THE O'FARRELL CHARTER SCHOOL
AN AVID NATIONAL DEMONSTRATION SCHOOL

Board of Directors
AGENDA
October 5, 2015

Ingenuity Charter School Location
342 Euclid Ave., Suite 401
San Diego CA 92114

Closed Session: 5:00 p.m. – 5:30 p.m.
Public Session: 5:30 p.m. – 7:00 p.m.

I. CALL TO ORDER

II. CLOSED SESSION

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS**
2. **In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
3. **In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS - [None]**

RECONVENE TO OPEN SESSION

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

IV. PLEDGE OF ALLEGIANCE

V. PUBLIC COMMENT

Anyone may address the Board for up to three minutes on any item. The public commentary period preceding the formal agenda shall be limited to a total of 15 minutes. Please submit a "Request to Address the Board" slip to the Board chairperson. The Board Chair will call you forward at the appropriate time.

VI. APPROVAL OF AGENDA

Superintendent's Recommendation: Approve Agenda.

Moved by_____ Seconded by_____ Vote_____

VII. PRESENTATIONS

1. Principals – First Day of School

VIII. DISCUSSION ITEMS

1. Superintendent Announcements ..... **Page 5**
2. Charter Vision Board Report ..... **Page 10**

3. Continue dialog concerning possible expansion (possible handouts will be handed out at the meeting)
4. Spring 2015 CAASPP Results ..... **Page 16**
5. Assessment Plan ..... **Page 23**

IX. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

All items listed under the Consent Calendar are considered by the Board in one action. **There will be no discussion of these items** prior to the time the Board votes on the motion, unless members of the Board, staff, or public request specific items to be discussed and/or removed from the Consent Calendar.

1. Approval of Minutes from the September 14, 2015 Board of Directors meeting ..... **Page 26**
2. Approve/ratify recommended actions on the personnel activity list ..... **Page 29**
3. Approve/ratify check registers ..... **Page 30**

Superintendent's Recommendation: Approve Consent Calendar.

Moved by_____ Seconded by_____ Vote_____

X. ACTION ITEMS

1. **Approve contracts for eight Supplement Education Services providers for a cost not to exceed $945.03 per pupil allotment for approximately 48 students for the 2015-2016 school year** ..... **Page 33**

Superintendent's Recommendation: Approve Action Item 1.

Moved by_____ Seconded by_____ Vote_____

2. **Ratify the purchase of 350 Chromebooks for the elementary academy at a cost not to exceed $127,713.00** ..... **Page 34**

Superintendent's Recommendation: Approve Action Item 2.

Moved by_____ Seconded by_____ Vote_____

3. **Approve the 2015-2016 Comprehensive School Safety Plan for Ingenuity Charter School.** ..... **Page 35**

Superintendent's Recommendation: Approve Action Item 3.

Moved by_____ Seconded by_____ Vote_____

4. **Approve the Grade Validation Policy.** ..... **Page 70**

Superintendent's Recommendation: Approve Action Item 4.

Moved by_____ Seconded by_____ Vote_____

5. **Approve the updates to The O'Farrell High School Graduation Requirements** ..... **Page 71**

Superintendent's Recommendation: Approve Action Item 5.

Moved by_____ Seconded by_____ Vote_____

XI. ROUNDTABLE

XII. ADJOURNMENT

NOTICES

The next regular meeting of The O'Farrell Charter Schools Board of Directors will be November 9, 2015 at 5:30 p.m.

The O'Farrell Charter School does not discriminate on the basis of disability in the admission or access to, or treatment in employment in its programs or activities. Jonathan Dean, Superintendent, has been designated to receive requests for disability-related modifications or accommodations in order to enable individuals with disabilities to participate in The O'Farrell Charter School's open and public meetings. Please notify Jonathan Dean at (619) 263-3009, extension 2202 seventy-two (72) hours prior to disability accommodations being needed in order to participate in the meeting.

From time-to-time writings that are public records, which are related to open session items on an agenda for a regular meeting, may be distributed to school board members after the posting of the agenda. Whenever this occurs, such writings will be available for public inspection in the office of the Superintendent at 6130 Skyline Drive, San Diego, CA 92114

Certification of Posting

I, Jonathan Dean, Superintendent, hereby certify that I posted this agenda on Wednesday, September 30, 2015 at 3 p.m.

When conducting a Teleconference Board of Directors meeting, all board members are required to post this agenda at their location.

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BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Discussion Item 1
Superintendent Announcements

Student Demographics in PowerSchool as of September 29, 2015

Grade Level	Total in Grade	American Indian or Alaska Native	Asian	Native Hawaiian/ Other Pac Islander	Black or African American	White	Hispanic/ Latino	Two or More Race Categories	Unspecified
Elementary School Academy									
YOK									
K	69	0	5	1	6	0	39	1	17
1	46	0	6	1	5	3	26	1	4
2	53	0	5	0	10	1	31	3	3
3	49	0	2	0	10	0	33	1	3
4	59	0	8	0	9	1	34	3	4
5	65	0	10	0	14	2	30	4	5
Total	341	0	36	2	54	7	192	13	36
Middle School Academy									
6	239	0	24	0	42	2	109	6	56
7	286	0	51	2	44	2	159	13	15
8	253	0	47	3	43	4	119	15	22
Total	778	0	122	5	129	8	387	34	93
High School Academy									
9	149	0	30	0	17	0	97	5	2
10	139	0	27	0	21	3	83	4	2
11	87	0	28	0	13	0	44	1	1
12	90	0	23	2	20	1	41	3	0
Total	465	0	108	2	71	4	265	13	5

ENROLLMENT NUMBERS:

	Students in PowerSchool
YOK	19
Kinder	50
1	46
2	53
3	49
4	59
5	65
6	239
7	286
8	253
9	149
10	139
11	87
12	90
	1584

High School Update		
Date	**Activity**	**Description**
10/5-10	Senior Pictures	Seniors will be taking pictures from Monday through Saturday in Studio 1 by appointment. These photos are used in the yearbook.
10/8	Club Rush	Students set up tables in the high school area and promote their clubs encouraging new students to sign up.
10/14	PSAT	All 10th graders are registered to take the PSAT on campus.
10/16	End of Grading Period	The end of the first grading period. Progress reports will be mailed home to parents/guardians.
10/19-21	Airband Rehearsals	Students will be rehearsing their ai rband performance in the theater.
10/22-23	Airband	Homebases will be competing in the 4th annual OCS High School Airband Competition. Winning earns bragging rights for the next year and a spectacular trophy.
10/26-30	Spirit Week	A fun-filled week of homebase competitions, music, dress up days, and school spirit.
10/28	Powder Puff Football Game	The girls compete in a game of flag football while the boys cheer them on. This is the 4th annual OCS High School Powder Puff Game.

Middle School Update		
Date	**Activity**	**Description**
10/1-10/23	CELDT Testing	Annual assessment window for second language students
10/7	Fundraiser Kickoff	Our annual fall fundraiser begins. This fundraiser of chocolate and other yummy goodies is for the purpose of raising money for 6th Grade Camp.
10/13	ELAC	The English Learner Advisory Committee meeting is for parents or community members who want to advocate for second language students. Meetings are held four times per year.
10/16	End of Grading Period	The end of the first grading period. Progress reports will be mailed home to parents/guardians.
10/19-10/23	Spirit Week	A week filled with fun activities and dress up competitions with our Falcon Day-Dance, Sports, Movie, Game Room extravaganza on Wednesday of this week
10/26	Common Core Math-Parent/Guardian Night	Our first ever common core math night for parents. This will be an informational night to empower parents and guardians to help their children with their math homework.
10/27-29	Awards Assemblies	Students will be awarded for Dean's List, Honor Roll and Perfect Attendance.

Elementary School Update		
Date	**Activity**	**Description**
October 13 and 15	Anti-Bullying Month Town Meetings	October is anti-bullying month and each year during this time, our students take the pledge to keep bullying out of school. Teachers teach homebase lessons on how to be a good friend and how to report and deal with bullies, students sign banners pledging to be bully-free and receive a certificate when they pledge to be a "kid against bullying."
October 19-23	Spirit Week	Our spirit week is a week chock-full of fun activities such as a book swap, dress up days, parent breakfast, culture day, and homebase story time. Students get into the school spirit and celebrate the best school in the world - O'Farrell!
October	Student of the	Every month, 3 students from each class are rewarded for their hard

1 and 2	Month	in work in the following categories: hardest worker, citizen of the month, and scholar of the month. Students receive prizes and certificates.
October 26-30	Red Ribbon Week	Our Red Ribbon Week teaches students about self-respect and how to just say no to drugs, alcohol, and tobacco. We will have a guest speaker, red ribbon certificates and ribbons, homebase lessons, and students will sign banners to pledge to be drug-free!
October 30	Fall Festival	Our annual Fall Festival is an afternoon of fun! Students rotate in groups and participate in fall-themed games, crafts, and activities, then tour the campus in their Halloween costumes and visit middle and high school classrooms.
October 28	ASB Elections	Elementary students will choose their ASB officers by democratic vote. Also included as part of this day, students participate in homebase lessons about the voting process in the U.S. to gain an understanding of how government and voting works before taking part in our O'Farrell ASB elections.

Ingenuity Charter Update		
Date	**Activity**	**Description**
10/01	Counselor visits	Counselor visits to Lincoln and Morse cluster schools
10/05	Naviance	Students will begin to take surveys in Naviance that will indicated learning preferences, styles, and strengths and weakness that will allow us to further personalize instruction.
10/07	Science Labs	First round of science labs to begin at EIS with 20 students
10/12	Funding determination	Begin preparation of Funding Determination for non seat-based classroom instruction
10/19	NWEA	Begin testing students to gain current levels through Measuring Academic Performance computer adaptive testing.
10/23	Add Art 1	Load Art 1 as part of Ingenuity's course offerings. Will apply as A-G course when Art 2 is complete and WASC accredited
10/30	Add Dr Ed course	Load Drivers Ed course as part of Ingenuity's course offerings

Academic Coach:

Lauren Ramers, the new Academic Coach for The O'Farrell Charter Schools, has been busy supporting K-12 teachers through classroom observations (3/day average) and one-on-one coaching. She is supporting three Teach for America fellows and two BTSA candidates (Year 2) as a Support Provider through EDCOE SELPA. Spending most of her time in Year 1 teacher's classrooms, Lauren also enjoys observing the veterans and spends the majority of her time in classrooms or with teachers. She delivered the September Strategy of the Month professional development on SBAC rubric assessment and is planning October's strategy on differentiation in the classroom.

She is meeting with team and department leads to streamline PLC meetings through leadership coaching. On October 14, a data-driven model PLC will be demonstrated to the entire staff by the 4th and 5th grade teachers she has been coaching. On the side, she supervises a lively morning breakfast for middle school where she is enjoying getting to know the students, and she serves on the AP Task Force headed up by Sarah Norton and Leslie Warren. Soon, she will assist with an elementary cheerleading team and other after-school activities.

Today, marks her 20th day on campus, and she feels fully integrated and well supported by a dedicated administrative team.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Discussion Item 2
Charter Vision Board Report

For the period beginning in July 1, 2015 through September 29, 2015

Balance Sheet Summary

September 2015

Liquidity Ratio	215.5

Assets	
Current Assets	
Cash	$6,571,918
Accounts Receivables	$163,108
Prepaid Expenses	$375,154
Other Current Assets	$2,130
Total Current Assets	*$7,112,310*
Fixed Assets	
Land	$89,935
Buildings and Improvements	$59,011
Computer Equipment	$109,863
Furniture and Fixtures	$51,230
Construction in Progress	$2,747,292
Transportation Equipment	$63,050
Accumulated Depreciation	($134,522)
Total Fixed Assets	*$2,985,859*
Other Assets	
Security Deposits	$1,367
Total Other Assets	*$1,367*
Total Assets	*$10,099,536*
Liabilities and Net Assets	
Current Liabilities	
Accounts Payable	$0
Accrued Salaries, Payroll Taxes, Postemployment Benefits	$32,557
Deposits held on behalf of other employees	$446
Total Current Liabilities	*$33,003*
Long Term Liabilities	
Total Long Term Liabilities	*$0*
Total Liabilities	*$33,003*
Net Assets	
Restricted Net Assets	$178,028
Unrestricted Net Assets	$9,187,350
Profit/Loss YTD	$701,155
Total Net Assets	*$10,066,533*
Total Liabilities and Net Assets	*$10,099,536*

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O'Farrell Charter School Consolidated

Board Report

July 2014 - June 2015

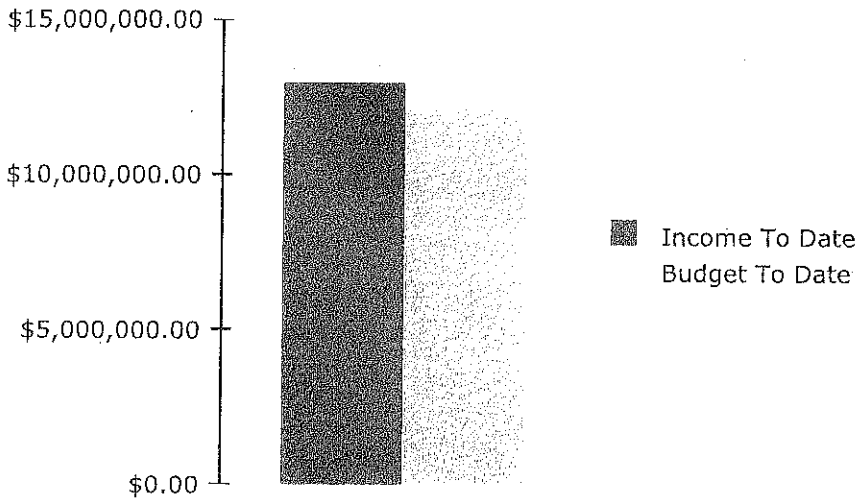
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Financial Snapshot

