School based on ethnicity, national origin, creed, gender, disability, or upon any of the characteristics listed in Education Code Section 220. No tuition will be charged.

The Charter School shall admit all pupils who wish to attend the Charter School. No test or assessment shall be administered to students prior to acceptance and enrollment into the Charter School. The Charter School will comply with all laws establishing minimum and maximum age for public school attendance in charter schools. Admission, except in the case of a public random drawing, shall not be determined by the place of residence of the pupil or his or her parent or legal guardian within the state. In accordance with Education Code Sections 49011 and 47605(e)(2)(B)(iv), admission preferences shall not require mandatory parental volunteer hours as a criterion for admission or continued enrollment.

In accordance with Education Code Section 47605(e)(4)(A), the Charter School shall not discourage a pupil from enrolling or seeking to enroll in the charter school for any reason, including, but not limited to, academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), including pupils with disabilities, academically low-achieving pupils, English learners, neglected or delinquent pupils, homeless pupils, or pupils who are economically disadvantaged, as determined by eligibility for any free or reduced-price meal program, foster youth, or pupils based on nationality, race, ethnicity, or sexual orientation. Similarly, in accordance with Section 47605(e)(4)(C), the Charter School shall not encourage a pupil currently attending the Charter School to disenroll from the Charter School or transfer to another school for any reason, including, but not limited to the academic performance of the pupil or because the pupil exhibits any of the characteristics described in Education Code Section 47605(e)(2)(B)(iii), as listed above.

Pursuant to Education Code Section 47605(e)(4)(D), the Charter School shall post a notice developed by the CDE on the Charter School website, outlining the requirements of Section 47605(e)(4), and make this notice available to parents.

Applications will be accepted during the open enrollment period for enrollment in the following school year. Following the open enrollment period each year, El Rancho will hold a random drawing to determine enrollment for the following year, with the exception of existing students, and attendance area students who are guaranteed enrollment in the following year.

Enrollment priority in the case of a random drawing shall be allowed in the following priority order:

1. Siblings of currently enrolled 7th grade students;
2. Children of El Rancho employees;
3. Children of OUSD employees;
4. In-District residents;
5. Out of District residents.

The Board of Directors will take all necessary efforts to ensure lottery procedures are fairly executed. Lottery spaces are pulled in order of grade level by the designated lottery official (appointed by the Executive Director and/or the Principal). Lotteries shall be conducted when there are fewer vacancies than pupils interested in attending. Lotteries shall take place on the same day in a single location. There is no weighted priority assigned to the preference categories; rather, within each grade level, students will be drawn from pools beginning with all applicants who qualify for the first preference category and shall continue with that preference category until all vacancies within that grade level have been filled. If there are more students in a preference category than there are spaces available, a random drawing will be held from within that preference category until all available spaces are filled. If all students from the preference category have been selected and there are remaining spaces available in that grade level, students from the second preference category will be drawn in the lottery, and the drawing shall continue until all spaces are filled and preference categories are exhausted in the order provided above.

At the conclusion of the random drawing, all students who were not granted admission due to capacity shall be given the option to put their name on a wait list according to their draw in the lottery. This waitlist will allow students the option of enrollment in the case of an opening during the school year. In no circumstance will a waitlist carry over to the following school year.

Public random drawing rules, deadlines, dates and times will be communicated in the application form. Public notice for the date and time of the public random drawing will also be posted once the application deadline has passed. The Charter School will also inform all applicants and interested parties of the rules to be followed during the public random drawing process via mail or email at least two weeks prior to the lottery date.

The Charter School will conduct the lottery in the spring for enrollment in fall of that year.

Admission to El Rancho Charter School will require a commitment to the goals, objectives, and the mission of the school as set forth in the charter.

ELEMENT 9: ANNUAL FINANCIAL AUDIT

Governing Law: *The manner in which an annual, independent financial audit 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 chartering authority. —California Education Code Section 47605(c)(5)(I)*

El Rancho Charter School will participate in a year-end audit by an independent auditor in conjunction with the OUSD audit. The person responsible for overseeing the audit shall be the Executive Director or designee. Each fiscal year the designee shall oversee the preparation and completion of an annual audit of the school's financial affairs. Such an audit will, at a minimum, verify the accuracy of the school's attendance and accounting practices. Audit exceptions and deficiencies shall be resolved to the satisfaction of the Orange Unified School District Board of Education as required by Educational Code section 47605(c)(5)(I). A copy of the auditor's findings will be forwarded to the district, the County Superintendent of Schools, the State Controller and to the CDE by December 15th each year. The District will reserve the right to inspect assessment results of the school and physically inspect the educational programs at the School.

ELEMENT 10: SUSPENSION AND EXPULSION PROCEDURES

Governing Law: *The procedures by which pupils can be suspended or expelled from the charter school for disciplinary reasons or otherwise involuntarily removed from the charter school for any reason. These procedures, at a minimum, shall include an explanation of how the charter school will comply with federal and state constitutional procedural and substantive due process requirements that is consistent with all of the following:*

(i) For suspensions of fewer than 10 days, provide oral or written notice of the charges against the pupil and, if the pupil denies the charges, an explanation of the evidence that supports the charges and an opportunity for the pupil to present the pupil's side of the story.

(ii) For suspensions of 10 days or more and all other expulsions for disciplinary reasons, both of the following:

(I) Provide timely, written notice of the charges against the pupil and an explanation of the pupil's basic rights.

(II) Provide a hearing adjudicated by a neutral officer within a reasonable number of days at which the pupil has a fair opportunity to present testimony, evidence, and witnesses and confront and cross-examine adverse witnesses, and at which the pupil has the right to bring legal counsel or an advocate.

(iii) Contain a clear statement that no pupil shall be involuntarily removed by the charter school for any reason unless the parent or guardian of the pupil has been provided written notice of intent to remove the pupil no less than five school days before the effective date of the action. The written notice shall be in the native language of the pupil or the pupil's parent or guardian or, if the pupil is a homeless child or youth, or a foster child or youth, in the native language of the homeless or foster child's educational rights holder. In the case of a foster child or youth, the written notice shall also be provided to the foster child's attorney and county social worker. If the pupil is an Indian child, as defined in Section 224.1 of the Welfare and Institutions Code, the written notice shall also be provided to the Indian child's tribal social worker and, if applicable, county social worker. The written notice shall inform the pupil, the pupil's parent or guardian, or the homeless child's educational rights holder, the foster child's educational rights holder, attorney, and county social worker, or the Indian child's tribal social worker and, if applicable, county social worker of the right to initiate the procedures specified in clause (ii) before the effective date of the action. If the pupil's parent or guardian, the homeless child's educational rights holder, the foster child's educational rights holder, attorney, or county social worker, or the Indian child's tribal social worker or, if applicable county social worker initiates the procedures specified in clause (ii), the pupil shall remain enrolled and shall not be removed until the charter school issues a final decision. For purposes of this clause, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions specified in clauses (i) and (ii).

