

SECTION A: FOUNDATIONS AND BASIC COMMITMENTS

Section A of the NEPN/NSBA classification system contains policies, regulations, and exhibits on the district's legal role in providing public education and the basic principles underlying school board governance. These policies provide a setting for all of the school boards's other policies and regulations.

- AA** School District Legal Status
- AB** The People and Their School District
- AC** Nondiscrimination/Equal Opportunity
 - ACA** Nondiscrimination on the Basis of Sex
 - ACB** Nondiscrimination on the Basis of Ethnicity and Race *NO*
 - ACC** Nondiscrimination on the Basis of Age *NO*
 - ACD** Nondiscrimination on the Basis of Religion *NO*
 - ACE** Nondiscrimination on the Basis of Handicap/Disability
 - ACF** Interpersonal/Human Relations *NO*
 - ACG** Resolution of Discrimination Complaints *NO*
- AD** Educational Philosophy/School District Mission
 - ADA** School District Goals and Objectives
 - ADB** Drug-Free Schools *NO*
 - ADC** Tobacco-Free Schools
 - ADD** Safe Schools
 - ADE** Effective Schools *NO*
- AE** Accountability/Commitment to Accomplishment
 - AEA** Goal/Outcome-Based Education
 - AEB** Recognition for Accomplishment *NO*
 - AEC** Accomplishment Reporting to Public

Charter School Legal Status

The Constitution of Colorado requires the General Assembly to provide for the establishment and maintenance of a thorough and uniform system of free public schools throughout the state and vests in a state board of education responsibility for their general supervision.

The constitution also requires that the General Assembly shall, by law, provide for the organization of charter schools of convenient size, in each of which shall be established a board of education to have control of instruction in the public schools of the district.

As are all charter schools in the state, Lake George Charter School is a body corporate with perpetual existence, and in its name may hold property for any purpose authorized by law, sue and be sued, and be party to contracts for any purpose authorized by law.

LEGAL REFS: Constitution of Colorado, Article IX, Sections 1, 2, 15
C.R.S. 22-32-101
C.R.S. 22-32-102

CROSS REF: BB, School Board Legal Status

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Revised: 12-6-2006)

The People and Their Charter School

A Board of Education is the legal entity for conducting a system of public education within the geographic area of a charter school. The system was created by and is governed by state statutes. Members of a Board are, therefore, public employees chosen by citizens of a charter school to represent them and the state in the legislative management of public schools.

The Board of Education has the dual responsibility for implementing statutory requirements pertaining to public education and local citizens' desires for educating the community's youth. While the Charter Board has an obligation to determine and assess citizens' desires, it is understood that when citizens elect delegates to represent them in the conduct of public education, they at the same time, endow their representatives with the authority to exercise their best judgment in determining policies, making decisions and approving procedures for carrying out the responsibility.

The Charter Board therefore reaffirms and declares its intent to:

1. Maintain two-way communications with the citizens of the charter school. The public shall be kept informed of the progress and problems of the charter school and the citizens shall be urged to bring their aspirations and feelings about their public school to the attention of this body which they have chosen to represent them in the management of public education.
2. Establish policies and make decisions on the basis of declared educational philosophy and goals. All decisions made by this Charter Board shall be made with primacy given to the purposes set forth, most crucial of which is the optimal learning of the students enrolled in the school.
3. Act as a truly representative body for citizens of the charter school in matters involving public education. The Board recognizes that ultimate responsibility for public education rests with the state but individual boards of education have been assigned specific authority through statute. The Board shall relinquish none of this authority through statute. The Charter Board shall relinquish none of this authority since it believes that decision making control over the students' learning should be in the hands of local citizens as much as possible.

LEGAL REF: C.R.S. 24-10-103(4)

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Rev.: 12-6-06)

Nondiscrimination/Equal Opportunity

The Charter Board is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. The charter school is subject to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, religion, national origin, age, marital status, ancestry, or need for special education services.

Accordingly, no otherwise qualified student, employee, applicant for employment or member of the public shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination under any district program or activity on the basis of race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, disability or need for special education services. Discrimination against employees and applicants for employment based on age is also prohibited in accordance with state and federal law.

In keeping with these statements, the following shall be objectives of this charter school:

1. To promote the rights and responsibilities of all individuals as set forth in the state and federal constitutions, pertinent legislation and applicable judicial interpretations.
2. To encourage positive experiences in terms of human values for children and adults who have differing personal and family characteristics or who come from various socio-economic, racial and ethnic groups.
3. To consider carefully, in all decisions made which affect the schools, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
4. To utilize educational experiences to build each individual's pride in the community in which he or she lives.
5. To initiate a process of reviewing all policies and practices of this charter school in order to achieve the objectives of this policy to the greatest extent possible.
6. To investigate and appropriately discipline staff and students found to be responsible for incidents of harassment or discrimination in violation of charter school policy.

Annual Notice

The Charter School shall issue a written notice prior to the beginning of each school year that advises students, parents, employees, and the general public that the educational programs, activities, and employment opportunities offered by the Charter School are offered without regard to race, color, sex, (which includes marital status), sexual orientation, religion, national origin, age, ancestry, creed, disability, or need for special education services. The announcement shall also include the name/title, address and telephone number of the person designated to coordinate Title IX and Section 504 and ADA compliance activities.

The notice shall be disseminated to persons with limited English language skills in the person's own language. It shall also be made available to persons who are visually or hearing impaired.

The notice shall appear on a continuing basis in all charter school media containing general information, including: teachers' guides, school publications, recruitment materials, application forms, vacancy announcements, student handbooks, school program notices, summer program newsletters, and annual letters to parents.

Harassment is prohibited

Harassment based on a person's race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, disability or need for special education services is a form of discrimination prohibited by state and federal law. Preventing and remedying such harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn, employees can work and members of the public can access and receive the benefit of charter school facilities and programs. All such harassment, by charter school employees, students and third parties, is strictly prohibited.

All charter school employees and students share the responsibility to ensure that harassment does not occur at the charter school, on any charter school property, at any charter school -sanctioned activity or event, or off school property when such conduct has a nexus to the school, or any charter school curricular or non-curricular activity or event.

For purposes of this policy, harassment is any unwelcome, hostile and offensive verbal, written or physical conduct based on or directed at a person's race, color, national origin, ancestry, creed, religion, sex, sexual orientation, disability or need for special education services that: (1) results in physical, emotional or mental harm, or damage to property; (2) is so severe, persistent, or pervasive that it creates an intimidating, hostile or threatening environment; or (3) substantially disrupts the orderly operation of the school. Administrative policy on sexual harassment (GBAA for employees and JBB* for students) will apply to complaints alleging sexual harassment.

Reporting Harassment

Any student who believes he or she has been a victim of unlawful discrimination or harassment as defined in this policy shall immediately report it to an administrator, counselor, teacher or compliance officer and file a formal complaint as set forth in the regulation which accompanies this policy.

Any employee, applicant for employment or member of the public who believes he or she has been a victim of unlawful discrimination or harassment shall file a complaint with the compliance officer.

