

**Regular Meeting**  
Children's Community Charter School Governing Board  
**Monday, November 14, 2016 @ 6:00pm**  
Room 8

6830 Pentz Road  
Paradise, California 95969  
Telephone: (530) 877-2227  
Fax: (530) 872-1396  
Website: <http://paradisecccs.org>

**MINUTES**

- I. OPEN SESSION – 6:06pm
- II. ROLL CALL
  - A. Present: Karen Crist, Emily Mullins, Steve Hitchko, Shannon Kerr, Monica Nolan, Kacee Meldrum, Michelle Wysocki, Max Barteau
  - B. Absent: David McCready
- III. CONSENT AGENDA
  - A. Approval of and/or additions/deletions to current agenda
  - B. Approval of Minutes from:
    - i) October 3, 2016
  - C. Approve Warrants for October, 2016 – Pulled by Karen Crist
  - D. Approve out of county field trip(s)
  - E. Approve update to Charter School Grant Funding Agreement
  - F. Motion to approve revised agenda and consent agenda: Emily Mullins; Second: Shannon Kerr
    - i) Roll call vote: Unanimous ayes.
- IV. PRINCIPAL'S REPORT
  - A. Report attached
  - B. Standing report on student outcomes presented by Emily Mullins; attachments.
- V. CHIEF BUSINESS OFFICER'S REPORT
  - A. Standing report on school finances presented by Linda Hovey.
- VI. PUBLIC COMMENT – None.
- VII. DISCUSSION/ACTION ITEMS – NEW BUSINESS
  - A. ACTION ITEM: Approval of October 2016 Warrants
    - i) Motion to approve October warrants: Emily Mullins; Second: Shannon Kerr.
      - (1) Voice vote: Unanimous ayes with Karen Crist abstaining due to the fact that she created the warrants; ordinarily Linda produces the warrants.
  - B. DISCUSSION/POSSIBLE ACTION: Nominate, appoint, and seat a Student Programs Coordinator and a Community member to the CCCS Governing Board.
    - i) Karen Crist nominated Amanda Waters for the CCCS Governing Board, handling Student Programs Coordinator. She accepted.
    - ii) Motion to approve and seat Amanda Waters to the CCCS Board of Directors: Max Barteau; Second: Kacee Meldrum.
      - (1) Voice vote: Unanimous ayes.

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If you have any questions regarding this agenda, or if you need a special accommodation under the Americans with Disabilities Act in order to participate, please contact Karen Crist at least forty-eight (48) hours in advance of the meeting.

Emily Mullins, Site Administrator • Steve Hitchko, Teacher's Representative • David McCready, PUSD Representative

Karen Crist, Board Chair/Public Relations Coordinator • Max Barteau, Secretary • Shannon Kerr, Fundraising Coordinator  
Kacee Meldrum, Parent Volunteer Coordinator • Amanda Waters, Student Programs Coordinator  
Monica Nolan & Michelle Wysocki, Community Members

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- C. DISCUSSION/POSSIBLE ACTION: Create custodial substitute position for when Mike is unavailable.
- i) Motion to approve a custodial substitute pool for when Mike is unavailable at the rate of \$10.50 per hour, based on six hours per day; fiscal implications, \$600 allocated to this position: Karen Crist; Second: Shannon Kerr.  
(1) Roll call vote: Unanimous ayes.
- D. DISCUSSION: Development of Technology Replacement reserve fund.
- i) Karen proposes a surcharge on fundraisers for a technology reserve fund
  - ii) Motion to approve development of a technology reserve fund to be seeded by fundraising this year and the creation of a line item in the general operating budget in future years: Emily Mullins; Second: Shannon Kerr.  
(1) Voice vote: Unanimous ayes.
- E. DISCUSSION: Local Control Accountability Plan (LCAP) progress report
- i) Presented by Emily Mullins. Report attached.
- F. DISCUSSION/POSSIBLE ACTION: Approval of English Language Learner Re-designation Policy
- i) Presented by Emily Mullins. Motion to approve English Language Learner Policy: Max Barteau; Second: Karen Crist.  
(1) Voice vote: Unanimous ayes.
- G. DISCUSSION: Update on CBO/Business Office training
- i) Presented by Linda Hovey: Karen is doing a great job, but Linda recommends we fly the CBO position as soon as possible to see what kind of interest we get. Emily noted that we have Karen in the "intern" position and Karen reported what she has learned so far.
- H. ACTION ITEM: Accept resignation of Lead Intervention Teacher
- i) Motion to accept the resignation of the lead intervention teacher: Max Barteau; Second: Emily Mullins.  
(1) Voice vote: Unanimous ayes.
- I. DISCUSSION/POSSIBLE ACTION: Approve pay increase for one yard duty ahead of minimum wage increase - effective with December payroll (10 minutes)
- i) Motion to approve pay increase for one yard duty to be in compliance with minimum wage increase: Emily Mullins; Second: Shannon Kerr.  
(1) Kacee Meldrum declared a conflict of interest and abstained from the discussion and vote.  
(2) Voice vote: Unanimous ayes (Kacee Meldrum did not participate).
- VIII. DISCUSSION/ACTION ITEMS – OLD BUSINESS
- A. DISCUSSION/POSSIBLE ACTION: Installation of security card key reader on main green gate.
- i) Tabled to December to determine what the fire and/or building code actually says.
- B. ACTION ITEM: Review/Amend/Renew stipends

