

## ARTICLE 0

PHILOSOPHY-GOALS-OBJECTIVES  
& COMPREHENSIVE PLANS

(Series 0000)

CODE

0.	Vision . . . . .	0000
1.	Philosophy . . . . .	0100
2.	Goals for the School District . . . . .	0200
3.	Goal Indicators for School District . . . . .	0300
A.	Goals for Student Learning . . . . .	0210
B.	Goals for School Operations . . . . .	0220
4.	Comprehensive Plans . . . . .	0400
A.	Nondiscrimination in District Programs and Activities . . . . .	0410
B.	School Plans/Site Councils . . . . .	0420
1.	School-Based Program Coordination . . . . .	0420.1
2.	School Improvement Program . . . . .	0420.2
3.	School-Based Student Motivation and Maintenance Program . . . . .	0420.3
4.	Charter Schools . . . . .	0420.4
5.	School-Based Decisionmaking . . . . .	0420.5
C.	Comprehensive Local Plan for Special Education . . . . .	0430
D.	District Technology Plan . . . . .	0440
E.	Comprehensive Safety Plan . . . . .	0450
5.	Accountability . . . . .	0500
A.	School Accountability Report Card . . . . .	0510

## Philosophy-Goals-Objectives and Comprehensive Plans

### VISION

In order to provide a clear focus for district programs, activities and operations, the Governing Board shall adopt a long-range vision that sets direction for the district which is focused on student learning and describes what the Board wants its schools to achieve. This vision may be incorporated in various documents, including the district's mission or purpose statement, philosophy, long-term goals, short-term objectives and/or comprehensive plans.

(cf. 0100 - Philosophy)

(cf. 0200 - Goals for the School District)

(cf. 0400 - Comprehensive Plans)

(cf. 6010 - Goals and Objectives)

(cf. 9000 - Role of the Board)

The Superintendent or designee shall recommend an appropriate process for establishing and/or reviewing the district's vision statement which is inclusive of parents/guardians, students, staff and community members.

The Board shall review the district vision statements at least every three years. Following these reviews the Board may revise or reaffirm the direction it has established for the district.

The Superintendent or designee shall communicate the district's vision to staff, parents/guardians and the community.

(cf. 0500 - Accountability)

(cf. 1100 - Communication with the Public)

#### Management Resources:

CSBA PUBLICATIONS

*Maximizing School Board Leadership: Vision, 1996*

WEB SITES

CSBA: <http://www.csba.org>

## Philosophy-Goals-Objectives and Comprehensive Plans

### VISION

The Superintendent or designee shall establish a process for developing and regularly reviewing the district's vision and direction which includes:

1. Clearly defined procedures, timelines and responsibilities
2. Identification of the strengths and needs of the district

As part of this process, the Superintendent or designee shall provide the Governing Board with relevant district documents and data, including current district mission and vision statements, if any, and information about student demographics, student achievement, student enrollment patterns, current programs and recent program cuts, staffing and professional development needs, budget trends, facilities, technology and emerging educational issues.

*(cf. 0100 - Philosophy)*

*(cf. 0200 - Goals for the School District)*

*(cf. 0400 - Comprehensive Plans)*

*(cf. 6010 - Goals and Objectives)*

3. Input from parents/guardians, students, staff and community members through procedures which may include surveys, focus groups, advisory committees and/or public meetings and forums

*(cf. 1220 - Citizen Advisory Committees)*

*(cf. 2230 - Representative and Deliberative Groups)*

*(cf. 6020 - Parent Involvement)*

4. Board adoption of district vision statements at a public meeting

## Philosophy-Goals-Objectives and Comprehensive Plans

### PHILOSOPHY

As part of its responsibility to establish a guiding vision for the district, the Governing Board shall develop and regularly review a set of fundamental principles which describe the district's beliefs, values or tenets. The Board and district staff shall incorporate this philosophy in all district programs and activities.

(cf. 0000 - Vision)

(cf. 0200 - Goals for the School District)

(cf. 6010 - Goals and Objectives)

(cf. 9000 - Role of the Board)

It is the philosophy of the district that:

1. All students can learn and succeed.
2. Every student in the district, regardless of gender, special needs, or social, ethnic, language or economic background has a right to a high-quality education that challenges the student to achieve to his/her fullest potential.
3. Students need to possess the skills to be lifelong learners and effective, contributing members of society.
4. A safe, nurturing environment is necessary for learning.
5. Parents/guardians have a right and an obligation to participate in their child's schooling.
6. Early identification of student learning and behavioral difficulties contribute to student success.
7. Students and staff respond positively to high expectations and recognition for their accomplishments.
8. The diversity of the student population and staff enriches the learning experience for all students.
9. A highly skilled and dedicated staff has a direct and powerful influence on students' lives and learning.
10. A high level of communication, trust, respect and teamwork among Board members and the Superintendent contributes to effective decision making.
11. The community provides an essential resource to the educational program.
12. Effective communication with all stakeholders helps build support for the schools.
13. Accountability for the district's programs and operations is shared by the entire educational community, with the ultimate accountability resting with the Board as the basic embodiment of representative government.

*Legal Reference:*

*EDUCATION CODE*

*51002 Local development of programs based on stated philosophy and goals*

*51019 Definition of philosophy*

*Management Resources:*

*CSBA PUBLICATIONS*

*Maximizing School Board Leadership: Vision, 1996*

Policy Adopted:

February 16, 1999

## Philosophy-Goals-Objectives and Comprehensive Plans

### GOALS FOR THE SCHOOL DISTRICT

The Governing Board shall adopt long-term goals for achieving the district's overall vision for its schools as well as clear performance standards and benchmarks which can be used to determine if the district is meeting these goals. Goals shall be limited in number so as to be reasonably achievable within established timelines.

(cf. 0000 - Vision)

(cf. 0100 - Philosophy)

(cf. 0500 - Accountability)

(cf. 6010 - Goals and Objectives)

(cf. 9000 - Role of the Board)

The Superintendent or designee may establish short-term, interim objectives and comprehensive plans to ensure adequate, regular progress toward the district's long-term goals.