All students who witness such harassment shall immediately report it to an administrator or teacher. All employees who have such harassment reported to them shall promptly forward the report to an immediate supervisor or to the compliance officer.

All charter school employees who witness such harassment shall take prompt and effective action to stop it, as prescribed by the charter school. Under certain circumstances, harassment may constitute child abuse that must be reported to proper authorities.

Interim charter school action

When appropriate, the charter school shall take interim measures during the investigation of a harassment report to protect the alleged subject of the harassment from further harassment or retaliation.

In cases involving potential criminal conduct, the compliance officer shall determine whether appropriate law enforcement officials should be notified.

Charter school action following investigation

The charter school shall take appropriate action to end the unlawful harassment, to prevent its recurrence, to prevent retaliation against the individual making the report and anyone participating in the investigation and to restore lost educational opportunities to the harassed student or employment opportunities to staff. In addition, any student or employee who engages in harassment of another student or employee shall be disciplined according to applicable district policies. Steps shall also be taken to ensure that victims of, and witnesses to, harassment are protected from retaliation. Further, students or employees who knowingly file false harassment complaints or give false statements in an investigation shall be subject to discipline, up to and including suspension/expulsion for students and termination of employment.

No student, employee or member of the public shall be subject to adverse treatment in retaliation for any good faith report of harassment under this policy. To the extent possible, all reports of harassment will be kept confidential. Upon determining that incidents of harassment are occurring in particular charter school settings or activities, the charter school shall implement measures designed to remedy the problem in those areas or activities.

Notice and training

To reduce harassment and ensure a respectful school environment, the administration is responsible for providing notice of this policy to the charter school. The policy and compliance process shall be incorporated into student and employee handbooks.

Students and district employees shall receive periodic training related to recognizing and preventing unlawful harassment. Charter school employees shall receive additional training related to handling reports of harassment. The training will include, but not be limited to:

- awareness of groups protected under state and federal law and/or targeted groups, whether real or perceived;
- how to recognize and react to harassment; and
- proven harassment prevention strategies.

LEGAL REFS: 20 U.S.C. § 1681 (*Title IX of the Education Amendments of 1972*)
20 U.S.C. § 1701-1758 (*Equal Employment Opportunity Act of 1972*)
20 U.S.C. §621 *et seq.* (*Age Discrimination in Employment Act of 1967*)
29 U.S.C. §701 *et seq.* (*Section 504 of the Rehabilitation Act of 1973*)
42 U.S.C. § 12101 *et seq.* (*Title II of the Americans with Disabilities Act*)
42 U.S.C. § 2000d (*Title VI of the Civil Rights Act of 1964 as amended in 1972*)
42 U.S.C. § 2000e (*Title VII of the Civil Rights Act of 1964*)
34 C.F.R. Part 100
C.R.S. 2-4-401 (13.5). (*Definition of sexual orientation*)
C.R.S. 18-9-121 (*bias-motivated crimes*)
C.R.S. 22-32-109 (1)(II) (*Charter Board duty to adopt written policies prohibiting discrimination*)
C.R.S. 24-34-301 (7) (*definition of sexual orientation*)
C.R.S. 24-34-301 *et. seq.* (*Colorado Civil Rights Division*)
C.R.S. 24-34-401 *et. seq.* (*Discriminatory or unfair employment practices.*)
C.R.S. 24-34-601 (*unlawful discrimination in places of public accommodation*)
C.R.S. 24-34-602 (*penalty and civil liability for unlawful discrimination*)

CROSS REFS: ACE, Nondiscrimination on the Basis of Handicap/Disability
GBA, Open Hiring/Equal Employment Opportunity
GBAA, Sexual Discrimination and Harassment
JB, Equal Educational Opportunities
JBA, Nondiscrimination on the Basis of Sex
JBB, Sexual Harassment

NOTE: State law defines "sexual orientation" as "a person's orientation toward heterosexuality, homosexuality, bisexuality, or transgender status or another person's perception thereof." C.R.S. 2-4-401(13.5), 24-34-301(7).

First Reading Date: 8-14-18

Adoption Date: 10-10-18

Lake George Charter School

Nondiscrimination/Equal Opportunity

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act and Colorado law, the Lake George Charter School does not unlawfully discriminate on the basis of race, color, sex, religion, national origin, ancestry, creed, age, marital status, sexual orientation, disability or need for special education services in admissions, access to, treatment, or employment in educational programs or activities which it operates.

Complaint procedures for Title IX and Section 504 have been established for students, parents, employees and members of the public. The following person has been identified as the designated employee to coordinate compliance activities for the charter school:

As referenced in exhibit ACE-E-1, specific complaints of alleged discrimination under Section 504 or the ADA (disability) should be referred to the charter school's compliance officer:

Administrator
PO Box 420
Lake George, CO 80827-0420
(719) 748-3911

As referenced in exhibit JBA-E, specific complaints of alleged discrimination under Title IX (sex) should be referred to the **charter** school's Title IX compliance officer:

Administrator
PO Box 420
Lake George, CO 80827-0420
(719) 748-3911

Complaints may also be filed with the Office for Civil Rights, U.S. Department of Education, 1244 Speer Boulevard, Suite 310, Denver, Colorado, 80204-3582.

NOTE: Per the attached policy, this notice shall appear on a continuing basis in all district media containing general information, including: teachers' guides, school publications, recruitment materials, application forms, vacancy announcements, student handbooks, school program notices, summer program newsletters and annual letters to parents.

First Reading: 8-14-18

Adoption Date: 10-10-18

Lake George Charter School

**Nondiscrimination/Equal Opportunity
(Complaint Form)**

Date: _____

Name of complainant: _____

Lake George Charter School
38874 US Hwy. 24
PO Box 420
Lake George, CO 80827-0420
Ph. 719-748-3911

Summary of alleged discrimination:

Name(s) of individual(s) committing alleged discrimination:

Date(s) alleged discrimination occurred: _____

Name(s) of witness(es) to alleged discrimination: _____

If others are affected by the possible discrimination, please give their names: _____

Your suggestions regarding resolving the complaint: _____

Please describe any corrective action you wish to see taken with regard to the alleged discrimination. You may also provide other information relevant to this complaint.

Signature of complainant

Date

Signature of person receiving complaint

Date

First Reading: 5-5-2015

Adoption Date: 6-2-2015

Lake George Charter School

Nondiscrimination/Equal Opportunity

(Complaint and Compliance Process)

The charter school shall respond to complaints of discrimination and/or harassment reported; take action in response when discrimination and/or harassment is discovered; impose appropriate sanctions on offenders in a case-by-case manner; and protect the privacy of all those involved in discrimination and/or harassment complaints to the extent practical and appropriate under the circumstances. These actions shall apply to the extent permitted by law or where personal safety is not an issue. Under certain circumstances, the complaint may be referred to law enforcement for investigation.

The charter school has adopted the following procedures to promptly and fairly address concerns and complaints about discrimination and/or harassment. Complaints may be submitted informally or formally.