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- i) Karen presented and we have already renewed the Teacher in Charge and Lead Teacher stipends. Have not approved the stipend for coaching. Only one coaching stipend at issue this year, Mr. Eubanks. Last year, the Board approved an Extra Duty Stipend Policy.
- ii) Motion to Approve the Extra Duty Stipend Policy for 2016-2017: Max Barteau; Second: Shannon Kerr.
  - (1) Voice vote: Unanimous.
- C. DISCUSSION/ACTION ITEM: Consider proposals from new security firms
  - i) Tabled to next meeting; will ask Mike to join the Board to advise us.
- D. STANDING DISCUSSION ITEM: Grant Update and Process Review
  - i) Presented by Linda Hovey. We are now approved to be fully funded. However, when we get closer to construction, there are different ways to handle the building piece. Recommendation to consider hiring a construction manager. First meeting with consultant is December 6<sup>th</sup>.
- IX. CLOSED SESSION: PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957(b)(1): "[t]o consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee."
  - A. Reconvene Open Session
  - B. Announcement of Action Taken in Closed Session
    - i) The Board voted unanimously to change Denise Maguire's title to Lead Intervention Coordinator and to increase Jenny Hansen's hours to full time status.
      - (1) Roll call vote:
        - (a) Unanimous ayes.
  - C. Compensation: The proposal is to increase Denise Maguire's rate of pay commensurate with the position.
    - i) Motion to increase Denise Maguire's rate of pay to \$24.21: Shannon Kerr; Second: Kacee Meldrum.
      - (1) Voice vote: Unanimous ayes.
- X. FUTURE BOARD ITEMS
  - A. Adoption of Classified salary schedule
  - B. Drainage/lack thereof on north side of Kindergarten-4<sup>th</sup> Grade wing
- XI. GOOD OF THE SCHOOL
  - A. Student Council reported to the Board this month. Also, kudos to the 6<sup>th</sup> grade class, who had 46% of their class make the honor roll.
- XII. ADJOURNMENT – 8:38pm

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**Regular Meeting**  
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**MINUTES**

- I. OPEN SESSION – 6:05pm
- II. ROLL CALL
  - A. Present: Karen Crist, Emily Mullins, Shannon Kerr, Kacee Meldrum, Max Barteau, Steve Hitchko
  - B. Absent: Michelle Wysocki, Monica Nolan, David McCready
  - C. Guests: Linda Hovey, Amy Arendt
- III. CONSENT AGENDA
  - A. Approval of and/or additions/deletions to current agenda
    - i) Add possible 8<sup>th</sup> grade field trip to Bishop's Pumpkin Farm
  - B. Approval of Minutes from:
    - i) August 19, 2016 – SPECIAL
    - ii) September 12, 2016
  - C. Approve Warrants for September, 2016
  - D. Approve out of county field trip(s)
    - i) 4th grade to Shady Creek
    - ii) 8th grade end of the year trip to Ashland
    - iii) 2nd and 3rd grade field trip to Hawes Farm
  - E. Motion to approve amended consent agenda: Karen Crist; Second: max Barteau
    - i) Roll call vote: Unanimous ayes.
- IV. PRINCIPAL'S REPORT
  - A. See attached.
- V. CHIEF BUSINESS OFFICER'S REPORT – No report.
- VI. PUBLIC COMMENT – None.
- VII. DISCUSSION/ACTION ITEMS – NEW BUSINESS
  - A. ACTION ITEM: Approve fundraising plan for yearbook - Laura Mangold
    - i) Motion to Approve fundraising plan: Karen Crist; Second; Max Barteau,  
(1) Voice vote: Unanimous.
  - B. DISCUSSION: Review and sign Form 700
    - i) General discussion about the form 700; tabled for December meeting.
  - C. DISCUSSION/POSSIBLE ACTION: Revise Independent Study Policy
    - i) Motion to approve revised independent study policy: Max Barteau; Second: Kacee Meldrum  
(1) Voice vote: Unanimous approval.
  - D. ACTION ITEM: Approve Installation of security card key reader on main green gate.

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- i) General discussion about need to get out in the event of an emergency and the desire to not have children able to get out of the campus without anyone knowing.
    - (1) Tabled to next meeting.
  - E. DISCUSSION/POSSIBLE ACTION: Review/Amend/Renew coaching stipends
    - i) Tabled to next meeting.
  - F. DISCUSSION/POSSIBLE ACTION: Consider proposals from new security firms
    - i) Tabled to next meeting.
- VIII. DISCUSSION/ACTION ITEMS – OLD BUSINESS
- A. ACTION ITEM: Approve Technology lending policy.
    - i) Motion to approve technology lending policy: Max Barteau; Second: Emily Mullins.
      - (1) Voice vote: Unanimous approval.
  - B. DISCUSSION/POSSIBLE ACTION: Approval of Technology Acceptable Use Policy
    - i) No action taken. May be revisited in the future.
  - C. STANDING DISCUSSION ITEM: Grant Update and Process Review
    - i) Linda reported that we're still working our way through the criteria for the federal grant management program.
    - ii) Confirmed that grant money must be spent or allocated by the end of each fiscal year.
- IX. FUTURE BOARD ITEMS
- A. Annual Corporate Meeting
  - B. Adoption of Classified salary schedule
  - C. Plan for hiring new CBO.
  - D. Installation of security card key reader on main green gate.
  - E. Review/Amend/Renew stipends
  - F. Consider proposals from new security firms
- X. GOOD OF THE SCHOOL
- A. Emily reported that our LEA application was approved at the Butte County SELPA.
  - B. AB 709 was vetoed by the governor. Would have changed lives as charter governing board.
  - C. Jog a thon made over \$7,000!
- XI. ADJOURNMENT – 7:06pm

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## **CCCS Governing Board Reports November 14, 2016 Regular Meeting**

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### **Fundraising Coordinator - Shannon Kerr**

Unfortunately due to weather our fall festival was postponed until spring. Hope to reschedule for the first Friday of April (fingers crossed for good weather)

See's candy fundraiser started today and runs until Tuesday, Nov. 29th

A few people have been discussing the possibility of a chili cook off/ Valentine's Day ho-down. This would also include a silent auction if the golf tournament is not going to be happening this year.

### **Student Council Monthly Report of 10/14/-11/9**

Here is an overview of the things we have discussed and decided on, in the past month of Student Council meetings.