Total Cash on Hand

Book Balance: $6,067,525

Revenue To Date

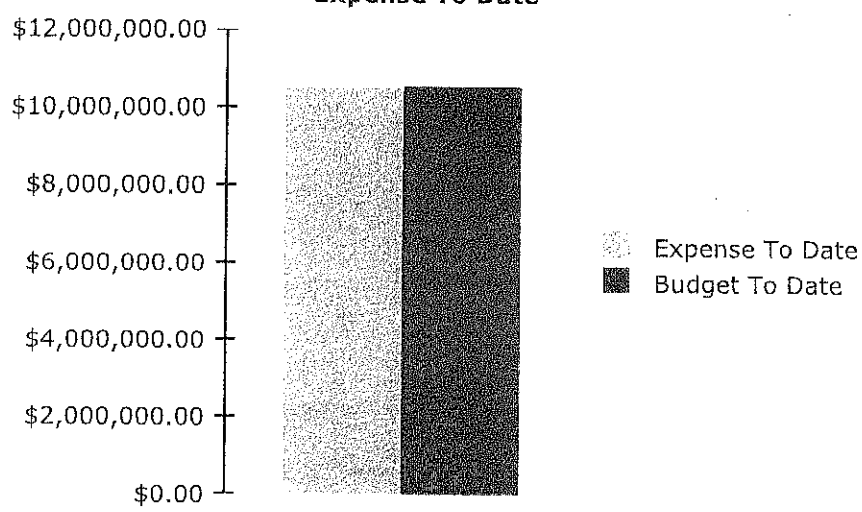


Revenue $12,963,747

Budget $12,247,936

Revenue To Budget 106 %

Expense To Date



Expense $10,495,197

Budget $10,538,893

Expense To Budget 100 %

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O'Farrell Charter School Consolidated

Board Report

July 2014 - June 2015

CharterVision®

YTD Actual to Budget Summary

Segment Name	Filter Applied
Object	All
Restriction	All
Location	All
Program	All

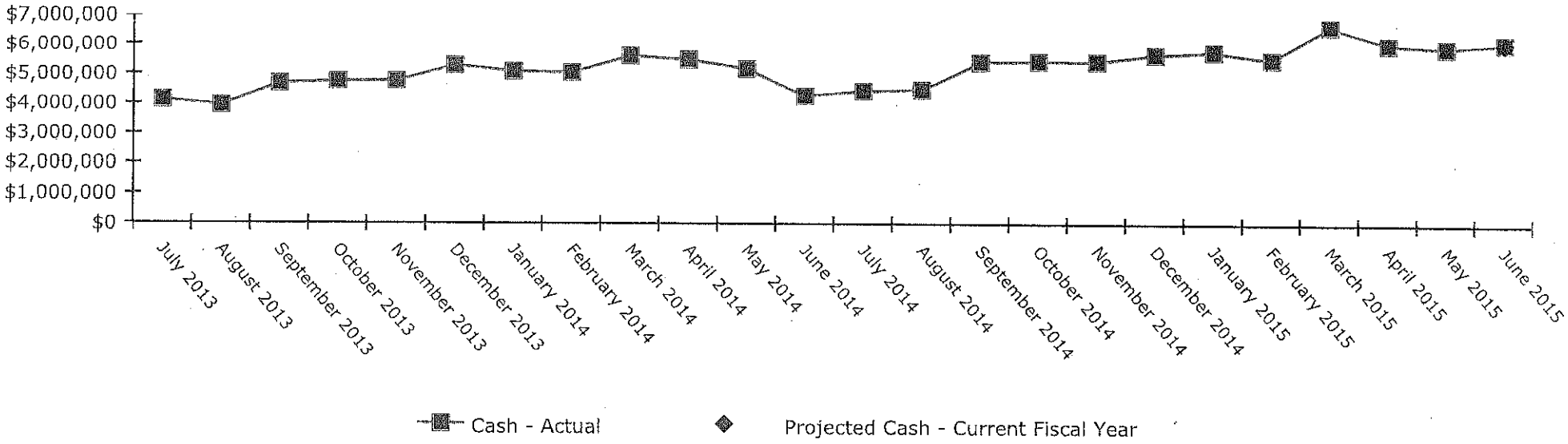
	July - June				2014 - 2015	
Account Description	Actual	Budget	Variance $	Variance %	Total Budget	Remaining Budget
Revenue Limit	$10,420,806	$10,369,298	$51,508	0.5 %	$10,369,298	($51,508)
Federal Revenue	$1,076,726	$507,939	$568,787	112.0 %	$507,939	($568,787)
Other State Revenue	$565,329	$408,150	$157,179	38.5 %	$408,150	($157,179)
Local Revenue	$900,886	$962,549	($61,663)	-6.4 %	$962,549	$61,663
Total Revenue	$12,963,747	$12,247,936	$715,811	5.8 %	$12,247,936	($715,811)
Certificated Salaries	$4,995,937	$5,130,908	$134,971	2.6 %	$5,130,908	$134,971
Classified Salaries	$1,162,839	$1,141,757	($21,082)	-1.8 %	$1,141,757	($21,082)
Employee Benefits	$1,704,730	$1,827,993	$123,263	6.7 %	$1,827,993	$123,263
Total Personnel Expenses	$7,863,505	$8,100,658	$237,153	2.9 %	$8,100,658	$237,153
Books and Supplies	$1,093,341	$936,253	($157,088)	-16.8 %	$936,253	($157,088)
Services & Other Operating Expenses	$1,506,275	$1,501,982	($4,294)	-0.3 %	$1,501,982	($4,294)
Capital Outlay	$32,075	-	($32,075)	0.0 %	-	($32,075)
Other Outgo	-	-	-	0.0 %	-	-
Total Operational Expenses	$2,631,691	$2,438,235	($193,457)	-7.9 %	$2,438,235	($193,457)
Total Expenses	$10,495,197	$10,538,893	$43,696	0.4 %	$10,538,893	$43,696
Net Income	$2,468,550	$1,709,043	$759,507	44.4 %	$1,709,043	($759,507)

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Monthly Book Balance Over Time Board Report

O'Farrell Charter School Consolidated

July 2014 - June 2015



	Cash Amount	Actual or Projected
July 2013	$4,117,862.72	Actual
August 2013	$3,935,026.43	Actual
September 2013	$4,671,615.83	Actual
October 2013	$4,747,422.71	Actual
November 2013	$4,757,424.86	Actual
December 2013	$5,283,491.78	Actual
January 2014	$5,079,742.49	Actual
February 2014	$5,043,357.78	Actual
March 2014	$5,601,966.75	Actual
April 2014	$5,480,905.49	Actual
May 2014	$5,169,834.77	Actual
June 2014	$4,262,967.39	Actual

	Cash Amount	Actual or Projected
July 2014	$4,434,927.59	Actual
August 2014	$4,479,387.83	Actual
September 2014	$5,404,768.75	Actual
October 2014	$5,437,952.47	Actual
November 2014	$5,429,737.96	Actual
December 2014	$5,665,195.13	Actual
January 2015	$5,761,392.18	Actual
February 2015	$5,502,621.43	Actual
March 2015	$6,640,734.48	Actual
April 2015	$6,020,561.31	Actual
May 2015	$5,914,404.73	Actual
June 2015	$6,067,524.96	Actual

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O'Farrell Charter School Consolidated

Board Report

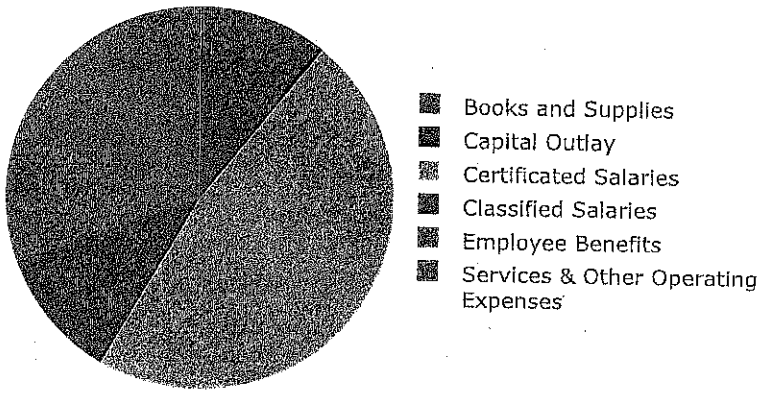
July 2014 - June 2015

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Expenses By Category

Account Group	Description	Total	Percent
100	Certificated Salaries	$4,995,936.67	47.60 %
200	Classified Salaries	$1,162,839.22	11.08 %
300	Employee Benefits	$1,704,729.53	16.24 %
400	Books and Supplies	$1,093,341.13	10.42 %
500	Services & Other Operating Expenses	$1,506,275.31	14.35 %
600	Capital Outlay	$32,074.95	0.31 %
	Total:	**$10,495,196.81**	

Expenses By Category



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O'Farrell Charter School Consolidated

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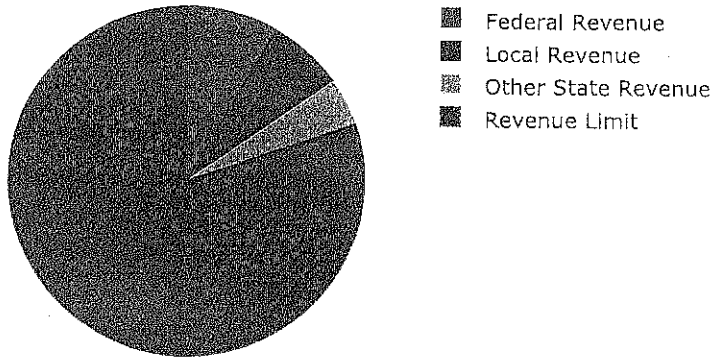
Board Report

July 2014 - June 2015

Revenue By Category

Account Group	Description	Total	Percent
800	Revenue Limit	$10,420,806.00	80.38 %
820	Federal Revenue	$1,076,725.60	8.31 %
840	Other State Revenue	$565,329.40	4.36 %
870	Local Revenue	$900,886.20	6.95 %
	Total:	**$12,963,747.20**	

Revenue By Category



BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Discussion Item 4

The O'Farrell Charter School
Spring 2015 CAASPP Results

These tables represent the summary of results on the California Assessment of Student Performance and Progress exams. This includes the Smarter Balanced math and English language arts exams and the California standards science exam.

As this is the first year of the new tests and because they are substantially different from their predecessors, State Superintendent of Public Instruction Tom Torlakson has said the CAASPP results will serve as a baseline from which to measure future progress and should not be compared to results from the state's previous assessments, the Standardized Testing and Reporting (STAR) program.

ELA/Math Score Proficiency Bands

Standards Not Met
Standards Nearly Met
Standards Met (at grade level)
Standards Exceeded (above grade level)

Grade 3 English Language Arts				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
48	54%	23%	21%	2%

Grade 3 Math				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
49	37%	37%	20%	6%

Grade 4 English Language Arts				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
56	55%	27%	14%	4%

Grade 4 Math				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
56	30%	39%	25%	5%

Grade 5 English Language Arts				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
56	52%	23%	21%	4%

Grade 5 Math				
# Students	**Not Met**	**Nearly Met**	**Met**	**Exceeded**
57	44%	33%	14%	9%

Grade 6 English Language Arts				
# Students	Not Met	Nearly Met	Met	Exceeded
250	28%	33%	29%	10%

Grade 6 Math				
# Students	Not Met	Nearly Met	Met	Exceeded
252	29%	27%	23%	21%

Grade 7 English Language Arts				
# Students	Not Met	Nearly Met	Met	Exceeded
225	28%	24%	37%	11%

Grade 7 Math				
# Students	Not Met	Nearly Met	Met	Exceeded
228	29%	33%	20%	18%

Grade 8 English Language Arts				
# Students	Not Met	Nearly Met	Met	Exceeded
248	26%	25%	38%	11%

Grade 8 Math				
# Students	Not Met	Nearly Met	Met	Exceeded
249	24%	23%	22%	31%

Grade 11 English Language Arts				
# Students	Not Met	Nearly Met	Met	Exceeded
93	2%	25%	45%	28%

Grade 11 Math				
# Students	Not Met	Nearly Met	Met	Exceeded
93	24%	38%	23%	16%

CST Science Score Proficiency Bands

FBB-Far Below Basic
BB-Below Basic
B-Basic
P-Proficient (at grade level)
A-Advanced (above grade level)

Grade 5 CST Science					
# Students	FBB	BB	B	P	A
56	4%	13%	52%	27%	5%

Grade 8 CST Science					
# Students	**FBB**	**BB**	**B**	**P**	**A**
243	2%	6%	16%	25%	51%

Grade 10 CST Science					
# Students	**FBB**	**BB**	**B**	**P**	**A**
90	3%	8%	29%	36%	24%

Local School Comparison

For ELA and Math, percentages represent the number of students in the met and exceeded standards categories. For science, the scores represent the percentage of students in the advanced and proficient categories. A student who scores in the top two proficiency bands is considered at or above grade level. These percentages represent the students performing at or above grade level in that content area.