Definitions

The term "compliance officer" means an employee designated to act as such by the charter school. That individual shall be identified by name, address and telephone number. See exhibits ACE-E Rev. and JBA-E. If the designated individual is not qualified or is unable to act as such the administrator shall designate an individual who shall serve until a successor is appointed.

The term "aggrieved individual" shall mean a student, the parents or guardians of a student under the age of 18 acting on behalf of a student, a student over the age of 18, an employee of the charter school, or member of the public who is directly affected by an alleged violation of charter school policies prohibiting discrimination or harassment.

Compliance officer's duties

The compliance officer shall be responsible for conducting a confidential investigation and coordinating all complaint procedures and processes, whether the violation is alleged under Title II (discrimination based on disability), Title VI (discrimination based on race, color or national origin), Title IX (discrimination based on sex or marital status), Section 504 (discrimination based on disability) or under district policies prohibiting discrimination or harassment. The compliance officer's duties shall include providing notice to students, parents/guardians of students, employees and the general public concerning the compliance process available, dissemination upon request of information concerning the forms and procedures for the filing of complaints, investigation of all complaints and coordination of the hearing procedures.

Complaint procedure

An aggrieved individual who believes he or she has been subject to harassment or discrimination in violation of law and district policy is encouraged to report the incident as provided in board policy. All reports received by teachers, counselors, principals or other district employees shall be forwarded to the compliance officer.

Any aggrieved individual may file, with the compliance officer, a complaint charging the district, another student or any school employee with a violation of Title II, Title VI, Title IX or Section 504 or with a violation of district policies prohibiting discrimination or harassment. The complaint shall be in writing and shall describe with reasonable specificity the nature of the complaint.

Upon receiving a complaint, the compliance officer shall confer with the aggrieved individual as soon as is reasonably possible in order to obtain a clear understanding of the basis of the complaint and to discuss what action the aggrieved individual is seeking.

At the initial meeting, the compliance officer shall explain the avenues for informal and formal action and provide a description of the complaint process. The compliance officer shall also explain that whether or not the individual files a formal complaint or otherwise requests action, the district is required by law to take steps to correct the harassment and to prevent recurring harassment or retaliation against anyone who makes a harassment report or participates in an investigation. The compliance officer shall also explain that any request for confidentiality shall be honored so long as doing so does not preclude the district from responding effectively to the harassment and preventing future harassment.

Following the initial meeting with the aggrieved individual, the compliance officer shall attempt to meet with the alleged harasser and his or her parents/guardians, if the alleged harasser is a student, in order to obtain a response to the reported harassment. Such person(s) shall be informed only of those facts which, in the compliance officer's judgment, are necessary to achieve a full and accurate disclosure of material facts or to obtain an informal resolution.

The compliance officer may consider the following types of information in determining whether unlawful harassment occurred:

- a. statements by any witness to the alleged incident.
- b. evidence about the relative credibility of the parties involved.
- c. evidence relative to whether the alleged harasser has been found to have harassed others.
- d. evidence of the aggrieved individual's reaction or change in behavior following the alleged harassment.
- e. evidence about whether the individual claiming harassment took action to protest the conduct.
- f. evidence and witness statements or testimony presented by the parties involved.
- g. other contemporaneous evidence.
- h. any other evidence deemed relevant by the compliance officer.

In deciding whether conduct is sufficiently severe, persistent or pervasive to be a violation of law or policy, all relevant circumstances shall be considered by the compliance officer, including:

- a. the degree to which the conduct affected one or more students' education or one or more employee's work environment.
- b. the type, frequency and duration of the conduct.
- c. the identity of and relationship between the alleged harasser and the aggrieved individual.
- d. the number of individuals involved as alleged harassers and as subjects of the harassment.
- e. the age of the alleged harasser and the aggrieved individual.
- f. the size of the school, location of the incident and context in which it occurred.
- g. other incidents at the school.

The compliance officer shall determine whether the matter should proceed formally or informally. At any time, the aggrieved individual may request an end to an informal process and begin the formal compliance process.

On the basis of the compliance officer's investigation and if the aggrieved individual requests that the matter be resolved in an informal manner and the compliance officer agrees that the matter is suitable for such resolution, the compliance officer may attempt to resolve the matter informally.

The compliance officer shall prepare a written report containing findings and recommendations. The compliance officer's report shall be advisory and shall not bind the district to any particular course of action or remedial measure. However, the report may be used by charter school administration as a basis for disciplinary or other appropriate action.

Formal complaint process

If the aggrieved individual requests a formal complaint process, the compliance officer shall transfer the record within five school days to the administrator or designee for formal resolution and so notify the parties by certified mail.

After reviewing the record made by the compliance officer, the administrator or designee may gather additional evidence necessary to decide the case and/or determine that a hearing is necessary. At such time the matter should be referred to an administrative hearing officer for further fact-finding. The hearing officer will be an administrative employee of the charter school designated by the administrator.

The hearing shall be informal. The hearing officer shall provide the affected person a written statement of charges, evidence and reasons supporting the proposed adverse action. A student shall be entitled to be represented by his/her parent or by an attorney. An employee shall be entitled to be represented by an attorney or other representative of his/her choice. The complainant shall appear at the hearing and shall be entitled to present testimony and other evidence. Formal rules of evidence shall not apply. The compliance officer or designee may represent the charter school at the hearing and shall likewise be entitled to present testimony and other evidence. The hearing shall be closed to the public. The hearing officer shall make a recommendation to the administrator based upon evidence presented at the administrative hearing.

Within 10 school days of receiving the record from the hearing, the administrator or designee shall determine any sanctions or other action deemed appropriate, including recommendations to the Charter Board for disciplinary or other action.

Charter Board action

Whether or not a formal complaint is filed, the charter school shall take appropriate action to end the harassment, to make the victim whole by restoring lost educational or employment opportunities, to prevent harassment from recurring and to prevent retaliation against anyone that reports harassment or participates in a harassment investigation.

All parties, including the parents/guardians of all students involved, shall be notified by the administrator of the final outcome of the investigation and all steps taken by the charter school. If disciplinary action is recommended for a student or employee, that action shall proceed in accordance with applicable charter school policy. Remedial and/or disciplinary actions shall include measures designed to stop the harassment, correct its negative impact on the affected individual, and ensure that the harassment does not recur.

Nothing contained herein shall be interpreted to confer upon any person the right to a hearing independent of a charter school policy, administrative procedure, statute, rule, regulation or agreement expressly conferring such right. This process shall apply, unless the context otherwise requires and unless the requirements of another policy, procedure, statute, rule, regulation or agreement expressly contradicts with this process, in which event the terms of the contrary policy, procedure, law, rule, regulation or agreement shall govern.

First Reading: 5-5-2015

Adoption Date: 6-2-2015

Lake George Charter School

Nondiscrimination on the Basis of Sex
(Compliance with Title IX)

1. Designation of responsible employee

The Board of Education shall designate an individual as the responsible employee to coordinate charter school compliance with Title IX and its administrative regulations.

The designee, the charter school's Title IX compliance officer, shall formulate procedures for carrying out the policies in this statement and shall be responsible for continuing surveillance of charter school educational programs and activities with regard to compliance with Title IX and its administrative regulations.