We've brought healthier choices to the Snack Shack along with frequent specials, among student request. Which wouldn't have been possible without Jennifer Parslow's cooperation. The students are grateful for the freshly baked cookies!

We have voted on fun spirit days for every month up until May. We decided it would be fun to sell Thankful Grams, so people can buy them for their friends and family. Student Council will be putting together goodie bags to send to the person. Additionally, we talked about the plans for the Thankful Ceremony, and starting earlier so we can get through everything. The plans for the day sound great!

Class representatives bring back questions and ideas from their classes and we help fix problems as a whole, when need be. Then they report back with the solution. For example, a bathroom problem involving cleanliness has come up quite a few times, as you might have heard. We discussed in Student Council, and they decided it best if President and Vice President make an announcement. We want what's best for everyone! Elle Johnson and I have done so quite a few times, on behalf of the girls. Then we had Sam Townsend and Eli Moore make an announcement on behalf of the boys. I'm happy to have seen an improvement. (Thankfully!)

Thank you!

Angelina Wallen, President

**Children's Community Charter School**  
**Warrants Paid- Tri Counties Operations Account**  
**October 2016**

<b>Date</b>	<b>Transaction Type</b>	<b>Num</b>	<b>Name</b>	<b>Memo/Description</b>	<b>Amount</b>	<b>Balance</b>
10/03/2016	Check	TriCo debit-EM	Safeway	Board dinner	-51.34	-51.34
10/04/2016	Check	TriCo debit	Costco	Snack Shack	-203.73	-255.07
10/17/2016	Check	Auto Withdrawal	Squarespace	website hosting fee	-20.00	-275.07
10/18/2016	Check	NCNB debit	Costco	Additional surveillance cameras	-323.94	-599.01
10/24/2016	Check	Tri Co DC	Costco	Snacks for Intervention Snack Shack Food	-196.77	-795.78

# Children's Community Charter School Warrants Paid-NCNB Operations Account

October 2016

Date	Transaction Type	Num	Name	Memo/Description	Amount	Balance
10/06/2016	Bill Payment (Check)	12118	Meehos Restaurant	Lunch program	-295.50	-295.50
10/06/2016	Bill Payment (Check)	12117	Gander Publishing	Intervention materials	-563.63	-859.13
10/06/2016	Bill Payment (Check)	12119	CTA-Teachers	Union dues	-1,011.60	-1,870.73
10/06/2016	Bill Payment (Check)	12122	AT&T 58543	phone	-20.39	-1,891.12
10/06/2016	Bill Payment (Check)	12121	AT&T 58542	phone	-74.25	-1,965.37
10/06/2016	Bill Payment (Check)	12125	Staples Advantage	Office supplies	-489.87	-2,455.24
10/06/2016	Bill Payment (Check)	12124	San Joaquin Co. Office of Education	Ed Join 1 year subscription	-750.00	-3,205.24
10/06/2016	Bill Payment (Check)	12123	Renaissance	Intervention program	-1,408.00	-4,613.24
10/06/2016	Bill Payment (Check)	12120	Tri Flame Propane, Inc.	Propane	-62.21	-4,675.45
10/06/2016	Bill Payment (Check)	12127	Steven J. Rudy	consulting	-600.00	-5,275.45
10/06/2016	Bill Payment (Check)	12126	CCCSTA	Local union dues	-180.00	-5,455.45
10/05/2016	Check	NCNB-debit	PRP Companies	Middle School Sex Ed curriculum	-326.58	-5,782.03
10/17/2016	Bill Payment (Check)	12128	Office Depot	Office supplies	-782.53	-6,564.56
10/17/2016	Bill Payment (Check)	12130	Susan Lefkowitz	consulting	-105.00	-6,669.56
10/17/2016	Bill Payment (Check)	12129	Thomas Ace Hardware	maintenance supplies	-159.80	-6,829.36
10/17/2016	Bill Payment (Check)	12132	Mike Witten	consulting	-120.00	-6,949.36
10/17/2016	Bill Payment (Check)	12131	Northern Recycling	trash service	-150.28	-7,099.64
10/17/2016	Bill Payment (Check)	12134	Jaki's Smokehouse	Lunch program	-756.00	-7,855.64
10/17/2016	Bill Payment (Check)	12133	Eagle Security	alarm system repair	-366.05	-8,221.69
10/17/2016	Bill Payment (Check)	12135	Markel Insurance Company	Commercial Package	-1,384.00	-9,605.69
10/17/2016	Bill Payment (Check)	12136	Markel Insurance Company	Commercial Umbrella	-872.00	-10,477.69
10/17/2016	Bill Payment (Check)	12137	California's Valued Trust	Health insurance	-16,778.42	-27,256.11
10/17/2016	Bill Payment (Check)	12138	Charter School Development Center	1 year membership	-702.00	-27,958.11
10/17/2016	Bill Payment (Check)	12139	Linda Hovey	consulting	-6,463.00	-34,421.11
10/17/2016	Bill Payment (Check)	12140	Safeguard Fire Protection	fire extinguisher service	-180.00	-34,601.11
10/17/2016	Bill Payment (Check)	12141	Scholastic	Weekly reader	-876.44	-35,477.55
10/17/2016	Bill Payment (Check)	12143	Scholastic Inc	Weekly reader	-775.94	-36,253.49
10/17/2016	Bill Payment (Check)	12142	Staples Advantage	Office supplies	-68.09	-36,321.58
10/17/2016	Bill Payment (Check)	12146	JC Nelson	Janitorial supplies	-296.50	-36,618.08
10/17/2016	Bill Payment (Check)	12145	Clark Pest Control	Pest control serviced	-180.00	-36,798.08
10/17/2016	Bill Payment (Check)	12144	Mt. Shasta Spring Water	water	-32.35	-36,830.43



