

THE **O** FARRELL CHARTER SCHOOL

AN AVID NATIONAL DEMONSTRATION SCHOOL



Board of Directors AGENDA February 9, 2015



Closed Session: 5:00 p.m. – 5:30 p.m.
Public Session: 5:30 p.m. – 7:00 p.m.

I. CALL TO ORDER

II. CLOSED SESSION

1. In accordance with Government Code Section 54957, the Board will meet in closed session to consider: **PERSONNEL MATTERS**
2. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: **REAL ESTATE MATTERS**
3. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: **SALARY AND HEALTH AND WELFARE MATTERS**

RECONVENE TO OPEN SESSION

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

IV. PLEDGE OF ALLEGIANCE

V. PRESENTATION

1. NCUST – Anne Mathews.....Page 5
2. High School Career Day – Brian Rainey
3. ASB – Middle School Students
4. Student Services by Academy – Dr. Dean.....Page 6
5. Ingenuity January Developments and February Focus

VI. PUBLIC COMMENT

Anyone may address the Board for up to three minutes on any item. The public commentary period preceding the formal agenda shall be limited to a total of 15 minutes. Please submit a "Request to Address the Board" slip to the Board chairperson. The Board Chair will call you forward at the appropriate time.

VII. APPROVAL OF AGENDA

Principal/Superintendent's Recommendation: Approve Agenda.

Moved by _____ Seconded by _____ Vote _____

VIII. DISCUSSION ITEMS

- 1. Principal/Superintendent AnnouncementsPage 13
- 2. Charter Vision Board ReportPage 14
- 3. Upcoming Charter Office Visit/Audit February 19, 2015 – 3 p.m. interview of 1-2 board members.
- 4. Update on LCAP – Dr. DeanPage 19
California’s new Local Control Funding Formula (LCFF) allows individual schools to create plans called Local Control Accountability Plans (LCAP), indicating how they intend to spend funds received from the state. The O’Farrell Charter School’s LCAP is posted online at www.ofarrellschool.org. As we work to update our new LCAP, O’Farrell seeks to involve parents and staff in the decision-making processes at our school.
- 5. Student Information System – Dr. Dean
- 6. Facilities Update– Dr. Dean

IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. **There will be no discussion of these items** prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

- 1. Approval of Minutes from the December 8, 2014 Board of Directors meetingPage 22
- 2. Approve/ratify recommended actions on the personnel activity listPage 25
- 3. Approve/ratify check registersPage 26

Principal/Superintendent’s Recommendation: Approve Consent Calendar.

Moved by _____ Seconded by _____ Vote _____

X. ACTION ITEMS

- 1. Amend changes/additions/deletions to the Staff Handbook.....Page 34

Principal/Superintendent’s Recommendation: Approve Action Item 1

Moved by _____ Seconded by _____ Vote _____

- 2. Approve the 2015-2016 Comprehensive Safety Plan.....Page 35

Principal/Superintendent’s Recommendation: Approve Action Item 2

Moved by _____ Seconded by _____ Vote _____

- 3. Approve the contract with Wilkinson Hadley King & Co., CPAs and Advisors, to audit the financial statements of the governmental activities and the business-type activities of O’Farrell Charter as of and for the year ending June 30, 2015 in the amount not to exceed \$6,800 for the audit and \$950 for the information returns.....Page 71

Principal/Superintendent’s Recommendation: Approve Action Item 3

Moved by _____ Seconded by _____ Vote _____

4. Approve the 2014-15 Consolidated Application Part Two.....**Page 72**

Principal/Superintendent's Recommendation: Approve Action Item 4

Moved by _____ Seconded by _____ Vote _____

5. Approve the purchase of 710 headsets to be used for testing for all students in the amount of \$19,865.84.....**Page 90**

Principal/Superintendent's Recommendation: Approve Action Item 5

Moved by _____ Seconded by _____ Vote _____

XI. ROUNDTABLE

XII. ADJOURNMENT

NOTICES

The next regular meeting of The O'Farrell Charter School Board of Directors will be March 9, 2015 at 5:30 p.m.

The O'Farrell Charter School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Jonathan Dean, Principal/Superintendent, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in The O'Farrell Charter School's open and public meetings. Please notify Jonathan Dean at (619) 263-3009, extension 2202 seventy-two (72) hours prior to disability accommodations being needed in order to participate in the meeting.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Principal/Superintendent at 6130 Skyline Drive, San Diego, CA 92114

Certification of Posting

I, Jonathan Dean, Principal/Superintendent, hereby certify that I posted this agenda on Thursday, February 5, 2015 at 3 p.m. When conducting a Teleconference Board of Directors meeting, all board members are required to post this agenda at their location.

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BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Presentation Item 1 - NCUST



National Center For Urban School Transformation (NCUST)

Tuesday, February 10, 2015

Visitation Agenda

	Personnel Involved	Location
7:45 a.m.	Superintendent interview (Dr. Jonathan Dean)	Library
8:00 a.m.	Administrators available for interviews: (Anne Mathews, Brian Rainey, Jill Andersen, Sam Pohaku)	Library
8:15 a.m.	Middle School electives/PE team meeting	Room 501
8:40 a.m.	High School English team meeting	Library
9:15 a.m.	6 th grade team meeting	Room 617
9:40 a.m.	High School Spanish team meeting	Library
10:25 a.m.	7 th grade team meeting	Room 616
10:55 a.m.	High School English team meeting	Library
11:30 a.m.	Lunch delivered for visitation team	Library
11:55 a.m.	High School History team meeting	Library
12:45 p.m.	8 th grade teacher meeting	Room 615
1:00 p.m.	Office staff (Sergio Padilla & Tien Bui) Family Support Services (Mary Skrabucha) High School Counselor (Janet G. & Moises B.)	Library
1:30 p.m.	High School Science teacher meeting	Library
1:30 p.m.	Student interviews (all grades)	Library
2:00 p.m.	Elementary teacher meeting (kinder, 2 nd grade, and 4 th grade)	Room 401
2:30 p.m.	High School Math team meeting	Library
2:30 p.m.	Parent interviews	Library

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Presentation Item 4

The O'Farrell Charter School: Elementary Academy
Student Programs, supports, and activities

Activity	Grade Levels	Date/Time
Financial Literacy Classes (12 sessions – once a week)	3 rd and 5 th	Wednesdays at 11:00 am
Falcon Club (after school tutoring)	3 rd – 5 th grade	Every day 2:40-3:40
Club Del Sol (for ELL students)	2 nd – 5 th grade	Every day 2:40-3:40
Wednesday Academy (tutoring)	3 rd – 5 th grade	Wednesdays 12:30-3:30
Saturday School (homework/classwork help)	2 nd -5 th grade	Saturdays 8:00-11:00
Field Trip to down town library	1 st grade	annually
Field trip to Mission Basilica De Alcala	4 th grade	annually
Field trip to Lego Land	5 th grade	annually
Field trip to Living Coast	1 st grade	annually
Field trip to Chula Vista Nature Center	3 rd grade	annually
Field trip to college	3 rd grade	annually
Field trip to Midway or Coast Guard Base	5 th grade	annually
Field trip to the ballet	4 th grade	annually
Field trip to Zoo for Dr. Zoolittle presentation	2 nd grade	annually
Field trip to farm	2 nd grade	annually
Field trip to pumpkin patch	Kinder/YOK	annually
Field trip to children's museum downtown	Kinder/YOK	annually
Literacy week: literacy presentations from various community members including the San Diego Symphony, Living Coast, Kaiser, Sea World, etc.	YOK – 5 th grade	Annually – first week of March
Spirit Week: activities to inspire students and involve parents each day of the week! (ex: parent breakfast, book swap, pajama day, pay it forward day, etc)	YOK – 5 th grade	2 weeks per year – November and April
Literacy Night	YOK – 5 th grade	November 14
Harvest Festival	YOK – 5 th grade	October 31
Falcon Run	YOK – 5 th grade	April and June

Olympics and International Day	YOK - 5 th grade	April
Extended day: enrichment and academic activities	YOK - 8 th grade	Daily to 6:00
Morning program (homework help, enrichment, academic games and support)	YOK - 5 th grade	Daily 6:30 am - 7:20 am
Literacy presentation by Kaiser	Kinder - 2 nd grade	December
Water Conservation magic show	Kinder - 5 th grade	May
Mobile Science lab and Splash Van (SDCOE)	4 th & 5 th grade	May
Character Counts presentation by Kaiser	3 rd - 5 th grade	December
ASB	2 nd - 5 th grade	All year
After school Kendama club	Kinder - 5 th grade	Mondays 2:40-3:40
After school music ensemble	1 st - 5 th grade	Tuesdays/Thursdays 2:40-3:40
Student of the month awards assembly	YOK - 5 th grade	Last Friday of each month
Accelerated reading achievement awards ceremony	2 nd - 5 th grade	Last Friday every other month
Honor Roll/Dean's List Awards night	Kinder - 5 th grade	February 18
Parent Education Nights (history, math, science, and language arts)	YOK - 5 th grade	4 times each year
Open House with spaghetti dinner	YOK - 5 th grade	March
Parent Day (games, food, etc.)	All grades	May
Music Concert	YOK - 5 th grade	December and March
Rosetta Stone, ST Math, Accelerated Reading, Accelerated Math, Reading Eggs, Reading A-Z (online curriculum and common core supplements)	Kinder - 5 th grade (each grade uses a particular program)	All year
Prizes for reaching accelerated reading goals (1 Kindle per class awarded yearly and lesser prizes awarded every 6 weeks)	2 nd - 5 th grade	Every 6 weeks, June

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Presentation Item 4

Middle School Academy Extracurricular Activities

After School Clubs: Extracurricular activities on various topics that meet one day a week after school (listed below.)

MESA-Partnered with SDSU's College of Engineering, the MESA program's goal is to encourage students to pursue educational careers in engineering, math, and science through fun, hands-on projects and other college awareness activities that promote STEM (Science, Technology, Engineering and Math) college and career pathways.

Fusion Club-Partnered with the Talent Search program at SDSU, this club was created to cultivate a new generation of STEM explorers through leadership development, career exploration and experiential learning.

Rooftop Bible Club-This club meets on Wednesday after school with guest speakers from a local church. This is a student led bible study session.

Challenge Accepted Club-The club meets on Wednesday before school to allow students a chance to work out and learn about fitness, diet and proper work-out routines for core strength and conditioning.

Steps of Success-The club is led by a teacher who is a former SOS member. It focuses on setting goals and overcoming challenges that middle school students may face.

Literature Club-The literature club reads poems, novels, short stories and plays together, in addition to directing performances of some of their readings.

Ukulele Club-The ukulele club provides students the opportunity to share their love of the ukulele while improving their musical skills. The group took part in our annual winter music concert with our music classes.

Peer Tutors-This VOLUNTARY group meets two days a week with peer tutors who work with students in need of extra assistance in math.

Sports: The O'Farrell sports department offers a variety of after-school, league sports for middle school students throughout the year. These include basketball, soccer, flag football and volleyball.

Music: Zero period choir is offered for all students who want to join.

Field Trips

AVID-Two college/university campus tours per year

Grade Levels-Two fields trips per year. One is educational and related to content standards during the school year, the second is for enrichment purposes in the spring after testing

Middle School Academy-Academic Supports

Homework Club: After school class for one hour four days a week. The class is for any student in need of a space and support from a credentialed teacher to complete their homework.

Club del Sol: After school class for one hour, four days a week, specific to second language learners to receive more support and follow up teaching related to the curriculum in their core classes. The class is led by one of our bilingual aides.

Wednesday Academy: A two-hour class offered once a week with support from the bilingual aides, on specific online support programs for students in math and language arts.

Rosetta Stone: Select second language students who work on learning English using Rosetta Stone during the daily skills class. These are for students who are new to English, usually in their first year or two of enrollment.

Spelling Bee: An annual academic competition for that supports spelling fluency. The winner moves on to the county spelling bee.

Saturday School: A voluntary class offered on Saturday mornings for students to receive academic support from a credentialed teacher.

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Presentation Item 4

High School Services and Activities

Social/Emotional

- Freshmen Retreat
- Group Counseling
- Individual Counseling
- Mediations
- Community Service Coordination
- Foster Youth Services

Academic

- Transcript reviews
- College counseling
- A-G Review and counseling
- Career Assessments
- Optional Tutoring in every subject
- Mandatory Tutoring in every subject
- Student Support Teams
- College tutors
- Awards Ceremonies (college ready, cum laude, magna cum laude, suma cum laude, perfect attendance)
- Club Del Sol
- EL Aides
- SPED Aides

College

- College trips for each grade level each year (UC, CSU, Private)
- Homebase lessons
- PSAT - free
- SAT - free
- CAPPEX
- Naviance
- Financial Aid training with parents
- UC Doorways training with parents and students
- Big Future training
- College Application training
- Scholarship Search

Basic Needs

- Household items
- Holiday Food Program
- Uniform Assistance
- Bus Passes
- McKinney Vento/Homeless Aid

Other

- Work Permits
- ASB
- Dances
- Sports (Boys and girls volleyball, cross country, soccer, basketball, track and field)
- DIVE (after school program – clubs, physical activities, and tutoring, field trips)
- Dodgeball Tournament
- Turkey Trot
- Welcome Back Luau
- Club Rush
- Spirit Week
- Fall Play
- Spring Musical
- Air Band Competition
- MESA competitions

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Presentation Item 5

Ingenuity Charter School January Developments:

- Filed for CDE/CDS codes
- Created timeline for A-G submissions and WASC accreditation
- **Aubrey King**- Ingenuity's auditor Approved Electronic MA's/Contemp logs, and Work Samples
- Visiting local Independent Study Charter schools to gather information on SIS, curriculum, etc.
 - Diego Hills - River Valley -Classical Academy -Coronado Pathways -Coleman

Tech

- Resources Center- Permitting- working with SD City Senior Planner
- Demo of Edgenuity curriculum and LMS
- Research and Demos of Student Information Systems for IS Powerschool/Pathways/Jupiter/Illuminate/PROMIS
- Curriculum Research and alignment with Edgenuity
- Developing Multi-track calendar that will enable Ingenuity to collect ADA year round
- Contracted for branding
- Website Development
- CALPads training
- Technology and furnishings research

February Focus

PCSGP February 9th in Anaheim

Learning Styles Survey Research- Naviance

Develop marketing materials

Independent Study and parent handbook constructed for board review and approval

Contract with SIS

Contract with Edgenuity

Create technology plan for each Student Resource Center

Begin floor plan/remodel sketches

Website updates and link to O'Farrell website

Create staffing plan

Develop electronic school registration

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: February 9, 2015
Discussion Item 1
Principal/Superintendent Announcements

Student Demographics in PowerSchool as of February 3, 2015:

Ethnicity	YOK/K	1	2	3	4	5	6	7	8	9	10	11	T
American Indian or Alaska Native	0	0	0	0	0	0	0	1	0	0	0	0	1
Asian	8	5	2	8	11	7	49	50	51	31	30	26	278
Native Hawaiian/Other Pac Islander	2	0	0	0	0	0	1	3	0	0	0	2	8
Black or African American	12	11	13	10	12	18	44	46	48	25	18	20	277
White	3	1	0	0	1	1	3	4	0	4	0	1	18
Hispanic/Latino	38	26	34	29	29	29	146	115	138	93	50	43	770
Two or More Race Categories	3	3	1	2	4	4	15	14	12	4	2	3	67
Unspecified	0	0	0	0	0	0	0	1	1	0	0	0	2
Totals	66	46	50	49	57	59	258	234	250	157	100	95	1421

College and Career Exploration Fair

This year The O'Farrell Charter School will host two separate College and Career Exploration Fairs: Wednesday, February 11, 2015, 8:00-11:30 am and Wednesday, March 4, 2015, 8:45-11:30 am. The goal of this school-wide College and Career Exploration Fair is to help increase the exposure of diverse professional careers and the advanced educational pathways needed to obtain such careers. Prior to the fair, all OCS students will complete a career interest survey. The Myers-Briggs-like career survey will help students identify their current attributes and possible career fields. Professionals from the fields of engineering, forensics, medical, graphic and gaming design, computer programming, social services, and education are a few the labor sectors confirmed to attend. Representatives from post-secondary institutions, University of San Diego, University of California San Diego, Point Loma Nazarene, and San Diego State University will also be present.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: February 9, 2015
Discussion Item 2
Charter Vision Board Report

For the period beginning in July 1, 2013 through January 31, 2015



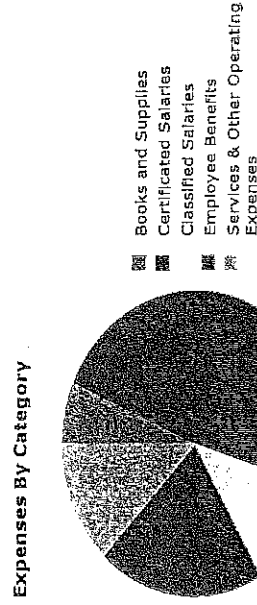
Revenue By Category

800	Revenue Limit	\$4,215,248.00	85.88%
820	Federal Revenue	\$242,744.00	4.95%
840	Other State Revenue	\$244,654.83	4.98%
870	Local Revenue	\$205,919.13	4.20%
	Total:	\$4,908,565.96	