Elementary School

English Language Arts			
School	**3rd**	**4th**	**5th**
O'Farrell	23%	18%	25%
Encanto	21%	36%	48%
Fulton	22%	35%	26%
Valencia Park	22%	39%	38%

Math			
School	**3rd**	**4th**	**5th**
O'Farrell	26%	30%	23%
Encanto	13%	26%	34%
Fulton	28%	30%	23%
Valencia Park	23%	33%	39%

Science	
School	**5th**
O'Farrell	32%
Encanto	61%
Fulton	12%
Valencia Park	37%

Middle School

English Language Arts			
School	**6th**	**7th**	**8th**
O'Farrell	39%	48%	49%
Bell	25%	23%	40%
Fulton	19%	35%	36%
Gompers	27%	20%	28%
Mann	31%	32%	22%

Math			
School	**6th**	**7th**	**8th**
O'Farrell	44%	38%	53%
Bell	19%	17%	23%
Fulton	14%	25%	36%
Gompers	15%	16%	8%
Mann	23%	31%	17%

Science	
School	**8th**
O'Farrell	76%
Bell	66%
Fulton	73%
Gompers	27%
Mann	52%

High School

English Language Arts	
School	**11th**
O'Farrell	73%
Gompers	49%
Morse	55%
Lincoln	29%

Math	
School	**11th**
O'Farrell	39%
Gompers	9%
Morse	31%
Lincoln	14%

Science	
School	**10th**
O'Farrell	60%
Morse	40%
Gompers	9%
Lincoln	25%

English Met or Exceeded Standard: Compared to SDUSD High Schools

	Met or Exceeded Standard	Standard Nearly Met	Below Standard
University City	86	11	3
La Jolla	81	15	4
Mira Mesa	80	16	5
Kearny	74	20	6
O'Farrell	73	25	2
Clairmont	65	23	11
Henry	64	23	15
Scripps Ranch	64	22	14
Morse	55	28	17
SD High (Averaged)	52	23	25
Madison	50	26	23
Point Loma	49	26	25
Mission Bay	44	30	27
Hoover	41	28	31
Serra	40	22	34
Lincoln	29	30	40
Crawford	22	28	50

	Met or Exceeded Standard	Standard Nearly Met	Below Standard
O'Farrell	73	25	2
SD County Avg.	60	22	18
SDUSD Avg.	58	22	19
Statewide Avg.	56	24	20

Math Met or Exceeded Standard: Compared to SDUSD High Schools

	Met or Exceeded Standard	Standard Nearly Met	Below Standard
Scripps Ranch	61	23	16
La Jolla	59	22	18
University	59	20	21
Mira Mesa	47	28	25
Serra	40	24	36
O'Farrell	39	38	24
Clairmont	32	28	41
Kearny Avg.	31	36	33
Morse	31	31	38
Madison	28	26	46
Point Loma	25	24	51
Mission Bay	24	22	53
SD High Avg.	21	22	57
Hoover	19	30	50
Lincoln	14	21	65
Crawford	6	16	77

	Met or Exceeded Standard	Standard Nearly Met	Below Standard
O'Farrell	39	38	24
SDUSD Avg.	37	25	38
SD County Avg.	35	26	39
Statewide Avg.	29	25	45

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Discussion Item 5

Assessment Plan for 2015-2016

Grades 3-8 and grade 11 will participate in the Smarter Balanced Interim Comprehensive Assessments in math and English language arts. This exam will be administered twice a year, once in the fall and once at the start of second semester to serve as a benchmark of student progress toward the state standards. This year will culminate with the Smarter Balanced summative exam to be administered in late May/early June. These exams are available through California Assessment of Student Performance and Progress, the state assessment through the CA Department of Education. (The exams are only available for the grades listed above.)

All grade levels will utilize *Illuminate*, our online assessment program. This program allows teachers to build their own exams connected to state standards, use already-provided item banks and to administer benchmarks from the approved texts. Student responses are scored and stored in the online system, allowing for immediate feedback for students, and for teachers to monitor progress in each class. Assessments may be taken online or with paper/pen. Grade level departments then analyze data to make determinations related to curriculum, instruction and pacing.

CALIFORNIA PHYSICAL FITNESS TEST
SCHOOL REPORT
SPRING 2015

School: O'FARRELL CHARTER
Charter School 0048
CDS Code: 37-68338-6061964
Total Number of Students: 504 *

FITNESSGRAM®

Test	Total # of Students	Grade	Within or above the Healthy Fitness Zone®		Needs Improvement	
			Student Count	Percent	Student Count	Percent
Pacer	29	10	17	58.6	12	41.4
Body Mass Index	33	10	8	24.2	25	75.8
Curl-Up	16	10	15	93.8	1	6.3
Trunk Lift	8	10	8	100.0	0	0.0
Push-Up	16	10	4	25.0	12	75.0
Shoulder Stretch	4	10	3	75.0	1	25.0
Pacer	22	11	12	54.5	10	45.5
Body Mass Index	22	11	1	4.5	21	95.5
Curl-Up	4	11	4	100.0	0	0.0
Push-Up	6	11	4	66.7	2	33.3
Shoulder Stretch	1	11	1	100.0	0	0.0

* Total Number of Students includes only Fully Tested and Partially Tested students. Fully Tested includes the number of student data records having results for all 6 fitness areas. Partially Tested includes the number of student data records having results for some but not all fitness areas.

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EDUCATIONAL DATA SYSTEMS
The student success company.

CALIFORNIA PHYSICAL FITNESS TEST
SCHOOL REPORT
SPRING 2015

School: O'FARRELL CHARTER
Charter School 0048
CDS Code: 37-68338-6061964
Total Number of Students: 504 *

FITNESSGRAM®

Test	Total # of Students	Grade	Within or above the Healthy Fitness Zone®		Needs Improvement	
			Student Count	Percent	Student Count	Percent
One-Mile Run	53	05	23	43.4	30	56.6
Pacer	4	05	2	50.0	2	50.0
Body Mass Index	57	05	32	56.1	25	43.9
Curl-Up	58	05	42	72.4	16	27.6
Trunk Lift	56	05	53	94.6	3	5.4
Push-Up	58	05	34	58.6	24	41.4
Shoulder Stretch	57	05	40	70.2	17	29.8
One-Mile Run	138	07	70	50.7	68	49.3
Pacer	89	07	44	49.4	45	50.6
Body Mass Index	229	07	122	53.3	107	46.7
Curl-Up	229	07	162	70.7	67	29.3
Trunk Lift	229	07	194	84.7	35	15.3
Push-Up	229	07	152	66.4	77	33.6
Shoulder Stretch	230	07	190	82.6	40	17.4
One-Mile Run	17	09	10	58.8	7	41.2
Pacer	131	09	86	65.6	45	34.4
Body Mass Index	145	09	83	57.2	62	42.8
Curl-Up	149	09	129	86.6	20	13.4
Trunk Lift	149	09	148	99.3	1	0.7
Push-Up	149	09	117	78.5	32	21.5
Shoulder Stretch	148	09	134	90.5	14	9.5

EDUCATIONAL DATA SYSTEMS
The student success company.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Consent Calendar Item 1

RECOMMENDATION: Approve the Minutes from the September 14, 2015 Board of Directors meeting.

Minutes

September 14, 2015

Members Present:	Christian Scott, Linda Logan, Tim Katzman, Delano Jones, Shar Dela Cruz, Agnes Barrelet, Salvador Rivera
Members Absent:	None
Guests:	Jill Andersen, Anne Mathews, Brian Rainey, Tiffany DeGraffenreid, Candace Austin, Eileen Logue, Corinda Mytinger, Casandra Jackson, Dani Kuzmanovic, Susan Cuttitta, Berenice Walker, Diane Kridner, Tony Shindeldecker, Tom Sawyer, Erika Garcia, Catherine Ostick, Karen Mellor, Diana Quito, Stephen Shilling, Charity Harang, Luke Middlebrook, Lacey Mayer, Rebecca Koch, Lauren Ramers, Katie Harris, Earl Walls, Eric Rodriguez, Linda Logan, Tawni Paradise

I. CALL TO ORDER

Christian Scott called open session to order at 5:10 p.m.

II. CLOSED SESSION

Christian Scott called closed session to order at 5:11 p.m.

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS – [None]**
2. **In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
3. **In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS - [None]**

RECONVENE TO OPEN SESSION

Christian Scott reconvened to open session at 5:40 p.m.

III. ACTION ITEMS CONSIDERED IN CLOSED SESSION

1. **In accordance with Government Code Section 54957, the Board will meet in closed session to consider: PERSONNEL MATTERS – [None]**
   No action taken.
2. **In accordance with Government Code Section 54956.8, the Board will meet in closed session to consider: REAL ESTATE MATTERS**
   No action taken
3. **In accordance with Government Code Section 54957.6, the Board will meet in closed session to consider: SALARY AND HEALTH AND WELFARE MATTERS - [None]**
   No action taken.

IV. Tour the Campus 5:30 pm to 6:00 p.m. - Cancelled

V. PLEDGE OF ALLEGIANCE

Christian Scott led the pledge of allegiance.

VI. PRESENTATION

1. LCFF Calculator – Eileen
2. Introduction of New Employees with Reception/Break
3. Principals – Powerpoint presentation on Professional Development at Camp Palomar

VII. PUBLIC COMMENT

None

VIII. APPROVAL OF AGENDA

Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 7-0-0.
Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
Nayes: None
Absent: None
Abstain: None

IX. DISCUSSION ITEMS

1. **Principal/Superintendent Announcements**
2. **Charter Vision Board Report**
3. **Continue dialog concerning possible expansion.**
4. **Discuss roadmap to delineating what makes O'Farrell successful.**

X. CONSENT CALENDAR/ROUTINE ITEMS OF BUSINESS

1. **Approval of Minutes from the August 22, 2015 Special Board of Directors meeting**
2. **Approve/ratify recommended actions on the personnel activity list**
3. **Approve/ratify check registers**

   Approved. Delano Jones moved and Shar Dela Cruz seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

XI. ACTION ITEMS

1. **Approve the July 1, 2015 – June 20, 2020 Single School District (SSD) Plan**

   Approved. Delano Jones moved and Tim Katzman seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

2. **Ratify the contract with SGR Media ($181,755.62) to upgrade the lighting in the Auditorium.**

   Ratified. Agnes Barrelett moved and Salvador Rivera seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

3. **Approve designation of administrators-in-charge for the 2015-2016 school year**
   Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

4. **Approve the Charter School Unaudited Actuals for the previous fiscal year for July 1, 2014 – June 30, 2015**
   Approved with corrections made on agenda item Additional Information section. Tim Katzman moved and Salvador Rivera seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

5. **Approve an off-schedule stipend of 2% for both the certificated and classified staff to be disbursed on November 10, 2015**
   Approved. Tim Katzman moved and Delano Jones seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

6. **Approve the purchase of 400 Chromebooks at a cost not to exceed $150,000.00**
   Approved. Delano Jones moved and Agnes Barrelet seconded. Motion carried 7-0-0.
   Ayes: Scott, Logan, Jones, Dela Cruz, Barrelet, Rivera, Katzman
   Nayes: None
   Absent: None
   Abstain: None

XII. NEXT BOARD MEETING: To be held at Ingenuity Charter School at 404 Euclid Ave.

XIII. ROUNDTABLE

Dr. Dean informed the board members that he will be bringing ratification for the purchase of 350 Chromebooks for the elementary academy to the October meeting.

XIV. ADJOURNMENT

Christian Scott adjourned the meeting at 7:24 p.m.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Consent Calendar Item 2

RECOMMENDATION: Approve/Ratify Personnel Activity List

NEW HIRES

Name	Position	Date
Sharif, Ruweida	AVID Tutor/Sp. Ed. Aide	9/25/15
Walling, Jordan	AVID Tutor/Sp. Ed. Aide	9/28/15
Love, Laneea	Extended Day Aide – Aide	9/22/15
McWilliams, Richard	Extended Day Aide – ASES	9/28/15
Guillory, Vanessa	Girls P.E. Aide	9/29/15
Williams, Gloria Amy	Special Education Aide	9/17/15
Zenteno, Gabriela	Special Education Aide	10/05/15

RESIGNATION/NON-RENEWAL
N/A

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Consent Calendar Item 3

RECOMMENDATION: Ratify Monthly Check Registers

General Account				
Check #	Date	Vendor Name	Transaction Description	Check Amount
1144	8/19/2015	Outdoor Outreach	June ASSETS events	$1,700.00
1145	9/16/2015	Candace Austin	Petty cash reimbursement	$447.15

