



Navigator Schools

Special Board Meeting

Date and Time

Wednesday December 29, 2021 at 1:30 PM PST

Location

Zoom

This meeting will take place via teleconference pursuant to Executive Orders N-25-20 and N-29-20.

The Board of Directors and employees of Navigator Schools shall meet via Zoom. Members of the public who wish to access this board meeting may do so online at <https://zoom.us/join> or via telephone by calling [\(669\) 900-6833](tel:6699006833) or [\(646\) 876-9923](tel:6468769923). The meeting ID is: **9288 1080 332**. The meeting passcode is: **169071**.

Members of the public attending online who wish to comment during the board meeting will use the online "raise hand" tool in Zoom when the chairperson elicits public comments. Members of the public planning to attend by phone are requested to confirm their intent to comment up to one hour prior to the meeting by calling [\(831\) 217-4894](tel:8312174894).

Individual comments will be limited to three minutes. If an interpreter is needed, comments will be translated into English and the time limit shall be six minutes. At its discretion, the board may limit the total time allotted to public comments and set new time limits for individual comments. The board reserves the right to mute and remove a participant from the meeting if the participant unreasonably disrupts the meeting.

Requests for disability-related modifications or accommodations to participate in this public meeting should be made forty-eight hours prior to the meeting by calling [\(831\) 217-4894](tel:8312174894). All efforts will be made for reasonable accommodations. The agenda and public documents will be modified upon request as required by Section 202 of the Americans with Disabilities Act.

Agenda

I. Opening Items

Opening Items

A. Record Attendance and Guests

The chairperson will direct S. Martin to confirm attendance via roll call.

B. Call the Meeting to Order

C. Public Comments

The board will receive public comments regarding non-agenda items, if any, following expectations and time limits reviewed by the chairperson.

D. Board Chair's Opening Remarks

The Board Chair will welcome participants and review items on the agenda.

E. CEO Report

The Chief Executive Officer will provide an update on key agenda items.

II. Topical Items

A. Board Resolution 2021-16: AB 361 Reaffirm Virtual Meetings

The board will vote on approval of BR 2021-16, a resolution reaffirming the continuing necessity of virtual meetings due to COVID-19.

B. Approval of Educator Effectiveness Plan: GPS

The board will vote on the approval of the Educator Effectiveness Plan for Gilroy Prep School.

C. Approval of Educator Effectiveness Plan: HPS

The board will vote on the approval of the Educator Effectiveness Plan for Hollister Prep School.

D. Approval of Educator Effectiveness Plan: WPS

The board will vote on the approval of the Educator Effectiveness Plan for Watsonville Prep School.

E. Board Resolution 2021-17: WPS Compliance Review

The board will review and vote on Board Resolution 2021-17 to certify the compliance review for Watsonville Prep School.

III. Closing Items

A. Adjourn Meeting

Board members will vote to adjourn the meeting. The board chair will direct S. Martin to record votes via roll call.

Coversheet

Board Resolution 2021-16: AB 361 Reaffirm Virtual Meetings

Section: II. Topical Items
Item: A. Board Resolution 2021-16: AB 361 Reaffirm Virtual Meetings
Purpose: Vote
Submitted by:
Related Material: RESOLUTION BR 2021_16.pdf

RESOLUTION BR 2021-16

December 29, 2021

RESOLUTION RECOGNIZING A STATE OF EMERGENCY AND RE-AUTHORIZING TELECONFERENCED MEETINGS PURSUANT TO AB 361

WHEREAS, on February 3, 2020, the Santa Clara County Public Health Officer declared a local health emergency in response to the COVID-19 pandemic;

WHEREAS, on March 4, 2020, the Governor issued a Proclamation of State of Emergency in response to the COVID-19 pandemic and in accordance with Government Code section 8625;

WHEREAS, on March 12, 2020, the Director of Emergency Services/Santa Clara County Emergency Operations Center issued a directive suspending all meetings of boards and commissions except for meetings of certain boards and commissions meeting due to state law requirements;