Expenses By Category

100	Certificated Salaries	\$2,066,603.91	48.27%
200	Classified Salaries	\$504,576.70	11.79%
300	Employee Benefits	\$871,258.54	20.35%
400	Books and Supplies	\$281,706.16	6.58%
500	Services & Other Operating Expenses	\$557,328.76	13.02%
	Total:	\$4,281,474.07	



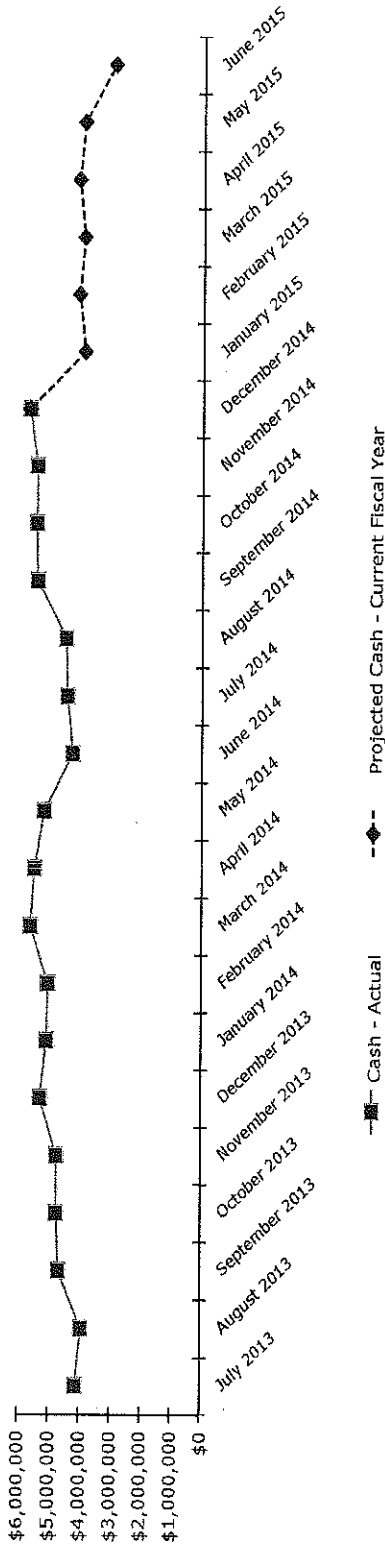
Liquidity Ratio	
Assets	
Current Assets	
Cash	\$5,665,195
Accounts Receivables	\$60,964
Prepaid Expenses	\$8,551
Other Current Assets	\$4,163
Total Current Assets	\$5,738,873
Fixed Assets	
Land	\$89,935
Buildings and Improvements	\$48,311
Computer Equipment	\$30,173
Furniture and Fixtures	\$31,405
Construction in Progress	\$1,838,845
Transportation Equipment	\$46,141
Accumulated Depreciation	(\$102,447)
Total Fixed Assets	\$1,982,364
Other Assets	\$0
Total Assets	\$7,721,237
Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	\$18,937
Accrued Salaries, Payroll Taxes, Postemployment Benefits	\$2
Deposits held on behalf of other employees	\$178,379
Total Current Liabilities	\$197,318
Long Term Liabilities	
Total Long Term Liabilities	\$0
Total Liabilities	\$197,318
Net Assets	
Restricted Net Assets	\$245,284
Unrestricted Net Assets	\$6,651,543
Profit/Loss YTD	\$627,092
Total Net Assets	\$7,523,919
OT	
Total Liabilities and Net Assets	\$7,721,237



YTD Actual to Budget Summary

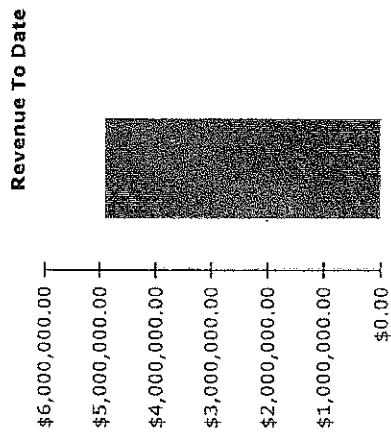
	July - December		2014 - 2015	
Revenue Limit	\$4,215,248	\$4,215,249	(\$1)	\$10,539,008
Federal Revenue	\$242,744	\$261,481	(\$18,737)	\$507,939
Other State Revenue	\$244,655	\$242,105	\$2,550	\$408,150
Local Revenue	\$205,919	\$303,270	(\$97,351)	\$962,549
Total Revenue	\$4,908,566	\$5,022,105	(\$113,539)	\$12,417,646
Certificated Salaries	\$2,066,604	\$2,082,404	\$15,800	\$5,130,908
Classified Salaries	\$504,577	\$512,513	\$7,936	\$1,141,757
Employee Benefits	\$871,259	\$874,935	\$3,676	\$1,827,993
Total Personnel Expenses	\$3,442,439	\$3,469,852	\$27,413	\$8,100,658
Books and Supplies	\$281,706	\$291,944	\$10,238	\$750,217
Services & Other Operating Expenses	\$557,329	\$572,007	\$14,678	\$1,621,614
Capital Outlay	-	-	-	-
Other Outgo	-	-	-	-
Total Operational Expenses	\$839,035	\$863,951	\$24,916	\$2,371,831
Total Expenses	\$4,281,474	\$4,333,803	\$52,329	\$10,472,489
Net Income	\$627,092	\$688,302	(\$61,210)	\$1,945,157
				\$1,430,359

Monthly Book Balance Over Time

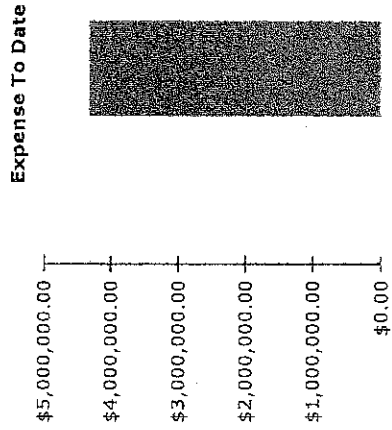


Month	Cash Amount	Actual or Projected
July 2013	\$4,117,862.72	Actual
August 2013	\$3,935,026.43	Actual
September 2013	\$4,671,615.83	Actual
October 2013	\$4,747,422.71	Actual
November 2013	\$4,757,424.86	Actual
December 2013	\$5,283,491.78	Actual
January 2014	\$5,079,742.49	Actual
February 2014	\$5,043,357.78	Actual
March 2014	\$5,601,966.75	Actual
April 2014	\$5,480,905.49	Actual
May 2014	\$5,169,834.77	Actual
June 2014	\$4,262,967.39	Actual
July 2014	\$4,434,927.59	Actual
August 2014	\$4,479,387.83	Actual
September 2014	\$5,404,768.75	Actual
October 2014	\$5,437,952.47	Actual
November 2014	\$5,429,737.96	Actual
December 2014	\$5,665,195.13	Actual
January 2015	\$3,920,000.00	Projected
February 2015	\$4,110,000.00	Projected
March 2015	\$3,950,000.00	Projected
April 2015	\$4,125,000.00	Projected
May 2015	\$3,950,150.00	Projected
June 2015	\$2,950,150.00	Projected

Book Balance: \$5,665,195



Revenue \$4,908,566
Budget \$5,022,105
Revenue To Budget 98 %



Expense \$4,281,474
Budget \$4,333,803
Expense To Budget 99 %

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: June 9, 2014

Discussion Item 4

RECOMMENDATION: Update on the three-year (LCAP) Local Control and Accountability Plan.

BACKGROUND INFORMATION:

As part of the Local Control Funding Formula (LCFF), school districts, county offices of education and charter schools must develop, adopt, and annually update a three-year Local Control and Accountability Plan (LCAP), beginning on July 1, 2014.

CURRENT INFORMATION:

The LCAP is required to identify annual goals, specific actions, and measure progress for student subgroups across multiple performance indicators, including student academic achievement, school climate, student access to a broad curriculum, and parent engagement.

School districts and charter schools are required to obtain parent and public input in developing, revising and updating LCAPs.

The academic priorities must be aligned to O'Farrell's spending plan. The Board of Directors must first approve the LCAP before adopting the annual budget.

Charter school LCAPs will be reviewed by the chartering authority. County Offices of Education's are required to provide technical assistance when they disapprove an LCAP.

The state Superintendent of Public Instruction may intervene if a school district or charter school fails to show improvement across multiple subgroups in three out of four consecutive years.

ADDITIONAL INFORMATION:

See attached Timeline.

2014-15 Locally Controlled Accountability Plan (LCAP) Timeline

January-April, 2015	<ul style="list-style-type: none"> • OCS facilitates engagement of school staff, parents, and students through online survey.
February 2015	<ul style="list-style-type: none"> • LCAP leadership committee meets and confers with Charter School Management Corporation (CSMC) regarding 2014-15 LCFF budget. • OCS School Board conducts public meeting to discuss LCAP, annual update, and 8 priority areas. • OCS engages to English Language Advisory Committee on LCAP annual update • OCS facilitates school staff input and provides professional development on the 8 LCAP priorities of LCAP. Staff reviews annual progress on student achievement • OCS Teachers meet with parents of academically at-risk students to conduct Supportive Learning Plans (SLPs). Parents and students are offered additional venue to provide input on LCAP and areas of need.
March 2015	<ul style="list-style-type: none"> • OCS engages County child welfare agency, Foster youth and kinship organizations, and foster youth parents through Southeastern Collaborative meeting. • OCS presents 2014-15 LCAP initial findings to advisory ELAC, SSO and PTO committees. Committees provide additional feedback on findings • OCS leadership team meets analyzes findings and from stakeholder meetings and online surveys. • OCS meets and confers with CSMC to share findings and initial draft of 2014-15 LCAP.
April 2015	<ul style="list-style-type: none"> • OCS shares initial draft of 2014-15 LCAP with school staff. • OCS shares initial advisory ELAC, PTO, SSO, committees
May 2015	<ul style="list-style-type: none"> • OCS holds public hearing to discuss 2014-15 LCAP draft. • OCS presents initial draft of LCAP to advisory committees (SSC & PTO). Public is provided additional venue to offer input and feedback. • OCS School Board Adopts 2014-15 LCAP. • OCS submits 2014-15 LCAP to San Diego Unified School District Board.

2013-14 LCAP: How OCS met the 8 State Priorities

Category A: Conditions of Learning	
<p>PRIORITY 1: <i>Basic</i></p>	<p>Degree to which teachers are appropriately assigned and fully credentialed in the subject areas and for the pupils they are teaching; pupils have access to standards-aligned instructional materials and school facilities are maintained in good repair.</p> <ul style="list-style-type: none"> • Appropriate teacher assignment (e.g. HQT report) • Sufficient instructional materials • Facilities in good repair
<p>PRIORITY 2: <i>Implementation of State Standards</i></p>	<p>Implementation of academic content and performance standards adopted by the state board for all pupils.</p> <ul style="list-style-type: none"> • Staff common core state standards training • Adoption of common core aligned textbooks
<p>PRIORITY 7: <i>Course Access</i></p>	<p>Pupil enrollment in a broad course of study that includes all of the subject areas.</p> <ul style="list-style-type: none"> • All students in HS enrolled in A-G curriculum • Additional Advanced Placement Courses (Biology, Calculus, US History, English)
Category B: Pupil Outcomes	
<p>PRIORITY 4: <i>Pupil Achievement</i></p>	<p>Performance on standardized tests, score on Academic Performance Index, English learners that become English proficient, English learner reclassification rate, pupils that pass Advanced Placement exams with a 3 or higher, prepared for college by the Early Assessment Program (11th).</p> <ul style="list-style-type: none"> • Reduction in class size • Supplemental College Board Spring Board curriculum • NWEA maps assessment • Strategy of the month staff professional development • Hired a program coordinator instruction/curriculum coach (L.Wong) • Two additional English Language Learner aides • PSAT (all 10th) • Skills and strategies intervention class
<p>PRIORITY 8: <i>Other Pupil Outcomes</i></p>	<p>Pupil outcomes in the subject areas. (e.g. English, Mathematics, Social Science, Science, Visual & Performing Arts, Health, Physical Education, Career & Technical Education, and other.)</p> <ul style="list-style-type: none"> • Addition of technology equipment • Expanded Professional development -Next Generation Science Standards/Stem/AVID/AP summer institute/Charter School Conference, etc.)
Category C: Engagement	
<p>PRIORITY 3: <i>Parental Involvement</i></p>	<p>Efforts to seek parent input in decision making, promotion of parent participation in programs for unduplicated pupils and special need subgroups.</p> <ul style="list-style-type: none"> • Fall Parent Night/Spring Open House • California Healthy Kids Survey • Newsletter/Increased parent communication through use of technology • ELAC/PTO/SSC
<p>PRIORITY 5: <i>Pupil Engagement</i></p>	<p>School attendance rates, chronic absenteeism rates, middle school dropout rates, high school dropout rates, and high school graduation rates.</p> <ul style="list-style-type: none"> • SAY San Diego • Additional School Counselor • Summer school • Cont. Supplemental Educational Tutoring Services
<p>PRIORITY 6: <i>School Climate</i></p>	<p>Pupil suspension rates, pupil expulsion rates, other local measures including surveys of pupils, and parents and teachers on the sense of safety and school connectedness. Decrease in suspensions</p> <ul style="list-style-type: none"> • New online discipline monitoring system • Reduced suspensions

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: January 12, 2014

Consent Calendar Item 1

RECOMMENDATION: Approve the Minutes from the December 8, 2014 Board of Directors meeting.

Minutes

December 8, 2014

Members Present: Christian Scott, Linda Logan (left 7:03 p.m.), Delano Jones, Agnés Barrelet, Tim Katzman (arrived 6:15 p.m.), Salvador Rivera (arrived 6:35 p.m.), Shar Dela Cruz

Members Absent: None

Guests: Jill Andersen, Anne Mathews, Brian Rainey, Candace Austin, Eileen Logue

I. CALL TO ORDER

Christian Scott called open session to order at 5:14 p.m.

II. CLOSED SESSION

Christian Scott called closed session to order at 5:15 p.m.

1. In accordance with Government Code Section 54957, the Board will meet in closed session to consider: **PERSONNEL MATTERS**
2. In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: **REAL ESTATE MATTERS**
3. In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: **SALARY AND HEALTH AND WELFARE MATTERS**

RECONVENE TO OPEN SESSION

Christian Scott reconvened to open session at 5:55 p.m.

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

No action taken

IV. PLEDGE OF ALLEGIANCE

V. PRESENTATION

1. Anne Mathews – Literary Night
2. Anne Mathews – NCUSP Application
3. Dr. Dean and Mr. Rainey – High School Update
4. AVID Visit Review – Jill Andersen

VI. PUBLIC COMMENT

None

VII. APPROVAL OF AGENDA

Approved with decision to pull Consent Item 5 and add as Action Item 7. Christian Scott moved and Delano Jones seconded. Motion carried 5-0-0.

Ayes: Scott, Jones, Logan, Barrelet, Dela Cruz

Nays: None

Abstain: None

Absent: Katzman, Rivera

VIII. DISCUSSION ITEMS

1. Principal/Superintendent Announcements

Dr. Dean went over the demographics, students on track to graduate, A-G requirements. Stated that he is appealing the ruling on the PCSCP grant award. Should have received \$375,000 in its entirety. Should know by Monday.

2. Charter Vision Board Reports

IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

1. **Approval of Minutes from the October 6, 2014 Board of Directors**
2. **Approve/ratify recommended actions on the personnel activity list**
3. **Approve/ratify check registers**
4. **Approve the application for a gas station/fleet credit card with a \$5,000 line of credit that would enable our staff to fuel the school bus and school van.**
5. **Authorize Dr. Jonathan Dean to negotiate a lease with Jacobs Center for a school site for Ingenuity Charter School. Pulled and put on as an action item**
6. **Approve the Memorandum of Understanding (MOU) between King Chavez Neighborhood of Schools and The O'Farrell Charter Schools to partner in the usage of school buses and school bus drivers for the transportation of students and school employees on school sponsored events.**

Approved with changes. Delano Jones moved and Shar Dela Cruz seconded. Motion carried 5-0-0.

Ayes: Scott, Logan, Barrelet, Dela Cruz, Jones

Nays: None

Abstain: None

Absent: Katzman, Rivera

X. ACTION ITEMS

1. Approve the June 30, 2014 Audit Report and its Findings

Approved. Delano Jones moved and Linda Logan seconded. Motion carried 7-0-0.

Ayes: Scott, Katzman, Jones, Logan, Barrelet, Rivera, Dela Cruz

Nays: None

Abstain: None

Absent: None

2. Approve the Positive Certification and Budget Revisions for the First Interim Financial Report for October 31, 2014.

Approved. Linda Logan moved and Agnes Barrelet seconded. Motion carried 6-0-0.

Ayes: Scott, Jones, Logan, Barrelet, Katzman, Dela Cruz

Nays: None

Abstain: None

Absent: Rivera

3. Ratify adjustments to the 2014-2015 budget.

Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 6-0-0.