(iv) A foster child's educational rights holder, attorney, and county social worker and an Indian child's tribal social worker and, if applicable, county social worker shall have the same rights a parent or guardian of a child has to receive a suspension notice, expulsion notice, manifestation determination notice, involuntary transfer notice, and other documents and related information.

—California Education Code Section 47605(c)(5)(J)

This El Rancho Charter School Pupil Suspension and Expulsion Policy and Procedures has been established in order to promote learning and protect the safety and well-being of all students at the

Charter School. In creating this policy, the Charter School has reviewed Education Code section 48900, *et seq.* which describes the offenses for which students at non-charter schools may be suspended or expelled and the procedures governing those suspension and expulsions in order to establish its list of offenses and procedures for suspensions, expulsions, and involuntary removal. The language that follows is largely consistent with the language of Education Code section 48900, *et seq.* The Charter School is committed to annual review of policies and procedures surrounding suspensions, expulsions, and involuntary removals, and, as necessary, modification of the lists of offenses for which students are subject to suspension, expulsion, or involuntary removal.

Consistent with this Policy, it may be necessary to suspend or expel a student from regular classroom instruction. This shall serve as the Charter School's policy and procedures for student suspension, expulsion, and involuntary removal, and it may be amended from time to time without the need to seek a material revision of the charter so long as the amendments comport with legal requirements. Charter School staff shall enforce disciplinary policies and procedures fairly and consistently among all students. This Policy and its Procedures will be printed and distributed annually as part of the Student Handbook and will clearly describe discipline expectations.

Corporal punishment shall not be used as a disciplinary measure against any student. Corporal punishment includes the willful infliction of or willfully causing the infliction of physical pain on a student. For purposes of this Policy, corporal punishment does not include an employee's use of force that is reasonable and necessary to protect the employee, students, staff or other persons or to prevent damage to school property.

The Charter School administration shall ensure that students and their parents/guardians¹ are notified in writing upon enrollment of all discipline and involuntary removal policies and procedures. The notice shall state that this Policy and its Procedures are available upon request at the Charter School's office.

Suspended or expelled students shall be excluded from all school and school-related activities unless otherwise agreed during the period of suspension or expulsion.

A student identified as an individual with disabilities or for whom the Charter School has a basis of knowledge of a suspected disability pursuant to the IDEA or who is qualified for services under Section is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to general education students except when federal and state law requires additional or different procedures. The Charter School will follow all applicable federal and state laws including but not limited to the applicable provisions of the Education Code, when imposing any form of discipline on a student identified as an individual with disabilities, for whom the Charter School has a basis of knowledge of a suspected disability, or who is otherwise qualified for such services or protections in according due process to such students. No student shall be

¹ The Charter School shall ensure that a homeless child or youth's educational rights holder; a foster child or youth's educational rights holder, attorney, and county social worker; and an Indian child's tribal social worker and, if applicable, county social worker have the same rights as a parent or guardian to receive a suspension notice, expulsion notice, manifestation determination notice, involuntary transfer notice, involuntary removal notice, and other documents and related information. For purposes of this Policy and its Procedures, the term "parent/guardian" shall include these parties.

involuntarily removed by the Charter School for any reason unless the parent/guardian of the student has been provided written notice of intent to remove the student no less than five (5) school days before the effective date of the action. The written notice shall be in the native language of the student or the student's parent/guardian and shall inform the student, and the student's parent/guardian of the basis for which the student is being involuntarily removed, and the student's parent/guardians right to request a hearing to challenge the involuntary removal. If a student's parent, guardian requests a hearing, the Charter School shall utilize the same hearing procedures specified below for expulsions, before the effective date of the action to involuntarily remove the student. If the student's parent/guardian requests a hearing, the student shall remain enrolled and shall not be removed until the Charter School issues a final decision. As used herein, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include removals for misconduct which may be grounds for suspension or expulsion as enumerated below.

GROUND FORS SUSPENSION AND EXPULSION OF STUDENTS (48900)

1. Discretionary Suspension Offences:

48900.

A pupil shall not be suspended from school or recommended for expulsion, unless the superintendent of the school district or the principal of the school in which the pupil is enrolled determines that the pupil has committed an act as defined pursuant to any of subdivisions (a) to (r), inclusive:

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid,

substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.

- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stole or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit the use or possession by a pupil of the pupil's own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) (1) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 5, inclusive, shall not be suspended for any of the acts specified in paragraph (1), and those acts shall not constitute grounds for a pupil enrolled in kindergarten or any of grades 1 to 12, inclusive, to be recommended for expulsion.
- (3) Except as provided in Section 48910, a pupil enrolled in any of grades 6 to 8, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2029.
- (4) Except as provided in Section 48910, commencing July 1, 2024, a pupil enrolled in any of grades 9 to 12, inclusive, shall not be suspended for any of the acts specified in paragraph (1). This paragraph is inoperative on July 1, 2029.
- (5) (A) A certificated or classified employee may refer a pupil to school administrators for appropriate and timely in-school interventions or supports from the list of other means of correction specified in subdivision (b) of Section 48900.5 for any of the acts enumerated in paragraph (1).
- (B) A school administrator shall, within five business days, document the actions taken pursuant to subparagraph (A) and place that documentation in the pupil's record to be available for access, to the extent permissible under state and federal law, pursuant to Section 49069.7. The school administrator

shall, by the end of the fifth business day, also inform the referring certificated or classified employee, verbally or in writing, what actions were taken and, if none, the rationale used for not providing any appropriate or timely in-school interventions or supports.

- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 287, 288, or 289 of, or former Section 288a of, the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for purposes of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
- (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, “hazing” means a method of initiation or preinitiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, that is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, “hazing” does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying. For purposes of this subdivision, the following terms have the following meanings:
 - (1) “Bullying” means any severe or pervasive physical or verbal act or conduct, including communications made in writing or by means of an electronic act, and including one or more acts committed by a pupil or group of pupils as defined in Section 48900.2, 48900.3, or 48900.4, directed toward one or more pupils that has or can be reasonably predicted to have the effect of one or more of the following:
 - (A) Placing a reasonable pupil or pupils in fear of harm to that pupil’s or those pupils’ person or property.

- (B) Causing a reasonable pupil to experience a substantially detrimental effect on the pupil's physical or mental health.
 - (C) Causing a reasonable pupil to experience substantial interference with the pupil's academic performance.
 - (D) Causing a reasonable pupil to experience substantial interference with the pupil's ability to participate in or benefit from the services, activities, or privileges provided by a school.
- (2) (A) "Electronic act" means the creation or transmission originated on or off the schoolsite, by means of an electronic device, including, but not limited to, a telephone, wireless telephone, or other wireless communication device, computer, or pager, of a communication, including, but not limited to, any of the following:
- (i) A message, text, sound, video, or image.
 - (ii) A post on a social network internet website, including, but not limited to:
 - (I) Posting to or creating a burn page. "Burn page" means an internet website created for the purpose of having one or more of the effects listed in paragraph (1).
 - (II) Creating a credible impersonation of another actual pupil for the purpose of having one or more of the effects listed in paragraph (1). "Credible impersonation" means to knowingly and without consent impersonate a pupil for the purpose of bullying the pupil and such that another pupil would reasonably believe, or has reasonably believed, that the pupil was or is the pupil who was impersonated.
 - (III) Creating a false profile for the purpose of having one or more of the effects listed in paragraph (1). "False profile" means a profile of a fictitious pupil or a profile using the likeness or attributes of an actual pupil other than the pupil who created the false profile.
 - (iii) (I) An act of cyber sexual bullying.
 - (II) For purposes of this clause, "cyber sexual bullying" means the dissemination of, or the solicitation or incitement to disseminate, a photograph or other visual recording by a pupil to another pupil or to school personnel by means of an electronic act that has or can be reasonably predicted to have one or more of the effects described in subparagraphs (A) to (D), inclusive, of paragraph (1). A photograph or other visual recording, as described in this subclause, shall include the depiction of a nude, semi-nude, or sexually explicit photograph or other visual recording of a minor where the minor is

identifiable from the photograph, visual recording, or other electronic act.

- (III) For purposes of this clause, “cyber sexual bullying” does not include a depiction, portrayal, or image that has any serious literary, artistic, educational, political, or scientific value or that involves athletic events or school-sanctioned activities.
- (B) Notwithstanding paragraph (1) and subparagraph (A), an electronic act shall not constitute pervasive conduct solely on the basis that it has been transmitted on the internet or is currently posted on the internet.
- (3) “Reasonable pupil” means a pupil, including, but not limited to, a pupil with exceptional needs, who exercises average care, skill, and judgment in conduct for a person of that age, or for a person of that age with the pupil’s exceptional needs.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section unless the act is related to a school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to a school activity or school attendance that occur at any time, including, but not limited to, any of the following:
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school-sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
- (u) As used in this section, “school property” includes, but is not limited to, electronic files and databases.
- (v) For a pupil subject to discipline under this section, a superintendent of the school district or principal is encouraged to provide alternatives to suspension or expulsion, using a research-based framework with strategies that improve

behavioral and academic outcomes, that are age appropriate and designed to address and correct the pupil's specific misbehavior as specified in Section 48900.5.

(w) (1) A suspension or expulsion shall not be imposed against a pupil based solely on the fact that they are truant, tardy, or otherwise absent from school activities.

(2) It is the intent of the Legislature that the Multi-Tiered System of Supports, which includes restorative justice practices, trauma-informed practices, social and emotional learning, and schoolwide positive behavior interventions and support, be used to help pupils gain critical social and emotional skills, receive support to help transform trauma-related responses, understand the impact of their actions, and develop meaningful methods for repairing harm to the school community.

2. Mandatory Expellable Offenses: Students must be suspended and recommended for expulsion when it is determined the student:

- a. Possessed, sold, or otherwise furnished any firearm, explosive, or other destructive device unless, in the case of possession of any device of this type, the students had obtained written permission to possess the item from a certificated school employee, with the Executive Director or designee's concurrence.
- b. Brandished a knife at another person.
- c. Unlawfully sold a controlled substance listed in Health and Safety Code Section 11053, *et seq.*.
- d. Committed or attempted to commit a sexual assault as defined in Penal Code Section 261, 266c, 286, 287, 288, or 289 or former Section 288a of the Penal Code, or committed sexual battery as defined in Penal Code Section 243.
- e. Possession of an explosive

If it is determined by the Administrative Panel and/or Charter Board that a student has brought a firearm or destructive device, as defined in Section 921 of Title 18 of the United States Code, on to campus or to have possessed a firearm or destructive device on campus, the student shall be expelled for one year, pursuant to the Federal Gun Free Schools Act of 1994. In such instances, the student shall be provided due process rights of notice and a hearing as required in this policy.

El Rancho will use the following definitions:

- The term “firearm” means (A) any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive; (B) the frame or receiver of any such weapon; (C) any firearm muffler or firearm silencer; or (D) any destructive device. Such term does not include an antique firearm.
- The term “destructive device” means any explosive, incendiary, or poison gas, including but not limited to: (A) bomb, (B) grenade, (C) rocket having a propellant charge of more than four ounces, (D) missile having an explosive or incendiary charge of more than one-quarter ounce, (E) mine, or (F) device similar to any of the devices described in the preceding clauses.
- The term “knife” means (A) any dirk, dagger, or other weapon with a fixed, sharpened blade fitted primarily for stabbing; (B) a weapon with a blade fitted primarily for stabbing; (C) a weapon with a blade longer than 3½ inches; (D) a folding knife with a blade that locks into place; or (E) a razor with an unguarded blade.

3. Suspension Procedure

Suspensions shall be initiated according to the following procedures:

a. Conference

Suspension shall be preceded, if possible, by a conference conducted by the Executive Director or designee with the student and the student’s parent/guardian and, whenever practical, the teacher, supervisor or Charter School employee who referred the student to the Executive Director or designee.

