



# **VALLEY OAKS CHARTER SCHOOL**

Petition for Charter Renewal

March 2015

Submitted to the  
Kern County Board of Education

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## **I. ASSURANCES**

Valley Oaks Charter School (VOCS) or the “Charter School”, a public charter school authorized by the Kern County Board of Education (KCBE) with oversight by the Kern County Superintendent of Schools Office (KCSOS), follows any and all federal, state, and local laws and regulations that apply to the Charter School, including but not limited to:

- Valley Oaks Charter School will meet all statewide standards and conduct the pupil assessments required pursuant to Sections 60605 and 60851 and any other statewide standards authorized in statute or pupil assessments applicable to pupils in non-charter public schools. (§47605{c}{1})
- Valley Oaks Charter School will be nonsectarian in its programs, admission policies, employment practices, and all other operations. (EC §47605{d}{1})
- Valley Oaks Charter School will not charge tuition. (EC §47605{d}{1})
- Valley Oaks Charter School will not subject any person to discrimination on the basis of disability (actual or perceived), gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or for association with an individual having any of the above named characteristics. (EC §220 and EC §47605{d}{1})
- Valley Oaks Charter School will admit all students who wish to attend the Charter School pursuant to EC §1981(b), who meet the established criteria, and who follow through on required admission procedures. In the event there are more applicants than there are spaces for admission, each will be given opportunity for entrance through a public random drawing. (EC §47605{d}{2}, §47605.5)
- Valley Oaks Charter School will adhere to any jurisdictional limitations to locations of its facilities. (EC §47605, 47605.1)
- Valley Oaks Charter School will notify the superintendent of the school district of the pupil’s last known address within 30 days, and shall upon request, provide that school district with a copy of the cumulative record of the pupil, including a transcript of grades or report card, and health information if a pupil is expelled or leaves the charter school without graduating or completing the school year for any reason. (EC §47605{d}{3})
- Valley Oaks Charter School will meet all requirements for employment set forth in applicable provisions of law, including but not limited to credentials, as necessary. (Title 5 CA Code of Regulations §11967.5.1{f}{5}{C})

- Valley Oaks Charter School teachers employed by the Kern County Superintendent of Schools Office will hold a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold. (EC §47605{1})
- Valley Oaks Charter School will, on a regular basis, consult with their parents, legal guardians, and teachers regarding the school's education programs. (EC §47605{c}{2})
- Valley Oaks Charter School will comply with all laws establishing minimum and maximum age for public school enrollment. (EC §47610{c}, §47612{b}, §48200)
- Valley Oaks Charter School will each fiscal year offer the minimum number of minutes of instruction appropriate for pupils in kindergarten, grades 1 through 3, grades 4 through 8, and grades 9 through 12. (EC §47612.5{a}{1})
- Valley Oaks Charter School will meet or exceed the required minimum number of school days. (Title 5 CA Code of Regulations §11960)
- Valley Oaks Charter School will follow all provisions of federal law related to students with disabilities including, but not limited to, Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 and the Individuals with Disabilities in Education Improvement Act of 2004. (US Dept. of Ed §504, ADA, IDEA)
- Valley Oaks Charter School will maintain written contemporaneous records that document all pupil attendance and make these records available for audit and inspection. (EC §47612.5{a}{2})
- Valley Oaks Charter School will comply with all applicable portions of the No Child Left Behind Act. (NCLB)
- Valley Oaks Charter School will comply with the Family Educational Rights and Privacy Act. (FERPA)
- Valley Oaks Charter School will comply with the Ralph M. Brown Act.
- Valley Oaks Charter School will comply with the Public Records Act.

## **II. INTRODUCTION**

In 2000, there was growing interest among parents for the Kern County Superintendent of Schools Office (KCSOS) to consider starting a program that would give homeschooling parents a public school alternative. As a result, Valley Oaks Charter School (VOCS) petitioned the State of California in order to provide an avenue that would afford structure and accountability for students and families in Kern County who have opted to homeschool. Over the years, this Kindergarten through twelfth grade (K-12) program has allowed parents to have flexibility in the design of lessons and use of teaching strategies that allowed them to be an integral part of the type of educational program they wanted for their students, while still operating within the framework of California's public school system.

### **Home Schooling Fundamentals**

The mission of Valley Oaks Charter School is to provide opportunities, support and accountability for parents seeking assistance in their homeschooling endeavors. To encourage unlimited student growth, parents, credentialed teachers and staff work in partnership to provide high quality curriculum, vast and diverse resources, and learning experiences in the home, the school, and the community.

Valley Oaks Charter School is a parent-choice and parent-participation charter school where parents, students, teachers, and the community work together to successfully educate one child at a time. Students who attend the charter school are educated through individually designed standards aligned curricula, which may include home-based learning programs, cooperative school programs and enrichment classes, apprenticeships, community-based educational programs, group seminars, distance learning, and supplemental learning projects. Additionally, parents work in partnership with credentialed teachers to assist students to achieve basic competencies, to broaden their experiences, to challenge them to achieve the highest level of academic excellence, and to be prepared to succeed in the complex world of the 21<sup>st</sup> Century.

### **III. THE EDUCATIONAL PROGRAM**

*A description of the educational program of the school, designed, among other things, to identify those whom the school is attempting to educate, what it means to be an "educated person" in the 21st century, and how learning best occurs. The goals identified in that program shall include the objective of enabling pupils to become self-motivated, competent, and lifelong learners. (47605{b}{5}{A}{i})*

#### **Description of the Educational Program**

Valley Oaks Charter School was founded on respecting and valuing parent choice; giving parents a chance to tailor an education to fit their children's individual needs. Students at VOCS are educated one child at a time, incorporating a wide variety of teaching methods. Working closely with credentialed teachers, parents take the opportunity to teach lessons based on the child's academic ability and style of learning. Whether a student is a visual learner, an audio learner, and/or a kinesthetic learner, all students are expected to work to their fullest potential. To assist parents with this goal, VOCS provides numerous educational options and opportunities that can be individualized to each student's learning style, skill set, and academic potential.

In addition to teaching their children at home on a daily basis, parents may choose to have their students participate in a variety of enrichment activities. Valley Oaks Charter School main site is located in Bakersfield, California. Additional satellite sites are located in Frazier Park, Kern River Valley, Taft, and Tehachapi. All sites are used as a meeting area for families and teachers, and house the educational resources necessary to facilitate quality learning. Students may elect to participate in on-campus enrichment classes and programs, which may include instruction in core academics, technology, applied and fine arts, physical education, industrial arts, and agriculture.

Homeschooling offers some unique challenges and opportunities for learning. The number of hours spent on formal instruction in the home is grade level and developmentally specific and, therefore, will not be absolute or identical in all circumstances. However, VOCS recommends the pupil and parent spend the same amount of time daily engaged in formal instruction that other pupils in the same grade would be engaged in while enrolled in other public schools.

Under the guidance of the VOCS credentialed teacher, parents must provide personalized instruction and work with their children daily, for the 180 days of school attendance. At the mandatory progress/assignment (table) meetings, teachers and parents strategize on how to present lessons, oversee learning, integrate standards, assess learning, add supplemental assignments and projects, and meet learning objectives, while accommodating each child's specific individual learning needs.

Valley Oaks Charter School strives to uphold parental rights and choices in education. Therefore, in collaboration with the credentialed teacher, parents have the opportunity to help design a course of study for each of their children. Due to this unique structure, a "one-size fits all" curriculum is not mandated, and the parents remain the authority over any material affecting

their child's attitudes, values and beliefs. It is the school's obligation to ensure students meet the educational objectives of the academic standards adopted by the state.

Homeschool students are frequent users of community educational opportunities. Valley Oaks Charter School builds on that strength and enhances the learning potential of those experiences. Specific units for elementary students and courses for high school students are developed around community resources such as museum exhibits and community events.

On-line courses, private vendors, and concurrent enrollment at local community colleges may be utilized on a contract basis to provide instruction for classes that cannot be offered in an independent-study format or at VOCS campus. These courses may include, but are not limited to art, dance, gymnastics, fitness and physical education programs, foreign-language instruction, high-level academic courses, drama, and music.

Furthermore, the academic expectations for students of Valley Oaks Charter School is to match or exceed local and state expectations as defined by the state standards, content area frameworks, and state testing. Regular reviews track progress toward meeting these academic goals. The goals of the school include, but are not limited to, the following:

- To offer students a custom-designed academic program that meets the individual academic goals identified for each student and offers choices in delivery modes
- To guide students to become self-motivated, lifelong learners
- To foster civic responsibility and encourage students to be educated participants in their communities

### **Course of Study**

Key considerations for the Courses of Study are built around the California Frameworks, the Content Standards, and the Grade Level Curriculum.

