

**Bitney Springs High School**  
**A Member of the**  
**Nevada County Charter Cooperative**  
PETITION FOR A CHARTER SCHOOL  
March 2007

**FOUNDING GROUP**

Nevada County has been a leader in the charter school movement. The Nevada County Superintendent of Schools (NCSOS), a long standing proponent of charter schools, currently has three charters assigned: John Muir Charter School, Los Angeles Conservation Corps Charter School and the Nevada County Academy of Learning. A number of existing charter schools that operate within Nevada County recently approached NCSOS to be their charter authorizer. These charter schools have a proven track record of academic and fiscal success. After discussing the authorization with the ten districts within the county, the district superintendents agreed that a countywide charter was appropriate in serving these existing charter schools.

These charters have forged a unique concept of a charter cooperative which fosters fiscal prudence through the use of economy of scale and allows autonomy for each charter involved with the cooperative. While each of the charters involved in the cooperative are dependent charters of the Nevada County Superintendent of Schools, each has a separately elected charter council which will perform all of the necessary fiscal and leadership functions of a school board.

The individual schools each have their own governing agreement which delineates specific functions of the charter. Furthermore, each charter has a memorandum of understanding with the Nevada County Superintendent of Schools, which specifies the relationship between the authorizer and provider of fiscal services with the individual charter school.

**EDUCATIONAL PROGRAM AND PHILOSOPHY**

**MISSION**

The mission of Bitney Springs High School (BSHS) is to provide 9th through 12th grade students with the experiences and skills needed to participate passionately and responsibly in life, and the tools to pursue their educational and career goals upon graduation, especially schools of higher education. BSHS will create an educational environment that ignites the students' natural curiosity and desire to learn, values student contribution, acknowledges the value of parental involvement for educational success, and provides a secure foundation of trust and resources from which the students may draw.

Hallmarks of the program will be the infusion of the arts, experiential learning opportunities, collaboration with local resources and businesses, and the progressive use of technology resources as tools for further development.

Bitney Springs High School, being founded upon the conviction that there is a unique and compelling benefit to an intimate school environment, will not exceed an enrollment of 250 students.

### **EDUCATIONAL PHILOSOPHY**

BSHS envisions educated persons in the twenty-first century as those who are aware of themselves and the world around them, are skilled in the latest communication tools, and possess an understanding of the environmental, historical and cultural issues that shape and have shaped the world in which they are maturing. Together with a strong base in science, mathematics, and literature, they should possess a familiarity with, and appreciation for the arts, and celebrate their own creative talents. Above all else, they should be imbued with a love of learning, a profound curiosity, an uninhibited sense of questioning and examination, and a powerful sense of self-direction.

BSHS' philosophy acknowledges that learning is a continuous process that extends beyond school hours in to the home, among peers and among the greater community.

BSHS believes that the best learning occurs when:

- Learning is based on enlivened and motivating methodology.
- Teachers and students interact in effectively sized classes.
- Teachers and students interact with mutual respect.
- The emphasis of assignments is placed on the value attained through the learning process as well as the attainment of grades.
- Grades and assessment rubrics are used as a tool for student's self-diagnosis as well as for the teacher's measurement tool.
- Educational curriculum content is challenging, substantive and meaningful to the student.
- Real life experience outside the classroom, integration into the community, and hands-on experience are used to supplement and enhance the daily classroom curriculum.

Objectives of BSHS shall include, but not be limited to:

- Expanding the students' inherent curiosity into a life-long love of learning.
- Encouraging self-motivation and responsibility by providing interesting, worthwhile and creative learning opportunities that will stimulate the interests of each student.
- Graduating students who are well prepared to undertake freshman-level post-secondary education.
- Nurturing the creative abilities of each student and developing an understanding of and love for the arts.
- Developing students' sensitivity to the members of their community and an appreciation for the diversity of individual talents and interests
- Developing an appreciation for world cultures as they exist today and in history.
- Developing a strong supportive relationship with the business and arts community.
- Incorporating practices and pursuing opportunities to encourage parental involvement in students' educational experience.
- Maintaining an open "small school environment," so students feel they are valued and have access to staff and resources.

