

Arundel School

Charter Petition Renewal

February 2015

Introduction

The Arundel School staff wishes to renew their Charter to operate as a neighborhood charter public school. As outlined below, Arundel Elementary School satisfies the criteria for renewal specified in Education Code sections 47607(b)(2) and 47607(b)(3). The school will pursue the mission and vision of the San Carlos School District (SCSD) and the Arundel commitment to excellence as described in the District's Strategic Plan.

SECTION A: STRATEGIC VISION

A Vision for Our Children

In June of 2013 the SCSD Board adopted a Five Year Strategic Plan. The plan articulates the vision that the San Carlos School District shall provide an innovative and engaging learning experience that fosters the development of the Whole Child to ensure all students are well prepared for success in the 21st Century, as evidenced by:

- Reaching their highest academic, social, emotional, intellectual, and physical potential; and
- Becoming problem solvers, critical thinkers, risk-takers, designers, collaborators, and innovators; and
- Developing into contributing, empathic citizens and leaders who are responsible stewards of their world and care about equity and justice, both locally and worldwide.

Full text of San Carlos School District Strategic Plan can be found in Appendix A.

SECTION B: STATEMENT OF OPERATIONS

Arundel School retains its current operational relationship with the district in all of the following ways:

- Governance by the San Carlos School District Board of Education
- Maintenance and insurance of school facilities
- Changes, additions or alterations to the facilities
- Maintenance of the non-instructional operations
- Insurance of school personnel and district against liability claim
- All current future district policies
- All current and future contracts agreed upon between the San Carlos School District, San Carlos Teachers' Association and California School Employees Association Local Chapter 263 in accordance with the EERA
- All operation currently in place with other neighborhood schools in the district

SECTION C: ACADEMIC ACHIEVEMENT FOR CHARTER RENEWAL

CA Education Code 47607 (b) 1-5

The criteria met before receiving a charter renewal.

On March 13, 2014, the State Board of Education (SBE) approved not calculating the 2014 Growth and Base Academic Performance Indexes (APIs) and the 2015 Growth API. Since the first Smarter Balanced assessment results will be available after the Spring 2015 administration of the assessment, Base to Growth

comparisons will be reported in 2015–16. Three alternatives were authorized by Assembly Bill 484 to meet legislative and/or programmatic requirements: (a) the most recent API calculation; (b) an average of the three most recent annual API calculations; or (c) alternative measures that show increases in pupil academic achievement for all groups of pupils school wide and among significant student groups.

Arundel School met both recommended academic performance criteria, a and b, for receiving a Charter renewal.

Criterion A:

In the most recent API Calculation (2013) Arundel scored 946 and met all Growth Targets (See Appendix B).

Criterion B:

Arundel School scored a 3 – Year Average API of 949 (See Appendix C).

SECTION D: EDUCATIONAL PROGRAM

Education Code 47605 (b) (5) (A)

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

Arundel school is a neighborhood charter school that offers students the promise of an exceptional education in grades Kindergarten through Fourth that leads to successful middle school and high school experiences, and the post-secondary options of fulfilling employment or admission to institutions of higher education. This promise is made with the understanding that an education is a shared responsibility of the public schools, parents, community, and the individual learners.

Arundel Site Plan for Teaching and Learning

The Arundel Site Plan, which is directly aligned to the San Carlos School District’s Strategic Plan, addresses three areas:

1. **Aligning Curriculum and Instruction to a 21st Century Model of Learning**, which includes, Authentic Assessment/Exhibition, Common Core State Standards (CCSS), 21st Century Skills and Whole Child, and Project-Based

Learning (PBL)

2. **Aligning Human Capital to Support Staff as 21st Century Educators**, which includes, Collaborative Teaching Models, Professional Growth and Evaluation, and Parent and Community Partnerships & Education
3. **Building Learning Environments for all SCSD Schools that will Reflect, Support, and Sustain 21st Century learners**, which includes, Facility Master Plan for 21st Century Learning Environments and Technology Infusion, Integration, and Infrastructure for Boundless Learning

