

Comprehensive Safety Plan



SY 2024-2025
ALTUS SCHOOLS
AUDEO

COMPREHENSIVE SCHOOL SAFETY PLAN

Pursuant to Education Code 32280 – 32288

EFFECTIVE DATES: 2024 – 2025

ALTUS SCHOOLS SAN DIEGO

Altus Schools Audeo

3420 Camino Del Rio North

San Diego, CA 92108

(858) 678-2050

<https://www.audeocharterschool.net/>

Jay Garrity

Administrator of
Instructional Services

This document is available for public inspection during regular business hours at the Altus Schools Audeo.

NOTE: Details and tactical information are excluded from the public inspection document. A “Public Inspection Log” will be used to record the name, address, phone number and method used for verifying the identity of all individuals requesting to inspect this plan. This document is not available for inspection on the internet.

TABLE OF CONTENTS

SECTION ONE

Executive Summary.....	4
------------------------	---

SECTION TWO

Facility Information and Street/Aerial Maps.....	5
Location Hazard Assessment Summary.....	51
Assessment of School Crime.....	51
Responses to Dangerous, Violent and Unlawful Activity.....	52
Emergency Notification Information.....	53
Emergency Resource Information.....	55
Emergency Disaster Kit.....	55
Crisis Response Boxes.....	56
Emergency Operations Overview.....	57
Incident Team Command Overview.....	58
Notification to Staff of Dangerous Students.....	61
Anti-Discrimination and Harassment Policy.....	62
School-wide Dress Code.....	63
Going to and From School Safely.....	64
Safe Ingress and Egress Procedures.....	66
Loitering Law.....	67
Ensuring a Safe and Orderly Environment.....	69
Discipline Procedures.....	70
Child Abuse Reporting Procedures.....	72

SECTION THREE

Evacuation Procedure.....	75
Shelter-In-Place.....	125
Lockdown Procedure.....	125
Parent Notification & Reunification Procedure.....	136
Earthquake Procedure.....	137
Fire Procedure.....	138
Active Shooter and Other Armed Assailant Drills.....	142
Suspension and Expulsion Policy.....	153
Disaster-Related Administrative/Emergency Procedures.....	179
Emergency Responses.....	180

SECTION FOUR

Emergency Plan Roles and Responsibilities.....	219
--	-----

COMMITTEE MEMBERSHIP

The California Education Code (sections 32280-32288) outlines the requirements of all schools operating any kindergarten and any grades 1 to 12, inclusive, to write and develop a school safety plan relevant to the needs and resources of that particular school.

Executive Safety Committee Members:

Timothy Tuter	Deputy Superintendent School Services	Altus Schools
Tiffany Yandell	Director for Operations and Technology	Altus Schools
Angela Neri	Administrative Support to Superintendent School Services, Board of Directors and Facilities	Altus Schools
Eleanor Pe	Nurse Practitioner	Altus Schools
Jay Garrity	Administrator of Instructional Services	Altus Schools Charter School of San Diego, Altus Schools Audeo
Veronica Radtke	Human Resources Administrator	Altus Schools
Ana Maria Rojas	Equity and Inclusion Administrator	Altus Schools
Rose Mooney	Health Assistant	Altus Schools
Aida Garcia	Operations Analyst	Altus Schools

BOARD APPROVAL: 26 June 2024

ALTUS SCHOOLS SAN DIEGO

DBA – ALTUS SCHOOLS AUDEO · ALTUS SCHOOLS CHARTER SCHOOL OF SAN DIEGO

(A California Non-Profit Public Benefit Corporation)

Len Hering RADM, USN (ret) – Chairman,

Scott Barton – Member, David Crean – Member, Tim Morton – Member, Eric Schweinfurter – Member

ANNUAL BOARD OF DIRECTORS MEETING MINUTES

Wednesday, June 26, 2024, 1:00 p.m.