Ayes: Scott, Katzman, Jones, Logan, Barrelet, Dela Cruz

Nays: None

Abstain: None

Absent: Rivera

- ~~4. Approve the renewal term for Christian Scott to remain a member of the Board of Directors in the role as Chair for another two years, 2014-2016.~~
Approved. Salvador Rivera moved and Tim Katzman seconded. Motion carried 7-0-0.
Ayes: Scott, Katzman, Jones, Barrelet, Rivera, Dela Cruz
Nays: None
Abstain: None
Absent: Logan
5. Approve the renewal term for Timothy Katzman to remain a member of the Board of Directors in the role as Vice Chair for another two years, 2014-2016.
Approved. Christian Scott moved and Salvador Rivera seconded. Motion carried 6-0-0.
Ayes: Scott, Katzman, Jones, Barrelet, Rivera, Dela Cruz
Nays: None
Abstain: None
Absent: Logan
6. Approve the renewal term for Delano Jones to remain a member of the Board of Directors in the role as Secretary for another two years, 2014-2016.
Approved. Christian Scott moved and Tim Katzman seconded. Motion carried 6-0-0.
Ayes: Scott, Katzman, Jones, Barrelet, Rivera, Dela Cruz
Nays: None
Abstain: None
Absent: Logan
7. Authorize Dr. Jonathan Dean to negotiate and enter into a lease with Jacobs Center for a school site for Ingenuity Charter School under the following conditions:
1. Must have prior city approval.
2. Must have prior district approval.
Approved. Tim Katzman moved and Agnes Barrelet seconded. Motion carried 7-0-0.
Ayes: Scott, Katzman, Jones, Barrelet, Rivera, Dela Cruz, Logan
Nays: None
Abstain: None
Absent: None

RECONVENED TO SECOND CLOSED SESSION

Christian Scott reconvened to closed session at 6:47 p.m.

RECONVENED TO SECOND OPEN SESSION

Christian Scott reconvened to open session at 7:03 p.m.

ACTION ITEMS CONSIDERED IN SECOND CLOSED SESSION

No action taken

XI. ROUNDTABLE

Candace Austin reminded the board members how important it is to reply to her emails letting her know that they have received their agenda.

XII. ADJOURNMENT – 7:30 p.m.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: February 9, 2015
Consent Calendar Item 2

RECOMMENDATION: Approve/Ratify Personnel Activity List

NEW HIRES

Diaz, John	Special Education Assistant -- first grade	January 12, 2015
Mota, Jacqueline	Changed position Extended Day Program ASSETS to Special Education Assistant Middle	January 12, 2015
Parchejo, Karmina	Changed position Extended Day Program Aide to Classroom Assistant Kindergarten	January 5, 2015
Jasmin, Ruisselle	Extended Day Program Aide	January 21, 2015
Moreland, Channing	Extended Day Program Aide	January 30, 2015
Pizza, Alexa	Extended Day Program Aide	January 16, 2015

RESIGNATION/NON-RENEWAL

Dort, Melanie	Special Education Assistant	January 23, 2015
Navarro, Jessica	Special Education Assistant	December 19, 2014
Padilla, Gabriel	Three-hour Custodian	January 7, 2015
Van Houten, Jon	Boys P.E. Aide	January 9, 2015

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Consent Calendar Item 3

RECOMMENDATION: Ratify Monthly Check Registers

General Account				
<u>Check #</u>	<u>Date</u>	<u>Vendor Name</u>	<u>Transaction Description</u>	<u>Check Amount</u>
1110		VOIDED		
1111	12/4/14	San Diego County Recorder Clerk	Fictitious business name filing fee for Ingenuity	\$50.00
1112	12/8/14	El Cajon Print	Board member nameplate	\$58.86
1113	12/11/14	Fletcher Hills Printing	Referral forms, uniform violations forms, envelopes	\$1,234.76
1114	12/16/14	Jose's Mobil	PMI inspection for school bus	\$105.00
1115	12/16/14	USS Midway	Entry fees for high school fieldtrip	\$540.00
1116	12/23/14	Nicole Hardin	Reimbursement: pizza for extended day event	\$202.32
1117	12/23/14	Chula Vista Boys Basketball	Entry fee for basketball tournament wk of 12/23	\$395.00
1118	12/23/14	Jackie Robinson YMCA	Fee for use of facility for after school athletic programs	\$1150.00
1119		VOIDED		
1120	1/9/15	San Diego County Music Exchange	Musical instrument repairs	\$125.83
1121	1/14/15	A1 Golf Cars	Cart for custodial	\$8,454.49
1122	1/14/15	San Diego County Music Exchange	Musical instrument maintenance and instrument repair	\$1,300.22

O'Farrell Charter School

Check Register 7/1/2014 through 1/30/2015

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced Amount
10002358	10/29/2014	Sharp Health Plan	Cleared	\$61,235.50	3403-020-03-200	Health & Welfare Benefits	Nov 2014 Health Ins - Title III	\$535.74
					3403-020-65-200	Health & Welfare Benefits	Nov 2014 Health Ins - SPED	\$3,875.18
					3403-020-61-200	Health & Welfare Benefits	Nov 2014 Health Ins - ASES	\$178.58
					3403-020-62-200	Health & Welfare Benefits	Nov 2014 Health Ins - ASSETS	\$178.58
					3403-020-01-200	Health & Welfare Benefits	Nov 2014 Health Ins - Title 1	\$3,812.75
					3403-020-00-200	Health & Welfare Benefits	Nov 2014 Health Ins	\$52,654.67
10002359	10/29/2014	Southwest School & Office Supply	Cleared	\$46.01	4300-020-00-200	Materials and Supplies	Pink Copy Paper	\$46.01
10002360	10/29/2014	San Diego County Music Exchange	Cleared	\$729.62	5610-020-00-602	Equipment Repair	Music Instrument Repairs	\$729.62
10002361	10/29/2014	TCR Services	Cleared	\$81.00	5605-020-00-200	Equipment Rental/Lease Expense	Card Replacement for Site Printer	\$81.00
10002362	10/29/2014	Upbeat Site Furnishings	Cleared	\$7,274.50	4400-020-00-200	Noncapitalized Equipment	Outdoor Lunch Tables Qty 6	\$7,274.50
10002363	10/29/2014	Summer Valentine	Cleared	\$57.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Referee Fee for 10/9/14 Volleyball Game	\$57.00
10002364	10/29/2014	Waxie Sanitary Supply	Cleared	\$197.08	4300-020-00-200	Materials and Supplies	Sheila Shine Liquid for Site Yr 14-15	\$197.08
10002365	10/29/2014	Elizabeth Wong	Cleared	\$29.98	4300-020-00-600	Materials and Supplies	REIMB for Bagles for AVID Visit	\$29.98
10002366	10/29/2014	Ward's Science	Cleared	\$116.67	4315-020-00-809	Classroom Materials and Supplies	Phenolph Agar For HS AP Bio Lab	\$116.67
10002367	10/29/2014	Sheryl Yeagar	Cleared	\$58.90	4300-020-00-204	Materials and Supplies	REIMB for Water	\$58.90
10002368	10/31/2014	Christina Puentes	Cleared	\$50.50	5900-020-00-000	Communications (Tele., Internet, Copies, Postage, Messenger)	REIMB for FED EX to Mail out Grant	\$50.50
10002369	11/3/2014	Public Employee Retirement System	Cleared	\$18,560.18	9504-020-000	Accrued PERS	OCTOBER 2014 PERS	\$18,560.18
10002370	11/3/2014	State Teachers Retirement System	Cleared	\$79,134.83	9503-020-000	Accrued STRS	OCTOBER 2014 STRS	\$79,134.83
10002371		VOIDED						
10002372	11/3/2014	Stephen Jackson		\$702.59				
10002373	11/5/2014	IS Printing, Inc.	Cleared	\$360.00	4300-020-00-800	Materials and Supplies	1200 8 pg schl newspaper	\$360.00
10002374	11/5/2014	Jose's Mobil	Cleared	\$442.79	5610-020-00-000	Equipment Repair	10/25-30/2014 Perform PMI	\$442.79

10002375	11/5/2014	Office Depot	Cleared	\$2,264.99	4400-020-00-400	Noncapitalized Equipment	Easels for Elem qty 3	\$520.47
					4400-020-00-000	Noncapitalized Equipment	Floor Fan for Classrooms qty 4	\$329.31
					4300-020-00-200	Materials and Supplies	Coffee for Mtngs	\$11.99
					4300-020-00-200	Materials and Supplies	Coffee & Water Admin/Parent Mtngs	\$59.72
					4300-020-00-400	Materials and Supplies	Metal Whistles qty 20	\$58.10
					4300-020-00-000	Materials and Supplies	Folder, Golf Pencils, #2 pencils, Trimmer for supply rm	\$155.81
					4300-020-00-000	Materials and Supplies	Desktop Calendar for Curric Crdnt	\$2.92
					4400-020-00-000	Noncapitalized Equipment	Shredder for Office	\$126.35
					4400-020-00-000	Noncapitalized Equipment	Floor Fan, Osc Fans For Classrms - qty 5	\$280.21
					4400-020-00-000	Noncapitalized Equipment	Portable Air Conditioner	\$609.67
					4300-020-00-000	Materials and Supplies	Golf, Pencils, Folders, Flair, Pens, Water Btls	\$110.44
10002376	11/5/2014	Randy Russell	Cleared	\$60.00	4300-020-00-200	Materials and Supplies	REIMB Drug Testing Cost	\$60.00
10002377	11/5/2014	San Diego Facility Maintenance, Inc	Cleared	\$14,265.00	5500-020-00-000	Operation and Housekeeping Services	Monthly Janitorial Service - Nov 2014	\$14,265.00
10002378	11/5/2014	Sound Therapies, Inc.	Cleared	\$9,937.44	5810-020-65-000	Educational Consultants	Oct 2014 - Speech & Language Services: R.M.	\$9,937.44
10002379	11/7/2014	City Treasurer	Cleared	\$5,628.09	5501-020-00-000	Utilities	Water, Sewer, Backflow & Fire Service 10/3 - 11/5/14	\$2,610.02
					5501-020-00-000	Utilities	Water, Sewer, Backflow & Fire Service 9/4 - 10/3/14	\$3,018.07
10002380	11/7/2014	Guardian	Cleared	\$14,245.45	3403-020-65-200	Health & Welfare Benefits	Nov 2014 Dental Ins. - SPED	\$529.76
					3403-020-65-200	Health & Welfare Benefits	Oct 2014 Dental Ins. - SPED	\$529.76
					3403-020-00-200	Health & Welfare Benefits	Nov 2014 Dental Ins.	\$6,286.37
					3403-020-01-200	Health & Welfare Benefits	Nov 2014 Dental Ins. - Title 1	\$416.76
					3403-020-03-200	Health & Welfare Benefits	Nov 2014 Dental Ins. - Title 3	\$63.84
					3403-020-01-200	Health & Welfare Benefits	Oct 2014 Dental Ins. - Title 1	\$416.76
					3403-020-03-200	Health & Welfare Benefits	Oct 2014 Dental Ins. - Title 3	\$60.79
					3403-020-00-200	Health & Welfare Benefits	Oct 2014 Dental Ins.	\$5,941.41
10002381	11/7/2014	LAZEL	Cleared	\$849.50	4315-020-00-400	Classroom Materials and Supplies	Raz-Kids Licenses for 2014-15 Students	\$849.50
10002382	11/7/2014	San Diego Gas & Electric	Cleared	\$43,930.39	5501-020-00-000	Utilities	Gas & Electric Chrgs 8/11 - 10/12/14	\$43,930.39
10002383	11/7/2014	Wilkinson Hadley King & Co. LLP	Cleared	\$5,085.00	5805-020-00-200	Legal Services and Audit	2013-14 Audit - Less 10% Retention	\$5,085.00

10002384	11/7/2014	YMCA Overnight Camps		\$10,492.00		Student Transportation/Field Trips			\$10,492.00
10002385	11/14/2014	San Diego Facility Maintenance, Inc	Cleared	\$790.00	5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Site Clean Up & Haul Away of Debris, ect.		\$790.00
10002386	11/18/2014	Fidencio Carrasco	Cleared	\$275.00	4300-020-00-208	Materials and Supplies	REIMB - Installations of Tiles in FSS & Materials		\$275.00
10002387	11/18/2014	Department of Motor Vehicle	Outstanding	\$219.00	5505-020-00-200	Student Transportation/Field Trips	Registration Fees License Plate # 6ZAF489		\$219.00
10002388	11/18/2014	Fletcher Hills Printing	Cleared	\$2,298.24	4300-020-00-000	Materials and Supplies	30,000 Envelopes for prg rpts, bulk mailers, gnl use		\$2,298.24
10002389	11/18/2014	JS Printing, Inc.	Cleared	\$360.00	5900-020-00-800	Communications (Tele., Internet, Copies, Postage, Messenger)	Qty 1200 8 Pg School Newspaper		\$360.00
10002390	11/18/2014	Anne Mathews	Cleared	\$73.26	4300-020-03-200	Materials and Supplies	REIMB - Refreshments Supplies		\$73.26
10002391	11/18/2014	Rosalia Crivello-Marquez	Cleared	\$71.29	4315-020-00-810	Classroom Materials and Supplies	REIMB - Drama/Play Supplies		\$71.29
10002392	11/18/2014	Sharp Health Plan	Cleared	\$72,504.93	3403-020-65-200	Health & Welfare Benefits	Dec 2014 Health Ins - SPED		\$3,875.18
					3403-020-61-200	Health & Welfare Benefits	Dec 2014 Health Ins - ASES		\$178.58
					3403-020-62-200	Health & Welfare Benefits	Dec 2014 Health Ins - ASSETS		\$178.58
					3403-020-00-200	Health & Welfare Benefits	Dec 2014 Health Ins		\$63,924.10
					3403-020-01-200	Health & Welfare Benefits	Dec 2014 Health Ins - Title 1		\$3,812.75
					3403-020-03-200	Health & Welfare Benefits	Dec 2014 Health Ins - Title III		\$535.74
10002393	11/18/2014	Employment Dev. Dept.		\$607.50		State Unemployment Insurance			\$607.50
10002394	11/18/2014	Social Advocates for Youth, San Diego, Inc.	Cleared	\$25,000.00	5810-020-00-200	Educational Consultants	Svcs Rndrd fr 7/1/14 - 6/30/15 - Contract w/ FSS/SAY		\$25,000.00
10002395	11/18/2014	Mary Skrabucha		\$82.29			Reimbursement		\$82.29
10002396	11/18/2014	Teach For America		\$5,000		Professional/Consulting Services and Operating Expenditures			\$5,000.00
10002397	11/26/2014	AT&T Mobility	Cleared	\$175.94	5900-020-00-200	Communications (Tele., Internet, Copies, Postage, Messenger)	Ext. Day Phone Service - Oct 2014		\$26.43
					5900-020-62-000	Communications (Tele., Internet, Copies, Postage, Messenger)	Ext. Day Phone Service - Oct 2014		\$149.51
10002398	11/26/2014	Aztec Leasing, Inc.	Cleared	\$483.60	5605-020-00-000	Equipment Rental/Lease Expense	Copier Lease Pmt, 10/1 - 11/1/14		\$483.60
10002399	11/26/2014	California Consortium for Independent Study	Cleared	\$570.00	5200-020-00-000	Travel and Conferences	CCIS 2014-15 Compliance Registrn for: J Dean & B Rainey		\$570.00
10002400	11/26/2014	San Diego County Office of Education	Cleared	\$85.00	5210-020-00-000	Training and Development Expense	Registration: Sergio Padilla, Training - Oct 2, 2014		\$85.00

Account Number	Date	Vendor	Clear	Amount	Account	Equipment Rental/Lease Expense	Print Cost Per Page for October 2014	Total
10002401	11/26/2014	TCR Services	Cleared	\$748.43	5605-020-00-000	Equipment Rental/Lease Expense		\$748.43
10002402	11/26/2014	Waxie Sanitary Supply	Cleared	\$12,123.44	5500-020-00-000	Operation and Housekeeping Services	Janitorial Supplies	\$7,367.12
					5500-020-00-000	Operation and Housekeeping Services	Janitorial Supplies	\$49.41
10002403	12/2/2014	Public Employee Retirement System	Cleared	\$21,461.22	5500-020-00-000	Operation and Housekeeping Services	Janitorial Supplies	\$4,706.91
					9504-020	Accrued PERS	NOVEMBER 2014 PERS	\$21,461.22
10002404	12/2/2014	State Teachers Retirement System	Cleared	\$86,307.83	9503-020	Accrued STRS	NOVEMBER 2014 STRS	\$86,307.83
10002405	12/4/2014	EDCO Disposal Corp	Cleared	\$2,216.90	5501-020-00-000	Utilities	WASTE SERVICE NOVEMBER	\$2,216.90
10002406	12/8/2014	Guardian	Cleared	\$7,230.84	3403-020-65-200	Health & Welfare Benefits	Dec 2014 Dental Ins. - SPED	\$529.76
					3403-020-03-200	Health & Welfare Benefits	Dec 2014 Dental Ins. - Title 3	\$53.43
					3403-020-01-200	Health & Welfare Benefits	Dec 2014 Dental Ins. - Title 1	\$416.76
					3403-020-00-200	Health & Welfare Benefits	Dec 2014 Dental Ins.	\$6,230.89
10002407	12/8/2014	Julia A. LeBlanc	Cleared	\$600.00	5810-020-61-000	Educational Consultants	Nov 2014 Cooking Club for ASEs	\$300.00
					5810-020-62-800	Educational Consultants	Nov 2014 Cooking Club for ASSETS	\$300.00
10002408	12/8/2014	Metropolitan Transit System (MTS)		\$2,736.00		Student Transportation/Field Trips		\$2,726.00
10002409	12/8/2014	San Diego Facility Maintenance, Inc	Cleared	\$14,265.00	5500-020-00-000	Operation and Housekeeping Services	DEC 2014 Monthly Janitorial Services	\$14,265.00
10002410	12/8/2014	Sharp Health Plan	Cleared	\$64,395.59	3403-020-03-200	Health & Welfare Benefits	Jan 2015 Health Ins. - Title 111	\$535.74
					3403-020-65-200	Health & Welfare Benefits	Jan 2015 Health Ins. - SPED	\$3,875.18
					3403-020-61-200	Health & Welfare Benefits	Jan 2015 Health Ins. - ASEs	\$178.58
					3403-020-62-200	Health & Welfare Benefits	Jan 2015 Health Ins. - ASSETS	\$178.58
					3403-020-00-200	Health & Welfare Benefits	Jan 2015 Health Ins	\$55,814.76
					3403-020-01-200	Health & Welfare Benefits	Jan 2015 Health Ins - Title 1	\$3,812.75
10002411	12/11/2014	Jill Andersen	Cleared	\$45.76	5200-020-02-200	Travel and Conferences	REIMB - AVID Training Mileage & Marshmallows for Retreat	\$45.76
10002412	12/11/2014	Candace Austin	Cleared	\$295.16	4300-020-00-000	Materials and Supplies	PETTY CASH REIMB: 10/3/14 - 11/20/14	\$295.16
10002413	12/11/2014	CDW-Government	Cleared	\$119,550.12	4430-020-84-000	Noncapitalized Student Equipment	425 Chromebooks for Students	\$119,550.12
10002414	12/11/2014	Claudia Pineda	Outstanding	\$11.99	4300-020-01-000	Materials and Supplies	REIMB - Pastry for ELAC Meeting	\$11.99