#### **Language Arts Literacy**

The goals for English Language Arts Literacy include developing readiness for college, career and civic life, becoming a literate individual through wide and independent reading and acquiring skills for 21<sup>st</sup> Century living. Valley Oaks Charter School students will:

- Read and interpret a variety of written materials including, but not limited to literature, poetry, evidenced based writing, non-fiction, and other informational text
- Demonstrate effective written communication skills
- Demonstrate effective oral communication skills
- Make connections to real life/world situations

#### **Mathematics**

Valley Oaks Charter School goals for its students in mathematics have been developed around the two types of math standards adopted by the state which include the Standards for Mathematical Practice and the Standards for

Mathematical Content in order to foster understanding and build skills and knowledge. The eight Standards for Mathematical Practice are designed as overarching guidelines to improve mathematical understanding and assist both parents and students in developing skills that will “provide a vehicle in which students will engage with and learn mathematics”. In addition to the Eight Standards for Mathematical Practice VOCS students will:

- Apply mathematics to practical situations
- Use mathematical concepts to solve real world problems
- Use technology mindfully to work with mathematics
- Reason logically and justify conclusions
- Demonstrate practical and theoretical skills

### **Science**

In conjunction with the Next Generation Science Standards, VOCS students develop an understanding of physical sciences, life sciences, earth and space sciences, and engineering, technology, and applications of science. Valley Oaks Charter School students will:

- Demonstrate grade-appropriate proficiency in gathering, describing, and using information about the natural and designed world
- Understand and apply scientific inquiry and the scientific method
- Develop useable knowledge to explain real world phenomena in the physical, biological, earth and space sciences
- Develop an understanding of scientific practices

### **Social Studies**

Using the History and Social Science Content Standards for California, VOCS students will acquire core knowledge in history and develop critical thinking skills that will enable them to study the past and its relationship to the present. In addition, students will:

- Understand and apply the integrated concepts of history, geography, political science, economics, and philosophy
- Demonstrate an understanding of democratic principles and responsibilities of citizenship
- Understand the connections between actions, consequences, values and behavior by identifying causes and effects of historical events
- Use primary and secondary documents/sources to identify and explain historical events
- Read complex text independently

### **Visual and Performing Arts**

Taken from the Guiding Principles of the California Visual and Performing Arts Framework and Content Standards, VOCS course of study goals supports music, art, drama, electronic technology in the arts and other expansions of fine art. Valley Oaks Charter School students will:

- Experience and gain knowledge of a variety of visual and performing arts

- Develop rudimentary skills in various art forms and share the outcomes with a variety of audiences
- Promote active learning through the study, practice, creation, or performance of works of art
- Through research, reading, and writing students will learn about the history and development of the arts and artists
- Learn to make observations and critique the arts through reliable information and clear criteria

### **Physical Fitness and Health**

Valley Oaks Charter School believes that physical fitness and health are important in the education of the whole child. The California Framework and Content Standards were used to develop a course of study that is tailored to meet the needs of the homeschool student. Furthermore, VOCS wholeheartedly supports the statement made in the California Frameworks for Health that the “children who are helped to accept responsibility for their health are more likely to succeed in school and to become healthier, more responsible, and more successful adults”. Valley Oaks Charter School students will:

- Develop an individual fitness plan that focuses on personal fitness
- Establish habits that lead to lifelong fitness and health wellness
- Understand the benefits of and participate regularly in physical fitness
- Promote students’ responsibility for their own health and well-being

### **Foreign Language**

As stated in the Foreign Language Framework for California Schools, “the ability to communicate in culturally appropriate ways in a variety of settings will ensure success in a technologically driven global economy and increase intercultural understanding and the benefits derived from collaborative international efforts.” VOCS provides the opportunity for foreign language study and anticipates that its students will:

- Read with understanding
- Write with clarity and accuracy
- Understand what is communicated
- Speak comprehensively with accurate grammar and pronunciation

### **Technology**

Valley Oaks Charter School incorporates the International Society for Technology in Education (ISTE) standards along with the technology standards adopted by the state to measure and evaluate the skills and knowledge students need to be prepared to meet the demands for the 21<sup>st</sup> Century. Students will think creatively and innovatively, communicate and elaborate, develop research and information fluency, think critically, problem solve, make decisions, understand technology operations and concepts, and display appropriate digital citizenship. In addition, Valley Oaks Charter School students will:

- Apply digital tools to gather, evaluate, and use information

- Use digital media and technology to communicate, collaborate, interact, support learning, and gain cultural understanding
- Demonstrate responsibility and good judgment when using digital media
- Understand and use technology systems and keep abreast of new technologies

### **Optional Enrichment Classes**

Optional enrichment sessions are offered by Valley Oaks Charter School to provide classroom instruction and group activities for students who are primarily educated in their homes. There are several premises for providing these optional classes:

- Giving students the “classroom” experience in the absence of grade level peers in the home
- Providing students the opportunity to take classes from credentialed teachers, allowing parents time to observe and gather strategies and techniques that can be used in the home environment
- Providing courses that are difficult to teach in the home environment (team sports, reader’s theater, science labs, etc.)
- Teaching courses that some parents have difficulty teaching (algebra, writing, music, foreign language)
- Giving assistance in meeting graduation requirements
- Providing an outlet for student socialization

In addition to instruction in CORE subjects (math, science, English language arts, social studies), other disciplines addressed include but are not limited to visual arts, performing arts and industrial arts, agriculture, foreign language, and physical education.

### **Additional Optional Enrichment Opportunities**

Valley Oaks Charter School seeks to provide numerous educational options and opportunities for parents to choose from that can be individualized to each student’s learning style, skill set, and academic potential. Additional enrichment opportunities may include:

#### **Agriculture**

Participating in Hokit Farm at Valley Oaks Charter School teaches students about science and a positive work ethic. Students learn the basics of animal and plant production, plant propagation, composting, and animal care. Classes are conducted on the grounds during the enrichment class times and at other times arranged with the agriculture teachers.

#### **CAMP KEEP (Kern Environmental Education Program)**

Each year fifth and sixth grade students can attend the five-day Camp KEEP Ocean or Camp KEEP Cambria Pines outdoor environmental program. Students hike, visit tide pools, attend science classes and participate in active exploration and scientific studies aimed at increasing their understanding of science, history, and the natural world.

#### **Drama**

In conjunction with the STARS community theater, Valley Oaks Charter School students are invited to take drama lessons and be a part of a performance at the end of each semester. Each semester, students learn performance, set and design, staging, costuming,

and other drama related skills. Classes vary and include but are not limited to pantomime, improvisation, reader's theater, scene study, and one act plays.

### **Field Trips**

Field trips are an important part of the education of each child. These trips are aligned to the state standards and grade level content. Parents are encouraged to investigate the community resources and arrange experiences for their children that support their education. Parents are also encouraged to review the educational materials that are given as hand-outs at the time of registration with their children.

### **Museum/CALM Memberships**

In order to integrate museum learning into the students' individual courses of study, charter school families are given special membership at Kern County Museum (KCM) and California Living Museum (CALM). Annually, Valley Oaks Charter School issues museum memberships for each museum to enrolled families. These community partnerships enable students to enhance their learning opportunities through use of these facilities, as well as for ASTC museums throughout the nation.

### **Vendor Services**

Vendor Services, instruction at community locations, is offered through Valley Oaks Charter School to supplement home instruction especially in the areas of fine arts and physical education. The school strives to provide top quality programs within its own structure but continues to allow parents to seek out class instruction for those who desire to participate in community-based instruction.

### **Plan for Students who are Academically Low Achieving**

Valley Oaks Charter School individualized curriculum is based on content where parents can use a variety of teaching methods. This curriculum is designed to bridge Academic standards adopted by the state and student learning in ways that are more effective, especially for students who need extra academic support. One-on-one teaching, differentiated instructional approaches, and project based teaching methods are designed to support every student's success. For those students who need more individual assistance, tutoring with their credentialed teacher is available. Additionally, parents of at-risk or low achieving students have an opportunity to be included in a Parent Student Assistance Team (PSAT) meeting for the development of different strategies to meet the specific needs of the student.

Furthermore, Valley Oaks Charter School staff is committed to the education of each student enrolled in the school. When students require extra attention on a key concept, or are having trouble with a particular assignment, staff is available to meet that need through tutoring sessions.

If Valley Oaks Charter School believes a student needs to be retained, a PSAT meeting is held. After interventions have been attempted, and if the team agrees that this is in the best interest of the child, then all measures are taken to ensure that retention is a positive experience for the student.

### **Plan for Students who are Academically High Achieving**

The demands of the 21<sup>st</sup> Century require an educated individual to obtain the skills, knowledge, and values that will enable them to meet the challenges of an increasingly complex society. High-achieving students are self-motivated, especially when they connect learning to the quality of their lives. Individualized instruction challenges students to the fullest potential, which creates life-long learners. Furthermore, the goal of preparing all students for college or a career requires students who have been held to high standards over multiple years. Valley Oaks Charter School offers opportunities for students to take on leadership roles, to find resources in the larger community, and to explore areas of interest and make deeper connections with higher level content and concepts. Community service projects, mentorship programs with local organizations and businesses, and prospective career internships are utilized to provide expanded challenges and opportunities for high achieving students. Additional opportunities may include:

- **AP/Honors Enrollment**

High school students can enroll in Advanced Placement (AP) and Honors courses through the Apex Learning System. When completing an AP/Honors course, a qualifying grade on the final may give the student high school credit and college units. These courses require disciplined responses on a timetable established by the Apex Learning program. The credentialed teacher will make a determination regarding the student's potential for completing the course with high grades.

- **College Board/College Entrance Requirements**

The College Board seeks to ensure that every student in the United States has access to a high-quality education and is prepared to succeed in college. Their College Readiness initiatives promote curricula, assessment tools, district and guidance resources that help K-12 students prepare for the academic rigors of higher education. Through Advanced Placement college-level courses and exams, high-school students can earn college credit and advanced placement, and learn from some of the most skilled, dedicated and inspiring teachers in the world. Valley Oaks Charter School teachers advise and facilitate the connection between its high achieving students and collegeboard.com. In addition to the rights described in Education Code §51100-§51102, students and parents have the right to be informed of college entrance requirements. It is critically important to know how to assist those students who choose to pursue a college education. Students and parents need to know the series of college preparatory classes to take in high school. The minimum requirements vary, depending on the selected college or university.

- **Concurrent Enrollment**

California Education Code §48800 states that districts may determine which student may benefit from academic enrichment or vocational work. Students may be authorized, with parent consent, to attend a community college as a special part-time student and to enroll in one or more courses of instruction offered at the community college level. All approvals must be obtained prior to the beginning

of courses taken and participation in concurrent enrollment is to provide an educational enrichment opportunity for a limited number of eligible pupils. (EC§48800)

### **Plan for English Learners**

To improve fluency in English with our English Learners (EL), Valley Oaks Charter School teachers and parents will receive assistance through periodic workshops and state aligned EL curriculum. Additionally, research-based instructional strategies with appropriate resources and assessment practices will be used. Enrichment classes will be offered to provide opportunities for learning activities that support English language development and specially designed academic instruction in English. These classes provide opportunities to collaborate with peers, and offer social interactions in small groups.

Furthermore, Valley Oaks Charter School will assess EL students by administering the California English Language Development Test (CELDT). State law requires the development of a state test that school districts must give to students whose home language is not English. VOCS teachers design individual plans for English Learners with the goal of obtaining re-designation as Fluent English Proficient (FEP).

