

Cielo Vista Charter School

CHARTER PETITION RENEWAL

July 1, 2020 - July 1, 2025

This Charter outlines the proposal for the renewal of a Charter school under the provisions of Assembly Bill 544, The Charter Schools Act of 1992. The purpose of the Charter school is to provide a total educational experience focusing on the “whole child” with high standards of expectations to meet the individual needs of all students.

The community of Cielo Vista Charter School is committed to creating a nurturing and culturally responsive environment where students are empowered to pursue excellence in all areas.

The staff recognizes that all students can learn. We pledge to educate all children and work cooperatively with their parents as we all share the vision of Cielo Vista Charter School.

**650 Paseo Dorotea
Palm Springs, CA 92264**

Submitted to Palm Springs Board of Education
December 2019

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CIELO VISTA CHARTER BRIEFING PAGE

Name of organization applying for charter: Palm Springs Unified School District (PSUSD)

Enrollment: Cielo Vista Charter (CVC) currently has a current enrollment of 870 students during the 2019-2020 school year. Projected enrollment for 2019-25 is not to exceed 900 total students and will be adjusted as needed to meet the program needs of the school as a whole. Projected grade level enrollment based on current numbers is the following:

Grades	2019-20
Transitional Kindergarten	23
Kindergarten	75
1st	78
2nd	79
3rd	82
4th	85
5th	111
6th	116
7th	112
8th	109
TOTAL	870

Target Neighborhood: Palm Springs and surrounding communities

Facility Status/Location: CVC is located in the Coachella Valley, at 650 Paseo Dorotea, Palm Springs, CA 92234

Does the location meet board policy: YES

Members of Cielo Vista Charter’s Board

Lead Petitioners:

Juanita Perezchica, CVC Assistant Principal
Jessica Parent, teacher
Julie Barda, teacher

Laurie Siegrist, teacher
Nichi Avina, teacher
Amy Biggert, teacher

AFFIRMATIONS AND ASSURANCES

The Cielo Vista Charter School (“CVC” or the “Charter School”) will follow any and all federal, state and local laws and regulations that apply to the Charter School, including but not limited to:

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

- The Charter School shall meet all requirements for employment set forth in applicable provisions of law, including, but not limited to credentials, as necessary. [Ref. Title 5 California Code of Regulations Section 11967.5.1(0)(5)(c)]
- The Charter School shall ensure that teachers in the Charter School hold a Commission on Teacher Credentialing certificate, permit or other document equivalent to that which a teacher in other public schools are required to hold. As allowed by statute, flexibility will be given to noncore, noncollege preparatory teachers. [Ref. Education Code Section 47605(1)]
- The Charter School shall at all times maintain all necessary and appropriate insurance coverage.
- The Charter School shall, for each fiscal year, offer at a minimum, the number of minutes of instruction per grade level as required by Education Code Section 47615.5(a)(1)(A)-(D).
- If a pupil is expelled or leaves the Charter School without graduating or completing the school year for any reason, the Charter School shall notify the superintendent of the school district of the pupil's last known address within 30 days, and shall, upon request, provide that school district with a copy of the cumulative record of the pupil, including report cards or a transcript of grades, and health information. If the pupil is subsequently expelled or leaves the school district without graduating or completing the school year for any reason, the school district shall provide this information to the Charter School within 30 days if the Charter School demonstrates that the pupil had been enrolled in the Charter School. [Ref. Education Code Section 47605(d)(3)]
- The Charter School may encourage parental involvement but shall notify the parents and guardians of applicant pupils and currently enrolled pupils that parental involvement is not a requirement for acceptance to, or continued enrollment at, the Charter School. [Ref. Education Code Section 47605(n)]
- The Charter School shall maintain accurate and contemporaneous written records that document all pupil attendance and make these records available for audit and inspection, [Ref, Education Code Section 47612.5(a)(2)]
- The Charter School shall on a regular basis consult with its parents and teachers regarding the Charter School's education programs. [Ref. Education Code Section 47605(c)]
- The Charter School shall comply with any applicable jurisdictional limitations to the locations of its facilities. [Ref. Education Code Section 47605 and 47605.1]
- The Charter School shall comply with all laws establishing the minimum and maximum age for public school enrollment. [Ref. Education Code Section 47612(b) and 47610]

- The Charter School shall comply with all applicable portions of the Elementary and Secondary Education Act (“ESEA”), as reauthorized and amended by the Every Student Succeeds Act (“ESSA”).
- The Charter School shall comply with the Public Records Act.
- The Charter School shall comply with the Family Educational Rights and Privacy Act.
- The Charter School shall comply with the Ralph M. Brown Act.
- The Charter School shall meet or exceed the legally required minimum number of school days. [Ref. Title 5 California Code of Regulations Section 11960]

ELEMENT 1: Description of the Educational Program

Governing Law: “The educational program of the charter school, designed, among other things, to identify those whom the charter school is attempting to educate, what it means to be an “educated person” in the century, and how learning best occurs. The goals identified in that program shall include the objective of enabling students to become self motivated, competent, and lifelong learners.” Education Code Section 47605(b)(5)(A)(i).

“The annual goals for the charter school for all pupils and for each subgroup of pupils identified pursuant to Section 52052, to be achieved in the state priorities, as described in subdivision (d) of Section 52060, that apply for the grade levels 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.” Education Code Section 47605(b)(5)(A)(ii).”

Cielo Vista Charter School currently consists of transitional kindergarten through eight grade students. Our goal is to light the love of learning for every student, every day. All members of the Cielo Vista Charter (CVC), work collaboratively to create an equitable, inclusive, and empathetic environment to help all students reach their fullest potential through high academic expectations, while nurturing the development of the whole child. We promote each student’s sense of belonging and commitment to the school community and the world around them through a restorative culture. We promote 21st-century innovative skills through collaboration, and critical thinking. Students feel loved and empowered through voice and choice.

To implement our mission, we facilitate the development of the child as a whole. The staff has the freedom to develop a program that best meets the needs of our diversified student body utilizing state, district, and site adopted standards in addition to California State Frameworks. The staff will continue to revise and refine a comprehensive, long range plan for all subjects at each grade level through the process of strategic planning.

Through this philosophy we are teaching crucial critical thinking skills and providing opportunities to integrate and apply strategies that cross over the five focus categories below, taken directly from our mission statement.

- **All members of the Cielo Vista Charter (CVC) community work collaboratively to create an equitable, inclusive, and empathetic environment to help all students reach their fullest potential.**
 - Focus on positive relationships through connection before content, restorative processes and leadership development.
 - Consistent home, school, and community communication needs to reflect the needs of the community for optimal effectiveness. The school will meet the needs of all parents and provide translation services when requested to encourage open ongoing communication between home, class, school, and community. Simultaneous translation services will be provided to all parents when requested 48 hours prior to a specific event.

- The Professional Learning Community(PLC) is inclusive of the home, school and community partnership in order to best meet the needs of all students.
- Community partnerships that connect students to experts in the surrounding community as well as to give back to their community through service projects.
- Parent involvement through the Cielo Vista Charter PTG and ELAC committees.
- **We establish high academic expectations, while nurturing the student's physical, emotional, and social development.**
 - Classroom management techniques that reflect mutual respect are essential to creating a learning environment where all students feel safe and able to focus on learning.
 - We support the development of students' social and emotional intelligence with the guidance of a full-time School Counselor and a partnership with Mental Health Services. To assess our needs, we collect ongoing data for social/emotional proficiency through a variety of instruments including: Panorama Survey 40 Developmental Assets Survey, suspension and attendance rates.
 - We will develop College & Career Readiness through goal setting procedures that identify current and future goals. CVC collaborates with PSUSD schools to strengthen transitions and educate students on A-G requirements in order to enhance the future educational experiences and achievements for all students. The counselor consistently reviews grades/transcripts, assists in student goal setting and bridges the transition from 8th grade to high school for students and parents. Monitor the ongoing progress of individuals, as well as groups of students, through the use of state testing (CAASPP) data. We will use this data to determine the effectiveness of academic programs. Future decisions will be made based on this data-driven decision-making process.
 - We offer Physical Education and Health Education courses that align to current state mandates and meet the developmental needs of all our students.
 - Students in grades TK-5 participate in weekly nutrition lessons.
- **We promote each student's sense of belonging and commitment to the community and the world around them through a restorative culture.**
 - We focus on building a healthy community, developing common values, and creating positive and trusting relationships.
 - Students participate in a structured recess program that promotes inclusive, positive recess interactions through play.
 - To enhance students' sense of community and to enhance learning, grade levels participate in field trips.
- **We promote 21st-century innovative skills**
 - Through a technology program during school hours, we enable our students to develop the critical thinking skills necessary through the 5 Cs – Choice, Collaboration, Communication, Critical thinking, and Creativity.

- Professional development will be offered for staff to develop and stay current on technology in order to support student learning.
- **Students feel loved and empowered through voice and choice.**
 - We utilize the seven (7) habits of success as a foundation for developing leadership skills.
 - We develop learning environments that value perseverance and growth mindset.
 - We encourage community partnerships and a variety of volunteers to assist us in developing a love of learning within each student.
 - We embody connection before content through various instruction practices.
 - We offer students the opportunity to explore and apply their creativity through a variety of channels.