10002415	12/11/2014	Xkylyr Rauh	Cleared	\$288.72	4315-020-00-402	Classroom Materials and Supplies	REIMB - Classroom Music Materials	\$288.72
10002416	12/11/2014	Belvien Griengo Sumabat	Cleared	\$19.50	4300-020-00-808	Materials and Supplies	REIMB - for HB Books for HB Lessons (Personal Space)	\$19.50
10002417	12/11/2014	Strategies	Cleared	\$180.00	5210-020-00-208	Training and Development Expense	Case Management Training - 3 attendees	\$180.00
10002418	12/11/2014	Jin Su	Outstanding	\$15.48	5200-020-00-000	Travel and Conferences	REIMB - Mileage for Home Hospital Teaching	\$15.48
10002419	12/11/2014	U.S. Postal Service	Cleared	\$220.00	5900-020-00-000	Communications (Tele., Internet, Copies, Postage, Messenger)	Standard Mail Permit Renewal: # 204	\$220.00
10002420	12/12/2014	EBA&M Corporation	Outstanding	\$16,200.00	3403-020-00-000	Health & Welfare Benefits	Case 42900-00 Benefits	\$16,200.00
10002421	12/22/2014	David Boss		\$123.26		Payroll	Substitute	\$123.26
10002422	12/22/2014	Public Employee Retirement System	Outstanding	\$16,647.35	9504-020	Accrued PERS	DECEMBER 2014 PERS	\$16,647.35
10002423	12/22/2014	State Teachers Retirement System	Outstanding	\$79,052.32	9503-020	Accrued STRS	DECEMBER 2014 STRS	\$79,052.32
10002424	12/29/2014	AVID Center	Outstanding	\$1,652.00	4300-020-00-000	Materials and Supplies	AVID Black Tee Shirts	\$1,652.00
10002425	12/29/2014	Aztec Leasing, Inc.	Cleared	\$483.60	5605-020-00-200	Equipment Rental/Lease Expense	Copier Lease Pmt 11/1/14 - 12/1/14	\$483.60
10002426	12/29/2014	City Treasurer	Outstanding	\$2,571.16	5501-020-00-000	Utilities	Water, Sewer, Back Flow & Fire Serv 11/5 - 12/2/14	\$2,571.16
10002427	12/29/2014	Perma-Bound	Outstanding	\$6,095.08	4200-020-00-600	Books and Other Reference Materials	Novel Class Set Tangerine, Wlk 2 Moon Giver	\$6,095.08
10002428	12/29/2014	San Diego Facility Maintenance, Inc	Outstanding	\$720.00	5500-020-00-000	Operation and Housekeeping Services	Pmt for Removal of water from Playground & Purchased Pump	\$720.00
10002429	12/29/2014	Sharp Electronics Corporation	Cleared	\$1,123.96	5605-020-00-000	Equipment Rental/Lease Expense	Copier Maint. Contract, Overage 11/3 - 12/3/14	\$1,123.96
10002430	12/29/2014	San Diego County Office of	Outstanding	\$350.00	5210-020-02-200	Training and Development Expense	Achievement Gap Task Force Forum 7 Attendees	\$350.00
10002431	12/29/2014	TCR Services	Cleared	\$569.62	5605-020-00-000	Equipment Rental/Lease Expense	Print Cost Per Page for Nov 2014	\$569.62
10002432	12/29/2014	UC Regents	Outstanding	\$351.05	5505-020-00-800	Student Transportation/Field Trips	Fish Dissection qty 85	\$351.05
10002433	1/12/2015	Jacobs Facilities LLC	Outstanding	\$445.50	5800-020-02-000	Professional/Consulting Services and Operating Expenditures	Event - January 26, 2015 Teachers Meeting	\$445.50
10002434	1/12/2015	Jacobs Facilities LLC	Outstanding	\$1,336.50	5800-020-02-000	Professional/Consulting Services and Operating Expenditures	Event - January 26, 2015 Teachers Meeting	\$1,336.50
10002435	1/12/2015	Allied Storage Containers	Outstanding	\$2,235.60	4400-020-00-000	Noncapitalized Equipment	Cargo Container 12/10/14	\$2,235.60
10002436	1/12/2015	City of San Diego	Outstanding	\$4,978.51	5501-020-00-000	Utilities	water & sewage waste fee for 12/3-1-3	\$4,978.51

10002437	1/12/2015	Julia A. LeBlanc	Outstanding	\$500.00	5800-020-61-000	Professional/Consulting Services and Operating Expenditures	Cooking Classes for EXT Day Dec 2014	\$200.00
32					5800-020-62-000	Professional/Consulting Services and Operating Expenditures	Cooking Classes for HS Day Dec 2014	\$300.00
10002438	1/12/2015	Metropolitan Transit System (MTS)	Outstanding	\$2,896.00	5505-020-00-000	Student Transportation/Field Trips	80 bus passes	\$2,788.00
					5505-020-62-000	Student Transportation/Field Trips	80 bus passes	\$72.00
					5505-020-01-000	Student Transportation/Field Trips	80 bus passes	\$36.00
10002439	1/12/2015	San Diego Facility Maintenance, Inc	Outstanding	\$14,265.00	5500-020-00-000	Operation and Housekeeping Services	Monthly Janitorial Service Jan 2015	\$14,265.00
10002440	1/12/2015	Sound Therapies, Inc.	Outstanding	\$6,624.96	5810-020-65-000	Educational Consultants	Speech & Language Service: R:M 96hrs.	\$6,624.96
10002441	1/12/2015	UROK Learning Institute	Outstanding	\$200.00	5810-020-01-000	Educational Consultants	SES Tutoring Services - November 2014	\$200.00
10002442	1/13/2015	Comm USA	Outstanding	\$3,151.51	4300-020-00-000	Materials and Supplies	Mag One - 8 Channel	\$1,968.37
					4300-020-00-000	Materials and Supplies	Mag One - 8 Channel	\$1,183.14
10002443	1/15/2015	Nancy Frey	Outstanding	\$1,000.00	5800-020-02-000	Professional/Consulting Services and Operating Expenditures	Professional Development Speaker	\$1,000.00
10002444	1/16/2015	Edu-Safe LLC	Outstanding	\$398.00	5210-020-00-000	Training and Development Expense	Safe and Secure Schools Training For Admin	\$398.00
10002445	1/16/2015	ReproHaus	Outstanding	\$1,496.02	4300-020-00-400	Materials and Supplies	Bumper Stickers, Qty 1000 - Large Format	\$1,496.02
10002446	1/16/2015	Select Mailing	Outstanding	\$6,057.31	5815-020-00-000	Advertising/Recruiting	TK-12 Grade Bulk Mailer, 2 Pg Color Flyer w/ LOI	\$6,057.31
10002447	1/16/2015	San Diego Land Lawyers	Outstanding	\$1,000.00	5805-020-00-000	Legal Services and Audit	Legal Services Thru Dec 2014	\$1,000.00
10002448	1/16/2015	Waxie Sanitary Supply	Outstanding	\$2,076.99	4300-020-00-000	Materials and Supplies	Janitorial Supplies	\$2,076.99
10002449	1/21/2015	El Dorado County Office Of Education	Outstanding	\$6,000.00	5800-020-65-000	Professional/Consulting Services and Operating Expenditures	Clear Credential Program, 2014-2015 (Qty 6 People)	\$6,000.00
10002450	1/21/2015	Sharp Health Plan	Outstanding	\$70,700.55	3403-020-62-000	Health & Welfare Benefits	Feb 2015 Health Ins. - ASSETS	\$178.58
					3403-020-03-000	Health & Welfare Benefits	Feb 2015 Health Ins. - Title III	\$535.74
					3403-020-65-000	Health & Welfare Benefits	Feb 2015 Health Ins. - SPED	\$3,875.18
					3403-020-61-000	Health & Welfare Benefits	Feb 2015 Health Ins. - ASES	\$178.58
					3403-020-01-000	Health & Welfare Benefits	Feb 2015 Health Ins. - Title 1	\$3,812.75
					3403-020-00-000	Health & Welfare Benefits	Feb 2015 Health Ins.	\$62,119.72
10002451	1/23/2015	Charter Schools Development Center	Outstanding	\$4,266.00	5300-020-01-000	Dues and Memberships	Membership Fees - 1year 1422 students	\$4,266.00
10002452	1/23/2015	CollegeBoard	Outstanding	\$18,291.64	4100-020-00-000	Approved Textbooks and Core Curricula Materials	Springboard: ELA Curriculum	\$18,291.64
10002453	1/23/2015	Jason Gentile	Outstanding	\$500.00	5505-020-00-000	Student Transportation/Field Trips	Transportation Consultation	\$500.00

10002454	1/23/2015	Samantha Pohaku	Outstanding	\$66.90	5200-020-65-200	Travel and Conferences	REIMB for transportation & parking for SELPA mtg	\$66.90
10002455	1/23/2015	San Diego Gas & Electric	Outstanding	\$13,102.75	5501-020-00-000	Utilities	Gas & Electric Charges 11/11/14 - 12/11/14	\$13,102.75
10002456	1/23/2015	Staples Advantage	Outstanding	\$654.77	4315-020-00-000	Classroom Materials and Supplies	Glue Sticks, Staples, Pencils etc	\$235.77
					4300-020-00-000	Materials and Supplies	Coffee for parent & site mtgs	\$175.76
					4315-020-00-600	Classroom Materials and Supplies	parchment Certificates for MS Student awards	\$116.53
10002457	1/23/2015	Specialized Therapy Services	Outstanding	\$3,687.15	5800-020-65-000	Professional/Consulting Services and Operating Expenditures	Clearview Binders for ASEs	\$126.71
10002458	1/26/2015	Guardian	Outstanding	\$7,657.86	3403-020-00-000	Health & Welfare Benefits	Therapy Services rendered October 2014 through December 2014	\$3,687.15
10002459	1/26/2015	Office Depot	Outstanding	\$18,891.80	4315-020-00-000	Classroom Materials and Supplies	Jan 2015 Dental Ins.	\$7,657.86
10002460	1/28/2015	SpeedBinder, Inc.	Outstanding	\$8,063.04	4315-020-00-000	Classroom Materials and Supplies	Inv # 69157011001-708402807001 Replace Lost Ck # 1110	\$18,891.80
10002461	1/28/2015	School Specialty	Outstanding	\$4,266.27	4430-020-00-000	Noncapitalized Student Equipment	Custom Imprinted Poly Binders	\$8,063.04
10002462	1/28/2015	School Specialty	Outstanding	\$673.16	4430-020-00-000	Noncapitalized Student Equipment	Storage Cubby 30 Asst Tray Mobile	\$4,266.27
10002463	1/28/2015	School Specialty	Outstanding	\$6,164.81	4430-020-00-000	Noncapitalized Student Equipment	Cart Storage Rolling Art Cart	\$673.16
10002464	1/28/2015	The Hartford	Outstanding	\$6,587.00	3603-020-00-000	Worker Compensation Insurance	Desk Two Student Artco-Bell Laminate Top Welded Box	\$6,164.81
10002465	1/28/2015	Metropolitan Transit System	Outstanding	\$2,710.00	5505-020-00-000	Student Transportation/Field Trips	Workers Comp/ 2Pay/Past Due	\$6,587.00
10002466	1/30/2015	CDW-Government	Outstanding	\$5,386.88	4400-020-65-000	Noncapitalized Equipment	75 Bus Passes, Admin Fee & Replacement Fee	\$2,710.00
					4315-020-84-600	Classroom Materials and Supplies	Laptop for SPED Director	\$1,232.82
10002467	1/30/2015	EDCO Disposal Corp	Outstanding	547.88		Utilities	Lenovo Laptops for 6 MS Teachers	\$3,912.00
10002468	1/30/2015	Linda Logan	Outstanding	\$527.28	5200-020-00-602	Travel and Conferences	Seagate Expansion Drive & USBs For IT & Admin	\$242.06
						Professional/Consulting Services and Operating Expenditures	REIMB - Travel Expenses for NAMM Conference	\$547.88
10002469	1/30/2015	Donovan Miles	Outstanding	\$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Basketball Referee - 01/05/15	\$74.00
10002470	1/30/2015	Quentin J. Norman	Outstanding	\$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Basketball Referee - 01/7/14	\$74.00
10002471	1/30/2015	Linda Powell	Outstanding	\$74.00	5800-020-00-806	Professional/Consulting Services and Operating Expenditures	Basketball Referee - 01/07/15	\$74.00
10002472	1/30/2015	Maile Proctor	Outstanding	\$14,265.00	5500-020-00-900	Operation and Housekeeping Services	Monthly Janitorial Service - Feb 2015	\$14,265.00
10002473	1/30/2015	San Diego Facility Maintenance, Inc	Outstanding	\$700.00	5810-020-01-000	Educational Consultants	SES Tutoring Services - December 2014	\$700.00
10002474	1/30/2015	JROK Learning Institute	Outstanding	\$7,305.00	5300-020-00-000	Dues and Memberships	Charter School Membership Dues for yr 14-15	\$7,305.00
10002475	1/30/2015	California Charter Schools Association	Outstanding					
33								
63								
				Total Check Amount	\$2,192,030.25	Total GL Amount	\$2,192,030.25	

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Action Item 1

RECOMMENDATION: Amend the additions/changes/updates for the Staff Handbook.

BACKGROUND INFORMATION:

All employees of The O'Farrell Charter School receive a staff handbook upon hire. The Board of Directors has oversight of the contents in the staff handbook. The handbook has multiple purposes:

- Defines the policies and procedures of The O'Farrell Charter School.
- Meets legal requirements for notification of staff (i.e. personnel, child abuse reporting or emergency procedures).

CURRENT INFORMATION:

Current additions/changes/updates include:

1. Holidays, Vacations and Leaves - Sick Leave Policy
 - Eligible employees to accrue one hour of sick pay for every 30 hours worked beginning either July 1, 2015 or, if hired after July 1, on the employee's first day of work. Employees may not start using accrued sick days until the 90th day of employment, after which the employee may use paid sick leave as it is accrued. There is no accrual or carry-over year-to-year. Employees will be given the total amount of sick leave – 24 hours or 3 days – at the beginning of each year.
2. Operating Policies and Procedures - Cell Phone Use for Staff
 - Staff is to refrain from using their personal cell phone during paid work hours with the exception of emergencies. Staff, of course, can use cell phones on their scheduled breaks and duty-free lunches.
3. Holidays, Vacations and Leaves Policy
 - Vacation time must be requested 10 school days in advance.
4. Jury Duty
 - If you are released from Jury Duty prior to 11:30 a.m., you must report back to school. Further, a stamped time-card is required to be attached to your jury form. The time-card should clearly state "time check-in" and "time check-out."

ADDITIONAL INFORMATION:

The O'Farrell Staff Handbook can be found on our website at: ofarrellschool.org under the Handbooks tab.

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Action Item 2

RECOMMENDATION: Approve the 2015-2016 Comprehensive School Safety Plan.

BACKGROUND INFORMATION:

California Education Code 32282 requires all schools to create a comprehensive school safety plan which includes the following criteria.

- Criterion 1: Assessment of current status of school crime and site response to school crime data
- Criterion 2: Child abuse reporting procedures
- Criterion 3: Disaster procedures, routine, and emergency
- Criterion 4: Policies and acts related to suspension, expulsion, or mandatory expulsion
- Criterion 5: Notification to teachers of dangerous students
- Criterion 6: A sexual harassment policy
- Criterion 7: The provisions of any school-wide dress code
- Criterion 8: Procedures to ensure safety of students, staff, and parents/guardians while going to and from school
- Criterion 9: Safe and orderly school environment
- Criterion 10: Safe School Planning Committee formation
- Criterion 11: Anti Bullying Policy

O'Farrell has submitted these plans annually since 2005.

