

Charter Leader Meeting

Resource Page

October 2022

Items covered in this resource page:

1. LCAP Feedback from CSD
2. Annual Site Visits and Document Submission
3. Teacher Credentials
4. Comprehensive School Safety Plans
5. Material Revisions
6. Charter School Appeals and Renewals for 2023-24
7. NARCAN Training and Resources
8. Future CLM Meeting Dates

LCAP Feedback from CSD

On September 28, the Charter Schools Department sent each SCCBOE-authorized charter school individual feedback on its 2022-23 LCAP. During our LCAP review, the Charter Schools Department noticed several themes in our feedback across many schools' LCAPs.

Budget Overview for Parents - The [Budget Overview for Parents](#) (BOP) mirrors the local education agency (LEAs) projected revenues and expenditures for the upcoming school year and must be developed in conjunction with the school's budget. Be sure any adjustments to an LEA's budget, including those made to reflect the May revision, should be emulated in the BOP. Further, the amounts entered into the BOP must align with the anticipated revenue and expenditures in the adopted budget, and the LEA's total LCFF funds should match the LCFF calculator.

LCAP Template Instructions - Instructions for completing the LCAP template are attached at the end of the template. Please ensure that you are checking these instructions, as they contain details about the information required to be included in your responses to each prompt on the template. To assist with this, SCCOE's Continuous Improvement and Accountability department creates a document in which the LCAP instructions for each prompt are embedded into the response field for the prompt. [This useful tool](#) is updated annually and available for download from the SCCOE District LCAP Advisory Services webpage.

LCAP Goals, Metrics, and the Eight State Priorities - Each LCAP goal must address one or more of the eight state priorities, and the priorities must be named in the goal description. Goal metrics must also be tied to state priorities. Acceptable metric sources organized by priority can be found on this document: [LCFF State Priorities Summary](#). Baseline data for metrics serve as starting points for a site's work toward a goal.

Therefore, baseline data must never be “met” or “N/A”. Additionally, goals must fall into one of three types: broad, focus, or maintenance. Please ensure each goal is labeled with the goal type.

The Charter Schools Department is available to review your LCAP and/or serve as a thought partner during your LCAP’s development. However, please provide sufficient time before you present to your board if you would like feedback prior to board approval.

Annual Site Visits and Document Submission

This year, the Charter Schools Department is returning to a single-day site visit structure. Classroom observations, student interviews, and file reviews will take place in person. In circumstances where Human Resource files are located off site, the Charter Schools Department will make a separate appointment to review those files.

On October 16, the Charter Schools Department notified charter schools and CMO leaders via email of the annual visit dates for their respective schools. The notice also included a list of documents to be submitted to the Charter Schools Department at least ten business days prior to the scheduled visit. These documents are specific to the annual visit and are separate from the annual oversight documents collected in the July and January windows. However, these Annual Visit documents will be submitted through the same Monday.com submission portal as the oversight documents. The Charter Schools department calendar and updated document submission link are available on the [SCCOE Charter Schools Department website](#). The Charter Schools Department will be sending out a Site Visit Guide to all schools within the next few weeks.

Teacher Credentials

Last spring, the Santa Clara County Board of Education (SCCBOE) updated its policy to require each charter school to submit a list of class offerings for the semester, including the name(s) of the teacher(s) assigned to each class, at least one month prior to the start of the semester.

The deadline for submitting your misassignment corrections and information to the SCCOE Credential Office was Friday, October 21. The results of the 2022-23 credential reviews will be reported to the SCCBOE at its November 2 or November 16, depending on when the results are ready.

Comprehensive School Safety Plans

The Charter Schools Department has reviewed the 2022-23 Comprehensive Site Safety Plans submitted by charter schools. Per EC 47605, Charter Schools are to annually update their plans by March 1. Per EC 32288, County Offices are to notify the CDE of an LEA's non-compliant Safety Plan.

Some common themes emerged during the review:

- Plans must be reviewed by first responders (e.g., police, fire, etc.) and evidence of that review must be contained within the report
- All the elements of the Comprehensive Site Safety Plan must be contained therein. In instances where the required information is in another document, links to those documents should be included in the safety plan

Please start reviewing your plans now in preparation for the March 1 deadline. SCCOE is offering a webinar on Comprehensive School Safety Plans on October 27, from 9:00a.m. to - 12:00p.m. The webinar will provide an overview of the California mandates for school safety planning, provide strategies by sharing tools to integrate safety planning into all school improvement efforts based on Ed Code 32280 - 32289. Attendees are encouraged to email critical items they wish to be discussed either through the training or emailed response.