Via Teleconference at

6965 El Camino Real, Suite D202, Carlsbad, CA 92009, 2190 Camel Valley Road, Unit D, Del Mar, CA 92014, 25104 Creek Hollow Drive, Ramona, CA 92065, 1063 Cactus Cut Rd, Middleburg, FL, 32068, 5183 Mercury Pt, San Diego, CA 92111 and at Clairemont RC 4340 Genesee Avenue, Suite 109, SD 92117, College Avenue RC 4585 College Drive, Suite C, SD, 92115, Downtown RC 1095 K Street Suite A, SD 92101, Euclid RC 220 Euclid Avenue, Suite 80, SD 92114, Lake Murray RC 8776 Lake Murray Blvd., SD, 92119, Mira Mesa RC 8290 B, Mira Mesa Blvd., SD 92126, North Park RC 2940 North Park Way, SD 92104, Northgate RC 4125 Alpha Street, Suite C, SD, 92113, Old Town Office, 2245 San Diego Avenue, Suite 115, SD 92110, Petco RC 1091 K Street, Suite A101, SD 92101, Point Loma RC 3145 Rosecrans Street, Suite D, SD 92110, Scripps Ranch RC 9910 Mira Mesa Blvd, Suite A2, SD 92131, Sorrento Mesa Resource Center 10170 Huennekens Street, SD, 92121, Tierrasanta RC 10425 Tierrasanta Blvd, Suite 101, SD 92124, Woodman RC 2939 Alta View Drive, Suite B/C, SD 92139, and Kearny Mesa RC 7520 Mesa College Drive, SD 92111, La Jolla RC 7458 Girard Avenue, SD 92037, Mission Valley RC 3430 Camino Del Rio North, SD 92108, Pacific Beach RC 959 Hornblend Street, SD 92109, Tierrasanta K5 Home School Resource Center 10725 Tierrasanta Boulevard, CA 92124

Access to the live video conference was accessible prior to the start of the meeting at

Audeo: <https://www.audeocharterschool.net/board-of-directors/>

CSSD: <https://charterschool-sandiego.net/board-governance/>

1.0 OPEN SESSION

1.1 Call to Order

Hering called the meeting to order at 1:07 p.m.

1.2 Roll Call

Members present at the meeting were Scott Barton, David Crean, Len Hering, Tim Morton, and Eric Schweinfurter. Also in attendance: Lynne Alipio, Mary Bixby, Veneeta Chan, Debbie Giaquinta, Angela Neri, Tim Tuter, Tiffany Yandell, and General Counsel, Paul Minney.

1.3 Establishment of Quorum

It was moved by Board member Crean and seconded by Board member Morton that the following Directors, constituting a quorum of the board were present at the meeting: Scott Barton, David Crean, Len Hering, Tim Morton, and Eric Schweinfurter.

Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

1.4 Pledge of Allegiance

Hering led all in the Pledge of Allegiance.

1.5 Approval of Agenda

It was moved by Board member Crean and seconded by Board member Morton to Approve the Agenda.

Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

1 | Altus Schools San Diego Meeting Minutes | June 26, 2024

RC-Specific Information: Last Updated on 9/2024

2.0 PUBLIC COMMENT

Public comment for items of interest to the public and within the scope of Altus Schools San Diego Board (non-agenda) shall be no longer than two (2) minutes. Public comment for agenda items shall be no longer than three (3) minutes. Speakers may not yield their time. In meetings held over Zoom, any person who wishes to make a comment on either non-agenda or agenda items shall use the "Raise Hand" feature of Zoom to notify the Board. In accordance with the Brown Act, no discussion or action may occur at this time, but it is the Board's prerogative to respond or give direction to staff. All public comment will be heard at this point in the agenda as ordered below. Each agenda item being commented on will have a maximum of 20 minutes allotted and each non-agenda item will have a maximum of 10 minutes allotted. If necessary, the Board Chair may equivalently decrease the time for each speaker in order to stay within the allotted maximum.

2.1 Non-Agenda Public Comment

There were no comments from the public.

2.2 Agenda Public Comment

There were no comments from the public.

3.0 PUBLIC HEARING - *Time Certain 1:10 p.m., or soon thereafter*

The Governing Board of Directors encourages participation by parents, teachers, and members of the community interested in the affairs of the Altus Schools Audeo and Altus Schools Charter School of San Diego.

