



# SACRAMENTO CITY UNIFIED SCHOOL DISTRICT BOARD OF EDUCATION

Agenda Item# 10.2

**Meeting Date:** May 2, 2024

**Subject:** Charter Oversight and Renewal Overview

- Information Item Only
- Approval on Consent Agenda
- Conference (for discussion only)
- Conference/First Reading (Action Anticipated: \_\_\_\_\_)
- Conference/Action
- Action
- Public Hearing

**Division:** Deputy Superintendent's Office

**Recommendation:** This is an information item. No Board action is recommended.

**Background/Rationale:** This item is designed to provide the Board with information about the oversight and renewal processes. The Board should expect to receive six charter renewal petitions in the 2024-25 school year which will need to be considered in accordance with legal requirements.

The Sacramento City Unified School Board authorizes 15 charter schools and directs the Superintendent and her designee, the Director of Innovative Schools, to perform the required oversight. The Director of Innovative Schools performs annual review of the authorized charter schools and reports that information to the Board. The Director will also receive, review, and bring charter renewal petitions to the board.

**Financial Considerations:** There are no financial considerations specific to this item.

**LCAP Goal(s):** Goal 2: Foundational Educational Experiences with Equitable Outcomes for All Students  
Goal 8: Basic Services and Districtwide Operations/Supports

**Documents Attached:**

1. Sample Annual Board Report
2. Sample Annual Oversight Staff Report
3. Sample Renewal Report

**For below: FONT SIZE 10:**

**Estimated Time of Presentation:** 10 minutes

**Submitted by:** Mary Hardin Young, Deputy Superintendent

Amanda Goldman, Director of Innovative Schools

**Approved by:** Lisa Allen, Superintendent



# Charter School Oversight

## Annual Report to the Authorizing Board

**2023-24 School Year**

Report prepared by:  
Amanda Goldman, Director II, Innovative Schools

### UNDERSTANDING OVERSIGHT

Charter school governing boards and leadership are the primary leaders in overseeing their school(s). They are responsible for providing high-quality, equitable academic programs to all enrolled students, providing fiscal oversight for their school(s), and ensuring compliance with all federal, state, and local laws and regulations. District authorizers act as an additional layer of oversight for charter schools within their purview to verify that all programs are high quality and accessible for all students. Strong student-centered charter oversight supports equal access to high-quality educational options in the community. Oversight is organized around a set of key questions aligned with the guiding principles of the California Charter Authorizing Professionals (CCAP).

- Is the charter school operating and governed effectively?
- Is the charter school's education program a success?
- Is the charter school financially viable?
- Is the charter school serving public policy purposes?

This report is an overview of materials compiled based on the review of publicly available data, school-provided local data, fiscal documents, the school's website, governing board meetings, site visits, and other documents. The authorizer does not certify or otherwise guarantee the school's work. The detailed materials supporting this work are available at the included links.

Note: This is a sample report. The final report will include a summary table and link to staff report for all 15 charter schools authorized by SCUSD.

## DESCRIPTION OF ANALYSIS

For each charter school authorized by SCUSD, the Office of Innovative Schools conducted an analysis and provided a performance indicator for each area in the table below. The table also includes an overview of the items reviewed as part of the analysis.

Performance Area	Items Reviewed
On-Track for Renewal / CDE Renewal Tier	Provided by the CDE, based on data provided through the California Dashboard.
Governance and Reporting	Charter board or local governance meeting agendas and minutes, board-approved policies, timely reporting of required materials to authorizer, county, or state, LCAP, CalSASS staffing report
Financial Responsibility	All required reports, including adopted budgets, unaudited actuals, interim budgets, audit reports, cash flow statements, LCAP
Educational Program	Dashboard indicators for ELA, Math, and English Learner Development, Graduation Rate, College and Career, Suspension, Chronic Absenteeism Indicators, Local Performance Data, Whole School and Sub-Groups
Public Policy Purpose / Serving all Students Who Wish to Attend	Lottery/Enrollment policies, demographic data, student exit/discipline patterns, engagement in continuous improvement

For each performance area, schools are ranked as “Meets Standard,” “Partially Meets Standard,” or “Does Not Meet Standard.” If the indicator is anything less than “Meets Standard,” action items have been assigned to the charter schools to remedy that condition. For the CDE Renewal Tier, the “High” and “Medium” tiers are generally presumed to be renewals lasting 5-7 years unless there are other significant concerns. The “Low” tier is generally presumed to be a non-renewal or a 2-year conditional renewal.

## LIST OF SCHOOLS

→ Click on the school name to reach the performance assessment for that school

Renewal Year 2024-2025	Renewal Year 2025-2026	Renewal Years 2026-2027 & 2027-2028*
<ul style="list-style-type: none"> <li>• <a href="#">Growth Public School</a></li> <li>• <a href="#">St Hope: Public School 7</a></li> <li>• <a href="#">St Hope: Sacramento Charter High School</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Aspire Capitol Heights Academy</a></li> <li>• <a href="#">Sacramento Academic and Vocational Academy (SAVA)</a></li> <li>• <a href="#">Sol Aureus College Preparatory</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">California Montessori Project, Capitol Campus</a></li> <li>• <a href="#">Capitol Collegiate Academy</a></li> <li>• <a href="#">Language Academy of Sacramento</a></li> <li>• <a href="#">Yav Pem Suab Academy*</a></li> </ul>
<ul style="list-style-type: none"> <li>• <a href="#">George Washington Carver</a></li> <li>• <a href="#">New Technology Early College High School</a></li> <li>• <a href="#">The Met</a></li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">Bowling Green Elementary</a> <ul style="list-style-type: none"> <li>○ Chacon Language and Science Academy</li> <li>○ McCoy Academy of Excellence</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <a href="#">New Joseph Bonnheim Community Charter</a></li> </ul>

Note: This is a sample report. The final report will include a summary table and link to staff report for all 15 charter schools authorized by SCUSD.