10/13/2016	Check	NCNB debit	Engineering is Elementary	STEAM curriculum (4th & 5th)	-350.92	-37,181.35
10/21/2016	Bill Payment (Check)	12147	Paradise Screen Print	shirts	-1,340.98	-38,522.33
10/21/2016	Bill Payment (Check)	12149	Computers for Classrooms	business office computer & monitor	-360.13	-38,882.46
10/21/2016	Bill Payment (Check)	12148	Green Paradise Deli Cafe	Lunch program	-321.00	-39,203.46
10/21/2016	Bill Payment (Check)	12150	Solar City	solar	-821.43	-40,024.89
10/21/2016	Bill Payment (Check)	12151	Comcast	internet	-241.05	-40,265.94
10/21/2016	Bill Payment (Check)	12152	Pacific Gas & Electric	utilities	-2,491.64	-42,757.58
10/21/2016	Bill Payment (Check)	12153	ProSight Insurance	Work comp insurance	-2,279.00	-45,036.58
10/11/2016	Check	NCNB debit	Amazon.com	Vacuum belts and bags	-22.88	-45,059.46
10/11/2016	Check	NCNB debit	Amazon.com	Vacuum cleaner	-162.63	-45,222.09
10/11/2016	Check	NCNB debit	Amazon.com	Binders for SPED/Resource	-21.50	-45,243.59
10/11/2016	Check	NCNB debit	Amazon.com	Binder dividers for SPED/Resource	-32.30	-45,275.89
10/05/2016	Check	NCNB debit	Amazon.com	Asus Transformer tablet for Science	-372.00	-45,647.89
10/05/2016	Check	NCNB debit	Amazon.com	Asus Transformer tablet cover for Science	-19.99	-45,667.88
10/27/2016	Bill Payment (Check)	12155	Brenda Sobon	reimbursement	-34.37	-45,702.25
10/27/2016	Bill Payment (Check)	12154	Chico Ceramics Center	clay for art	-156.74	-45,858.99
10/27/2016	Bill Payment (Check)	12157	Employment Development Department-776	3rd quarter SDI	-308.57	-46,167.56
10/27/2016	Bill Payment (Check)	12156	Sara Higgins	reimbursement	-55.25	-46,222.81
10/27/2016	Bill Payment (Check)	12158	Employment Development Department-942	3rd quarter UI	-79.04	-46,301.85
10/31/2016	Check	TCB-debit	Intuit	QB-PAYROLL Online fee	-39.95	-46,341.80
10/21/2016	Check	NCNB DC	Amazon.com	General Office Supplies	-62.67	-46,404.47

**Children's Community Charter School**  
**Warrants Paid-Leadership (Student Council) Account**  
October 2016

<b>Date</b>	<b>Transaction Type</b>	<b>Num</b>	<b>Name</b>	<b>Memo/Description</b>	<b>Amount</b>
10/17/2016	Bill Payment (Check)	1070	Solar Scrubber-Billy Lawson	Wiring & plumbing for drinking fountain	-360.00

**Balance**

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-360.00

**CCCS FUNDRAISING**  
**Warrants Paid- Tri Counties Fundraising Account**  
**October 2016**

<b>Date</b>	<b>Type</b>	<b>Num</b>	<b>Name</b>	<b>Class</b>	<b>Memo/Description</b>	<b>Amount</b>
10/13/2016	Check	FR debit-EM	Cash & Carry	General Fundraising	Grandparents Day supplies	41.07
10/13/2016	Check	FR debit-MD	Costco	General Fundraising	Grandparents Day supplies	170.25
10/14/2016	Check	1601	Mountain Mike's Pizza	Shady Creek	Pizza Friday 10/14/16	66.00
10/17/2016	Bill	2581	Paradise Screen Print	Kinder- Fundraising Golf	Kinder field trip shirts	187.65
10/17/2016	Bill	2093850	Playscripts	Fundraiser/STEAM Golf	Royalties for 4 Middle School plays	490.00
10/17/2016	Bill	3081025310	School Specialty	Fundraiser/STEAM	Art supplies for whole school	1,073.83
10/21/2016	Check	10248	Rache Worley	General Fundraising	Reimbursement of class supplies and Grandparent's Day supplies	425.01
10/21/2016	Check	10246	Sarah Clunie	General Fundraising Golf	Reimbursement of Grandparent's Day supplies	44.19
10/21/2016	Check	10243	Red Wagon	Fundraiser/STEAM	Halloween Art for Kinder	88.00
10/21/2016	Check	10247	Sarah Davis	General Fundraising	Reimbursement of Grandparent's Day supplies	38.32
10/21/2016	Check	1602	Mountain Mike's Pizza	Shady Creek	Pizza Friday 10/21/16	148.00
10/21/2016	Check	10244	Brittany Lederer	General Fundraising	Reimbursement of Grandparent's Day supplies	49.09
10/21/2016	Check	10245	Nancy Hardy	General Fundraising	Reimbursement of Grandparent's Day supplies	51.26
10/26/2016	Check	1603	Laura Mangold	Yearbook	Reimbursement for yearbook photos	41.41
						<b>\$ 2,914.08</b>
10/20/2016	Check	debit	Intuit	General Fundraising	QuickBooks charge	39.95
						<b>\$ 39.95</b>
10/06/2016	Bill	17-0121	Sutter County Schools Office	4th Grade Fundraising	Day in the Forest	450.00
						<b>\$ 450.00</b>

\$ 3,404.03

## **November Board Report**

### **Emily Mullins**

The first trimester ended on November 4th and it was a whirlwind! MAP assessments have been completed in grades 2-8 and Kindergarten and 1st grade students were assessed with Rigby (reading level) and BPST (phonics). You will find these accountability reports in a separate document. Teachers are busy this week preparing to meet with parents and discuss student progress. We have several Student Study Team meeting this week as well, in an effort to form action plans to support students who are not meeting grade level benchmarks.