### **Serving Students with Disabilities**

Valley Oaks Charter School shall comply with all laws affecting students with exceptional needs, including all provisions of the Americans with Disabilities Act (ADA), Individuals with Disabilities in Education Act (IDEA), its amendments, and Section 504 of the Rehabilitation Act. It is important to provide all students educational opportunities regardless of special needs and the charter school does not discriminate against any student based on his or her disabilities. Additionally, Valley Oaks Charter School is a member of the Special Education Local Plan Agency (SELPA) operated by the Kern County Superintendent of Schools Office. All policies and procedures of that SELPA are followed. To best serve students, Valley Oaks Charter School follows California Education Code §51746, which requires full-time independent study to be the most appropriate educational alternative for the pupil. Homeschooling is one way of delivering individualized instruction to students with special needs. With teacher parent collaboration, breaking up learning into smaller time blocks, removing distractions, and tailoring learning to the unique needs of the child can be accomplished in a homeschool environment. If a child requires other specialized instruction that cannot be delivered at home, enrollment at Valley Oaks Charter School may not be appropriate.

Once enrolled, if parents have reason to believe that their child may have a disability which requires special services or accommodations, this concern will be referred for evaluation to the Division of Student Services Special Education staff to determine whether the student is eligible for special instruction or services. (EC §§ 56020, et seq. and 56301)

Parents will be notified in writing of all district decisions regarding the identification, evaluation, or educational placement of their student if he/she has a disability or

suspected disability. All such notifications will include a statement regarding procedural safeguards, including but not limited to, the parent's right to examine relevant records.

### **Serving Foster Youth Students**

KCSOS is committed to helping and serving foster youth students throughout Kern County. Once foster youth have been identified, VOCS coordinates with the KCSOS AB490 education liaison in order to facilitate educational services, provide support materials, train staff, and connect students with peer monitoring programs.

### **NCLB**

Valley Oaks Charter School complies with all federal, state, and district regulations and requirements pertaining to the No Child Left Behind Act.

## **Those Whom the School is Attempting to Educate**

Throughout Kern County, and adjacent counties, Valley Oaks Charter School appeals to homeschooling families for a variety of reasons. Valley Oaks Charter School invites K-12 students and families who desire to educate their children in their home where they can challenge and motivate students in a multi-age classroom, if needed. Parents wanting the chance to choose and design educational plans for their children, while using different teaching strategies, will flourish at the charter school. Additionally, Valley Oaks Charter School attracts students and families who desire a nontraditional setting, while receiving support and accountability from credentialed teachers. Parents desiring to educate the whole child, including social emotional learning as well as academic achievement thrive at Valley Oaks Charter School. Homeschooling provides an opportunity to create a rich learning environment, where different learning styles are embraced and the love of learning is encouraged.

Many Valley Oaks Charter School students prefer a school that allows for flexibility and celebrates their individual learning style, while holding them accountable for academic growth. Students and families seek out different opportunities where they can effectively participate in the design and delivery of their education. Opportunities for smaller class size, one-on-one tutoring sessions with their credentialed teacher, and positive peer influences are just some of the reasons students attend the charter school. Some students are attracted to other offerings Valley Oaks Charter School has, including participation in county competitions, a safe school environment, field trips, and community learning opportunities through local vendors. Furthermore, students and families are attracted to the community aspect of our school where lifelong relationships are formed.

## **What it Means to be an Educated Person in the 21st Century**

Valley Oaks Charter School believes students entering the 21<sup>st</sup> Century need to be prepared academically by demonstrating an understanding of course objectives as measured by local and state assessments. Acquiring a broad set of knowledge, skills, work habits, and character traits is important to succeed in today's world, particularly in collegiate programs and contemporary careers and workplaces. Therefore, the charter school encourages students to be creative, be

effective communicators and collaborators, and become problem solvers that can reason, analyze and interpret information as strong critical thinkers. Furthermore, Valley Oaks Charter School assists students to embrace technological literacy, support global cultural awareness and become motivated, self-directed learners, which will create productive citizens who will be successful in the 21<sup>st</sup> Century.

In order to ensure Valley Oaks Charter School students will be prepared with 21<sup>st</sup> Century skills, stakeholders worked together and created Expected Schoolwide Learning Results (ESLRs). These ESLRs were fashioned with measurable outcomes in order to monitor student progress towards achieving 21<sup>st</sup> Century skills. By graduation, Valley Oaks Charter School will have provided opportunities for students to become...

Academic Achievers who...

- Strive to meet or exceed academic standards adopted by the state
- Demonstrate academic growth toward standards
- Will be exposed to state adopted standards through a variety of experiences

Communicators who...

- Use multiple modalities to demonstrate competence as active listeners, speakers, readers, and writers

Critical Thinkers who...

- Identify and assess problems and find solutions using complex reasoning processes such as comparison, classification, induction, deduction, analysis, synthesis, investigation, inquiry, and invention
- Collect, evaluate and use information from varied sources
- Know how to test hypotheses, solve problems, and form conclusions based on relevant, reliable data and information
- Demonstrate a capacity to apply acquired knowledge to changing conditions

Technologically literate students who...

- Know VOCS internet policies and procedures
- Use technology and telecommunications in a way that demonstrates an understanding of legal and ethical implications and expectations
- Are fluent consumers of technology and apply their knowledge in society
- Critically evaluate the context, subject matter, and validity of internet resources

Culturally aware and productive citizens who...

- Contribute time, energy, and talents to improve their school, community and the world
- Have a general understanding and appreciation for our diverse society
- Demonstrate individual responsibility, personal integrity, and perseverance

- Understand the principles required to be productive citizens in a democratic society

Motivated, Self-Directed students who...

- Strive to learn and apply goal setting techniques, organize and manage time efficiently, and assume responsibility for their personal life-long learning

## **How Learning Best Occurs**

The demands of the 21<sup>st</sup> Century require an educated citizenry with skills, knowledge, and values that will enable them to meet the challenges of an increasingly complex society. Central to how an educated person is defined is the ability to retain, retrieve, and research information; the ability to think critically and solve problems; the ability to apply knowledge to changing situations; the ability to communicate; and the ability to use technology. The goal is to develop students who are self-motivated, competent, and lifelong learners.

Students are self-motivated when they connect learning to the quality of their lives and their community. If they can make a difference and meet a real need, their sense of self-worth and desire to do better are greatly enhanced. Working on relevant projects at home and in the community provides the environments to develop self-motivated learners. Competent students are developed when standards are high and effort is focused on bringing all students up to those high standards. The goal of preparing all students for college or a career requires students who have been held to high standards over multiple years. In order to develop lifelong learners, Valley Oaks Charter School incorporates museum exhibits, library/internet resources, and community events to train students to use and appreciate the assets in the community. This gives students the desire and the skills they need to continue growing educationally throughout their lives.

In addition to the conditions mentioned above, Valley Oaks Charter School believes that the best learning occurs when:

- The curriculum is presented utilizing a variety of modalities that take advantage of the student's learning style and expand the student's abilities to work within different modalities
- The learning environment is small and individual attention is frequent
- Education is seen in its broadest definition to include more than what happens at a school site
- The community is used to enrich learning
- Students understand their own strengths and challenges

Students are educated through individually designed curricula developed by the parent, student, and the credentialed teacher(s). The curriculum is subject to review by the administration of the school. In designing individual learning programs, students have the option of participating in the museum enrichment offerings, which may include:

- Supervised access to museum artifacts, original documents, and exhibits

- Workshops created for home-based students – particularly in mathematics, technology, history, science, foreign language, and fine arts
- Opportunities to participate in the museums of Kern County, which may include being part of living history at special events and becoming docents and interpreters
- Scheduled access to technology resources
- Opportunities to participate in community service learning projects

Valley Oaks Charter School is committed to providing a safe school environment that allows all students equal access and opportunities in their academic and other educational support programs, services, facilities, and activities. Valley Oaks Charter School prohibits, at any school or school activity, unlawful discrimination, harassment, intimidation, and bullying of any student based on the student's actual race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, or gender expression; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. Students who engage in discrimination, harassment, intimidation, bullying, or retaliation will be disciplined.

#### **IV. GOALS AND ACTIONS**

*A description, for the charter school, of annual goals, for all pupils and for each subgroup of pupils identified pursuant to Section 52052, to be achieved in the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels served, or the nature of the program operated, by the charter school, and specific annual actions to achieve those goals. A charter petition may identify additional school priorities, the goals for the school priorities, and the specific annual actions to achieve those goals. (47605{b}{5}{A}{ii})*

##### **Basic Services (Credentials, Materials and Facilities)**

###### **Teachers Appropriately Assigned**

The students enrolled in Valley Oaks Charter School will be served by credentialed teachers who are trained and certified to provide the best possible instruction to them. The teaching staff will not only hold appropriate state credentials, but will also meet “highly qualified teacher” standards as well. The appropriateness of assignment is recognized by the charter school as a critical factor in student success.

###### **All Teachers Fully Credentialed**

California Education Code allows flexibility relative to teacher credentialing in non-core, non-college preparation subject content. Valley Oaks Charter School has made a commitment to its students through a staffing structure that exceeds state standards in which all courses are assigned by and monitored by fully credentialed teachers. Creative flexibility is achieved in Valley Oaks Charter School through enrichment activities, field trips, extra-curricular activities, and other offerings that may have supplemental instruction from professional experts.

###### **Student Access to Standards-Aligned Instructional Materials**

All students enrolled in Valley Oaks Charter School will have full access to standards-aligned instructional materials that are part of the board approved course of study for the school. This access to any course in the course of study and necessary instructional materials shall be available to the student and parent.

###### **School Facilities Maintained in Good Repair**

Valley Oaks Charter School will continue its history of having excellent school facilities that are maintained to the highest levels of repair and safety. Valley Oaks Charter School will continue the relationship with the Kern County Superintendent of Schools Office to provide the same level of support to the charter school that is provided to all other educational programs under their jurisdiction.

##### **Implementation of Academic Standards Adopted by the State**

###### **Local Control Accountability Plan**

Valley Oaks Charter School shall develop and implement a Local Control Accountability Plan that offers the students and parents an educational program that incorporates the state priorities

into the structure of the school and ultimately benefits the students through a rich educational experience.