### Growth Public Schools

Independent - Grades Served: TK-8 - Renewal by June 30, 2025 - [Link to Full Staff Report](#)

Performance Area	Performance Level	Notes or Required Actions
On track for Renewal / CDE Renewal Tier		
Governance and Reporting		
Financial Responsibility		
Educational Program		
Public Policy Purpose / Serving all Students Who Wish to Attend		

### St Hope: Public School 7

Independent - Grades Served: TK-8 - Renewal by June 30, 2025 - [Link to Full Staff Report](#)

Performance Area	Performance Level	Notes or Required Actions
On track for Renewal / CDE Renewal Tier		
Governance and Reporting		
Financial Responsibility		
Educational Program		
Public Policy Purpose / Serving all Students Who Wish to Attend		

### St Hope: Sacramento Charter High School

Independent - Grades Served: 9-12 - Renewal by June 30, 2025 - [Link to Full Staff Report](#)

Performance Area	Performance Level	Notes or Required Actions
On track for Renewal / CDE Renewal Tier		
Governance and Reporting		
Financial Responsibility		
Educational Program		
Public Policy Purpose / Serving all Students Who Wish to Attend		

Note: This is a sample report. The final report will include a summary table and link to staff report for all 15 charter schools authorized by SCUSD.



## Annual Charter School Oversight Staff Report

### The MET Sacramento 2023-24

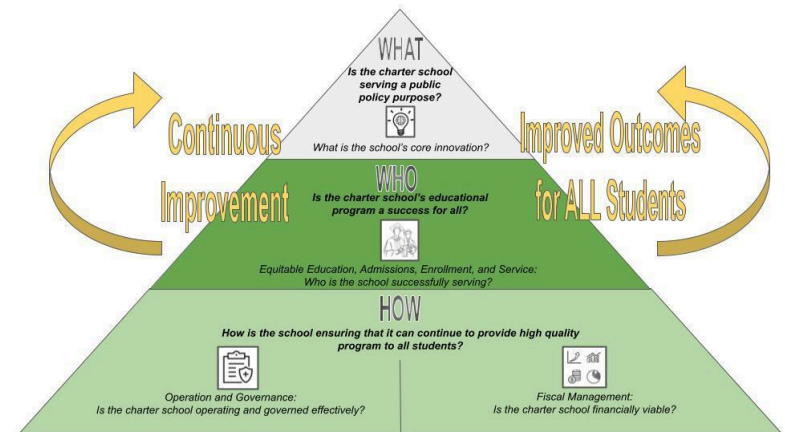
This document serves as the appendix document for the Annual Oversight Board Report. It is compiled by the Director of Innovative Schools with contributions from charter school leaders.

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## UNDERSTANDING OVERSIGHT

Charter school governing boards and leadership are expected to be the primary leaders in the oversight of their school(s). They are responsible for providing high-quality, equitable academic programs to all enrolled students, providing fiscal oversight for their school(s), and ensuring compliance with all federal, state, and local laws and regulations. However, District authorizers act as an additional layer of oversight for charter schools within their purview to verify that all programs are high quality and accessible for all students. Strong student-centered charter oversight supports equal access to high-quality educational options in the community. Oversight is organized around a set of key questions aligned with the guiding principles of the California Charter Authorizing Professionals (CCAP).

Materials in this report are compiled based on the review of publicly available data, school-provided local data, fiscal documents, website, governing board meetings, site visits, and other documents. The authorizer does not certify or otherwise guarantee the work of the school. The materials in this document are used to populate an annual report to the authorizing board (SCUSD).



## IDENTIFIED STRENGTHS AND AREAS FOR IMPROVEMENT

This section of the *Annual Performance Report* provides an authorizing agency summary of identified strengths and areas for improvement, based on indicators and metrics aligned with four guiding questions:

- Is the charter school operating and governed effectively?
- Is the charter school's education program a success?
- Is the charter school financially viable?
- Is the charter school serving public policy purposes?

Is the Charter School on track for renewal (Y/N)?	
Strengths	Areas for Improvement
Authorizing Agency-Required Actions	

## SCHOOL OVERVIEW

General Information	
Grades Served	
Total Enrollment/As of...	
School Website	
Leadership Team/Positions	
Administrative Office Address & Phone	
Additional Site Addresses/Phone Numbers, As Applicable	
Board Members/Offices/Terms	
School Mission	
Brief School Description (Max: 300-500 words)	

## ADVANCING EQUITY, INNOVATION, AND ACCESS

### Core Question: Is the charter school serving public policy purposes?

This section provides an opportunity for the school to reflect on its purpose within the community as articulated in the approved petition. Reflection questions and data include:

- How has the school remained faithful to the educational needs of the community where the charter school is located?
- How has the school's presence in the community continued to serve the interests of the entire community, including any benefits to its public school system as a whole?
- Evidence should include the most recent data that demonstrates:
  - that the school advances equity and fair treatment for students through the academic performance of significant student groups,
  - compliance with laws protecting the rights of students, including lack of adverse findings on disproportionality of discipline and identification for special education
  - fair and equitable enrollment practices.