(cf. 0400 - Comprehensive Plans)

The district's goals are:

1. To create a progressive K-12 curriculum that will enable all students to function as productive responsible citizens.
2. To be financially responsible for the goals we set.
3. To recruit and retain the highest quality individuals and provide opportunities to improve the skills of all staff.
4. To improve and maintain quality communications with the community.
5. To provide quality facilities.
6. To maintain clear, concise and current policies.

#### Legal Reference:

#### EDUCATION CODE

51002 Local development of programs based on stated philosophy and goals

51020 Definition of goal

51021 Definition of objective

#### Management Resources:

#### CSBA PUBLICATIONS

Maximizing School Board Leadership: Vision, 1996

Policy Adopted:

February 16, 1999

## Philosophy-Goals-Objectives and Comprehensive Plans

### GOALS FOR THE SCHOOL DISTRICT

The Board has established short-term, interim objectives and comprehensive plans to ensure adequate, regular progress toward the district's long-term goals. These objectives related to each Board goal are as follows:

**GOAL 1: To create a progressive K-12 curriculum that will enable all students to function as productive, responsible citizens.**

- Objectives:
1. It is the District's desire to review the scope and sequence of one academic subject per year. Math is to be the chosen subject for the 1998/99 school year.
  2. The District will review articulation within the music department, K-12, during the school year.
  3. The District will examine the English Language Learner program, with the goal being to help students develop self image, provide equal access to the curriculum, support initial academic achievement and support movement to a regular school program by learning English in an efficient and effective manner.
  4. A review of the alternative education programs provided by the District will take place. This shall include, but not be limited to, the District's Independent Study program, North Valley Continuation High School, the Opportunity program and also County-operated programs.
  5. A review of the District's interscholastic athletic programs will take place, with the goal being to provide stability for coaches and a quality program.

**GOAL 2: To be financially responsible for the goals we set.**

- Objectives:
1. To provide a quality environment for students and staff while living within our financial capabilities.
  2. Conduct a review of Lottery expenditures with the possible goal of prioritizing spending according to Board-established guidelines.
  3. The F.C.M.A.T. recommendations will be implemented where possible.

**GOAL 3: To recruit and retain the highest quality individuals and provide opportunities to improve the skills of all staff.**

- Objectives:
1. Review the Mentor Teacher program with a possible goal of moving in philosophy away from projects and toward support of teachers.
  2. The District will work with C.S.E.A. to update the classified evaluation form.
  3. Updating job descriptions will continue to be a priority of the District.

**GOAL 4: To improve and maintain quality communications with the community.**

- Objectives:
1. A regular communication system with timely articles of the good things happening within the District is to be developed.
  2. A District brochure is to be designed.

**GOALS FOR THE SCHOOL DISTRICT (continued)****GOAL 4: To improve and maintain quality communications with the community. (continued)**

3. All public meetings of the Orland Unified School District will be conducted in accordance with the following guidelines:
  - a. Listen to and respect one another's opinion
  - b. Agree to disagree, agreeably
  - c. Keep an open mind; be open to new ideas
  - d. Resolve to deal with issues and interests, not power and positions
  - e. Build the team
  - f. Make informed decisions
  - g. Keep discussions limited to policies and practices, not persons and personalities
  - h. Assure equal opportunity for all to participate
  - i. Allow participants to complete thoughts without interruption
  - j. No secrets and no surprises
4. The Board of Education will conduct a self-evaluation.

**GOAL 5: To provide quality facilities.**

- Objective:
1. The Food Service Department will work to develop long-range facility and financial goals.
  2. During the school year, the District will conduct a search to select an architect for future projects.
  3. A committee will be formed and charged with making recommendations to the board on the possible uses of the land north of Orland High School.
  4. A Master Plan for Facilities will be developed.

**GOAL 6: To maintain clear, concise and current policies.**

- Objective:
1. The District will complete the new, unified Board Policy Manual by finishing the Philosophy - Goals - Objectives and Comprehensive Plans section.

## Philosophy-Goals-Objectives and Comprehensive Plans

### NONDISCRIMINATION IN DISTRICT PROGRAMS AND ACTIVITIES

The Governing Board is committed to equal opportunity for all individuals in education. District programs and activities shall be free from discrimination based on gender, race, color, religion, national origin, ethnic group, marital or parental status, physical or mental disability or any other unlawful consideration. The Board shall promote programs which ensure that discriminatory practices are eliminated in all district activities.

(cf. 4030 - *Nondiscrimination in Employment*)  
 (cf. 5145.3 - *Nondiscrimination/Harassment*)  
 (cf. 5146 - *Married/Pregnant/Parenting Students*)  
 (cf. 6145.2 - *Athletic Competition*)  
 (cf. 6164.4 - *Identification of Individuals for Special Education*)  
 (cf. 6164.6 - *Identification and Education under Section 504*)  
 (cf. 6178 - *Vocational Education*)  
 (cf. 6200 - *Adult Education*)

District programs and facilities, viewed in their entirety, shall be readily accessible to individuals with disabilities. The Superintendent or designee shall ensure that interested persons, including those with impaired vision and hearing, can obtain information about available programs, facilities and activities.

The Superintendent or designee shall notify students, parents/guardians, employee organizations and sources of referral and applicants for admission and employment about the district's policy on nondiscrimination. Such notification shall be included in each announcement, bulletin or application form distributed to these groups. (34 CFR 104.8, 106.9)

The Superintendent or designee shall also provide information about related complaint procedures.

(cf. 1312.3 - *Uniform Complaint Procedures*)  
 (cf. 4031 - *Complaints Concerning Discrimination in Employment*)

To the extent possible, the district's nondiscrimination policy shall be published in the individual's primary language.