3.1 Altus Schools Audeo 3.1.1 Public Hearing for the 2024-2025 Local Control Accountability Plan (LCAP) The Public Hearing opened at 1:13 p.m.

Tim Tuter presented the 2024-2025 Local Control Accountability Plan (LCAP). There were no comments from the public.

The Public Hearing closed at 1:27 p.m.

3.2 Altus Schools Charter School of San Diego 3.2.1 Public Hearing for the 2024-2025 Local Control Accountability Plan (LCAP) The Public Hearing opened at 1:27 p.m.

Tim Tuter presented the 2024-2025 Local Control Accountability Plan (LCAP). There were no comments from the public.

The Public Hearing closed at 1:38 p.m.

4.0 CLOSED SESSION

The Closed Session convened at 1:39 p.m.

4.1 Board Chairman Announcement Regarding Closed Session Items

4.2 Public Comment on Closed Session Items There were no comments from the public.

MOVE TO CLOSED SESSION

4.2.1 Conference With Legal Counsel – Anticipated Litigation Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of section 54956.9 (one case)

4.2.2 Conference with Labor Negotiator

Agency Designated Representative: L. Hering, Board Chair Unrepresented Employee: Deputy Superintendent Schools Services

5.0 RETURN TO OPEN SESSION

Open Session resumed at 2:44 p.m.

5.1 Report out of action taken in closed session, if any. No action taken at Closed Session.

6.0 ADMINISTRATIVE ITEMS

6.1 Approval of Appointment of Len Hering to Additional Term of Office as Essential to the Continuity of Board Management and Affairs. The Term of Office is From July 1, 2024 - June 30, 2026,

It was moved by Board member Crean and seconded by Board member Morton to Approve the Appointment of Len Hering to an Additional Term of Office as Essential to the Continuity of Board Management and Affairs. The Term of Office is From July 1, 2024 - June 30, 2026.

Ayes – 4, Nays- 0, Absent – 0, Abstain – 1, Motioned Approved.

Abstained: Hering

6.2 Approval of Appointment of Tim Morton as the Board Chairperson Effective July 1, 2024

It was moved by Board member Crean and seconded by Board Chair Hering to Approve the Appointment of Tim Morton as the Board Chairperson Effective July 1, 2024.

Ayes – 4, Nays- 0, Absent – 0, Abstain – 1, Motioned Approved.

Abstained: Morton

6.3 Approval of Eric Schweinfurter Board Term III Renewal July 1, 2024 – June 30, 2026

It was moved by Board member Crean and seconded by Board member Morton to Approve Eric Schweinfurter Board Term III Renewal July 1, 2024 – June 30, 2026.

Ayes – 4, Nays- 0, Absent – 0, Abstain – 1, Motioned Approved.

Abstained: Schweinfurter

6.4 Approval of David Crean Board Term III Renewal July 1, 2024 – June 30, 2026

It was moved by Board member Morton and seconded by Board member Schweinfurter to Approve David Crean Board Term III Renewal July 1, 2024 – June 30, 2026.

Ayes – 4, Nays- 0, Absent – 0, Abstain – 1, Motioned Approved.

Abstained: Crean

6.5 Approval of Compensation Comparability Study for Deputy Superintendent Schools Services Board Chair Hering stated that the Board must meet its due diligence and adhere to the legal requirement, by reviewing and adopting the Comparability Study for the Deputy Superintendent School Services to substantiate the 5 percent 2023-2024 augmentation pay. Board Chair Hering recommended the approval of the compensation study and identified the reasonable/non-excessive compensation for the Deputy Superintendent Schools Services.

It was moved by Board member Barton and seconded by Board member Crean. Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

6.6 Board Chair: Required Oral Report Regarding Deputy Superintendent Schools Services

Board Chair Hering noted that the Deputy Superintendent Schools Services would receive a one-time payment of five percent (5%) of the total compensation for the fiscal year 2023-2024. The compensation increase is wholly in keeping with the compensation study the Board has received and approved.

