

**THE  
SAN CARLOS  
COMMUNITY CHARTER SCHOOL**

# INTRODUCTION

This Charter School Proposal represents the belief that the addition of a Charter School in the San Carlos School District would provide a unique and additional opportunity to address the educational needs and desires of the children in San Carlos.

Senate Bill 1448 offers a generous invitation to only 100 schools in California. This invitation provides opportunities for teachers, parents, pupils and community members to establish and maintain schools that operate independently from the existing school district structure, as a method to accomplish all of the following:

- a) Improve pupil learning.
- b) Increase learning opportunities for all pupils, with special emphasis on expanded learning experiences for pupils who are identified as academically low achieving.
- c) Encourage the use of different and innovative teaching methods.
- d) Create new professional opportunities for teachers, including the opportunity to be responsible for the learning program at the school site.
- e) Provide parents and pupils with expanded choices in the types of educational opportunities that are available within the public school system.
- f) Hold the school established under this part accountable for meeting measurable pupil outcomes, and provide the schools with a method to change from rule-based to performance-based accountability systems.

This Charter Proposal reflects the thoughts, ideas and words of parents, staff and other stakeholders residing in the San Carlos School District. The following individuals attended one or more "Charter School" discussions and contributed their ideas, encouragements, cautions, thoughts and spirit to the document:

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**ELEMENT ONE: CHARTER REQUEST**

In accordance with the California Charter School Law,

We, the undersigned, formally request the San Carlos School District Board of Education to grant a charter to operate the San Carlos Community Charter School from July 1, 1994 until June 30, 1999 with the opportunity to request a continuation of the Charter as described in Senate Bill 1448.

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**ELEMENT TWO: DESCRIPTION OF THE SCHOOL,  
STUDENT POPULATION, PHILOSOPHY AND  
MISSION**

The San Carlos Community Charter School is an alternative educational opportunity that offers learners the promise of a Kindergarten through Grade 8 (Kindergarten through Grade 12 if permitted by SB 1448) education that leads to a successful high school experience and the post-secondary options of fulfilling employment and admission to an institution of higher education. This promise is made with the understanding that an education is a shared responsibility of the public schools, the parents, the community and the individual learners. This Charter values the commendable energy, dedication and success of all schools and recognizes that a Charter School offers a unique opportunity to achieve its promise through uncommon means and varying times not currently available in all public school settings.

The initial emphasis of the school will be with intermediate level learners, ages 9-12, with a gradual expansion in subsequent years.

... Technology can be a catalyst in the creation of new structures for learning. ✓  
- Dennis Newman

The 21st Century will need literate workers with good problem solving skills. This nation will require a citizenry who have learned to learn and who, more than ever before, have learned to work cooperatively. Moreover, they will need to have completed high school and for roughly three out of four new jobs, some education or training at an institution of higher learning. Change will be a core characteristic of the 21st Century -- a 21st Century citizen will change jobs an average of eight times during their working lives, and as knowledge continues to multiply, information, management, technology and communication will become tools for success.

At the core of the Community Charter School's educational program is a philosophy, a mission and a set of goals, outcomes and standards. The philosophy of this Charter is grounded in the belief that learning opportunities and accomplishments can best take place ...

The flexibility of time allows for small group seminars, grand conversations and investigations with teachers and students

- ... when schooling is viewed as one aspect of an education
- ... when the entire community serves as a campus and the school acts as a headquarters
- ... when learning is viewed as a 365-day "dawn to dusk" experience
- ... when an educational alliance is formed with a seamless web of educators, parents, businesses, community services and local stakeholders -- all dedicated to the learners.

The Charter's mission is to develop students who are competent, confident, productive and responsible young adults who will possess the habits, skills and attitudes to succeed in high school and be offered the invitation of a post-secondary education and satisfying employment.

... (We must) "Break the mold by removing the barriers between our schools, their parents, local businesses and local community services"  
- The New Rochelle Project

This mission seeks to develop an educational citizenry for the 21st Century. Such a citizenry would be characterized by the qualities such as ...