Workshop Objectives:

1. Provide an overview of California mandates for school safety planning, and related support plans
2. Share strategies for stakeholder engagement in the safety planning process
3. Share tools and strategies for incorporating school violence prevention into your safety plan
4. Highlight opportunities to use the MTSS framework in strengthening school safety

To register, contact Keysha Doutherd at kdoutherd@sccoe.org.

Material Revisions

Please be reminded that if you are going to change the school's education program, revise your governance structure, or increase/decrease your enrollment significantly (25%+), you will need to request a material revision of your charter. If your school is considering these or any other major changes, please inform SCCOE so that we can determine whether a material revision is required. Material revisions can be lengthy, please begin the process early.

Charter School Appeals and Renewals for 2023-24

On October 13, [a letter was released by CDE on Updates for Charter School Appeals and Renewals for 2023-24](#).

In the letter, the CDE stated that AB 1505 requires the CDE to provide a list of high, middle and low performing schools by July 1 each year based on the California Schools Dashboard colors of status and change. While the 2022 Dashboard will be available in December 2022, it will only have status, no change, therefore no colors. It will have purple cell phone bar indicators, and only the lowest indicator has been statistically found to be equivalent to "red." There is no correlation to the other colors per the CDE. The 2023 dashboard is projected to be available by the end of 2023 with status and change colors.

Since there are no colors available for 2022, and there are not currently two years of Dashboard data available, CDE cannot place charter schools into performance categories.

Therefore, in the absence of statewide data, charter authorizers must consider clear and convincing evidence of measurable increases in academic achievement and/or strong post-secondary outcomes, demonstrated through verified data, when evaluating a petition for renewal. For all renewals under these criteria:

- Greater weight is on academic performance
- Renewal shall be for a five-year term, if renewed
- Use of verified data and postsecondary outcomes, which sunset on January 1, 2026
- An example of available local assessment data was collected by the Region 15 Comprehensive Center at WestEd, at the request of the California State Board of Education and California Department of Education (CDE), from three selected testing publishers who supported the administration of spring 2021 local assessments. This one-time resource, in addition to the state-level data provided by the CDE, may help to provide a fuller picture of student performance in California from spring 2021. To view this resource, visit [Spring 2021 Performance on Three Locally Determined Assessments in California](#).

The CDE anticipates resuming the determination of status and change on the 2023 Dashboard, and, as a result, will restart the production of charter school performance categories for renewal purposes in early 2024. It is important to note that the production of the Dashboard is based on data submitted by local educational agencies, which includes charter schools. Since this annual data collection through California's

student-level data system, the California Longitudinal Pupil Achievement Data System(CALPADS), is open through the end of August, the Dashboard is typically produced by the end of the calendar year. Accordingly, the earliest the release of the performance categories can occur is in January/February following the release of the Dashboard.

NARCAN Training and Resources

Driven by synthetic opioids, especially fentanyl, overdose related deaths for adolescents has risen three-fold from 2019-2021. In California, overdose death rates increased for adolescents and young adults, 179% for 15-19 year olds.

Research shows a high number of opioid-related deaths among adolescents are unintentional opioid poisonings by victims experimenting with illicit pills and unaware of the presence of fentanyl in what they were ingesting

SCCOE in partnership with the Santa Clara County Behavioral Services Dept and Santa Clara County Opioid Overdose Prevention Project developed a training unit for school staff on the administration of naloxone and to provide free Narcan Kits to school.

The partnership also resulted in a [Naloxone Training Resource Guide](#) which can be found on the SCCOE website. The resource guide provides information, best practices, resources, and tools informed by the latest research available, including the following:

- Standalone template policy
- Best practices for training staff
- Flowchart for responding to an opioid overdose

SCCOE has also hired staff to support the Naloxone Training and Distribution Project.

You may reach Karessa Paulo by email at kpaulino@sccoe.org. To schedule an initial consultation for you or your team, complete this form: <https://forms.gle/Gq6fj9KHkobQTSSC9> and Karessa will contact you to discuss participation in the project.

Fentanyl Resources:

- www.cdph.ca.gov/StopOverdose
- CDPH's [Naloxone Standing Order](#)
- DHCS's [Naloxone Distribution Project](#)
- CDPH Page On [Fentanyl \(ca.gov\)](#)
- Recent News: [Rainbow Fentanyl Alert \(ca.gov\)](#)

- General Information [About Naloxone](#)
- Fresno County Webpage: [Fentanyl Danger in Fresno County | County of Fresno](#)
- Fentanyl Awareness and Prevention information (including videos developed by Fresno County) are in the latest version of SHARE, which can be found here - <https://schools.covid19.ca.gov/pages/share>
- CDPH Safe Schools Hub - <https://schools.covid19.ca.gov/>

Future Charter Leader Meetings

Our next two meetings are scheduled to take place virtually over Zoom from 1:00-3:00 on January 26 and May 18. Please mark your calendar accordingly.