The Arundel Site Plan is a living document that will be updated and revised as planning and implementation occur throughout the year. The Arundel Site Plan identifies our goals as we implemented the District's Strategic Plan in Year One, 2013-14. You can view the plan at:

<http://www.scsdk8.org/wp-content/uploads/Arundel-Site-Plan-2013-2014.pdf>

SECTION E: LOCAL CONTROL ACCOUNTABILITY PLAN

CA Education Code 15497

The Local Control and Accountability Plan (LCAP) and annual update template shall be used to provide details regarding local educational agencies' (LEAs) actions and expenditures to support pupil outcomes and overall performance pursuant to Education Code sections 52060, 52066, 4760, 47605.5, and 47606.5

As part of the new school funding law called The Local Control Funding Formula (**LCFF**), Arundel School, along with all of the SCSD schools, developed its own Local Control Accountability Plan (**LCAP**). This process began in March 2014 with engaging the school community, including the PTA, School Site Council (SSC) and staff, in providing input towards a 3-year plan. The San Mateo County Office of Education approved the plan August 2014.

Arundel's Local Control and Accountability Plan and Annual Update for Year 1, 2014-15, can be found at:

http://www.scsdk8.org/wp-content/uploads/rotated_-_arundel_lcap.pdf

SECTION F: MEASURABLE STUDENT OUTCOMES

CA Education Code 47605 (b) (5) (B)

The measurable pupil outcomes identified for use by the charter school "Pupil outcomes," for purposes of this part, means the extent to which all pupils of the school demonstrate that they have attained the skills, knowledge and attitudes specified as goals in the school's education program.

Arundel School will be held accountable for all learners meeting the measures of success for the learning outcomes of the school. Students will meet the statewide performance standards developed by the California Department of Education and described in multiple measures. These standards include the subject fields of language arts, mathematics, science, social studies and physical education. All students will participate in state-mandated assessments.

Arundel School's students will participate in all district-mandated assessments and meet the District's adopted goals and outcomes for all students. It is also recognized that reports will be made to the San Carlos School District Board of Education providing evidence of data that demonstrates that the school is meeting all of the performance standards.

Trimester report cards will be continued on the same schedule adopted by the district as a whole. Students are assessed regularly with district adopted language art and mathematics assessments as well as specific grade level and school wide assessments.

SECTION G: METHODS TO ASSESS PUPIL PROGRESS TOWARDS MEETING OUTCOMES

CA Education code 47605 (b) (5) (C)

The method by which pupil progress is meeting those pupil outcomes is to be measured.

Progress will be objectively measured by the annual statewide assessments as determined by the State of California and by formative and summative District assessments.

Teachers will measure progress via multiple sources through project performances, portfolios, and formative and summative assessments. Progress will be discussed on a regular basis including conferences with parents and children Trimester report cards. Report cards will be updated to align with Common Core State Standards.

SECTION H: GOVERNANCE STRUCTURE OF SCHOOL

CA Education Code 47605 (b) (5) (D)

The governance structure of the school including but not limited to, the process to be followed by the school to ensure parent involvement.

Arundel School will be a dependent, conversion charter school that will be governed by the San Carlos School District Board of Education.

Parents will engage in on-site decision making, professional development, parent education and budgeting in alignment with LCAP, District Strategic Plan, and the Site Accountability Action Plan. This is an ongoing, interactive collaborative process involving all staff, Site Council and the greater Arundel community.

The School Site Council consists of the principal, four staff members, and five parent members.

SECTION I: EMPLOYEE QUALIFICATIONS

CA Education Code 47605 (b) (5) (E)

The qualifications to be met by individuals to be employed by the school.

Teachers shall be required to hold a Commission on Teacher Credentialing certificate, permit, or other document equivalent to that which a teacher in other public schools would be required to hold. The charter schools shall have flexibility with regard to credentialing for teachers of noncore, non-college preparatory courses. The charter schools and their authorizing entity define noncore, non-college preparatory courses to include, but not be limited to, physical education, theater, foreign languages, and the arts. Where permitted by law and where otherwise consistent with the charter, the charter schools may use non-credentialed staff to provide education in noncore, non-college preparatory courses to include, but not be limited to, physical education. The charter schools and their authorizing entity define core, college preparatory courses to be limited to mathematics, science, history, and language arts. For the purposes of defining a "highly qualified teacher," the charter schools and their authorizing entity adhere to and will use the definitions and requirements of the Elementary and Secondary Education Act (ESEA) section 9101(23) and No Child Left Behind (NCLB). ESEA Highly Qualified Teacher Designation requires meeting each one of the following: Bachelors Degree, appropriate credential for assignment taught, and demonstrated subject area competency.