The designee shall, upon adoption of this policy and once each academic year thereafter, notify all students and employees of the charter school of the name, office, address and telephone number of the designee. Notification shall be by posting and/or other means sufficient to reasonably advise all students and employees.

2. Grievance procedure

Any student or employee shall have a ready means of resolving any claim of discrimination on the basis of sex in the educational programs or activities of the charter school. Grievance procedures are set forth in regulations GBAA-R for employees and JBB-R for students.

3. Dissemination of policy

The administrator shall notify applications for admission, students, parents/guardians of elementary and secondary school students, sources of referral of applicants for admission, employees and applicants for employment that it does not discriminate on the basis of sex in the educational programs or activities which it operates and that it is required by Title IX and its administrative regulations not to discriminate in such a manner, the notification shall be made in the form and manner required by law or regulations.

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Revised: 12-6-2006)

Nondiscrimination of the Basis of Sex
(Compliance with Title IX)

The charter school's Title IX compliance officer is:

Administrator
PO Box 420
Lake George, CO 80827-0420
(719) 748-3911

Commitment to Religious Neutrality

Religious activities of students

Individual students may engage in private, quiet religious activities so long as the conduct is not disruptive. This does not include the right to have a captive audience listen or compel other students to participate. Students may speak to their peers about religious topics just as they do with regard to political topics. Teachers and administrators should ensure that no student is in any way coerced to participate in religious activity. Student speech that constitutes harassment aimed at a student or group of students shall not be allowed.

Religious activities of staff

Staff members, including teachers and administrators, when present on school premises, when attending school sponsored events, or when otherwise acting in their capacity as **charter school** employees, are representatives of the state and as such prohibited from soliciting or encouraging religious activities, participating in religious activities with students, discouraging an activity because of religious content, or soliciting or encouraging anti-religious activities. The prohibitions set forth above do not apply to staff members when they are not acting as an employee of the charter school or when they are attending non-school sponsored events, regardless of where such events are held.

Teaching about religion

Public schools may not provide religious instruction. However, objective teaching about religion is permitted. The following may be taught about religion: the history of religion, comparative religion and the role of religion in the history of the United States and other countries. It is also permissible to teach religious influences in art, music, literature and social studies. Public schools may teach about religious holidays, including their religious aspects, and may celebrate the secular aspects of holidays. Schools may not observe holidays as religious events or promote such observance by students. In teaching about religion, teachers are prohibited from promoting, criticizing or ridiculing a religion.

Homework or coursework

Students may express their beliefs about religion in the form of homework, artwork and other written and oral expression. Such homework and classroom work should be judged by academic standards of substance and relevance and against other legitimate pedagogical concerns identified by the school.

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Revised: 12-6-2006)

Nondiscrimination on the Basis of Handicap/Disability

Designation of responsible employee

The Board of Education shall designate an individual as the responsible employee to coordinate charter school compliance with Section 504 of the Rehabilitation Act and its administrative regulations and with the Americans with Disabilities Act.

The charter school's Section 504 compliance officer shall formulate procedures for carrying out the policies in this statement and shall be responsible for continuing surveillance of charter school educational programs and activities with regard to compliance with Section 504 and its administrative regulations.

The compliance officer shall, upon adoption of this policy and once each academic year thereafter, notify all students and employees of the charter school of the name, office, address and telephone number of the Section 504 compliance officer. Notification shall be by posting and/or other means sufficient to reasonably advise all students and employees.

Grievance procedure

Any student or employee shall have a ready means of resolving any claim of discrimination on the basis of handicap in the educational programs or activities of the charter school. To this end the following policy is adopted.

In the event a student or employee believes that there has been a violation of Section 504 or its administrative regulations, he or she shall mail or deliver to the employee designated as Section 504 compliance officer a written statement setting out the alleged violations in specific terms, describing the incident or activity involved, the individuals involved and the dates, times and locations involved.

Within 2 school days of receiving the statement, the Section 504 compliance officer shall provide the individual filing the written statement an opportunity to discuss the matter personally, if requested.

The Section 504 compliance officer shall make such additional investigation as is necessary to determine the complete facts involved and shall report to the administrator of the school the finding and recommendations regarding resolution of the matter within 14 days of the initial meeting with the person making the statement.

If the student or employee submitting the written statement of an alleged violation is not satisfied with the handling of the matter by the administrator, he or she may appear before the Charter Board and present the matter directly to the Board.

Dissemination of policy

The Charter Board shall notify applicants for admission, students, parents of elementary and secondary school students, sources of referral of applicants for admission, employees and applicants for employment that it does not discriminate on the basis of handicap in the educational programs or activities which it operated and that it is required by Section 504 and its administrative regulations not to discriminate in such a manner. The notification shall be made in the form and manner required by law or regulation.

LEGAL REFS: 29 U.S.C. 701 et seq. (Section 504)
42 U.S.C. 1201 et seq. (Americans with Disabilities Act)
34 C.F.R. 104 et seq.

CROSS REF.: IHBA, Special Education/Programs for Handicapped/Disabled/Exceptional
Students

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

**Nondiscrimination on the Basis of Handicap/Disability
(Compliance Officer)**

The Section 504 and ADA compliance officer for Lake George Charter School is the following:

Administrator
Lake George Charter School
PO Box 420
Lake George, CO 80827-0420
719-748-3911

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Revised: 12-6-2006)

**Nondiscrimination on the Basis of Handicap/Disability
(Compliance Officer)**

The Section 504 and ADA compliance officer for Lake George Charter School is the following:

Administrator
Lake George Charter School
PO Box 420
Lake George, CO 80827-0420
719-748-3911

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Revised: 12-6-2006)

**Nondiscrimination on the Basis of Equal Opportunity, Sex and/or
Handicap/Disability
(Grievance Form)**

Date: _____

1. Name of Grievant: _____ Title: _____

Lake George Charter School
38874 US Hwy. 24
PO Box 420
Lake George, CO 80827-0420
719-748-3911

Summary of Grievance

2. _____

If others are affected by the possible violation, please give their names and/or positions: _____

3. Your suggestions on resolving the complaint: _____

4. Please describe any corrective action you wish to see taken with regard to the possible violation. You may also provide other information relevant to this grievance: _____

Signature of Grievant

Date

Signature of Compliance Officer

Date

Lake George Charter School Mission

Lake George Charter School provides an environment where students safely grow and enjoy learning.

LEGAL REF.: C.R.S. 22-32-109.1 (requirement that mission statement reflect safety as a priority)

CROSS REF.: ADA, Charter School Goals and Objectives

First Reading Date: 4-12-2016

Adoption Date: 5-10-2016

Lake George Charter School

Charter School Goals and Objectives (see district objectives)

In keeping with its belief that all students can learn and achieve academic success, the Lake George Charter School adopts the following objectives:

1. To provide an educational program and instructional arrangement which will permit each child to develop to his or her full potential. An accompanying goal shall be the development of an individualized instructional program.
2. To achieve what is truly a “community school” in services to the adult community.
3. To provide for the best possible school staff, including both professional and support personnel.
4. To ensure the development of meaningful interpersonal relationships among students, the staff and community.
5. To ensure that staff, students and parents are afforded maximum participation in the development and evaluations of programs and policies.
6. To ensure maximum efficiency in the use of charter resources to meet the goals and objectives of the various programs and services.