BSHS curriculum will:

- Provide a full educational program that addresses the intellectual, creative and social growth of its students.
- Utilize motivation and inspiration to stimulate learning.
- Nurture a sense of community awareness and involvement, by incorporating into the curriculum requirements such as service projects, cross-age and cross-school tutoring and business internships.
- Bring meaningful understanding of topics being taught. This will be accomplished through the sincere efforts of accomplished teachers with expertise in their content area preparation, as well as integration with hands-on and real life experience when possible.
- Encourage and provide opportunities for students to achieve maximum competency in their work.
- Design class size to effectively teach course content.
- Teachers will use diverse teaching styles as well as to explore new and established curriculum methods in order to achieve the objectives of BSHS' students.

### MEASURABLE STUDENT OUTCOMES

Students of BSHS will demonstrate the following skills upon graduation:

#### A. CORE ACADEMIC SKILLS.

Appropriate age or grade-level mastery of:

- **History/Social Studies:** Students will understand and apply civic, historical, and geographical knowledge in order to serve as citizens in today's world of diverse cultures.
- **Mathematics:** Students will develop abilities to reason logically and to understand and apply mathematical processes and concepts, including those within arithmetic, algebra, geometry, and other mathematical subjects which the staff and school governing board deem appropriate.
- **Language Arts:** Students will demonstrate strong reading, writing, listening, speaking, and presentation skills, in multiple forms of expression (e.g., written, oral, multimedia), with communication skills appropriate to the setting and audience. They will comprehend and critically interpret multiple forms of expression, including literature from various time periods and cultures.
- **Science:** Students will successfully utilize scientific research and inquiry methods to understand and apply the major concepts underlying various branches of science, which may include physics, chemistry, biology, ecology, astronomy, and earth sciences.
- **World Language:** Students will gain proficiency in speaking, reading, writing, and listening comprehension in at least one language in addition to their native tongue. Students will understand key aspects of the culture, both past and present, of the second language.

Underlying and utilized throughout each of the above subject areas will be other core skills such as:

- Critical thinking skills: e.g., problem-solving, analyzing, and applying knowledge
- The ability to effectively use technology
- Creative expression through various forms of the arts, e.g., music, visual/studio arts, drama, and dance
- Knowledge of pertinent issues of health and the development of physical fitness

#### B. LIFE-LONG LEARNING SKILLS.

Students will develop skills which will enable them to pursue their own path of learning throughout their adult lives, including:

- Study skills and habits, e.g., note-taking, library and internet research skills, studying strategies
- Ability to plan, initiate, and complete a project
- Ability to reflect on and evaluate one's own and other's learning

**C. SOCIAL/INTERPERSONAL SKILLS.**

Students will demonstrate:

- Strong citizenship and leadership skills by planning and implementing projects in service to the school and greater community and through attending quarterly leadership courses.
- Ability to engage in responsible, compassionate peer relationships, by participating in programs such as Wilderness Week, Friday Class Meeting and Peer Conflict Resolution.
- Ability to collaborate and work effectively with others in cooperative groups through all of the above.

**D. "LIFE" SKILLS.**

Students will develop skills necessary for a healthy adult life, including:

- Personal financial management skills (e.g., budget development, balancing check books)
- Job readiness and career development skills (e.g., developing resumes, job internship skills)
- Higher education continuance skills (e.g., college applications, financial aid forms)

Students wishing to enroll in a public university in California will have the opportunity to pursue a course of study at BSHS that meets the "A-G Requirements." In addition to attaining specific content area and grade/skill standards, students will also demonstrate their overall progress toward graduation readiness through a series of "benchmark" performances at various points throughout their experience at BSHS.

BSHS will inform parents of the transferability of BSHS courses to other public high schools and the eligibility of BSHS courses to meet college entrance requirements at Back-to-School nights and in print in the school Handbook (provided to all students). BSHS will also provide students and parents with a written account, and/or schedule an in-person meeting, to inform and discuss with parents the transferability of courses to other public high schools and the eligibility of BSHS courses to meet college entrance requirements.

In order to best serve our students and community, the BSHS will continue to examine and refine its list of student outcomes over time to reflect the school's mission and any changes to state or local standards that support such mission.

**METHODS OF MEASURING STUDENT'S PROGRESS**

Staff will assess the students' progress through the ongoing collection of original work, completed assignments and tests, and class participation.

Students will be assessed using a variety of methods to include:

- Regular review of work in progress with content area teachers
- Grade assigned assessments
- Self-evaluation
  
- State of California Standardized Testing and Reporting (STAR) System, and/or other methods mandated by the State of California.