WHEREAS, on March 17, 2020, the Governor issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the Brown Act (Government Code section 54950 et seq.), provided certain requirements were met and followed, thus enabling legislative bodies to meet remotely;

WHEREAS, on July 10, 2020, the Santa Clara County Director of Emergency Services issued a modified directive to the restrictions imposed on March 12, 2020 and allowed boards and commissions to resume meetings by teleconference only, and at a reduced rate in order to conserve County resources;

WHEREAS, on June 11, 2021, the Governor issued Executive Order N-08-21 that provided that the teleconferencing rules would remain suspended through September 30, 2021;

WHEREAS, on September 16, 2021, the Governor signed AB 361 authorizing a legislative body subject to the Brown Act to continue to meet remotely using teleconference without compliance with the Brown Act teleconference rules if certain conditions are followed including (1) initially the existence of a proclaimed state of emergency and (2) requirements or recommended measures from state or local officials to promote social distancing;

WHEREAS, as of the date of this Resolution, the Proclamation of State of Emergency issued by the Governor on March 4, 2020 remains in place;

WHEREAS, on September 21, 2021, the Santa Clara County Health Officer issued a recommendation that public bodies continue to meet remotely due to their unique characteristics (such as the increased mixing associated with bringing together people from across the community, the need to enable those who are immunocompromised or unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with unvaccinated to be able to safely continue to fully participate in public governmental meetings, and the challenges with fully ascertaining and ensuring compliance with vaccination and other recommendations at such meetings);

WHEREAS, on October 6, 2021 the Santa Clara County Board of Education passed Resolution No. 2289-5 authorizing virtual board meetings pursuant to AB 361;

WHEREAS, on October 12, 2021, the Board of Directors of Navigator Schools passed Resolution BR 2021-14 authorizing virtual board meetings pursuant to AB 361; and

WHEREAS, on December 14, 2021, the Board of Directors of Navigator Schools passed Resolution BR 2021-15 authorizing continued virtual board meetings pursuant to AB 361; and

WHEREAS, Navigator Schools has an important interest in protecting the public health, safety, and welfare of those who participate in meetings of the various legislative bodies during COVID-19 and ensuring that all members of the public can participate safely in meetings of legislative bodies;

NOW THEREFORE, BE IT RESOLVED, that the recitals set forth above are true and correct and fully incorporated into this Resolution by reference.

BE IT FURTHER RESOLVED, that the Board of Directors of Navigator Schools recognizes that a State of Emergency in the State of California continues to exist due to the COVID-19 pandemic.

BE IT FURTHER RESOLVED, that the Board of Directors of Navigator Schools reconsidered the circumstances of the State of Emergency and finds that COVID-19 continues to pose an imminent threat to the health and safety of the community and directly impacts the ability of the members to meet safety in person.

BE IT FURTHER RESOLVED, the Board of Directors of Navigator Schools authorizes the continued use of teleconferencing for all meetings in accordance with Government Code section 54953(e) and all other applicable provisions of the Brown Act.

This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Directors of Navigator Schools at its special meeting held on December 29, 2021, via teleconference per COVID-19 regulations.

The Secretary of the Corporation certifies the resolution was adopted at the dated meeting of the Board of Directors.

Signature of Secretary

Nora Crivello
Board Secretary

Navigator Schools, a California Nonprofit Public Benefit Corporation

Date

Coversheet

Approval of Educator Effectiveness Plan: GPS

Section: II. Topical Items
Item: B. Approval of Educator Effectiveness Plan: GPS
Purpose: Vote
Submitted by:
Related Material: Educator_Effectiveness_Plan.pdf



Date: December 7, 2021

To: Board of Directors

From: Ami Ortiz, Director of Business & Finance

Re: Recommendation to approve the Educator Effectiveness Plans for Gilroy Prep, Hollister Prep and Watsonville Prep

Background

LEAs and State Special Schools that receive funding pursuant to California *Education Code (EC)* Section 41480(a) are required to develop and adopt a plan, by December 30 , 2021, that delineates the expenditure of funds apportioned including the professional development of teachers, administrators, paraprofessionals and classified staff. The plan shall be presented in a public meeting of the governing board before its adoption in a subsequent meeting.