CURRENT INFORMATION:

On February 4, 2015, the School Safety Planning Committee met to review and approve the final plan for the 2015-2016 school year.

ADDITIONAL DATA:

O'Farrell's School Safety Planning Committee consists of:

Chairs:

Jonathan Dean, Principal/Superintendent

Jill Andersen, Assistant Principal

Members:

Sheryl Yeager, Emergency Disaster Preparation Coordinator

Christian Baker, Emergency Disaster Preparation Assistant

Anne Mathews, Assistant Principal

Pam Barry, 6th Grade Family Leader

Brian Schmidt, 7th Grade Family Leader

Susan Cuttitta, 8th Grade Family Leader

Brian Rainey, Assistant Principal

Lakisha Lester, Campus Security Assistant

David Sanders, Campus Security Assistant

Candace Austin, Executive Assistant to the Principal/Superintendent

Law Enforcement Consultants:

San Diego Police Dept.

Public Meetings:

Board of Directors meetings

The O'Farrell Charter School

Public School Safety Plan 2015-2016

**6130 Skyline Drive
San Diego, CA 92114
(619) 263-3009**

**If an emergency or crisis occurs, The O'Farrell Charter School
will make every effort to notify students and their parents in
one or more of the following ways:**

- 1. Telephone dial-out**
- 2. E-mail message**
- 3. Text message**
- 4. Student assembly**
- 5. Student/parent flyer**

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**The O'Farrell Charter School
Comprehensive School Safety Plan Criteria
2014-2015**

California Education Code 32282 requires all schools to create a comprehensive school safety plan which includes the following criteria. O'Farrell has submitted these plans annually since 2005.

CRITERION 1

**ASSESSMENT OF CURRENT STATUS OF SCHOOL CRIME AND
SITE RESPONSE TO SCHOOL CRIME DATA**

This means that, after you receive the data from the California Safe Schools Assessment (CSSA) regarding your site, it is your responsibility to review it, analyze the information, and develop a response that details how your school community will improve on the current year's conditions. Identify appropriate strategies and programs to provide and maintain a high level of school safety, and address procedures for complying with existing school safety laws.

This information is not being made available this year. We analyzed site generated suspension data to develop the updated plan.

PROGRAMS AND ACTIVITIES

THE STAFF WILL:

- a. Hold regular meetings in order to identify problem areas or concerns.
- b. Hold regular meetings that provide training in classroom management strategies and social skills curriculum.
- c. Enforce school wide rules, procedures and expectations for all students.
- d. Actively deal with all discipline issues in a timely manner.
- e. Review substance abuse programs and substance use intervention contract.
- f. Provide instruction in zero tolerance, safety, and school rules.
- g. Maintain the school uniform policy and work with staff on proper enforcement.
- h. Teach thematic lessons to all students through homebase related to safety, crime prevention and promoting tolerance.
- i. Lock doors and windows when not in the classroom as well as draw blinds and make sure room alarms are properly functioning during non-school hours.
- j. Establish reward programs for positive behavior and attendance.
- k. Escort students from the campus at the end of each day.
- l. Provide active supervision on the perimeter of campus before and after school.
- m. Discuss safe routes to school during the zero tolerance assembly.

THE STUDENTS WILL:

- n. Review the concerns of school crime through the homebase program.
- o. Report problems, concerns or suspicious activity to O'Farrell staff promptly.
- p. Sign and abide by the provisions of the charter school contract.

-
- q. Follow and practice the FALCON Way.

THE SCHOOL WILL:

- r. Have emergency procedures and supplies in place prior to school opening.
- s. Practice emergency lockdown and fire drill procedures with all staff and students.
- t. Require supervision aides and student monitors to wear identifying uniforms/vests.
- u. Require all staff and visitors to wear visible forms of identification.
- v. Review and analyze suspension data on a regular basis. Data will be shared with team leaders and used to modify campus supervision as appropriate.
- w. Maintain standardized hall pass for all classrooms.
- x. Work with community to improve communication and safety awareness.
- y. Work with city officials to monitor traffic safety and crosswalks around the school.
- z. Maintain accurate equipment inventory and serial number records for each classroom.
- aa. Repair vandalism and remove graffiti immediately or before students' arrival if possible.
- bb. Immediately notify San Diego Police Services of all graffiti and burglary incidents.
- cc. Install security fencing to limit access to the school grounds.

CRITERION 2

CHILD ABUSE REPORTING PROCEDURES

(Penal Code 11164 et seq. (Administrative Procedure 6370))

1. All teachers, instructional aides, teachers' assistants, classified employees, administrative officers, supervisors of child welfare and attendance personnel employees, and licensed nurses are required to report suspected child abuse. An in-service, which provided awareness and training, was given to all certificated/classified employees at the beginning of the school year.
2. Suspected child abuse forms are available from the health technician or the FSS office.
3. A known or suspected instance of child abuse must be reported by telephone or by fax, immediately or as soon as practically possible, to one of the child protective agencies.
 - a. Integrated Child Protected Services: Department of Social Services – (619) 560-2191
4. Persons observing evidence of suspected child abuse must inform FSS staff and give completed reports to the FSS coordinator. Students and parents shall be aware that students may also report instances of child abuse on themselves or others to their teachers, counselors, or the Principal/Superintendent.
5. All reports are strictly confidential.

NOTE: THE REPORTING PERSON SHOULD NOT CONTACT THE CHILD'S HOME OR CONDUCT AN INVESTIGATION OF ANY KIND.

CRITERION 3

DISASTER PREPAREDNESS PLAN

In order to prepare to react in the event of a disaster or emergency situation, we are required to formulate a site emergency preparedness plan. This plan is intended to coordinate all emergency activities of staff and students, and give each person on site a definite plan of action to be followed in the event of an emergency situation.

It is most important for staff to realize that emergency preparedness must become a normal part of a continuous planning process throughout the year. A well prepared and tested plan will minimize injuries and loss of life in a major disaster; therefore, it is expected that all staff members be familiar with the school's emergency preparedness plan.

Disaster planning experts indicate that in the event of a natural calamity such as an earthquake, school staff should be prepared to be self-sufficient for as long as 72 hours. It is the goal of the Disaster Planning Committee to ensure safety and accountability of students and staff and at the same time provide for their needs within that 72-hour period.

Staff members should remember that in times of stress, they must remain calm, evaluate the situation and take action based on the best available information. Be aware that your calm behavior and clear communication will influence the students and other staff members.

REMEMBER - YOUR FIRST PRIORITY IS THE SAFETY OF THE CHILDREN!

Please note:

All public employees are declared by law to be disaster services workers (Government Code 3100). They are subject to such disaster services as may be assigned to them by their supervisors or by law upon the declaration of an appropriate state of emergency. The extent to which school district employees function as disaster services workers depends in large measure upon the decisions of the various school sites and their supervisory personnel.

The Site Emergency Response Plan is reviewed annually with SDUSD Police Department. While a Public version is available for inspection, a confidential version is kept in the site's Emergency Response Box and reviewed annually with site staff.

Emergency procedures plans are reviewed with staff each August during back to school planning meetings. Plans and procedures are reviewed with students through their homebase class during the first month of school. Drills are held throughout the school year. Fire/Evacuation drills are held monthly, Disaster and lockdown drills are held a minimum of once a year for each drill.

CRITERION 4

POLICIES AND ACTS RELATED TO SUSPENSION, EXPULSION, OR MANDATORY EXPULSION

SUSPENSION

The Assistant Principal or other designee of the Principal/Superintendent is authorized to conduct the process leading to formal suspension. They are based on O'Farrell Administrative Policy for behavior. Length of suspension is determined using the guidelines. The parent/guardian should be contacted by the homebase teacher or family leader or assistant principal and offered a conference to explain the suspension. At the parent conference, the parent/guardian and student should be fully informed of reason for disciplinary action and given all evidence against him/her as well as an opportunity to present their version and/or evidence in their defense. The parent/guardian must also be fully apprised of their rights to appeal the suspension. The Report on Suspension should be fully completed and immediately given to supervision for processing. Comments noted on the form should be brief and specific to the offense. The family leader/assistant principal must sign the bottom of the form. Parents should be informed that a suspension also includes an automatic notification to Family Support Services. On the tenth day of suspension within any given school year the student may be recommended for a expulsion.

ZERO TOLERANCE/EXPULSION

Each student and parent is required to read and sign the Notice of Zero Tolerance Policy and the Charter School Agreement as a requirement upon enrollment. Students attend an assembly which explains the policies of both zero tolerance and suspensions. Zero Tolerance/expulsion offenses are based on the O'Farrell Suspension and Expulsion Board Policy. If a student has committed a zero tolerance offense, contact the Principal/Superintendent. If San Diego police are involved, the family leader/Principal/Superintendent will contact them so they can investigate before the parent notification is made. Victim and witness statements should be taken immediately on the correct forms available.

Family Leaders and other designees of the Principal/Superintendent are authorized to recommend students for expulsion and prepare all necessary documentation. The Principal/Superintendent reviews the recommendation and supporting documentation within five school days of the incident. The Principal/Superintendent will notify the parents/guardians in writing if the expulsion recommendation is moving forward. The parents/guardians will also be notified of the expulsion hearing process.

A student identified as an individual with disabilities or for whom there is a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities act (IDEA) or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 (Section 504) is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students except when federal law, state law or El Dorado SELPA policies require additional or different procedures, including a manifestation determination.

CRITERION 5

NOTIFICATION TO TEACHERS OF DANGEROUS STUDENTS

The Principal/Superintendent will provide all teachers with information received from the court and the Probation Department regarding students that previously have committed violent or dangerous crimes. Such information will be made available to teachers, counselors, and administrators with direct supervisory experience over the student in order to enable staff to (a) work with the students in the appropriate fashions; (b) avoid being needlessly vulnerable; and (c) protect other persons from needless vulnerability. Teachers, counselors, and administrators may access such information through the Principal/Superintendent who maintains a file for this purpose. Any such information so received by a teacher, counselor, or administrator shall be confidential and not be disseminated any further. In addition, teachers have full access through Zangle to view all prior disciplinary actions or incidents occurred by their assigned students.

CRITERION 6

A SEXUAL HARASSMENT POLICY

The O'Farrell Charter School is committed to providing a work and educational atmosphere that is free of unlawful harassment. O'Farrell's policy prohibits sexual harassment and harassment based upon pregnancy, childbirth or related medical conditions, race, religion, creed, color, gender, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state, local law, ordinance or regulation. O'Farrell will not condone or tolerate harassment of any type by any employee, independent contractor or other person with which the School does business. This policy applies to all employee actions and relationships, regardless of position or gender. O'Farrell will promptly and thoroughly investigate any complaint of harassment and take appropriate corrective action, if warranted.

Prohibited Unlawful Harassment

- Verbal conduct such as epithets, derogatory jokes or comments or slurs;
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race or any other protected basis;
- Retaliation for reporting or threatening to report harassment;
- Deferential or preferential treatment based on any of the protected classes above.

Prohibited Unlawful Sexual Harassment

In accordance with existing policy, discrimination on the basis of gender in education institutions is prohibited. All persons, regardless of gender, are afforded equal rights and opportunities and freedom from unlawful discrimination in education programs or activities conducted by the School.

O'Farrell is committed to provide a workplace free of sexual harassment and considers such harassment to be a major offense, which may result in disciplinary action, up to, and including dismissal, of the offending employee.

Sexual harassment consists of sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when: (1) submission of the conduct is either made explicitly or implicitly a term or condition of an individual's employment; (2) an employment decision is based upon an individual's acceptance or rejection of that conduct; (3) that conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment.

It is also unlawful to retaliate in any way against an employee who has articulated a good faith concern about sexual harassment against him or her or against another individual.

All supervisors of staff will receive sexual harassment training within six (6) months of their

assumption of a supervisory position and will receive further training once every two (2) years thereafter. All staff will receive sexual harassment training and/or instruction concerning sexual harassment in the workplace as required by law.

Each employee has the responsibility to maintain a workplace free from any form of sexual harassment. Consequently, should any individual, in particular those with supervisory responsibilities, become aware of any conduct that may constitute sexual harassment or other prohibited behavior, immediate action should be taken to address such conduct. Employees and students are expected to act in a positive and professional manner and to contribute to a productive School environment that is free from harassing or disruptive activity. Any employee who believes they have been sexually harassed or has witnessed sexual harassment is encouraged to immediately report such harassment to the Principal/Superintendent. See **Appendix A** for the "Harassment Complaint Form" and **Appendix B** for the general "Complaint Form", in the Employee Handbook

Sexual harassment may include, but is not limited to:

- Physical assaults of a sexual nature, such as:
 - Rape, sexual battery, molestation or attempts to commit these assaults.
 - Intentional physical conduct that is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body.

- Unwanted sexual advances, propositions or other sexual comments, such as:
 - Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience.
 - Preferential treatment or promises of preferential treatment to an employee for submitting to sexual conduct, including soliciting or attempting to solicit any employee to engage in sexual activity for compensation or reward or deferential treatment for rejecting sexual conduct.
 - Subjecting or threats of subjecting an employee to unwelcome sexual attention or conduct or intentionally making performance of the employee's job more difficult because of the employee's sex.

- Sexual or discriminatory displays or publications anywhere at the workplace by employees, such as:
 - Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing to work or possessing any such material to read, display or view at work.
 - Reading publicly or otherwise publicizing in the work environment materials that are in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic;
 - Displaying signs or other materials purporting to segregate an employee by sex in an area of the workplace (other than restrooms or similar rooms).

The illustrations of harassment and sexual harassment above are not to be construed as an all-inclusive list of prohibited acts under this policy.

Complainants and witnesses under these policies will be protected from further harassment and will not be retaliated against in any aspect of their employment due to their participation, filing of a complaint or reporting sexual harassment.

O'Farrell will investigate complaints promptly and provide a written report of the investigation and decision as soon as practicable. The investigation will be handled in as confidential a manner as possible consistent with a full, fair, and proper investigation.

While in most situations a personal relationship is a private matter, these relationships are not appropriate in a professional setting, particularly where one of the parties has management or supervisory responsibilities.

CRITERION 7

THE O'FARRELL UNIFORM POLICY

THE O'FARRELL ELEMENTARY ACADEMY UNIFORM POLICY

O'Farrell requires that all students wear uniforms. Approved O'Farrell uniforms must be purchased at Mario's Family Clothing, 28 N. Euclid Ave, 91950. 619-264-6081. They have a brochure called "O'Farrell's Uniform Brochure" that lists all of the approved clothing. Please do not purchase anything that is not a part of this list as it will not be permitted on campus.

Purpose: Safety and Unity

Research has shown that students who dress alike also enjoy an increased sense of unity. The same evidence shows that uniforms will increase student safety, reduce violence and make it much easier to identify persons who do not belong on campus. Student uniforms ensure that we avoid styles of clothing that could be misinterpreted as gang-related, distracting, or immodest.

Scholarships/Assistance

Assistance may be available for students and families in need through Family Support Services. Contact them directly for more information.

Enforcement

Infractions will be routed to the student's teacher, who will then follow through with appropriate discipline actions. If a student is not in uniform, the student will remain in their classroom for the remainder of the day or until the parent or guardian is able to bring them appropriate clothing. These additional consequences will be added with each infraction.

- **First uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Parent/Guardian telephoned by teacher.
- **Second uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Parent/Guardian telephoned by teacher and student assigned lunch detention.
- **Third uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Parent/Guardian telephoned by teacher. Student assigned to after school detention.
- **Fourth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Student assigned Friday Night School (one hour detention)
- **Fifth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Parent Guardian telephone by the teacher and/or program coordinator. Student assigned one week of lunch detention

- **Sixth uniform violation** – Uniform violation notice brought home and signed by the parent or guardian and returned to the teacher. Parent Guardian telephone by the teacher and/or program coordinator. Student assigned one day suspension
- **Continued Violations** - Each further violation will result in a one day suspension.

The uniform must fit properly, not exceeding one size beyond the correct size and **may not be modified, altered or changed in any way**. This includes bagging or sagging pants, oversized shirts, skinny pants, safety pins, rubber bands, buttons etc. Clothes may not have a ripped or torn appearance. Rain gear, hats or other extreme weather and other non-uniform items must be removed and put away upon campus entry.

NO ITEMS OF CLOTHING WITH LOGOS, WRITING OR BRAND NAMES THAT ARE VISIBLE WILL BE ALLOWED. The only exceptions are O'Farrell uniforms with O'Farrell logos or lettering.

The uniform **must be purchased at Mario's**. Uniform means "one form". As such, **items from the approved Mario's list cannot be modified or changed in any way**. This includes using rubber bands, safety pins, or tapering pants to make them "skinny". Clothing may not be ripped or torn in any way. Rain gear, hats, or other non-uniform items must be removed and put away upon campus entry.

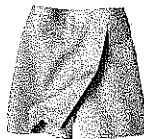
Girls:

Flat Front Flare Khaki Pant
Welt Pocket Khaki Pant
Bermuda Shorts Khaki
French Toast Skort Khaki



Boys:

Original Fit Slim Straight Khaki Pant
Flex Waist Khaki Pant
Boy's Dickies Shorts



Approved pants from Mario's do not have an outside back pocket

- **Long Pants:** Must fit properly, be worn at the waist and not be altered or modified in any way. **Pants which are too large (saggy, baggy) or too tight (skinny) are not allowed.**
- **Shorts/Skirts:** The shorts/skirts **must be no more than 2" above the knee (shorts must also not be more than 2" below the knee) and may not be form-fitting.** They must fit properly.