CCCS was included in a report from ACLU/Public Advocates as having unlawful admissions practices. This was due to the fact that our handbooks listed only a birth certificate as a document that families could use as proof of minimum age requirements. In August, the board revised our handbook to reflect our charter document section on Admissions Requirements, which is more clear in our policy of allowing additional document as proof of minimum age. I contacted the agency and directed them to our charter and handbook. I am happy to report that our school has been removed from this list.

We purchased technology software called EasyTech. We will be piloting this year in grades K-2. Not only does this software address typing, it addresses all aspects of digital literacy. It provides feedback to the students and teachers on progress. The K-2 teachers and I attended a webinar training and we all found it to be very user friendly and engaging for the children. The intention is to roll-out to 3-5 next year if it is successful.

Lori is currently overseeing our intervention program in the absence of a lead teacher. In preparation for her role as a Director next year, I have been mentoring her on evaluations. She will be evaluating Denise McGuire this year. Lori sat in with me during one of my teacher observations and post-evaluation conferences. She is doing an outstanding job in this capacity and has really taken on a lot more than we had anticipated this year. I know she is struggling to accomplish the SPED pieces, but hopefully that will change soon as we get more support in the intervention program. I am so pleased with all of the supports that are in place this year for our students with addition of Lori's role.

On that note, we will begin the process of revising our charter document now that we have been approved to become our own LEA for Special Education. I will send it to our attorney firm and to CCSA prior to submitting to PUSD. I am also hopeful that Lori and I can meet with Mary Ficcardi prior to submitting it to PUSD as well so that she can review it ahead of time.

PUSD has sent over their new oversight documents and I have been working diligently, along with others, to make sure that we are in compliance.

I have completed the first round of formal observations for staff members who are due this year. This includes all of our new teachers. I have been very impressed with the teaching and learning that is happening in our classrooms.

We had the NED Show come to CCCS on November 1st. NED stands for Never Give Up, Encourage Others, and Do Your Best. This is a character building show with the message delivered in conjunction with cool yo-yo tricks. The show is free in exchange for our agreement to sell NED yo-yos for 5 days after the performance. It is always a hit with the students.

First grade - Trimester 1 Data comparison and recommendation for intervention

*Student Names have been omitted to protect privacy*

Rigby (Benchmark 6-8)	BPST (Benchmark 51)	Recommendation
4	36	Tier 3
4	41	Tier 3
4	29	Tier 3
4	55	Tier 3
5	50	Tier 2
9	49	Tier 2
10	54	
10	47	Tier 2
11	53	
11	50	
12	45	Tier 2
12	57	
12	64	
12	54	
15	64	
16	64	
16	65	
17	56	
20	65	Challenge
21	85	Challenge
23	85	Challenge
25	81	Challenge



## November 2016 CCCS Measure of Academic Progress (MAP) Accountability Data

*Growth Data available for 4th-8th grade and is based on growth from August 2016-November 2016*

### 2nd Grade (MAP for Primary Grades Assessment)

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	N/A	N/A	179.3/ 182.2	12	42%	25%	33%
<b>Math</b>	N/A	N/A	180.8/ 184.2	12	54%	5%	41%

### 3rd Grade (MAP Assessment)

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	N/A	N/A	192/ 194.1	14	41%	17%	42%
<b>Language Usage</b>	N/A	N/A	193.3/ 195.3	15	46%	21%	33%
<b>Math</b>	N/A	N/A	188.1/ 196.4	7	13%	17%	71%

**4th Grade**

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	48.3%	122.6%	202.9/ 202.5	15	37%	17%	46%
<b>Language Usage</b>	75.9%	162.1%	202/ 203.3	13	30%	27%	43%
<b>Math</b>	46.4%	90.6%	200.8/ 207.1	5	10%	30%	60%

**5th Grade**

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	50%	138.3%	208.6/ 209	13	38%	17%	45%
<b>Language Usage</b>	51.7%	115.9%	207.1/ 208.9	11	31%	21%	49%
<b>Math</b>	39.3%	73%	207.8/ 215.8	9	17%	28%	55%

**6th Grade**

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	62.5%	102.8%	215.5/ 213.5	11	31%	31%	39%
<b>Language</b>	78.3%	178.4%	214.5/ 213.3	15	50%	23%	27%
<b>Math</b>	79.2%	205.9%	216.7/ 221	10	31%	15%	54%

**7th Grade**

	% of Students Who Met or Exceeded Goal	% of Projected Growth Met	Mean RIT/Norm Grade Level RIT	Students At/Above Norm Grade Level RIT	% Hi/Hi Average	% Average	% Low/Low Average
<b>Reading</b>	42.9%	-31.7%	215.1/ 216.4	17	43%	32%	25%
<b>Language</b>	66.7%	141.3%	217.4/ 216	18	53%	14%	32%
<b>Math</b>	60.7%	139.3%	223.2/ 225.3	13	38%	24%	38%

**8th Grade**

	% of Students Who Met	% of Projected Growth	Mean RIT/Norm Grade	Students At/Above Norm	% Hi/Hi Average	% Average	% Low/Low Average
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	or Exceeded Goal	Met	Level RIT	Grade Level RIT			
<b>Reading</b>	33.3%	-54.5%	219.5/ 218.7	18	41%	3%	26%
<b>Language</b>	42.3%	11.4%	217.9/ 217.7	12	37%	33%	30%
<b>Math</b>	63%	157.1%	226.7/ 228.5	10	21%	25%	54%

### **Middle School Honor Roll Report**

<u>Grade</u>	<u>% of Students with a 3.5 GPA or above</u>
6	46%
7	28%
8	38%



**AGENDA ITEM:** Custodial Substitute Position \_\_\_\_\_ **NUMBER:** VII B

**Prepared by:** Emily Mullins \_\_\_\_\_ **Board Meeting Date:** \_\_November 14, 2016\_\_

- \_\_\_\_\_
- Consent
  - Information Only
  - Discussion/Action

**Background Information**

We currently do not have a substitute custodian. We have substitute positions for our teaching staff and our Office Manager. When Mike Belcher is absent, many of the daily custodial tasks, such as vacuuming, cleaning the bathrooms and classrooms, and responding maintenance issues and requests throughout the day, are not done.