(cf. 5145.6 - *Parental Notifications*)

#### Legal Reference:

EDUCATION CODE  
 200-264 Prohibition of discrimination  
 GOVERNMENT CODE  
 11000 Definitions  
 11138 Rules and regulations  
 11340-11356 Administrative regulations and rulemaking  
 UNITED STATES CODE, TITLE 20  
 1400 - 14910 Individuals with Disabilities in Education Act  
 1681 - 1688 Discrimination based on sex or blindness, Title IX  
 2301 - 2471 Carl D. Perkins Vocational and Applied Technology Act  
 UNITED STATES CODE, TITLE 29  
 794 Section 504 of the Rehabilitation Act of 1973  
 UNITED STATES CODE, TITLE 42  
 2000d - 2000d-7 Title VI, Civil Rights Act of 1964  
 2000h - 2000h-6 Title IX  
 CODE OF FEDERAL REGULATIONS, TITLE 34  
 100.1 - 100.13 Nondiscrimination in federal programs, effectuating Title VI  
 104.1 - 104.39 Section 504 of the Rehabilitation Act of 1973  
 106.1 - 106.61 Discrimination on the basis of sex or blindness, effectuating Title VI especially: 106.9 Dissemination of policy  
 February 16, 1999

Policy Adopted;



## Philosophy-Goals-Objectives and Comprehensive Plans

### SCHOOL PLANS/SITE COUNCILS

The Governing Board encourages district employees, students, parents/guardians and other members of the school community to develop school plans designed to meet the specific needs at individual school sites. The Board may approve or disapprove school plans as necessary in order to fulfill the district's mission, accomplish the Board's adopted goals and/or comply with legal requirements.

- (cf. 0000 - Vision)
- (cf. 0200 - Goals for the School District)
- (cf. 0400 - Comprehensive Plans)
- (cf. 0420.5 - School-Based Decision Making)
- (cf. 1220 - Citizen Advisory Committees)
- (cf. 6020 - Parent Involvement)

The Superintendent or designee shall ensure that schools desiring to participate in state-funded school-based programs establish and maintain a school site council. Such councils shall be responsible for the development, review and modification of school plans within their program area and for other duties as prescribed by law.

- (cf. 0420.1 - School-Based Program Coordination)
- (cf. 0420.2 - School Improvement Program)
- (cf. 0420.3 - School-Based Student Motivation and Maintenance Program)
- (cf. 0450 - Comprehensive Safety Plan)

#### Legal Reference:

#### EDUCATION CODE

- 52 Designation of schools
- 53 Designation of high schools
- 8750-8754 Conservation Education
- 44520-44534 New Careers Program
- 44670.1-44671.5 Staff Development and Resource Centers
- 51870-51877 Morgan-Farr-Quackenbush Educational Technology Act
- 52000-52049 School Improvement Program
- 52176 Advisory committees
- 52200-52212 Gifted and Talented Education Program
- 52340-52346 California Regional Career Guidance Centers
- 52800-52904 School-Based Program Coordination Act
- 54000-54041 Educationally Disadvantaged Youth Programs
- 54100-54145 Miller-Unruh Basic Reading Act
- 54425 Advisory committees (compensatory education)
- 54650-54659 Education Improvement Incentive Program
- 54720-54734 School-Based Pupil Motivation and Maintenance Program
- 56000-56885 Special education

#### Management

#### Resources:

#### CDE PUBLICATIONS

School Site Councils: *Their Composition, Role and Responsibilities*, 1991

#### WEB SITES

CDE: <http://www.cde.ca.gov>

**Philosophy-Goals-Objectives and Comprehensive Plans****SCHOOL PLANS/SITE COUNCILS**

When required for participation in state programs, school site councils shall be composed of the following: (Education Code 52012, 52852, 54724)

1. The principal
2. Teachers selected by the school's teachers
3. Other school personnel chosen by the school's other personnel
4. Parents/guardians of students attending the school, chosen by other such parents/guardians or community members chosen as representatives by such parents/guardians
5. In secondary schools, students attending the school, chosen by other such students

*(cf. 0420.1 - School-Based Program Coordination)*

*(cf. 0420.2 - School Improvement Program)*

*(cf. 0420.3 - School-Based Student Motivation and Maintenance Program)*

Half of the school site council membership shall consist of school staff, the majority of whom shall be classroom teachers. For elementary school site councils, the remaining half shall be parents/guardians or parent/guardian representatives. For secondary school site councils, the remaining half shall be equal numbers of parents/guardians (or parent/guardian representatives) and students. (Education Code 52012, 52852, 54724)

A district employee may serve as a parent/guardian representative on the site council of the school his/her child attends, provided the employee does not work at that school. (Education Code 52852)

School site councils may function on behalf of other committees in accordance with law. (Education Code 52176, 52870, 54425)

*(cf. 1220 - Citizen Advisory Committees)*

## Philosophy-Goals-Objectives and Comprehensive Plans

### SCHOOL-BASED PROGRAM COORDINATION

In order to best serve students with special needs, as well as students participating in designated educational programs, the Governing Board encourages school-based program coordination as a means for achieving flexibility in the use of the categorical funds received by each school. The Board believes that resources acquired to assist students in one program often can benefit other students without in any way depriving the originally targeted group.

A school-site council shall be established at each school to consider whether or not it wishes the school to participate in school-based program coordination. All interested persons shall have an opportunity to meet in public to establish the site council. (Education Code 52852.5)

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

Evaluation of each participating school's educational program shall include an assessment of the school's effectiveness in meeting the needs of each student population targeted by categorical funds.