... In the Twenty-first Century, the world will be our classroom and the universe shall be studied.  
- Jason Beckler

Cable casting, modems, computers and distant data bases offer learners personal relationships with knowledge.

... We held on to our Central truth - that it is not possible to change significantly what happens in schools unless you change significantly the nature of the human relationships that form the educational experiences.  
Olds & Pearlman  
- Designing the New American School

Organized athletic and recreation programs can easily support social and physical development.

### ... THE ACADEMIC HABITS OF

- ... curiosity
- ... lifelong learning
- ... clear, oral and written communication
- ... thinking creatively
- ... thinking logically and making informed judgments
- ... using technology as a tool
- ... adapting to new situations and responding to new information
- ... solving problems
- ... finding, selecting, evaluating, organizing and using information from various sources
- ... making easy and flexible connections among various disciplines of thought
- ... evaluating the reliability of information from video, audio and printed sources, including advertising and the media

### ... THE PERSONAL HABITS AND ATTITUDES OF

- ... accepting responsibility for personal decisions and actions
- ... academic honesty and the ability to face challenges with courage and integrity
- ... a healthy lifestyle
- ... empathy and courtesy for others and respect for difference among people and cultures

Each learner will have an individual instructional plan - uncommon means will be essential to achieve the common ends of an education as good as its promise

- ... self-confidence and a willingness to risk mistakes in order to learn
- ... concentration and perseverance
- ... seeking a fair share of the work load - managing time in a responsible manner
- ... working cooperatively with others; which includes the ability to listen, share opinions, negotiate, compromise and help a group reach consensus.

To develop these habits and attitudes requires a climate that is conducive for learning. The Charter believes that learning occurs when...

- ... learners construct meaning
- ... learners see connections between what they learn and the real world
- ... learners are actively engaged in purposeful tasks
- ... activities are integrated and meaningful
- ... learners work individually and as members of a group
- ... learners are expected and encouraged to learn
- ... learners internalize that what they learn and do in school makes a positive change in the community
- ... learners have an individual plan and support is an intrinsic part of the educational program
- ... learners are supported with coaches, mentors and advocates
- ... all learners have advanced learning opportunities
- ... all essential learnings are described with outcomes and standards, and are assessed through formative and summative performance activities.

Learners work side-by-side with community members to develop solutions and opinions to issues that can be presented to local policy makers

### ELEMENT THREE: THE LEARNING OUTCOMES OF THE SCHOOL

All learners will experience a common core of learning that will fulfill the school's mission. The purpose of the Charter is to have students achieve the following outcomes...

- ... All students will possess the academic and personal habits and attitudes desired of an educated citizen in the 21st Century. (pages 4-5) This includes...
  - ... ability to communicate clearly - orally, in writing and with graphics
  - ... ability to use oral and written language to get things done, to take charge of one's life, to express opinions, to function as a productive citizen and to entertain and enjoy oneself and others
  - ... ability to communicate and understand others in more than one language
  - ... ability to use technology-based methods of acquiring and communicating information
  - ... ability to express ideas and emotions through participation in at least one of the visual and performance arts.
- ... All students will possess the ability to use knowledge and skills, think logically and solve problems related to mathematics
- ... All students will have the sufficient knowledge, skills and strategies of science to be intelligent consumers and responsible users of scientific information

The national spotlight is turning on mathematics as we appreciate its central role in the economic growth of the country.  
- Everyone Counts

Ignorance of Science threatens our economic well-being, national security and the democratic process. We must do better.  
- Carl Sagan

The service professions of the City of San Carlos can play a key role in developing health, safety and personal development.

- ... All students will participate in a comprehensive program of community service that reflects responsible citizens in a democratic society and an inter-dependent world.
- ... All students will understand and apply the knowledge, concepts, principles and themes embedded in each of the social studies - history, geography, political sciences, economics and philosophy.

#### **ELEMENT FOUR: THE MEASURES OF SUCCESS**

The Community Charter School will be held accountable for all students meeting the following measures of success for the outcomes of the school:

Assessment will require each student to make a verbal/written accounting of themselves before a panel of community members.