*Light blue O'Farrell embroidered polo shirts
(Purchased at Mario's)*



- Light blue polo shirt (long or short sleeved) from Mario's containing the O'Farrell embroidered logo.
- All students in grades 4-5 are required to tuck in their shirts. Students in grades K-3 are not required to tuck in their shirts.
- Undergarments may not be visible, including appearance through thin or transparent clothing. Undershirts or long sleeved shirts worn under the O'Farrell uniform shirt may not have hoods.

Undershirts or turtlenecks must be plain white, black, light blue (baby blue), or grey. (no graphics).

*Navy O'Farrell embroidered jackets, sweatshirts and
sweaters (Purchased at Mario's)*



- Students may only wear sweatshirts, jackets, and sweaters from Mario's that are navy with the O'Farrell embroidered logo.
- **Winter garments with hoods are not allowed.**
- A uniform shirt must be worn underneath any outer garments at all times.

Shoes: plain black or white, or any combination of black and white leather or canvas shoes with black or white laces.



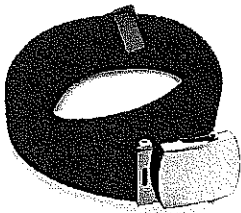
- Shoes must have closed toes and heels.
- **No boots, house shoes, or slippers.**
- Any name brand/logo must be black or white.

Socks: solid white or black



- Must be solid white or solid black. Socks must be at least 4 inches below the knee.
- **Tights or leggings must be plain solid black and may only be worn with a skirt.**

Belts with plain hinge buckles (Purchased at Mario's or at O'Farrell)



- Students in grades K - 3 do not need to wear a belt, **though if they choose to wear a belt, it must be the approved O'Farrell uniform belt.**
- **All students in grades 4 - 5 must wear the O'Farrell belt.**
- **Solid black** web belt with a plain silver hinged buckle - no initials or designs. (available at Mario's or O'Farrell) The belt must match the waist size. Extra length must be tucked in the belt loops.

Accessories

- **Jewelry:** All jewelry must be plain with **no lettering, logos or symbols and black, white, gold, or silver in appearance**. Accessories or body modifications that prove to be a distraction will be handled on an individual basis.
- **Hair Accessories:** Hair accessories **must be black, white, gold, or silver**. Bandanas, scarves, or rags are not allowed. If headwear for religious or medical reasons is required, the head covering must be solid black, white, gold, or silver with no logos or writing.
- **Hair:** (including dyes, streaks, and hair extensions) must be of a **natural hair color**. For example, magenta and burgundy are not natural hair colors and are therefore not allowed.
- **Beanies/Hats:** An O'Farrell approved beanie will be available for purchase ONLY at O'Farrell in late fall. Students will be allowed to wear the beanie from December to March only when outside. Beanies must be worn above the eyebrows. No other hats are allowed.
- **Mittens/Gloves:** may only be worn in cold weather from December to March and may only be worn outside. Mittens/gloves must be plain solid black or plain solid white only. Students may not wear scarves.
- **Glasses:** Non-prescription glasses or non-prescription sunglasses are not allowed.
- **Backpacks:** Any color/brand is ok. May not be modified or written on except for student's name.
- **Tattoos and Body Piercings:** Visible tattoos, body piercings, and gauges are not allowed with the exception of earrings. All tattoos, including temporary tattoos, must be covered.
 - Students may wear standard earrings only. Earrings may only have a pin-hole size opening/post.
 - No more than three earrings per ear may be worn.
 - Plugs may be used to replace visible body piercings or gauges. Plugs must be clear or match student's flesh color.
 - Bandages to cover visible tattoos or body piercing holes must be plain/neutral-colored.

THE O'FARRELL MIDDLE SCHOOL ACADEMY UNIFORM POLICY

O'Farrell requires that all students wear uniforms. Approved O'Farrell uniforms must be purchased at Mario's Family Clothing, 28 N. Euclid Ave, or 7761 Broadway, Lemon Grove, 619-264-6081. Please DO NOT purchase anything that is not on the approved O'Farrell Uniform list (found below.)

- **Purpose: Safety and Unity**

Research has shown that students who dress alike also enjoy an increased sense of unity. The same evidence shows that uniforms will increase student safety, reduce violence and make it much easier to identify persons who do not belong on campus. Student uniforms ensure that we avoid styles of clothing that could be misinterpreted as gang-related, distracting, or immodest.

- **Scholarships/Assistance-**

Assistance may be available for students and families in need through Family Support Services. Contact them directly for more information.

- **Enforcement**

Infractions will be routed to the Homebase teacher, who will then follow through with appropriate discipline actions. If a student is not in uniform, the student will remain in their homebase classroom for the remainder of the day or until the parent or guardian is able to bring them appropriate clothing. These additional consequences will be added with each infraction.

- **First uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher.
- **Second uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher and student assigned detention.
- **Third uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher. Student assigned to Friday Night School or Saturday School
- **Fourth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. In-School Suspension and conference with the parent/guardian
- **Fifth uniform violation** – Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent Guardian telephone by the Homebase teacher and/or family leader. Saturday Suspension

- **Sixth uniform violation** – Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent Guardian telephone by the Homebase teacher and/or family leader. One day suspension
- **Continued Violations** - Each further violation will result in a one day suspension.

*The uniform must fit properly, not exceeding one size beyond the correct size and **may not be modified, altered or changed in any way.** This includes bagging or sagging pants, oversized shirts, skinny pants, safety pins, rubber bands, buttons etc. Clothes may not have a ripped or torn appearance. Rain gear, hats or other extreme weather, non uniform items must be removed and put away upon campus entry*

The following O’Farrell Uniform items MUST be purchased at Mario’s:

<p>PANTS, SHORTS,SKIRTS</p> <p>Girls: Flat Front Flare Khaki Pant Welt Pocket Khaki Pant Bermuda Shorts Khaki French Toast Skort Khaki</p> <p>Boys: Original Fit, Slim Straight Khaki Pant Flex Waist Khaki Pant Boy’s Dickies Shorts</p>	<ul style="list-style-type: none"> • Long Pants: Must fit properly, worn at the waist and not be altered or modified. Pants which are too large (saggy, baggy) or too tight (skinny) are not allowed. No rips or tears. No Capri pants. • Shorts/Skirts: The shorts/skirts must be no more than 2" above or below the knee and not be form fitting. They must fit properly.
<p>SHIRTS</p> <p>White or Navy polo shirt (long or short sleeved) with the O’Farrell embroidered logo.</p>	<ul style="list-style-type: none"> • Mario’s has only one style of polo allowed. • Shirts must be properly tucked in at all times so they O’Farrell belt is visible.
<p>JACKETS, SWEATSHIRTS, SWEATERS</p> <p>Crewneck sweatshirt Windbreaker Heavy Fleece Jacket Cardigan Sweater</p>	<ul style="list-style-type: none"> • Approved items are navy with the O’Farrell embroidered logo. • Winter garments do not have hoods. • A uniform shirt must be worn underneath any outer garments.
<p>BELTS</p> <p>Black web belt with plain silver hinge buckle</p>	<ul style="list-style-type: none"> • The belt must match the waist size with extra length tucked in the belt loops. • Belt is available for purchase at Mario’s AND O’Farrell

The following items do not have to be purchased at Mario's, but must meet these guidelines:

<p>UNDERSHIRTS OR TURTLENECKS</p> <p>Solid black, solid navy, solid white or solid grey</p>	<ul style="list-style-type: none"> • No designs or logos. • Undergarments (bras) may not be visible.
<p>SHOES</p> <p>Solid black or white, or black/white combo</p>	<ul style="list-style-type: none"> • Leather or canvas shoes with closed toes and heels. No boots, house shoes/slippers • Soles, logos, and laces must also be black or white only.
<p>SOCKS</p> <p>Solid black OR solid white (NO black/white combo)</p>	<ul style="list-style-type: none"> • Must be solid white or solid black • Socks must be 4 inches below the knee • No leggings or stockings
<p>ACCESSORIES</p> <p>Jewelry/Hair Accessories /Watches/Other: Black, white, gold or silver (This includes head coverings for religious or medical reasons.)</p> <p>Beanies/Hats</p> <p>Gloves</p> <p>Glasses</p> <p>Backpacks/Book bags</p> <p>Tattoos/Piercings: Visible tattoos, body piercings and gauges are not allowed with the exception of earrings. All tattoos, including temporary tattoos, must be covered.</p>	<ul style="list-style-type: none"> • All jewelry must be plain-no lettering, logos, symbols • Accessories or body modifications that prove to be a distraction will be handled on an individual basis. • Hair (including dyes, streaks or extensions) must be of a natural hair color-(magenta and burgundy are NOT natural hair colors and not allowed) • Bandanas, scarves or rags are not allowed. • No buttons or pins on clothing. • Beanies may be purchased at O'Farrell only and only be worn between December and March, outside. • Must be worn above the eyebrows. No other hats. • Gloves-Solid black or white cotton only. Worn between Dec and March (no leather baseball gloves) • No non-prescription glasses or sunglasses. • Backpacks may be any color/brand. May not be modified or written on except for student's name. • Standard earrings only. Earrings may only have a pin-hole size opening/posst. • No more than three earrings per ear. • Plugs may be used to replace piercings/gauges. Plugs must be clear or match your flesh color. • Bandages to cover visible tattoos or piercing holes must be plain/neutral colored.

THE O'FARRELL HIGH SCHOOL ACADEMY UNIFORM POLICY

Uniform Policy

O'Farrell requires that all students wear uniforms. Approved O'Farrell uniforms must be purchased at Mario's Family Clothing, 28 N. Euclid Ave, or 7761 Broadway, Lemon Grove, 619-264-6081.

Please DO NOT purchase anything that is not on the approved O'Farrell Uniform list (found below.)

- **Purpose: Safety and Unity**

Research has shown that students who dress alike also enjoy an increased sense of unity. The same evidence shows that uniforms will increase student safety, reduce violence and make it much easier to identify persons who do not belong on campus. Student uniforms ensure that we avoid styles of clothing that could be misinterpreted as gang-related, distracting, or immodest.

- **Scholarships/Assistance-**

Assistance may be available for students and families in need through Family Support Services. Contact them directly for more information.

- **Enforcement**

Infractions will be routed to the Homebase teacher, who will then follow through with appropriate discipline actions. If a student is not in uniform, the student will remain in their homebase classroom for the remainder of the day or until the parent or guardian is able to bring them appropriate clothing. These additional consequences will be added with each infraction.

- **First uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher.
- **Second uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher and student assigned detention.
- **Third uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent/Guardian telephoned by Homebase teacher. Student assigned to Friday Night School or Saturday School
- **Fourth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. In-School Suspension and conference with the parent/guardian
- **Fifth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent Guardian telephone by the Homebase teacher and/or family leader. Saturday Suspension
- **Sixth uniform violation** - Uniform violation notice brought home and signed by the parent or guardian and returned to the Homebase teacher. Parent Guardian telephone by the Homebase teacher and/or family leader. One day suspension
- **Continued Violations** - Each further violation will result in a one day suspension.

The uniform must fit properly, not exceeding one size beyond the correct size and **may not be modified, altered or changed in any way**. This includes bagging or sagging pants, oversized shirts, skinny pants, safety pins, rubber bands, buttons etc. Clothes may not have a ripped or torn appearance. Rain gear, hats or other extreme weather, non-uniform items must be removed and put away upon campus entry.

Visible tattoos, body piercings, and gauges are not allowed with exception of earrings. All tattoos, including temporary tattoos, must be covered.

- No more than three standard earrings per ear. Earrings may only have a pin-hole size opening/post.
- Plugs may be used to replace piercings or gauges. Plugs must be clear or match your flesh color.
- Bandages to cover tattoos or piercing holes must be plain/neutral-colored.

The following O'Farrell Uniform Policy must be adhered to specifically:

<p>SHIRTS</p> <p>Black or Maroon polo shirt (long or short sleeved) with the O'Farrell embroidered logo.</p>	<ul style="list-style-type: none"> • Mario's has only one style of polo allowed. • Shirts must be properly tucked in at all times so they O'Farrell belt is visible.
<p>JACKETS, SWEATSHIRTS, SWEATERS</p> <p>Crewneck sweatshirt Windbreaker Heavy Fleece Jacket Cardigan Sweater</p>	<ul style="list-style-type: none"> • Approved items are black with the O'Farrell embroidered logo. • Winter garments do not have hoods. • A uniform shirt must be worn underneath any outer garments.
<p>BELTS</p> <p>Black web belt with plain silver hinge buckle</p>	<ul style="list-style-type: none"> • The belt must match the waist size with extra length tucked in the belt loops. • Belt is available for purchase at Mario's AND O'Farrell

The following items do not have to be purchased at Mario's, but must meet these guidelines:

<p>JEANS</p> <p>Long jeans, jean shorts or jean skirt</p>	<ul style="list-style-type: none"> • Jeans material may be blue, black or grey • Must fit properly, worn at the waist and not be altered or modified. Jeans which are too large (saggy, baggy) or too tight (skinny) are not allowed. No rips or tears. No Capri pants. • Shorts/Skirts: The shorts/skirts must be no more than 2" above or below the knee and not be form fitting. They must fit properly.
<p>UNDERSHIRTS OR TURTLENECKS</p> <p>Solid black, solid white or solid grey</p>	<ul style="list-style-type: none"> • No designs or logos. • Undergarments (bras) may not be visible.
<p>SHOES</p> <p>Solid black or white, or black/white combo</p>	<ul style="list-style-type: none"> • Leather or canvas shoes with closed toes and heels. No boots, house shoes/slippers • Soles, logos, and laces must also be black or white only.
<p>SOCKS</p>	<ul style="list-style-type: none"> • Must be solid white or solid black • Socks must be 4 inches below the knee

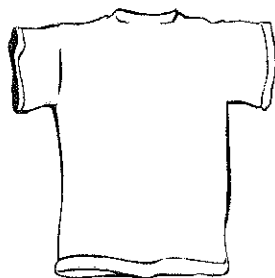
Solid black OR solid white (NO black/white combo)	<ul style="list-style-type: none"> • No leggings or stockings
<p>ACCESSORIES</p> <p>Jewelry/Hair Accessories /Watches/Other: Black, white, gold or silver (This includes head coverings for religious or medical reasons.)</p> <p>Beanies/Hats</p> <p>Gloves</p> <p>Glasses</p> <p>Backpacks/Book bags</p>	<ul style="list-style-type: none"> • All jewelry must be plain-no lettering, logos, symbols • Accessories or body modifications that prove to be a distraction will be handled on an individual basis. • Hair (including dyes, streaks or extensions) must be of a natural hair color-For example, magenta and burgundy are NOT natural hair colors and not allowed. • Bandanas, scarves or rags are not allowed. • No buttons or pins on clothing. • Beanies can be purchased at O'Farrell only and only be worn between December and March, outside. • Must be worn above the eyebrows. No other hats. • Gloves-Solid black or white cotton only. Worn between Dec and March (no leather baseball gloves) • Non-prescription glasses or sunglasses are not allowed. • Backpacks may be any color/brand. May not be modified or written on except for student's name.

Free Dress Day

Congratulations on earning a free dress day! We are so proud of you and your efforts. We want you to enjoy your reward but we also want you to be safe and look your best. Please follow the following guidelines when preparing your outfit. Your outfit will be checked at the entrance gate and by your teachers throughout the day.

Color Requirements: Your ENTIRE outfit cannot be more than 50% red, blue or green. If you wear a red shirt, do not wear red pants. If you wear green pants, do not wear a green shirt. A solid red/blue/green shirt is fine, as long as you wear different color pants and shoes. Gang association is not allowed. The school will determine if an outfit appears to be gang related.

Shirts/Sweatshirts/Sweaters



- Your shirts cannot have inappropriate writing of any kind. This includes ANY gang or drug references. You cannot wear "SD," "San Diego," or "Calvin Klein."
- No inappropriate logos that display drugs or alcohol.
- Wear appropriate shirts that are not revealing, see-through, and don't show your midriff. Shirts cannot be low-cut.
- Your shirts **must have sleeves** so don't wear any tank or halter tops. Undergarments may not show.
- If you wear a sweatshirt with a hood, remember not to wear the hood on campus.

Shorts/Pants



- Make sure your pants are the appropriate length, aren't baggy and aren't skin tight.
- Your pants/shorts cannot have inappropriate writing or logos of any kind. This includes ANY gang or drug references. You cannot wear "SD," "San Diego," or "Calvin Klein."
- No sweatpants or pajamas.
- Jeans may not have ANY rips or tears in them.

Shoes and Socks



- Shoes must be closed toed shoes. No sandals or house shoes/slippers.
- Any color is acceptable, keeping in mind that your entire outfit cannot be more than 50% red, blue or green.

Accessories



- Jewelry can't have letters, numbers or words.
- No hats, sunglasses, or bandannas.

Remember, students have earned this non-uniform day as a privilege. Problems arising from not being in uniform will result in disciplinary action for the students involved. We have tried to make adjustments to make this day as great as possible. Make this a safe, fun day!