(cf. 0500 - Accountability)

(cf. 3553 - Free and Reduced Price Meals)

(cf. 6190 - Evaluation of the Instructional Program)

#### Legal Reference:

##### EDUCATION CODE

8750-8754 Conservation Education

44520-44534 New Careers Program

44670.1-44671.5 Staff Development and Resource Centers

51870-51877 Morgan-Farr-Quackenbush Educational Technology Act

52000-52049 School Improvement Program

52200-52212 Gifted and Talented Education Program

52340-52346 California Regional Career Guidance Centers

52800-52904 School-Based Program Coordination Act

54000-54041 Educationally Disadvantaged Youth Programs

54100-54145 Miller-Unruh Basic Reading Act

54650-54659 Education Improvement Incentive Program

54720-54734 School-Based Pupil Motivation and Maintenance Program

56000-56885 Special education

##### MILITARY AND VETERANS CODE

500-520.1 California Cadet Corps

#### Management

#### Resources:

##### CDE PROGRAM ADVISORIES

06271.09 School-Based Program Coordination Act

0620.09 Use of Categorical Funds for Motivation Incentives

0430.09 Using School Improvement Program Resources and SB 1882 Funding to Promote School Change

1107.89 Implementation of new procedures for noncompliance

##### WEB SITES

CDE: <http://www.cde.ca.gov>

## Philosophy-Goals-Objectives and Comprehensive Plans

### SCHOOL-BASED PROGRAM COORDINATION

The Superintendent or designee shall give all principals information about the School-Based Program Coordination Act. This information shall be provided to staff, parents/guardians and secondary students. (Education Code 52852.5)

Categorical funds coordinated under this program may include funding for: (Education Code 52851)

1. Conservation Education (Education Code 8750-8754)

*(cf. 6142.5 - Environmental Education)*

2. New Careers Program (Education Code 44520-44534)

*(cf. 4112.21 - District Interns)*

3. Staff Development and Resource Centers (Education Code 44670.1-44671.5)

*(cf. 4131.6 - Professional Development Program)*

4. Educational Technology (Education Code 51870-51879)

*(cf. 0440 - District Technology Plan)*

*(cf. 4040 - Employee Use of Technology)*

*(cf. 6162.7 - Use of Technology in Instruction)*

*(cf. 6163.4 - Student Use of Technology)*

5. School Improvement Program (Education Code 52000-52049)

*(cf. 0420.2 - School Improvement Program)*

6. Gifted and Talented Education Program (Education Code 52200-52212)

*(cf. 6172 - Gifted and Talented Student Program)*

7. California Regional Career Guidance Centers (Education Code 52340-52346)

*(cf. 6030 - Integrated Academic and Vocational Instruction)*

*(cf. 6178 - Vocational Education)*

8. Educationally Disadvantaged Youth Programs (Education Code 54000-54041), including Economic Impact Aid and Back to Basics Summer School Reading Program

*(cf. 5149 - At-Risk Students)*

*(cf. 6174 - Education for English Language Learners)*

9. Miller-Unruh Basic Reading Act (Education Code 54100-54145)

*(cf. 6142.91 - Reading/Language Arts Instruction)*

10. Special Education (Education Code 56000-56885)

*(cf. 0430 - Comprehensive Local Plan for Special Education)*

*(cf. 6164.4 - Identification of Individuals for Special Education)*

**SCHOOL-BASED PROGRAM COORDINATION** (continued)

Funds coordinated by this program shall be used to supplement, not supplant, existing state and local appropriations. (Education Code 52852.5)

The school shall not be required to meet the statutory provisions or related California Code of Regulations for any coordinated program except as specifically provided under the School-Based Program Coordination Act. (Education Code 52851)

**Plan**

The site council at participating schools shall develop a school plan which includes an explicit statement of what the school seeks to accomplish by the coordinated use of categorical funds. The school plan shall also address: (Education Code 52853)

*(cf. 0420 - School Plans/Site Councils)*

1. Curricula, instructional strategies and materials responsive to the individual needs and learning styles of each student
2. Instructional and auxiliary services which meet the special needs of non-English-speaking or limited-English-speaking students; educationally disadvantaged students; gifted and talented students; and students with exceptional needs
3. A staff development program for teachers, other school personnel, paraprofessionals and volunteers, including those participating in special programs, which may include:
  - a. The use of program guidelines developed by the State Superintendent of Public Instruction for specific learning disabilities, including dyslexia, and other related disorders
  - b. Strategies included in the guidelines and instructional materials that focus on successful approaches for working with students who have been prenatally exposed to substances as well as other at-risk students
4. Ongoing evaluation of the school's educational program

*(cf. 0500 - Accountability)*

5. The proposed expenditures of funds available to the school through this program, including but not limited to expenditures for salaries and staff benefits for persons providing services for those programs
6. Other activities and objectives established by the site council

The Governing Board shall review and approve or disapprove the school plan. If a plan is not approved, the Board shall give the site council its specific reasons. (Education Code 52855)

The site council shall annually review the school plan, revise it as necessary to reflect changing needs and priorities, and establish a new budget based on the allocation granted to the school by the Board out of the district's grant for this program. (Education Code 52853, 52857)

Subsequent changes in the plan developed by the site council shall be approved or disapproved by the Board, and specific reasons stated for any disapproval. (Education Code 52855)

The plan shall be kept at the school site. (Education Code 52850)

**Philosophy-Goals-Objectives and Comprehensive Plans****SCHOOL IMPROVEMENT PROGRAM**

The goal of school improvement programs at participating schools shall be to improve instruction, auxiliary services, school environment and school organization so as to meet the needs of all the school's students. The school site council shall develop a school improvement plan to guide the improvement activities. Upon Governing Board approval of the plan, the site council shall assume responsibility for the ongoing review of its implementation and a periodic evaluation of the program's effectiveness. The council shall annually review the plan, establish the plan budget and update the plan to reflect changing improvement needs and priorities.

**Legal Reference:**

**EDUCATION CODE**  
*52000-52049 Improvement of K-12 education*  
*62000-62007 Evaluation and sunseting of programs*  
**CODE OF REGULATIONS, TITLE 5**  
*4000-4091 School Improvement Programs*

**Management  
Resources**

**CDE PROGRAM ADVISORIES**  
*06271.09 School-Based Program Coordination Act*  
*09211.09 Implementing Class Size Reduction Under the Morgan-Hart Class Size Reduction Act of 1989*  
*0620.09 Use of Categorical Funds for Motivation Incentives*  
*0430.09 Using School Improvement Program Resources and SB 1882 Funding to Promote School Change*  
*1107.89 Implementation of new procedures for noncompliance*

## **Philosophy-Goals-Objectives and Comprehensive Plans**

### **COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION**

The Governing Board desires to provide a high-quality education for all students, including those with disabilities. The Board recognizes that all individuals with disabilities have the right to receive a free and appropriate public education.