There will be consistency in the manner which grades and evaluations are determined.

A class advisor will be assigned to each student. The advisor will assist and work toward assuring that the students have the tools and support needed to achieve success in their studies and goals.

## **GOVERNANCE STRUCTURE**

Bitney Springs High School, as member of the Nevada County Charter Cooperative, will exist as a legally and operationally dependent entity of the Nevada County Superintendent of Schools. Each school in the cooperative though will have their own governing charter council. Each school within the cooperative will be governed by their own bylaws adopted and/or amended by its council.

A governing board will govern each of the charter schools within the cooperative. It will be the intent of this charter that the composition of the charter councils be diverse in ethnicity, gender, and background. This charter council will consist of members who have expertise in school, business, law, nonprofit management, and/or youth development.

The governing board will be responsible for approving and monitoring the school budget, and for providing oversight to ensure that the school's educational programming meets state mandated requirements. Additionally, the director/principal of the charter school will report to the charter council for evaluation and employment purposes.

The County Superintendent reserves veto power over any action of the charter council if he/she determines in his/her professional judgment to not be in the best interests of the school.

## **EMPLOYEE QUALIFICATIONS**

The charter councils will employ NCLB-compliant teaching staff that hold appropriate California teaching certificates, permits, or other documents issued by the Commission on Teacher Credentialing. These teachers will teach "core" academic classes of mathematics, language arts, science, and history/social studies. These teachers will be responsible for overseeing the students' academic progress and for monitoring grading and matriculation decisions as specified in the school's operational policies.

The charter school may also employ or retain non-certificated instructional support staff in any case where a prospective staff member has an appropriate mix of subject matter experience, professional experience, and the demonstrated capacity to work successfully in an instructional capacity with our target population. Instructional support staff will not assign grades or approve student work assignments without the approval of a credentialed teacher or administrator unless they are instructing non-core or non-college preparatory courses and activities.

The school will seek administrative staff and operational staff who have demonstrated experience or expertise in the issues and work tasks required of them and will be provided professional development opportunities to ensure that they remain abreast of all relevant changes in laws or other operational requirements. The director/principal of the charter school will have, at minimum, a BA and preferably an MA with an administrative credential.

In recognizing the importance of fiscal responsibilities in managing a public charter school, the charter school will seek and secure individuals with demonstrated abilities to perform the duties of the charter school business manager.

### **HEALTH AND SAFETY PROCEDURES**

The charter school will adopt and implement a comprehensive set of health, safety, and risk management policies. These policies will be developed in consultation with the school's insurance carriers and will address, but not be limited to, the following topics:

- Policies and procedures for response to natural disasters and emergencies, including fires and earthquakes.
- A policy requiring that instructional and administrative employees receive first aid/CPR training.
- A policy establishing that the school functions as a drug, alcohol, and tobacco-free workplace.
- A policy that employees working with students who are minors submit to a criminal background check and furnish a criminal record summary.
- A policy for reporting child abuse, acts of violence, and other improprieties as mandated by federal, state, and local agencies.

### **MEANS TO ACHIEVE RACIAL/ETHNIC BALANCE REFLECTIVE OF THE COUNTY**

The charter school will maintain a policy of non-discrimination in all areas of its operations. The charter school will achieve racial and ethnic balance among its students that is reflective of the general population within the surrounding communities from which it draws its students. This balance will be maintained by recruitment in various areas of the community and by targeting under-represented students.

### **ADMISSION REQUIREMENTS**

Note: The following admission requirements apply to those students seeking admission to BSHS for the first time or to students seeking readmission to BSHS from another school. They do not apply to continuing students.

Bitney Springs High School is a public, tuition-free charter school. BSHS pursues an open admission policy, and complies with California Education Codes. Admission will not be determined according to the student or parent's place of residence.