CROSS REFS: AD, Educational Philosophy/Charter School Mission
IA, Instructional Goals and Learning Objectives

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Rev. 12-6-2006)

Statement of Educational Guidelines and Expectations

In pursuing the mission and purpose of Lake George Charter School, the Charter Board, Administrator, teachers/staff, and community support the following guidelines and expectations for the educational activities of the school. The following educational expectations reflect the mission of the school and are integral to ongoing decision making, priority-setting, and performance expectations:

1. To provide an educational program and instructional arrangement, in a safe learning environment, which will permit each child to develop to his or her full potential. An accompanying goal shall be the development of an individualized instructional program.
2. To achieve what is truly a “community school” in services to the adult community.
3. To provide high quality school staff, including both professional and support personnel.
4. To ensure the development of meaningful interpersonal relationships among students, the staff, and community.
5. To ensure that staff, students, and parents are afforded maximum participation in the development and evaluations of programs and policies.
6. To ensure maximum efficiency in the use of charter resources to meet the goals and objectives of the various programs and services.

CROSS REFS: AD, Educational Philosophy/Charter School Mission
IA, Instructional Goals and Learning Objectives

First Reading Date: 5-10-2016

Adoption Date: 6-14-2016

Lake George Charter School

Tobacco-Free Schools

In accordance with Colorado statute and to promote the general health, welfare and well-being of students and staff, smoking, chewing, vaping, or any other use of any tobacco products by staff, students and members of the public is banned from all school property.

Possession of any tobacco or nicotine/non-nicotine product by students is also prohibited on charter school property.

For purposes of this policy, the following definitions apply:

1. "School Property" means all property owned, leased, rented or otherwise used by a school including but not limited to the following:
 - a. All interior facilities and interior portions of any building or other structure used for children under the age of 18 for instruction, educational or library services, routine health care, daycare or early childhood development services, as well as for administration, support services, maintenance or storage.
 - b. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
 - c. All vehicles used by the charter school for transporting students, staff, visitors or other persons.
 - d. At a school sanctioned activity or event.
2. "Tobacco product" means:
 - a. Any product that contains nicotine/non-nicotine or tobacco or is derived from tobacco and is intended to be ingested or inhaled by or applied to the skin of an individual, including but not limited to cigarettes, cigars, pipe tobacco, snuff, chewing tobacco;
 - b. Any electronic device that can be used to deliver nicotine/non-nicotine to the person inhaling from the device, including but not limited to an electronic cigarette, cigar, cigarillo or pipe.
 - c. "Tobacco product" does not include any product that has been approved by the appropriate federal agency as a tobacco use cessation product.
3. "Use" means lighting, chewing, inhaling or smoking any tobacco product.

Signs will be posted in prominent places on all school property to notify the public that smoking or other use of tobacco products is prohibited in accordance with state law and charter school policy.

This policy will be published in all employee and student handbooks, posted on bulletin boards and announced in staff meetings.

Any member of the general public in violation of this policy will be instructed to leave school property. Employees found to be in violation of this policy will be subject to appropriate disciplinary action.

Disciplinary measures for students who violate this policy will include suspension, revocation of privileges and exclusion from extracurricular activities. In accordance with state law, no student will be expelled solely for tobacco use.

LEGAL REFS: 20 U.S.C. 7971 *et. seq.* (prohibits smoking in any indoor facility used to provide educational services to children.)
C.R.S. 18-13-121 (furnishing tobacco products to minors)
C.R.S. 22-32-109(1)(bb) (policy required prohibiting use of tobacco products on school grounds)
C.R.S. 22-32-109.1(2)(a)(I)(H) (policy required as part of safe schools plan)
C.R.S. 25-14-103.5 (tobacco use prohibited on school property)
C.R.S. 25-14-301 (Teen Tobacco Use Prevention Act)

CROSS REFS: KFA, Public Conduct on Charter School Property

First Reading Date: 4-9-19

Adoption Date: 5-14-19

Lake George Charter School

Safe Schools

The Charter Board recognizes that effective learning and teaching take place in a safe, secure and welcoming environment and that safe schools contribute to improved attendance, increased student achievement and community support. To that end, the Charter Board directs the administrator, following regular review of relevant data and consultation with the school district accountability committee and school accountability committees, parents, administrators, students and when appropriate, school psychologists and members of the community including victims advocacy organizations and local law enforcement, to develop and maintain a safe school plan that includes:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the safety and supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting the school building and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Training and support for students that aims to relieve the fear, embarrassment, and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
8. Procedures for safe, confidential reporting of security and safety concerns at the school.
9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of the school building and to provide recommendations for improvements if necessary.
10. Procedures for regular assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at the school building.
11. Procedures to provide for regular communications between school administration, district officials, law enforcement officers, fire department officials, county officials, and local medical personnel to discuss crisis prevention and management strategies, including involvement by these parties in the development and revision of crisis prevention and management plans.

12. Training programs for staff and students in safety precautions and procedures related to fire prevention, natural disaster response, accident prevention, public health, traffic, bicycle and pedestrian safety, environmental hazards, civil defense, classroom and occupational safety, and special hazards associated with athletics and other extracurricular activities.
13. Procedures for the reporting of criminal activity to law enforcement.

The administrator shall be responsible for the supervision and implementation of the safe school program at the school. The administrator shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Charter Board concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law.

The annual safety report from every school in the district shall be compiled and submitted to the state department of education in a format specified by the State Board of Education. The report shall be made available to the public.

LEGAL REFS: C.R.S. 9-1-101 through 9-1-106 (Construction requirements, fire escapes, etc.)
C.R.S. 22-3-101 through 22-3-104 (eye protective devices)
C.R.S. 22-32-109.1 (1)(b.5)(definition of 'community partners' that the Charter Board may wish to consult with in developing and implementing its safe school plan)
C.R.S. 22-32-109.1 (2) (safe school plan)
C.R.S. 22-32-109.1 (2)(b) (detailing information required in annual principal reports on the learning environment)
C.R.S. 22-32-110 (1)(k) (board authority to adopt policies related to employee safety and official conduct)
C.R.S. 22-32-124 (2),(3) (building inspection)
C.R.S. 24-10-106.5 (duty of care)

CROSS REFS: ECA/ECAB, Security/Access to Buildings
GBGAA*, Staff training in Crisis Prevention and Management
KDE, Crisis Management (Safety, Readiness and Incident Management Planning)
KI, Visitors to School

First Reading Date: 11-18-20

Adoption Date: 1-20-21

Lake George Charter School

NOTE 1: Many specific policies are required as part of the district's safe school plan (see CASB's list of legally required policies). In developing the district's safe school plan, state law requires the district to consult with "the school district accountability committee and school accountability committees, parents, teachers, administrators, students, student councils where available, and, where appropriate, the community at large." C.R.S. 22-32-109-1 (2). Local boards may also consult with victims advocacy organizations, school psychologists, local law enforcement agencies, and "community partners" in adopting and implementing its safe school plan. State law defines "community partners" as collectively, local fire departments, state and local law enforcement agencies, local 911 agencies, interoperable communications providers, the Safe2Tell Program, local emergency medical service personnel, local mental health organizations, local public health agencies, local emergency management personnel, local or regional homeland security personnel, and school resource officers. C.R.S. 22-32-109.1 (1)(b.5).