- ... The school population will meet the statewide performance standards developed by the California Department of Education. These standards include the subject fields of Language Arts, Mathematics, Science, Social Studies and Physical Education.
- ... The school population will achieve in the top quartile of the schools relative rank in all aspects of the California Assessment Program.
- ... All students will achieve locally developed standards for age levels, content areas and outcomes not addressed by the State Department of Education. These standards will be measured by student products, performances, ROPES (Rite of Passage Experiences), exhibitions and tests that are directly related to locally developed expectations and rubrics.



It is recognized that quarterly reports will be made to the San Carlos School District Board of Education providing formative and summative data to demonstrate that the school is meeting all the performance standards described by the State through the California Assessment Program and other methods still under construction. It is also recognized that before the Community Charter School can accept students, the San Carlos School District Board of Education must approve "detailed standards" and assessments for each of the outcomes. These detailed standards and performance standards can include emerging California State Department of Education standards and/or Charter-developed criteria.

### ELEMENT FIVE: THE GOVERNANCE STRUCTURE OF THE SCHOOL

Youth organizations like scouting can be effective vehicles for community service.

The Community Charter School will be governed by a Charter Council consisting of thirteen (13) members. These members will represent four (4) parents of Community Charter School students elected by the Charter School parents; three (3) members of the Charter School faculty elected by the Charter School faculty; two (2) members of the San Carlos Teachers' Association appointed by the SCTA; one (1) member from a public agency; two (2) members of the business community, and one (1) member of the San Carlos School District, appointed by the San Carlos School District Board of Education. The members representing the parents and staff will be elected by the individual constituencies. The San Carlos School District representative as well as the community agency representative and the business representatives will be appointed by the San Carlos School District Board of Education.

It is recognized that prior to the opening of the school, eleven (11) Charter Council members will be appointed by the San Carlos School District Board of Education, and the two (2) SCTA members will be appointed by the SCTA. These appointments will come from a list of interested members of the San Carlos parents, staff and community who have petitioned to serve.

We do teachers a disservice when we say we can't - or won't - change, when in truth we haven't taken the opportunity to learn.

Adopt-a-school programs, San Carlos theater and art docents can enhance instruction.

Physical and mental health dimensions of educating the young, dimensions so vital to the ancient Greeks, are largely lost on us Americans.  
- Carnegie Council on Adolescent Development

This original Charter Council will govern the Community Charter School until the end of the school's first year of operation, and one of the Council's responsibilities will be to design a transition process for selecting Council membership that would be approved by the San Carlos Board of Education and the parents and staff of the Charter Council. A majority vote of both bodies will be necessary. The Charter Council will be the responsible agent for the accountability requirements established by Senate Bill 1448 and the Charter itself.

The Charter Council will also be responsible for the following activities:

1. Charter accountability and revision
2. Selection of staff
3. Budget development and approval
4. School calendar

#### **ELEMENT SIX: QUALIFICATIONS TO BE MET BY INDIVIDUALS TO BE EMPLOYED BY THE CHARTER**

All individuals to be employed by the Charter must possess the personal characteristics, knowledge base and successful experiences in the responsibilities and qualifications identified in the posted job description.

#### **ELEMENT SEVEN: HEALTH AND SAFETY OF PUPILS AND STAFF**

The Community Charter School will comply with the provisions of Education Code 44237 Private School Instruction Employee: Fingerprints and Criminal Records Summary Requirements: Definitions. Each new employee having contact with minor pupils and not possessing a valid California State teaching credential must submit two sets of fingerprints to the Department of Justice for the purpose of obtaining a criminal record summary. This requirement is a condition of employment.

Employees new to the San Carlos School District and Community Charter School will be required to take a pre-employment physical, to include TB screening.

## ELEMENT EIGHT: RACIAL AND ETHNIC BALANCE OF THE CHARTER SCHOOL POPULATION

Through recruitment and admission practices, the racial and ethnic balance of the San Carlos Community Charter School will reflect the general population of the San Carlos School District attendance area.