CIELO VISTA CHARTER WILL SERVE:

Cielo Vista will remain at the current site: 650 Paseo Dorotea, Palm Springs, CA 92264. We will not exceed an enrollment of 883 students TK-8. We currently serve the following student groups:

Student Group	Race/Ethnicity
English Language Learners - 37.3%	African American - 2.5%
Foster Youth - 0.3%	American Indian - 0.2%
Homeless - 8.1%	Asian - 0.7%
Socioeconomically Disadvantaged - 74.9%	Filipino - 4.4%
Students with Disabilities - 6.1%	Hispanic - 75.5%
	Pacific Islander - 0.1%
	White - 15.3%
	2 or more races -1.2%

66.5% of CVC student population come from within the PSUSD boundaries. 33.5% of the CVC student population comes from outside of PSUSD boundaries.

THE SCHOOL’S PROPOSED CURRICULUM AND INSTRUCTION PROGRAM

Cielo Vista Charter School will follow state, district, and site adopted standards in addition to the State Frameworks. The staff will continue to revise and develop short and long range curriculum goals through the process of strategic planning. The focus for the next five years will be

continuing the implementation of State Standards and meeting our LCAP goals. Our primary goals are:

1. All students will demonstrate growth measured by Federal, State , District and CVC assessments.
2. All students will be prepared to make a successful transition to the high school level so as to meet the academic goals for their future education.
3. All students will develop leadership skills and consistently demonstrate responsible, respectful and ethical behavior in a safe, clean and orderly learning environment.
4. Students will become self-motivated, competent, and lifelong learners.

A variety of strategies will continue to be used to meet the needs of all students. Our educational program reflects the following:

- Professional Development
- Professional Learning Communities
- Stakeholder Involvement
- 1 to 1 Technology to Enhance Learning
- Educating the Child as a Whole
- Safe School and Classroom Environment (Class Size)
- Authentic Student Engagement
- Safe & Restorative Community

1. Professional Development - Staff development will be an ongoing point of importance at Cielo Vista Charter. CVC will provide opportunities for staff members to participate in professional growth both on and off campus that align with the professional development plan and the yearly LCAP plan. Teachers will be paid for attending staff development outside of work hours based on the collective bargaining agreement. Teachers will obtain their staff development in a variety of ways: train each other, hire outside consultants, demonstration lessons, observing classroom lessons, collaboration and/or outside district sources.

2. Professional Learning Communities

All teachers will continue to be trained in appropriate strategies to enhance ongoing learning. Collaboration through PLCs will continue to focus on developing instruction for students of all ability levels using the California Common Core State Standards. We follow a 2-1-2 schedule that provides a defined schedule for teachers to collaborate each week on Wednesday afternoons. Meetings have specific outcomes with established norms and protocols used to effectively collaborate on instructional strategies in order to meet the current needs of all students.

Collaboration between students, teachers, and parents is essential for ongoing learning and development of college and career readiness. As part of shared decision making, parents have access to their child's progress through online portal, parent-teacher conferences, Student Success Team meetings, (IEPs and 504s for those qualified), and ongoing communication with the classroom teacher.

3. Stakeholder Involvement

All members of the Cielo Vista Charter (CVC) family including teachers, parents, staff, students, administrators, and community members, work collaboratively through a shared decision-making process. We have several committees and groups that are involved with this process to include; Parent/Community Volunteers, School Site Council, ELAC, PTG.

To ensure stakeholder involvement, home and school communication will reflect the needs of the school community. We have a diverse system of communication between home, class, school, and community to meet the needs of all groups through the use of a variety of technologies. Consistent home, school, and community communication needs to reflect the needs of the community for optimal effectiveness. We are committed as a Cielo Vista Charter community that all communication that is sent home will be translated or interpreted for our major language groups in accordance to the law. The school will always meet the needs of all parents and provide translation services for additional languages when requested at least 48 hours before an event or meeting.

4. Technology to Enhance Learning

Cielo Vista Charter will use technology to enhance teaching and learning. Students integrate technology when collaborating with their peers, building presentations, publishing their writing, and sharing their voices.

5. Educating the Child as a Whole

Cielo Vista Charter School is founded on the principle that all students deserve an education that goes beyond the basic academics and focuses on educating the child as a whole. We have established a schoolwide focus on building an integrated program that addresses both the academic and social emotional needs of the students.

The counselor also provides age appropriate classroom lessons such as bullying prevention, suicide prevention and healthy relationships. If students need further emotional health services, mental health specialists can provide one on one counseling.

We value the social-emotional intelligence of each person in the CVC community, and strive for an inclusive, respectful, emotionally safe environment. Each student is an individual who matters to the school community.

6. Safe School and Classroom Environment

As a staff we will consistently monitor and strive to provide a socially, emotionally and physically safe school environment for the entire school community. To ensure that individual needs are met, class sizes are limited to a maximum of 25 students in transitional kindergarten, 26 students in kindergarten, 28 students in first through fifth grade, and 30 students in middle school. As long as additional funding is forthcoming and Cielo Vista Charter is fiscally solvent, class size will remain capped at the above noted numbers. The Charter Board retains the right to increase class size to maintain fiscal solvency. An exception to the cap may be made to maintain a child's continuing enrollment, to keep in area siblings together at the same school, and to accommodate a child of a CVC employee.

To address campus safety, we use security cameras and have a full-time security officer to monitor the campus and promote safety. We are a closed campus which allows us to monitor any visitors at the school before, during and after instructional time. Lastly, all staff and students practice fire, earthquake, lockdown, intruder, and active shooter drills.

Proposed Curriculum and Instructional Programs

Cielo Vista Charter is committed to providing quality standards-based education that will meet the needs of all students. We will have a full day academic program in TK and more instructional minutes than required by the state per year in kindergarten through eighth grade. Various learning styles will be supported in the classroom.

Cielo Vista Charter has chosen approaches that are researched-based and aligned to the California Common Core Standards. Listed are the school-wide strategies that will be used consistently in all classrooms.

1. California standards are integrated throughout all Core Subjects
2. Culturally responsive instructional strategies including the alignment of English Language Development levels of English Language Learners.
3. Data analysis to plan and differentiate instruction.
4. Real world application of content, 21st century thinking and leadership development skills
5. College and career readiness

1. California standards are integrated throughout all core subjects

CVC will follow the integration strategies suggested in the California Frameworks for Math and Language Arts. We will use state adopted common core textbooks in core subjects for kindergarten through eighth grade. Each grade level will receive professional development when new adoptions are purchased. CVC teachers teach to the California standards.

2. Culturally responsive instructional strategies including alignment of English Language Development levels for English Language Learners.

Instructional strategies may include; SDAIE instruction, hands on learning using manipulatives, Integrated and Designated English Language Development for English Language Learners as required by the California State Standards.

All teaching staff are highly qualified and credentialed (i.e. multi-subject, CLAD or BCLAD or SB 1969, as well as trained in ELPAC administration and SDAIE strategies) and must meet the requirements of the Palm Spring Unified School District.

3. Data analysis to plan and differentiate instruction

Teacher-created assessments are one of many assessments to monitor student achievement. These benchmarks are developed using the California Common Core Standards blueprints and targets focus standards for mastery. Emphasis is placed on higher level DOKs and formatted to reflect the SBAC with constructed response, selective response, and performance tasks. This is used for teacher planning, intervention, and acceleration. Benchmarks are given to all students TK-8 grades.

Differentiation activities implemented for all students

Teachers will address the needs of all students. Our ongoing monitoring assistance planning may include but are not limited to:

- Site-based benchmark assessments
- Curriculum standards-based assessments
- A description of assessment items
- PLC's will identify specific areas to be improved based on assessment results
- Interventions – Pyramid Intervention Approach 80%-15%-5% -(80% intervention in the classroom, 15% pull-out or after-school, and 5% Special Ed.)

Instructional interventions may include, but will not be limited to:

- In-class differentiated instruction in small groups or one-on-one
- Extended school day to allow for more time for intervention in flexible groupings
- Proven strategies for all students
- Ongoing supervision and support by principal in each classroom to monitor implementation of research-based strategies

English Language Learners

All English Language Learners are assessed annually using the state adopted assessment to determine their language proficiency. Integrate and designated instruction will be provided to students within the regular classroom setting using a variety of instructional strategies and materials.

High achieving students and GATE program

All third-grade students are assessed to determine if they qualify for gifted instruction, according to PSUSD requirements. Any students so identified will be given differentiated and enrichment instruction by a qualified classroom teacher. Once identified, a student remains identified as a GATE student indefinitely.

Grades 6-8 may offer ELA, Social Studies/History Honors Courses in alignment with Common Core State Standards which include College and Career Readiness standards with more depth and complexity.

Grades 7 and 8 may offer Accelerated Math courses in alignment with Common Core State Standards which include College and Career Readiness standards at an accelerated pace.

Special Education

Cielo Vista Charter will function as a “public school of the District” for purposes of Education Code section 47646 and the Individuals with Disabilities Education Act (“IDEA”) during the

term of this charter. The parties' respective roles and responsibilities shall be outlined in a detailed Special Education Memorandum of Understanding. The District shall retain all special education funding generated from CVC enrollment. CVC shall pay its equitable share of the District's unfunded special education costs (i.e., encroachment).