### **Staff Training**

Staff at Valley Oaks Charter School will receive trainings that will improve the quality of services provided to the charter school's student and parent population. Those trainings will include safety and academic standards adopted by the state on an annual basis. Additionally, there will be trainings that are more subject area or assignment specific provided to staff on a regular basis, depending on availability and need. Staff training will be focused on providing the staff with the skills and knowledge to provide the best possible educational experience to each student.

### **English Language Learners**

English language learners enrolled in Valley Oaks Charter School shall be provided with the necessary academic support to make significant progress towards obtaining academic content knowledge and English language proficiency.

### **Parental Involvement**

#### **Board Representation**

Valley Oaks Charter School recognizes the critical role that parents play in the operation of an exceptional educational program. Subsequently, Valley Oaks Charter School will have multiple representatives on the Valley Oaks Charter School Governing Board who are parents of students enrolled in the charter school. These parents will be selected by their peers and participation in the Valley Oaks Parent Advisory Committee will be an expectation as a parent representative on the governing board. Further, this structure provides an almost unprecedented level of parent representation and involvement in the operational aspects of Valley Oaks Charter School.

#### **Valley Oaks Parent Advisory Committee**

The Valley Oaks Parent Advisory Committee is the vehicle that is available for all parents to participate in the process of shaping the direction and structure of the school. Parents are informed of the advisory committee, its schedule and the role it plays in the total school experience. The relationship between the advisory committee and the governing board establishes an excellent opportunity for the voice of parents to be heard and incorporated into the structure of the school.

#### **Parent Workshops, Trainings and Education**

Valley Oaks Charter School is a home-schooling charter school that recognizes the important role and critical partnership that exists between the charter school and its parents. Subsequently, the charter school offers a variety of workshops, trainings and educational opportunities for parents to help them fully develop into the critical role they have in making their child's educational program the best experience possible.

## **Student Achievement**

### **Statewide Assessments**

Valley Oaks Charter School will use academic performance standards adopted by the state to measure student academic performance. The performance of Valley Oaks Charter School students will be used to develop a performance level for the charter school. The focus of using statewide assessments of students will be annual growth of students while with Valley Oaks Charter School. The goal is to use statewide assessments to measure the level of academic growth for the charter school students while enrolled in the charter school.

### **Academic Performance Index**

The Valley Oaks Charter School program will use the Academic Performance Index that is calculated by the California Department of Education as one measure of student success in the program, recognizing that there are student characteristics within the Valley Oaks Charter School that make it virtually impossible to establish a “like program” for comparison purposes.

### **College/Career Preparation**

Valley Oaks Charter School will offer students multiple opportunities to prepare themselves for a path towards college or a career. Valley Oaks Charter School obtained accreditation from the Western Association of Schools and Colleges (WASC) in 2006. VOCS will maintain WASC accreditation which will ensure a high quality of post-secondary opportunity for college bound students. VOCS offers students Apex Learning, Brigham Young University, and Cyber High online courses for those who seek a more specialized academic challenge. Concurrent enrollment in several local community college partners is an option that is readily available to all qualified students to obtain a more specialized course of study or specific courses that are best offered in the community college classroom setting. Additionally, VOCS has developed partnerships with local businesses to offer internships for students who could benefit from such an opportunity. The Valley Oaks Charter School goal is to have a broad variety of offerings designed to offer each student the ability to tailor his or her program to meet individual needs and prepare the individual for a path towards higher education and/or a career.

### **English Learner Progress**

English language learners enrolled in Valley Oaks Charter School shall be provided with the necessary academic support to make significant progress towards obtaining academic content knowledge and English language proficiency.

### **STAR Renaissance**

Students enrolled in Valley Oaks Charter School will show annual growth in both mathematics and English/language arts. The STAR Renaissance standardized test will be administered to all students annually as a secondary vehicle for measuring student academic status. This testing process will be used to diagnose both individual student and total school strengths and weaknesses offering teachers and administration a vehicle for student and school improvement.

## **Student Engagement**

### **Attendance Rate**

Students enrolled in Valley Oaks Charter School will attend school on a regular basis and be fully engaged in educational activities so that they can realize the full benefit of the educational program.

### **Dropout Rates**

Valley Oaks Charter School could almost be considered a dropout recovery program in that it offers many parents/students who would otherwise not elect to participate in the California public school system a public school alternative that they feel good about. The goal of the charter school is to reach out to those homeschoolers and help them realize the benefits of being part of a public school that can meet their needs and help measure their academic progress.

### **Graduation Rates**

The outcome of students graduating from Valley Oaks Charter School with a quality education and being prepared for the next chapter of their lives is important to the charter school. Consistent with this commitment, a competitive graduation rate among Valley Oaks Charter School's high school students is a goal of the charter school.

### **Enrichment Activity Participation Rates**

Most non-classroom based instruction (independent study) programs do not include any form of enrichment activity. Valley Oaks Charter School is exceptional in its commitment to provide its students with a vast variety of enrichment activities in which they can participate at whatever levels they and their parents feel is appropriate. It is the goal of the charter school to have levels of participation that reflect high levels of engagement by students and feedback from parents that reflect high levels of satisfaction with the program offered by the school.

### **Partnerships**

As evidenced in the description of the school, Valley Oaks Charter School views partnerships as a powerful tool in the education of the young people enrolled in the school. Those partnerships include educational partners, museums, community partners, vendors and others. The goal of Valley Oaks Charter School is to maintain a powerful list of active partners that add depth to the educational experience for the school's students.

## **School Climate**

### **Suspension and Expulsion Rates**

While many non-classroom based instruction (independent study) programs would have a structure in which suspension and expulsion have little meaning, Valley Oaks Charter School has a great deal of student participation in formal and structured activities. These activities provide the vehicle for young people to learn to interact with their peers and practice the good citizenship that is taught as part of the educational program. The goal of Valley Oaks Charter School is that its students can enjoy an educational environment in which students and staff show respect to each other and model the kind of citizenship that makes their communities a better place.

**Safe School Environment**

Many students/parents enrolled in Valley Oaks Charter School elected not to be in the conventional school setting because they were concerned about the school environment in which their children would have been enrolled. A safe school environment where values of respect and responsibility are emphasized is exactly the educational setting many of the Valley Oaks Charter School parents and students desire. The goal of Valley Oaks Charter School is to provide students and parents with the safe school environment that they consider to be a critical part of the educational process.

**Course Access****Course of Study**

Valley Oaks Charter School will have a course of study that provides students and parents with the offerings, flexibility and choice that is necessary for the students, parents and school to work as a coordinated team to produce excellent academic outcomes for the students enrolled in the charter school.

**Concurrent Enrollment and Online Courses**

Charter schools that offer non-classroom based instruction (independent study) can often find some courses that are difficult to offer in a credible manner. Valley Oaks Charter School is no different, but has developed a series of strategies to fully address these challenges. Two of those strategies are concurrent enrollments in local community colleges and enrollment in online courses. The goal of Valley Oaks Charter School is to make sure that all students and parents are aware of these alternative offerings and that students access them when necessary to provide the full depth of the educational program.

**Special Education**

Valley Oaks Charter School will seek to make sure that every student with special needs who can be successful in a non-classroom instruction environment will have that opportunity and additionally have the support that is required to make sure it is the most successful learning experience possible. The charter school will have a goal of using the special education expertise of the Kern County Superintendent of Schools Office to realize those benefits for the charter school students.

**Student Outcomes****Student and Parent Satisfaction**

The students and parents at Valley Oaks Charter School are a unique and special population. There is a parental commitment to the children that is second to no other public school in California, but there is also the expectation that Valley Oaks Charter School has a special structure and flexibility that is different than the mainstream. It is the goal of Valley Oaks Charter School that while meeting the state and federal requirements associated with public schools, the school is able to attain the level of satisfaction among students and parents who are the foundation of a unique school that bridges the gap between homeschoolers and the traditional public school system.

## **V. TRANSFERABILITY OF COURSES**

*If the proposed school will serve high school pupils, a description of the manner in which the charter school will inform parents about the transferability of courses to other public high schools and the eligibility of courses to meet college entrance requirements. Courses offered by the charter school that are accredited by the Western Association of Schools and Colleges may be considered transferable and courses approved by the University of California or the California State University as creditable under the "A" to "G" admissions criteria may be considered to meet college entrance requirements. (47605{b}{5}{A}{iii})*

Valley Oaks Charter School will achieve and maintain accreditation by the Western Association of Schools and Colleges, making the courses offered by the charter school transferable. Parents of high school students will be informed of this WASC accreditation and transferability of courses through information on the school website, information included in the student/parent handbook, in school orientation meetings and in interactions with school teachers and administration.

## **VI. MEASURABLE PUPIL OUTCOMES**

*The measurable pupil outcomes identified for use by the charter school. "Pupil outcomes," for purposes of this part, means the extent to which all pupils of the school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the school's educational program. Pupil outcomes shall include outcomes that address increases in pupil academic achievement both schoolwide and for all groups of pupils served by the charter school, as that term is defined in subparagraph (B) of paragraph (3) of subdivision (a) of Section 47607. The pupil outcomes shall align with the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels served, or the nature of the program operated, by the charter school. (47605{b}{5}{B})*

### **Basic Services (Credentials, Materials and Facilities)**

#### **Teachers Appropriately Assigned**

Valley Oaks Charter School students will be served by a teaching staff in which 100% of the teachers are either a highly qualified teacher who is appropriately assigned, or enrolled in a program that will lead to becoming a highly qualified teacher who is appropriately assigned. Additionally, Valley Oaks Charter School students will be served by a teaching staff that is a minimum of 95% highly qualified and appropriately assigned.

#### **All Teachers Fully Credentialed**

Valley Oaks Charter School students will receive instruction by a teaching staff in which 95% of the teachers are credentialed in the state of California.

#### **Student Access to Standards-Aligned Instructional Materials**

The Valley Oaks Charter School shall establish a "course of study review team" that has representation from school administration, school staff and parents annually that reviews the course of study to determine if 1) it has all of the subject matter offerings, 2) those offerings exist at all levels, 3) those offerings are aligned with academic content standards adopted by the state, and 4) the offerings are supported by parents of the school. This review will also include an assessment of adequacy of instructional materials to fully support the course of study. Once each year this review will be completed and will result in an assessment and recommendations that is presented to the Valley Oaks Charter School governing board.