The conference may be omitted if the Executive Director or designee determines that an emergency situation exists. An “emergency situation” involves a clear and present danger to the lives, safety or health of students or Charter School personnel. If a student is suspended without this conference, both the parent/guardian and the student shall be notified of the student’s right to return to school for the purpose of a conference.

At the conference, the student shall be informed of the reason for the disciplinary action and the evidence against the student and shall be given the opportunity to present their version and evidence in their defense, in accordance with Education Code Section 47605(c)(5)(J)(i). This conference shall be held within two (2) school days, unless the student waives this right or is physically unable to attend for any reason including, but not limited to, incarceration or hospitalization. Penalties shall not be imposed on a student for failure of the student’s parent or guardian to attend a conference with Charter School officials. Reinstatement of the suspended student shall not be contingent upon attendance by the student’s parent or guardian at the conference.

b. Notice to Parents/Guardians

At the time of the suspension, an administrator or designee shall make a reasonable effort to contact the parent/guardian by email, by telephone, or in person. Whenever a student is suspended, the parent/guardian shall be notified in writing of the suspension and the date of return following suspension. This notice shall state the specific offense(s) committed by the student, as well as the date when the student may return to school following the suspension. If Charter School officials wish to ask the parent/guardian to confer regarding matters pertinent to the suspension, the notice may request that the parent/guardian respond to such requests without delay.

c. Suspension Time Limits/Recommendation for Expulsion

Suspensions, when not including a recommendation for expulsion, shall not exceed five (5) consecutive school days per suspension. Upon a recommendation of expulsion by the Executive Director or designee, the student and the student's parent/guardian shall be invited to a conference to determine if the suspension for the student should be extended pending an expulsion hearing. In such instances when the Charter School has determined a suspension period shall be extended, such extension shall be made only after a conference is held with the student or the student's parent/guardian, unless the student and the student's parent/guardian fail to attend the conference.

This determination will be made by the Executive Director or designee upon either of the following: 1) the student's presence will be disruptive to the education process; or 2) the student poses a threat or danger to others. Upon either determination, the student's suspension will be extended pending the results of an expulsion hearing.

d. Homework Assignments During Suspension

In accordance with Education Code Section 47606.2(a), upon the request of a parent, a legal guardian or other person holding the right to make education decisions for the student, or the affected student, a teacher shall provide to a student in any of grades 1 to 12, inclusive, who has been suspended from school for two (2) or more school days, the homework that the student would otherwise have been assigned.

In accordance with Education Code Section 47606.2(b), if a homework assignment that is requested pursuant to Section 47606.2(a) and turned into the teacher by the student either upon the student's return to school from suspension or within the timeframe originally prescribed by the teacher, whichever is later, is not graded before the end of the academic term, that assignment shall not be included in the calculation of the student's overall grade in the class.

4. Authority To Expel

As required by Education Code Section 47605(c)(5)(J)(ii), students recommended for expulsion are entitled to a hearing adjudicated by a neutral officer to determine

whether the student should be expelled. The procedures herein provide for such a hearing and the notice of said hearing, as required by law.

A student may be expelled either by the neutral and impartial Charter School Board following a hearing before it or by the Charter School Board upon the recommendation of a neutral and impartial hearing officer or Administrative Panel to be assigned by the Board as needed. The Administrative Panel should consist of at least three members who are certificated and neither a teacher of the student or a member of the Charter School's governing board. Each entity shall be presided over by a designated neutral hearing chairperson. The Hearing Officer or Administrative Panel may recommend expulsion of any student found to have committed an expellable offense, and the Charter Board shall make the final decision.

5. Expulsion Procedures

Students recommended for expulsion are entitled to a hearing to determine whether the student should be expelled. Unless postponed for good cause, the hearing shall be held within thirty (30) school days after the Executive Director or designee determines that the student has committed an expellable offense and recommends the student for expulsion.

In the event a Hearing Officer or an Administrative Panel hears the case, it will make a recommendation to the Charter Board for a final decision whether to expel. The hearing shall be held in a confidential setting (complying with all student confidentiality rules under FERPA).

Written notice of the hearing shall be forwarded to the student and the student's parent/guardian at least ten (10) calendar days before the date of the hearing. Upon mailing the notice, it shall be deemed served upon the student. The notice shall include:

- a. The date and place of the expulsion hearing;
- b. A statement of the specific facts, charges and offenses upon which the proposed expulsion is based;
- c. A copy of the Charter School's disciplinary rules which relate to the alleged violation;
- d. Notification of the student's or parent/guardian's obligation to provide information about the student's status at the Charter School to any other school district or school to which the student seeks enrollment;
- e. The opportunity for the student and/or the student's parent/guardian to appear in person or to employ and be represented by counsel or a non-attorney advisor;
- f. The right to inspect and obtain copies of all documents to be used at

the hearing;

- g. The opportunity to confront and question all witnesses who testify at the hearing.
- h. The opportunity to question all evidence presented and to present oral and documentary evidence on the student's behalf including witnesses.

6. Special Procedures For Expulsion Hearings Involving Sexual Assault Or Battery Offenses

The Charter School may, upon a finding of good cause, determine that the disclosure of either the identity of the witness or the testimony of that witness at the hearing, or both, would subject the witness to an unreasonable risk of psychological or physical harm. Upon this determination, the testimony of the witness may be presented at the hearing in the form of sworn declarations that shall be examined only by the Charter School or the hearing officer. Copies of these sworn declarations, edited to delete the name and identity of the witness, shall be made available to the student.

- a. The complaining witness in any sexual assault or battery case must be provided with a copy of the applicable disciplinary rules and advised of their right to (a) receive five (5) days notice of their scheduled testimony, (b) have up to two (2) adult support persons of their choosing present in the hearing at the time the complaining witness testifies, which may include a parent, guardian, or legal counsel, and (c) elect to have the hearing closed while testifying.
- b. The Charter School must also provide the victim a room separate from the hearing room for the complaining witness' use prior to and during breaks in testimony.
- c. At the discretion of the entity conducting the hearing, the complaining witness shall be allowed periods of relief from examination and cross-examination during which the complaining witness may leave the hearing room.
- d. The entity conducting the expulsion hearing may also arrange the seating within the hearing room to facilitate a less intimidating environment for the complaining witness.
- e. The entity conducting the expulsion hearing may also limit time for taking the testimony of the complaining witness to the hours the complaining witness is normally in school, if there is no good cause to take the testimony during other hours.
- f. Prior to a complaining witness testifying, the support persons must be admonished that the hearing is confidential. Nothing in the law precludes the entity presiding over the hearing from removing a

support person whom the presiding person finds is disrupting the hearing. The entity conducting the hearing may permit any one of the support persons for the complaining witness to accompany the complaining witness to the witness stand.