If we did have an individual or individuals employed in this capacity, then we could also utilize them to support Mike during high volume times of the year, such as the start and end of the school year. This would decrease the amount of overtime the Mike accrues.

**Educational Implications**

None.

**Fiscal Implications**

The substitute position would be 6 hours a day at an hourly rate of \$10.50-12.00/hour. The annual amount would vary based on the number of days that Mike is absent.

For reference, substitute teachers are paid \$12.85/hour



**AGENDA ITEM:** Local Control Accountability Plan (LCAP) Progress Report \_\_\_\_\_ NUMBER: VII D

**Prepared by:** Emily Mullins \_\_\_\_\_ **Board Meeting Date:** November 14, 2016

- Consent
- Information Only
- Discussion/Action

### **Background Information**

The Local Control Accountability Plan (LCAP) is approved by the CCCS Governing Board each year by July 1st. The board will receive regular updates on the progress of our goals, actions, and services as well as our expenditures.

An LCAP Expenditures Snapshot has been created to track expenditures to date and a separate LCAP Snapshot tracks progress on our goals, actions, and services. Both Snapshots are shared with the board in the November board folder.

CCCS is required to engage our stakeholders in the creation and modification of our LCAP, as well as in the annual update. A Leadership Committee was formed last year for this purpose. To date, the committee has met two times, on September 16th and October 14th. Our next meeting is scheduled for December 9th. The Leadership Committee reviews the LCAP Snapshots regularly to ensure that we are on track to meet our goals and budgeted expenditures. The Committee also reviews data and makes suggestions for change in the future LCAP documents.

### **Educational Implications**

The purpose of the LCAP is to improve our educational program and increase student achievement through a process of stakeholder engagement and analysis of program goals, actions, and services. Goals are aligned to the Eight State Priorities, as required by law and are tied to annual measurable outcomes.

### **Fiscal Implications**

LCAP expenditures can be found in the CCCS Annual Budget.

**LCAP Snapshot**  
**Children's Community Charter School 2016-2017**

Goals/Actions & Services	Completed	In Progress	Data Not Available	2017-2018 Proposed Changes
Goal 1: CCCS will continue to develop and refine units, lessons, and common assessments that reflect the Common Core State Standards and Next Generation Science Standards				
Provide training in Common Core, NGSS, and effective teaching practices		Go Math PD in August		
Implementation of K-8 Reciprocal Teaching strategies and other strategies to increase comprehension and higher-level questioning		X		
Administer NWEA MAP assessments in math, reading, and language to students in grades 2-8 to measure student progress towards mastery of Common Core State Standards		MAP given to students in the 2nd week of school and in November.		



Teacher to support implementation of 5, NGSS, and provide coaching and of feedback based on classroom observations	x	Sheri has 9 days scheduled for staff observations and feedback meetings		
Phase instructional materials and Curriculum aligned to the CCSS and NGSS provide staff training		Go Math PD in August		
<b>Expected Annual Measurable Outcomes</b>	<b>Completed</b>	<b>In Progress</b>	<b>Data not available</b>	<b>2016-2017 Proposed Changes</b>
<b>Priority 1: Basic Services</b> Maintain 100% compliance of student accessibility of State Standards aligned instructional materials as measured by Liam's review or district self-assessment	x			
<b>Priority 2: Implementation of State Standards</b> 100% of teachers using the curriculum will participate in CCSS and/or NGSS training		x		
<b>Priority 2: Implementation of State Standards</b> 100% of teachers will implement CCSS aligned instruction in ELA and Math	x			
<b>Priority 7: Course Access</b>	x			

<p>100% of students are placed in grade level appropriate course offerings as identified by our SIS</p>				
<p>2: CCCS will provide a high-quality, engaging learning environment with an emphasis on STEAM (Science, Technology, Engineering, and Mathematics) in order to support students in achieving grade level benchmarks and developing 21<sup>st</sup> Century Skills</p>				
<p>new assessment software license and purchase reading assessment materials to ensure growth in reading and math in grades K-2</p>	<p>x</p>			
<p>Provide a high quality intervention program increasing services and access to intervention materials. Employ a full-time certificated teacher Intervention Teacher to assist in program development, implementation, data</p>		<p>Sara Higgins resigned at the end of October. A plan is in place to fill the vacancy.</p> <p>Intervention kiddos have made amazing progress in the 1st trimester.</p>		

ysis, and student support				
oy part-time instructional technology f to support infrastructure and nology		x		
tain high-quality visual and performing program, including fine art, music, and na		X 1st Trimester Drama Performance; K-5 Winter Concert at PPAC		
tain high-quality science program with a s-on, project based learning approach		x		
re that targeted students are optimally ared to learn by providing healthy ks. Employ classified staff to dinate food services.		Intervention kids are getting snacks during their groups; healthier options in Snack Shack and more specials		
hase and upgrade technology and riculum for student use.		EasyTech Software purchased for K-2 to pilot. Training on 11/4.		