O'Farrell Charter School Consolidated

Check Register 9/1/2015 through 9/30/2015

Payment Number	Payment Date	Payee Name	Rec Status	Check Amount	Account	Account Description	Transaction Description	Invoiced GL Amount
10002979	9/1/2015	Public Employee Retirement System	Outstanding	$10,090.59	9504-010	Accrued PERS	August 2015 PERS	**$10,090.59**
10002980	9/1/2015	State Teachers Retirement System	Outstanding	$17,318.10	9503-010	Accrued STRS	August 2015 STRS	**$17,318.10**
10002981	9/3/2015	Busy Bees Locks & Keys	Outstanding	$1,090.00	5601-020-00-000	Building Maintenance	Service Call - Re-Key work for Portable Classrooms	**$1,090.00**
10002982	9/3/2015	CDW-Government	Outstanding	$7,528.70	4300-020-00-000	Materials and Supplies	MS Office Home & STU 2013 32B/X65 - Qty 58	**$7,528.70**
10002983	9/3/2015	EDCO Disposal Corp	Outstanding	$773.25	5501-020-00-000	Utilities	August 2015 Trash & Recycle Services	**$773.25**
10002984	9/3/2015	Fletcher Hills Printing	Outstanding	$1,112.40	4300-020-00-600	Materials and Supplies	MS Uniforms, Referral Forms	**$1,112.40**
10002985	9/3/2015	Houghton Mifflin Harcourt Publishing Co.	Outstanding	$1,469.15	4100-020-00-800	Approved Textbooks and Core Curricula Materials	Integrate Math 1,2,3 for HS	**$1,469.15**
10002986	9/3/2015	Hal-Leonard Corporation	Outstanding	$368.71	4315-020-00-602	Classroom Materials and Supplies	Music Sheets & Teaching Materials	**$368.71**
10002987	9/3/2015	Innovative School Solutions, Inc.	Outstanding	$650.00	4300-030-00-000	Materials and Supplies	OASIS Hosting & Support, CALPADS Assistance - Sep 2015	**$650.00**
10002988	9/3/2015	Metropolitan Transit System (MTS)	Outstanding	$756.00	5505-020-01-000	Student Transportation/Field Trips	August 2015 Bus Passes	**$72.00**
					5505-020-00-000	Student Transportation/Field Trips	August 2015 Bus Passes	**$684.00**
10002989	9/3/2015	Office Depot	Outstanding	$1,716.98	4300-020-00-208	Materials and Supplies	Folders	**$30.10**
					4300-020-00-400	Materials and Supplies	Desk Pad	**$24.30**
					4300-020-00-208	Materials and Supplies	Certificates & Filing Stool-2step	**$73.28**
					4300-020-00-000	Materials and Supplies	Folders, Labels etc	**$126.27**
					4400-020-00-800	Noncapitalized Equipment	File 2 Drawer	**$858.67**
					4300-020-00-200	Materials and Supplies	Planner for HR/Payroll	**$21.59**
					4400-020-00-000	Noncapitalized Equipment	Lenovo Thinkplus USB Optic - Computer mouse	**$248.29**
					4300-020-00-000	Materials and Supplies	Envelope - Inter Dept.	**$21.42**
					4300-020-00-208	Materials and Supplies	Labels, Sheet, Folders, Paper, Tape	**$313.06**
10002990	9/3/2015	School Outfitters	Outstanding	$1,341.61	4400-030-00-000	Noncapitalized Equipment	Bulletin Boards, Cork Boards for Ingenuity Site	**$1,341.61**
10002991	9/3/2015	Zaner-Bloser	Outstanding	$388.48	4100-020-00-400	Approved Textbooks and Core Curricula Materials	SuperKids Curriculum, Workbooks for YOK	**$388.48**
10002992	9/14/2015	AVID Center	Outstanding	$4,033.80	5800-020-00-000	Professional/Consulting Services and Operating Expenditures	Speaking Fee 8/26/15 / Travel Expenses	**$4,033.80**

10002993	9/14/2015	San Diego County Office of Education	Outstanding	$110.00	5200-020-00-208	Travel and Conferences	504 Training & Update/Sept 24, 2015	**$55.00**
					5200-020-00-208	Travel and Conferences	504 Training & Update / Sept 24, 2015	**$55.00**
10002994	9/14/2015	Schoology	Outstanding	$7,900.00	4300-030-05-000	Materials and Supplies	Enterprise Subscription Flat Rate 7/1/15-6/30/15	**$7,900.00**
10002995	9/14/2015	San Diego Unified School Disctict	Outstanding	$12,012.50	9504-010	Accrued PERS	REIMB - JULY 2015 PERS - Replaces Ck# 10002925	**$12,012.50**
10002996	9/15/2015	SGR Media, Inc.	Outstanding	$18,175.56	9450-020	Construction in Progress	Final billing 10% of total installation for theater lighting	**$18,175.56**
10002997	9/16/2015	San Diego Facility Maintenance, Inc	Outstanding	$14,195.34	5500-020-00-000	Operation and Housekeeping Services	Monthly Janitorial Service - August 2015	**$14,195.34**
10002998	9/17/2015	CDW-Government	Outstanding	$5,971.04	4300-020-00-000	Materials and Supplies	MS Office Home & STU	**$5,971.04**
10002999	9/17/2015	City Treasurer	Outstanding	$3,123.10	5501-020-00-000	Utilities	Fire, Backflow, Water Services 08/06/15 - 09/03/15	**$3,123.10**
10003000	9/17/2015	KEYS 2 Engage	Outstanding	$3,000.00	4315-020-00-800	Classroom Materials and Supplies	Subscription - WriterKey - Unlimited & PublishKey- Unlimited	**$3,000.00**
10003001	9/17/2015	Office Depot	Outstanding	$214.24	4300-020-00-200	Materials and Supplies	Desk Pad	**$18.35**
					4300-030-00-000	Materials and Supplies	Stamp Embssr for Ingenuity	**$75.30**
					4300-020-00-000	Materials and Supplies	Planner, Stamps, Postage Fee	**$120.59**
10003002	9/17/2015	Promethean, Inc.	Outstanding	$79,689.03	9441-020	Computer Equipment	13 Promerhean Boards For Classroom	**$79,689.03**
10003003	9/17/2015	Sharp Health Plan	Outstanding	$72,932.65	3403-030-00-000	Health & Welfare Benefits	October 2015 Health Insurance	**$1,089.33**
					3403-020-61-000	Health & Welfare Benefits	October 2015 Health Insurance	**$178.58**
					3403-020-00-000	Health & Welfare Benefits	October 2015 Health Insurance	**$63,262.49**
					3403-020-03-000	Health & Welfare Benefits	October 2015 Health Insurance	**$535.74**
					3403-020-01-000	Health & Welfare Benefits	October 2015 Health Insurance	**$3,812.75**
					3403-020-65-000	Health & Welfare Benefits	October 2015 Health Insurance	**$3,875.18**
					3403-020-62-000	Health & Welfare Benefits	October 2015 Health Insurance	**$178.58**
10003004	9/24/2015	Capital Growth Properties	Outstanding	$1,215.00	5600-030-00-000	Space Rental/Leases Expense	Oct 2015 Rent	**$1,215.00**
Total Check Amount				**$267,176.23**			**Total GL Amount**	**$267,176.23**

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Action Item 1

RECOMMENDATION: Approve contracts for the following eight Supplement Education Services providers for a cost not to exceed $945.03 per pupil allotment for approximately 48 students. The monies are set-aside from Title II.

1. 1 Online Tutoring LLC
2. Learn with iPads LLC
3. Advanced Reading Solutions LLC dba UROK Learning Institute
4. Total Education Solutions, Inc.
5. Sylvan Learning of Bonita: Operated by 40 Acres and a Mind, Inc.
6. ! # 1 Touch-Screen Tablet
7. !!! 1st Choice Android Smart Phone Tutoring, Inc.
8. Oxford Tutoring

BACKGROUND INFORMATION:

The No Child Left Behind (NCLB) Act was created to ensure that every child receives the academic attention he or she deserves, and that no child is left behind his or her peers. One of the most beneficial aspects of NCLB is the Supplemental Educational Services (SES) program, which provides free tutoring to children who require special assistance to succeed in school

Supplemental educational services are tutoring and other supplemental academic enrichment services that are high quality, research based, and specifically designed to increase the academic achievement of eligible students and attain proficiency in meeting California's achievement standards. Title 5, California Code of Regulations, Section 13075.2.

CURRENT INFORMATION:

Each provider shall provide the services and/or materials called for, for a total cost not to exceed the 2015-2016 per-pupil rate released by the California Department of Education. Materials, supplies, and transportation are included.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Action Item 2

RECOMMENDATION: Ratify the purchase of 350 Chromebooks for the elementary academy at a cost not to exceed $127,713.00.

BACKGROUND INFORMATION:

On September 14, 2015, the Board of Directors approved the purchase of 400 Chromebooks at a cost not to exceed $150,000.00.

CURRENT INFORMATION:

These Chromebooks will go into the elementary classrooms at a price of $270.00 each, plus management software at $24.68 each, plus taxes and mandatory recycle fees.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Action Item 3

RECOMMENDATION: Approve the 2015-2016 Comprehensive School Safety Plan for Ingenuity Charter School

BACKGROUND INFORMATION:
California Education Code 32282 requires all schools to create a comprehensive school safety plan which includes the following criteria.

Criterion 1: Assessment of current status of school crime and site response to school crime data
Criterion 2: Child abuse reporting procedures
Criterion 3: Disaster procedures, routine, and emergency
Criterion 4: Policies and acts related to suspension, expulsion, or mandatory expulsion
Criterion 5: Notification to teachers of dangerous students
Criterion 6: A sexual harassment policy
Criterion 7: The provisions of any school-wide dress code
Criterion 8: Procedures to ensure safety of students, staff, and parents/guardians while going to and from school
Criterion 9: Safe and orderly school environment
Criterion 10: Safe School Planning Committee formation
Criterion 11: Anti Bullying Policy

O'Farrell has submitted these plans annually since 2005.

CURRENT INFORMATION:
On February 4, 2015, the School Safety Planning Committee met to review and approve the final plan for the 2015-2016 school year.

ADDITIONAL DATA:
O'Farrell's School Safety Planning Committee consists of:
Chairs:
Jonathan Dean, Superintendent
Jill Andersen, Middle School Principal

Members:
Sheryl Yeager, Emergency Disaster Preparation Coordinator
Christian Baker, Emergency Disaster Preparation Assistant
Anne Mathews, Elementary School Principal
Pam Barry, 6th Grade Level Leader
Brian Schmidt, 7th Grade Level Leader
Susan Cuttitta, 8th Grade Level Leader
Brian Rainey, High School Principal
Lakisha Lester, Campus Security Assistant
David Sanders, Campus Security Assistant
Candace Austin, Executive Assistant to the Superintendent

Law Enforcement Consultants:
San Diego Police Dept.

Public Meetings:
Board of Directors meetings

Ingenuity Charter School

Comprehensive School Safety Plan 2015-2016

6130 Skyline Drive
San Diego, CA 92114
(619) 262-2046

342 Euclid ave.
San Diego, CA 92114
(619) 487-1163

If an emergency or crisis occurs, Ingenuity Charter School will make every effort to notify students and their parents in one or more of the following ways:

1. **Telephone dial-out**
2. **E-mail message**
3. **Text message**
4. **Student assembly**
5. **Student/parent flyer**

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Criterion 8 – Procedures to Ensure Safety of Students, Staff, and Parents/ Guardians While Going To and From School. . . . . .Page 29

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Ingenuity Charter School
Comprehensive School Safety Plan Criteria
2015-2016

California Education Code 32282 requires all schools to create a comprehensive school safety plan which includes these criteria. The 2015-16 school year will be the first year of operation for Ingenuity Charter School.

CRITERION 1

ASSESSMENT OF CURRENT STATUS OF SCHOOL CRIME AND SITE RESPONSE TO SCHOOL CRIME DATA

This means that, after you receive the data from the California Safe Schools Assessment (CSSA) regarding your site, you will review it, analyze the information, and develop a response that details how your school community will improve on the current year's conditions. Identify strategies and programs to provide and maintain a high level of school safety, and address procedures for complying with existing school safety laws.

This will be our first year in operation.

PROGRAMS AND ACTIVITIES

THE STAFF WILL:

a. Hold regular meetings to identify problem areas or concerns.
b. Hold regular meetings that provide training in classroom management strategies and social skills curriculum.
c. Enforce school wide rules, procedures and expectations for all students.
d. Actively deal with all discipline issues in a timely manner.
e. Review substance abuse programs and substance use intervention contract.
f. Provide instruction in zero tolerance, safety, and school rules.
g. Maintain the school dress code and work with staff on proper enforcement.
h. Teach curriculum embedded with topics related to safety, crime prevention, and promoting tolerance.
i. Lock doors and windows when not in the classroom and draw blinds and make sure room alarms are properly functioning during non-school hours.
j. Establish reward programs for positive behavior and attendance.

THE STUDENTS WILL:

k. Review the concerns of school crime through communications with the supervising teacher.
l. Report problems, concerns or suspicious activity to Ingenuity staff promptly.
m. Sign and abide by the charter school contract.

THE SCHOOL WILL:

n. Have emergency procedures and supplies in place prior to school opening.
o. Practice emergency lockdown and fire drill procedures with all staff and students.
p. Require all staff and visitors to wear visible forms of identification.
q. Review and analyze suspension data regularly.
r. Work with community to improve communication and safety awareness.

s. Work with city officials to monitor traffic safety and crosswalks around the school.
t. Maintain accurate equipment inventory and serial number records for each classroom.
u. Repair vandalism and remove graffiti immediately or before students' arrival .
v. Immediately notify San Diego Police Services of all graffiti and burglary incidents.

CRITERION 2

CHILD ABUSE REPORTING PROCEDURES

(Penal Code 11164 et seq. (Administrative Procedure 6370)

1. All teachers, instructional aides, teachers' assistants, classified employees, administrative officers, supervisors of child welfare and attendance personnel employees, and licensed nurses must report suspected child abuse. An in-service, which provided awareness and training, was given to all certificated/classified employees at the beginning of the school year.
2. Suspected child abuse forms are available from the health technician or the FSS office on The O'Farrell Charter School campus.
3. A known or suspected instance of child abuse must be reported by telephone or by fax, immediately or as soon as practically possible, to one of the child protective agencies.
   a. Integrated Child Protected Services: Department of Social Services – (619) 560-2191
4. Persons observing evidence of suspected child abuse must inform FSS staff and give completed reports to the FSS coordinator. Students and parents will know that students may also report instances of child abuse on themselves or others to their teachers, counselors, or the Superintendent.
5. All reports are strictly confidential.