The District shall determine how the special education and related services are to be provided. CVC agrees to comply with District policy and practice with respect to the provision of special education and related services. CVC will support the District's implementation of special education and related services and will make facilities available to all programs in a manner consistent with the District's need to provide services to all eligible students. CVC will not engage in discriminatory admission practices. CVC may not engage in formal or informal practices that deny access to students with exceptional needs, nor will they "refer" or "counsel out" such students.

The District shall implement all aspects of uniform complaint procedure for special education. The District shall, whenever necessary, initiate and pursue due process hearings and claims as needed to ensure compliance with applicable laws. If a parent or guardian pursues a due process claim, the District shall, with the cooperation of the CVC, prepare its defense and/or pursue settlement.

Cielo Vista Charter will comply with all applicable state and federal laws in serving students with disabilities, including but not limited to section 504 of the *Rehabilitation Act* ("Section 504"), the *Americans with Disabilities Act* ("ADA") and the IDEA.

Cielo Vista Charter agrees to adhere to the policies, procedures and requirements of the applicable Local Plan for Special Education in which the CVC operates for special education purpose as either a public school of the District or an LEA.

Cielo Vista special education specialists will work closely and collaborate with the general education teacher and other specialists (like speech therapists or occupational therapists) to create most inclusive, least restrictive environment for students with special education services.

Section 504/ADA

CVC will be solely responsible for its compliance with Section 504 and the ADA and shall comply with District policy and practice. All facilities of the School will be accessible for all students with disabilities in accordance with the ADA.

Economically Disadvantaged Students

A multitude of resources are utilized to support economically disadvantaged students. Families complete health inquiry and emergency cards, if a deficit is identified, referrals and follow-ups are initiated. Written information is sent home in packets during the first week of school including the health insurance brochure and free or reduced-price lunch packets. Students, who may qualify for free/reduced lunch and/or medical care, will be given a lunch application form to complete to receive services. Additionally, online information about support services is communicated through the use of the school website.

5. Real world application of content, 21st century thinking skills, & leadership development skills

CVC will utilize instructional methodologies that encourage students to learn and apply knowledge and skills through real-world experiences which allow for deeper learning in-context and for the development of important leadership skills.

6. College & Career Readiness

Students will have access to character and leadership development lessons which will ensure effective habits for college and career readiness.

INSTRUCTIONAL MATERIALS:

Cielo Vista Charter will adopt textbooks that are either on the state approved matrix or follow the adoption procedures for materials that best meet the needs of students and reflect the rigor of state standards.

ELEMENT 2: Measurable Student Outcomes

Governing Law: “The measurable pupil outcomes identified for use by the charter school. ‘Pupil outcomes,’ for purposes of this part, means the extent to which all pupils of the charter school demonstrate that they have attained the skills, knowledge, and attitudes specified as goals in the charter school’s education 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.” Education Code Section 47605(b)(5)(B).

A. Charter Outcome Goals

Pursuant to Education Code Sections 47605(b)(5)(A)(ii) and 47605(b)(5)(B), the Charter School’s annual goals, actions and measurable outcomes, both schoolwide and for each student group of pupils, which address and align with the Eight State Priorities as described in Education Code Section 52060(d), can be found in the Charter School’s current Governing Board-approved Local Control and Accountability Plan (“LCAP”). (See Appendix #)

Students at Cielo Vista Charter School are assessed daily to see if they demonstrate skills, knowledge, and attitudes according to the specific goals of the educational program at CVC. A variety of outcomes will be assessed and analyzed for the purposes of determining student placement, curricular innovation, instructional strategies and school policies.

The desired skills, knowledge, and attitudes we seek to develop are a natural outgrowth of our shared vision of lighting the love of learning. These knowledge goals include the following:

- 21st Century leadership skills
- Concerned caring citizens

- Technologically proficient problem solvers with the ability to think logically, creatively, and critically
- Competent and critical readers
- Academic excellence in core subjects: Language Arts, Math, Social Science, and Science
- Standards of excellence in Physical Education, Fine Arts, and Music
- Life long learners

Methods of Assessment

At each grade level, specific knowledge, skills, and attitudes have been established to determine a child's readiness to proceed to the next grade level. The school, in its continuous cycle of planning, implementing, and evaluating, will continue to focus on applying school experiences to real life application. Cielo Vista Charter will ensure that its content and performance standards meet or exceed those that have been developed by the State of California or Palm Springs Unified School District.

Methods of assessing each individual student's progress toward meeting State Standards, as well as the goals of pursuing academic excellence and social accountability as global citizens will vary in style and complexity according to grade level and subject area. Both subjective and objective assessments will be used. Excellence will be modeled and encouraged in all aspects of our school community. Cielo Vista Charter School will evaluate and assess our students' mastery of the State Standards with a variety of tools such as ELPAC testing, CAASPP/SBAC testing, teacher created assessments and projects. With the implementation of our leadership program, students will be encouraged to self-assess and set goals according to their individual needs.

Uses and Reporting of Data

Collaboration time will be used to drive curriculum decisions and maintain parity in education for all students. School staff will consistently use data from multiple devices to evaluate student achievement. State test scores (CAASPP/SBAC) will be used to determine appropriate class placement. Teachers will collaborate in subject areas and grade level teams to design curriculum and collaborative assessments. One focus for collaboration time will be to determine adjustments to curriculum to meet the needs of the range of the student population.

We have established academic standards of excellence at each grade level. Pupil outcomes encompass the following subject areas: language arts, mathematics, social science, science, fine arts, physical education, communication and leadership skills, and technology. Cielo Vista Charter will ensure that its content and performance standards meet or exceed those that have been developed by the State of California or Palm Springs Unified School District.

Students who do not meet grade level standards will be referred to a student support team or for assessment as appropriate. Students will receive support and intervention and/or such other services as may be required. Accountability will be the responsibility of the triad of student, parents, and teachers.

Academic Performance Progress

Cielo Vista Charter School will continue to meet its annual Academic Performance Progress to achieve academic excellence.

The goals of the Dashboard:

OUR DASHBOARD LINK <https://www.caschooldashboard.org/reports/33671736032411/2018>

Before students leave Cielo Vista Charter, we strive to teach them the skills to become:

- Global thinkers
- Responsible leaders
- Problem solvers
- Academically resilient
- Competent communicators
- Competent in the use of technology
- Motivated and organized
- Confident and accomplished readers
- Kind and tolerant citizens
- Prepared for success in high school with the ultimate goal of success in college and career

ELEMENT 3: Method by Which Student Outcomes Will Be Measured

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

Methods of assessing a student’s progress in meeting the goals of Cielo Vista Charter will vary according to subject area and grade level of students. Both objective and subjective evaluation will be utilized. Excellence should be modeled and encouraged.

Student progress will be assessed through a variety of means which may include, but is not limited to, assessments such as:

- Authentic assessments / student portfolios
- Teacher observation of student performance
- Teacher created benchmark assessments
- Individual Education Plan (IEP) goals
- On-going student monitoring and parent communication utilizing progress reports, phone communication, email communication, parent/teacher conferences, family conferences
- 40 developmental assets
- Panorama survey results
- Criterion referenced tests
- State mandated tests for Spanish speaking students enrolled for less than 12 months

Students who are not meeting the grade level standards may be referred to SST (Student Success Team). Students will be offered support and tier 2 or tier 3 interventions, and/or tutoring. To the

degree a student may qualify for special education services, students will be referred for assessment in conformity with state and federal law.

The Charter School shall meet all statewide standards and conduct the pupil assessments required pursuant to Education Code section 60605 and any other statewide standards authorized in statute or pupil assessments applicable to pupils in non-charter public schools.

ELEMENT 4: Governance

Governing Law: “The governance structure of the school, including, but not limited to, the process to be followed by the school to ensure parental involvement.” Education Code § 47605 (b)(5)(D).

4.1 Legal Status

Cielo Vista Charter School (“CVC” or “Charter School”) is a public charter school within the Palm Springs Unified School District (“PSUSD” or “District”). CVC shall be governed pursuant to the Bylaws adopted by the CVC Governing Board (“the Board”), as subsequently amended from time to time and which shall be maintained to be consistent with this charter and the requirements of the Brown Act, Government Code 1090 and the California Political Reform Act.

Contingency Plan For New Governance 2019 - 2024

Section I. Number

The CVC Board shall be seven (7) members. Each Board position shall have one (1) vote.

Section II. Members

Cielo Vista Charter will be governed by the CVC Governing Board consisting of two (2) Cielo Vista certificated members, two (2) Cielo Vista classified member, two (2) Cielo Vista parent members, and one (1) Board appointed community member with the possibility of a current PSUSD board member, or community member with an interest in education. All Board members shall be voting members. Additional non-voting members may be selected for the CVC Board should include parents and community members. Non-voting advisors required to be in attendance of governing board meetings shall be all CVC administrators and accounting technician.