#### **School Facilities Maintained in Good Repair**

The quality and good repair of the Valley Oaks Charter School facility space occupied by the school's students will be measured at several levels. A contract between Valley Oaks Charter School and the Kern County Superintendent of Schools Office will remain in place throughout the term of the charter. At least 90% of parents will evaluate the quality of the Valley Oaks Charter School facilities as satisfactory or above through the annual "Student/Parent Survey" administered at the conclusion of the school year.

## **Implementation of Academic Standards Adopted by the State**

### **Local Control Accountability Plan**

Valley Oaks Charter School will develop an annual Local Control Accountability Plan that addresses the eight state priorities and implements the academic standards adopted by the state. The Local Control Accountability Plan shall be presented to and approved by the governing board of the charter school annually. Additionally, the Local Control Accountability Plan shall be submitted to the chartering authority annually and to the Kern County Superintendent of Schools annually.

### **Staff Training**

Valley Oaks Charter School will have 100% of its staff participate in a training each year that deals specifically with a variety of elements that are directly associated with providing students with a safe and secure school campus. Valley Oaks Charter School will have 100% of its staff participate in a training each year that deals specifically with academic content standards adopted by the state. Valley Oaks Charter School will have record of significant staff training that is unique to each staff member and supported by the school.

### **English Language Learners**

Valley Oaks Charter School students who are classified as English language learners will increase fluency in English. Within three years of continuous enrollment, at least 75% of students classified as English language learners will 1) read, write and speak at grade level, 2) increase grade level test scores by at least one full grade level in reading and mathematics annually, or 3) be redesignated as Fluent English Proficient.

## **Parental Involvement**

### **Board Representation**

At all times, there will be a minimum of three parents serving as full voting members of the Valley Oaks Charter School governing board with a compiled 80% participation rate for parent representatives at board meetings every year. All parent representatives will be selected by their peers.

### **Valley Oaks Parent Advisory Committee**

The Valley Oaks Parent Advisory Committee shall be open to all parents and meet at regularly scheduled times for ten meetings each year. There shall be at least one and an annual average of two governing board parent representatives present at the Valley Oaks Parent Advisory Committee meetings. All Valley Oaks Charter School parents (100%) will be informed of the advisory committee and its regularly scheduled meeting dates and times.

### **Parent Workshops, Trainings and Education**

Each year parents of 70% of the students enrolled in Valley Oaks Charter School will participate in at least one parent workshop, parent training or educational experience designed specifically for Valley Oaks Charter School parents.

## **Student Achievement**

### **Statewide Assessments**

Valley Oaks Charter School students who have been continuously enrolled in the charter school for the period of time between annual assessments will show measurable growth in both mathematics and English/language arts.

### **Academic Performance Index**

Valley Oaks Charter School shall 1) attain its Academic Performance Index (API) growth target in the prior year or in two of the last three years both schoolwide and for all groups of pupils served by the charter school, 2) rank in deciles 4 to 10, inclusive, on the API in the prior year or in two of the last three years, or 3) rank in deciles 4 to 10, inclusive, on the API for a demographically comparable school in the prior year or in two of the last three years.

### **College/Career Preparation**

The availability of on-line courses through Apex, Brigham Young University and Cyber High, concurrent enrollment through local community colleges, coursework aligned with preparation for college, internships with local businesses and other offerings will be communicated to 100% of all high school aged students.

### **English Learner Progress**

Valley Oaks Charter School students who are classified as English language learners will increase fluency in English. Within three years of continuous enrollment, at least 75% of students classified as English language learners will 1) read, write and speak at grade level, 2) increase grade level test scores by at least one full grade level in reading and mathematics annually, or 3) be redesignated as Fluent English Proficient.

### **STAR Renaissance**

The percent of students who test at grade level or above grade level will show measurable increase each year in both mathematics and English/language arts.

## **Student Engagement**

### **Attendance Rate**

The annual school attendance rate for students enrolled in Valley Oaks Charter School shall equal or exceed 95% based on actual attendance compared to possible attendance for all students.

### **Dropout Rates**

Valley Oaks Charter School shall annually determine the number of students enrolled in the charter school who were either not enrolled in the public school system prior to enrolling or who indicate that, if not enrolled in Valley Oaks Charter School, they would not be enrolled in the public school system. That number will represent a significant percentage of the total enrollment

for Valley Oaks Charter School. The dropout rate calculated by the state for Valley Oaks Charter School will be less than that of the Kern County Community School, the California state average, or both.

### **Graduation Rates**

The graduation rate for Valley Oaks Charter School shall be equal to or greater than that of the statewide average high school graduation rate.

### **Enrichment Activity Participation Rates**

Valley Oaks Charter School will have enrichment activities in which there will be 80% or more of the students enrolled in the school who will participate in one or more enrichment activities during the course of each year. Additionally, a minimum 90% of the responses on the Annual Student/Parent Survey will reflect that parents consider the enrichment activities to be "good" or "excellent".

### **Partnerships**

Valley Oaks Charter School shall maintain a minimum of twenty partners that provide powerful educational services to students who are enrolled in the charter school at any point in time.

### **School Climate**

#### **Suspension and Expulsion Rates**

Valley Oaks Charter School will have both suspension rates and expulsion rates that are significantly lower than the statewide average.

#### **Safe School Environment**

A minimum of 90% of the students and parents of Valley Oaks Charter School will rate the school as "Safe" or "Very Safe" in the Student/Parent Survey each year.

### **Course Access**

#### **Course of Study**

Valley Oaks Charter School will have a course of study that 1) provides parents with the opportunity to tailor the program to their child's needs, 2) includes all coursework required by the state at all levels of enrollment in the school, 3) is aligned with the academic standards adopted by the state, 4) is reviewed annually by a course of study review team and 5) is approved by the Valley Oaks Charter School Governing Board annually. A minimum of 80% of parents will be satisfied with the course of study, and there shall be an annual report completed by the course of study review team that addresses course alignments.

#### **Concurrent Enrollment and Online Courses**

There will be 100% of the high school students enrolled in Valley Oaks Charter School and at least one parent/guardian of 100% of these students who will be informed of concurrent enrollment and online course offerings through participation in an orientation and receipt of the

Valley Oaks Charter School Student/Parent Handbook. Additionally, a significant number of high school students will enroll in one or more courses through concurrent enrollment in a local community college or enrollment in an online course through Apex, Brigham Young University Online or Cyber High.

### **Special Education**

Valley Oaks Charter School will contract with the Kern County Superintendent of Schools Office annually to provide the full range of special education services required by the students enrolled in the charter school.

### **Other Student Outcomes**

#### **Student and Parent Satisfaction**

There will be a section of the Annual Student/Parent Survey that addresses student and parent satisfaction with the school. This series of questions will have a satisfactory or better rating in a minimum of 85% of the responses from students and parents annually.

## **VII. METHOD OF MEASUREMENT**

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

### **Basic Services (Credentials, Materials and Facilities)**

#### **Teachers Appropriately Assigned**

Valley Oaks Charter School will use teacher reporting data provided to California Department of Education on “Fall 2 Census Day” to calculate the percentage of teachers who are highly qualified and appropriately assigned. The charter school shall maintain records associated with any teacher who is not highly qualified that documents active enrollment in a program that will lead to highly qualified teacher status and appropriate assignment.

#### **All Teachers Fully Credentialed**

Valley Oaks Charter School will use teacher reporting data provided to California Department of Education on “Fall 2 Census Day” to calculate the percentage of teachers who hold a California teaching credential. This information will be compared to a list of all teachers to which students are assigned to receive instructional services.

#### **Student Access to Standards-Aligned Instructional Materials**

The Valley Oaks Charter School shall make a formal presentation to the governing board annually that reports on the adequacy of the course of study and instructional materials for the school. That report shall include any shortcomings and recommendations to immediately resolve problems.

#### **School Facilities Maintained in Good Repair**

Valley Oaks Charter School shall maintain a copy of the contract for facility maintenance and support services with the Kern County Superintendent of Schools Office that is available for inspection by the authorizing entity. There shall be an annual “Student/Parent Survey” that provides parents with an opportunity to evaluate the quality of the charter school facility. The data will be compiled for all parents to determine a level of satisfaction.

### **Implementation of Academic Standards Adopted by the State**

#### **Local Control Accountability Plan**

Valley Oaks Charter School shall maintain a copy of its Local Control Accountability Plan for every year in which this document was required for review by its governing board, authorizer and county superintendent. Records should be maintained that reflect a formal action by the Valley Oaks Charter School governing board approving the Local Control Accountability Plan.

Records will be maintained that document the action of providing a copy of the Local Control Accountability Plan to the authorizer and county superintendent.

### **Staff Training**

Valley Oaks Charter School shall have a file that contains documentation that identifies the trainings that were offered to staff and sign-in sheets, or other record of participation, for trainings each school year.

### **English Language Learners**

Assessment of progress for English language learners will be made using student records associated with English language learner designation and STAR Renaissance standardized test score results.

## **Parental Involvement**

### **Board Representation**

Valley Oaks Charter School governing board meeting minutes will be used to document level of parent representation on the governing board and rates of participation by parent representatives. Minutes from the Valley Oaks Parent Advisory Committee meetings will be used to document the selection process for Valley Oaks Charter School governing board parent representatives.

### **Valley Oaks Parent Advisory Committee**

The Valley Oaks Parent Advisory Committee will maintain records of the meetings that include date, time, agenda and parents in attendance. Parents will be informed of the Valley Oaks Parent Advisory Committee and its schedule through the orientation meeting, Student/Parent Handbook, weekly e-mail announcements, and the school website on the internet.

### **Parent Workshops, Trainings and Education**

The level of participation by parents in parent workshops, parent trainings and educational experiences designed for parents will be measured by sign-in sheets for every workshop, training and educational experience offered by Valley Oaks Charter School for its parents.

## **Student Achievement**

### **Statewide Assessments**

Data used to measure this standard will be the results of Valley Oaks Charter School student scores on state tests that are compiled and reported by the California Department of Education.