Charter School Narratives & Authorizer Reflection
General School Reflection (School Leader)
Where there is room for improvement in serving public policy purposes? Describe the school's aspirations and plans. (School Leader)
Authorizing Agency Reflection
[Authorizer Use Only]

## ACADEMIC PERFORMANCE

### Core Question: Is the charter school's education program a success for all?

Performance is based on two factors:

- Current year data for the measure
- Difference between current year and prior year data (Performance Color)

### Measure 1: Academic Performance

→ Data Source: California School Dashboard; 2022-23 school year

**Measure 1a:** Is the school in differentiated assistance?

This measure is based on student performance on Smarter Balanced Summative Assessments, which are taken annually by students in grades 3–8 and in grade 11. Distance from Standard measures how far, on average, students are from the lowest possible score to meet the standard.

All data are sourced from the school's profile on the CA Dashboard ([caschooldashboard.org](https://caschooldashboard.org)) website for eligible populations. The following table represents the template for Academic Performance measures.

#### Statewide Academic Indicator Comparison

"Status" is used as the "statewide average" for the academic indicators because:

- The term "average" refers to a number
- Status is much more precise than a color.

For the purpose of determining whether a school is 'On-Track' for renewal, student groups performing above the "All" student group statewide are marked NA and excluded from the analyses in alignment with the State Renewal Criterion 2: "Status" for all academic indicators with 30 or more students, including student groups.

Measure 1b: English Language Arts - Points from Standard and Performance Color			
Group	Charter School	State Data	Status Comparison (Above, At, Below)
All Students			
English Learners			
Students with Disabilities			
Homeless			
Foster Youth			

Socioeconomically Disadvantaged			
American Indian			
Asian			
African American			
Filipino			
Hispanic			
Pacific Islander			
Two or More Races			
White			

#### Measure 1c: Mathematics - Points from Standard and Performance Color

Group	Charter School	State Data	Status Comparison (Above, At, Below)
All Students			
English Learners			
Students with Disabilities			
Homeless			
Foster Youth			
Socioeconomically Disadvantaged			
American Indian			
Asian			
African American			
Filipino			



Hispanic			
Pacific Islander			
Two or More Races			
White			

Measure 1d: English Learner Progress -Percent Progressing and Performance Color		
Charter School	State Data	Status Comparison (Above, At, Below)

Measure 1e: College/Career - Percent Prepared / Low to High			
Group	Charter School	State	Status Comparison (Above, At, Below)
All Students			
English Learners			
Students with Disabilities			
Homeless			
Foster Youth			
Socioeconomically Disadvantaged			
American Indian			
Asian			
African American			
Filipino			
Hispanic			
Pacific Islander			
Two or More Races			
White			

## Measure 2: Academic Engagement

### Academic Engagement

Measure 2a: K-8 Chronic Absenteeism - Percent Chronically Absent and Performance Color		
Group	Charter School	State Data
All Students		
English Learners		
Students with Disabilities		
Homeless		
Foster Youth		
Socioeconomically Disadvantaged		
American Indian		
Asian		
African American		
Filipino		
Hispanic		
Pacific Islander		
Two or More Races		
White		

Measure 2b: Graduation Rate - Percent Graduated and Performance Color		
Group	Charter School	State
All Students		
English Learners		
Students with Disabilities		
Homeless		
Foster Youth		
Socioeconomically Disadvantaged		

American Indian		
Asian		
African American		
Filipino		
Hispanic		
Pacific Islander		
Two or More Races		
White		

### Measure 3: Conditions and Climate

Measure 3: Suspension Rates - Percent Suspended and Performance Color		
Group	Charter School	State Data
All Students		
English Learners		
Students with Disabilities		
Homeless		
Foster Youth		
Socioeconomically Disadvantaged		
American Indian		
Asian		
African American		
Filipino		
Hispanic		
Pacific Islander		
Two or More Races		
White		

### Measure 4: Local Assessments

Description: EC §47607.2(b)(3)(A) defines measurable increases in student achievement as at least one year's progress for each year in school. While the law does not specify the types of assessments that are required to be used for this measure of growth or what constitutes one year of progress, authorizers must ensure that the assessments used to measure academic growth meet the state-verified data standard (EC §47607.2(c)).

#### Local Assessment Narrative and Verifiable Data

**Charter School Directions:** Please provide a succinct narrative description to the Authorizing Board. Attach verifiable data sources to the submission. **(School Leader)**

Local Assessment Name

Overall, did the charter school achieve measurable increases in academic achievement, defined by at least one year's progress for each year in school?

Narrative/Verifiable Data

**Measure 4: Increases in Student Achievement (Local Assessments) (School Leader)**

Charter School Directions: Refer to school growth reports in the assessment platform. This is not a record of students on, near, or below standards. This is a record of the average growth students at your school made during the year.

OVERALL AND GROUPS	[ADMINISTRATION DATE]	[ADMINISTRATION DATE]
All Students - Overall Reading		
Group		
Group		
Group		
All Students - Overall Math		
Group		
Group		
Group		

#### Local & DASS Indicators (School Leader)

Area	Local Indicator	Performance (Met/Not Met)
------	-----------------	---------------------------

Academic Performance Data		
Academic Engagement Data		
Conditions and Climate Data		
[Other]		
[Other]		

**Beyond the Dashboard** (School Leader - Complete only as apply)

**Post Secondary Outcomes**

Description: EC §47607.2(b)(3)(B) defines strong postsecondary success as college enrollment, persistence, and completion rates equal to those of similar peers. Data Source: Provided by the school; verified and reported by the authorizer. [Assembly Bill 1505 - Charter Verified Data Webinar December 2020 \(CA Dept of Education\)](#)