CRITERION 8

PROCEDURES TO ENSURE SAFETY OF STUDENTS, STAFF, AND PARENTS/GUARDIANS WHILE GOING TO AND FROM SCHOOL

1. In the O'Farrell binder, students are reminded that school behavioral standards are in effect in route to and from school as well as during extra curricular activities both on and off campus. Students are also reminded of this during discipline assemblies.
2. Parents and students are reminded about traffic safety and crosswalk use in the student planner and school newsletter.
3. Site staff are posted at all entrance/exits before and after school.
4. Entry or exit to the campus is only allowed through supervised gates.
5. Student campus access is restricted in the mornings only into supervised areas and students are escorted off campus each day after school.
6. As required by state law, each principal/site administrator shall conduct safety drills periodically (including fire, earthquake/disaster preparedness and lock down drill) to maintain awareness of procedures.
7. Site emergency plan will be reviewed twice annually by staff.

CRITERION 9

SAFE AND ORDERLY SCHOOL ENVIRONMENT

We believe in timely, consistent, and appropriate intervention that puts the child back on track as quickly as possible when a student fails to learn and act in the FALCON Way. We also believe that consequences must be designed to meet the individual needs of students. Therefore, the homebase teacher will refer to the school-wide discipline plan guide and may consult with students, parents, teachers, family leaders or administration in order to select appropriate consequences and intervention to meet the individual needs of the child. The severity of the inappropriate behavior will determine the level of consequence.

Annually, we will provide copies of our comprehensive Safety School Plan to staff, local fire departments, law enforcement agencies, Primetime program director and the Board of Directors.

Per Procedure 6270, students are under the direct supervision of staff members at all times while in school, or while attending a school-directed activity. The discipline policies and homebase program of O'Farrell are designed to establish and maintain an environment in which students and staff members can perform effectively in the school setting, so that each student can exercise his or her right to obtain the best education possible.

All staff is regularly provided training on roles and responsibilities related to school safety and discipline policies. Homebase teachers meet with parents and are the primary liaison for all concerns related to students in their homebase.

STAFF RESPONSIBILITIES

Teachers should sign in each morning to indicate their presence. Staff should not be on campus alone after hours. (6:30 a.m. – 6:00 p.m.) Doors should be locked when rooms are not in use or when working before or after school. All suspicious persons on campus should be reported to the office or supervision aides. In case of a threatening situation, seek immediate help from nearby staff and contact the site supervision aides who can radio for help.

CAMPUS SUPERVISION

Campus Security Assistants patrol the campus daily. They report to the Principal/Superintendent. Teachers should be standing at the door of their classrooms at 7:25 a.m. and standing at their door during passing periods unless assigned other duties. The Principal/Superintendent should be available to staff until 4:00 p.m. daily. When exceptions arise backup can be provided by the administrator-in-charge, designated by the Principal/Superintendent, and can be called by the administrative assistant or other office staff.

CAMPUS SUPERVISION RESPONSIBILITIES

Classroom teachers who leave their rooms during prep periods are expected to be back in time to supervise during passing periods. Please make a point of returning early to locked classrooms so that students will not congregate outside the doorway. Early dismissals are not authorized. Students must be supervised at all times.

LUNCH SUPERVISION

Lunchtime supervision is conducted to maintain acceptable standards of student behavior, promote the cleanliness of the campus, prevent the entry of unauthorized visitors, and enforce the policy of a closed campus.

Students are required to follow the "FALCON Way" at all times, stay in the designated lunch area and dispose of their trash in trash receptacles. They are not permitted to leave campus during lunchtime, nor have visitors. Students are required to remain seated the last ten minutes of each lunch.

PASSES FROM CLASS

No lavatory passes should be issued during the first five minutes and the last five minutes of any class. Students should not be permitted to leave class at any time without a properly completed pass containing the student's name, the date, destination, time and the teacher's signature. Ink should be used to fill out these passes.

Students receive four bathroom passes every six weeks. Students should be encouraged to use the lavatory on their own time. If physiological or health problems are used as a reason for frequent lavatory passes, the student's name should be submitted to the health technician for further checking and recommendation.

Requests to see the health technician should be given careful consideration. Teachers must use careful judgment in granting or refusing requests to see the health. Students may not "drop in" to see the nurse between classes without a pass.

Students going to the Library should use a regular pass complete with name, date, time, destination, and teacher's signature. Note the time to return, if student is to return to class before the end of the period.

SCHOOLWIDE DISCIPLINE GUIDE

Rationale

- All staff members at O'Farrell are responsible for school-wide discipline
- Promote consistency school-wide
- Provide a process for intervention prior to suspension
- Provide follow-up after suspension, including a contract, and FSS intervention
- Maintain a high standard of behavior school-wide

Successful Strategies for Classroom Management

Students are given three warnings per class period daily.

- Enforce the FALCON Way.
- Use positive classroom management.
- Be consistent.
- Use mediation.
- Teach positive problem solving strategies to your students.
- Put the student on a daily contract/progress report
- Utilize FSS. Ask FSS staff to present lessons on various topics to the whole class.
- Involve FSS staff in the curriculum when appropriate.
- Give out yellow slips for exemplary behavior.
- Use awards and rewards: specific and genuine verbal compliments, raffles, etc.
- Listen compassionately and reflectively to your students.
- Encourage student involvement in extracurricular school activities.

All parties, starting with homebase teachers, must be involved in resolving conflicts.

- When incidents involve students from different homebases or student/adult conflicts, all adults must be in agreement concerning disciplinary action of the student(s). If agreement is not reached, family leaders should be involved in a resolution.
- Family leaders need to be notified of any serious infractions concerning their family members.

**THE O'FARRELL CHARTER SCHOOL
STUDENT PROGRESSIVE DISCIPLINE PLAN**

Purpose of Progressive Student Discipline Plan: To provide a fair and consistent way to establish a safe, orderly, positive environment in which teachers can teach and students can learn.

Concepts:

1. Classroom teachers are responsible to maintain safe, orderly, and respectful classroom, including the enforcement of consequences for inappropriate behavior. Consequences are expected to be enforced in a way that respects the child but rejects the behavior.
2. Parents value hearing directly, and promptly, from the teacher in the classroom where the child is not behaving appropriately.
3. Homebase teachers are responsible for receiving information about their students from multiple sources. They engage teachers and other staff members to seek out underlying causes for repeated, serious inappropriate behavior in an effort to provide students with tools to change those behaviors.

Classroom Discipline Steps

Concept: Each day, a child starts over on the Classroom Discipline Steps

1. **Verbal Warning**
2. **Consequences in Classroom** - (i.e., move seat, Warning Card, personal reflection on FALCON Way, private conference with student). Students may not be left outside the classroom unsupervised by an adult.
3. **Referral** – Referral to homebase teacher to assign the next level of consequence on the Progressive Discipline. Classroom teachers will call home.

CHARTER EXPULSION POLICY

The O'Farrell Charter School Contract has specific requirements for students to be enrolled. Students can be expelled for receiving ten or more cumulative days of suspension during the school year.

BEHAVIORAL EXPECTATIONS

Conduct

Students are expected to model the FALCON Way at all times. They are to wear the O'Farrell uniform and be in class on time. Students will walk, engage in appropriate behaviors on the school grounds and avoid behaviors that are disruptive, irresponsible and unsafe. Gang signing is considered an inappropriate behavior.

Prohibited Items

Items that can disrupt the learning process or create issues of theft are prohibited.

- Inappropriate items include skateboards, scooters, electronic devices, sports equipment, balls, etc., finger boards, dice playing cards, all toys, firecrackers, weapons, propellant sprays, excess cash, items of value, etc. CDs and DVDs are also inappropriate unless permission is received from the homebase teacher. Confiscated items may be picked up by the parent from the homebase teacher.

EXAMPLES OF UNACCEPTABLE BEHAVIOR

Minor offenses may include:

- Not bringing required supplies to class.
- Off-task behavior: talking, distracting others, etc.
- Food/gum in class (if not allowed)
- Running in the hallway
- Not keeping hands to self (not including punching, stabbing, etc.)
- Littering and disorderly environment (inside and outside the classroom)
- Misusing school supplies, and PE/science/computer/art equipment
- Threatening to cause physical injury (stops or will mediate when warned), first offense

Severe offenses may include:

- Disrupting class: defiant behavior toward any adult
- Using inappropriate language toward other student or adult
- Using inappropriate physical contact, obscene acts
- Stealing and/or receiving stolen property
- Misusing or severely damaging school equipment
- Instigating fights, fighting (first offense with no serious physical injury)
- Possessing drug paraphernalia
- Threatening to cause physical injury (threat continues despite warning, refusal to mediate)

Suspendible offenses include:

- Causing cuts and bruises or injuries requiring medical attention
- Possessing/using a controlled substance on campus
- Providing illegal substances (controlled substances or alcohol)
- Damaging school/private property
- Stealing school/private property
- Knowingly receiving stolen school/private property
- Possessing or using tobacco on school premises
- Committing an obscene act or engaging in habitual profanity or vulgarity directed toward staff, supervisor(s) or other students
- Committing sexual harassment, verbal, visual or physical
- Possessing drug paraphernalia as in the Health and Safety Code
- Disrupting/defiance minor, major, or involving threatening incident
- Attempting or threatening to cause physical injury
- Engaging in hate violence
- Engaging in intimidation

- Step 5 of progressive discipline

Zero Tolerance/Expulsion offenses include:

- Causing serious injuries requiring medical attention to student or staff
- Possessing, selling, or otherwise furnishing or brandishing any firearm, knife, explosive, or other dangerous object
- Two incidence of fighting in one school year
- Selling or furnishing illegal substance or alcohol on campus
- Committing robbery or extortion on campus
- Possessing an imitation firearm (including starter pistols)
- Sexual assault or battery
- Drug related offenses
- Fourth tobacco related offense

STUDENT POSSESSION OF CELLULAR PHONES, PAGERS AND OTHER ELECTRONIC SIGNALING DEVICES

Student possession of and use of cellular phones, pagers, and any other electronic signaling devices on school campus, or at school sponsored activities, and while under the supervision and control of O'Farrell staff is permitted under the circumstances described herein. Elementary and middle school students may use these devices on campus prior to the first instructional period and after the last instructional period under the supervision of staff (includes time sent to office, Family Support Services, or any other location on school property prior to last instructional period scheduled). At all other times between first and last instructional periods these devices shall be turned off and out of sight.

High school students may use cell phones before school, during nutrition break, at lunch, and after school. High school students may only use their phones in the lunch court and high school area during these times. At all other times and locations phones must be put away and turned off.

Unauthorized use of these devices is cause for confiscation, and parent/guardian to be call to pick up the item. Repeated unauthorized use can/will lead to disciplinary action. The school is not responsible for the loss, theft, or damage of such devices when in the student's possession.

Parents/guardians must be aware that in the event an emergency should occur at the school, or school sponsored activity, they are not to call, signal, or page and give instructions to their student that contradicts the supervision of staff.

High school students are permitted use of their cell phones in their designated area and during their designated time.

CRITERION 10

SAFE SCHOOL PLANNING COMMITTEE FORMATION

The Board of Directors of The O'Farrell Charter School has delegated the responsibility of development of the School Safety Plan to the School Safety Planning Committee. The Board will review and approve the final plan before it is submitted.

The O'Farrell Charter School Safety School Planning Committee consists of the following:

Chairs:

Jonathan Dean, Principal/Superintendent

Jill Andersen, Assistant Principal

Members:

Sheryl Yeager, Emergency Disaster Preparation Coordinator

Christian Baker, Emergency Disaster Preparation Assistant

Anne Mathews, Assistant Principal

Pam Barry, 6th Grade Family Leader

Brian Schmidt, 7th Grade Family Leader

Susan Cuttitta, 8th Grade Family Leader

Brian Rainey, Assistant Principal

Lakisha Lester, Campus Security Assistant

David Sanders, Campus Security Assistant

Candace Austin, Executive Assistant to the Principal/Superintendent

Law Enforcement Consultants:

San Diego Police Dept.

Public Meetings:

Board of Directors meetings

CRITERION 11

BOARD POLICY #5006

ANTI-BULLYING

1. General Statement of Policy

The O'Farrell Charter School recognizes the negative impact that bullying can have on the health and safety of students and the learning environment. Bullying can create distress, anxiety, lower levels of self-esteem and increase feelings of isolation. Bullying materially and substantially disrupts the rights of others to an education and is unacceptable in the educational environment.

The O'Farrell Charter School endeavors to maintain a learning and working environment that is free of bullying. Toward that end, bullying is prohibited on school grounds, and at any school-sponsored events and activities. O'Farrell acknowledges that for this policy to be effective, school personnel must fulfill their responsibilities as assigned.

2. Definition of Bullying

"Bullying" means repeated behavior by an individual student, an individual student within a group of students, or a group of students that is intended to cause the victim(s) to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized or physically abused. Bullying implies an imbalance in power or strength in which the student being bullied has difficulty defending him or herself. Bullying can take many forms, including physical, verbal, social/relational and/or cyberbullying. Bullying may occur on or off campus. Bullying may occur in several forms, including but not limited to, the following:

- Written, verbal or nonverbal threats
- Intimidating or threatening gestures
- Unwanted physical contact, violence, or assault
- An intentional display of force that would give the victim reason to expect or fear physical contact or injury
- Jeering, taunting or mocking
- Teasing
- Degrading, insulting, or derogatory comments
- Extortion
- Theft of money or possessions
- Vandalism of a student's personal property
- Unauthorized exercise of control over a student's personal property
- Harrassment or threats via online social networking sites

3. Preventative Measures

This anti-bullying policy will be reviewed each year with all staff and students. Staff members will discuss bullying with students through homebase lessons and will provide age appropriate examples to assist students in identifying bullying and understanding why it is inappropriate. All students shall be informed that bullying will not be tolerated in any form. Students will be encouraged to report incidents of bullying whether they are the victim or an observer.

Preventative measures may include referring the student to Family Support Services, or to the school counselor, and encouraging the student to become involved in new activities such as clubs or sports teams. The homebase teacher is responsible for the ongoing "checking-in" with students to see how things are going.

4. Reporting Procedures

Victims/Targets

All students who believe they have been the victim/target of bullying shall promptly report the bullying to their homebase teacher, campus supervision, or to any O'Farrell staff member.

Student Witness

All students who witness or become aware of bullying shall report the bullying to their Homebase teacher, campus supervision, or to any O'Farrell staff member.

Parents/Guardians

All parents/guardians who become aware of any bullying are encouraged to report the bullying to their child's homebase teacher, family leader or assistant principal for their child's academy.

School Personnel

Any staff member who witnesses bullying shall immediately intervene and take appropriate action to stop the bullying. In addition, the staff member shall detain the students involved and immediately report the incident to campus supervision, or the appropriate homebase teacher(s) and/or family leader and assistant principal. The homebase teacher and/or family leader and assistant principal will gather student statements, investigate and assign necessary consequences. The incident will then be reported to Family Support Services or the school counselor for follow-up.

5. Disciplinary and Other Action

Consistent and appropriate disciplinary action will be taken for bullying behavior. The primary purpose of such action is to protect the victim and to deter bullying behavior in the future. The discipline imposed shall match the offense, as determined by the appropriate family leader and/or assistant principal. Bullying that occurs off campus may result in consequences at school if the behavior is such that it disrupts the school environment.

In regard to investigating reports of bullying, administrators or their designees shall discuss bullying with the victim in a place where the victim feels secure. The initial discussion with the victim shall not take place in the presence of the offending students. If more than one student is involved, the staff member shall talk to each student separately.

If an investigation substantiates that bullying has occurred, the administrator or designee shall take appropriate action consistent with this and the school's Progressive Discipline Policy.

O'Farrell recognizes that parents/guardians play an important role in educating their children and preventing bullying. Accordingly, the parent/guardians of each offending student shall be informed of any bullying incidents involving their child. Parents of offending students may be encouraged to attend one or more conferences with the administrator, homebase teacher, family support services and/or school counselor to review the bullying behavior and discuss strategies for correcting the behavior. The administrator/designee or counselor shall also inform the victim's parent/guardian as soon as reasonably possible. Parents/Guardians of students who have been bullied may also be provided with resources to support their child and receive ongoing communication from the school regarding the bullying situation.

Disciplinary action for bullying may include, but is not limited to, loss of privileges, detention, Friday night school, in-school suspension, Saturday suspension, formal suspension and possible recommendation for expulsion. If the administrator determines the conduct raises to the level of a crime, disciplinary action may also include notification of the police department.

6. Dissemination of Policy and Training

A copy of this policy will be provided to staff, students and parents on an annual basis via the staff handbook, student and parent handbook and the school website. O'Farrell will develop and implement a method of discussing this policy each school year with students and employees. This policy shall be reviewed at least annually for compliance with state and federal laws.

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Action Item 3

RECOMMENDATION: Approve the contract with Wilkinson Hadley King & Co., CPAs and Advisors, to audit the financial statements of the governmental activities and the business-type activities as of and for the year ending June 30, 2015 in the amount not to exceed \$6,800 for the audit and \$950 for the information returns for O'Farrell and \$950 for Ingenuity for start-up expenses, a total of \$8,700.

BACKGROUND INFORMATION:

Every year the Board of Directors approves the contract for audit services.

CURRENT INFORMATION:

Our office staff will make available all financial records and related information required for the audit. It is O'Farrell's responsibility to set up the implementation and design of programs and controls to prevent and detect fraud, and for informing Wilkinson Hadley & Co. about all known or suspected fraud, or illegal acts affecting the government involving 1) management, 2) employees who have significant roles in internal control, and; 3) others where the fraud or illegal acts could have a material effect on the financial statements.