The district shall provide special education instruction and services for individuals with exceptional needs in accordance with the federal Individuals with Disabilities Education Act.

*(cf. 6164.4 - Identification of Individuals for Special Education)*

Modifications and/or special services and aids shall also be provided as needed for students who are eligible for services under Section 504 of the federal Rehabilitation Act of 1973, the Americans with Disabilities Act and related federal regulations.

*(cf. 6164.6 - Identification and Education Under Section 504)*

In order to meet the needs of individuals with disabilities and employ staff with adequate expertise for this purpose, the district participates as a member of the Special Education Local Plan Area (SELPA).

The Superintendent or designee shall extend the district's full cooperation to the SELPA. The policies and procedures of the SELPA shall be applied as policies and regulations of this district, with the exception of those that apply to complaints, unless the local plan specifically authorizes the district to operate under its own policies and regulations.

*(cf. 1312.3 - Uniform Complaint Procedures)*

In accordance with selection procedures described in the SELPA plan, the Board shall appoint district representatives to the SELPA's community advisory committee. This committee shall make suggestions for the development, amendment and review of the local plan, recommend annual priorities, promote parent/guardian and community involvement, assist in parent/guardian education, and support activities on behalf of individuals with exceptional needs. (Education Code 56190-56194)

Information shall be provided concerning the number of individuals with exceptional needs who are being provided special education and related services. (Education Code 56195.8) This information may be included as part of the SELPA plan.

*Legal Reference:*           *(see next page)*

**COMPREHENSIVE LOCAL PLAN FOR SPECIAL EDUCATION (continued)****Legal Reference:****EDUCATION CODE***56000-56001 Education for individuals with exceptional needs**56020-56035 Definitions**56040-56042 General provisions**56190-56194 Community advisory committees**56195-56195.9 Local plans**56200-56202 Local plan requirements**56205-56208 Local plan requirements**56240-56245 Staff development**56300-56382 Identification and referral, assessment, instructional planning, implementation, and review**56440-56447.1 Programs for individuals between the ages of three and five years**56500-56508 Procedural safeguards, including due process rights**56600-56606 Evaluation, audits and information**56836-56836.03 Administration of local plan***GOVERNMENT CODE***95000-95030 California Early Intervention Services Act***CODE OF REGULATIONS, TITLE 5***3000-3082 Regulations governing special education***UNITED STATES CODE, TITLE 20***1400 - 1485 Individuals with Disabilities Act***UNITED STATES CODE, TITLE 29***794 Rehabilitation Act of 1973, Section 504***UNITED STATES CODE, TITLE 42***12101 - 12213 Americans with Disabilities Education Act***CODE OF FEDERAL REGULATIONS, TITLE 34***99.10 - 99.22 Inspection, review and procedures for amending education records**104.1 - 104.39 Section 504 of the Rehabilitation Act of 1973**300.500 - 300.514 Due process procedures for parents and children**303.1 - 303.654 Early intervention program for infants and toddlers with disabilities***Management****Resources:****CDE LEGAL ADVISORIES***0101.91 Interagency Coordination Enforcement***CDE PROGRAM ADVISORIES***06271.09 School-Based Program Coordination Act, PAC: 89/90-15**0831.95 Low Incidence Funding Update, FY 1995-96**1107.89 Implementation of New Procedures for Noncompliance, CCPMD: 89/90-4**1106.95 Occupational Therapy and Physical Therapy, SPB: 95/96-02*



## Philosophy-Goals-Objectives and Comprehensive Plans

### DISTRICT TECHNOLOGY PLAN

The Governing Board recognizes that technology can greatly enhance the instructional program as well as the efficiency of district and school site administration. The Board also realizes that careful planning is essential to ensure the successful, equitable and cost-effective implementation of technology-based materials, equipment, systems and networks.

The Superintendent or designee shall develop a plan to address the short- and long-term technology needs of the district and provide for compatibility of resources among school sites, district offices, and other district operations. As a basis for this plan, he/she shall examine and compare the costs and benefits of various resources and shall identify the blend of technologies and level of service necessary to support the instructional program.

The Superintendent or designee may appoint a technology committee to assist with the above investigations and determinations.

(cf. 6162.7 - *Use of Technology in Instruction*)

(cf. 6163.4 - *Student Use of Technology*)

#### *Legal Reference:*

#### **EDUCATION CODE**

10550-10555 *Telecommunications standards*

11320-11320.6 *Distance learning projects*

51006 *Computer education and resources*

51007 *Programs to strengthen technological skills*

51865 *California distance learning policy*

51870-51884 *Educational Technology Act of 1992*

60011 *Instructional materials definition*

60017.1 *Technology-based materials*

**UNITED STATES CODE, TITLE 20**

6801-7005 *Technology for Education Act of 1994*

#### *Management*

#### *Resources:*

#### **CDE PUBLICATIONS**

*The California Master Plan for Educational Technology, 1992*

*K-12 Network Technology Planning Guide: Building the Future, 1994*

## Philosophy-Goals-Objectives and Comprehensive Plans

### DISTRICT TECHNOLOGY PLAN

When developing the district's technology plan, the Superintendent or designee shall consider:

1. The district's existing equipment and its capability for working with new technologies.
2. Existing facilities and the extent of retrofitting required for various electronic formats.
3. When appropriate, the hiring of a communications network expert to determine facility requirements and design a communications system that meets the specific needs of the school environment, addressing network security. The system should be able to interface with various types of communications networks and handle anticipated advances in technology to the extent possible.
4. When appropriate, the district's options for connecting to information networks; staff training to evaluate the various network service providers; and a process that allows all carriers to compete for service.
5. Ways in which electronic formats can be used to enhance the curriculum, motivate and improve student research, generate advanced thinking skills, and promote learning, including English language acquisition.
6. The equipping of school library media centers to improve the instructional program and promote cost-effective sharing of informational resources.