Measure 5: Career Technical Education Completers surveyed post-graduation		
Charter School Directions: Please provide narratives and verifiable data for overall students and each reported student group. Add additional lines, as needed.		
<a href="#">CDE DataQuest College-Going Rate</a>	Overall:	Groups:
Narrative:		
<a href="#">Cal-PASS Plus High School to Community College Transition Report</a>	Overall:	Groups:
Narrative:		
<a href="#">University of California Admissions by School Source</a>	Overall:	Groups:
Narrative:		
<a href="#">University of California Graduation Rates</a>	Overall:	Groups:
Narrative:		
<a href="#">National Student Clearinghouse StudentTracker</a>	Overall:	Groups:
Narrative:		

**SITE VISIT REPORT**

Ratings Key
<b>Meets Standard:</b> The school provided documentation or evidence supporting the petition, MOU, and state and/or federal compliance.
<b>Partially Meets Standard:</b> The school partially provided documentation or evidence supporting the petition, MOU, and state and/or federal compliance.
<b>Does Not Meet Standard:</b> The school has failed to provide documentation or evidence supporting the petition, MOU, and state and/or federal compliance.

The authorizer visited the school site on the following occasions:

- 
- 

**Core Question: Is the charter school engaging in cycles of continuous improvement?**

Charter School Directions: Please provide a succinct narrative description to the Authorizing Board.
Describe the Continuous Improvement Priority for the 2023-24 School Year (Developed in Collaboration with Authorizer) [Authorizer Provide]
Describe the actions in which the charter school engaged in service of this priority. (School Leader)
Describe Narrative/Verifiable Data/Evidence of Progress on that Priority. (School Leader)

Site Visit to view progress on Continuous Improvement Priority	Rating
<b>Site Visit Interview/Discussion</b> The visiting team met with the following educational partner groups <ul style="list-style-type: none"> <li>• Administration</li> <li>• Leadership Team</li> <li>• Teachers</li> <li>• Support Staff</li> </ul>	

<ul style="list-style-type: none"> <li>• Parents</li> <li>• Students</li> </ul>	
<b>Oversight Notes</b>	
<b>Site Observation Description</b> The visiting team toured the campus, observed several classrooms and viewed student work, classroom discussions, and student presentations.	
<b>Oversight Notes</b>	

**Core Question: Is the charter school operating and governed effectively?**

Additional Oversight & Purpose of Activity	Rating
<b>Onsite Visit Document Review Description</b> The Charter is required to submit a variety of documents via an online repository throughout the year. Documents containing personally identifiable student/staff information are reviewed on-site. These may include but are not limited to: <ul style="list-style-type: none"> <li>• Personnel Files</li> <li>• Special Education / 504 Student Files</li> <li>• English Learner Student Files</li> </ul>	
<b>Oversight Notes</b>	
<b>Site Facility Inspection</b> The site is visited annually by authorizing staff who evaluate the condition of the facilities using an inspection tool (e.g., Facilities Inspection Tool (FIT)).	
<b>Oversight notes</b>	
<b>Official Site Inspection was completed by:</b> <b>Official Site Inspection was completed on:</b>	

## OPERATIONS AND GOVERNANCE

**Core Question: Is the charter school operating and governed effectively?**

**1. General Requirements and Fidelity to Mission**

**Measure 1a: Education Program Implementation**

<b>Meets Standard:</b> The school implemented the material terms of the education program and the education program in operation reflects the material terms as defined in the petition/MOU.
<b>Partially Meets Standard:</b> The school partially implemented the material terms of the education program.
<b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
Evidence: Compare the MOU to the charter petition and verify during the site visit		
Action Required?		
If Yes, Detailed Action(s) with Timeline:		

**Measure 1b: Education Program Requirements**

<b>Meets Standard:</b> The school materially complies with applicable federal and state laws, rules, regulations, and provisions of the charter petition and/or MOU relating to education requirements. Examples of compliance include but are not limited to <ul style="list-style-type: none"> <li>• Assurances in its charter petition;</li> <li>• Education Program requirements enumerated in Education Code §47605 (c)(5)(A);</li> <li>• Minimum instructional minutes and days, as required by grade;</li> <li>• Records retention policies, particularly for student records;</li> <li>• Graduation requirements;</li> <li>• Statewide educational standards;</li> <li>• State assessments are required; and</li> <li>• Implementation of mandated programming as a result of state or federal funding.</li> </ul>
<b>Partially Meets Standard:</b> The school partially complies with applicable federal and state laws, rules, regulations, and provisions of the charter petition and/or MOU relating to education requirements.
<b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard

<b>Evidence Examples:</b> Assurances, site visits, submitting FPM review letter
<b>Action Required?</b>
<b>If Yes, Detailed Action(s) with Timeline:</b>

## 2. Education Program: Specific Student Populations

### Measure 2a: Students with Disabilities

**Meets Standard:**

Consistent with the school's status and responsibilities as a public school within a local education agency or as a local education agency, the school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the treatment of students with identified disabilities and those suspected of having a disability. Examples of compliance include but are not limited to

- Equitable access and opportunity to enroll and remain enrolled;
- Referral and assessment of students believed to require special education and related services;
- Compliance with timelines related to special education, including legal requirements for scheduling and conducting IEPs and interim IEPs;
- Compliance with services as required by a student's IEP;
- Process for determining a student's eligibility for services under Section 504 of the Rehabilitation Act of 1973;
- Discipline, including due process protections, manifestation determinations, and behavioral intervention plans; and
- Staffing—staff has legally required credentials, certificates, and/or authorizations.

**Partially Meets Standard:**

The school partially complies in the manner described above.