Section III. Eligibility Requirements

- Nominees for Governing Board membership may not be related to any other nominee or Board member, i.e. marriage, sibling, parent, grandparent.
- Parent nominees must have a child in attendance at CVC during the length of his/her full term.
- Parent nominees may not be employed by CVC or PSUSD. Nominees may not be, or be related to a current charter school employee and/or an employee of PSUSD.
- Teacher nominees with children currently enrolled at CVC may serve as a Teacher Representative, but not a Parent Representative.

- The community member who is appointed by the CVC governing board should have a connection to the CVC area and help promote the mission of providing a safe nurturing environment to pursue academic excellence, environmental stewardship, and social accountability. The community member may not be employed by CVC or PSUSD or be related to a current charter school employee and/or employee of the district.

Section IV. Terms of office, Election, and Community Member Appointment

The length of service for a CVC Board position shall be two school years from July 1 to June 30. All board members will be elected for two-year terms. For the initial board, the Board President, Vice President and Secretary will serve for a three year term. This will ensure that future elections will be staggered. A board member can serve a maximum of two consecutive terms. After the two terms are served, they may run for re-election after two years.

A board member, who has been appointed by the board to serve an unexpired term, will serve until the upcoming board election. At that time, the appointed member can run for his/her position if he/she wishes to continue service. Terms of office will begin on the date of a June Board meeting.

No individual will receive a salary or other compensation for services rendered as a member of the Board.

The CVC Board bylaws shall govern its existence. A copy of these bylaws is available at the Charter School. Upon the election and appointment of new CVC Board, members will create and establish new Cielo Vista Charter Governing By-Laws. After initial by-laws are adopted, any changes to CVC Governing Board By-Laws must be shared with stakeholders 30 days prior to a vote. Stakeholders should communicate any concerns in writing to the board.

Selection

Open Board positions will be announced to staff and parents by April 1 of each year. Any person eligible may nominate him/herself. A Call-to-Serve letter will be distributed to current parents and staff to fill Governing Board vacancies.

A written biography of each nominee must be submitted to the office within 10 days of the date of the Call-to-Serve letter being sent out with elections to follow. Elections will be held prior to the end of each school year. The name and biography of each nominee will be on each ballot. Elections must be completed by May 1 of each year.

In the event the position(s) are not filled by the call to serve, such unfilled position(s) will be appointed by the CVC Governing Board in accordance to the previously stated criteria.

Election

Administration will oversee the voting process to ensure its integrity and maintain the security of the ballots

Election of parent representatives to the Board shall be by ballot. Names and biographies of all parent nominees will be written in both English and Spanish. These shall be sent to all families with students attending CVC that election year. Voting will take place on the CVC campus; one vote per family. Elections must be completed by May 1 of each year.

Certificated and classified Board Members will be elected by CVC employees only. Elections must be completed by May 1 of each year.

The appointment of the Community member will be nominated and voted on by the CVC Board. After the initial meeting of the newly elected Board, nominations for community members will be considered and one member will be voted in by November's Board Meeting. This process will take place in the Fall every two years unless the community member resigned or is terminated before the end of the term. In this case, the Board will nominate and appoint a new community member within two months of the opening.

Termination, Resignation, and Vacancies

A member of the Council may be asked to resign or may be terminated from the Board if during his/her term of office:

- A Member misses three consecutive Board meetings without Board approved special circumstance exception.
- A Parent Member becomes an employee of CVC or the District.
- A Parent Member no longer has a child in attendance at CVC.
- A Member is found to have engaged in an act of misconduct as determined by the CVC governing board. If this occurs, PSUSD shall be notified.

Filling Vacancies

The nominating committee may fill vacancies as and when it sees fit. If the number of members would fall below seven (7), the nominating committee would act to fill the vacancy until the next election

The nominating committee is in existence and ready to act at all time. The nominating committee consist of two (2) teachers and two (2) parents selected by the principal.

Quorum

A majority of governing board members currently in office (but no fewer than four) constitutes a quorum of the board for the transaction of business.

CVC shall have autonomy over its budget and expenditures. CVC shall be responsible for preparing financial statements and reports, including but not limited to its operational budget, startup costs, and cash-flow. CVC shall be responsible for all administrative services, including but not limited to staff payroll services, information technology services, and mailroom services.

CVC may contract with the District to purchase financial preparation services, administrative services, and other services from PSUSD through a separate written memorandum of understanding.

A. Decision-Making Process

The CVC Board will make decisions, in which school stakeholders are represented, the Board is designed to:

1. Ensure that decisions regarding policy and practices implemented at CVC are focused on achieving the educational student outcomes outlined in the petition;
2. Involve staff members in educational program development;
3. Include parents, community members, and school personnel as active partners; and
4. Guarantee that stakeholders model a collaborative, consensus-building school culture.

The CVC model of decision-making will be collaborative in nature. This means the principal, assistant principal (s), parents and teachers will work together, with the CVC Board having the final say. The CVC Board will review Charter School's academic program and provide support in achieving short-term and long-term goals set by the school.

B. CVC Board Duties

The inaugural CVC Board will be appointed by the Founding Members and principal to start the school year. Their selection will be based on their past and present active participation in the community. They will serve for a term of either two (2) or three (3) years. Two (2) members will serve two (2) year terms and three (3) members will serve three (3) year term in order to provide and maintain continuity and a smooth transition between board elections. Future election procedures of new CVC Board members shall be as set forth and defined in the CVC bylaws. CVC Board members may not serve on the board if they are currently employed at CVC in any capacity. Board members may only serve two consecutive terms. CVC Board members will be elected every two years at the last meeting of the school year. The CVC Board will elect the following officers, President, Secretary, and Treasurer, at their first meeting of the next school year.

⇒ Board positions will be President, Vice President and Secretary according to Board by-laws.

The duties of the CVC Board include the following:

- Meet monthly or as needed
- Select a board president, vice president, and secretary
- Promote, guard, and guide the mission and vision of the Charter School;
- Review the Charter School's academic program, curriculum, and provide support to the teachers and principal in achieving short-term and long-term goals;
- Receive reports directly from the CVC Principal concerning the total operation of school including, but not limited to, budget, curriculum, activities, student achievement data,, and renewal of staff contracts;

- Monitor the annual budget;
- Develop and amend CVC Board by-laws according to the procedures written in the petition;
- Participate in the dispute resolution and complaint procedures, when necessary;
- Monitor annual fiscal audit and performance reports; presented by the principal and business manager;
- Develop proposed charter amendments, subject to the approval of the chartering authority;
- Approve contracts with PSUSD and third parties;
- The Board will approve or deny all contracts for proposed after school programs from outside vendors;
- Comply with the Ralph M. Brown Act and receive annual training on Brown Act compliance;
- Process parent complaints according to Section 7 of the petition;
- The CVC board is responsible for approving the hiring and firing all employees at CVC charter.

⇒ The above is evidenced by minutes and agenda on BoardDocs, accessible to the public on our school website.

D. Parent Involvement

The Charter School recognizes the role of parents as the primary educators of their children. One goal of CVC is empowering parents as educational partners. Parent participation at the school influences the development of the total school and its components. Parents have the opportunity to participate in a variety of meaningful ways at the school site and their presence on campus and assisting teachers in the classroom is important. Parents who wish to volunteer will complete on an annual basis a volunteer application. Any parent desiring to go on a field trip or to be with a child not under the direct supervision of a school employee will be AB 346 compliant.

Parents can be involved in a variety of ways, which include, but are not limited to:

- Join the Parent Teacher Organization (PTG)
- Attend Parent Nights
- ELAC committee members
- Attend assemblies
- School-wide activities
- Serve on the Governing Board
- Attend monthly Governing Board meetings
- Volunteer in the classroom
- Volunteer on field trips
- Help with annual fundraisers

E. Compliance with Applicable Laws

As a public charter school, CVC shall comply with all federal, state, and local laws, regulations, and ordinances that are applicable to California charter schools, including those related to zoning, occupancy, construction, health, and safety.

CVC shall be non-sectarian in its programs, admissions policies, employment practices, and all other operations. CVC shall not charge tuition. CVC shall not discriminate against any student on the basis of disability, gender, nationality, race or ethnicity, religion, sexual orientation, or any other characteristic that is contained in the definition of hate crimes set forth in Penal Code section 422.55.

CVC will adhere to the Political Reform Act (Government Code section 81000, et seq.) and will adopt and promulgate a conflict of interest code that incorporates by reference the Fair Political Practices Commission's standard conflict of interest code at 2 CCR section 18730.

CVC shall ensure in its corporate Bylaws that one CVC Board representative is reserved for a parent of a student currently attending a charter school operated by CVC, subject to any other limitations set forth in the CVC Bylaws.

By the terms of this Charter and applicable law, the Charter School are obligated to comply with the requirements of Government Code Section 1090 et seq., the Political Reform Act, the Brown Act, and the California Public Records Act. In the event that the laws/rules/provisions of Government Code Section 1090 et seq. and the Political Reform Act of 1974 permit an action or means of taking action that is restricted or prohibited by the other conflict of interest statute's laws/rules/provisions, the most restrictive law/rule/provision shall control.