*(cf. 6163.1 - Library Media Centers)*

7. The integration of technological resources into school and district administration to facilitate routine operations, staff meetings/collaboration, and communication with parents/ guardians and community agencies.
8. The use of technology to serve professional development needs, helping staff to improve their practices and enabling them to exchange ideas with peers.

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

9. The feasibility of providing system access to students and staff who have their own computers at home.
10. Staff development for teachers and/or library media specialists in how to use the new technology and make it an integral part of the instructional process in all parts of the curriculum.
11. Staff development needs of staff who will provide ongoing technical support.
12. Potential sources of ongoing funding and assistance, including support from parents/guardians and the business community.

*(cf. 1700 - Relations Between Private Industry and the Schools)*

13. A process for evaluating and updating the district's technology plan and its implementation.

*(cf. 6161.1 - Selection and Evaluation of Instructional Materials)*

## Philosophy-Goals-Objectives and Comprehensive Plans

### COMPREHENSIVE SAFETY PLAN

The Governing Board recognizes that students and staff have the right to a safe and secure campus where they are free from physical and psychological harm. The Board is fully committed to maximizing school safety and to creating a positive learning environment that teaches strategies for violence prevention and emphasizes high expectations for student conduct, responsible behavior and respect for others.

Each principal or designee shall ensure the development of a site-level plan, in accordance with law, tailored to the specific concerns of each school. The plan shall take into account the school's staff, available resources and building design, as well as other factors unique to the site.

(cf. 0420 - School Plans/Site Councils)

(cf. 1220 - Citizen Advisory Committees)

The Board shall approve the comprehensive districtwide and/or school safety plan(s) in order to ensure compliance with law, Board policy and administrative regulation.

#### *Legal Reference:*

#### *EDUCATION CODE*

*212.6 Sexual harassment*

*32260-32262 Interagency School Safety Demonstration Act of 1985*

*35147 School site councils and advisory committees*

*35183 School dress code; uniforms*

*35291 Rules*

*35291.5 School-adopted discipline rules*

*35294-35294.9 School safety plans*

*48900-48926 Suspension and expulsion*

*48950 Speech and other communication*

#### *PENAL CODE*

*11164-11174.3 Child Abuse and Neglect Reporting Act*

#### *CALIFORNIA CONSTITUTION*

*Article 1, Section 28(c) Right to Safe Schools*

#### *Management*

#### *Resources:*

#### *CSBA PUBLICATIONS*

*Protecting Our Schools: Governing Board Strategies to Combat School Violence, 1995*

#### *CDE PUBLICATIONS*

*Safe Schools: A Planning Guide for Action, 1995*

## **Philosophy-Goals-Objectives and Comprehensive Plans**

### **COMPREHENSIVE SAFETY PLAN**

#### **Development of Safety Plan**

The school site council shall write and develop a comprehensive safety plan relevant to the needs and resources of that particular school. The site council shall consult with local law enforcement in the writing and development of the plan, as well as other school site councils and safety committees, when practical. (Education Code 35294.1, 35294.2)

*(cf. 0420- School Plans/Site Councils)*

In addition, the school site council may consult with other local agencies as appropriate, including health care and emergency services.

*(cf. 1400 - Relations between other Governmental Agencies and the Schools)*

The school site council may delegate the responsibility for writing and developing a school safety plan to a school safety planning committee. This committee shall be composed of the following members: (Education Code 35294.1)

1. The principal or designee
2. One teacher who is a representative of the recognized certificated employee organization
3. One parent/guardian whose child attends the school
4. One classified employee who is a representative of the recognized classified employee organization
5. Other members, if desired

Before adopting its comprehensive school safety plan, the school site council or school safety planning committee shall hold a public meeting at the school in order to allow members of the public the opportunity to express an opinion about the school safety plan. (Education Code 35294.8)

*(cf. 1220 - Citizen Advisory Committees)*

#### **Elements of the Safety Plan**

The safety plan shall include, but not be limited to: (Education Code 35294.2)

1. An assessment of the current status of school crime committed on campuses and at school-related functions

*(cf. 3515.1 - Crime Data Reporting)*

2. Appropriate strategies and programs that will provide or maintain a high level of school safety and address the school's procedures for complying with existing laws related to school safety, which shall include the development of all of the following:

- a. Child abuse reporting procedures consistent with Penal Code 11164

*(cf. 5141.4 - Child Abuse Reporting Procedures)*

- b. Routine and emergency disaster procedures

**COMPREHENSIVE SAFETY PLAN** (continued)**Elements of a Safety Plan**

(cf. 3516 - *Emergencies and Disaster Preparedness Plan*)

(cf. 3516.1 - *Fire Drills and Fires*)

(cf. 3516.2 - *Bomb Threats*)

(cf. 3516.3 - *Earthquake Emergency Procedure System*)

(cf. 3543 - *Transportation Safety and Emergencies*)

- c. Policies pursuant to Education Code 48915(c) and other school-designated serious acts which would lead to suspension, expulsion or mandatory expulsion recommendations

(cf. 5131.7 - *Weapons and Dangerous Instruments*)

(cf. 5144.1 - *Suspension and Expulsion/Due Process*)

(cf. 5144.2 - *Suspension and Expulsion/Due Process (Students with Disabilities)*)

- d. Procedures to notify teachers of dangerous students pursuant to Education Code 49079

(cf. 4158/4258/4358 - *Employee Security*)

- e. A sexual harassment policy pursuant to Education Code 212.6

(cf. 5145.7 - *Sexual Harassment*)

- f. If the school has adopted a dress code prohibiting students from wearing "gang-related apparel," the provisions of that dress code

(cf. 5132 - *Dress and Grooming*)

- g. Procedures for safe ingress and egress of students, parents/guardians and employees to and from school

(cf. 5142 - *Safety*)

- h. A safe and orderly environment conducive to learning at the school

(cf. 5131 - *Conduct*)

(cf. 5137 - *Positive School Climate*)

- i. The rules and procedures on school discipline adopted pursuant to Education Code 35291 and 35291.5