NOTE: THE REPORTING PERSON SHOULD NOT CONTACT THE CHILD'S HOME OR CONDUCT AN INVESTIGATION OF ANY KIND.

CRITERION 3

DISASTER PREPAREDNESS PLAN

In order to prepare to react if a disaster occurs or emergency, we must formulate a site emergency preparedness plan. This plan should coordinate all emergency activities of staff and students, and give each person on site a definite plan of action to be followed if an emergency situation occurs.

It is most important for staff to realize that emergency preparedness must become a normal part of a continuous planning process throughout the year. A well prepared and tested plan will minimize injuries and loss of life in a major disaster; therefore, it is expected that all staff members be familiar with the school's emergency preparedness plan.

Disaster planning experts indicate that if a natural calamity occurs such as an earthquake, school staff should be prepared to be self-sufficient for as long as 72 hours. It is the goal of the Disaster Planning Committee to ensure safety and accountability of students and staff and provide for their needs within that 72-hour period.

Staff members should remember that in times of stress, they must remain calm, evaluate the situation and take action based on the best information. Know that your calm behavior and clear communication will influence the students and other staff members.

REMEMBER - YOUR FIRST PRIORITY IS THE SAFETY OF THE CHILDREN!

Please note:
All public employees are declared by law to be disaster services workers (Government Code 3100). They are subject to such disaster services as assigned to them by their supervisors or by law upon the declaration of a state of emergency. The extent to which school district employees function as disaster services workers depends largely upon the decisions of the school sites and their supervisory personnel.

STAFF AWARENESS AND PREPARATION

Each staff member should become thoroughly familiar with the contents of this emergency plan, and students should be instructed in the procedures outlined for emergency action so they will be prepared to react quickly to instructions given to them in times of emergency.

Throughout this plan, the word "DROP" will be used. It has sometimes been "Duck and Cover."
Students should know these DROP position: Drop to knees, clasp both hands behind neck, cover ears with forearms, close eyes, and bury face in arms. Make exposed body area as small as possible. DROP is appropriate for any of these emergencies, whether they be drills or for real: a.) Earthquake, B.) Shooting, C.) Explosion. DROP is appropriate outside of the classroom for an earthquake and when there is a bright flash or explosion.

ALARM SIGNALS

Fire:	Repeated short bells for one minute
Earthquake Drill:	Continuous one-minute bell
Real Earthquake:	Movement/vibration of ground
Explosion, Plane Crash, Tremendous Noise or Sudden Blinding or Surprise Attack	Glare
Sniper Fire:	Sudden burst of gunfire
Major Neighborhood Disturbance:	Superintendent will activate actions from the main office according to need
Bomb Threat:	Fire alarm or verbal instructions
Lockdown: Imminent Danger, Disruptions or Unlawful Acts:	Verbal instructions

BASIC ACTIONS

Fire	
SIGNAL:	Repeated short bells for one minute
ACTION:	Evacuate all buildings to Emergency Evacuation Area
CLEAR:	Verbal instruction

FIRE SAFETY

All staff members must be prepared to react if fire occurs. Knowing exactly what to do is essential to protect your own life and the lives of students and other staff members. If a fire is discovered, you will:

1. Alert office and persons in the immediate area.
3. Attempt to extinguish the fire ONLY if it is controllable. (You should not attempt to extinguish any fire larger than a wastebasket size fire, or if it has spread beyond the spot where it started, or if the fire could block your route of exit.) Use no extinguisher unless you are familiar with its type and method of operation.

FIRE EXTINGUISHERS

Our school has two types of fire extinguishers, CLASS 'B-C'--CO2 OR DRY CHEMICAL: These extinguishers come in two types, either carbon dioxide or dry chemical. They are RED canisters and are used for flammable liquids or electrical fires. You should familiarize yourself with the fire extinguisher in your room.

Using all fire extinguishers is basically the same. Stand approximately eight feet from the fire, remove the locking pin, aim the hose or nozzle at the base of the fire, squeeze the handle while slowly sweeping from side to side. Most extinguishers discharge their material quickly, usually in about 8 to 10 seconds. Once used, never rehang an empty fire extinguisher. Notify maintenance to have it recharged.

IMPORTANT FIRE SAFETY RULES

1. Storage of combustibles: Keep storage areas clean and orderly. No combustibles closer than 18 inches from light fixtures or 36 inches from electrical panels.
2. Only 20 percent of each wall may be covered with paper or flammable decorations. Hang nothing from ceilings or light fixtures.
3. No open flames or hot plates in any classroom unless it has been designated for this purpose and has had a fire blanket and the proper extinguisher.
4. No extension cords or "octopus" adapters may be used in place of permanent wiring. Extension cords are only for temporary use and must be disconnected and rolled up after use. Permanent type equipment may be connected to circuit breaker extension strips. These are approved by the fire department and are available through the stock catalog. (No. II-E-1000).

REQUIRED SAFETY DRILLS AND PROCEDURES

As required by state law, two fire drills, one disaster drill, and one lockdown drill will occur during the school year. To prepare for these drills, please review with each class the drill procedures. Directions for leaving the building and an evacuation map are in each room by the exit door.

FIRE DRILL PROCEDURES

These procedures should be covered with students during his/her first week of school.

Fire Drill Signal: Continuous series of short bells and/or verbal instruction. Leave the room immediately.

All Clear Signal: Verbal instruction. Return to class.

Rules for Conducting a Fire Drill

1. Students should be told to stand and proceed quickly and quietly in a single file line to the Emergency Evacuation Area.
2. Caution students to take all valuables with them.
3. Close the doors, teachers take roll sheets and follow the class.
4. If an exit is blocked, the teacher should select the next best route and proceed to a safe area.
5. Classes must stand away from all buildings.
6. When the all clear signal is given, return by the same route in an orderly manner.

Earthquake	
SIGNAL:	Continuous one-minute bell or verbal instruction, if drill. Movement of ground if actual emergency.
ACTION:	INSIDE: Drop, cover, and hold (in case of a real earthquake, hold on to the furniture you are under to prevent it from moving away from you). If possible, move away from glass windows, overhead hanging objects, light fixtures, book shelves, etc.
	OUTSIDE: Drop. Stay away from building, walls, trees, utility poles, wires, and other objects which could fall. If an actual earthquake occurs, Drop and Cover will remain in effect until verbal directions are given on how to proceed whether students are inside or outside. If a drill occurs, students will remain in the Drop position until evacuation bell sounds series of short bells-fire drill bell or verbal instruction is given.
CLEAR:	A long bell or verbal instruction

Explosion, Plane Crash, Surprise Attack	
SIGNAL:	Tremendous noise or sudden glare
ACTION:	Drop and cover will remain in effect until verbal directions are given on how to proceed. This action will be in effect for inside or outside the Resource Center.
CLEAR:	Verbal Instructions

Shooting	
SIGNAL:	Sudden burst of gunfire
ACTION:	Instruct students to drop to the ground immediately, face down, flat as possible. If students are on the playing field or anywhere on the school grounds, do not run for cover. If within 15-20 feet of a safe place cover, duck, and run to it. Move or crawl away from gunfire, trying to utilize any obstructions between you and the gunfire. Remember that many objects of cover may conceal you from sight, but may not be bulletproof. Try to get inside or behind a building and stay down. When you reach a place of relative safety, stay down and do not move. Do not peek or raise your head to see what may happen. Call the office from your classroom or other safe position, or run to the main office (only if safe) to report the situation. Wait and listen for directions from the police.
CLEAR:	Verbal Instructions

Major Disturbance in the Immediate Neighborhood (such as, but not limited to, a SWAT action, major house fire, or automobile accident).	
SIGNAL:	Phone call to main office from police or from other reliable sources.
ACTION:	Students will remain in the Resource Centers. All school doors should be locked during this emergency.
CLEAR:	Verbal instructions

Bomb Threat	
SIGNAL:	"Bomb threat" phone call to the school. Fire alarm or verbal instruction will be given. Evacuate to Emergency Assembly Area.
ACTION:	The majority of "bomb threat" telephone calls and notes are a hoax or prank calls. All such threats must be handled quickly and efficiently. The safety of all school personnel and the prevention of panic are the primary consideration. If a bomb threat is received by telephone, these actions will be taken: 1. Person receiving threat--keep caller on the line if possible. Delay the caller with such statements as "I'm sorry. I did not understand you." "What did you say?" The recipient of a bomb threat call should use the checklist to get additional information from the caller. 2. Recipient of bomb threat call notifies SUPERINTENDENT or designee immediately after caller hangs up. 3. Immediately notify: a. School Police: 291-7678 b. Police Department or Sheriff's Office: 911 c. Fire Department: 911 4. Office personnel--search your work area for foreign or suspicious objects. If one is found, DO NOT TOUCH OR MOVE IT. 5. Custodian--turn off bell system if applicable. 6. Custodian--make thorough search of area designated for evacuation of students. Be ready to turn off utilities at their source. 7. SUPERINTENDENT--alert the staff in a discreet manner. Coordinate the activities of the staff. Decide whether school or certain selected buildings will be evacuated. 8. Programs Coordinator--assume duties of SUPERINTENDENT in his absence. Direct search classroom and school grounds. Supervise evacuation of students and maintain firm student control. 9. Teachers--when fire drill signal is sounded, evacuate students to Emergency Assembly Area. Precaution must be taken to avoid the danger of evacuating past the location of the bomb. 10. Remember--do not touch or move any unidentifiable object. Report all such finds to the SUPERINTENDENT. All action regarding disposal or

	handling of the bomb or device will be handled by the Police or Fire Department.
CLEAR:	Verbal Instruction

Lockdown: Imminent Danger, Disruptions or Unlawful Acts	
SIGNAL:	Teachers are notified that a lockdown is in effect. Means of notification could include the use of phones, school radios, supervision staff or long continuous bell.
ACTION:	If you sense imminent danger, please get your students to the nearest safe area and attempt to notify the office. If a lockdown occurs, these actions will be taken: Students will remain in the Resource Centers. Keep students in class until further notice. 1. Resource Center doors, windows and curtain will be shut and locked. Lights should be turned off. 4. 5. No one should use the telephones in the Resource Center unless you have information (police or medical) for rescue personnel. The information should be given to the school secretary. Students should NOT be answering the phones. 6. Evacuation information will be given verbally by security staff, by e-mail, or by telephone message.
CLEAR:	Verbal notification or phone calls.

LOCKDOWN DRILL

Lockdown Drill Signal: One long continuous bell. Everyone stays in the room. Do not leave. Teacher waits for phone call.

Actual Lockdown: If you hear a long, continuous bell and you haven't been warned about a drill, it means it is a real lockdown. Everyone immediately goes to the nearest room for shelter.

SIGNAL	One continuous bell with follow-up phone call
EVACUTION	At direction of supervision staff or police only
ALL CLEAR SIGNAL	Phone call or notification by supervision staff

Once the drill begins, the teacher will locate any students in the immediate vicinity of the classroom, get them inside, and then **read aloud** all the safety procedures listed below.

All students and teachers will remain in their classrooms with lights off, blinds closed and doors locked until the room has been cleared by security. We will not be practicing an evacuation. Evacuation procedures will be determined by police who take charge in the event of a shooting. It would be useful to check attendance again. It is unnecessary to move any furniture. Instruction may continue while waiting for security to clear the room.

SAFETY PROCEDURES IN EVENT OF A SHOOTING/LOCKDOWN

1. Teachers are to get every student nearby into a classroom/Resource Center and lock the door and close the curtains. Lights and computer monitors should be turned off.

2. Teachers are to take the names, grade, of all students in the classroom/Resource Center.

3. All student desks and tables should be flipped on their sides to bar the windows and the students in event of a shooting incident.

4. No one should use the telephones in the classrooms/Resource Center unless you have information (police and medical) for rescue personnel. Information should be given to the school secretary (dial 0). Only adult staff should communicate on the telephone.

5. Teachers should be positioned near the door to permit access to students and staff.

6. Evacuation information will be given verbally by security staff or by a telephone message.

7. Turn your monitor back on to check your e-mail. If possible, updates on the situation will be sent every 5 to 10 minutes. Turn your monitor off once you have checked for updates.

8. A phone call by the office will be made to each individual classroom/Resource Center alerting them of the "all clear."