San Carlos School District shall not require any employee of the district to be employed at a charter school, in this case, Arundel School. The district will utilize existing policies and collective bargaining agreements to address staff members currently assigned to Arundel who do not wish to continue at the school under the charter status.

Job descriptions and credentials requirement for all positions processed for staff selection: The job description and credentialing requirements for the staff selection

process will remain the same as described in the SCTA and CSEA collective bargaining agreements.

SECTION J: HEALTH AND SAFETY PROCEDURES

CA Education Code 47605 (b) (5) (F)

The procedures that the school will follow to ensure the health and safety of pupils and staff. These procedures shall include the requirement that each employee of the school furnish the school with a criminal record summary as described in Section 44237.

Arundel shall comply with all the provisions and procedures of Education Code 4423, including the requirement that as a condition of employment each new employee not possessing a valid California Teaching Credential must submit two sets of fingerprints to the California Department of Justice for the purpose of obtaining a criminal record summary. Records of student immunizations shall be maintained and staff shall follow requirements for periodic TB tests.

SECTION K: MEANS TO ACHIEVE RACIAL/ETHNIC BALANCE OF DISTRICT

CA Education Code 47605 (b) (5) (G)

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.

Arundel School is a dependent, conversion charter that shall maintain the policy giving admission preference to pupils who reside within the Arundel attendance area. Preference shall be extended to pupils who reside in the greater San Carlos School District attendance area. Should interest in the school be greater than its capacity, Arundel will abide by the school boundaries established by the Board.

The San Carlos School District Governing Board shall not require any pupil enrolled in the school district to attend the Arundel School since it is a charter school, and will utilize district policies for placement of students not wishing to attend the school.

Arundel School will consult with the San Carlos District Board of Education regarding the number of students admitted to the school based on existing policies and procedures. The enrollment capacity will be established annually and be consistent with the state law and master agreements between the San Carlos School District and the San Carlos Teachers' Association and the California School Employees' Association.

SECTION L: ADMISSION REQUIREMENTS

CA Education Code 47605 (b) (5) (H)

Admission requirements, if applicable

There are no admission requirements. Arundel School will admit all pupils who wish to attend the school. However, if the number of pupils who wish to attend exceeds capacity, attendance shall be determined by public random drawing. In accordance with the law, preference shall be given to students who reside within the attendance area of the school, followed by students who reside in the San Carlos School District attendance area, followed by siblings of current charter students as space and capacity allow.

SECTION M: FINANCIAL AUDIT

CA Education Code 47605 (b) (5) (I)

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.

Arundel School shall be a dependent charter school and participate in the district's annual audit. Exceptions and deficiencies so noted will be addressed promptly, as per policies and procedures established by the San Carlos School District Board of Education.

SECTION N: PUPIL SUSPENSION AND EXPULSION

CA Education Code 47605 (b) (5) (J)

The procedures by which pupils can be suspended or expelled

Students shall not be suspended or expelled for academic failure. Students shall only be suspended or expelled for actions for which they could be suspended or expelled for the San Carlos School District defined by the Education Code sections 48900 to 48926.

The hearing process mandated for school district therein will be followed by Arundel School.

SECTION O: RETIREMENT SYSTEM

CA Education Code 47605 (b) (5) (K)

The manner by which staff members of the charter school will be covered by the State Teachers' Retirement System, the Public Employees' Retirement System, or Federal social security.

Arundel School will retain its current relationship with the San Carlos School District for the purposes of all staff benefits provided under the existing master agreement.