NOTE 2: State law also requires a general safe schools policy and this policy (ADD) serves that purpose. The only specific legal requirement is that the policy requires the annual inspection of schools to remove hazards, vandalism, and other barriers to safety and supervision. C.R.S.22-32-109.1 (5). That requirement is reflected in paragraphs one and nine of this policy. The remaining provisions of this policy are suggested best practices for the superintendent and board to consider when creating a general safe schools policy. This policy also serves as an outline for the legally-required safe school plan.

NOTE 3: State law "encourages" school districts to provide a comprehensive, age-appropriate curriculum that teaches safety in working and interacting on the Internet, as part of the board's safe school plan. C.R.S. 22-32-109-1 (2)(c). Districts are encouraged to incorporate the Internet safety topics into the teaching of the regular classroom curricula, rather than isolating the topics as a separate class. If the district develops a comprehensive curriculum or other approach to teach safety in use of the Internet, then appropriate language could be added to this policy.

Safe Schools

Pursuant to C.R.S. 22-32-109.1(2)(b), the following information shall be included in the annual safe schools report for the preceding school year:

1. Total enrollment for the school
2. Average daily attendance rate at the school
3. Dropout rates for grades seven through twelve, if such grades are taught at the school
4. Average class size for the school calculated as the total number of students enrolled in the school divided by the number of full-time teachers in the school
5. Number of conduct and discipline code violations, including but not limited to specific information on the number of and the action taken with respect to each of the following types of violations:
 - a. Carrying, bringing, using, or possessing a dangerous weapon on school grounds, in school vehicles, at school activities, or sanctioned school events without the authorization of the charter school
 - b. Use or possession of alcohol on school grounds, in school vehicles, or at school activities or sanctioned events
 - c. Use, possession, or sale of a drug or controlled substance on school grounds, in school vehicles, or at school activities or sanctioned events
 - d. Use or possession of tobacco products on school grounds, in school vehicles, or at school activities or sanctioned events
 - e. Being willfully disobedient, openly and persistently defiant, or interfering with the orderly flow of information in a classroom
 - f. Commission of an act on school grounds that if committed by an adult would be considered criminal assault, other than third degree assault
 - g. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student or to other students
 - h. Willful destruction or defacement of school property
 - i. Repeated interference with the school's ability to provide a safe environment and educational opportunities for other students

- j. Commission of an act on school grounds that, if committed by an adult, would be considered robbery
- k. Other violations of the code of conduct and discipline that resulted in documentation of the conduct in a student's record

For purposes of the report, "action taken" means the specific type of discipline, including but not limited to the following categories of discipline:

- In-school suspension
- Out-of-school suspension
- Classroom removal in accordance with board policy
- Expulsion
- Referral to a law enforcement agency
- Any other form of discipline, which shall be officially identified as part of a board policy

The report shall specifically identify each conduct and discipline code violation and each action taken with respect of the violation by a student with a disability.

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

Innovation in Education

The Innovation Schools Act of 2008 “strongly encourages” local boards of education to consider innovations in the following areas:

1. Curriculum and academic standards and assessments.
2. Accountability measures, including but not limited to expanding the use of a variety of accountability measures to more accurately present a complete measure of student learning and accomplishment. The accountability measures adopted by an innovation school or an innovation school zone may include, but not be limited to:
 - a. Use of graduation or exit examinations;
 - b. Use of end-of-course examinations;
 - c. Use of student portfolio reviews;
 - d. Use of national and international accountability measures such as the national assessment of educational progress and the program for international student assessment;
 - e. Measuring the percentage of students continuing into higher education; and
 - f. Measuring the percentage of students simultaneously obtaining a high school diploma and an associate’s degree or a career and technical education certificate.
3. Provision of services, including but not limited to special education services; services for gifted students; services for English language learners; educational services for students at risk of academic failure, expulsion, or dropping out; and support services provided by the department of human services or county social services agencies.
4. Teacher recruitment, training, preparation and professional development;
5. Teacher employment.
6. Performance expectations and evaluation procedures for teachers and principals.
7. Compensation for teachers, principals and other school building personnel, including but not limited to performance pay plans, total compensation plans, and other innovations with regard to retirement and other benefits.
8. School governance and the roles, responsibilities and expectations of administrators in innovation schools or schools within an innovation school zone.
9. Preparation and counseling of students for transition into higher education or the work force.

First Reading: 5-10-2016

Adoption Date: 6-14-2016

Lake George Charter School

Accountability/Commitment to Accomplishment

The Charter Board accepts its ultimate responsibility for the academic accomplishments of charter school students. Consistent with this responsibility and as required by law, the Charter Board shall adopt and maintain an accountability program to measure the adequacy and efficiency of the educational program.

The charter school accountability committee meetings will be open to the public. Notices for school accountability committee meetings shall be posted in the same manner as notices of Board meetings.

School Accountability Committees

The Charter Board is committed to maintaining a strong accountability program in the school. School accountability committees shall serve the purposes and functions stated by law for both the school advisory council and the school accountability committee. School accountability committees shall meet at least quarterly to:

1. By May 15 each year, adopt building goals/objectives for the improvement of education in the building for the upcoming school year.
2. Discuss the means for determining whether decisions affecting the educational process are advancing or impeding student achievement in the school.
3. Discuss reporting educational performance of the school and providing data for appraising such performance to students, parents, Charter Board members, and educators.
4. Prior to the Charter Board's adoption of the annual budget, BAC may make recommendations to the administrator, regarding prioritization of expenditures of district moneys by the school.
5. Make recommendations to the principal regarding expenditures of school grants.
6. Discuss safety issues related to the school environment and develop, revise, and implement a safe school plan for the school consistent with the district's safe school plan and policies.

Charter Board

After consultation with the Charter School accountability committee and review of recommendations made by the committee, the Charter Board shall compile school building goals and objectives and plans for the improvement of education in the Charter School. The Charter Board shall annually report to the district the Charter School's goals and objectives for the improvement of education in the school. The report shall be made available from the district to the public no later than October 1st of each year.