- g. If one or both of the support persons is also a witness, the Charter School must present evidence that the witness' presence is both desired by the witness and will be helpful to the Charter School. The person presiding over the hearing shall permit the witness to stay unless it is established that there is a substantial risk that the testimony of the complaining witness would be influenced by the support person, in which case the presiding official shall admonish the support person or persons not to prompt, sway, or influence the witness in any way. Nothing shall preclude the presiding officer from exercising their discretion to remove a person from the hearing whom they believe is prompting, swaying, or influencing the witness.
- h. The testimony of the support person shall be presented before the testimony of the complaining witness and the complaining witness shall be excluded from the courtroom during that testimony.
- i. Especially for charges involving sexual assault or battery, if the hearing is to be conducted in the public at the request of the student being expelled, the complaining witness shall have the right to have their testimony heard in a closed session when testifying at a public meeting would threaten serious psychological harm to the complaining witness and there are no alternative procedures to avoid the threatened harm. The alternative procedures may include videotaped depositions or contemporaneous examination in another place communicated to the hearing room by means of closed-circuit television.
- j. Evidence of specific instances of a complaining witness' prior sexual conduct is presumed inadmissible and shall not be heard absent a determination by the entity conducting the hearing that extraordinary circumstances exist requiring the evidence be heard. Before such a determination regarding extraordinary circumstance can be made, the witness shall be provided notice and an opportunity to present opposition to the introduction of the evidence. In the hearing on the admissibility of the evidence, the complaining witness shall be entitled to be represented by a parent, legal counsel, or other support person. Reputation or opinion evidence regarding the sexual behavior of the complaining witness is not admissible for any purpose.

7. Record Of Hearing

A record of the hearing shall be made and may be maintained by any means,

including electronic recording, as long as a reasonably accurate and complete written transcription of the proceedings can be made.

8. Presentation Of Evidence

While technical rules of evidence do not apply to expulsion hearings, evidence may be admitted and used as proof only if it is the kind of evidence on which reasonable persons can rely in the conduct of serious affairs. A recommendation by the Hearing Officer or Administrative Panel to expel must be supported by substantial evidence that the student committed an expellable offense. Findings of fact shall be based solely on the evidence at the hearing. While hearsay evidence is admissible, no decision to expel shall be based solely on hearsay. Sworn declarations may be admitted as testimony from witnesses of whom the Hearing Officer, Charter Board or Administrative Panel determines that disclosure of their identity or testimony at the hearing may subject them to an unreasonable risk of physical or psychological harm.

9. Expulsion Decision

The decision of the Hearing Officer or Administrative Panel shall be in the form of written findings of fact and a written recommendation to the Charter Board who will make a final determination regarding the expulsion. The Charter Board shall make the final determination regarding the expulsion within ten (10) school days following the conclusion of the hearing. The decision of the Charter Board is final.

If the Hearing Officer or Administrative Panel decides not to recommend expulsion, or the Charter Board ultimately decides not to expel, the student shall immediately be returned to their educational program.

10. Written Notice To Expel

The Executive Director or designee following a decision of the Board to expel shall send written notice of the decision to expel, including the Board's adopted findings of fact, to the student and student's parent/guardian. This notice shall also include the following: a) Notice of the specific offense committed by the student; and b) Notice of the student's or parent/guardian's obligation to inform any new district in which the student seeks to enroll of the student's status with the Charter School.

The Executive Director or designee shall send a copy of the written notice of the decision to expel to the chartering authority. This notice shall include the following: a) The student's name; and b) The specific expellable offense committed by the student.

11. Disciplinary Records

The Charter School shall maintain records of all student suspensions and expulsions at the Charter School. Such records shall be made available to the chartering authority upon request.

12. No Right To Appeal

The student shall have no right of appeal from expulsion from the Charter School as the Charter School Board's decision to expel shall be final.

13. Expelled Students/Alternative Education

Students who are expelled shall be responsible for seeking alternative education programs including, but not limited to, programs within the County or their school district of residence. The Charter School shall work cooperatively with parents/guardians as requested by parents/guardians or by the school district of residence to assist with locating alternative placements during expulsion.

L. Rehabilitation Plans

Students who are expelled from the Charter School shall be given a rehabilitation plan upon expulsion as developed by the Board at the time of the expulsion order, which may include, but is not limited to, periodic review as well as assessment at the time of review for readmission. The rehabilitation plan should include a date not later than one (1) year from the date of expulsion when the student may reapply to the Charter School for readmission.

M. Readmission or Admission of Previously Expelled Student

The decision to readmit a student after the end of the student's expulsion term or to admit a previously expelled student from another school district or charter school who has not been readmitted/admitted to another school or school district after the end of the student's expulsion term, shall be in the sole discretion of the Charter Board following a meeting with the Executive Director or designee and the student and student's parent/guardian or representative to determine whether the student has successfully completed the rehabilitation plan and to determine whether the student poses a threat to others or will be disruptive to the school environment. The Executive Director or designee shall make a recommendation to the Board following the meeting regarding the Executive director's or designee's determination. The Board shall then make a final decision regarding readmission during the closed session of a public meeting, reporting out any action taken during the closed session consistent with the requirements of the Brown Act. The student's readmission is also contingent upon the Charter School's capacity at the time the student seeks readmission or admission to the Charter School.

N. Notice to Teachers

The Charter School shall notify teachers of each student who has engaged in or is reasonably suspected to have engaged in any of the acts listed in Education Code Section 49079 and the corresponding enumerated offenses set forth above.

O. Special Procedures For The Consideration Of Suspension And Expulsion Of Students With Disabilities

1. Notification of SELPA

The Charter School shall immediately notify the SELPA and coordinate the procedures in this policy with the SELPA of the discipline of any student with a disability or student who the Charter School or SELPA would be deemed to have knowledge that the student had a disability.

2. Services During Suspension

Students suspended for more than ten (10) school days in a school year shall continue to receive services so as to enable the student to continue to participate in the general education curriculum, although in another setting (which could constitute a change of placement and the student's IEP would reflect this change), and to progress toward meeting the goals set out in the child's IEP/504 Plan; and receive, as appropriate, a functional behavioral assessment and behavioral intervention services and modifications, that are designed to address the behavior violation so that it does not recur. These services may be provided in an interim alternative educational setting.