(cf. 5144 - *Discipline*)

Among the strategies for providing a safe environment, the plan may also include:

1. A positive school climate that promotes respect for diversity, personal and social responsibility, effective interpersonal and communication skills, self-esteem, anger management and conflict resolution

(cf. 5145.3 - *Nondiscrimination/Harassment*)

(cf. 6141.2 - *Recognition of Religious Beliefs and Customs*)

2. Disciplinary policies and procedures that contain prevention strategies as well as behavioral expectations and consequences for violations

**COMPREHENSIVE SAFETY PLAN (continued)****Elements of a Safety Plan**

- (cf. 4118 - Suspension/Disciplinary Action)
- (cf. 4218 - Dismissal/Suspension/Disciplinary Action)
- (cf. 5113 - Absences and Excuses)
- (cf. 5136 - Gangs)
- (cf. 5145.12 - Search and Seizure)

3. Curriculum that emphasizes prevention and alternatives to violence. This curriculum may include multicultural education, character/ values education, media analysis skills, conflict resolution and community service learning

- (cf. 6141.6 - Multicultural Education)
- (cf. 6142.4 - Learning through Community Service)

4. Parent involvement strategies, including strategies to help ensure parental support and reinforcement of the school's rules and increase the number of adults on campus

- (cf. 1240 - Volunteer Assistance)
- (cf. 6020 - Parent Involvement)

5. Prevention and intervention strategies related to the sale or use of drugs and alcohol which shall reflect expectations for drug-free schools and support for recovering students

- (cf. 5131.6 - Alcohol and Other Drugs)
- (cf. 5131.61 - Drug Testing)
- (cf. 5131.62 - Tobacco)

6. Collaborative relationships among the city, county, community agencies, local law enforcement, the judicial system and the schools that lead to the development of a set of common goals and community strategies for violence prevention instruction

- (cf. 1020 - Youth Services)

7. Assessment of the school's physical environment, including a risk management analysis and development of ground security measures such as procedures for the closing of campuses to outsiders, securing the campus perimeter, and protecting buildings against vandalism. In addition, methods for effective enforcement and prevention may be considered, including the presence of law enforcement on campus.

- (cf. 1250 - Visitors/Outsiders)
- (cf. 3515 - Campus Security)
- (cf. 3515.3 - District Police Department)
- (cf. 3530 - Risk Management/Insurance)
- (cf. 5131.5 - Vandalism, Theft and Graffiti)

8. Crisis intervention strategies, which may include the following:

- a. Identification of possible crises that may occur, determination of necessary tasks that need to be addressed, and development of procedures relative to each crisis, including the involvement of law enforcement and other public safety agencies as appropriate

- (cf. 3515.2 - Disruptions)
- (cf. 3515.5 - Sex Offender Notification)
- (cf. 5131.4 - Campus Disturbances)

## **COMPREHENSIVE SAFETY PLAN (continued)**

### **Elements of a Safety Plan**

- b. Assignment of staff members responsible for each identified task and procedure
- c. Development of an evacuation plan based on an assessment of buildings and grounds and opportunities for student and staff to practice the evacuation plan
- d. Coordination of communication to schools, Governing Board members, parents/guardians and the media

*(cf. 1112 - Media Relations)*

*(cf. 9010 - Public Statements)*

- e. Development of a method for the reporting of violent incidents
  - f. Development of follow-up procedures that may be required after the crisis has occurred, such as counseling
9. Staff training in violence prevention and intervention techniques, including preparation to implement the elements of the safety plan

*(cf. 4131 - Staff Development)*

*(cf. 4231 - Staff Development)*

*(cf. 4331 - Staff Development)*

### **Evaluation of the Safety Plan**

The school site council or safety planning committee shall evaluate, and amend as necessary, the safety plan at least once a year to ensure that the plan is properly implemented. (Education Code 35294.2)

The principal or designee shall ensure that an updated file of all safety-related plans and materials is readily available for inspection by the public. (Education Code 35294.2)

## Philosophy-Goals-Objectives and Comprehensive Plans

### ACCOUNTABILITY

The Governing Board recognizes the need to continually reexamine district programs and practices to determine their effectiveness in serving all students. Review and evaluation procedures shall provide a mechanism for ensuring accountability to parents/guardians and the community.

*(cf. 9000 - Role of the Board)*

To enable the Board to fulfill these responsibilities, the Superintendent or designee shall identify and/or develop appropriate measures to evaluate student achievement, parent/guardian involvement and other district goals. He/she shall then regularly report to the Board regarding progress toward the district's vision and goals and the implementation of comprehensive plans.

*(cf. 0000 - Vision)*

*(cf. 0200 - Goals for the School District)*

*(cf. 0400 - Comprehensive Plans)*

*(cf. 4143/4243 - Negotiations/Consultation)*

*(cf. 6011 - Academic Standards)*

*(cf. 6020 - Parent Involvement)*

*(cf. 6162.5 - Student Assessment)*

*(cf. 7111 - Evaluating Existing Buildings)*

*(cf. 9300 - Governance)*

*(cf. 9400 - Board Self-Evaluation)*

Ongoing district processes, such as the Board's evaluation of the Superintendent, policy reviews, curriculum adoption, budget adoption and staff development program, shall also be used to review and evaluate district progress towards achieving the vision.

*(cf. 2123 - Evaluation of the Superintendent)*

*(cf. 3100 - Budget)*

*(cf. 3460 - Financial Accountability and Reports)*

*(cf. 4115 - Evaluation/Supervision)*

*(cf. 4131 - Staff Development)*

*(cf. 4215 - Evaluation/Supervision)*

*(cf. 4231 - Staff Development)*

*(cf. 4315 - Evaluation/Supervision)*

*(cf. 4331 - Staff Development)*

*(cf. 6141 - Curriculum Development and Evaluation)*

*(cf. 6190 - Evaluation of the Instructional Program)*

*(cf. 9311 - Board Policies)*

Opportunities for feedback from students, parents/guardians, staff and community members shall be made available as part of the district's review and evaluation process.