CVC shall promptly respond to all reasonable inquiries, including, but not limited to, inquiries regarding its financial records, from its chartering authority, the county office of education that has jurisdiction over the school's chartering authority, or from the Superintendent of Public Instruction and shall consult with the chartering authority, the county office of education, or the Superintendent of Public Instruction regarding any inquiries.

As the chartering authority, the CVC board has agreed to send PSUSD a yearly financial report. The CVC board will be responsible to ensure CVC is in compliance with all reports required of charter schools by law, monitoring the fiscal condition of CVC, and initiating the revocation process where appropriate. CVC shall be the public school employers of the employees of the Charter School for the purposes of the Education Employment Relations Act ("EERA"), CVC shall have the ultimate decision-making authority with respect to hiring, evaluating and releasing employees. If an agreement cannot be reached on any issue, the CVC board shall have all authority. In the event that PSUSD revokes the charter from CVC, the Charter School will retain the right to petition the county or another state approved entity for approval to act as a charter school.

- ⇒ This can be evidenced with Board minutes and agendas.
- ⇒ Pupils and parents/guardians have the right to have their personal information and directory information excluded from governing board minutes except as required by judicial order or federal law. This information includes name, address, telephone number, date of birth, email address, field of study, participation in activities/sports, weight/height, dates of attendance, degrees and awards, and most recent school attended and any other information designated by the charter school as directory information.

ELEMENT 5: Employee Qualifications

Governing Law: “The qualifications to be met by individuals to be employed by the school.” Education Code § 47605 (b)(5)(E).

A. Code of Professionalism

Cielo Vista Charter staff members will be a dedicated group of professionals who are bound by a common philosophy and believe that all children can learn. Staff members at CVC will be actively committed to working together and ensuring that our mission and vision is upheld. The staff will be proactive in the planning, implementation, and evaluation of the instructional program and school operation. They will be accountable for students’ academic and social growth, and will fulfill all required duties and responsibilities.

All CVC staff members believe in a growth mindset model that demonstrates that all children can be successful learners, and that failure is not an option. In order to make this belief a reality, CVC will offer a wide variety of education opportunities and experiences. The professional who work here will:

- be committed to their work and the mission and vision of the school
- be connected to the students
- be coachable in order to grow as a professional
- be collaborative in order to share best practices
- demonstrate character that is worthy of a role model
- be a leader in various capacities to help move the school in a positive direction

B. Employee Qualifications

All hiring for CVC will follow PSUSD’s policies for recruitment and hiring, including health and background checks, and collective bargaining agreements, as applicable.

All certificated, classified and any other non-administrative employees will interview and be selected by a CVC interviewing panel. This panel will consist of at least one administrator and at least one classified or certificated employee. All employment decisions will be approved by the CVC Governing Board.

Teachers/Certificated Employees Qualifications

All CVC teachers will be required to have a California teaching credential equivalent to that which would be required in any other California public schools. Teachers will teach within their credential authorizations. All teachers will be required to have their CLAD certification or complete it within two (2) years.

Non-instructional Staff/Classified Employees Qualifications

All non-instructional staff will possess experience and expertise appropriate for their position within the school. Classified employees will share in the school's fulfilling the goals of CVC's vision and mission. Employees will meet or exceed the criteria outlined in the job description.

Qualifications of all positions other than certificated, administration, and classified positions

These employees will share the school philosophy, hold a high school degree, or a GED, pass a health and background check requirement for the position and demonstrate an in depth knowledge in their area of expertise.

Principal and Assistant Principal(s) Qualifications

The CVC Principal must hold a California state teaching credential, California state administrative credential and a Master's Degree. The principal must have in depth knowledge of curriculum and instruction techniques at the elementary and middle school level. The principal must have a clear vision of what constitutes a well educated student. The principal must exhibit leadership and facilitation skills necessary to work in a collaborative and decentralized decision making model. Principal will be evaluated by PSUSD Educational Instructional Services.

The Principal and/or Vice Principal (when funds permit employment of Vice-Principal) will manage the day-to-day operation of the instructional program and staff. Based on the input from staff, parents, and community members, the CVC Board will have all final decision making on the hiring and firing of all personnel.

Employee Duties

Principal Instructional Leadership Duties

- Ability to articulate the school charter to the public
- Compassionate in relationships with school stakeholders, steadfast in moving the school's agenda forward
- Knowledge of and ability to carry out the financial structure and management needs of a charter school.
- Experience in a multi-cultural setting is required
- Proven organizational leadership.
- Deep understanding of current and changing curriculum, standards, and teaching strategies to facilitate, model, and teach staff.

- Evaluate certificated and classified staff including orientation and training to prepare staff for evaluation for all teachers; recommend appropriate action in cases of substandard performance.
- Assign, supervise, and evaluate paraprofessional personnel and substitute teachers; help to supervise appropriate volunteers.
- Develop the master program of the school including room assignments, teacher assignments, pupil/data processing system and school organization
- Support the most effective use of facilities, grounds, equipment, and materials including library, safety program, textbooks, and technology program.
- Confer with pupils, teachers, law enforcement officers, and public agencies or group representatives to resolve serious pupil academic, attendance, and behavioral problems.
- Confer with community organizations to examine programs which further the school program.
- Support and maintain an effective school administrative organization with clear lines of responsibility and with the necessary delegation of authority, identify and encourage teachers and leadership potential.
- Conduct frequent classroom observations of certificated employees, both formal and informal, as well as planned observations focusing on the components of effective lessons for evaluation purposes.
- Perform related duties as assigned.

Principal Selection Procedure

- CVC has chosen to hire the services of PSUSD Human Resources to prescreen applicants and disqualify those who do not meet the qualifications. CVC allows the option of hiring an outside firm to pre-screen.
- The Principal Hiring Committee will paper screen applicants received from PSUSD or outside agency and narrow down applicants to determine round one interviews.
- After round one interviews, applicants are ranked by how closely each candidate addresses the interview questions.
- If needed when a consensus can not be met by the Principal Hiring Committee, round two interviews will be conducted and two CVC Board members will sit in on the interviews to help reach consensus.
- PSUSD Superintendent may recommend for or against the candidate for Principal to the CVC Board, but the CVC Board has all final rights on decision.

Principal Hiring Committee - The committee will consist of:

- Three Classified Employees
- Three Certificated Employees
- PSTA President
- One parent who currently serves on the CVC Governing Board

Assistant Principal Duties

As funds become available, an Assistant Principal may be hired. The Assistant Principal will be under the direct supervision of the Principal of CVC. The Assistant Principal will be responsible

for the planning, organizing and implementation of a wide variety of functions which could include attendance, discipline, staff evaluation, in-service programs, counseling services, intramural, etc. The Assistant Principal will be a member of the administrative team and will have the opportunity to work collaboratively in assuming specific responsibilities as determined by the principal.

Teacher Duties

- Aware of and sensitive to professional teaching standards.
- Ability to communicate with parents and see parents as a resource.
- Possess good organizational skills.
- A team player will to work collaboratively and plan with peers in support of student achievement and high academic performance.
- Open to input and feedback regarding professional growth and performance.
- Follow policies, procedures, and mandates that support the goals and objectives outlined by the charter and state.
- Promotes and supports multiculturalism.
- Open and receptive of involvement of parents, volunteers, and community at large.
- Encourage staff, children, and parents to grow and learn within the school community and set high expectations.
- Willing to train and receive staff development in all skills necessary to improve student achievement.
- Willing to support the school's mission and vision.
- Knowledgeable of effective teaching practices with diverse student populations
- Knowledgeable of effective teaching-strategies and common core practices.
- Familiarity with and or willingness to be trained in the schools' curriculum sequence and learning styles
- Exhibits the qualities of an effective teacher.
- Develop data-driven lesson plans and instructional materials to provide individualized and small group instruction to adapt the curriculum needs of each pupil
- Demonstrate an ability to work as colleagues. As a staff, we will form and work as a Professional Learning Community (PLC) to maximize student achievement. Student learning is the focus of all collaboration and staff development. Teachers must be able to work as a team with other faculty, students, and parents;
- Provide leadership for the school. Initiating proposals, expanding opportunities for the school to accomplish its goals, and inspiring others to work towards high standards is an essential part of being a teacher.

Accounting Technician II

The Business Manager must have the ability to develop, prepare, and distribute all tentative and final budgets in support of revenue, program operations; supervise the monitoring of School expenditures for conformation with the budget, State accounting requirements, granting agency expenditure guidelines, and State/Federal regulations; conduct, analyze, and report findings and recommendation of major budget studies, and control activities associated with income generation programs. The person must be skilled in performing functions related to the accounting of funds; assist with planning, installing, and maintaining a financial management

system; direct the work of assigned staff. He/she must establish effective and ongoing positive work of assigned staff. He/she must establish effective and ongoing positive communication with school administrators, district finance department, representatives of County, State, and Federal agencies and others to obtain budget and funding information related to a variety of programs and services.