6.7 Approval of Board Resolution No. 202406 Providing One-Time Augmentation Pay to Eligible Employees, Equivalent to Five (5) percent of an Employee's 2023-2024 Compensation to exclude Superintendent Schools Services and Founder, and Chief Business Officer

It was moved by Board member Barton and seconded by Board member Morton to Approve the Board Resolution No. 202406 Providing One-Time Augmentation Pay to Eligible Employees, Equivalent to Five (5) percent of an Employee's 2023-2024 Compensation to exclude Superintendent Schools Services and Founder, and Chief Business Officer.

Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

4| Alus Schools San Diego Meeting Minutes|June 26, 2024

6.8 Approval of Amendment to Employment Agreement for Deputy Superintendent Schools Services Board Chair Hering stated that the amendments are solely limited to updating the job title of the position to Deputy Superintendent School Services and Founding Director. All other terms and conditions of this position's employment agreement would remain the same.

It was moved by Board member Barton and seconded by Board member Crean to Approve the Amendment to Employment Agreement for Deputy Superintendent Schools Services.
Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

6.9 Approval of Board Meeting Dates for 2024-2025

Thursday, September 5, 2024, 4:30 pm
Wednesday, November 6, 2024, 8:00 am, Annual Board Workshop/Training, Day 1
Thursday, November 14, 2024, 8:00 am, Annual Board Workshop/Training, Day 2
Thursday, December 5, 2024, 8:30 am
Thursday, February 27, 2025, 8:30 am
Thursday, March 6, 2025, 8:30 am
Thursday, June 26, 2025, 8:30 am, Annual Meeting

It was moved by Board member Barton and seconded by Board member Crean to Approve the Board Meeting Dates for 2024-2025

Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

6.10 Ratification of Terms of Lease Renewal 6.10.1 APN 361-662-08-00

6.10.2 APN 467-520-27-00

6.10.3 APN 450-420-04-00

It was moved by Board member Barton and seconded by Board member Schweinfurter to Approve Items 6.10.1 – 6.10.3, the Ratification of Terms of Lease Renewals.

Ayes – 5, Nays- 0, Absent – 0, Abstain – 0, Motioned Approved.

6.11 Approval of the Workplace Violence Prevention Plan

It was moved by Board member Barton and seconded by Board member Crean to Approve the Workplace Violence Prevention Plan.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

6.12 Approval of Proposition 28, Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act Annual Report

6.12.1 Altus Schools Audeo

6.12.2 Altus Schools Charter School of San Diego

It was moved by Board member Crean and seconded by Board member Morton to Approve Items

6.12.1 – 6.12.2, Proposition 28, Arts and Music in Schools (AMS) Funding Guarantee and Accountability Act Annual Reports.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

6.13 Superintendent School Services and Founder's Report

6.13.1 Partners and Collaborators Presentation by Debbie Giaquinta

Giaquinta presented our Partners and Collaborator report to the Board. Giaquinta indicated that often, our students and families need alternative resources that are in addition to the academic side. We look at options throughout the County that are easily accessible for students/families. We work with different organizations to partner with to offer these support services.

6.13.2 Graduation Update

Bixby reported that we will have a total of 1000 graduates Altus wide this year.

6.14 Strategic Plan Update 6.14.1 Audeo Charter School 6.14.1.1 School Participation Report for the Period of 2023-2024 Months 8-11: 1/15/2024 – 5/3/2024

6.14.2 The Charter School of San Diego

6.14.2.1 School Participation Report for the Period of 2023- 202 Months 8-11: 1/15/2024 – 5/3/2024

Tim Tuter reviewed the School Participation Reports for all Schools.

7.0 CONSENT AGENDA

All matters listed under the consent agenda are considered by the Board to be routine and will be approved/enacted by the Board in one motion in the form listed below. Unless specifically requested by a Board member for further discussion or removed from the agenda, there will be no discussion of these items prior to the Board votes on them. The Superintendent School Services and Founder recommends approval of all consent agenda items.