**Does Not Meet Standard:**

The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
<b>Evidence Examples:</b> Charter complaint form submissions, assurances, site visit, SELPA follow-up		
<b>Action Required?</b>		
<b>If Yes, Detailed Action(s) with Timeline:</b>		

### Measure 2b: English Learners

**Meets Standard:**

Consistent with the school's status and responsibilities as a public school within a local education agency or as a local education agency, the school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the treatment of students who are English learners.

Examples of compliance include but are not limited to

- Equitable access and opportunity to enroll;
- Processes to identify, monitor, and reclassify students who are English learners, using state and local assessments as appropriate;
- Designing a program for English learners that is based on sound educational theory and that ensures access to grade-level core curricula;
- Providing data on student's linguistic and academic progress and reclassification rates to measure the success of the school's English learner educational program; and
- Staffing—staff have the legally required credentials, certificates, and/or authorizations.

**Partially Meets Standard:**

The school partially complies in the manner described above.

**Does Not Meet Standard:**

The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
<b>Evidence Examples:</b> Charter complaint forms, assurances, site visits, CALSAAS, authorizer credential clearance letter		
<b>Action Required?</b>		
<b>If Yes, Detail Action(s) with Timeline:</b>		

## 3. Financial Responsibility

### Measure 3a: Financial Reporting and Compliance

**Meets Standard:**

Consistent with the school’s status and responsibilities as a public school within a local education agency or as a local education agency, the school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to financial reporting and compliance. Examples of compliance include but are not limited to

- If a nonclassroom-based program, the charter school has documentation that it has completed the “determination of funding” [EC §47634.2; Title 5, 11963.2–11963.7];
- The charter school submits data for CALPADS and meets CALPADS deadlines;
- The charter school annually submits the reports required under EC §47604.33;
- There are approved policies regarding budget, short-term/long-term debt, accruals, accounting, and financial reporting.
- Separate accounts are maintained for unrestricted and restricted revenues and expenditures in accordance with the California School Accounting Manual;
- Financial reports are provided to the authorizing LEA regularly and on time; and
- On or before December 15 of the subsequent fiscal year, a copy of the audit for the prior year has been provided to the authorizing LEA, the county superintendent of schools of the county in which the charter school is located, the State Controller’s Office, and the California Department of Education, in accordance with Education Code §47605(m) and 41020.

**Partially Meets Standard:**

The school partially complies in the manner described above.

**Does Not Meet Standard:**

The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
<b>Evidence Examples:</b> Document repository and affirmed through fiscal services		
<b>Action Required?</b>		
<b>If Yes, Detailed Action(s) with Timeline:</b>		

**Measure 3b: LCAP**

**Meets Standard:**

Consistent with the school’s status and responsibilities as a public school within a local education agency or as a local education agency, the school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the Local Control and Accountability Plan (LCAP). Examples of compliance include but are not limited to

- The charter school completed the LCAP, held a public hearing, and submitted the LCAP to the charter school authorizer by July 1, in accordance with Education Code §47606.5;
- The charter school LCAP addresses each of the state priorities, as required by grade level;
- Schoolwide goals, including for subgroups, are included for applicable priorities;
- Stakeholders received notice and were consulted; and
- Services for low-income pupils, foster youth, and English learners provide for increased or improved services in proportion to the increase in funding.

**Partially Meets Standard:**

The school partially complies in the manner described above.

**Does Not Meet Standard:**

The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
<b>Evidence Examples:</b> Document repository and Authorizing LCAP feedback letter		
<b>Action Required? No. Some action recommended</b>		
<b>If Yes, Detailed Action(s) with Timeline:</b> In the process of writing their new LCAP, the MET should reflect on its current needs and how those have changed in recent years.		

**4. Governance and Reporting**

**Measure 4a: Governance Requirements**

**Meets Standard:**

Consistent with the school’s status and responsibilities as a public school within a local education agency or as a local education agency, the school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to governance by its board. Examples of compliance include but are not limited to

- Charter school structure is consistent with EC §47604;
- Board policies, including but not limited to conflict of interest in accordance with Government Codes 1090–1099 and 87100–91014, internal controls, complaint resolution and due process, safety, and suicide prevention (EC 215);
- Board bylaws;
- Code of ethics;
- Compliance with the Political Reform Act, Public Records Act, Brown Act, and all other legal requirements;
- The composition of the governing board is consistent with the approved charter and corporate bylaws.

**Partially Meets Standard:**

The school partially complies in the manner described above.

**Does Not Meet Standard:**

The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
<b>Evidence:</b> Document repository; Public meeting attendance (board/site council etc.)		
<b>Action Required?</b>		
<b>If Yes, Detailed Action(s) with Timeline:</b>		

**Measure 4b: Reporting**

<p><b>Meets Standard:</b> The school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to relevant reporting requirements to the authorizer, LEA (if applicable), state, and/or federal authorities. Examples of compliance include but are not limited to</p> <ul style="list-style-type: none"> <li>• Attendance and enrollment;</li> <li>• Compliance and oversight;</li> <li>• Accountability tracking; and</li> <li>• Additional information is required by the authorizer.</li> </ul>
<p><b>Partially Meets Standard:</b> The school partially complies in the manner described above.</p>
<p><b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.</p>

Meets	Partially Meets	Does Not Meet Standard
Evidence: Timely document submission, document review, site visits		
Action Required?		
If Yes, Detailed Action(s) with Timeline:		