9. **STAY PUT!**

DISASTER DRILL	
SIGNAL:	One continuous bell. Instruct students to "Duck and Cover."
EVACUATION SIGNAL:	Series of short bells (fire drill bell)
ALL CLEAR SIGNAL:	A long bell or verbal instruction

EARTHQUAKE PROCEDURES	
SIGNAL:	The event itself sets the procedure in motion. There will be movement and vibration of ground. Everyone "Ducks and Covers."
EVACUATION:	Evacuation to the Emergency Evacuation Area will be communicated by the SIGNAL:SIGNAL adult in charge when in the judgment of that person it is safe to evacuate (usually 3 to 5 minutes after initial earthquake). If aftershock occurs, "Duck and Cover" until it stops. Student leader leads class to the Emergency Evacuation Area. • Teacher takes roll book and emergency folder and puts the marker on classroom door. DO NOT LOCK THE DOOR! - Chalk 'X' on the outside of the door to represent all persons have been evacuated. - YELLOW - trapped - RED - immediate care needed - BLACK - dead Any injuries too severe to move or anything that is too time consuming (such as unburying a student) are to be left. The Search and Rescue Team will do this. You have responsibilities to the mobile students to get them into the clear Evacuation Area (North P.E. Field) Line up against fence according to your room number. - Take attendance after waiting a few minutes for students who may have been in the restroom, running an errand, in the Library, etc. Transfer attendance information to the "Teacher Emergency Report Form." Send the form and the orange card with your room number to Command Center in the center of the P.E. field. - Calm students, monitor for shock and control bleeding. Students who need to be moved to the Nurse's Triage Center need to be escorted. It is at the top of the north P.E. ramp on the right side. All non-critical injuries are to be handled by you. Utilize your class survival and first aid kits - Break out games or other activities to keep students occupied. Teachers will remain in the Emergency Evacuation Area with their class unless they have been assigned to an emergency team. Teachers who have to leave the area because of team responsibilities should pre-arrange to have a buddy teacher watch their class until they return from their duties. - The Search and Rescue Teams will do a sweep of all buildings. • In case of a drill: Once the sweep has been completed and everyone has been accounted for the ALL CLEAR signal will ring (one long bell). A runner from the Command Center will be sent to excuse the classes.

	You will pick up all your things on the ground (including trash) and return to your classroom/Resource Center. • -In case of a real earthquake: Once the sweep has been completed and everyone has been accounted for, everyone will remain in the Emergency Evacuation Area. Teachers will not release any students from the area unless instructed by the team at the Reunion Gate. If student has been requested at Reunion Gate, send the student to the gate with a member of that team for processing. DO NOT RE-ENTER BUILDINGS; only sweep and rescue team members will be allowed in buildings.

Before or After School

In case of an earthquake before or after school, everyone should find a safe area and "Duck and Cover." Evacuation to the Emergency Evacuation Area will be communicated by an adult in charge when, in the judgment of that person, it is safe to evacuate (usually 3 to 5 minutes after the initial shock).

CRITERION 4

POLICIES AND ACTS RELATED TO SUSPENSION, EXPULSION, OR MANDATORY EXPULSION

SUSPENSION

The Principal or other designee of the Superintendent may conduct the process leading to formal suspension. They are based on The O'Farrell Charter Schools Administrative Policy for behavior. Length of suspension is determined using the guidelines. The parent/guardian should be contacted by the teacher or principal and offered a conference to explain the suspension. At the parent conference, the parent/guardian and student should be fully informed of reason for disciplinary action and given all evidence against him/her and an opportunity to present their version and/or evidence in their defense. The parent/guardian must also be fully apprised of their rights to appeal the suspension. The Report on Suspension should be fully completed and immediately given to supervision for processing. Comments noted on the form should be brief and specific to the offense. The principal must sign the bottom of the form. Parents should be informed that a suspension also includes an automatic notification to Family Support Services. On the tenth day of suspension within any school year the student may be recommended for expulsion.

ZERO TOLERANCE/EXPULSION

Each student and parent is required to read and sign the Notice of Zero Tolerance Policy and the Charter School Agreement as a requirement upon enrollment. Zero Tolerance/expulsion offenses are based on The O'Farrell Charter Schools Suspension and Expulsion Board Policy. If a student has committed a zero tolerance offense, contact the Superintendent. If San Diego police are involved, the Superintendent will contact them so they can investigate before the parent notification is made. Victim and witness statements should be taken immediately on the correct forms available.

The Principal and or Superintendent are authorized to recommend students for expulsion and prepare all necessary documentation. The Superintendent reviews the recommendation and supporting documentation within five school days of the incident. The Superintendent will notify the parents/guardians in writing if the expulsion recommendation is moving forward. The parents/guardians will also be notified of the expulsion hearing process.

A student identified as an individual with disabilities or for whom there is a basis of knowledge of a suspected disability pursuant to the Individuals with Disabilities act (IDEA) or who is qualified for services under Section 504 of the Rehabilitation Act of 1973 (Section 504) is subject to the same grounds for suspension and expulsion and is accorded the same due process procedures applicable to regular education students except when federal law, state law or El Dorado SELPA policies require additional or different procedures, including a manifestation determination.

CRITERION 5

NOTIFICATION TO TEACHERS OF DANGEROUS STUDENTS

The Superintendent will provide all teachers with information received from the court and the Probation Department regarding students that previously have committed violent or dangerous crimes. We will make such information available to teachers, counselors, and administrators with direct supervisory experience over the student to enable staff to (a) work with the students in the appropriate fashions; (b) avoid being needlessly vulnerable; and (c) protect other persons from needless vulnerability. Teachers, counselors, and administrators may access such information through the Superintendent who maintains a file for this purpose. Any such information so received by a teacher, counselor, or administrator will be confidential and not be disseminated any further. In addition, teachers have full access through OASIS to view all prior disciplinary actions or incidents occurred by their assigned students.

CRITERION 6

A SEXUAL HARASSMENT POLICY

The O'Farrell Charter Schools, including Ingenuity Charter, are committed to providing a work and educational atmosphere free of unlawful harassment. The O'Farrell Charter Schools' policy prohibits sexual harassment and harassment based upon pregnancy, childbirth or related medical conditions, race, religion, creed, color, gender, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other basis protected by federal, state, local law, ordinance or regulation. The O'Farrell Charter Schools will not condone or tolerate harassment of any type by any employee, independent contractor or other person with which the School does business. This policy applies to all employee actions and relationships, regardless of position or gender. The O'Farrell Charter Schools will promptly and thoroughly investigate any complaint of harassment and take corrective action, if warranted.

Prohibited Unlawful Harassment

- Verbal conduct such as epithets, derogatory jokes or comments or slurs;
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race or any other protected basis;
- Retaliation for reporting or threatening to report harassment;
- Deferential or preferential treatment based on any of the protected classes above.

Prohibited Unlawful Sexual Harassment

Under existing policy, discrimination on the basis of gender in education institutions is prohibited. All persons, regardless of gender, are afforded equal rights and opportunities and freedom from unlawful discrimination in education programs or activities conducted by the School.

The O'Farrell Charter Schools are committed to provide a workplace free of sexual harassment and considers such harassment to be a major offense, which may cause disciplinary action, up to, and including dismissal, of the offending employee.

Sexual harassment comprises sexual advances, requests for sexual favors and other verbal or physical conduct

sexual when: (1) submission of the conduct is made explicitly or implicitly a term or condition of an individual's employment; (2) an employment decision is based upon an individual's acceptance or rejection of that conduct; (3) that conduct interferes with an individual's work performance or creates an intimidating, hostile or offensive work environment.

It is also unlawful to retaliate against an employee who has articulated a good faith concern about sexual harassment against him or her or against another individual.

All supervisors of staff will receive sexual harassment training within six (6) months of their assumption of a supervisory position and will receive further training once every two (2) years thereafter. All staff will receive sexual harassment training and/or instruction concerning sexual harassment in the workplace as required by law.

Each employee must maintain a workplace free from any form of sexual harassment. Should any individual, in particular those with supervisory responsibilities, learn of any conduct that may constitute sexual harassment or other prohibited behavior, immediate action should be taken to address such conduct. Employees and students are expected to act in a positive and professional manner and to contribute to a productive School environment free from harassing or disruptive activity. Any employee who believes they have been sexually harassed or has witnessed sexual harassment is encouraged to immediately report such harassment to the Superintendent. See **Appendix A** for the "Harassment Complaint Form" and **Appendix B** for the general "Complaint Form", in the Employee Handbook

Sexual harassment may include, but is not limited to:

- Physical assaults sexual , such as:
    - Rape, sexual battery, molestation or attempts to commit these assaults.
    - Intentional physical conduct sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another's body.
- Unwanted sexual advances, propositions or other sexual comments, such as:
    - Sexually oriented gestures, notices, remarks, jokes, or comments about a person's sexuality or sexual experience.
    - Preferential treatment or promises of preferential treatment to an employee for submitting to sexual conduct, including soliciting or attempting to solicit any employee to engage in sexual activity for compensation or reward or deferential treatment for rejecting sexual conduct.
    - Subjecting or threats of subjecting an employee to unwelcome sexual attention or conduct or intentionally making performance of the employee's job more difficult because of the employee's sex.
- Sexual or discriminatory displays or publications anywhere at the workplace by employees, such as:
    - Displaying pictures, cartoons, posters, calendars, graffiti, objections, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning or pornographic or bringing to work or possessing any such material to read, display or view at work.
    - Reading publicly or otherwise publicizing in the work environment materials in any way sexually revealing, sexually suggestive, sexually demeaning or pornographic;
    - Displaying signs or other materials purporting to segregate an employee by sex in an area of the workplace (other than restrooms or similar rooms).

The illustrations of harassment and sexual harassment above are not to be construed as an all-inclusive list of prohibited acts under this policy.

Complainants and witnesses under these policies will be protected from further harassment and will not be retaliated against in any aspect of their employment due to their participation, filing of a complaint or reporting sexual harassment.

The O'Farrell Charter Schools will investigate complaints promptly and provide a written report of the investigation and decision as soon as practicable. The investigation will be handled in as confidential a manner as possible consistent with a full, fair, and proper investigation.

While usually a personal relationship is a private matter, these relationships are not appropriate in a professional setting, particularly where one of the parties has management or supervisory responsibilities.

CRITERION 7

THE INGENUITY DRESS CODE

All students at Ingenuity adhere these dress code. Students who choose not to adhere to this code will have their parent(s)/guardian called to pick them up from school.

Color Requirements: Your ENTIRE outfit cannot be over 50% red, blue or green. If you wear a red shirt, do not wear red pants. If you wear green pants, wear no green shirt. A solid red/blue/green shirt is fine, as long as you wear different color pants and shoes. Gang association is not allowed. The school will determine if an outfit appears to be gang related.

Backpacks: Any color/brand is ok. Backpack may not be modified or written on except for student's name.

Shirts/Sweatshirts/Sweaters

- Shirts cannot have inappropriate writing of any kind, including ANY gang or drug references.
- No inappropriate logos that display drugs or alcohol.
- do not wear inappropriate shirts that are low-cut, revealing, see-through, and/or show your midriff.
- Shirts must cover bras, so wear no spaghetti strap tank or halter tops. Undergarments should not be showing.
- If you wear a sweatshirt with a hood, remember not to wear the hood on campus.

Shorts/Pants

- Make sure your pants are the length, are not baggy, and are not skin tight. Pants should not be "sagging."
- Shorts should not be shorter than mid-thigh length, and/or be revealing . • Jeans may not have excessive rips or tears in them.
- Pants/shorts cannot have inappropriate writing or logos of any kind, including ANY gang or drug references.
- No pajamas may be worn to school .

Shoes/Socks

- Shoes must be worn in the classroom . No slippers.
- Any color is acceptable, remembering that your entire outfit cannot be over 50% red, blue, or green.

Accessories

- Jewelry cannot have letter, numbers, or words.
- Hats, sunglasses, bandanas, and/or beanies are not allowed in class.

CRITERION 8

PROCEDURES TO ENSURE SAFETY OF STUDENTS, STAFF, AND PARENTS/GUARDIANS WHILE GOING TO AND FROM SCHOOL

1. Parents and students are reminded about traffic safety and crosswalk use on the school website.
2. Site staff are posted at all entrance/exits before and after school.
3. Entry or exit to the campus is only allowed through supervised gates.
4. Student campus access is restricted in the mornings only into supervised areas and students are escorted off campus each day after school.
5. As required by state law, each principal/site administrator will conduct safety drills periodically (including fire, earthquake/disaster preparedness and lock down drill) to maintain awareness of procedures.
6. Site emergency plan will be reviewed twice annually by staff.

CRITERION 9

SAFE AND ORDERLY SCHOOL ENVIRONMENT

We believe in timely, consistent, and intervention that puts the child back on track quickly when a student fails to learn and act appropriately while at school. Consequences must meet the individual needs of students. Therefore, the teacher will refer to the school-wide discipline plan guide and may consult with students, parents, teachers, or administration to select appropriate consequences and intervention to meet the individual needs of the child. The severity of the inappropriate behavior will determine the level of consequence.

Annually, we will provide copies of our comprehensive Safety School Plan to staff, local fire departments, law enforcement agencies, Primetime program director and the Board of Directors.

Per Procedure 6270, students are under the direct supervision of staff members wile in school, or while attending a school-directed activity. The discipline policies of The O'Farrell Charter Schools establish and maintain an environment in which students and staff members can perform effectively in the school setting, so each student can exercise his or her right to obtain the best education possible.

All staff is regularly provided training on roles and responsibilities related to school safety and discipline policies. Teachers meet with parents and are the primary liaison for all concerns related to students academics and behavior.

STAFF RESPONSIBILITIES

Staff should not be on campus alone after hours. (6:30 a.m. – 6:00 p.m.) Doors should be locked when rooms are not in use or when working before or after school. All suspicious persons on campus should be reported to the office or supervision aides. In case of a threatening situation, seek immediate help from nearby staff and contact the site supervision aides who can radio for help.

CAMPUS SUPERVISION

Campus Security Assistants patrol the campus daily. They report to the Superintendent. Teachers should stand at the door of their classrooms at 7:25 a.m. and standing at their door during passing periods unless assigned other duties. Superintendent should be available to staff until 4:00 p.m. daily. When exceptions arise backup can be provided by the administrator-in-charge, designated by the Superintendent, and can be called by the administrative assistant or other office staff.

CAMPUS SUPERVISION RESPONSIBILITIES

Classroom teachers who leave their rooms during prep periods are expected to be back in time to supervise during passing periods. Please make a point of returning early to locked classrooms so students will not congregate outside the doorway. Early dismissals are not authorized. Students must be supervised .