Duties and Responsibilities of Business Manager may include but not be limited to:

- Maintain personnel files
- Develop site budgets (proposed and actual) and assist with the oversight of expenditures and revenue.
- Manage accounting, (Coordinate payables, receivables, payroll, income and balance statements, site leases, insurance, and all other recordkeeping).
- Manage the proper recording and documentation of financial transactions.
- Assist with Lease Agreement and negotiations
- Assist with grant writing and fundraising
- Liaison with PSUSD
- Exhibits qualities of adaptation and flexibility with personnel.
- Willingness to participate on committees and work beyond the school day.
- Coordinate State Reports made on behalf of the CVC.
- Complete several reports which determine funding for school. (Consolidated Application, Charter School Funding Survey etc.)
- Will follow-up on Personnel matters, such as TB Testing, Certifications, etc.
- Attend Business Managers meetings to keep up on latest funding issues, legislative updates, and procedures.
- Attend CVC Board meetings
- Attend staff meeting.
- Complete financial reports to PSUSD (oversight agency).
- Maintain all financial accounts affiliated with School
- Maintain files for annual audit.
- Coordinate all arrangements for conferences and workshops..
- Process, order, & distribute all materials and textbooks.
- Coordinate all fundraising functions and assure the proper recording and documentation of financial transaction
- Perform business duties as assigned.

ELEMENT 6: Health and Safety

Governing Law: “The procedures that the school will follow to ensure the health and safety of pupils and staff.” Education Code § 47605 (b)(5)(F).

As with the District’s other schools, Cielo Vista Charter will have access to the services and support of the Palm Spring Unified School District. Cielo Vista Charter’s commitment extends through the entire school community by providing a safe, nurturing, healthy, and productive atmosphere where all community members can excel and grow to high standards. CVC will assure that the campus is clean and aesthetically appealing and will maintain the structural

integrity of its facility. Any misconduct or crimes committed at CVC will be reported immediately to the proper authorities.

CVC will implement and follow a safety and disaster plan in accordance with state law, which address:

- Earthquake preparedness and drills
- Fire and lockdown drills
- Maintenance of playground, sports facilities, and equipment
- Maintenance of disaster bin supplies
- Most current technology/cameras for observation and school safety
- Specific points of entrance with established sign in procedures for added security
- A full-time PSUSD security guard
- All staff and students are trained in active shooter drills

CVC will have access to the District with respect to its policies and procedures for natural disasters and emergencies, including fires and earthquakes. CVC staff will receive training on safety procedures. All staff will be encouraged to have a current CPR certification and basic first aid training.

All CVC volunteers must comply with the State policy and practice with regards to background checks, immunizations, and any other requirements.

CVC will follow the State's health, safety, and risk management guidelines. In compliance with the State policy and practices, dispensing of all medication will be handled by specific authorized staff. The Charter School will provide food service for the students as required by law. The Charter School may contract with the District to provide food services.

CVC shall comply with the Child Abuse and Neglect Reporting Act (California Penal Code section 11164 *et seq.*). The principal or designee will work with all staff members to make sure all appropriate steps are taken if a child abuse situation occurs in compliance with California law. All staff will understand that it is their duty and responsibility to report any suspicions of child abuse. Staff will understand that under California law, one who fails to report an incident of known or reasonable suspected child abuse or neglect is guilty of a misdemeanor, punishable by up to six (6) months confinement in a county jail or by a fine of one thousand dollars (\$1,000) or by both pursuant to California Penal Code section 11166. Staff will not be made to investigate any incident, only report it to the proper authorities. A written report of the situation will be completed and the Department of Children Services will be notified immediately. If necessary, the local Police Department will be informed of the situation as well. The reporting person will be responsible for providing all the necessary information and child abuse reports to the Department of Children Services and/or Police Department since he/she will be most knowledgeable of the situation.

Should it be necessary to remove the child from school, staff will obtain the contact information of the agent removing the child. This information will be placed in the student's record and will be made available to the parent or guardian.

CVC is committed to providing a school that is free from sexual harassment, as well as any harassment based upon such factors as race, religion, creed, color, national origin, ancestry, age, medical condition, marital status, sexual orientation, or disability. CVC will follow State policy regarding sexual discrimination or harassment at the Charter School (including employee to employee, employee to student, student to employee, and student to student misconduct). Misconduct of this nature is very serious and will be addressed in compliance with State policy and practice.

CVC has purchased an Automated External Defibrillator and shall ensure that it is maintained and regularly tested. CVC has a written emergency plan in place and posted relating to sudden cardiac arrest and other medical emergencies related to the athletic program's activities or events.

CVC shall notify parents and pupils at least two times per school year about how to access pupil mental health services on campus or in the community or both pursuant to the requirements of Ed. Code section 49428. CVC reserves the right to the County Office of Education or County Supervisor for a grant to implement these provisions.

Pursuant to the requirements of Ed. Code section 32283.5 and Ed. Code section 234.4, CVC has adopted procedures for preventing acts of bullying, including cyberbullying and shall make available to certificated school site employees and all other school site employees who have regular interaction with pupils an online training module developed by the California Department of Education regarding bullying and bullying prevention.

CVC provides "age appropriate" comprehensive sexual health and HIV prevention education pursuant to the requirements of Ed. Code section 51931 et seq. at least once in middle school. CVC shall allow parents/guardians to opt out via a passive consent process. CVC shall provide notice to parents/guardians annually of the program and parents may then opt out.

CVC provides suicide prevention. The courses were developed in consultation with school and community stakeholders, school-employed mental health professionals, and suicide prevention experts and shall, at a minimum, address procedures relating to suicide prevention, intervention, and postvention. CVC issues pupil identification cards which include the telephone number for the National Suicide Prevention Lifeline

ELEMENT 7: 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." Education Code § 47605 (b)(5)(G),

CVC will achieve a racial and ethnic balance among its pupils that is reflective of the local community population. The population that our school serves all surrounding communities. Students who meet the admission requirements as set forth in Section 8 will be admitted regardless of ethnicity, national origin, creed, gender, disability, or upon any of the characteristics listed in Education Code Section 220. The school will be non-sectarian and tuition free.

Community Outreach Plan

- CVC will maintain a website to communicate with the community.
- CVC will create and distribute fliers and/or brochures in English and Spanish outlining our vision and mission statements for the purpose of student recruitment.
- During open enrollment period, digital flyers will be distributed to the broader community in English and Spanish to promote open enrollment.
- During Fall, CVC holds a Fall Festival which is open to all community members.
- CVC marquee announces enrollment opportunities and community events.
- CVC will review the racial and ethnic balance of PSUSD, as reported on the California Department of Education website.

ELEMENT 8: Admission Requirements

Governing Law: “Admission requirements, if applicable.” Education Code § 47605 (b)(5)(H).

Admission to CVC is open to all students Transitional Kindergarten through eighth grade.

A. Random Public Lottery

Following the open enrollment period each year, applications will be counted to determine whether any grade level has received more applications than availability. In the event that this happens, Cielo Vista Charter School will hold a public random drawing to determine enrollment for the impacted grade levels, with the exception of existing students who are guaranteed enrollment in the following school year. Students added to the waiting list each year must go through the Open Enrollment Process, and the previous waiting list is null and void.

The following rules and procedures will be communicated to all interested parties at least ten (10) days prior to holding the lottery.

Priority for admissions shall be assigned in the following order:

1. Returning or existing students are exempt from the lottery.
2. Siblings of returning or existing students shall be exempt as long as space is available, otherwise they shall be weighted 2 to 1 in the lottery system.
3. Children of current CVC faculty, not to exceed ten percent of the Cielo Vista Charter School’s total enrollment and are weighed 2 to 1.

B. Maximum Enrollment

CVC agrees that at no time shall its enrollment exceed the following maximum limits:

Grade	Maximum Enrollment
<u>Transitional K</u>	25
<u>Kindergarten</u>	78
<u>First</u>	84
<u>Second</u>	84
<u>Third</u>	84
<u>Fourth</u>	84
<u>Fifth</u>	84
<u>Sixth</u>	110-120
<u>Seventh</u>	110-120
<u>Eighth</u>	110-120
<u>Total</u>	<u>853-883</u>

Families not responding within a two (2) day period of notification of entrance will forfeit their right to enroll their student in the school, and the next student on the waiting list shall be contacted to fill the open position. Parents who forfeit their right to accept enrollment when offered, but are still interested in enrolling at Cielo Vista Charter at another time, must reapply.

The application process is comprised of the following:

- Completion of a student admissions application;
- Parent signature on the Student/Parent/Teacher Compact, network Use Agreement, Field Trip Waiver, Photograph/Media Waiver, Home Language Survey, and Emergency Medical Information Form;
- Emergency contact information;
- Proof of immunizations;
- Most recent report card;
- Authorization to release student records from previous school site; and
- Copy of student’s IEP or 504 Plan if applicable.

ELEMENT 9: 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.” Education Code § 47605 (b)(5)(I).

Each year, the CVC Board of Directors will form an audit committee to review the preparation and completion of an annual audit of the school’s financial affairs, including a recommendation as to selection of the auditor. The independent financial audit will be conducted by an accountant approved by the PSUSD Board of Directors and certified by the State of California with knowledge of school budget and accounting procedures. This audit will be conducted according to Generally Accepted Accounting Practices (GAAP) and the Charter School K-12 Audit Guide regulations to verify the accuracy of the school’s financial statements, attendance, and enrollment accounting principles and review the school’s internal controls. To the extent

required under applicable federal law, the audit scope will include items and processes specified in any applicable Office of Management and Budget Circulars. CVC will utilize fiscal and attendance accounting procedures that will satisfy the requirements of PSUSD, the Riverside County Office of Education, and the California Department of Education.