LEGAL REFS: C.R.S. 22-2-117 (waivers from State Board of Education)
C.R.S. 22-7-102 through 22-7-107 (Educational Accountability Act of 1971)
(local accountability programs)
C.R.S. 22-7-205 (local goals and objectives)
C.R.S. 22-11-101 et seq. (Educational Accreditation Act of 1998)
C.R.S. 22-32-109.1(2)(b) (safe school reporting requirements)
1 CCR 301-1, Rules 2202-R-2.01 et seq. (Applicable regulations)

CROSS REFS: AEA, Standards Based Education
AEC, Accomplishment Reporting to the Public
AED, School District Accreditation
AEE*, Waiver of State Law Regulation
BDF, Advisory Committees
BG, School Board Policy Process
DBD, Determination of Budget Priorities
JIC, Student Conduct, and subcodes
JK, Student Discipline, and subcodes
KB, Parent Involvement in Education

**Note: The Board may consider applying to the State Board of Education for a waiver of certain provisions of law or state regulations which in the Board's discretion it believes necessary to accomplish the purposes of the accountability program. For districts with a funded count of 3,000 or more pupils, such application requires the concurrence of a majority of the appropriate accountability committee and of the affected licensed teachers and administrators. Such a waiver, if granted, will be effective for two years and may be renewed once for an additional two year. See policy AEE*, Waiver of State Law and Regulation.*

Note: State law requires two committees at the school level – the accountability committee and the advisory council. As reflected in this policy, one school level committee can serve the purposes and functions of both the school-level accountability committee and the school advisory council as long as membership includes the legally required persons and the combined committee serves the legally stated purposes and functions of both committees.

Note: The Board is also required to issue an annual report on district and school accreditation indicators to the public and the State Board of Education. However, much of what is required by State Board regulation is information that will also be reported in the state-generated report card. The State Board is in the process of aligning SB 186 requirements with the accreditation rules. Therefore, we recommend waiting until alignment is complete prior to placing the accreditation reporting requirements into Board policy.

See ICCR 301-1, Rules 2202-R-3.00 and 3.01 for current accreditation reporting requirements.

First Reading Date: 10-5-2010

Second Reading Date: 11-3-2010

Adoption Date: 12-7-2010

Lake George Charter School

(Rev. 12-15-2010)

Accountability Process Timeline

- By May 15: School-level accountability committee adopts building goals/objectives, and a plan to improve educational achievement, maximize graduation rates and increase the ratings for the school's accreditation category. (C.R.S. 22-7-205(1))
- Goals/objectives and plans reviewed by the accountability committee and recommendations submitted to the Charter Board. (C.R.S. 27-7-205(1))
- By May 15: After consultation with the accountability committee, the Charter Board compiles school building goals/objectives and plans and reports to the district a plan to improve educational achievement, maximize graduation rates and increase the ratings for ~~each~~ the school's accreditation category to the public. (C.R.S. 27-7-205(2))
- Prior to adopting budget for the fiscal year School-level accountability committee makes recommendations to the Charter Board, and the Administrator relative to prioritization of expenditures of moneys by the Charter School. (C.R.S. 22-7-207)
- Administrator considers recommendations by the Charter School BAC when formulating budget requests presented to the Charter Board. (C.R.S. 22-7-207)
- Charter Board considers recommendations prior to adopting budget. (C.R.S. 22-7-105)

First Reading Date: 10-5-2010

Second Reading Date: 11-3-2010

Adoption Date: 12-7-2010

Lake George Charter School

(Rev. 12-15-2010)

Accountability/Commitment to Accomplishment

District Accountability Committee

The district accountability committee (DAC) shall consist of at least:

- Three parents of students enrolled in district schools
- One teacher employed by the district
- One school administrator employed by the district
- One person who is involved in business in the community within the district's boundaries

A person may not serve in more than one of the required membership roles on the DAC. A person who is employed by the district or related to a district employee shall not be eligible to serve as a parent on the DAC. 'Related' means the person's spouse, son, daughter, sister, brother, mother, or father. If, however, the district makes a good faith effort and is unable to identify a sufficient number of parents that meet these criteria, a person may serve as a parent on the DAC and also be employed by the district or related to a district employee.

NOTE 1: Members of the DAC may be appointed or elected as set forth in state law. If the members are appointed, the regulation should indicate by whom. If the members are elected, information about the election process should be specified. This is a sample of the board appointing members of the DAC and the board delegating to each principal/administrator the authority to appoint members of the school accountability committee for his or her school.

The District Board shall appoint persons to the DAC. In making these appointments, it shall ensure, to the extent practicable, that:

- The parents appointed reflect the student populations significantly represented within the district;
- At least one of the parents is a parent of a student enrolled in a district charter school authorized by the Board, if one exists; and
- At least one of the persons appointed has a demonstrated knowledge of charter schools.

If the Board chooses to increase the number of persons on the DAC, it shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.

Members of the DAC will serve terms of _____ year(s). The DAC shall select a parent representative to serve as chair or co-chair, who shall serve terms of _____ year(s). The DAC shall also establish a schedule of meetings and adopt general rules for its operation.

School Accountability Committee

Each school accountability committee (SAC) shall consist of at least:

- Three parents of students enrolled in the school
- One teacher who provides instruction at the school
- The administrator or the administrator's designee
- One person from the community
- One adult member of an organization of parents, teachers, and students recognized by the school.

NOTE: We call our SAC the Building Accountability Committee or BAC. That will be reflected in the remainder of the policy.

A person may not serve in more than one of the required membership roles on the BAC. If, after making good-faith efforts, an administrator or an organization of parents, teachers, and students is unable to find a sufficient number of parents who are willing to serve on the BAC, the administrator, with advice from the organization of parents, teachers, and students, may establish an alternate membership plan for the BAC. Such alternate plan shall reflect the required representation stated above as much as practicable.

Members of the BAC shall be appointed by the administrator of the school. The administrator shall ensure, to the extent practicable, that the persons appointed reflect the student populations significantly represented within the school.

If the administrator chooses to increase the number of persons on the BAC, the administrator shall ensure that the number of parents appointed exceeds the number of representatives from the group with the next highest representation.

Members of the BAC will serve terms of 1 year. Vacancies shall be filled by action of the administrator. The BAC shall also establish a schedule of meetings.

NOTE 2: Colorado's open meetings law permits a 'local public body' to elect its leadership by secret ballot. C.R.S. 24-6-402 (2)(d)(IV). Therefore, the DAC and any SAC may elect its chair and co-chair by secret ballot. If the election of the chair and co-chair are by secret ballot, the outcome of the vote shall be recorded contemporaneously in the minutes.

NOTE 3: We choose to have open meetings with no chair or co-chair.

First Reading: 3-3-2015

Adoption Date: 4-7-2015

Lake George Charter School

(Rev. 4-1-2015)

Standards Based Education

The Board supports a system of education that develops and teaches standards that enable students to achieve the highest level of knowledge and skills. Academic standards will clearly identify what students should know and be able to do at key points in their school careers.

In accordance with state law, the Board has adopted a standards-based education system which focuses on student learning of content standards. It is the intent of the Board that the charter school's program of instruction and assessments be aligned with content standards. In standards-based education, courses and units of study are clearly defined, understood by teachers and students and communicated to staff members, families and the community. The charter school's standards-based education system will advance equity, promote student learning and reinforce accountability.