LEAs will have 5 fiscal years to spend the funds beginning with 2021-22 and going through 2025-26, with expenditure reporting due each September. GPS will receive \$123,810, HPS will receive \$129,608 and WPS will receive \$70,058.

Recommendation

It is recommended that the Board approve the Educator Effectiveness Plans for Gilroy Prep, Hollister Prep and Watsonville Prep

GPS Educator Effectiveness Plan

Navigator will use the Educator Effectiveness funds to help ensure all Small Group Instructors are effectively coached and trained in instructional strategies, curriculum, and school culture. These funds will be utilized to support the salary of the Instructional Support Coordinator who provides weekly coaching to all Small Group Instructors.

Professional Development

Ongoing feedback on best instructional practices is the cornerstone of continuous improvement in classrooms. Navigator uses observation and feedback, three-way coaching, live coaching, data meetings, and staff development to accelerate instructional development.

Observation and Feedback - Navigator's teaching methodology is supported through an extensive, continuous observation/feedback cycle. The site leadership team oversees this cycle utilizing the Navigator Schools Observation and Feedback checklist. The checklist has three major phases: classroom management, instructional rigor, and differentiation/special projects. Each phase is further divided into action steps delineated by date of expected mastery. Academic coaches play a key role in the observation/feedback cycle. The assigned coach begins each weekly meeting with praise for the educator's current and ongoing strengths. After identifying the strengths, the coach encourages the educator to self-evaluate, identifying areas for improvement through probing questions that guide the educator toward the action items. One or two action steps are assigned. Action steps must be measurable, high impact, and bite-sized. These action items are practiced with the coach during the feedback meeting. The final step of the weekly meeting is to schedule a time for the coach to view the action steps within the classroom.

The weekly evaluations are saved, charted, and available for future reference. The academic coaches and principals must effectively balance evaluating the educator's overall success with identifying the specific action steps for the educator to master. The emphasis throughout the process is always on strengthening classroom instruction by developing the educator. Because academic coaching is so critical in a teacher's development, Navigator has taken great pains to develop a culture of improvement that begins as early as the first interview. During the hiring process, new instructors are given the opportunity to teach a lesson to students and immediately receive feedback from one of the site's academic coaches.

Three-way coaching - Three-way coaching is part of the Navigator commitment to excellence. In the event that an educator is struggling with implementing a new action step, or in order to see a new technique in action, the coach will initiate three-way coaching. The classroom teacher is released by a substitute to observe a colleague along with their coach. The observing teacher is asked to focus on specific instructional or classroom management strategies as an area of focus for the observation. The coach facilitates a discussion with the observing teacher to develop a plan to implement the strategies in the teacher's classroom. At Navigator, three-way coaching has been shown to be one of the most efficient manners of helping accelerate a

teacher's implementation of new techniques in the classroom. Most three-way coaching sessions take less than thirty minutes to implement.

Live coaching - This technique leads to an immediate change in instructional practice due to its "in the moment" nature. Live coaching occurs when the coach becomes an active participant during the teacher's instruction, preferably using the least invasive method of support. To help support the implementation of a new action step or new instructional technique, the coach can use a series of increasing levels of support to help redirect the teacher during instruction. Some of these live coaching support strategies could include the use of hands signals or other visible indicators to remind the teacher to use the technique, or the coach may take over the class for 15 to 30 seconds and demonstrate the new technique for the teacher. The teacher understands the modeling is for their development, and the students most often do not realize that live coaching is occurring.

Data meetings - A variation of the weekly observation and feedback meeting is the data meeting. In these meetings the educator is coached on analyzing student achievement data. The outcome from this meeting is to develop a re-teaching plan to help support students that did not meet satisfactory levels of achievement. These meetings happen weekly during after school professional development time, but can also take place at the discretion of the coach based on daily check-for-understanding (CFU) results or formative quizzes. Ultimately, the teacher leaves the meeting with a clear plan for students needing additional instruction.