3. Procedural Safeguards/Manifestation Determination

Within ten (10) school days of a recommendation for expulsion or any decision to change the placement of a child with a disability because of a violation of a code of student conduct, the Charter School, the parent/guardian, and relevant members of the IEP/504 Team shall review all relevant information in the student's file, including the child's IEP/504 Plan, any teacher observations, and any relevant information provided by the parent/guardian to determine:

- a. If the conduct in question was caused by, or had a direct and substantial relationship to, the child's disability; or
- b. If the conduct in question was the direct result of the local educational agency's failure to implement the IEP/504 Plan.

If the Charter School, the parent/guardian, and relevant members of the IEP/504 Team determine that either of the above is applicable for the child, the conduct shall be determined to be a manifestation of the child's disability.

If the Charter School, the parent/guardian, and relevant members of the IEP/504 Team make the determination that the conduct was a manifestation of the child's disability, the IEP/504 Team shall:

- a. Conduct a functional behavioral assessment and implement a behavioral intervention plan for such child, provided that the Charter School had not conducted such assessment prior to such

determination before the behavior that resulted in a change in placement;

- b. If a behavioral intervention plan has been developed, review the behavioral intervention plan if the child already has such a behavioral intervention plan, and modify it, as necessary, to address the behavior; and
- c. Return the child to the placement from which the child was removed, unless the parent/guardian and the Charter School agree to a change of placement as part of the modification of the behavioral intervention plan.

If the Charter School, the parent/guardian, and relevant members of the IEP/504 team determine that the behavior was not a manifestation of the student's disability and that the conduct in question was not a direct result of the failure to implement the IEP/504 Plan, then the Charter School may apply the relevant disciplinary procedures to children with disabilities in the same manner and for the same duration as the procedures would be applied to students without disabilities.

4. Due Process Appeals

The parent/guardian of a child with a disability who disagrees with any decision regarding placement, or the manifestation determination, or the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, may request an expedited administrative hearing through the Special Education Unit of the Office of Administrative Hearings or by utilizing the dispute provisions of the 504 Policy and Procedures.

When an appeal relating to the placement of the student or the manifestation determination has been requested by either the parent/guardian or the Charter School, the student shall remain in the interim alternative educational setting pending the decision of the hearing officer in accordance with state and federal law, including 20 U.S.C. Section 1415(k), or until the expiration of the forty-five (45) day time period provided for in an interim alternative educational setting, unless the parent/guardian and the Charter School agree otherwise.

In accordance with 20 U.S.C. Section 1415(k)(3), if a parent/guardian disagrees with any decision regarding placement, or the manifestation determination, or if the Charter School believes that maintaining the current placement of the child is substantially likely to result in injury to the child or to others, the parent/guardian, or Charter School may request a hearing.

In such an appeal, a hearing officer may: (1) return a child with a disability to the placement from which the child was removed; or (2) order a change in placement of a child with a disability to an appropriate interim alternative educational setting for not more than 45 school days if the hearing officer determines that maintaining

the current placement of such child is substantially likely to result in injury to the child or to others.

5. Special Circumstances

Charter School personnel may consider any unique circumstances on a case-by-case basis when determining whether to order a change in placement for a child with a disability who violates a code of student conduct.

The Executive Director or designee may remove a student to an interim alternative educational setting for not more than forty-five (45) school days without regard to whether the behavior is determined to be a manifestation of the student's disability in cases where a student:

- a. Carries or possesses a weapon, as defined in 18 USC Section 930, to or at school, on school premises, or to or at a school function
- b. Knowingly possesses or uses illegal drugs, or sells or solicits the sale of a controlled substance, while at school, on school premises, or at a school function; or
- c. Has inflicted serious bodily injury, as defined by 20 USC Section 1415(k)(7)(D), upon a person while at school, on school premises, or at a school function.

6. Interim Alternative Educational Setting

The student's interim alternative educational setting shall be determined by the student's IEP/504 team.

7. Procedures for Students Not Yet Eligible for Special Education Services

A student who has not been identified as an individual with disabilities pursuant to IDEIA and who has violated the Charter School's disciplinary procedures may assert the procedural safeguards granted under this administrative regulation only if the Charter School had knowledge that the student was disabled before the behavior occurred.

The Charter School shall be deemed to have knowledge that the student had a disability if one of the following conditions exists:

- a. The parent/guardian has expressed concern in writing, or orally if the parent/guardian does not know how to write or has a disability that prevents a written statement, to Charter School supervisory or administrative personnel, or to one of the child's teachers, that the student is in need of special education or related services.
- b. The parent/guardian has requested an evaluation of the child.

- c. The child's teacher, or other Charter School personnel, has expressed specific concerns about a pattern of behavior demonstrated by the child, directly to Charter School supervisory personnel.

If the Charter School knew or should have known the student had a disability under any of the three (3) circumstances described above, the student may assert any of the protections available to IDEA-eligible children with disabilities, including the right to stay-put.

If the Charter School had no basis for knowledge of the student's disability, it shall proceed with the proposed discipline. The Charter School shall conduct an expedited evaluation if requested by the parents; however, the student shall remain in the education placement determined by the Charter School pending the results of the evaluation.

The Charter School shall not be deemed to have knowledge of that the student had a disability if the parent/guardian has not allowed an evaluation, refused services, or if the student has been evaluated and determined to not be eligible.

ELEMENT 11: EMPLOYEE RETIREMENT SYSTEMS

***Governing Law:** 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 — California Education Code Section 47605(c)(5)(K)*

The El Rancho Charter School staff will continue to participate in the State Teachers' Retirement System ("STRS"), or the Public Employees' Retirement System ("PERS"), and/or Federal Social Security, as appropriate.

ELEMENT 12: PUBLIC SCHOOL ATTENDANCE ALTERNATIVES

***Governing Law:** The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools. - Education Code Section 47605(c)(5)(L)*

No student within the District will be required to attend El Rancho Charter School. Students who reside within the District who choose not to attend the Charter School may attend school within the District according to District policy or at another school district or school within the District through the District's intra and inter-district transfer policies. Parents whose students do not attend El Rancho Charter School will be responsible for providing transportation to the alternate school. Enrollment and/or attendance at El Rancho shall not serve to grant any attendance rights to District schools and no student enrolled at El Rancho will have the right of admission to any of the schools or a particular school in the Orange Unified School District as a consequence of enrollment at El Rancho.