CVC will purchase the following services from PSUSD as part of our 3% over-site fees:

- Human resource services, including but not limited to the payroll functions, including but not limited to withholding, worker's compensation, medical insurance, and retirement.
- Maintenance of the CVC facility.
- Food and nutrition services.
- School nursing services.
- All technology support
- Security

D. Accountability and Annual Audit

The District (PSUSD) will supervise the fiscal integrity of Cielo Vista Charter in order to ensure that sound financial procedures are in place and are being followed. The adherence to such sound financial practices by the school is a condition for the continuance.

- Cielo Vista Charter will furnish financial (budget) statements that include cash-flow financial projections.
- CVC will promptly respond to all reasonable inquiries, including inquiries regarding its financial records.
- CVC will adhere to the District's reporting requirements and will also provide the following reports required by law:
- Copies of test result reports for all state mandated assessments will be received directly from reporting agencies.
- CVC will comply with state accountability targets as defined by the SBAC

CVC will also contract at its own expense for services of an independent, certified public accountant that has been approved by the CVC Board of Directors to conduct an annual financial audit. At a minimum the audit will include financial statements, and attendance accounting records and practices. The auditing agency on behalf of CVC will send a copy of its annual independent financial audit report to the District, County, and State.

Copies of any and all financial information and records will remain at the school site in appropriate form, secured and available for review by PSUSD.

G. Programmatic Audit

Cielo Vista Charter will compile and provide to the district an annual performance report before December 1 of each year, for the preceding school year. This report will, at a minimum include the following data:

- Summary data showing student progress toward the goals and outcomes specified in Element Two from assessment instruments and techniques listed in Element Three.
- An analysis of whether student performance is meeting the goals specified in Element Two. This data will be displayed on both a school wide basis and disaggregated by major

racial and ethnic categories to the extent feasible without compromising student confidentiality, the Family Education Rights and Privacy Act.

- A summary and analysis of the school's performance on state-mandated assessments, including the Academic Performance Index or alternative Academic Performance Index.
- A summary of major decisions and policies established by the school's governing board during the year.
- Data on the level of parent involvement in the school's governance (and other aspects of the school, if applicable) and summary data from an annual parent and student satisfaction survey.
- Data regarding the number of staff working at the school and their qualifications.
- A copy of the school's health and safety policies and/or a summary of any major changes to those policies during the year.
- Information demonstrating whether the school achieved the objectives in charter Element Seven, related to achieving a racially and ethnically balanced student population.
- An overview of the school's admissions practices during the year and data regarding the numbers of students enrolled, the number on waiting lists, and the number of students expelled and/or suspended.
- Analysis of the effectiveness of the school's internal and external dispute mechanisms and data on the number and resolution of disputes and complaints.
- Other information regarding the educational program and the administrative, legal, and governance operations of the school relative to compliance with the terms of the charter generally.
- PSUSD may visit CVC at any time for any reason.
- Completed by December 15th of each year and that a copy of the auditor's findings will be forwarded to the chief financial officer of Palm Springs Unified School District, and the California Department of Education.
- Review any audit exceptions of deficiencies and report to the school's board of directors with recommendations on how to resolve them.
- Report to the charter-granting agency regarding how the exceptions and deficiencies have been or will be resolved.
- Disputes regarding the resolution of audit exceptions and deficiencies will be referred to the dispute resolution of audit exceptions and deficiencies will be referred to the dispute resolution process contained in Element Fourteen.

CVC shall use the template developed by the State Superintendent to provide a local control funding formula budget overview for parents starting July 1, 2019 and each year thereafter.

Element 10: Student Suspensions and Expulsions

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

(i) For suspensions of fewer than 10 days, provide oral or written notice of the charges against the pupil and, if the pupil denies the charges, an explanation of the evidence that supports the

charges and an opportunity for the pupil to present his or her side of the story.

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

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

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

(iii) Contain a clear statement that no pupil shall be involuntarily removed by the charter school for any reason unless the parent or guardian of the pupil has been provided written notice of intent to remove the pupil no less than five schooldays before the effective date of the action. The written notice shall be in the native language of the pupil or the pupil's parent or guardian or, if the pupil is a foster child or youth or a homeless child or youth, the pupil's educational rights holder, and shall inform him or her of the right to initiate the procedures specified in clause (ii) before the effective date of the action. If the pupil's parent, guardian, or educational rights holder initiates the procedures specified in clause (ii), the pupil shall remain enrolled and shall not be removed until the charter school issues a final decision. For purposes of this clause, "involuntarily removed" includes disenrolled, dismissed, transferred, or terminated, but does not include suspensions specified in clauses (i) and (ii)." – California Education Code Section 47605(b)(5)(J).

Suspensions and expulsions of pupils at Cielo Vista Charter School will be administered according to Education Code Section 48900 et seq. by the administrators. Pupils shall have no right of appeal from expulsion from Cielo Vista Charter as the Cielo Vista Charter Board's decision to expel shall be final.

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

ELEMENT 11: Staff Retirement

Governing Law: *"The manner in 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" Education Code section 47605 (b)(5)(K).*

A. Retirement Plans

Employees assigned by the District to work at CVC will accumulate service credit years in the same manner as all other members of STRS and PERS. CVC shall contract with the District for the administration of its retirement programs.

B. Employee Benefits

Employees assigned by the District to work at CVC will be placed on the same or higher salary schedules as other employees of PSUSD. CVC retains the right to purchase their insurance policies from an outside agency.

ELEMENT 12: Public School Attendance Alternatives

Governing Law: “The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools.” Education Code § 47605 (b)(5)(L).

PSUSD shall not require any student enrolled in the District to attend CVC. CVC shall inform the parent/guardian of each student enrolled in CVC that a student has no right to admission in a particular school of any local education agency as a consequence of enrollment in the CVC, except to the extent that such a right is extended by the local education agency.

ELEMENT 13: Employee Rights

Governing Law: “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.” Education Code § 47605 (b)(5)(M),

Employees of PSUSD who agree to work at Cielo Vista Charter shall have the right to:

- Retain their seniority date with the District;
- Continue accruing seniority rights and step column placement as per years of service with the District while serving Cielo Vista Charter;
- Transfer back to a non-charter school for the following school year if they notify the District’s Human Resources Services Division in writing using a district transfer request once human resources .
- The District’s Human Resources Division will determine when the reassignment will occur, based on the availability of positions within the District.

The collective bargaining agreement will apply to the certificated staff of Cielo Vista who will remain as district employees and certificated staff will remain as unit members of the PSTA union. For example, should the PSUSD district implement a reduction in force (layoff) such action would include employees working at the Charter School. Opening from layoffs would be filled by transfer applications provided by PSUSD. Upon reduction in forces, no PSUSD certificated employee will be directly placed at CVC without having submitted a transfer request, gone through the application process and been approved by the CVC Board.

The Charter School is fully responsible for all employee costs, liabilities, and maintenance of employee records for the employees at the Charter School site. The Charter School/District shall seek authorization from employees at the Charter School site to share personnel records between the District and Charter School for purposes of consistent record keeping; maintenance of these records is a service provided by the District and paid for by Cielo Vista Charter School on a fee-for-service basis as set forth in a separate memorandum of understanding with the District. The Charter School will conduct all employee evaluations of employees at the Charter School site per current bargaining unit agreements.

Classified staff will remain District employees and unit members of Teamsters and will be assigned pursuant to District procedures with input from the CVC Principal.

The Charter School may directly hire employees consistent with the needs of the Charter.

The District and Charter School acknowledge that the parties shall negotiate in good faith regarding this section of the charter and this section of the charter may change subject to a separate agreement between the parties, which shall control over the charter.

C. Evaluation Procedure

The Principal shall have the right to observe and evaluate staff. Staff evaluation shall be inclusive of mentoring and coaching. Several models of evaluation shall be used to support training and improve teaching and learning in the classroom based on PSTA Collective Bargaining Agreement. Several models will be used throughout the school year which may include the following:

- Formal and informal evaluation
- Ongoing classroom observations
- Individual Pre/Post observation meetings
- Individual teacher plans

ELEMENT 14: 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.” Education Code § 47605 (b)(5)(N).

Cielo Vista Charter will try to resolve any disputes relating to provisions of the Charter that may occur at the site level. The PSUSD board and district administration will first refer all complaints regarding the Charter School’s operations and/or compliance with the Charter to the Charter principal for resolution in accordance with the school’s policies and state and federal law. If a parent has a concern with the school they should first discuss it with their child’s teacher. If there is no successful resolution, they should meet with the principal. If there is no successful resolution, the principal will meet with the Charter School’s Governing Board to resolve the issues. If still unresolved, the principal will meet with a designated district representative to resolve the issues. If there is still no resolution, the parties will engage the services of an independent mediation service to facilitate resolution. The cost of such services will be borne by the Charter School. If mediation efforts fail, the Palm Springs Unified School District Board of Education will proceed with appropriate action and directive. The Charter school and the District agree to utilize their best efforts to seek acceptable resolutions at the earliest possible stage of the process. The District, as authorizer, retains all rights to monitor the handling of complaints and to take any other action it deems necessary to meet its oversight obligations.