Instructional Planning

Navigator teachers are released quarterly to work on unit planning. With the support of the Data and Curriculum Specialist, teachers use backwards design to plan their upcoming instructional units. The team begins by unpacking each Common Core standard and determines what students need to know and do in order to achieve mastery. Teachers discuss common misconceptions that may prevent students from mastering the standard and share strategies that may be used to address these misconceptions. Teachers then write objectives for each standard and determine how they will measure student proficiency using formal and informal assessments. Exemplars are created for all assessments. These exemplars will be used before, during, and after instruction as a "roadmap for rigor." Student work will be compared to the teacher exemplar in order to analyze gaps in understanding and to plan appropriate next steps for student mastery. Once standards are unpacked, objectives are written, assessments and exemplars are created, and teachers proceed to plan their daily lessons. Teachers use "double planning" when creating their daily lessons; not only do they plan what the teacher will say and do during each lesson, but also what the students will say and do. This allows the teacher to further anticipate student error and to identify strategies that may be used for necessary in-the-moment adjustments.

HPS Educator Effectiveness Plan

Navigator will use the Educator Effectiveness funds to help ensure all Small Group Instructors are effectively coached and trained in instructional strategies, curriculum, and school culture. These funds will be utilized to support the salary of the Instructional Support Coordinator who provides weekly coaching to all Small Group Instructors.

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WPS Educator Effectiveness Plan

Navigator will use the Educator Effectiveness funds to help ensure all Small Group Instructors are effectively coached and trained in instructional strategies, curriculum, and school culture. These funds will be utilized to support the salary of the Operations Lead who provides weekly coaching to all Small Group Instructors.

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Coversheet

Board Resolution 2021-17: WPS Compliance Review

Section:	II. Topical Items
Item:	E. Board Resolution 2021-17: WPS Compliance Review
Purpose:	Vote
Submitted by:	
Related Material:	WPS Compliance Review.pdf



Date: December 22, 2021
To: Board of Directors of Navigator Schools
From: Kevin Sved, Chief Executive Officer
Subject: Watsonville Prep School Compliance

Watsonville Prep School (WPS), as a state-authorized charter school, undergoes an annual compliance review conducted by the California Department of Education (CDE). This review includes classroom observations, stakeholder interviews, and inspection of documents and records. The complete list of compliance documents can be found in the attached Certification of Governing Board Compliance Review form. As part of the compliance review, it is required that the Governing Board take formal action indicating that it has reviewed the school's compliance with the items listed in the compliance review.

The attached [Annual Compliance Review Documentation List: WPS \(2021\)](#) includes links to the specific documents and other pertinent information for each required compliance element. Furthermore, the CDE has conducted its annual compliance review and has indicated through email correspondence in December 2021 that WPS is compliant.

Recommendation

It is recommended that the Board approve Resolution BR 2021-17 to certify that it has reviewed WPS compliance related policies, systems, and procedures.

RESOLUTION BR 2021-17

December 29, 2021

RESOLUTION CERTIFYING GOVERNING BOARD REVIEW OF WATSONVILLE PREP SCHOOL COMPLIANCE

WHEREAS, on January 9, 2019, the charter petition to create Watsonville Prep School (WPS) was approved by the State Board of Education (SBE);

WHEREAS, the California Department of Education (CDE) on behalf of the SBE, conducts an annual review of WPS's compliance related policies, systems, and procedures;

WHEREAS, the annual compliance review requires certification from WPS's Governing Board that it has also reviewed WPS's compliance related policies, systems, and procedures;

WHEREAS, on December 14, 2021 the Board was briefed on the various components of WPS's compliance review process;

WHEREAS, the attached [Annual Compliance Review Documentation List: WPS \(2021\)](#) includes links to documents and other pertinent information for each required compliance element and was provided to the Board on December 22, 2021 as part of board meeting materials for the meeting scheduled to take place on December 29, 2021;

NOW THEREFORE, BE IT RESOLVED, that the Board by passing this resolution, certifies that it has reviewed WPS's compliance related policies, systems, and procedures as indicated on the attached Certification of Governing Board Compliance Review form;

BE IT FURTHER RESOLVED, that Board Chair, John Flaherty, on behalf of the Board of Directors of Navigator, is hereby authorized to sign the attached Certification of Governing Board Compliance Review form.

This resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Board of Directors of Navigator Schools at its special meeting held on December 29, 2021, via teleconference per COVID-19 regulations.

The Secretary of the Corporation certifies the resolution was adopted at the dated meeting of the Board of Directors.

Signature of Secretary

Nora Crivello
Board Secretary
Navigator Schools, a California Nonprofit Public Benefit Corporation

Date



Annual Compliance Review Documentation List: WPS (2021)

1. Credentialing and Clearance

The charter school follows the credentialing requirements in California Education Code (EC), Section 47605 (l)(1)(2) and that each teacher has satisfied the requirements for the Certificate of Clearance as outlined in EC, sections 44339, 44330, and 44341.

- Documentation: [WPS Teacher Credential Status List](#) (BOT)

2. Tuberculosis Clearance

WPS maintains timely and current verification of tuberculosis clearances for all employees, service providers, vendors, and independent contractors as outlined in EC, sections 47605(b)(5)(F), 45122.1, 45125.1, and 49406.

- Documentation: Confidential clearance records maintained by the Human Resources Department
- Contact: [Annie Stevens](#) (Email)

3. Board Contacts Information and Board Meeting Calendar

The Charter Schools Division has been provided with, and parents have access to, the school's most current contact information for each Governing Board member and the 2020–2021 Board meetings calendar.

- Documentation: [Board Member Contact Page](#) (NS Website)
- Documentation: [Board Meeting Calendar](#) (BOT)

4. Lottery and Enrollment

WPS complies with the pre- and post-lottery and enrollment forms guidelines.

- Documentation: [Admissions Page](#) (NS Website)

5. Health, Safety, and Emergency Drills

The charter school shall ensure that staff receive annual training on the charter school's health, safety, and emergency procedures, and shall maintain a calendar for, and conduct, emergency response drills for students and staff.

5.1. Health, Safety and Emergency Preparedness Plan (School Safety Plan) EC 32280–32289

- Documentation: [WPS Site Safety Plan](#) (BOT)

5.2 Child Abuse Mandated Reporter Training Assembly Bill (AB) 1432 (2014); EC 44691; Penal Code Section 11165.7

- Documentation: [Vector Training Course List](#) (BOT)

5.3 Bloodborne Pathogens Training, California Code of Regulations, Title 8, Section 5193

- Documentation: [Vector Training Course List](#) (BOT) [referenced above]

5.4 Pupil Suicide Prevention Policy, AB 2246 (2016)

- Documentation: [NS Youth Suicice Prevention Policy](#) (BOT)

6. Climate and Discipline

The charter school's school climate and student discipline systems and procedures align with best practices.

- Documentation: [Excerpt from WPS Parent and Student Handbook](#) (BOT)

7. Suspensions and Expulsions

The charter school shall maintain all data involving placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements, and make such outcome data readily available upon request.

- Documentation: Student discipline reports are submitted to the state California Longitudinal Pupil Achievement Data System (CALPADS). Updates to the California School Dashboard are currently suspended due to COVID-19.

8. Parent Communication

The charter school ensures that any and all school communications, including the Parent Student Handbook, are consistent with the provisions of the school's approved charter as well as applicable law.

- Documentation: Parents receive regular communications through [ParentSquare](#) (website) and all communications are translated into Spanish.
- Documentation: [WPS Parent and Student Handbook 2021](#) (BOT)

9. Facilities

The charter school's occupancy and use of facilities shall follow applicable building codes, standards and regulations adopted by the city and/or county agencies responsible for building and safety standards, and the Americans with Disability Act, EC 47610

- Documentation: [Authorization to Operate](#) (BOT)

10. Federal and State Laws for Public Entities

The charter school complies with all federal and state laws related to public entities. These components are verified by the visiting authorization consultant.