## ELEMENT NINE: ADMISSION REQUIREMENTS

The San Carlos Community Charter School identifies the following admission requirements and parameters:

1. Pupils will be considered for admission without regard to ethnicity, national origin, gender, disability or achievement level. The student population is expected to reflect the ethnic and racial balance of San Carlos.
2. Admission will not be determined according to the place of residence of the pupil or parents. However, preference will be given to pupils residing within the attendance area of the San Carlos School District.
3. Parent Contracts for parents/guardians of all pupils will require involvement and support. Prior to admission, all parents/guardians will be required to sign a letter indicating they understand the Charter outcomes, philosophy and program. They must also develop and submit a plan for their involvement and support. It is recognized that parents do not have to volunteer during the school day; however, all parents may be required to attend specific classes or events which can enhance their children's home learning environment. Parents may also be expected to participate with their children in certain school events scheduled during weekend hours.
4. Admission tests will not be required; however, assessments can be administered to determine the individual instruction program.

Teachers will act as coaches who provide academic roots and wings.

## ELEMENT TEN: REQUIREMENT FOR ANNUAL AUDIT AND PROGRAMATIC OPERATION OF THE COMMUNITY CHARTER SCHOOL

The Community Charter School will conduct its financial operations through the established procedures required of the schools within the San Carlos School District. The Community Charter School will present an annual balanced budget for Board approval. Expenditures will be approved by the Business Office when they are authorized by the approved budget. The Business Office will be responsible for budget control, purchasing, payroll, insurance, contracts, audits and other fiscal matters. The Community Charter School is prohibited from entering into contracts without first receiving approval of the San Carlos School District Board of Education.

All learners will develop oral and written skills in a non-native language.

The primary learning space for the Community Charter School will be the existing San Carlos School District facilities. The Community Charter School envisions the community as the classroom for the Charter School. To the extent that the community serves as learning space, the Community Charter School will demonstrate the same level of responsibility for the health and safety of its students as it would for students being taken on a field trip.

The Community Charter School will be considered a tenant of the School District and be subject to the same lease provisions as exist with the current tenants. The Community Charter School will make lease payments for its primary learning space at an average rate per square foot as is currently paid by existing tenants. The Community Charter School will be notified by April 1st if the District cannot renew its facilities commitments, otherwise the lease will renew annually.

The Community Charter School will pay for all direct costs that are beyond the level of support given by the San Carlos School District to its existing schools. The Community Charter School will pay for existing levels of support that includes administration, fiscal and maintenance support. The indirect costs rate will be defined as the rate developed by the most current J380. The Director of Business Services will annually report to the Board that the Community Charter School is self-supporting and operating at no cost to the District.

**ELEMENT ELEVEN: PROCEDURES FOR THE  
SUSPENSION AND EXPULSION OF  
COMMUNITY CHARTER SCHOOL PUPILS**

The procedures for suspension and expulsion of Community Charter School pupils will be identical to the procedures identified in the California Education Code.

The Community Charter School will also establish a staff review panel to evaluate situations that require interpretation of Education Code 48900.

**ELEMENT TWELVE: THE MANNER BY WHICH  
COMMUNITY CHARTER SCHOOL STAFF  
MEMBERS WILL BE COVERED BY STRS, PERS  
OR FEDERAL SOCIAL SECURITY**

All employees of the Community Charter School who currently are members of STRS or PERS will continue their participation. Employees will contribute at the rate established by the STRS or PERS.

All employees who are not members of STRS must make contribution to the social security system.

The Community Charter School will make all employer contributions as required by STRS, PERS, and federal social security. The Community Charter School will also make contributions for workers compensation insurance, unemployment insurance, and any other payroll obligations of an employer.