ELEMENT 13: EMPLOYEE RETURN RIGHTS

Governing Law: *The rights of an employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school. – Education Code Section 47605(c)(5)(M)*

The El Rancho Board shall comply with the provisions of all applicable employee collective bargaining agreements of the Orange Unified School District (OUSD). The District shall not require any District employee to work at El Rancho as an employee of El Rancho Charter.

The following provisions, subject to ratification between the OUSD Board of Education and exclusive representatives (OUEA/CSEA) and in addition to applicable collective bargaining agreements, shall apply to salaries and benefits at El Rancho. If specifically amended through agreements between the District and the appropriate exclusive representatives, El Rancho Charter School employees may continue to be covered through District sponsored health benefits programs. If El Rancho Charter School decides, at any time, to purchase its own health benefits, the benefits shall equal or exceed, in coverage and in employer contribution, those provided by the OUSD negotiated plan to District employees.

Although the El Rancho Charter Board reserves the right to increase or decrease salaries as it deems appropriate, salaries of El Rancho employees shall equal or exceed those provided by the OUSD/OUEA and OUSD/CSEA negotiated levels to District employees at all times.

Vacancies cannot be filled administratively by the District. As an example, a transferred teacher from a District site cannot be bumped into El Rancho without going through the school's regular process to fill vacancies.

El Rancho staff shall not be transferred to a District site or laid off by the District due to a District-wide reduction in force..

When a vacancy at El Rancho exists, any person meeting the minimum requirements, including temporary and probationary employees of the District, may apply for the vacant classified or certificated position. District staff will post the position and check for minimum requirements. The El Rancho Executive Director and an El Rancho selection committee will select a finalist from the applicants. And such name shall be forwarded to the District for personnel action and inclusion into the appropriate bargaining unit or employee status.

All staff choosing to work at the charter school does so with the understanding that they will adhere to the guidelines, philosophies, and vision set forth in the charter. All full and part-time staff shall have a full vote in any school-related matters.

All persons employed by the Charter School are employees of the Charter School. The Charter School shall have sole responsibility for employment, management, salary, benefits, and dismissal including layoff and discipline of its employees. In exercising these responsibilities, the Charter School will follow applicable provisions of the collective bargaining agreements. The Charter School employee handbook, employment contracts, and all other related documents shall expressly

provide that an individual hired by the Charter School is a Charter employee and attains no rights of employment with the District by virtue of their employment at the Charter School. The District is considered the public school employer of the employees at the Charter School solely for purposes of collective bargaining-

El Rancho bargaining unit employees may, by procedures developed between the bargaining unit members at the school and their respective unions, develop and ratify site-specific amendments unique to the educational needs of El Rancho. Such agreements shall be subject to approval by the Charter Board and the appropriate exclusive representative.

El Rancho shall not discriminate against any employee on the basis of ethnicity, religion, age, national origin, gender, sexual orientation or disability, nor on any other basis prohibited by law.

No rights or privileges are hereby waived. California laws regulating Charter schools and employees are not waived by this charter.

El Rancho Charter School employees, who became employed by the Charter School after June 30, 2002 and were employed by the District as a permanent employee immediately prior to that time, who now do not wish to work at El Rancho under the terms of this Charter, may request a voluntary transfer to a District site pursuant to the provisions of the applicable collective bargaining agreements. No individual hired by the Charter School after June 30, 2002 has transfer rights to any District site or position.

At the termination of the Charter all employees who were employed by OUSD prior to employment at the Charter school will be guaranteed return rights to OUSD under the OUSD transfer policy with restored seniority rights and step range placement as per total years of service in OUSD and the Charter. Employees hired by the Charter may apply for OUSD positions as inside candidates per the terms of the negotiated contract.

ELEMENT 14: DISPUTE RESOLUTION

Governing Law: *The procedures to be followed by the charter school and the chartering authority to resolve disputes relating to provisions of the charter. —California Education Code Section 47605(c)(5)(N)*

A. Disputes Arising From Within The School

The District shall promptly refer all disputes not related to a possible violation of the charter or law to the Charter School.

Disputes arising from within the school, including all disputes among and between students, staff, parents, volunteers, advisors, partner organizations, and charter board members of the school, shall be resolved pursuant to policies and processes of the charter school.

B. El Rancho - District Dispute Resolution Process

Step 1: The Charter Board Designee and Orange Unified School District Board of Education Superintendent or Designee shall meet to discuss dispute.

Step 2: Disputes relating to the provisions of this Charter between the Charter Board of El Rancho and the Orange Unified School District Superintendent shall be settled by the District Board of Education in accordance with the terms of this Charter, applicable California Codes and Regulations, and district employee collective bargaining agreements.

The District shall not intervene in any internal disputes without the consent of the Charter Board and shall refer any complaints or reports regarding such disputes to the Executive Director for resolution pursuant to the Charter School's policies. The District agrees not to intervene or become involved in the dispute unless the dispute has given the District reasonable cause to believe that a violation of this charter or related laws or agreements has occurred, or unless the Charter Board has requested the District to intervene in the dispute.

El Rancho Charter School policies and the dispute resolution process will be posted on the school's website.

If the governing board of the District believes it has cause to revoke this charter, the board agrees to notify the Charter Board of El Rancho Charter School in writing, noting the specific reasons for which the charter may be revoked and grant El Rancho Charter School reasonable time to respond to the notice and take appropriate corrective action.

The Orange Unified School District may inspect or observe any part of the school at any time. Inspection, observation, monitoring, and oversight activities may not be assigned or subcontracted to a third party by the Orange Unified School District Board of Education without the mutual consent of the Charter Board of El Rancho Charter School.

Additions or deletions of specific items can be made to the El Rancho Charter by a 51% vote of the El Rancho staff (all full-time and part-time charter employees are eligible to vote), majority

agreement of the Charter Board, and majority agreement of the Orange Unified School District Board of Education. Material revisions and amendments shall be made pursuant to the standards, criteria, and timelines in Education Code Section 47605.