10.1 Ralph M. Brown Act

- Documentation: [NS Board Meeting Minutes](#) (June 14, 2021), Agenda Item IV.B., Brown Act Training [BOT]

10.2 Political Reform Act

- Documentation: [NS Conflict of Interest Code](#) (BOT)
- Documentation: Statements of Economic Interest (Form 700) are collected annually and kept on file at the NS Support Office.
- Contact: [Sean Martin](#) (Email)

10.3 Public Records Act

- Reference: [Text of Code](#) (California Law Website)

10.4 Government Code, Section 1090

- Reference: [Text of Code](#) (California Law Website)

11. Articles of Incorporation

Articles of Incorporation are current and appropriate for the operation of the charter school.

- Documentation: [Articles of Incorporation](#) (BOT)

12. Board Bylaws

Bylaws are current and consistent with the approved charter, Governing Board-approved, and signed by the Governing Board secretary.

- Documentation: [NS Board Bylaws](#) (BOT)

13. Uniform Complaint Procedure

The charter school implements its own Uniform Complaint Procedure policies and procedures with appropriate corresponding forms and documents, readily available to stakeholders at the school site and on the school's website, that are compliant with federal and state requirements.

- Documentation: [Charter School Complaint Notice and Form](#) (NS Website)

14. Learning and Continuity Plan

Due to the COVID-19 Pandemic, the Governing Board oversees the development of and approves the Learning Continuity and Attendance Plan for the 2020–2021 school year, in place of the annual Local Control Accountability Plan (EC 47606.5., SB 98).

- Documentation: [WPS Learning Continuity and Attendance Plan](#) (BOT)

15. Homeless and Foster Youth

The charter school ensures that it follows all applicable state law regarding homeless and foster youth, including but not limited to the provisions of AB 379 (2015) and EC 48850.

- Documentation: [Attendance and Truancy, McKinney-Vento \(Homeless and Foster Youth\), and Title IX Policies](#) (BOT)

16. Complaint Form

The charter school has a form posted on their website for complaints pursuant to EC 47605(d)(4) to be filed with the charter authorizer.

- Documentation: [Charter School Complaint Notice and Form](#) (NS Website) [referenced previously]

17. Pupil Suicide Prevention

WPS complies with all applicable requirements of AB 2246: Pupil Suicide Prevention Policies.

- Documentation: [NS Youth Suicide Prevention Policy](#) (BOT) [referenced previously]

COMPLIANCE MONITORING AND CERTIFICATION OF GOVERNING BOARD COMPLIANCE REVIEW 2021–2022

School Name: ____ Watsonville Prep School

(CDS Code Number): 44-77248-0138909

Compliance Requirements
<p>1. The charter school follows the credentialing requirements in California <i>Education Code (EC)</i>, Section 47605 (I)(1)(2) and that each teacher has satisfied the requirements for the Certificate of Clearance as outlined in <i>EC</i>, sections 44339, 44330, and 44341</p>
<p>2. The charter school maintains timely and current verification of tuberculosis clearances for all employees (including substitutes, part-time staff, and temporary employees) and contracting entities (service providers, vendors, and independent contractors). <i>EC</i>, sections 47605(b)(5)(F), 45122.1, 45125.1, and 49406.</p>
<p>3. The Charter Schools Division has been provided with, and parents have access to, the school’s most current contact information for each Governing Board member and the 2020–2021 Board meetings calendar.</p>
<p>4. The charter school complies with the pre- and post-lottery and enrollment forms guidelines.</p>
<p>5. The charter school shall ensure that staff receives annual training on the charter school’s health, safety, and emergency procedures, and shall maintain a calendar for, and conduct, emergency response drills for students and staff including, but not limited to:</p> <ul style="list-style-type: none"> • Health, Safety and Emergency Preparedness Plan (School Safety Plan) <i>EC</i> 32280–32289 • Child Abuse Mandated Reporter Training Assembly Bill (AB) 1432 (2014); <i>EC</i> 44691; <i>Penal Code</i> Section 11165.7 <ul style="list-style-type: none"> ▪ Blood borne Pathogens training <i>California Code of Regulations</i>, Title 8, Section 5193