### **Academic Performance Index**

Data used to determine the degree to which Valley Oaks Charter School meets its goals relative to the Academic Performance Index will be the Academic Performance Index rankings that are compiled and distributed by the California Department of Education.

**College/Career Preparation**

Communication of college and career preparation opportunities to parents and students will be measured by participation in orientation, distribution of student/parent handbooks (online or hardcopy), along with communication by teaching and administrative staff.

**English Learner Progress**

Assessment of progress for English language learners will be made using student records associated with English language learner designation and STAR Renaissance standardized test score results.

**STAR Renaissance**

All students continuously enrolled between two annual administrations of the STAR Renaissance test will be tested in both mathematics and English/language arts. A calculation of the number testing at grade level or above in the pre-test and the post-test for the annual assessment will be compared to determine level of growth for the student population continuously enrolled for the full year.

**Student Engagement****Attendance Rate**

The enrollment and attendance data contained in the Eagle Aries Student Management System will be used to calculate the percent of "days possible" that are recorded as "days earned" to determine an annual attendance rate for Valley Oaks Charter School.

**Dropout Rates**

Valley Oaks Charter School shall annually determine the number of students enrolled in the charter school who were either not enrolled in the public school system prior to enrolling or who indicate that, if not enrolled in Valley Oaks Charter School, they would not be enrolled in the public school system through the Annual Student/Parent Survey, which will be used to calculate a homeschooler rate of public school participation. The charter school will use state data on dropout rates to determine its comparison to other programs.

**Graduation Rates**

Valley Oaks Charter School will use the states calculated graduation rates to assess its ability to reach its goals for high school graduation for the students enrolled in the school.

**Enrichment Activity Participation Rates**

Valley Oaks Charter School shall maintain records of every participant in every enrichment activity offered each year. These records will be analyzed to determine the number of students who participated in the enrichment activities and compared to the total enrollment of the school to calculate a participation rate. Annual Student/Parent Surveys will be administered to all students/parents at the conclusion of each year and a calculation will be made to determine the percent of students/parents who rated enrichment activities at good or excellent.

**Partnerships**

Valley Oaks Charter School shall maintain a file that lists all of the partners of the charter school who provide direct services to the students. This list shall describe the type of support service, the number of students served during the course of each year and the benefit students realize as a result of the partnership.

**School Climate****Suspension and Expulsion Rates**

Valley Oaks Charter School will use data gathered by the California Department of Education on suspension and expulsion rates to make comparisons of the rates for the charter school compared to the statewide average.

**Safe School Environment**

Student/Parent Surveys will be administered to all students/parents at the conclusion of each year and a calculation will be made to determine the percent of students/parents who rated safe school environment at a level of "Safe" or "Very Safe".

**Course Access****Course of Study**

The Student/Parent Survey will include a question that will address satisfaction with the course of study and will be used to calculate the rate of satisfaction. The course of study review completed annually will be filed for review and Valley Oaks Charter School governing board minutes will be maintained that reflect course of study approval annually.

**Concurrent Enrollment and Online Courses**

Valley Oaks Charter School records (sign-in sheets) will reflect individual participation in a school orientation and orientation outlines will include the concurrent enrollment and online course offerings among others. The Student/Parent Handbook is provided to every student/parent through either hardcopy or electronically every year. The school will maintain a file in which a list of all students who are concurrently enrolled in a community college or enrolled in an online course are recorded.

**Special Education**

Valley Oaks Charter School will use its contract or memorandum of understanding with the Kern County Superintendent of Schools Office to provide evidence of the contractual relationship between the two agencies. The charter school shall maintain a list of students who receive special education services annually.

## **Other Student Outcomes**

### **Student and Parent Satisfaction**

The Student/Parent Survey will include a series of questions that will address satisfaction with the school at a variety of levels and the responses to this series of questions will be used to calculate the rate of satisfaction.

## **VIII. GOVERNANCE**

*The governance structure of the school, including, but not limited to, the process to be followed by the school to ensure parental involvement. (47605{b}{5}{D})*

### **Governance Structure of the School**

The Kern County Board of Education/Kern County Superintendent of Schools Office is the chartering agency and has the responsibility to oversee and monitor the charter in those areas specified by law as grounds for revocation.

#### **Valley Oaks Charter School Governing Board**

Valley Oaks Charter School is a public charter school that has a governing board. The specific, primary purpose of the Valley Oaks Charter School Governing Board shall be to oversee, support and advise the charter school in its efforts to provide instruction to pupils and to assist homeschool families who work with the students on a day-to-day basis. Additionally, the Valley Oaks Charter School Governing Board shall offer advice to the charter school and approve program goals and objectives, provide oversight, guidance and assistance on program implementation, assist in promoting public relations efforts within the community, and support Valley Oaks Charter School projects and activities.

The board consists of the following:

- One administrator designated by the Kern County Superintendent of Schools (Chair)
- Three certificated teachers selected by teaching staff
- Three parents selected by Valley Oaks Parent Advisory Committee
- One member of the community at large recommended by the chairperson
- Two members appointed by the Kern County Superintendent of Schools
- One principal from the school
- (Note: Teacher and parent representatives shall be from Bakersfield K-8, Bakersfield HS and Tehachapi)

VOCS Board meets a minimum of once per quarter and the responsibilities of the Governing Board include:

- Approval of the number of positions and configuration of the operational staff
- Approval of single item purchases over \$3,000
- Review of serious disciplinary cases for expulsions
- Oversight of accountability requirements of the charter
- Amendment of the charter by a 6/11 vote. This action must be approved by Kern County Board of Education
- Function in the role of School Site Council

A quorum for voting on proposals at the Governing Board meetings will be defined as six out of the eleven members. Additionally, with the exception of the Chairman of the Board, the term of a board member shall be two consecutive years, at the end of which a replacement will be selected by his/her representative group, or appointed depending on seat vacated, and approved by vote by the existing board members.

### **Administrative Team**

The administrative staff consists of one director, three principals and two assistant principals. Bakersfield, Frazier Park, Kern River Valley, and Taft K-8 programs are served by one principal, while Bakersfield's 9-12 program is served by a different principal. Tehachapi's K-12 program is served by one principal. The assistant principals are located in Bakersfield and Tehachapi. The duties of the administrative staff are to:

- Recommend staffing changes to the Governing Board
- Administer the day-to-day governance and management of school
- Conduct ongoing evaluation of the school and individual students
- Hire and supervise personnel
- Manage the budget
- Maintain student discipline

### **Brown Act**

In enacting this chapter, the Legislature finds and declares that the public commissions, boards and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions of public commissions, boards, councils, and other public agencies in California be taken openly and that their deliberations be conducted openly. (Gov. Code 54950).

The people of this State do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

### **Contract Services with the County**

Valley Oaks Charter School has a continuing educational, fiscal, and operational support services agreement with the Kern County Superintendent of Schools Office and has found it mutually beneficial since the inception of its charter in September 2000. It is the intent of the Governing Board that Valley Oaks Charter School has full access to all services that would be available to all other educational programs operated by the Kern County Superintendent of Schools Office. In exchange for these services, Valley Oaks Charter School will continue to compensate the Kern County Superintendent of Schools Office an amount equal to the state-approved "indirect" rate that is applied to all other educational programs operated by the Kern County Superintendent of Schools Office. This agreement will remain intact until Valley Oaks Charter School or the Kern County Superintendent of Schools Office request renegotiations or termination of the agreement.

## **Process to Ensure Parental Involvement**

### **Valley Oaks Parent Advisory Committee (VOPAC)**

The charter school practices and policies insure parental involvement. The parent/guardian is a full partner in the education of his/her child/children. The Valley Oaks Parent Advisory Committee (VOPAC) has been formed to further involve the parents of charter school students in the development of programs needed to meet the goals and objectives of the charter school. Parents in VOPAC conduct fund raising activities and function as a support system for homeschooling families. Valley Oaks Charter School welcomes all parents who are interested in joining VOPAC to support their students.

Parents are also involved as stakeholders in the planning and evaluation phases of school operations. VOPAC elects three representatives who sit on the Valley Oaks Charter School Governing Board and a parent committee assists the school in ongoing evaluation of the school through the WASC (Western Association of Schools and Colleges) accreditation process.

## **IX. EMPLOYEE QUALIFICATIONS**

*The qualifications to be met by individuals to be employed by the school. (47605{b}{5}{E})*

Valley Oaks Charter School recruits personnel who support the mission and vision of the charter, demonstrating the practices of our home school philosophy, values and beliefs that exist with the families and the instructional, management, and support teams across the Valley Oaks campuses. All core subject teaching staff of Valley Oaks will have the necessary qualifications, skills, experience, and credentials to fulfill their job description and the requirements of No Child Left Behind.

Valley Oaks Charter School shall be nonsectarian in its employment practices and all other operations, EC§47605 (d)(1), shall not discriminate against any individual (employee or pupil) on the basis of the characteristics listed in Section 220 (actual or perceived disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Section 422.55 of the Penal Code or association with an individual who has any of the aforementioned characteristics).

Valley Oaks Charter School adheres to California laws, including prohibitions regarding the employment of any person who has been convicted of a serious or violent felony, a sex offense, or a controlled substance offense. All employees are required to furnish medical clearance, cleared fingerprinting, provide a full disclosure statement regarding a prior criminal record, and any additional documentation verifying work status.

Certificated and classified staff members are employees of Valley Oaks Charter School, but have the same rights and benefits of all other Kern County Superintendent of Schools Office employees. Certification documents and job descriptions are maintained on file at Valley Oaks Charter School and at the Kern County Superintendent of Schools Office personnel and credential office. Additionally, classified employees of Valley Oaks Charter School are hired following established Kern County Superintendent of Schools Office merit employment system.