PASSES FROM CLASS

No lavatory passes should be issued during the first five minutes and the last five minutes of any class. Students should not be permitted to leave class without an Ingenuity Identification lanyard and the teacher's approval.

Requests to see the health technician should be given careful consideration. Teachers must use careful judgment in granting or refusing requests to see the health. Students may not "drop in" to see the nurse between classes without a pass.

Students going to the Library should use an Ingenuity Identification lanyard. Note the time to return, if student is to return to class before the end of the period.

SCHOOLWIDE DISCIPLINE GUIDE

Rationale

- All staff members at The O'Farrell Charter Schools handle school-wide discipline
- Promote consistency school-wide
- Provide a process for intervention prior to suspension
- Provide follow-up after suspension, including a contract, and FSS intervention
- Maintain a high standard of behavior school-wide

Successful Strategies for Classroom Management

Students are given three warnings per class period daily.

- Enforce classroom behavior.
- Use positive classroom management.
- Be consistent.
- Use mediation.
- Teach positive problem solving strategies to your students.
- Put the student on a daily contract/progress report
- Utilize FSS. Ask FSS staff to present lessons on various topics to the whole class. Involve FSS staff in the curriculum when appropriate.
- Use awards and rewards: specific and genuine verbal compliments, raffles, etc.
- Listen compassionately and reflectively to your students.
- Encourage student involvement in extracurricular school activities.

All parties, starting with teachers, must resolve conflicts.

- When incidents involve students from different classrooms/Resource Centers or student/adult conflicts, all adults must agree on disciplinary action of the student(s). If agreement is not reached, the Principal should be involved in a resolution.
- Principals must be notified of any serious infractions concerning students.

THE O'FARRELL CHARTER SCHOOLS
STUDENT PROGRESSIVE DISCIPLINE PLAN

Purpose of Progressive Student Discipline Plan: To provide a fair and consistent way to establish a safe, orderly, positive environment in which teachers can teach and students can learn.

Concepts:

1. Classroom teachers are responsible to maintain safe, orderly, and respectful classroom, including the enforcement of consequences for inappropriate behavior. Consequences are expected to be enforced in a way that respects the child but rejects the behavior.
2. Parents value hearing directly, and promptly, from the teacher in the classroom where the child is not behaving appropriately.
3. The Principal responsible for receiving information about the students from multiple sources. They engage teachers and other staff members to seek out underlying causes for repeated, serious inappropriate behavior in an effort to provide students with tools to change those behaviors.

Classroom Discipline Steps
Concept: Each day, a child starts over on the Classroom Discipline Steps

1. **Verbal Warning**
2. **Consequences in Classroom** - (i.e., move seat, Warning Card, personal reflection on classroom behavior, private conference with student). Students may not be left outside the classroom unsupervised by an adult.
3. **Referral** – Referral to Principal to assign the next level of consequence on the Progressive Discipline. Classroom teachers may need to call parents.

Progressive Discipline Steps

1. **Detention and phone call home**
2. **Friday Night and phone call home**
3. **Parent Conference and In School Suspension**
4. **Parent Shadow or Saturday Suspension**
5. **Formal Suspension**

Note: If a student's behavior warrants a greater consequence, Principal may skip steps. If a student fights, the student will automatically be suspended. When the student returns from the suspension, they will return to their step on the progressive discipline.
Progressive Discipline will "reset" when a student can go for 10 school days without a referral.

Roles and Responsibilities

Classroom Teacher's Role
Referrals must be provided to the Principal within one work day. Teachers notify parents about the behaviors that occurred in their classroom unless the Principal indicates that he or she will take care . Teachers should keep track of a student's behavior as this is the basis for their citizenship grade. The classroom teacher may conduct a parent conference at any point. The Principal must be notified so they have the option to participate if they choose.

CHARTER EXPULSION POLICY

The O'Farrell Charter Schools Contract has specific requirements for students to be enrolled. Students can be expelled for receiving ten or more cumulative days of suspension during the school year.

BEHAVIORAL EXPECTATIONS

Conduct

Students will walk, engage in behaviors on the school grounds and avoid behaviors that are disruptive, irresponsible and unsafe. Gang signing is an inappropriate behavior.

Prohibited Items

Items that can disrupt the learning process or create issues of theft are prohibited.

- Inappropriate items include skateboards, scooters, electronic devices, sports equipment, balls, etc., finger boards, dice playing cards, all toys, firecrackers, weapons, propellant sprays, excess cash, items of value, etc. CDs and DVDs are also inappropriate unless permission is received from the homebase teacher. Confiscated items may be picked up by the parent from the teacher.

EXAMPLES OF UNACCEPTABLE BEHAVIOR

Minor offenses may include:

- Not bringing required supplies to class.
- Off-task behavior: talking, distracting others, etc.
- Food/gum in class (if not allowed)
- Running in the hallway
- Not keeping hands to self (not including punching, stabbing, etc.)
- Littering and disorderly environment (inside and outside the classroom)
- Misusing school supplies, and PE/science/computer/art equipment
- Threatening to cause physical injury (stops or will mediate when warned), first offense

Severe offenses may include:

- Disrupting class: defiant behavior toward any adult
- Using inappropriate language toward other student or adult
- Using inappropriate physical contact, obscene acts
- Stealing and/or receiving stolen property
- Misusing or severely damaging school equipment
- Instigating fights, fighting (first offense with no serious physical injury)
- Possessing drug paraphernalia
- Threatening to cause physical injury (threat continues despite warning, refusal to mediate)

Suspendible offenses include:

- Causing cuts and bruises or injuries requiring medical attention
- Possessing/using a controlled substance on campus
- Providing illegal substances (controlled substances or alcohol)
- Damaging school/private property
- Stealing school/private property
- Knowingly receiving stolen school/private property
- Possessing or using tobacco on school premises

- Committing an obscene act or engaging in habitual profanity or vulgarity directed toward staff, supervisor(s) or other students
- Committing sexual harassment, verbal, visual or physical
- Possessing drug paraphernalia as in the Health and Safety Code
- Disrupting/defiance minor, major, or involving threatening incident
- Attempting or threatening to cause physical injury
- Engaging in hate violence
- Engaging in intimidation
- Step 5 of progressive discipline

Zero Tolerance/Expulsion offenses include:

- Causing serious injuries requiring medical attention to student or staff
- Possessing, selling, or otherwise furnishing or brandishing any firearm, knife, explosive, or other dangerous object
- Two incidence of fighting in one school year
- Selling or furnishing illegal substance or alcohol on campus
- Committing robbery or extortion on campus
- Possessing an imitation firearm (including starter pistols)
- Sexual assault or battery
- Drug related offenses
- Fourth tobacco related offense

STUDENT POSSESSION OF CELLULAR PHONES, PAGERS AND OTHER ELECTRONIC SIGNALING DEVICES

Student possession of and use of cellular phones, pagers, and any other electronic signaling devices on school campus, or at school sponsored activities, and while under the supervision and control of The O'Farrell Schools staff is permitted under the circumstances described .

Students may use cell phones before school and after school. At all other times and locations phones must be put away and turned off.

Unauthorized use of these devices is cause for confiscation, and parent/guardian to be call to pick up the item. Repeated unauthorized use can/will lead to disciplinary action. The school is not responsible for the loss, theft, or damage of such devices when in the student's possession.

Parents/guardians must know that if an emergency should occur at the school, or school sponsored activity, they are not to call, signal, or page and instruct their student that contradicts the supervision of staff.

CRITERION 10

SAFE SCHOOL PLANNING COMMITTEE FORMATION

The Board of Directors of The O'Farrell Charter Schools, including Ingenuity Charter School, has delegated the responsibility of development of the School Safety Plan to the School Safety Planning Committee. The Board will review and approve the final plan before it is submitted.

The O'Farrell Charter Schools Safety School Planning Committee comprises :

Chair:
Jonathan Dean, Superintendent

Members:
Sheryl Yeager, Emergency Disaster Preparation Coordinator
Christian Baker, Emergency Disaster Preparation Assistant
Jill Andersen, Middle Academy Principal
Anne Mathews, Elementary Academy Principal
Pam Barry, Grade level Family Leader
Brian Schmidt, Grade level Family Leader
Susan Cuittitta, Grade level Family Leader
Brian Rainey, High School Academy Principal
Lakisha Lester, Campus Security Assistant
David Sanders, Campus Security Assistant
Steve Shilling, Ingenuity Teacher
Candace Austin, Executive Assistant to the Superintendent

Law Enforcement Consultants:
San Diego Police Dept.

Public Meetings:
Board of Directors meetings

CRITERION 11

BOARD POLICY #5006

ANTI-BULLYING

1. General Statement of Policy

   The O'Farrell Charter Schools, including Ingenuity Charter, recognize the negative impact that bullying can have on the health and safety of students and the learning environment. Bullying can create distress, anxiety, lower levels of self-esteem and increase feelings of isolation. Bullying materially and substantially disrupts the rights of others to an education and is unacceptable in the educational environment.

   The O'Farrell Charter Schools endeavor to maintain a learning and working environment free of bullying. Toward that end, bullying is prohibited on school grounds, and at any school-sponsored events and activities. The schools acknowledge that for this policy to be effective, school personnel must fulfill their responsibilities as assigned.

2. Definition of Bullying

   "Bullying" means repeated behavior by an individual student, an individual student within a group of students, or a group of students intended to cause the victim(s) to feel frightened, threatened, intimidated, humiliated, shamed, disgraced, ostracized or physically abused. Bullying implies an imbalance in power or strength in which the student being bullied has difficulty defending him or herself. Bullying can take many forms, including physical, verbal, social/relational and/or cyberbullying. Bullying may occur on or off campus. Bullying may occur in several forms, including but not limited to, :

   - Written, verbal or nonverbal threats
   - Intimidating or threatening gestures
   - Unwanted physical contact, violence, or assault
   - An intentional display of force that would give the victim reason to expect or fear physical contact or injury
   - Jeering, taunting or mocking
   - Teasing
   - Degrading, insulting, or derogatory comments
   - Extortion
   - Theft of money or possessions
   - Vandalism of a student's personal property
   - Unauthorized exercise of control over a student's personal property
   - Harrassment or threats via online social networking sites

3. Preventative Measures

   This anti-bullying policy will be reviewed each year with all staff and students. Staff members will discuss bullying with students through curriculum integration and will provide age examples to assist students in identifying bullying and understanding why it is inappropriate. All students will be informed

that bullying will not be tolerated in any form. Students will be encouraged to report incidents of bullying whether they are the victim or an observer.

Preventive measures may include referring the student to Family Support Services, or to the school counselor, and encouraging the student to become involved in new activities such as clubs or sports teams. The homebase teacher handles the ongoing "checking-in" with students to see how things are going.

4. Reporting Procedures

Victims/Targets
All students who believe they have been the victim/target of bullying will promptly report the bullying to their homebase teacher, campus supervision, or to staff member of The O'Farrell Charter Schools.
Student Witness
All students who witness or learn of bullying will report the bullying to their teacher, campus supervision, or to any staff member of The O'Farrell Charter Schools.
Parents/Guardians
All parents/guardians who learn of any bullying are encouraged to report the bullying to their child's teacher, or principal.
School Personnel
Any staff member who witnesses bullying will immediately intervene and take action to stop the bullying. In addition, the staff member will detain the students involved and immediately report the incident to campus supervision, or the appropriate homebase teacher(s) and/or family leader and Principal. The homebase teacher and/or family leader and Principal will gather student statements, investigate and assign necessary consequences. The incident will then be reported to Family Support Services or the school counselor for follow-up.

5. Disciplinary and Other Action

Consistent and appropriate disciplinary action will be taken for bullying behavior. The primary purpose of such action is to protect the victim and to deter bullying behavior . The discipline imposed will match the offense, as determined by the family leader and/or Principal. Bullying that occurs off campus may cause consequences at school if it disrupts the school environment.

Regarding investigating reports of bullying, administrators or their designees will discuss bullying with the victim in a place where the victim feels secure. The initial discussion with the victim will not take place in the presence of the offending students. If more than one student is involved, the staff member will talk to each student separately.

If an investigation substantiates that bullying has occurred, the administrator or designee will take action consistent with this and the school's Progressive Discipline Policy.

The O'Farrell Charter Schools recognize that parents/guardians play an important role in educating their children and preventing bullying. The parent/guardians of each offending student will be informed of any bullying incidents involving their child. Parents of offending students may be encouraged to attend one or more conferences with the administrator, homebase teacher, family support services and/or school counselor to review the bullying behavior and discuss strategies for correcting the behavior. The administrator/designee or counselor will also inform the victim's parent/guardian when reasonably possible. Parents/Guardians of students bullied may also be provided with resources to support their child and receive ongoing communication from the school regarding the bullying situation.

Disciplinary action for bullying may include, but is not limited to, loss of privileges, detention, Friday night school, in-school suspension, Saturday suspension, formal suspension and possible recommendation for expulsion. If the administrator determines the conduct raises to the level of a crime, disciplinary action may also include notification of the police department.

6. Dissemination of Policy and Training

   A copy of this policy will be provided to staff, students and parents annually via the staff handbook, student and parent handbook and the school website. The O'Farrell Charter Schools will develop and implement a method of discussing this policy each school year with students and employees. This policy will be reviewed at least annually for compliance with state and federal laws.