## 5. Student and Employee Protections and Requirements

<p><b>Measure 5a: Student Rights and Protections</b></p> <p><b>Meets Standard:</b> The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the rights of students. Examples of compliance include but are not limited to</p> <ul style="list-style-type: none"> <li>• Policies and practices designed to protect the rights of students in relation to admissions, waiting lists, fair and open recruitment, and enrollment;</li> <li>• Due process protections, privacy, civil rights, and student liberties are upheld by the school;</li> <li>• Conduct of discipline (hearings and suspension and expulsion policies and practices); and</li> <li>• Policies and practices for the involuntary removal of a student per 47605(c)(5)(J)(iii).</li> </ul>
<p><b>Partially Meets Standard:</b> The school partially complies in the manner described above.</p>
<p><b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.</p>

Meets	Partially Meets	Does Not Meet Standard
Evidence Examples: Assurances, charter complaint form submissions, Document repository policy submission		
Action Required?		
If Yes, Detailed Action(s) with Timeline:		

<p><b>Measure 5b: Recruitment for Racial and Ethnic Balance, Special Education, and English Learners</b></p> <p><b>Meets Standard:</b> The charter school materially complies with its legal responsibilities and has documented efforts to enroll a balance of racial and ethnic pupils, special education pupils, and English learner pupils, including redesignated fluent English proficient pupils, as defined by the evaluation rubrics in Education Code §52064.5, that is reflective of the general population residing within the territorial jurisdiction of the school district to which the charter petition is submitted. [EC §47605 (b)(5)G]</p>
<p><b>Partially Meets Standard:</b> The school partially complies in the manner described above.</p>
<p><b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.</p>

Meets	Partially Meets	Does Not Meet Standard
Evidence: Document repository submissions, recruitment materials, demographic data submission		
Action Required?		
If Yes, Detailed Action(s) with Timeline:		

<p><b>Measure 5c: Health and Safety</b></p> <p><b>Meets Standard:</b> The charter school materially complies with legal responsibilities related to the health and safety of students and staff. Examples of compliance include but are not limited to</p> <ul style="list-style-type: none"> <li>• Policies and practices, safety procedures, and a crisis plan to deal with violence and threats of violence as well as bullying;</li> <li>• Methods for conducting legally required criminal background checks on potential employees, contractors, and volunteers;</li> <li>• Documentation of tuberculosis test results for all employees;</li> <li>• By March 1 annually, the charter school has reviewed and updated its comprehensive health, safety, and disaster preparedness and emergency plan for students and employees and provides evidence that the School Safety Plan includes all topics listed in Education Code §32282 and 47605; and</li> <li>• Conduct training and emergency drills.</li> </ul>
<p><b>Partially Meets Standard:</b> The school partially complies in the manner described above.</p>
<p><b>Does Not Meet Standard:</b> The school has failed to materially comply in the manner described above.</p>

Meets	Partially Meets	Does Not Meet Standard
Evidence Examples: Assurances, site visit		

Action Required? If Yes, Detail Action(s) with Timeline:
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**Measure 5d: Personnel**

**Meets Standard:**  
The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU related to school personnel. Examples of compliance include but are not limited to

- Personnel policies that cover issues such as sick leave, personal necessity leave, and overtime;
- Credentials required by the CA Commission on Teacher Credentialing and qualifications required by the federal Every Student Succeeds Act; and
- All teachers have a certificate of clearance and satisfy the requirements for professional fitness pursuant to Education Code §44339, 44340, and 44341.

**Partially Meets Standard:**  
The school partially complies in the manner described above.

**Does Not Meet Standard:**  
The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
Evidence Examples: Authorizer credential clearance letter; CALSAAS; assurances		
Action Required?		
If Yes, Detail Action(s) with Timeline: N/A		

## 6. School Environment

**Measure 6a: Facilities and Transportation (if applicable)**

**Meets Standard:**  
The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the school facilities and grounds, and transportation. Examples of compliance include but are not limited to

- Fire inspections and related records;
- Viable certificate of occupancy or other required building use authorization;
- Documentation of requisite insurance coverage; and
- Student transportation.

**Partially Meets Standard:**  
The school partially complies in the manner described above.

**Does Not Meet Standard:**  
The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard

Evidence Examples: Document repository submissions
Action Required?
If Yes, Detail Action(s) with Timeline:

**Measure 6b: Health and Food Services**

**Meets Standard:**  
The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to safety and health-related services. Examples of compliance include but are not limited to

- Appropriate nursing services and dispensing of pharmaceuticals;
- Foodservice requirements; and
- Other services as applicable.

**Partially Meets Standard:**  
The school partially complies in the manner described above.

**Does Not Meet Standard:**  
The school has failed to materially comply in the manner described above.

Meets	Partially Meets	Does Not Meet Standard
Evidence Examples: Assurances, site visit		
Action Required?		
If Yes, Detail Action(s) with Timeline:		

## FINANCIAL HEALTH AND SUSTAINABILITY

### Core Question: Is the charter school financially viable?

**NOTE:** Starting in the 2024-25 school year, SCUSD will be rolling out a more robust fiscal oversight system employing the *Fiscal Health and Sustainability Framework* developed by the California Charter Authorizing Professionals (CCAP). For the 2023-24 school year, SCUSD is focusing its review on routinely collected fiscal and apportionment reports

### Financial Documents

	Meets Standard	Partially Meets Standard	Does Not Meet Standard
	Submitted by Deadline	Meets Authorizer Review Criteria*	Meets County/State Review Criteria
Adopted Annual Budget			



Cash Flow Projections			
Unaudited Actuals			
First Interim Report			
Second Interim Report			
Independent Auditor Selection			
Authorizer Comments:			