In the event of a dispute between the CVC and PSUSD, regarding the terms of this charter or any other issue regarding the Charter School and District relationship, both parties agree to apprise the other in writing of the specific disputed issue(s). Within 30 days of sending written correspondence or longer if both parties agree, a Charter School representative, a District representative, and/or their designees, shall meet and confer in an attempt to resolve the dispute. If this joint meeting fails to resolve the dispute, CVC and PSUSD may agree to participate in voluntary mediation, the cost of which shall be shared equally, except that each party shall be

responsible for its own attorneys' fees and costs, if any.

Palm Springs Unified School District shall reserve the right to take any action it deems appropriate and the school reserves the right to seek legal redress for any such actions under the law. In addition, a dispute is not required to be referred to mediation in those cases where the District determines the violation constitutes a severe and imminent threat to the health and safety of the school's pupils.

ELEMENT 15: Employer Status and Collective Bargaining

Governing Law: "A declaration whether or not the charter school shall be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Educational Employment Relations Act (Chapter 10.7 (commencing with 3540) of division 4 of Title 1 of the Government Code)." Education Code § 47605 (b)(5)(O).

CVC shall be deemed the exclusive public school employer of the employees of CVC for the purposes of the Education Employment Relations Act ("EERA"). The Palm Springs Teacher Association (PSTA) is currently recognized as the exclusive bargaining representative for classroom teachers and other certificated employees. Teamsters 911 is currently recognized as the exclusive bargaining representative for classified employees.

ELEMENT 16: School Closing Protocol

Governing Law: "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 any net assets and for the maintenance and transfer of pupil records." Education Code 47605 (b)(5)(P)

A. Charter School Closure – Disposition of Assets and Liabilities, Transfer of Student Records, Final Audit

If Cielo Vista Charter's Charter should be revoked or non-renewed, and the school ceases to operate, a final audit shall be conducted by the District within six (6) months of closure to determine the disposition of all assets and liabilities. All school facilities and school personal property shall be returned to the District. Any other assets, including school funds, remaining after the payment of all debts and liabilities shall be distributed to the District. The closure plan, approved by the PSUSD Board, shall provide for notice to parents/guardians and the District. Upon the school's closure, pupils' records shall either be returned to the District or transferred to the school to which the pupils transfer. Please reference California Code of Regulations section 11962.

B. Terms and Renewal of Charter

The term of this charter shall begin on the date that the Palm Springs Unified School District's Board of Education approves this charter petition and will continue for (5) years. (Education Code 47607)

This charter may be revoked as provided by law. Prior to revoking the charter, and if in the judgment of the Palm Springs Unified School District circumstances permit, the Palm Springs

Unified School District shall provide Cielo Vista Charter with the notice of the proposed revocation and the reasons thereof:

Material Revisions to the charter must be approved by the PSUSD Board of Education. However, all proposed revisions to the charter must be presented to the District for a determination as to whether or not the proposed revision is a material revision that must be approved by the Board of Education.

C. Impact on Charter Authorization

This statement is intended to fulfill the terms of Education Code 47605 (g) and provides information regarding the proposed operation and potential effects of CVC on the Palm Springs Unified School District. This communication is intended for informational purposes only and to assist the Palm Springs Unified School District in Understanding how the proposed school may affect the District.

D. Administrative Services

Where possible, and at a mutually agreed upon competitive cost per child, the school does anticipate purchasing services from the Palm Springs Unified School District. Such services may include personnel review for credential and criminal clearance purposes, payroll, special education as noted in the charter as petitioner intends to purchase IEP mandated services from the Palm Springs Unified School District where possible, insurance, technology support, and food services. The specific terms and costs for these services, and any other that the Palm Springs Unified School District may wish to offer, shall be the subject of an annual Memorandum of Understanding. Petitioner understands that current law mandates that the Palm Springs Unified School District provide oversight and performance monitoring services, including monitoring school and student performance data, financial statements and audit reports, enrollment verification, performing annual site visits, engaging in the Dispute Resolution Process, and considering charter amendment and renewal requests. In consideration of these oversight obligations, petitioner has identified a percentage in the budget that has been identified at law to compensate for such oversight services.

E. Civil Liability

The charter document states that the Palm Springs Unified School District shall be properly indemnified against civil liability claims (including actions by the Board, administrator(s) and all staff) arising from the school's actions and operations. CVC shall hold harmless, defend and indemnify the District, the Board of Education, its officers and employees, from every liability, claim or demand which may be made by reason of: a) any injury to person or property sustained by the School, its officers, employees or authorized volunteers; and b) any injury to person or property sustained by any person, firm or corporation caused by an act, neglect, default, or omission of the School, its officers, employees, agents or students. In cases of such disabilities, claims or demands, the School at its own expense and risk shall defend all legal proceedings which may be brought against it and/or the District, the Board of Education, its officers and employees, and satisfy any resulting judgments up to the required amounts that may be rendered against any of them.

We seek to reassure the Palm Springs Unified School District by this communication that the level of risk exposure to the District is minimal. The governance team shall be properly indemnified and the school intends to secure, as noted in the charter, appropriate insurance coverage through the Palm Springs Unified School District where available and from outside providers where not, to protect the school's assets, staff, etc.

We invite your attention as well to the financial information and budget included with the charter and note that sufficient funds are available. CVC further identifies its commitment to hold the Palm Springs Unified School District harmless from financial obligation in the event of an unbalanced budget, assuming that legislatively guaranteed income sources arrive, per the law, for the CVC use in conformance with the budget.

F. Funding of the Charter School:

Starting in the inaugural school year, Cielo Vista Charter will be funded under the local block grant funding model in accordance with AB544. The District will provide special education services at no cost to CV Charter. All funds generated by CV Charter students for special education will remain with the district.

The Charter school may pursue procurement of additional revenues through a variety of alternatives such as fund-raising, grants, partnerships, and donations.

Cielo Vista Charter will be allocating its funds to decentralize the budgeting process and to refine the efficiency of management. It will allow a more direct use of its revenues. The school may choose to contract for services outside the district. The district will encumber all employee salaries and connected expenses or other contracted financial agencies.

Cielo Vista Charter will operate within its allocated funds. CVC will maintain an operational reserve of at least four percent of its total operational budget.

Cielo Vista Charter may contract with Palm Springs Unified School District to provide legal services, liability insurance, and Special Education Local Plan Area (SELPA). To refine the management process the Charter school will operate outside the existing district structure and may choose to contract with agencies outside Palm Springs Unified School District.

Cielo Vista Charter will maintain the following:

- a. Liability self-insured retention of \$50,000 per occurrence.
- b. Exclusion for all losses occurring in violation of any applicable Government Code, Education Code, or California Code of Regulations.
- c. Compliance with Riverside School Insurance Authority (RSIA) and Regional Liability Excess Fund (ReLiEF), Charter schools risk management standards.
- d. RSIA & ReLiEF Hold Harmless/Indemnification Agreement in favor of the Palm Springs Unified School District.

In addition, Cielo Vista Charter shall secure and maintain the following coverage:

- Workers' Compensation in accordance with provision of the California Labor Code, adequate to protect Cielo Vista Charter from claims under Worker's Compensation Act, which may arise from its operations, with statutory limits.
- Cielo Vista Charter Fidelity Bond coverage shall be maintained by Palm Springs Unified School District to cover all school employees.

G. Amendment of the Charter:

The Charter may be amended by a 75% vote of certificated and classified staff and approved by both the Cielo Vista Governing Board of Directors and the Palm Springs Unified School District Board of Education. A copy will be forwarded to the State Department of Education.

ADDITIONAL ELEMENTS:

A. Annual Reports

Pursuant to Education Code section 47604.33(a) , CVC will annually prepare and submit the following reports to PSUSD and the Riverside County Superintendent of Schools:

- On or before July 1, a preliminary budget.
- On or before December 15, an interim financial report. This report shall reflect changes through October 31.
- On or before March 15, a second interim financial report. This report shall reflect changes through January 31.
- On or before September 15, a final unaudited report for the full prior year.

B. Term of Charter

The term of this charter shall begin on July 1, 2010 and end on June 30, 2025.

C. Impact on Charter Authorization

This statement is intended to fulfill the terms of Education Code section 47605(g) and provides information regarding the proposed operation and potential effects of CVC on the Palm Springs Unified School District. CVC is currently operating at 650 Paseo Dorotea, Palm Springs, California 92264-1406. CVC reserves the right to work with PSUSD to expand to a larger facility that could house up to 900 students K-8.

D. Administrative Services

CVC will be responsible for its share of the following administrative services from PSUSD:

- Human resource services, including the administration of the criminal clearance process, payroll, health and welfare benefits, and retirement.
- Maintenance of the CVC facility, including landscaping, cleaning, technology support, and security/alarm systems.
- Food and nutrition services.
- School nursing services, including health screenings.
- Special education and related services.
- Insurance.
- Oversight activities in the amount of three percent of CVC's revenue.
- Staff development training.

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