Explicitly teach keyboarding to students in grade levels.		x		
Additional classified staffing to lower class rooms in middle school PE		PE by grade level this year with units of study. Students are reporting that they like this much better.		
Purchase PE supplies		x		
<b>Expected Annual Measurable Outcomes</b>	<b>Completed</b>	<b>In Progress</b>	<b>Data not available</b>	<b>2016-2017 Proposed Changes</b>
<b>Priority 4: Student Achievement</b> Increase by 5% the percentage of students that score at a level 3 or 4 on the SBAC summative assessments			Data will be available Summer 2017	
<b>Priority 4: Student Achievement</b> Maintain over 80% proficiency in CST Science for grades 5 and 8			Data will be available Summer 2017	
<b>Priority 4: Student Achievement</b> 90% of students in kindergarten and 1st grade will be proficient in reading as				

measured by the Rigby assessment				
<b>Priority 4: Student Achievement</b> 100% of students in kindergarten and 1st grade will be proficient in math as measured by summative curriculum assessments				
<b>Priority 4: Student Achievement</b> 100% of students in each grade level will meet or exceed MAP growth goals from Fall to Spring in grades 2-8			2015-2016 Percentages <b>Math</b> 3- 25% 4- 29% 5-48% 6-44% 7- 72% 8- 57%  <b>Reading</b> 3-46% 4- 50% 5-59% 6- 32% 7- 31% 8- 73%  <b>Language</b> 3- 63% 4- 43% 5- 63% 6- No data available	

			7- No data available 8- No data available	
% of students will score at or above the Norm Grade Level RIT in MAP		See MAP Accountability Report		
Priority 4: Student Achievement of middle school students will maintain a 3.0 or above GPA		Trimester 1 6th: 69% 7th: 48% 8th: 58%		
Priority 5: Student Engagement maintain at least a 96% attendance rate		Current attendance rate: 97.27%		
Priority 5: Student Engagement maintain chronic absenteeism rate of less than 8%		x		
Priority 5: Student Engagement maintain 0% middle school dropout rate		x		
Priority 8: Other Student Outcomes increase by 1% the percentage of students meeting fitness standards on the Physical		x		

Fitness Test				
Goal 3: CCCS will foster a school culture based on mutual respect, communication, high behavioral and academic expectations, a strong home-school collaboration, and attention to student safety and emotional well-being				
Provide child care and food during parent meetings and workshops		This was not done during Back to School Night/General Membership due to space issues.		
Provide incentives for parent volunteers		x		
Continue to implement anti-bullying and character education curriculum in all grades  Character Education/Anti-Bullying Assembly (NED Show)		NED Show on 11/1/16  Wise Skill education continuing		

additional lunchtime supervision		Yard duty training at the start of the school year for all parents who supervise children; clear and consistent school rules.		
Establish and maintain a positive culture surrounding testing for students, including alternatives for meeting goals.		x		
<b>Expected Annual Measurable Outcomes</b>	<b>Completed</b>	<b>In Progress</b>	<b>Data not available</b>	<b>2017-2018 Proposed Changes</b>
<b>Priority 1: Basic Services</b> Maintain 0% rate of teacher mis-assignments	x			
<b>Priority 1: Basic Services</b> Maintain exemplary/good overall facilities rating as measured by the FIT report				
<b>Priority 3: Parent Involvement</b> 95% of parent will complete the annual school surveys				



<p><b>Priority 3: Parent Involvement</b>  Maintain a 90% rate of satisfaction with school safety</p>				
<p><b>Priority 3: Parent Involvement</b>  Increase the number of parents who attend parent meetings, workshops, and school events</p>		<p>Fall 2015  General Membership Meeting: 66 families  New Family Orientation: 29 families</p> <p>Fall 2016  General Membership meeting: 86 Families (56%)  New Family Orientation: 18 Families</p>		
<p><b>Priority 6: School Climate</b>  Maintain 0% student expulsion rate</p>		<p>x</p>		
<p><b>Priority 6: School Climate</b>  Maintain less than 2% student suspension rate</p>		<p>.004%  1 suspension</p>	<p>15-19 rate:  4.42%</p>	

<p>Priority 6: School Climate</p> <p>% of students will report feeling safe at school, as measured by annual student survey</p>				
<p>Priority 6: School Climate</p> <p>% of reported incidents of bullying will be addressed by administration</p>		<p>Need to educate students and staff about how to report incidents of bullying</p>		
<p>% of students will report that the school climate is positive, as measured by annual student survey</p>				

*form an audit of expenditures in each category at the end of each trimester*

**LCAP Expenditures**  
**Children's Community Charter School 2016-2017**

Goals/Actions & Services	Budgeted Expenditures (Bold items represent supplemental funding)	YTD Expenditures	2017-2018 Proposed Changes
<b>Goal 1: CCCS will continue to develop and refine units, lessons, and common assessments to reflect the Common Core State Standards and Next Generation Science Standards</b>			
Provide training in Common Core, NGSS, and best teaching practices	\$95 per FTE (14) for cost of up to 3 days (\$3,990)  \$500 per FTE for professional development (\$7,000)		
Implementation of K-8 Reciprocal Teaching Strategies and other strategies to increase comprehension and higher-level questioning	\$1,200		
Administer NWEA MAP assessments in math, reading, and language to students in grades 2-8 to measure student progress	\$11 per student (\$2,178)	\$2,233	

towards mastery of Common Core State Standards			
Lead Teacher to support implementation of CCSS, NGSS, and provide coaching and staff feedback based on classroom observations	\$3,500 stipend for Lead Teacher 10 sub days for peer observation at \$100 per day (\$1,000)	\$3,500  2 days (9/8 and 9/29) \$200	
Purchase instructional materials and curriculum aligned to the CCSS and NGSS and provide staff training	Staff Development and Training for ELA \$3000  Consumables for Go Math \$8,000  Engineering Curriculum & Materials \$3,000	\$8699.22  \$1191.46	
<b>Expected Annual Measurable Outcomes</b>	<b>Budgeted Expenditures</b>	<b>YTD Expenditures</b>	<b>2016-2017 Proposed Changes</b>
Goal 2: CCCS will provide a high-quality, engaging learning environment with an emphasis on STEAM (Science, Technology, Arts, Engineering, and Mathematics) in order to support students in achieving grade level benchmarks and developing 21 <sup>st</sup> Century Skills			