\* Authorizer Review Criteria available on request

### Attendance Documents

Meets Standard	Partially Meets Standard	Does Not Meet Standard
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	Submitted by Deadline	Meets Authorizer Review Criteria*	Meets County/State Review Criteria
P3 (Annual)			
P1 Report			
P2 Report			
Monthly Reports			NA
Authorizer Comments:			

\* Authorizer Review Criteria available on request

## OVERSIGHT ASSURANCES

→ These assurances should be reviewed and signed by the Charter School Board President or Leader

### [INSERT SCHOOL NAME] CHARTER SCHOOL

#### Operations & Governance

The school materially complies with applicable federal and state laws, rules, regulations, and provisions of the charter petition and/or MOU relating to education requirements, including but not limited to:

- adhering to assurances in the charter petition;
- following student group education program requirements enumerated in Education Code §47605 (c)(5)(A);
- adhering to minimum instructional minutes and days, as required by grade;
- maintaining records according to retention and privacy policies, particularly student records;
- adhering to graduation requirements as written in the charter petition or maintaining a policy if not defined in the charter petition;
- adhering to Statewide educational standards and administration of required State assessments; and
- remaining compliant with federal funding monitoring requirements.

As a public school, the LEA assures compliance with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the treatment of students with identified disabilities and those suspected of having a disability, including but not limited to:

- providing equitable access and opportunity to enroll and remain enrolled;
- referring and assessment of students believed to require special education and related services;
- remaining compliant with timelines related to special education, including legal requirements for scheduling and conducting IEPs and interim IEPs;
- providing services as required by a student's IEP;
- following the process for determining a student's eligibility for services under Section 504 of the Rehabilitation Act of 1973;
- ensuring equitable discipline, including due process protections, manifestation determinations, and behavioral intervention plans; and

As a public school, the LEA assures compliance with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the treatment of unduplicated student groups, including but not limited to:

- providing equitable access and opportunity to enroll;
- developing data-driven processes to monitor academic progress and measure the success of educational programs of unduplicated student groups, including state and local assessment data;
- designing a program for English learners that is based on sound educational theory and ensures students increase by at least one EL proficiency level on the annual language assessment until reclassified; and
- maintaining board employee and/or personnel policy.

The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to the rights of students, including but not limited to:

- maintaining policies and practices designed to protect the rights of students in relation to admissions, waiting lists, fair and open recruitment, and enrollment;
- ensuring due process protections, privacy, civil rights, and student liberties are upheld by the school;
- maintaining discipline policy and hearing practices for suspension and expulsion; and
- maintaining policies and practices for the involuntary removal of a student per 47605(c)(5)(J)(iii).

**The charter school materially complies with legal responsibilities related to the health and safety of students and staff, including but not limited to**

- maintaining policies and practices, safety procedures, and a crisis plan to deal with violence and threats of violence as well as bullying;
- conducting legally required criminal background checks on potential employees, contractors, and volunteers;
- documenting tuberculosis test results for all employees;
- reviewing and updating the comprehensive health, safety, and disaster preparedness and emergency plan for students and employees for all topics listed in Education Code §32282 and 47605 by March 1 annually; and
- conducting training and emergency drills.

**The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU related to school personnel, including but not limited to:**

- ensuring personnel policies cover issues such as sick leave, personal necessity leave, and overtime; and
- ensuring all teachers have a certificate of clearance and satisfy the requirements for professional fitness pursuant to Education Code §44339, 44340, and 44341.

**The charter school materially complies with applicable laws, rules, regulations, and provisions of the charter petition/MOU relating to safety and health-related services, including but not limited to:**

- ensuring access to appropriate nursing services and dispensing of pharmaceuticals;
- ensuring food service requirements are met; and
- providing other services as applicable.

By signing below, I agree that my charter school complies with each item above. If the school is not in full compliance, please note any areas for corrective action in the upcoming school year.

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
SIGNATURE CHARTER SCHOOL BOARD/ADMINISTRATOR  
[Name], [Title]

\_\_\_\_\_  
DATE

## CLOSING COMMENTS

Authorizing Agency Closing Comments



Sacramento City Unified School District Staff Report  
[Date]

[School]  
[Request for Charter Term Renewal]

## **REQUEST FOR RENEWAL**

On [DATE], the [CHARTER] submitted a request for renewal to the [AUTHORIZING AGENCY]. If approved, the request would [renew the charter term for a period not to exceed the time frame allowed].

In compliance with Education Code 47605(b), the Sacramento City Unified School District held a Public Hearing on [DATE] to consider the level of support for the petition. The Sacramento City Unified School District conducted a second public hearing and will render its decision on the request for renewal on [DATE]. The *Staff Report*, including findings of fact, was shared with [CHARTER] on [DATE], which is at least fifteen (15) days prior to the determination hearing.

### ***Criteria For Renewal***

In reviewing petitions for the renewal of charter schools, the authorizer is guided by Education Code 47607, which states that renewals are governed by the standards and criteria described in Section 47605.

Pursuant to EC 47607(b)(1), the chartering authority shall consider the schoolwide performance and performance of all subgroups on state and local indicators (CDE assigned performance category) with a greater weight on measurements of academic performance. Pursuant to EC 47607.2(b)(3), in addition to state and local indicators, the chartering authority shall consider clear and convincing evidence showing either of the following:

- The school achieves measurable increases in academic achievement as defined by at least one year's progress for each year in school.
- Strong postsecondary outcomes, as defined by college enrollment, persistence, and completion rates equal to similar peers
- Pursuant to EC 47607.2(b)(4), subparagraphs (A) and (B) above shall be demonstrated by verified data, as defined in subdivision EC 47607.2(c).