The administrator shall be responsible for developing a plan to implement content standards that meet or exceed the model state content standards. The plan shall ensure that the educational programs of the charter school actively address the needs of exceptional students and consciously avoid gender or cultural bias. The plan shall conform with all timelines established by law.

The charter school shall work educators, parents, students, business persons, members of the community and the charter school accountability committee to review and revise content standards as necessary to ensure maximum effectiveness. Parents shall be kept informed of student progress in achieving content standards and how such progress will be measured. This information shall also be provided to the charter school and building advisory accountability committee.

LEGAL REFS: C.R.S. 22-32-109(1)(r)(t)
C.R.S. 22-7-401

CROSS REFS: AE, Accountability/Commitment to Accomplishment
IA, Instructional Goals and Learning Objectives
IG, Curriculum Development, Adoption and Review, and subcodes
IL, Evaluation of Instructional Programs, and subcodes

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

Accomplishment Reporting to the Public

The Board of Education, with the assistance of the **charter school** advisory accountability committee, shall annually prepare a progress report to the public which discloses student performance and the results of the school improvement process.

The **charter school** will report the following information to the public each year:

1. Student achievement based on the attainment of **charter school** standards.
2. **Charter school** strategies to improve student achievement in the schools.
3. Comparisons of **charter school** adopted content area standards with state model standards.
4. Revenues, expenditures and costs of various segments of the **charter school** and school operations.
5. Information from the **charter school** advisory accountability committee about its accomplishments.

The report shall include a **charter school** profile of student performance or a summary profile of student performance for the building. Data shall be made available in such form that building and **charter school** measurements can be compared to national norms and to statewide Colorado norms. Data concerning the school shall be sent to parents of students disaggregated by grade.

The Board will also report on the extent to which the **charter school** has achieved its goals and objectives and include an evaluation of educational decisions made during the previous year which have affected school services and processes.

LEGAL REFS: C.R.S. 22-2-117
C.R.S. 22-7-102(2)(d)
C.R.S. 22-7-205(5)(2)(a)
1 CCR 301-1, Rules 2202-R-3.03(1)(b)(vii)

CROSS REFS: AE, Accountability/Commitment to Accomplishment
AEA, Standards Based Education
IL, Evaluation of Instructional Programs, and subcodes
KB, Parent Involvement in Education

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Rev. 12-6-2006)

School Accountability Reports

The Colorado legislature has determined that giving each public school an accountability report rating its performance and improvement in academic achievement and providing overall safety information will assist the general assembly, parents, and taxpayers in evaluating whether individual public schools are providing students with an opportunity for a safe and quality education.

The state-generated accountability report rates individual schools (except those schools designated as alternative education campuses and granted exemption by the State Board of Education) on their academic performance and improvement as determined solely by student test results on the Colorado State Assessment Program. The report also provides information of safety in individual schools by compiling data on safety and discipline incidents, the average daily attendance and the school dropout rate (secondary schools) or time in the classroom (elementary schools.)

The Lake George Charter School acknowledges that the state-generated accountability report serves an important purpose, but believes it does not represent the full measure of a safe and quality education. Therefore, the administrator will develop a program that enables and supports the school and he/she may wish to develop their own school report for distribution to parents and community members.

The school-generated reports could include such information as:

- Current student performance results related to charter school academic standards
- A summary of implementation and results of the school improvement plan
- Conduct and disciplinary actions taken during the school year, including the number and percentage of students suspended and/or expelled
- Community satisfaction with student achievement and the learning environment
- Accomplishments of the charter school related to its mission, goals and objectives
- Information from the school accountability committee about its accomplishments
- Any other information that helps provide parents and community members with a comprehensive view of the school's challenges and achievements

The report shall be provided to the parents/guardians of students in the school, to local media and others interested in the schools, and to members of the public who request it. The report may be included or inserted in the state-generated accountability report as long as the school report does not refute information included in the state-generated report.

Because the Charter School believes that a supportive and involved public is crucial to the safety and achievement of students in the school, the administrator will develop and implement a year-round communication plan around safety and student achievement that:

- Includes two-way communication involving both listening and telling activities
- Has a primary goal of building productive relationships between the charter school, Charter Board, staff, parents, students and community members
- Promotes dialogue between the Charter School, Charter Board, staff, parents, students and community members around issues of importance to the community

- Is targeted to include different messages and different strategies depending on the audience
- Includes strategies for communicating internally as well as outside the charter school

The charter school shall gather and accurately report data required by law to be reported for the state-generated accountability report. The Colorado Department of Education is required by law to deliver the report to each public school by January 15th each year. Within a reasonable time from receipt of the report, each school shall distribute the report to the parents/guardians of each student enrolled in the school and to members of the public who request it.

LEGAL REFS: C.R.S. 22-7-602 & 604 (alternative education campus criteria and exemption from receiving academic rating)
C.R.S. 22-7-605 (report format and data reporting requirements)
C.R.S. 22-7-206 (report delivery)
C.R.S. 22-7-208 (procedures instituted by the state board for schools receiving academic rating or “low”)
C.R.S. 22-7-609 (school improvement plan or charter required for schools receiving academic rating of “unsatisfactory”)

CROSS REFS: AE, Accountability/Commitment to Accomplishment
AED, School District Accreditation
IKE, Ensuring All Students Meet Standards
IL, Evaluation of Instructional Programs
ILBA, District Program Assessments
ILBB, State Program Assessments

First Reading Date: 11-6-2006

Adoption Date: 12-5-2006

Lake George Charter School

(Rev. 12-6-2006)

Waiver of State Law and Regulation

The Lake George Charter School believes that many state laws and regulations impede the school's progress toward achieving its mission. Therefore the administrator will work with legal counsel, the Building Accountability Committee, and the policy committee to:

1. Review state laws and regulations for which a waiver application can be filed.
2. Determine which state laws and regulations, if waived, would enhance educational opportunity and quality within the charter school and reduce or eliminate costs that are significantly limiting educational opportunity within the charter school.
3. Make recommendations to the Charter Board regarding which state laws and regulations which are permitted to be waived that the Charter Board should consider to waive.

The Charter Board must consider whether to apply for waivers in a public meeting that includes a public hearing. The Charter Board shall consult with the building accountability committee concerning the intent to seek waivers at least 60 days prior to the scheduled public hearing.

In the Charter Board meeting, which includes a public hearing, the Charter Board shall adopt a resolution stating the Charter Board's intent to apply for waivers and specifying the statutes or rules for which the Charter Board will request waivers. In the waiver application, the Charter Board shall state the manner in which the charter school will comply with the intent of the waived rule or statute and be accountable to the State Board of Education.

The Charter Board shall post notice of the public meeting in two public places within the area not less than 30 days prior to the meeting. The notice shall include a description of the waivers to be considered. If there is a newspaper published in the county, the Charter Board shall also publish notice once a week for four weeks prior to the meeting.

LEGAL REFS: C.R.S. 22-32-117 (state board power to grant waivers)

CROSS REFS: AE, Accountability/Commitment to Accomplishment

First Reading Date: 1-20-21

Adoption Date: 2-17-21

Lake George Charter School