Emergency Organization Plan
Primary/First Shift

Emergency Operations Center

Site Incident Commander	Jonathan Dean
Plan & Intelligence Chief	Jill Andersen (Public Information Officer, Situation Analysis)
Operations Chief	Sheryl Yeager

Logistics and Accounting

Facility Check/Maintenance	Enrique Garcia	Documentation	Christina Puentes
Evacuation Area	Sarah Norton	Logistics Chief	Ray Garcia
Supplies, Facilities & Staffing	Samantha Pohaku		
Finance & Administrative	Corinda Mytinger		

Security & Search and Rescue

Site Security/Safety Officer	Eli Sanders
Search & Rescue Leader	Christiaan Baker

Search & Rescue Team 1	Search & Rescue Team 2	Search & Rescue Team 3
*Eli Sanders	*Kathy Davis	*Lakisha Lester
Hector Medina	Evan Henry	Janet Gilbert
Yadira Valencia	Belvien Sumbat	Susana Niles

*Denotes lead

Medical Team Leader — Sergio Padilla

Medical Utility Team 1	Medical Utility Team 2
Stephen Shilling	Megan Murphy
Virac Dith	Jennifer Chranowski

Reunification

Reunification Leader — Lauren Ramers, Anne Mathews

Request Area	Release Gate
*Brian Schmidt	*Susan Cuttitta
Mary Jo Lafin	Brian Rainey
Blanca Kelly	Yadira Valencia
Brian Rainey	Mardene Esparza
Mireya Diaz Ruiz	

* Denotes lead

Front of School

Liaison Officer	Candy Austin	Karen Bishop

Emergency Organization Plan

Alternate/Secondary Shift

Emergency Operations Center

Site Incident Commander	Anne Mathews
Planning & Intelligence Chief	Lauren Ramers
Operations Chief	Brian Rainey

Logistics and Accounting

Facility Check/Maintenance	Manuel Samiago	Documentation	Ligaya Harris
Evacuation Area	Duryea Jones	Logistics Chief	Christian Capetillo
Supplies, Facilities & Staffing	Karen Bishop	Finance & Administrative	Blanca Kelly

Security & Search and Rescue

Site Security — Lakisha Lester

Search & Rescue Leader — Tony Shindeldecker

Search & Rescue Team 1	Search & Rescue Team 2
*Eric Tyler	*Paul Ruiz
Steve Beck	Tom Sawyer

*Denotes lead

Medical Team Leader — Janet Meadows

Medical Utility Team 1
Coxarely Carrasco
Belvien Sumbat

Reunification

Reunification Leader — Berenice Walker

Request Area	Release Gate
*Shannon Dailey	*Pam Barry
Brian Pollard	Brian Rainey
Christian Lapis	Diana Sandoval

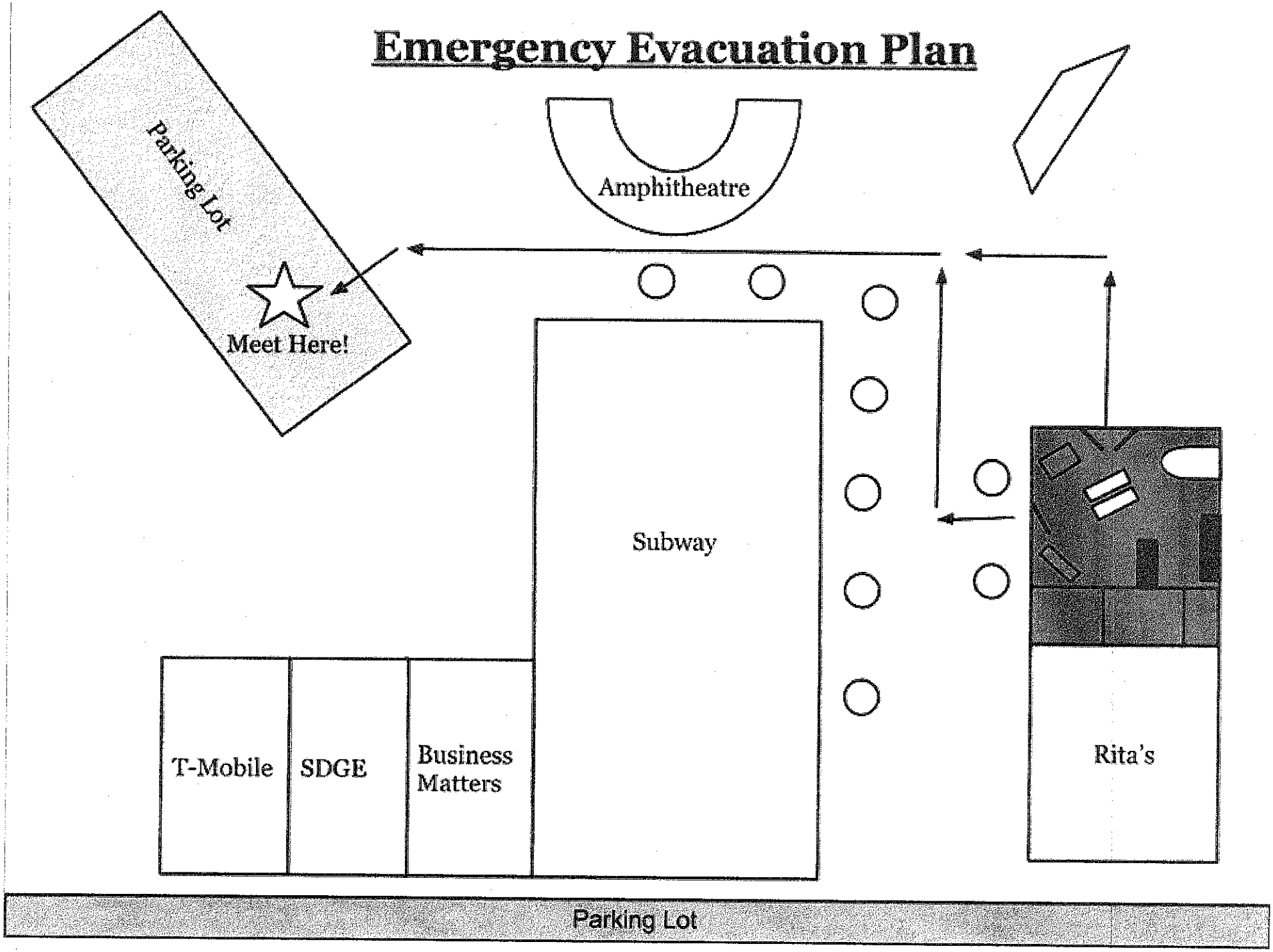
* Denotes lead

Front of School

Liaison Officer — Mary Skrabucha, Ligaya Harris

Northwest Corner
61st Street
Upper Courts
Lower Courts
Ramp
Boys P.E. x2245
Girls P.E. x2247
Auditorium

Emergency Evacuation Plan



Comprehensive School Safety Plan & Crisis Response Box Review

School Name: Ingenuity Charter School

Name of Inspection Officer: _____

Please strictly adhere to criteria and CHECK ALL BOXES THAT APPLY

- ☐ **Current copy of the Comprehensive School Safety Plan for 2015-2016.**
- ☐ **Current copy of the site evacuation procedures, including staging locations and routes. Must include all new classroom buildings and classroom numbers. Copy of blueprint (architectural drawings) identifying mail locations of electric, gas, water, cable, telephone and alarm box.**
- ☐ **Current map and school layout. Map must show all buildings, classroom numbers and evacuation routes.**
- ☐ **Current roster of all students and district employees assigned to the site, and issues pertaining to special needs students. These rosters must be in alphabetical order for staff and students. The student roster must be in alphabetical order, divided by grade level and include emergency contact/release information.**

Comments: _____

_____

_____

The signatures below of officer and administrator/designee verify the contents of the Crisis Response Box as being complete and meeting all above listed criteria.

_____ _____

Administrator/Designee's Signature **Date of Inspection**

_____ _____

Inspection Officer's Signature **Date of Inspection**

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Action Item 4

RECOMMENDATION: Approve the Grade Validation Policy.

BACKGROUND INFORMATION:

The intention of these added policies is make the OCS grade validation policy reflect that of the UC system.

CURRENT INFORMATION:

Grade Validation Policy

Math Validation
A grade of a C or better in any second semester math course will validate the yearlong OCS graduation requirement. A grade of C or better in the first semester of Integrated Math 3 (IM3) validates both semesters of Integrated Math 1 (IM1) as it demonstrates proficiency of sequential knowledge.

Foreign Language Validation
A grade of a C or better in any second semester Language Other Than English (LOTE) course will validate the OCS graduation requirement. A higher-level LOTE course can validate the all lower level LOTE courses of the same language.

Advanced Placement
An AP exit exam score of a 3, 4, or 5 validates the corresponding course.

Repeated Courses
If a student retakes a course in which they received a D or F, and receives a higher grade in the same course, only the higher of the two grades will be used in computing the GPA. Both grades, however, will appear on the transcript.

BOARD OF DIRECTORS AGENDA ITEM
Agenda Date: October 5, 2015
Agenda Item 5

RECOMMENDATION: Approve the updates to the A-G course graduation requirements for the high school.

BACKGROUND INFORMATION:

On January 14, 2013, the Board of Directors approved the A-G course graduation for the high school.

CURRENT INFORMATION:

In order for clarity and to be better in line with UC admission requirements and policies, the following changes were made to the graduation requirements:

- The term eight periods daily was taken off the attendance requirement. We are now in a block system and that is not accurate.
- The term "two" credits was replaced with "one year" or "one credit" with "one semester."
- The new math courses, "Integrated Math" 1, 2, and 3 were added.
- Career/Technical Educational Requirement was simplified.

See attached requirements.

The O'Farrell High School Graduation Requirements

Attendance
The O'Farrell Charter School (OCS) students in grades 9-12 must attend 8 consecutive semesters.

Grade Point Average
OCS students must maintain a cumulative weighted grade-point average (WGPA) of 2.0 or higher in scholarship, computed on the basis of A = 4, B = 3, C = 2, D = 1, F = 0. The WGPA for graduation is computed from courses completed in grades 9-12. Advanced Placement (AP) courses and designated Honors and Advanced courses earn credit on a weighted or five-point scale: A = 5, B = 4, C = 3, D = 1, F = 0.

Conduct
OCS students must maintain a record of responsible citizenship. To participate in graduation ceremonies, students must meet a minimum standard of a 2.0 average in citizenship grades during senior year. The citizenship GPA is computed on a scale of E (excellent) = 4, G (good) = 3, S (satisfactory) = 2, N (needs improvement) = 1, U (unsatisfactory) = 0.

California High School Exit Examination
CAHSEE is aligned to the standards in English/Language Arts through grade 10 and Mathematics through Algebra 1-2. All students must pass the California High School Exit Examination (CAHSEE) to receive a diploma in the State of California. The examination is based on the California State Content Standards for English Language Arts and Mathematics. All the tenth-graders are required to take the exam in the spring. If either or both of the English Language Arts and Mathematics portions of the test are not passed, the student will continue to retake the parts not passed during grades 11 and 12 until both parts have been passed.

Senior Exhibition
OCS students in grade 12 are required to present a senior exhibition to a committee composed of OCS staff and a member of the community.

Community Service
Each OCS student will be required to complete a total minimum of 30 hours of community service during grades 9 -12.

Computer Literacy
OCS students must demonstrate proficiency in the completion of a computer education course or completion of an approved course that incorporates computer education and computer applications. A test may be used for grades 9-12 when a course is not accessible or possible.

Requirements by Subject Area
OCS students must complete a minimum of 44 semester credits, as specified below. Students are expected to meet California standards in English, mathematics, science, history/social science, visual/performing arts, and physical education, as well as the UC/CSU "A-G" course requirements. Students who become credit deficient must enroll in summer school to earn missed credits.

History/Social Sciences: 3 years (6 semester credits)
Grade 9 or 10: one year of world history and geography or advanced alternative; grade 11: one year of U.S. history and geography or advanced alternative; grade 12: one semester in government and one semester in economics, or one year in an advanced alternative.

English: 4 years (8 semester credits)
Grade 9: one year; Grade 10: one year; Grades 11 and 12: two years, including one year in a course that emphasizes American literature and one year from a prescribed list of English courses or advanced alternative. English as a Second Language (ESL) may be used to fulfill the eight-semester English requirement.

Mathematics: 3 years (6 semester credits)
One year in Integrated Math 1 (Algebra 1- 2), one year in Integrated Math 2 (Geometry 1-2), and one year in Integrated Math 3 (Intermediate Algebra) or other advanced option as approved by UC "c" subject area.

Science: 3 years (6 semester credits)
One year of life science in Biology or other option in the UC "D" subject area; one year of Physical Science in Physics or Chemistry, or other Laboratory Science course on the UC "d" subject area; and one additional year of science coursework in the UC "d" (laboratory science) or UC "G" (elective) subject areas.

Language other than English (LOTE): 3 years (6 semester credits)
3 years of a LOTE, in which 2 years are of the same LOTE. Students requiring additional academic support courses to meet I.E.P. goals may receive a waiver for one year of the LOTE requirement.

Visual and Performing Arts: 1 year (2 semester credits)
One year in a single UC "f" approved Visual and Performing Arts course.

Electives
Additional credits needed to reach a total of 44 credits may be earned by completing additional courses in the above areas and/or elective courses.

General Requirements
Physical Education: Two years (4 credits) required. OCS students must be enrolled in a physical education course in grade 9 and must earn four credits in grades 9-12.

Career/Technical Education Requirement
1 year (2 semester credits) of Career Development in 12th grade.