1. Relationship with local teachers' and school employees' association - Arundel's staff proposes to continue with the current relationships with the San Carlos Teachers' Association and the California School Employees' Association.
2. Process for determining salaries and working conditions - Arundel staff proposes to continue its current relationships with the school district, the San Carlos Teachers' Association and the California School Employees' Association for purposes of determining salaries and benefits for employees.

SECTION P: ATTENDANCE ALTERNATIVES

CA Education Code 47605 (b) (5) (L)

The public school attendance alternatives for pupils residing within the school district who choose not to attend charter schools.

Pupils residing within the attendance area of Arundel School who choose not attend the school, may attend any of the existing San Carlos School District schools through the district intradistrict transfer process, depending on available space.

SECTION Q: DESCRIPTION OF EMPLOYEE RIGHTS

CA Education Code 47605 (b) (5) (M)

A description for the rights of any employee of the school district upon leaving the employment to work in a charter school, and of any right of return to the school district after employment at a charter school.

All current and new employees at Arundel School will be employees of the San Carlos District and all rights of permanent status and transfers shall be the same as those used by the district and outlined in the SCTA and CSEA collective bargaining agreements in accordance with the EERA. In addition, all Education Code rights and responsibilities and any other statutory provisions shall remain in effect.

We wish to reiterate that the Education Code of California remains in effect with the exception of flexibility in staffing for non-core subjects, selection of instructional materials, and LCFF Supplemental Grant funding.

SECTION R: DISPUTE RESOLUTION PROCEDURES

CA Education Code 47605 (b) (5) (N)

The procedures to be followed by the charter school and the entity granting the charter to resolve disputes relating to provisions of the charter.

Regarding disputes between the Governing Board and Arundel School related to the provisions of the charter, both sides will address such disputes promptly and fairly as if the charter were a legal contract. There are no special provisions for dispute resolution in this charter, but as a dependent charter existing policies, practices and education to government code shall remain intact. Specific provisions within the existing SCTA and CSEA for constituent complaint policy, collective bargaining, and grievance procedures will remain applicable.

SECTION S: Required Affirmations

Arundel School IS nonsectarian in its programs, admission policies, employment practices and all other operations, shall not charge tuition, and shall not discriminate against any pupil on the basis of ethnicity, national origin, gender or disability.

SECTION T: Miscellaneous

Severability:

The terms of this charter are severable. In the event that any of the provisions are determined to be unenforceable or invalid for any reason, the remainder of the charter shall remain in effect.

On an annual basis, if 50% or more of the permanent status teachers currently employed at Arundel choose to revoke the charter status, then the San Carlos School District Board of Education shall agree to revoke the charter and return the school to non-charter status.

The San Carlos School District Board of Education may revoke the charter as described in Section 47607 of Assembly Bill 544.

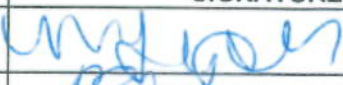



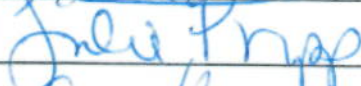














Special Education:

If students attending Arundel School qualify for special education services or associated special education funding, then San Carlos School District will treat the students' needs and/or associated funding in the same manner as it treats students from other San Carlos School District schools.

2/4/14

Arundel Teachers


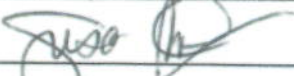

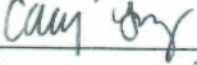
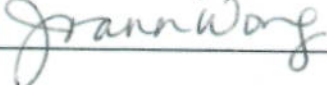
The following teachers are in favor of Arundel School remaining a Charter School, and are in agreement with the recommended revisions made by the Arundel School Site Council:

NAME (printed)	SIGNATURE	DATE
Molly Lynch		2-5-15
Brittany Selvy		2-5-15
Carrie Moreci		2-5-15
Susan Wilson		2-5-15
Julie Propp		2-5-15
Anne Higgmbotham		2-5-15
Julie Polati		2-5-15
SUSAN MANDEL		2-5-15
Janice Mayer		2-5-15
Marilynn Vander		2-5-15
Lindsay Mountanos		2-5-15
Jennifer Garbo		2-5-15
Jason Sanchez		2-5-15
Amy Mackewicz		2-5-15
Erin Granados		2-5-15
Laura McErlane		2-5-15
Ashley Solis		2/5/15
Connie Hesselink		2-5-15
Elizabeth Ettani		2-5-15