Evaluation results may be used as a basis for implementing programmatic changes, determining the need for additional support or assistance, awarding incentives or rewards and establishing other performance-based consequences. Evaluation results shall also be reported to the community.

*(cf. 0510 - School Accountability Report Card)*

*(cf. 1100 - Communication with the Public)*

*(cf. 1112 - Media Relations)*



**ACCOUNTABILITY** (continued)

*Legal Reference:*

*EDUCATION CODE*

*33127-33129 Standards and criteria for fiscal accountability*

*33400-33407 CDE evaluation of district programs*

*44660-44665 Evaluation of certificated employees*

*51041 Evaluation of the educational program*

*CODE OF REGULATIONS, TITLE 5*

*15440-15466 Standards and criteria for fiscal accountability*

*Management*

*Resources:*

*CSBA PUBLICATIONS*

*Making Changes that Improve Student Achievement: A School Board's Guide to Reform and Restructuring, 1997*

*Maximizing School Board Leadership, Vol. 1-8, 1996-97*

**Philosophy-Goals-Objectives and Comprehensive Plans****SCHOOL ACCOUNTABILITY REPORT CARD**

The Superintendent or designee shall maintain a process for developing annual report cards for each school site with input from all segments of the school community. After the report cards are issued, the Superintendent or designee shall provide opportunities for staff and the community to discuss their content and strategies for communicating the information contained in the cards to all stakeholders.

(cf. 0420 - School Plans/Site Councils)

(cf. 0500 - Accountability)

(cf. 1112 - Media Relations)

(cf. 6190 - Evaluation of the Instructional Program)

**Legal Reference:****EDUCATION CODE**

33126 School Accountability Report Card

35256 School Accountability Report Card

35256.1 Information required in the School Accountability Report Card

35258 Internet access to the School Accountability Report Card

41409 Calculation of statewide averages

41409.3 Salary information required in the School Accountability Report Card

46112 Minimum school day for grades 1, 2 and 3

46113 Minimum school day for grades 4 through 8

46117 Minimum kindergarten school day

46141 Minimum school day (high school)

**CALIFORNIA CONSTITUTION**

Article 16, Section 8.5(e) Allocations to State School Fund

**Management****Resources:****CDE PUBLICATIONS**

California Model School Accountability Report Card

**Philosophy-Goals-Objectives and Comprehensive Plans****SCHOOL ACCOUNTABILITY REPORT CARD****Contents**

Each year the principal or designee at each school shall prepare an annual school accountability report card which shall include, but is not limited to, an assessment of the following school conditions: (Education Code 33126)

1. Student achievement in and progress toward meeting reading, writing, arithmetic and other academic goals, including:
  - a. Results by grade level from the assessment tool used by the district, using percentiles when available for the most recent three-year period

*(cf. 6162.5 - Student Assessment)*

- b. Upon adoption of a statewide assessment system, pursuant to Education Code 60600-60618 and 60800, the results of the statewide assessment by grade level
  - c. The average verbal and math Scholastic Assessment Test scores to the extent provided to the school and the percentage of seniors taking that exam for the most recent three-year period
2. Progress toward reducing dropout rates, including the one-year dropout rate listed in the California Basic Education Data System for the school over the most recent three-year period
3. Estimated expenditures per student and types of services funded
4. Progress toward reducing class sizes and teaching loads, including the distribution of class sizes at the school by grade level, the average class size and the percentage of students in grades K-3 participating in the Class Size Reduction Program, using California Basic Education Data System information from the most recent three-year period

*(cf. 6151 - Class Size)*

5. The total number of the school's credentialed teachers, the number of teachers relying upon emergency credentials, the number of teachers working without credentials and any assignment of teachers outside their subject areas of competence for the most recent three-year period
6. Quality and currency of textbooks and other instructional materials

*(cf. 6161 - Equipment, Books and Materials)*

7. Availability of qualified personnel to provide counseling and other student support services

*(cf. 6164.2 - Guidance/Counseling Services)*

8. Availability of qualified substitute teachers

*(cf. 4121 - Temporary/Substitute Personnel)*

9. Safety, cleanliness and adequacy of school facilities
10. Adequacy of teacher evaluations and opportunities for professional improvement, including the annual number of school days dedicated to staff development for the most recent three-year period

*(cf. 4115 - Evaluation/Supervision)*

**SCHOOL ACCOUNTABILITY REPORT CARD (continued)****Contents**

11. Classroom discipline and climate for learning, including suspension and expulsion rates for the most recent three-year period

*(cf. 5144 - Discipline)*

*(cf. 5144.1 - Suspension and Expulsion/Due Process)*

*(cf. 5144.2 - Suspension and Expulsion/Due Process (Students with Disabilities))*

12. Teacher and staff training and curriculum improvement programs

*(cf. 4131 - Staff Development)*

13. Quality of school instruction and leadership

14. The degree to which students are prepared to enter the work force

15. The total number of instructional minutes offered in the school year, separately stated for each grade level, as compared to the total number of the instructional minutes per school year required by state law, separately stated for each grade level

16. The total number of minimum days in the school year, as specified in Education Code 46112, 46113, 46117 and 46141

School accountability report cards shall also include the following information: (Education Code 41409.3)

1. The beginning, median and highest salary paid to teachers in the district, as reflected in the district's salary scale
2. The average salary for school-site principals in the district
3. The salary of the Superintendent
4. The percentage of the district's budget allocated to teachers' salaries
5. The percentage of the district's budget allocated to administrative salaries
6. As provided by the state, for items #1-5 above, the statewide average in districts of the same size and type

Every three years the Board shall compare district report cards with the State Board of Education model report card. (Education Code 35256)

**Notifications**

The Governing Board shall annually issue a school accountability report card for each school site, publicize such reports, and notify parents/guardians that a copy will be provided upon request. (Education Code 35256)

*(cf. 5145.6 - Parental Notifications)*

The Superintendent or designee shall ensure that the district makes the information contained in the school accountability report card accessible on the internet. He/she shall ensure that this information is updated annually. (Education Code 35258)