<ul style="list-style-type: none"> ▪ Pupil Suicide Prevention Policy, AB 2246 (2016)
6. The charter school's school climate and student discipline systems and procedures align with best practices.
7. The charter school shall maintain all data involving placement, tracking, and monitoring of student suspensions, expulsions, and reinstatements, and make such outcome data readily available upon request.
8. The charter school ensures that any and all school communications, including the Parent Student Handbook, are consistent with the provisions of the school's approved charter as well as applicable law (e.g., translated for 15 percent and above languages)
9. The charter school's occupancy and use of facilities shall follow applicable building codes, standards and regulations adopted by the city and/or county agencies responsible for building and safety standards, and the Americans with Disability Act, <i>EC 47610</i>
<p>10. The charter school complies with all federal and state laws related to public entities, including, but not limited to:</p> <ul style="list-style-type: none"> • Ralph M. Brown Act • Political Reform Act • Public Records Act • <i>Government Code</i>, Section 1090 <p><i>During the COVID-19 Pandemic the meeting location requirement was lifted through Senate Bill (SB) 98. This requirement is expected to be reinstated after the COVID-19 crisis has passed.</i></p>
11. The charter school ensures that its Articles of Incorporation are current and appropriate for the operation of the charter school.
12. By-laws are current and consistent with the approved charter, Governing Board-approved, and signed by the Governing Board secretary.

<p>13. The charter school implements its own Uniform Complaint Procedure policies and procedures with appropriate corresponding forms and documents, readily available to stakeholders at the school site and on the school's website, that are compliant with federal and state requirements. Guidance provided at http://www.cde.ca.gov/re/cp/uc/.</p>
<p>14. Due to the COVID-19 Pandemic, the Governing Board oversees the development of and approves/adopts the Learning and Continuity Plan for the 2020–2021 school year, in place of the annual Local Control Accountability Plan (EC 47606.5., SB 98).</p>
<p>15. The charter school ensures that it follows all applicable state law regarding homeless and foster youth, including but not limited to the provisions of AB 379 (2015) and EC 48850</p>
<p>16. The charter school has a form posted on their website for complaints pursuant to EC 47605(d)(4) to be filed with the charter authorizer.</p> <p>The California Department of Education has provided a template form for use by charter schools. This template form must be modified before distributing to parents and posting on the charter school's website. The template form can be found at https://www.cde.ca.gov/sp/ch/documents/rescscomplaints.pdf.</p>
<p>17. For schools serving grade nine only: The charter school complies with all applicable requirements of the California Mathematics Placement Act of 2015.</p>
<p>18. The charter school complies with all applicable requirements of AB 2246: Pupil Suicide Prevention Policies.</p>
<p>19. For high schools only: The charter school has obtained or is in the process of obtaining, Western Association of Schools and Colleges accreditation and University of California Office of the President Doorways Course Approval.</p>

Please attach the relevant Governing Board agenda(s) and approved minutes for the meeting(s) at which the Governing Board has reviewed the school's compliance with the items listed above.

California Department of Education reserves the right to request, at any time supporting documentation for the requirements listed below.

CERTIFICATION OF SCHOOL ADMINISTRATOR'S COMPLIANCE REVIEW

(by November 30, 2021)

The undersigned hereby certifies that, on June 14, 2021 the School Administrator of
Date(s)

Watsonville Prep School

Name of Charter School

reviewed the school's compliance related policies, systems, and procedures.

Andrea Hernandez		11/29/2021
<i>Printed Name of School</i>	<i>Signature of School Administrator</i>	<i>Date Signed</i>

CERTIFICATION OF GOVERNING BOARD COMPLIANCE REVIEW

(by November 30, 2021)

The undersigned hereby certifies that, on _____ the Governing Board of
Date(s)

Watsonville Prep School

Name of Charter School

reviewed the school's compliance related policies, systems, and procedures.

John Flaherty		<u> / / </u>
<i>Printed Name of Governing Board Chair</i>	<i>Signature of Governing Board Chair</i>	<i>Date Signed</i>