2/4/14

Arundel School Site Council

The following School Site Council Members are in favor of Arundel School remaining a Charter School, and are in agreement with the recommended revisions made by the Arundel School Site Council:

NAME (printed)	STAFF or PARENT	SIGNATURE	DATE
Ray Dawley	staff		2/4/15
Susan Mandel	staff		2-9-15
Katie Starnos	parent		2/5/15
Corey Livesay	parent		2/9/15
Joann Wong	parent		2/9/2015

2012-13 Accountability Progress Reporting (APR)



School Report - API Growth and Targets Met 2013 Growth Academic Performance Index (API) Report

California Department of Education
Analysis, Measurement, &
Accountability Reporting Division
7/29/2014

School: Arundel Elementary
LEA: San Carlos Elementary
County: San Mateo
CDS Code: 41-69021-6044721
School Type: Elementary

2013 Growth API Links:

3 - Year Average
School Chart
School Demographic Characteristics
School Content Area Weights
LEA List of Schools
County List of Schools

(An LEA is a school district, county office of education, or statewide benefit charter.)

Direct Funded Charter School: No

2012-13 APR		2012-13 State API			2013 Federal AYP and PI		
Summary	Glossary	Base	Guide	Growth	AYP	PI	Guide

Met Growth Targets

Schoolwide: Yes
All Student Groups: Yes
All Targets: Yes

2013 Statewide Rank: 10 **2013 Similar Schools Rank:** 7

Groups

	Number of Students Included in 2013 API	Numerically Significant in Both Years	2013 Growth	2012 Base	2012-13 Growth Target	2012-13 Growth	Met Growth Target
Schoolwide	274		946	955	A	-9	Yes
Black or African American	1	No					
American Indian or Alaska Native	0	No					
Asian	28	No	963	996			
Filipino	6	No					
Hispanic or Latino	48	No	902	903			
Native Hawaiian or Pacific Islander	0	No					
White	157	Yes	950	963	A	-13	Yes
Two or More Races	34	No	984				
Socioeconomically Disadvantaged	16	No	788	828			
English Learners	38	No	888	891			
Students with Disabilities	15	No	901	753			

In order to meet federal requirements of the Elementary and Secondary Education Act (ESEA), a 2013 Growth API is posted even if a school or LEA had no 2012 Base API or if a school had significant population changes from 2012 to 2013. However, the presentation of growth targets and actual growth would not be appropriate and, therefore, are omitted.

"N/A"	means a number is not applicable or not available due to missing data.
"**"	means this API is calculated for a small school, defined as having between 11 and 99 valid Standardized Testing and Reporting (STAR) Program test scores included in the API. The API is asterisked if the school was small in either 2012 or 2013. APIs based on small numbers of students are less reliable and, therefore, should be carefully interpreted.
"A"	means the school or Student Groups scored at or above the statewide performance target of 800 in the 2012 Base.
"B"	means the school did not have a valid 2012 Base API and will not have any growth or target information.
"C"	means the school had significant demographic changes and will not have any growth or target information.
"D"	means this is either an LEA, or a special education school. Target information is not applicable to LEAs or special education schools.
"I"	means the school had some invalid data at the student group level and the California Department of Education cannot calculate a valid rank for this school.

Missing Statewide and Similar Schools Ranks – LEAs, Alternative Schools Accountability Model (ASAM) schools, and special education schools do not receive statewide or similar schools ranks. Schools with less than 100 valid test scores do not receive a similar schools rank.

Targets Met - In the "Met Growth Target" columns, the growth targets reflect state accountability requirements and do not match the federal Adequate Yearly Progress (AYP) requirements. The AYP requirement for the API is a 2013 Growth API of 770 or a one-point increase from the 2012 Base API to 2013 Growth API for a school or LEA.

Two or More Races: – "Two or More Races" student group. Assessment results for students without valid Statewide Student Identifiers (SSIDs) were assigned to this student group.