The audit is expected to begin on approximately April 15, 2015 and reports will be issued no later than December 15, 2015, or the approved extension date.

Their service also includes preparing the federal and state information returns for the year ending June 30, 2015. They also will provide copies of our reports to the California Department of Education, the State Controllers Office, the Federal Audit Clearing House, and the San Diego Unified School District.

ADDITIONAL INFORMATION:

The fees have increased from \$6,650 to \$6,800 and information returns from \$850 to \$950.

BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Action Item 4

RECOMMENDATION: Approve the 2014-2015 Consolidated Application Part Two.

BACKGROUND INFORMATION:

The Consolidated Application (ConApp) is used by the California Department of Education (CDE) to distribute categorical funds from various state and federal programs to county offices, school districts, and direct-funded charter schools throughout California. Annually, in June, each local educational agency (LEA) submits Part I of the application to document participation in these programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

Part II of the application is submitted in the fall of each year and contains the district entitlements for each funded program. Out of each state and federal program entitlement, districts allocate funds for indirect costs of administration, for programs operated by the district office, and for programs operated at schools.

CURRENT INFORMATION:

Title I, Part A Basic Grant- NCLB/ESEA- \$449,357

Required Set-Asides because of Program Improvement Status

Professional Development (10% of total allocation): \$44,936

1. Support and training for department chairs.
2. Support for staff development to help English Learners.
3. Support for staff development in building quality relationships with students.
4. Institutional membership in the California Charter School Association.
5. Support for teachers to attend conferences related to standards-based lesson planning.

Supplemental Educational Services (20%): \$89,872

Homeless (1%; administered by FSS for transportation, clothing and school supplies): \$4,494

Parent Involvement (1%; for parent meetings and communication): \$4,494

Total of set aside expenditures: \$143,796

Title I, Part A Discretionary Spending in support of single plan for student achievement: \$305,506

- Salaries for up to four and a half language arts or mathematics teachers to reduce class sizes in those content areas.

Title II, Part A, Teacher Quality - \$68,777

Funds are designated to ensure compliance with professional development activities and to support teachers meeting state and NCLB credentialing requirements.

1. Salary and training for Family Leaders to provide instructional leadership..
2. Training and stipend for one instructional coach from the teaching staff.

Title III, Part A, Limited English Proficient (LEP) - \$29,322

Funds are used to hire teaching assistants (TAs) for English learners. The total cost of one TA per grade level is \$45,000. Money from the general fund has been set aside to help pay for three TAs.

2014-15 Certification of Assurances

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca14asstoc.asp>

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

LEA Plan

An LEA that receives Title III funds, or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan. An LEA that receives Title III funds and is in Title III Improvement status must post their Improvement Plan in the California Accountability and Improvement System (CAIS) at <http://www.cde.ca.gov/ta/ac/ca/>.

State Board of Education approval date	7/11/2003
LEA Plan Web page	ofarrellcharter.org

Consolidated Application Certification Statement

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Jonathan Dean
Authorized Representative's Signature	
Authorized Representative's Title	Superintendent
Authorized Representative Signature Date	06/20/2014

*****Warning*****

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2014-15 Protected Prayer Certification

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

CDE Program Contact:

Franco Rozic, Title I Monitoring & Support, frozic@cde.ca.gov, 916-319-0269
 Mary Payne, District Improvement Office, MPayne@cde.ca.gov, 916-319-0379

Protected Prayer Certification Statement

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Jonathan Dean
Authorized Representative Title	Superintendent
Authorized Representative Signature Date	06/20/2014
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

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2014-15 Application for Funding

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

Local Governing Board Approval

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/09/2014
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District English Learner Advisory Committee (DELAC) Review

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Christina Puentes
DELAC review date	06/09/2014
Meeting minutes web address Please enter the Web address of DELAC review meeting minutes. If a Web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	

Application for Categorical Programs

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

Title I Part A (Basic Grant) ESEA Sec. 1111 et seq. SACS 3010	Yes
Title II Part A (Teacher Quality) ESEA Sec. 2101 SACS 4035	Yes
Title III Part A Immigrant ESEA Sec. 3102 SACS 4201	Yes
Title III Part A LEP ESEA Sec. 3102 SACS 4203	Yes

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2014-15 Federal Transferability

Federal transferability is governed by Title VI in ESEA Section 6123. An LEA may transfer a maximum of 50% of any program to other programs. This transferability is not the same as Title VI Subpart 1 REAP Flexibility governed by ESEA Section 6211.

CDE Program Contact:

Anne Daniels, Education Data Office, adaniels@cde.ca.gov, 916-319-0640

This data collection is not applicable, program funds cannot be transferred out as the LEA is in Program Improvement year 3.

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2014-15 Title I, Part A LEA Allocation

The purpose of this data collection is to calculate the full Title I Part A allocation available to the LEA.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948
 Jyoti Singh, Title I Policy & Program Guidance, jysingh@cde.ca.gov, 916-319-0372

2014-15 Title I, Part A entitlement	\$449,357
Transferred-in amount	\$0
Title I, Part A entitlement after transfers	\$449,357
Note:	
In order for the 2013-14 Carryover amount to be pre-populated, the 2013-14 Title I, Part A Carryover data collection should be completed and saved before beginning data entry.	
2013-14 Carryover	\$0
(Allowable values are the 12 or 15 month 2013-14 carryover. The default value displayed is the 15 month calculated carryover.)	
Repayment of funds	
2014-15 Total allocation	\$449,357
Indirect cost reservation	
Administrative reservation	
2014-15 Title I, Part A adjusted allocation	\$449,357
Indirect Cost and Administration Calculation Tool	
To help determine allowable indirect cost and administration reserves, based on your Approved Indirect Cost Rate as defined on http://www.cde.ca.gov/fg/ac/ic/ , below are recommended values.	
2014-15 Approved indirect cost rate	5.69%
Maximum allowable indirect cost reservation	\$24,191
Recommended administration reservation	\$43,211

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2014-15 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
 Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Nonprofit Private School Equitable Services Percentage Calculation

Total participating nonprofit school low income students	.
Total participating attendance area low income students	0
Percent of nonprofit private school low income students for equitable service calculations	0.00%

Required Reservations

Title I Part A adjusted allocation	\$449,357
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Parental Involvement

Parental involvement (1% of the entitlement plus transfers-in if greater than \$500,000.)	\$0
Supplemental parental involvement (Optional: Additional discretionary set-aside.)	\$4,494
Nonprofit private school parental involvement set-aside	\$0
Amount remaining	\$4,494
Public school parental involvement	\$0
Balance available for LEA parental involvement activities	\$4,494

Direct and Indirect Services

Direct or indirect services to homeless children; regardless of their school of attendance	\$4,494
Homeless services provided (Maximum 500 characters)	Ofarrell works with the Family Support Services department at the charter school to assist homeless families with uniforms, meals, and referrals for counseling and assistance.
Local neglected institutions Does the LEA have local institutions for neglected children or children currently classified as neglected?	
Direct or indirect services in local institutions for neglected children	
Local delinquent institutions	

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2014-15 Title I, Part A Reservations, Required

To report LEA required reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Nancy Bodenhausen, Title I Policy & Program Guidance, NBodenhausen@cde.ca.gov, 916-445-4904
 Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Does the LEA have local institutions for delinquent children?	
Other neglected or delinquent services	

Program Improvement (PI)

The following reservations are required if the LEA is in Program Improvement, or has one or more schools in Program Improvement.

Public school choice transportation (Choice)	\$0
Supplemental educational services (SES)	\$89,872
Parent outreach and assistance for Choice and SES	\$0
Program Improvement general comments (Maximum 500 characters)	

Program Improvement Professional Development

Professional development funds	Yes
Will the LEA use PI school-level professional development funds to help meet the LEA 10% minimum professional development requirement?	
PI professional development (Minimum 10% of the entitlement plus transfers in.)	\$0
2013-14 PI professional development carryover	\$0
Total PI professional development	\$0

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2014-15 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956
 Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Allowed Reservations

Professional Development for Highly Qualified Teachers and Paraprofessionals

Professional development for highly qualified teachers and paraprofessionals	\$44,936
Nonprofit private school equitable services	\$0
Professional development reserved for public schools	\$44,936

District-wide Instructional Programs

District-wide instructional programs (Non-PI activities)	\$0
Nonprofit private school equitable services	\$0
District-wide instructional programs for Title I public schools	\$0

Other School Programs

Other school programs Including summer school or intersession programs or before and after school programs.	\$1
Nonprofit private school equitable services	\$0
Other school programs reserved for public schools	\$1

Other Allowable Reservations

Salary differentials	
Preschool programs	
Capital expenses for nonprofit private schools	

Program Improvement Activities

Teacher incentives and rewards (Maximum 5% of entitlement after transfers.)	
Professional development of highly qualified teachers	
Technical assistance to schools	
Summer school, intersession programs or before and after school programs	

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2014-15 Title I, Part A Reservations, Allowed

To report LEA allowable reservations before distributing funds to schools, and to calculate and report nonprofit private school set-aside values.

CDE Program Contact:

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956
 Karen Neilsen, Title I Policy & Program Guidance, KNeilsen@cde.ca.gov, 916-319-0946

Reservation Summary

Adjusted Allocation	\$449,357
Total required reservations	\$98,860
Total allowed reservations	\$44,937
Allocations after reservations	\$305,560
Total nonprofit private school set aside	\$0
Private nonprofit school Parental Involvement set-aside	\$0
Public school Parental Involvement set-aside	\$0
Amount available for Title I, Part A school allocations	\$305,560

*****Warning*****

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2014-15 Title I, Part A Program Improvement Midyear Activity and Expenditure Report

If one or more schools is in Program Improvement, the LEA is required to provide a mid-year status of activities related to Choice and or SES services.

CDE Program Contact:

Stephanie Smith, Title I Policy & Program Guidance, SSmith@cde.ca.gov, 916-319-0948

Lana Zhou, Title I Policy & Program Guidance, lzhou@cde.ca.gov, 916-319-0956

Activities

Number of students who applied for Choice	
Number of new and continuing students who transferred to attend a non-PI school under ESEA	
Number of new and continuing students who transferred to attend a non-PI school under a local or state school choice program	
Number of students who applied for SES	
Number of students who received SES	
Activities comment	
An explanation must be provided if all activities are zero.	

Expenditures and Encumbrances

Due to a federal audit comment received, LEAs are required to provide biannual year-to-date PI expenditures and encumbrance in support of Choice and SES activities.

Choice transportation using Title I Part A funds	
Choice transportation using non-Title I Part A funds	
SES using Title I Part A funds	
SES using non-Title I Part A funds	
Parent outreach using Title I Part A funds	
Parent outreach using non-Title I Part A funds	
Total expenditures and encumbrance using Title I Part A funds	\$0
Total expenditures and encumbrance using non-Title I Part A funds	\$0
Expenditure comment	
An explanation is required if no program improvement expenditures or encumbrances have occurred (maximum 500 characters).	

*****Warning*****

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2014-15 Title II, Part A LEA Allocations and Reservations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title II Part A Teacher & Principal Training & Recruiting, and to report required reservations.

CDE Program Contact:

Jackie Rose, Title II Leadership, jrose@cde.ca.gov, 916-322-9503

Juan J. Sanchez, Section 2141 Contact, jsanchez@cde.ca.gov, 916-319-0452

2014-15 Title II Part A entitlement	\$68,820
Total funds transferred out of Title II, Part A	\$0
Total entitlement after transfers	\$68,820
2013-14 Carryover (as of 06/30/14)	\$0
Repayment of funds	
Repayment comment	
Provide an explanation of why repayment dollars were added back to the allocation	
2014-15 Allocation	\$68,820
Administrative and indirect costs	
Title II Part A adjusted allocation	\$68,820

*****Warning*****

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2014-15 Title III, Part A Immigrant LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A Immigrant, and to report required reservations.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

2014-15 Title III, Part A Immigrant entitlement	\$5,028
2013-14 Carryover (As of June 30, 2014)	\$0
Repayment of funds	
2014-15 Allocation	\$5,028
Administrative and indirect costs	
2014-15 Adjusted allocation	\$5,028
General comment (Maximum 500 characters)	

*****Warning*****

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2014-15 Title III, Part A Immigrant YTD Expenditure Report, 6 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2014 through December 31, 2014.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Sandra Covarrubias, Language Policy & Leadership Office, SCovarrubias@cde.ca.gov, 916-319-0267

Approved Immigrant Sub-grantee Activities

(e) ACTIVITIES BY AGENCIES EXPERIENCING SUBSTANTIAL INCREASES IN IMMIGRANT CHILDREN AND YOUTH-

(1) IN GENERAL-An eligible entity receiving funds under section 3114(d)(1) shall use the funds to pay for activities that provide enhanced instructional opportunities for immigrant children and youth, which may include-

- (A) family literacy, parent outreach, and training activities designed to assist parents to become active participants in the education of their children;
- (B) support for personnel, including teacher aides who have been specifically trained, or are being trained, to provide services to immigrant children and youth;
- (C) provision of tutorials, mentoring, and academic or career counseling for immigrant children and youth
- (D) identification and acquisition of curricular materials, educational software, and technologies to be used in the program carried out with funds;

- (E) basic instruction services that are directly attributable to the presence in the school district involved of immigrant children and youth, including the payment of costs of providing additional classroom supplies, costs of transportation, or such other costs as are directly attributable to such additional basic instruction services;
- (F) other instruction services that are designed to assist immigrant children and youth to achieve in elementary schools and secondary schools in the United States, such as programs of introduction to the educational system and civics education; and
- (G) activities, coordinated with community-based organizations, institutions of higher education, private sector entities with expertise in working with immigrants, to assist parents of immigrant children and youth by offering comprehensive community services.

2014-15 Title III, Part A Immigrant entitlement	\$5,028
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$5,028
3000-3999 Employee benefits	\$0
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date expenditures	\$5,028
2014-15 Unspent funds	\$0
General comment (Maximum 500 characters)	

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2014-15 Title III, Part A LEP LEA Allocations

The purpose of this data collection is to calculate the total allocation amount available to the LEA for Title III Part A LEP, and to report required reservations.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838

2014-15 Title III, Part A LEP entitlement	\$29,196
2013-14 Carryover (As of June 30, 2014)	\$0
Repayment of funds	
2014-15 Allocation	\$29,196
Administrative and indirect costs	\$0
2014-15 Adjusted allocation	\$29,196

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2014-15 Title III, Part A LEP YTD Expenditure Report, 6 Months

A report of year-to-date expenditures by activity. Activity period covered is July 1, 2014 through December 30, 2014.

CDE Program Contact:

Patty Stevens, Title III Language Policy & Leadership Office, pstevens@cde.ca.gov, 916-323-5838
 Geoffrey Ndirangu, Language Policy & Leadership Office, gndirang@cde.ca.gov, 916-323-5831

Required and Authorized LEP Sub-grantee Activities

Required

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

Authorized

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2014-15 Title III, Part A LEP entitlement	\$29,196
Object Code - Activity	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified personnel salaries	\$29,196
3000-3999 Employee benefits	\$0
4000-4999 Books and supplies	\$0
5000-5999 Services and other operating expenditures	\$0
Administrative and indirect costs	\$0
Total year-to-date expenditures	\$29,196
2014-15 Unspent funds	\$0
General comment (Maximum 500 characters)	

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2014-15 Consolidation of Administrative Funds

A request by the LEA to consolidate administrative funds for specific programs.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

Title I, Part A (Basic) SACS Code 3010	
Title I, Part C (Migrant Education) SACS Code 3060	
Title I, Part D (Delinquent) SACS Code 3025	
Title II, Part A (Teacher Quality) SACS Code 4035	
Title II, Part A (Administrator Training) SACS Code 4036	
Title III (Immigrant Students) SACS Code 4201	
Title III (LEP Students) - 2% maximum SACS Code 4203	
Title IV, Part B (21st Century Community Learning Centers) SACS Code 4124	

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2014-15 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

CDE Program Contact:

Julie Brucklacher, Financial Accountability & Info Srv, jbruckla@cde.ca.gov, 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate. Additional information on the predetermined schedule substitute system of time accounting can be found at <http://www.cde.ca.gov/fg/ac/co/timeaccounting2013.asp>. Detailed information on documenting salaries and wages, including both substitute systems of time accounting, are described in Procedure 905 of the California School Accounting Manual posted on the Web at <http://www.cde.ca.gov/fg/ac/sa/>.

2014-15 Request for authorization	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	

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BOARD OF DIRECTORS AGENDA ITEM

Agenda Date: February 9, 2015

Action Item 5

RECOMMENDATION: Approve the purchase of 710 headsets without microphones, 400 headsets with microphones and 400 adapters, to be used for testing for all students in the amount of \$19,865.84.

BACKGROUND INFORMATION:

State testing used to be done on paper.

CURRENT INFORMATION:

State testing will now be done via computers. In order to accommodate this new procedure we need to purchase headphones that have volume control. These headphones also need to adapt to our present Chromebooks and iPads.

The purchase of (710) Califone Stereo/Mono headsets are being purchased for the high school and middle school. They do not have microphones.

The purchase of (400) Cyber Stereo Headset/Mic Pro Grade are for the elementary. They have microphones.

The purchase of (400) Startech Audio Mic are the adapters that allow the headphones to work with both Chromebooks and iPads.

These headphones are being purchased primarily for testing but will be able to be used for classroom work for the rest of the school year.