ELEMENT 15: CLOSURE PROCEDURES

Governing Law: *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 charter school, including plans for disposing of any net assets and for the maintenance and transfer of pupil records.*

- Education Code Section 47605(c)(5)(O)

The following procedures shall apply in the event El Rancho Charter School closes (i.e., the Charter is revoked, or terminated). The following procedures apply regardless of the reason for closure. These procedures will not be invoked following a non-renewal or revocation by the District until El Rancho Charter School has exhausted all any applicable appeal rights before the County and State Boards of Education:

- Closure of the School will be documented by official action of the Charter Board. The action will identify the reason for the closure. The official action will also identify an entity and person or persons responsible for closure-related activities.
- The Charter School will promptly notify the District of the closure and of the effective date of the closure.
- The Charter School will ensure notification to the parents and students of the termination of the Charter.
- These notices will also include the name(s) of and contact information for the person(s) to whom reasonable inquiries may be made regarding the closure; the pupils' school districts of residence; and the manner in which parents/guardians may obtain copies of pupil records, including specific information on completed courses and credits that meet graduation requirements.

As soon as reasonably practical, the Charter School will prepare final financial records. The Charter School will also have an independent audit completed within six months after closure. The Charter School will pay for the final audit. The audit will be prepared by a qualified Certified Public Accountant selected by the Charter School and will be provided to the District promptly upon its completion. The final audit will include an accounting of all financial assets, including cash and accounts receivable and an inventory of property, equipment, and other items of material value, an accounting of the liabilities, including accounts payable and any reduction in apportionments as a result of audit findings or other investigations, loans, and unpaid staff compensation, and an assessment of the disposition of any restricted funds received by or due to the Charter School.

The Charter School will complete and file any annual reports required pursuant to Education Code section 47604.33.

On closure of the School, all assets and student records of the School will revert to the District. El Rancho shall follow all other closure procedures as required by the California Code of Regulations, Title 5, Section 11962.

On closure, the Charter School shall remain solely responsible for all liabilities arising from the operation of the Charter School.

MISCELLANEOUS CHARTER PROVISIONS

A. Operations

Additional information regarding El Rancho's operations, including but not limited to funding and facilities, are set forth in a separate Memorandum of Understanding ("MOU") with the District.

B. Term Of Charter

The term of this Charter shall be for seven years July 1, 2025, through and including June 30, 2032.

El Rancho's Governing Board may request that the District renew the Charter, and submit the necessary documentation for such renewal request. Such renewal request shall comply with the requirements of California Code of Regulations, title 5, section 11966.4, *et seq.*

Renewals and material revisions of charters are governed by the standard and criteria described in Section 47605, and shall include, but not be limited to, a reasonably comprehensive description of any new requirements of charter schools enacted into law after the charter was originally granted or last renewed.

C. Administrative Services

Governing Law: *The manner in which administrative services of the charter school are to be provided. Education Code Section 47605(h).*

El Rancho may contract with Orange Unified School District for the provision of business, administrative, and support services for El Rancho. Support services include, but are not limited to, Human Resources, budgets, payroll, accounts payable/receivable, attendance, student data, benefits, technology, risk management, health services, facilities, and procurement. In the event that any administrative services are to be purchased from the District by El Rancho, the specifics will be agreed to in a Memorandum of Understanding between El Rancho and District, or in another mutually agreeable written contract.

Should El Rancho assign any administrative functions to a third-party administrator, said administrator shall have experience providing back office services to California charter schools. The Executive Director, or designee, shall oversee the work of any such consultant. The consultant shall ensure that all reporting is submitted accurately and in a timely way, including all government financial reporting, attendance reporting, and payroll/benefits reporting.

D. Transportation

Transportation to/from home/school shall be provided to special education students whose transportation is mandated by their Individualized Education Plan and in accordance with the McKinney-Vento Homeless Education Assistance Act.

E. Impact On The District As Chartering Authority

Governing Law: *Potential civil liability effects, if any, upon the charter school and upon the school district. Education Code Section 47605(h).*

It is the intent of El Rancho to provide an additional educational opportunity to residents of District and surrounding school districts and counties.

El Rancho will work diligently with the District in meeting any and all oversight obligations under the law, including periodic and regular meetings, reporting, or other District-requested protocols to ensure the District shall not be liable for the operation of the Charter School. El Rancho and its employees shall institute appropriate risk management practices and health and safety policies and practices. El Rancho shall indemnify District for the actions of the Charter School under this charter in accordance with the requirements hereof.

F. Submittal Of Documents, Reports, And Information

El Rancho shall submit all documents, reports, and information to the District required by law, including, but not limited to, all reports required pursuant to Education Code section 47604.33.

On or before May 1 of each year, El Rancho shall submit to the District an approved school calendar establishing that El Rancho is complying with the required minimum number of school days and an approved bell scheduled to establish the number of instructional minutes being offered.

If a pupil who is subject to compulsory full-time education pursuant to Education Code section 48200 leaves the Charter School without graduating or completing the school year for any reason, El Rancho shall notify the superintendent of the District of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including a transcript of grades or report card, and health information.

G. Inspections And Information Exchange

El Rancho agrees to permit the District to inspect and receive copies of all records relating to the operation of El Rancho, including financial, personnel, and pupil records. El Rancho shall promptly comply with all such reasonable written requests and inquiries in accordance with Education Code Section 47604.3. The records of the Charter School are public records under the California Public Records Act. Furthermore, the District shall comply with the Public Records Act in responding to requests for information from the Charter School.

H. Oversight Costs

The District shall charge El Rancho for supervisory oversight of El Rancho up to any maximum permitted by law (currently described and limited in Education Code section 47613), as set forth in the MOU with the District. El Rancho acknowledges that the District's actual costs in conducting its oversight obligations will exceed the maximum percentage permitted by law and the District shall not be required to submit documentation of its actual oversight costs.

I. Governing Law and Construction

This Charter shall, in all respects, be governed by the laws of the State of California applicable to agreements executed and to be wholly performed within the State of California. Nothing contained herein shall be construed so as to require the commission of any act contrary to law.

CONCLUSION

By approving this charter renewal, the Orange Unified School District will be fulfilling the intent of the Charter Schools Act to increase learning opportunities for all pupils; create new professional opportunities for teachers; and provide parents and pupils with expanded choices in education and following the directive of law to encourage the creation of Charter Schools. The term of the charter renewal shall begin on July 1, 2025 and expire on June 30, 2032. Renewal of the charter shall be governed by the standards and criteria in Education Code Section 4760.