Missing All Student Data – All subgroup data are missing if the LEA informed the CDE of a potential data error in at least one race or ethnicity category.

Missing Special Population Student Data – Socioeconomically Disadvantaged and English Learners students groups with missing API data and a "No" under the "Met Student Growth Target" column indicates that there was a decrease in the number of students in the group by at least 20 percent from the 2012 Base API to the 2013 Growth API, or the LEA reported a potential data error with one or more these student groups. Demographic data corrections made through the California Longitudinal Pupil Achievement Data System (CALPADS) or assessment-related data corrections (such as statewide student identifiers or fields specific to the testing administration process) made through the testing contractor will be reflected in the updated API reports released in March 2014.



Academic Performance Index (API) Report 3 - Year Average API School Report

School: Arundel Elementary
LEA: San Carlos Elementary
County: San Mateo
CDS Code: 41690216044721

School Type: Elementary
Charter: Yes

API Links

LEA List of Schools
County List of Schools
Glossary
3-Year Average Guide

(An LEA is a school district, county office of education, or statewide benefit charter.)

Groups	<u>Number of Students Included in 2011 Growth API</u>	<u>2011 Growth API</u>	<u>Number of Students Included in 2012 Growth API</u>	<u>2012 Growth API</u>	<u>Number of Students Included in 2013 Growth API</u>	<u>2013 Growth API</u>	<u>Non- Weighted 3-Year Average API*</u>	<u>Weighted 3-Year Average API*</u>
Schoolwide	247	945	246	955	274	946	949	949
Black or African American	1		1		1			
American Indian or Alaska Native	0		0		0			
Asian	29	991	30	996	28	963	983	984
Filipino	6		9		6			
Hispanic or Latino	45	912	41	903	48	902	906	906
Native Hawaiian or Pacific Islander	1		0		0			
White	149	953	165	964	157	950	956	956
Two or More Races	0		0		34	984		
Socioeconomically Disadvantaged	12	816	14	828	16	788	811	809
English Learners	28	845	31	891	38	888	875	877
Students with Disabilities	13	770	15	742	15	901	804	806

Blank cell – This indicates that the school or student group did not have a valid 2011, 2012, and/or 2013 Growth API. Therefore, a 3-Year average could not be calculated.

*Assembly Bill (AB) 484 amended California Education Code sections 52052(e)(2)(F) and 52052(e)(4) to allow schools that do not have an API calculated in 2013–14 and 2014–15 to use one of the following criteria to meet legislative and/or programmatic requirements:

- The most recent API calculation;
- An average of the three most recent annual API calculations; or
- Alternative measures that show increases in pupil academic achievement for all groups of pupils schoolwide and among significant groups.

The decision to use one of the above criteria may be made on a program by program basis and is a local decision.

Formula to Calculate Average APIs:

The 3-Year Average API Report was produced if the following criteria were met:

1. The school had a valid API (i.e., the school received an API report) in each of the last three consecutive years;
2. The school had 11 or more valid scores in each of the last three consecutive years. (A valid score is when a student's assessment results are included in the calculation of the API.); and,
3. If the above criteria are met, the 3-Year Average API Report will also include any student group(s) that had 11 or more valid scores in each of the last three consecutive years.

Non-Weighted Average: The formula to calculate the non-weighted average is:

$$\frac{2011 \text{ API} + 2012 \text{ API} + 2013 \text{ API}}{3}$$

Weighted Average: The formula to calculate the weighted average is:

$$\frac{(2011 \text{ API} \times 2011 \text{ Valid Scores}) + (2012 \text{ API} \times 2012 \text{ Valid Scores}) + (2013 \text{ API} \times 2013 \text{ Valid Scores})}{2011 \text{ Valid Scores} + 2012 \text{ Valid Scores} + 2013 \text{ Valid Scores}}$$

Further details about the calculation of the averages and the 3-Year Average API Report can be found in the "Status of the Academic Performance Index and the 3-Year Average Information Guide". This guide can be accessed by selecting the "3-Year Average Guide" button within the "API Links" section above.