Dashboard Alternative School Status (DASS) charter schools have different renewal criteria and are not eligible to be placed in a performance category.

*Additionally, the chartering authority shall be guided by the intent of the Legislature that charter schools are and should become an integral part of the California educational system and that the establishment of charter schools should be encouraged. The governing board [...] shall grant a charter for the operation of a school under this part if it is satisfied that granting the charter is consistent with sound educational practice and with the interests of the community in which the school is proposing to locate. The governing board [...] shall consider the academic needs of the pupils the school proposes to serve.*

### ***Reasons for Denial***

The Board of Education may deny a renewal petition if the charter school fails to meet the standard for renewal outlined in E.C. §47607. A renewal petition shall not be denied unless the Board of Education makes written factual findings that support one or more of the following findings:

1. The charter school will provide an unsound educational program for students during the term of its charter;
2. The charter school is demonstrably unlikely to successfully implement the program set forth in the petition;
3. The petition does not contain the necessary affirmations set forth in the Charter Schools Act;
4. The petition does not contain reasonably comprehensive descriptions of the fifteen required elements set forth in the Charter Schools Act.
5. The petition does not declare whether the charter school shall be deemed the exclusive public employer of the charter school employees for purposes of Chapter 10.7 (commencing with Section 3540) of Division 4 of Title 1 of the Government Code.

Notwithstanding E.C. §47607(c), 47607.2(a), and 47607.2(b), pursuant to 47607(e), the board may also deny renewal of any charter school upon a finding that:

6. The charter school is demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors; OR
7. The charter school is not serving the pupils who wish to attend, as documented by E.C. 47607(d)

The authorizer must provide 30 days' notice with a reasonable opportunity to cure the violation AND make a finding that either:

- The corrective action proposed by the charter school has been unsuccessful; OR
- The violations are sufficiently severe and pervasive as to render a corrective action unviable

## FINDINGS OF FACT:

### *Renewal Tier:*

Renewal Tier...	Based on Years...	Presumed Renewal...
HIGH, MEDIUM, LOW	Year 1, Year 2	5-7-year renewal, 5-year renewal, non-renewal, or 2-year conditional renewal

### *At a Glance:*

	Meets Requirements		Mostly Meets Requirements		Does Not Meet Requirements
GUIDING QUESTIONS FOR DETERMINING DENIAL					
#1	<i>Does this charter present a sound educational program?</i>				
#2	<i>Are the petitioners demonstrably likely to successfully implement the program set forth in the petition?</i>				
#3	<i>Does the petition contain the necessary affirmations of the Charter Schools Act?</i>				
#4	<i>Does the petition contain reasonably comprehensive descriptions of all of the 15 elements described below?</i>				
#5	<i>Does the petition contain a declaration of whether the charter school shall be deemed the exclusive public employer of the charter school employees?</i>				
#6	<i>Is the charter school demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors?</i>				
#7	<i>Does the charter school serve the pupils who wish to attend, as documented by E.C. 47607(d)?</i>				

***Required Elements:***

<b>ELEMENTS</b>	<b>TOPIC</b>	<b>MEETS STANDARDS</b>	<b>SUMMARY OF DEFICIENCY</b>
Element 1	Educational Program		Low- income achievement
Element 2	Measurable Student Outcomes		
Element 3	Student Progress Measurement		
Element 4	Governance		
Element 5	Employee Qualifications		
Element 6	Health and Safety		
Element 7	Racial/ Ethnic Balance		
Element 8	Admissions		
Element 9	Independent Audits		
Element 10	Suspension/Expulsion		
Element 11	STRS		
Element 12	Attendance Alternatives		
Element 13	Post-Employment Rights		
Element 14	Dispute Resolution		
Element 15	Closure Procedures		
<b>REQUIRED SUPPLEMENTAL INFORMATION</b>		<b>MEETS STANDARDS</b>	<b>SUMMARY OF DEFICIENCY</b>
Financial/ Administrative Plan			
Facilities			
Impact Statement			
Special Education			

## ***Description of Deficiency***

This section contains greater detail of any abovementioned area that did not meet requirements. Items not described met requirements. The rubric used to evaluate the petition is attached.

***Does this charter present a sound educational program?***

***Are the petitioners demonstrably likely to successfully implement the program set forth in the petition?***

***Does the petition contain the necessary affirmations of the Charter Schools Act?***

***Does the petition contain reasonably comprehensive descriptions of all the 15 elements?***

Element 1:

Element 2:

Element 3:

Element 4:

Element 5:

Element 6:

Element 7:

Element 8:

Element 9:

Element 10:

Element 11:

Element 12:

Element 13:

Element 14:

Element 15:

Financial/Administrative:

Facilities:

Impact Statement:

Special Education:

***Does the petition contain a declaration of whether the charter school shall be deemed the exclusive public employer of the charter school employees?***

***Is the charter school demonstrably unlikely to successfully implement the program set forth in the petition due to substantial fiscal or governance factors?***

***Does the charter school serve the pupils who wish to attend, as documented by E.C. 47607(d)?***

## CONCLUSION

Based on [CHARTER SCHOOL's] status in the HIGH, MEDIUM, LOW renewal tier and based on the review team's determination that [CHARTER SCHOOL] met requirements on all required criteria, the charter school is eligible for 5-7-year renewal, 5-year renewal, non-renewal or 2-year conditional renewal.

→ *At this point, the board would be provided with sample resolution language for each of the three options; a vote to renew, a vote to renew with conditions, and a vote to deny renewal.*

SAMPLE