All individuals employed by Valley Oaks Charter School possess the characteristics, knowledge, and qualifications identified in the posted job description as set forth by the charter school. Furthermore, Valley Oaks Charter School is committed to maintaining a discrimination-free workplace and to retaining highly qualified and experienced personnel to ensure the continued delivery of quality educational programs. Employees will possess the characteristics, knowledge and qualifications identified in the following descriptions:

### **Director**

- Develop and maintain an exemplary instructional program in the Valley Oaks Charter School
- Develop, maintain and monitor budgets associated with the Valley Oaks Charter School program

- Ensure compliance with all legal and institutional requirements as they relate to the academic program
- Oversee the development and maintenance of a safe school facility
- Develop and maintain constructive and cooperative working relationships with other school districts and partner organizations
- Develop and maintain knowledge of charter school law, regulations and generally accepted practices
- Develop and maintain knowledge and use of current practices by teachers and supervisors
- Recruit and retain qualified staff
- Comply with all regulations and policies of the Charter
- Other duties as needs arise

### **Principal/Vice Principal**

- Serves as the education leader; is responsible for the instructional program; participates in staff, student and parent activities, and community leadership
- Provides leadership to the staff in determining objectives and identifying program needs as the basis for developing long and short-range plans
- Maintains high morale of the assigned staff
- Establishes an effective administrative organization with clear lines of responsibility and with the necessary delegation of authority
- Identifies, provides, assigns and coordinates in-service growth opportunities for teaching and instructional aide personnel
- Supervises and evaluates the performance of all assigned personnel in accordance with the program's policies and adopted uniform guidelines for evaluation and assessment, recommends appropriate action in cases of substandard performances, and identifies and encourages individual teachers with leadership potential
- Develops school plans and organizational procedures for the health, safety, discipline and conduct of students as established in program procedures

### **Teachers**

- Each teacher is assigned a case load of students (typically 24-30) and meets with the students and parents on a schedule predetermined by the teacher
- Tutors students in areas where they need additional help or the parent requests assistance
- Assists parents to determine appropriate learning modalities for each of their children
- Assesses the level of student achievement on a regular basis
- Finds and/or develops materials that are appropriate to the instructional level of each student
- Advises parents on issues that affect the learning environment at home such as scheduling, study space, family dynamics, etc
- Develops grade appropriate learning packets for students

- Plans and teaches enrichment classes
- Plans, supervises, and develops curriculum for field trips
- Plans and assesses lessons completed by each student
- Maintains accurate, up-to-date attendance records

**Other Staff**

- Valley Oaks Charter School will have classified secretarial and student data/attendance staff that provide clerical support to administrative and instructional staff. The qualifications and employment structure for these staff shall be the same as exist for the same positions within the Kern County Superintendent of Schools Office.
- Valley Oaks Charter School will have classified instructional support staff that provides support to teachers and students in the program. The qualifications and employment structure for these staff shall be the same as exist for the same positions within the Kern County Superintendent of Schools Office.
- Valley Oaks Charter School will hire professional experts on a part-time basis who will provide instruction in a variety of enrichment courses offered to the students. These staff shall have knowledge and skills that are very specialized and translate into powerful enrichment coursework for the students enrolled in the school. Any professional expert working in a teaching capacity shall fully comply with credential requirements found in California Education Code Section 47605(l).

## **X. HEALTH AND SAFETY PROCEDURES**

*The procedures that the school will follow to ensure the health and safety of pupils and staff. These procedures shall include the requirement that each employee of the school furnish the school with a criminal record summary as described in Section 44237. (47605{b}{5}{F})*

### **Procedures to Ensure the Health and Safety of Pupils and Staff**

One of Valley Oaks Charter School's highest priorities is the health and safety of students, parents and staff, as Valley Oaks follows all required safety policies and procedures consistent with and in conjunction to the Kern County Superintendent of Schools Office.

The following provides a brief summary of the Charter School's policies:

#### **Role of Staff as Mandated Child Abuse Reporters**

All classified and certificated staff are mandated child abuse reporters and follow all applicable reporting laws, the same policies and procedures used by the Kern County Superintendent of Schools Office.

#### **Emergency Preparedness**

The Valley Oaks Charter School adheres to an Emergency Preparedness Policy drafted specifically to the needs of the school sites (SB-187 Comprehensive School Safety Plan) and the Kern County Superintendent of Schools Office. This policy includes procedures and responses to fire, flood, earthquake, and terrorist threats. Additionally, Valley Oaks Charter School participates in emergency, fire, and earthquake drills at all of its school sites.

#### **Self-Insured Schools of California**

Valley Oaks Charter School has had a longstanding relationship with Self-Insured Schools of California in servicing all inclusive needs for student/staff protection, finance general liability, workers compensation, and other necessary insurance of the types and in the amounts required for an enterprise of similar purpose and circumstance. This relationship includes regular school site assessments by Self-Insured Schools of California staff to assess any physical conditions that could compromise the safety of students or staff. Coverage amounts are based on recommendations provided by Self-Insured Schools of California administration. Kern County Superintendent of Schools is named as an additional insured on all policies of Valley Oaks Charter School.

#### **Facilities**

Valley Oaks Charter School operates multiple facilities that meet all local safety standards, are located and operated within the geographical boundaries of Kern County, from which the charter was approved, and undergo regular inspections and review by Kern County Superintendent of Schools Office staff.

## **Criminal Record Check Procedures**

The Charter School complies with the provisions of Education Code Sections 44237 and 45125.1 regarding the fingerprinting and background clearance of employees prior to employment. Additionally, any parent volunteer who drives students on field trips or chaperones overnight trips must also have fingerprint background clearance. The administrators of the school monitor compliance with this policy.

## **XI. RACIAL AND ETHNIC BALANCE**

*The means by which the school will achieve a racial and ethnic balance among its pupils that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted. (47605{b}{5}{G})*

Valley Oaks Charter School will strive through its structure and practices to enroll a student population that is reflective of the general population residing in Kern County.

The school shall create and have an admission and enrollment structure that creates no obstacles for students or parents of any race or ethnicity. The school will create a climate in which all students and parents feel welcome and accepted, regardless of race or ethnicity.

If annual reviews of the make-up of the student population enrolled in Valley Oaks Charter School does not reasonably reflect the racial and ethnic balance among Kern County in general, the school will review its admission and enrollment processes, as well as its school climate and course offerings, to determine if any changes need to take place to bring about an enrollment that is more reflective of the general population.

## **XII. ADMISSION REQUIREMENTS**

*Admission requirements, if applicable. (47605{b}{5}{H})*

Admission to Valley Oaks Charter School will be given to all students whose parents make a request to the charter school pursuant to California Education Code Section 1981(b), who meet the established criteria, and who follow through on required admission procedures.

Prerequisites associated with enrollment are 1) attendance at an orientation session, 2) an adult at home who is willing to work daily providing direct instruction to the student, 3) a willingness to meet a minimum of at least one time per reporting period with a credentialed teacher to demonstrate attendance/student work, 4) student documentation: a birth certificate, an up-to-date immunization record, a social security number, and 5) other documentation that provides information regarding the student's educational needs.

Preference for year-to-year admission to Valley Oaks Charter School is given to those students previously enrolled at the charter school, children of the staff, siblings of students already enrolled, and students who have documented evidence of being previously homeschooled. Upon acceptance in Valley Oaks Charter School, parents sign a Master Agreement contract agreeing to be full partners in the education of their students.

Additionally, in accordance with the provisions of the California charter school requirements, Valley Oaks Charter School will:

- Be non-sectarian in its programs, admissions policies, employment, and all operations
- Not charge tuition
- Not discriminate on the basis of religion, ethnicity, national origin, gender, or disability
- Admit all pupils who wish to attend the charter. If this number exceeds capacity, there will be a random public drawing for new students
- Serve students who have gone through the prescribed enrollment process and have signed a Master Agreement
- Keep immunizations or waivers and proof of age on file

Consistent with the home schooling structure of Valley Oaks Charter School, parents will be required to attend an orientation session and will sign a Master Agreement that defines their role as full partners in the education of their student. Admission information will be available on the internet or upon request from the school office.

Preference for admittance to Valley Oaks Charter School will be given to:

- Previously enrolled students who left in good standing
- The siblings of students already enrolled in the school
- The children of staff

The procedure to enroll in the school includes:

- Formal Request for Enrollment
- Attendance at parent/student orientation
- Acceptance and placement in the program
- Signing Master Agreement

California Education Code 51746 requires that a formal determination be made that full-time independent study is the most appropriate educational alternative for a pupil with special needs. Valley Oaks Charter School staff work closely with parents to complete this process and make a determination that is in the best interest of each pupil.

### **XIII. INDEPENDENT FINANCIAL AUDITS**

*The manner in which annual, independent financial audits shall be conducted, which shall employ generally accepted accounting principles, and the manner in which audit exceptions and deficiencies shall be resolved to the satisfaction of the chartering authority. (47605(b)(5)(I))*

#### **Manner in which Annual Financial Audits will be Conducted**

The financial and program annual audit procedures for use in Valley Oaks Charter School are generally consistent with those used in the other instructional programs operated by the Kern County Superintendent of Schools. The purpose of the audits is to assist the school in its ongoing self-study and to assure the chartering agency, the Governing Board, and the community at-large that the practices and procedures in use at the school are effective in offering students sound educational experiences. All records of the yearly audits conducted by the Kern County Superintendent of Schools Office are available for inspection.

#### **Attendance Accounting**

Pupil attendance is calculated in a manner consistent with state requirements as maintained in contemporaneous records that document all pupil attendance and making all records available for audit and inspection. An electronic attendance accounting software package commonly used in California public schools is used to track attendance.

#### **Financial Audits**

Pursuant to the charter school and authorizer agreement, the Kern County Superintendent of Schools Office oversees an annual financial audit of Valley Oaks Charter School and employs generally accepted accounting principles. An independent auditor reviews the prior fiscal year (July 1 through June 30) on or before December 15 of each year. The audit is conducted in accordance with the standards listed in the Department of Education's California School Accounting Manual, the Governmental Accounting Standards Board, and the American Institute of Certified Public Accountants. The audits include examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements.

The Charter School shall provide reports to the County as follows, and may provide additional fiscal reports as requested by the County:

1. By July 1, a preliminary budget for the current fiscal year. For a charter school in its first year of operation, financial statements submitted with the charter petition pursuant to Education Code 47605(g) will satisfy this requirement.
2. On or before July 1, an annual update required pursuant to Section 47606.5.
3. By December 15, an interim financial report for the current fiscal year reflecting changes through October 31. Additionally, on December 15, a copy of the Charter School's annual, independent financial audit report for the preceding

fiscal year shall be delivered to the State Controller, State Department of Education and County Superintendent of Schools.