<p>Renew assessment software license and utilize reading assessment materials to measure growth in reading and math in grades K-2</p>	<p>ESGI Software \$800</p> <p>Read Naturally</p>	<p>ESGI renewal \$525</p> <p>\$603.33</p> <p>\$1408</p>	
<p>Provide a high quality intervention program by increasing services and access to intervention materials.</p> <p>Employ a full-time certificated teacher</p> <p>Lead Intervention Teacher to assist in program development, implementation, data analysis, and student support</p>	<p><b>Classified Staffing \$24,000</b></p> <p><b>Certificated Staffing \$80,000</b></p> <p><b>Intervention and Support Materials \$4,000</b></p>	<p>Intervention Teacher \$22,070</p> <p>Intervention Teacher Laptop \$322</p>	
<p>Employ part-time instructional technology staff to support infrastructure and technology</p>	<p>IT Support \$18,000</p>	<p>\$470</p>	
<p>Maintain high-quality visual and performing arts program, including fine art, music, and drama</p>	<p>Music Teacher \$18,000</p> <p><b>VAPA Supplies \$8,000</b></p>	<p>Music Teacher YTD \$5007</p> <p>Music Supplies \$521.78</p>	

		Art Supplies \$1838	
Maintain high-quality science program with a hands-on, project based learning approach	Science materials \$20,000	Demo Tablet & Cover \$410.99 Science Materials \$833.28	
Ensure that targeted students are optimally prepared to learn by providing healthy snacks. Employ classified staff to coordinate food services.	Healthy snacks \$4,000  Classified Staffing to coordinate food services (\$18,000)	\$385.18  Salary & Benefits to date \$3687	
Purchase and upgrade technology and curriculum for student use.	Technology and Software \$40,000	Teacher Chromebook \$315  Amazon Fire Tablets \$342 Amazon Gift Card \$500 Tablet Covers \$116.88  TV in Math \$898	
Explicitly teach keyboarding to students in		Easy Tech curriculum for K-	

all grade levels.		2 \$1248	
Additional classified staffing to lower class sizes in middle school PE	PE Specialist \$7,500	Salary to date \$1897	
Purchase PE supplies	\$1,500	\$1054.88	
<b>Expected Annual Measurable Outcomes</b>	<b>Budgeted Expenditures</b>	<b>YTD Expenditures</b>	<b>2016-2017 Proposed Changes</b>
<b>Goal 3: CCCS will foster a school culture based on mutual respect, communication, high behavioral and academic expectations, a strong home-school collaboration, and attention to student safety and emotional well-being</b>			
Provide child care and food during parent meetings and workshops	\$1,000		
Provide incentives for parent volunteers	\$2,000		
Continue to implement anti-bullying and character education curriculum in all grade levels	\$500		

Character Education/Anti-Bullying Assembly (NED Show)			
Hire additional lunchtime supervision	\$7,500	Salaries to date \$955 \$1693 Total=\$2648	.
Establish and maintain a positive culture surrounding testing for students, including incentives for meeting goals.	\$2,000	\$60	



## **English Language Learner Policy**

Children's Community Charter School (CCCS) intends to provide English learners with challenging curriculum and instruction that develop proficiency in English as rapidly and effectively as possible while facilitating student achievement in the district's regular course of study. English learners shall be provided English language development instruction targeted to their English proficiency level and aligned with state content standards. The district's program shall be based on sound instructional theory and adequately supported in order to assist students in accessing the full educational program.

The site administrator shall ensure that all staff employed to teach English learners possess the appropriate authorization from the Commission on Teacher Credentialing.

CCCS shall maintain procedures which provide for the accurate identification of English learners and an assessment of their proficiency and needs in the areas of listening, speaking, reading, and writing in English.

Once identified as an English learner, a student shall be annually assessed for language proficiency until he/she is reclassified based on criteria specified in administrative regulation.

### **Identification and Assessment**

Upon enrollment in the district, each student's primary language shall be determined through use of a home language survey. Any student who is identified as having a primary language other than English as determined by the home language survey, and who has not been previously identified as an English learner by a California public school or for whom there is no record of results from an administration of an English language proficiency test, shall be assessed for English proficiency using the CELDT or the English Language Proficiency Assessments for California (ELPAC). The test shall be administered between 60 calendar days before the date of first enrollment in a district school and 30 calendar days after the date of first enrollment, but not before July 1 of that school year.

Any student with a disability shall be allowed to take the CELDT or ELPAC with those accommodations for testing that the student has regularly used during instruction and classroom assessment as delineated in the student's individualized education program (IEP) or Section 504 plan that are appropriate and necessary to address the student's individual needs. If he/she is unable to participate in the assessment or a portion of the assessment with such accommodations, he/she shall be administered an alternate assessment for English language proficiency as set forth in his/her IEP.

### **Reclassification/Redesignation**

Reclassification is the process whereby an English Learner is reclassified as a Fluent English Proficient (RFEP) student after meeting various linguistic and academic criteria set by the state and district. Children's Community Charter School has developed student reclassification policy and procedures based on criteria set forth by California Department of Education (CDE) guidelines. In general, students initially identified as English Learners (ELs) are reclassified as Fluent English Proficient when they meet the following criteria:

1. Overall English proficiency level of 4 (Early Advanced) or 5 (Advanced) on the California English Language Development Test (CELDT), with subscores of 3 (Intermediate) or higher;

2. Demonstration of “basic skills” in English from an objective assessment that is also given to English proficient students of the same age (i.e. BPST, Rigby, QRI, STAR Reading, SBA ELA)
3. Teacher Evaluation; and
4. Parent Notification.

Once students reach RFEP status, the site administrator or designee will closely monitor their academic progress for two years.

Emily Mullins

Principal/Superintendent

Children's Community Charter School

6830 Pentz Road

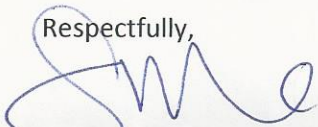
Paradise, CA 95969

October 27, 2016

Dear Ms. Mullins,

I, Sara Higgins, resign from my position at Children's Community Charter School, due to the change of job description on October 25, 2016.

Respectfully,



Sara Higgins