7.1 Consent Action Items for Altus Schools Audeo and Altus Schools Charter School of San Diego for Each School

7.1.1 Approval of Board Meeting Minutes for February 28, 2024, and March 7, 2024

7.1.2 Approval of Pupil Attendance Calendar

7.1.3 Approval of the 2024-2025 Consolidated Application 7.1.3.1 Certification of Assurances

7.1.3.2 Protected Prayer Certification

7.1.3.3 Local Control Accountability Plan (LCAP) Federal Addendum Certification

7.1.3.4 Application for Funding

7.1.4 Approval of the Employee Handbook Amendments

7.1.5 Approval of Student and Parent Handbook 2024-2025 Amendment

7.1.6 Approval of Comprehensive School Safety Plans

Board member Morton moved in one motion all consent agenda and seconded by Board member Crean to Approve the Consent Agenda Items 7.1.1 – 7.1.6.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.0 ACTION ITEMS

8.1 Actions Items for Altus Schools Audeo

8.1.1 Review and Discuss the May Revised Operational Budget Assumptions for FY 2023-2024 and Approval of the May Revised Operational Budget for FY 2023-2024

The Board Reviewed the May Revised Operational Budget Assumptions for FY 2023-2024. It was moved by Board member Crean and seconded by Board member Morton to Approve the May Revised Operational Budget for FY 2023-2024.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.1.2 Review and Discuss the Preliminary Operational Budget Assumptions for FY 2024-2025 and Approval of the Preliminary Operational Budget for FY 2024-2025

The Board Reviewed the Preliminary Operational Budget Assumptions for FY 2024-2025. It was moved by Board member Crean and seconded by Board member Barton to Approve the Preliminary Operational Budget for FY 2024-2025.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.1.3 Approval of the 2024-2025 Educational Protection Account (EPA) Resolution and Expenditure Plan

It was moved by Board member Crean and seconded by Board member Barton to Approve the 2024-2025 Educational Protection Account (EPA) Resolution and Expenditure Plan.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.1.4 Approval of 2024-2025 Local Control Accountability Plan (LCAP) with Local Control Funding Formula (LCFF) Budget Overview for Parents and Presentation of Dashboard Local Indicators

It was moved by Board member Morton and seconded by Board member Crean to Approve the 2024-2025 Local Control Accountability Plan (LCAP) with Local Control Funding Formula (LCFF) Budget Overview for Parents and Presentation of Dashboard Local Indicators.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.2 Actions Items for Altus Schools Charter School of San Diego

8.2.1 Review and Discuss the May Revised Operational Budget Assumptions for FY 2023-2024 and Approval of the May Revised Operational Budget for FY 2023-2024

The Board Reviewed the May Revised Operational Budget Assumptions for FY 2023-2024. It was moved by Board member Crean and seconded by Board member Schweinfurter to Approve the May Revised Operational Budget for FY 2023-2024.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.2.2 Review and Discuss the Preliminary Operational Budget Assumptions for FY 2024-2025 and Approval of the Preliminary Operational Budget for FY 2024-2025

The Board Reviewed the Preliminary Operational Budget Assumptions for FY 2024-2025. It was moved by Board member Crean and seconded by Board member Schweinfurter to Approve the Preliminary Operational Budget for FY 2024-2025.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.2.3 Approval of the 2024-2025 Educational Protection Account (EPA) Resolution and Expenditure Plan

It was moved by Board member Crean and seconded by Board member Schweinfurter to Approve the 2024-2025 Educational Protection Account (EPA) Resolution and Expenditure Plan.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

8.2.4 Approval of 2024-2025 Local Control Accountability Plan (LCAP) with Local Control Funding Formula (LCFF) Budget Overview for Parents and Presentation of Dashboard Local Indicators

It was moved by Board member Barton and seconded by Board member Crean to Approve the 2024-2025 Local Control Accountability Plan (LCAP) with Local Control Funding Formula (LCFF) Budget Overview for Parents and Presentation of Dashboard Local Indicators.

Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.

9.0 BOARD ANNOUNCEMENTS AND COMMENTS

From time to time, the Board has topics of interest that they would like to share with the community. These are informational in nature and do not require action. Board Chair Hering reported as this is his last meeting as Board Chair, he thanks and appreciates everyone who has been part of the organization and the Members of the Board who helped to keep this all together.

10.0 ADJOURNMENT

It was moved by Crean and seconded by Schweinfurter to adjourn the meeting at 3:29 p.m. Ayes – 5, Nays – 0, Absent – 0, Abstain – 0, Motion Approved.