4. By March 15, a second interim financial report for the current fiscal year reflecting changes through January 31.
5. By September 15, a final unaudited report for the full prior year. The report submitted to the County shall include an annual statement of all the Charter School's receipts and expenditures for the preceding fiscal year.

**Manner in which Exceptions and Deficiencies will be Resolved**

Any deficiencies must be resolved to the satisfaction of the chartering agency and the Governing Board.

#### **XIV. SUSPENSION AND EXPULSION PROCEDURES**

*The procedures by which pupils can be suspended or expelled. (47605{b}{5}{J})*

##### Suspension and Expulsion for Unacceptable Behavior

Students who are in violation of the school discipline policies and procedures will be subject to suspension and expulsion. The behavior standards for Valley Oaks Charter School shall be communicated to students and parents through an orientation, the Student Parent Handbook and postings. Additionally, these behavior standards shall be aligned with the behavior standards found in California Education Code Sections 48900 through 48902. For minor behavioral infractions, the student will be notified at a meeting between the school, parent, and student that the student's behavior has resulted in suspension. Prior to an expulsion hearing, the school administration will notify the student and his/her parents in writing of any expellable violations. If the school administration determines that the violation constitutes a severe and imminent threat to the health or safety of others in the school, there will be an immediate suspension pending the expulsion hearing. For behavior infractions, the school's administration will make all decisions concerning suspension and will make recommendations to the Governing Board regarding expulsion. The parent has the right to be present and speak at the behavior expulsion hearing. If the parent contests the findings of the VOCS Governing Board, a written appeal may be made to the Kern County Board of Education. For behavioral expulsions, the student will be referred to the community school program operated by the Kern County Superintendent of Schools Office.

##### Discipline

Learning self-discipline is an important part of a student's education. Parents are encouraged to teach their children the positive character traits of honesty, respect for others, self-reliance, independence, integrity, and kindness. While participating in school-sponsored events, all students of Valley Oaks Charter School must conduct themselves in a manner that demonstrates these qualities.

The staff of Valley Oaks Charter School wants to provide the best educational opportunities possible for all students. In order to have an environment that facilitates a safe and sound education for all students, a standard of behavior is expected from all students. When this standard of behavior is not met, the nature, seriousness, and frequency of the inappropriate behavior will determine the action taken.

The discipline procedure for Valley Oaks Charter School applies:

- While students are on school grounds
- While students are going to and from school
- During nutritional breaks
- During or while going to or coming from a school sponsored activity
- While attending any activity sponsored by the Kern County Superintendent of Schools

### Release of Student to Peace Officer

If a school official releases a child from school to a peace officer for the purpose of removing him/her from the school premises, the school official shall take immediate steps to notify the parent/guardian or a responsible relative of the child, except when a student has been taken into custody as a victim of suspected child abuse. In those cases, the peace officer will notify the parent or responsible relative that the child is in custody and the place where the child is being held, unless the child would be endangered by disclosure of the place. (EC§48906)

### Student Search

The school principal or designee may search the person of a student (including backpack, purse, bag, etc.) or student's locker if there is a reasonable suspicion to believe the student may have a concealed weapon, narcotics, stolen property, or contraband. Evidence gathered from video surveillance tape systems in posted areas is specifically admissible in discipline hearings, as no one has a reasonable expectation of privacy in those circumstances.

## **XV. RETIREMENT COVERAGE FOR EMPLOYEES**

*The manner by which staff members of the charter schools will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or federal social security.  
(47605{b}{5}{K})*

In order to secure and hold specialized and experienced staff committed to innovation, Valley Oaks recognizes the importance of an attractive compensation package, which includes salaries and health benefits. Valley Oaks Charter School strives to have Certificated and Classified salary schedules that are commensurate with that of the Kern County Superintendent of Schools Office in which Valley Oaks Charter School resides. Certificated employees at Valley Oaks Charter School are pensioned through the State Teachers Retirement System (STRS) and in some cases Public Employee's Retirement System (PERS). Classified employees fall under the PERS guidelines. Valley Oaks Charter School makes all employer contributions required by STRS, and PERS, and social security, as applicable to the position. Valley Oaks Charter School also makes the employer contributions required for Workers' Compensation Insurance, Unemployment Insurance, and other applicable payroll benefits.

## **XVI. ATTENDANCE ALTERNATIVES**

*The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools. (47605{b}{5}{L})*

No student is expected or required to enroll in Valley Oaks Charter School. Any student in Kern County or adjoining counties who meets the admission requirements is eligible to enroll in Valley Oaks Charter School. Students who wish to leave the charter school may elect to use the following options:

- Enroll in the public school that serves their attendance area
- Attend any alternative educational facility recommended by the public school that has jurisdiction over the area of their residence
- Enroll in another charter school or private school
- Any other educational alternative that is compliant with legal requirements

These options are open to all students at any time. However, in the students' best interest, the school strongly recommends that such transfers are made before the school year begins or at mid-year.

**XVII. SCHOOL DISTRICT EMPLOYEE RIGHTS**

*A description of the rights of any employee of the school district upon leaving the employment of the school district to work in a charter school, and of any rights of return to the school district after employment at a charter school. (47605{b}{5}{M})*

Employees of Valley Oaks Charter School shall enjoy the same rights as other employees of the Kern County Superintendent of Schools Office. This entitlement shall include any employee who leaves an assignment in the Kern County Superintendent of Schools Office to work at the charter school and later wishes to return to the Kern County Superintendent of Schools Office.

## **XVIII. DISPUTE RESOLUTION**

*The procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter. (47605{b}{5}{N})*

Any disputes between the County and the Charter School over the terms of the charter shall be resolved as follows:

1. The dispute shall be identified in writing by the administrator of the Charter School and the staff member designated by the Superintendent pursuant to Education Code Section 47604.32(a). These designated individuals will meet in a good faith attempt to resolve the dispute. Failure of the charter school representative to participate in efforts to resolve the dispute shall be grounds for revocation of the charter.
2. If the dispute is not resolved by the meeting described above, the Parties may elect to mediate the dispute by mutually agreeing on a mediator. In the event the Parties agree to attempt to resolve the dispute in mediation, the mediator's fees will be paid by the Charter School, unless otherwise agreed.
3. If the dispute is not resolved by the meeting or by mediation, the matter shall be referred to the County Board at its next regularly scheduled meeting. The decision of the County Board to resolve the dispute shall be final and binding on the Charter School.
4. Notwithstanding the above, nothing in this dispute resolution process shall prevent or delay the County or the Superintendent from exercising and discharging any power or duty authorized by law with respect to oversight of the charter including but not limited to the right to revoke the charter as authorized by law.
5. Nothing in this section shall be interpreted as a waiver by the Charter School of any available legal rights or recourse in response to action by the County Board.

**XIX. EXCLUSIVE PUBLIC SCHOOL EMPLOYER**

*A declaration whether or not the charter school shall be deemed the exclusive public school employer of the employees of the charter school for purposes of Chapter 10.7 (commencing with Section 3540) of Division 4 of Title 1 of the Government Code. (47605{b}{5}{O})*

Valley Oaks Charter School is deemed the exclusive public school employer of the employees of the school for the purposes of the Educational Employment Relations Act.

All employees at Valley Oaks Charter School shall enjoy the same benefits as employees of the Kern County Superintendent of Schools Office. With that, permanent employees, certificated and classified, are part of a collective bargaining unit with Kern County Education Association (KCEA), and Superintendent of Schools Classified Association (SOSCA), respectively.

## **XX. SCHOOL CLOSURE PROCEDURES**

*A description of the procedures to be used if the charter school closes. The procedures shall ensure a final audit of the school to determine the disposition of all assets and liabilities of the charter school, including plans for disposing of any net assets and for the maintenance and transfer of pupil records. (47605{b}{5}{P})*

The following procedures shall apply if Valley Oaks Charter School closes, regardless of the reason for closure.

- Closure of the school will be documented by official action of the Valley Oaks Charter School Governing Board. The action will identify the reason for closure.
- The Board will promptly notify the County Office of Education of the closure and of the effective date of the closure.
- The Board will ensure notification of the closure to the parents and students of Valley Oaks Charter School and will provide information to assist parents and students in locating suitable alternative programs. This notice will be provided promptly following the Board's decision to close the school.
- As applicable, Valley Oaks Charter School will provide parents, students, and the charter authorizer, the County Office of Education with copies of all appropriate student records and will otherwise assist students in transferring to their next school. All transfers of student records will be made in compliance with the Family Educational Rights and Privacy Act (FERPA). Valley Oaks Charter School will ask the County Office of Education to store the records of the charter school but will offer to transfer student records to the district of residence of each student with a copy to the family.
- As soon as reasonably practical, but no later than 60 days after closure, Valley Oaks Charter School will prepare final financial records. Valley Oaks Charter School will also have an independent audit completed as soon as reasonably practical, generally no more than six months after closure. The charter school will pay for the final audit. The audit will be prepared by the appropriate party and will provide to the County Office of Education promptly upon its completion.
- In the case that Valley Oaks Charter School either does not pay for or have an independent audit completed within one month of the applicable timelines, the County Office of Education may, at its option, pay for an audit to be completed and subtract such payment from any funds due to the Charter School.
- Upon closure, all assets, including but not limited to all leaseholds, personal property, intellectual property and all ADA apportionments and other revenues generated by students, remain the sole property of the Charter School and shall be turned over to the Kern County Superintendent of Schools Office for distribution to programs which are organized and operated exclusively for educational purposes. Any assets acquired from the County or

County property will be promptly returned upon Charter School closure to the County. The distribution shall include return of any grant funds and restricted categorical funds to their source in accordance with the terms of the grant or state and federal law, as appropriate, which may include submission of final expenditure reports for entitlement grants and the filing of any required Final Expenditure Reports and Final Performance Reports, as well as the return of any donated materials and property in accordance with any conditions established when the donation of such materials or property was accepted.

- On closure, Valley Oaks Charter School shall remain solely responsible for all liabilities arising from the overall operation.