**ELEMENT THIRTEEN: PUBLIC SCHOOL  
ATTENDANCE ALTERNATIVES FOR SAN  
CARLOS STUDENTS WHO CHOOSE NOT TO  
ATTEND CHARTER SCHOOLS**

All students in the San Carlos School District attendance area who do not wish to attend the San Carlos Community Charter Schools will be able to attend their school of residence or request an intra-district transfer to another school in the District. Intra-district transfer requests will be processed in the manner described in San Carlos School District Policy and Procedure.

... The big story of the 1990's will not be high tech, but a renaissance in the arts and literature. Science and technology don't tell us what it means to be human. The arts and literature do that  
- John Naisbitt

All learners will develop their aesthetic talents in music, visual arts, dance or performance.

**ELEMENT FOURTEEN: RIGHT OF SAN CARLOS EMPLOYEES LEAVING THE DISTRICT TO WORK IN THE SAN CARLOS COMMUNITY CHARTER SCHOOL**

Any current San Carlos School District employee who becomes an employee of the Community Charter School shall retain rights to return to the San Carlos School District as per the Articles addressing Leaves of Absence in the Master Agreements with SCTA and the San Carlos CSEA in effect at the time the employee is on leave to the Charter School. Seniority and university credit earned will be accrued to the employee while employed by the Community Charter School as if they were an employee of the San Carlos School District.

Citizenship is not a spectator sport.  
- Anonymous

**ELEMENT FIFTEEN: ARTICULATION WITH THE SAN CARLOS SCHOOL DISTRICT**

The Charter Council will make quarterly reports to the San Carlos School District Board of Education. These will take place at Regular Meetings of the Board.

The Agenda topics will be developed by the Superintendent of Schools and the Charter Council and shall include an annual report of the measures for success outlined in the Charter.

**ELEMENT SIXTEEN: STUDENT ENROLLMENT OF THE SAN CARLOS COMMUNITY CHARTER SCHOOL**

The San Carlos Community Charter School gives the right and responsibility to the San Carlos School District Board of Education to establish the number of students who will be admitted to the Community Charter School. This enrollment capacity will be established annually, and the total student enrollment at the San Carlos Community Charter School will not result in the layoff of any employees of the San Carlos School District. The establishment of enrollment will occur after consultation with the Charter Council and no later than thirty days prior to the start of the Community Charter School's first day of instruction for the following school year.

**ELEMENT SEVENTEEN: ADDITIONS,  
DELETIONS & MODIFICATIONS OF THE  
CHARTER**

Any material revisions of the Charter must be approved by the San Carlos School District Board of Education.

Any element of the Charter that, through legislation or legal ruling, is deemed to be outside the intent of Senate Bill 1448 should be removed from the Charter. Such a situation would not result in the loss of the Charter.

**ELEMENT EIGHTEEN: REVOKING THE  
CHARTER**

The Charter may be revoked by the San Carlos School District Board of Education if ...

- ... the Community Charter School committed a material violation of any of the conditions, standards or procedures set forth on the Charter.
- ... the Community Charter School fails to meet or pursue any of the student outcomes identified in the Charter.
- ... the Community Charter School fails to meet generally accepted standards or fiscal management.
- ... the Community Charter School violates any provision of the law.

**ELEMENT NINETEEN: OTHER CHARTER  
ELEMENTS**

The San Carlos Community Charter School will be nonsectarian in its programs, admission policies, employment practices and all other operations, and cannot discriminate against any student on the basis of ethnicity, national origin, gender or disability.

The San Carlos Community Charter School will not charge a tuition.

... to provide an education adapted to the years, to the capacity and the condition of every one, and directed to their freedom and happiness.  
- Thomas Jefferson

**ELEMENT TWENTY: SALARY, HEALTH AND WELFARE BENEFITS AND RETIREMENT BENEFITS OF THE SAN CARLOS TEACHERS' ASSOCIATION MEMBERS EMPLOYED BY THE SAN CARLOS COMMUNITY CHARTER SCHOOL**

Members of the San Carlos Teachers' Association employed by the Community Charter School will receive no less than the per diem salary, health and welfare benefits and retirement benefits contained in the Master Agreement between SCTA and the San Carlos School District for the years they are employed in the Community Charter School.