Students will be considered for admission without regard to ethnicity, national origin, religion, gender, sexual orientation, or disability, subject to the following requirements and standards:

**A. Enrollment Procedure**

To complete the enrollment process, prospective BSHS students must:

- Together with their parents/guardians, complete and sign an enrollment form.
- Complete and submit the enrollment essay.
- Attend, with at least one parent/guardian, an enrollment conference with the Dean of Academic Affairs and/or the Principal or their designees, at which they express an understanding of, and desire to pursue the philosophy and policies of BSHS.
- Have their current transcript reviewed by BSHS staff.
- Have earned sufficient credit to be at grade level for the class to which they are seeking admission (and all preceding grade levels). Specifically:
  - Entering first semester freshmen: must have: (1) successfully completed eighth grade; or, (2) have the recommendations of a teacher and administrator/counselor from their current school, and have passed all parts of the eighth grade equivalency test administered by BSHS with an average score of at least 80%.
  - Entering second semester freshmen: must have earned at least 25 credits, including 5 credits of English and 5 credits of algebra or its equivalent (e.g., Integrated Math I).
  - Entering sophomores: must have earned at least 50 credits, including 10 credits of English.
  - Entering juniors: must have earned at least 110 credits, including 20 credits of English and 10 credits of foreign language; must be on track to meet the BSHS graduation requirements in four semesters.
  - Entering seniors: must have earned at least 170 credits, including 30 credits of English and 10 credits of foreign language; must be on track to meet the BSHS graduation requirements in two semesters.
- Demonstrate, through previous course work or a placement exam, readiness for Algebra 1.
- Meet behavioral standards as outlined in Section C (below).
- Be informed of the accreditation status of the school.
- Together with their parents/guardians, sign the Agreement of Understanding agreeing to school policies and procedures.

**B. Establishing Admission Priority**

Once the initial process is successfully completed, students will be considered for enrollment into Bitney Springs Charter High School based on the following priorities:

- First Consideration: Students already enrolled at BSHS
- Second Consideration: Children of staff, teachers and board members working for BSHS
- Third Consideration: Siblings of students currently enrolled or graduates of BSHS
- Fourth Consideration: Lottery selection. Once the enrollment process outlined in Section I has been completed successfully, all eligible students who do not fall into one of the three priority categories above will be considered for admission based on a lottery drawing.

**C. Compliance with Behavioral Standards**

As stated in the enrollment policy of BSHS, "BSHS is a college preparatory school with rigorous academic and behavioral standards. Therefore it is BSHS policy not to admit students who have been expelled from other educational institutions. In addition, students who have a history of behavioral and or disciplinary problems or prior criminal record may be denied enrollment."

**D. Appeal for Admission**

A student denied enrollment to BSHS has the right to appeal for admission. Appeals will be considered on a case-by-case basis by the BSHS Charter Council, provided the student was in good academic standing at their previous institution.

**FINANCIAL AND PROGRAMMATIC AUDIT**

A qualified auditor, which shall employ generally accepted accounting practices applicable to the school, will perform an annual financial audit of the charter school. The Nevada County Superintendent of Schools will oversee the selection of an independent auditor and the completion of an annual audit of the school's financial affairs. The audit will verify the accuracy of the school's financial statements, attendance and enrollment accounting practices, and review the school's internal controls. The audit will be conducted in accordance with generally accepted accounting principles applicable to the school. To the extent required under applicable federal law, the audit scope will be expanded to include items and processes specified in any applicable Office of Management and Budget Circulars.

It is anticipated that the annual audit will be completed by December 15 each year and that a copy of the auditor's findings will be forwarded to the chief financial officer of the Nevada County Superintendent of Schools, the State Controller, the County Superintendent of Schools, and the California Department of Education. The school's audit committee will review any audit exceptions or deficiencies and report to the school's charter council with recommendations on how to resolve them. The council will report to the charter-granting agency regarding how the exceptions and deficiencies have been or will be resolved. Any disputes regarding the resolution of audit exceptions and deficiencies will be referred to the dispute resolution process contained in the section of this petition herein entitled "Dispute Resolution Process, Oversight, Reporting, and Renewal."

**PUPIL SUSPENSION AND EXPULSION**

The school will develop and maintain comprehensive sets of student discipline policies which are consistent with Education Code laws regarding suspension and expulsion. These policies will be printed and distributed as part of the school's student handbook and will clearly describe the school's expectations regarding punctuality, attendance, mutual respect, substance abuse, violence, safety, and work habits. Each student and his or her parent or guardian (if the student is a minor) will be required to verify that they have reviewed and understand the policies prior to enrollment.

## **RETIREMENT SYSTEM**

Certificated and classified employees of the Nevada County Superintendent of Schools will participate in the State Teachers Retirement System and/or Public Employees Retirement System.

## **ATTENDANCE ALTERNATIVES**

Students who opt not to attend the charter school may attend other district schools or pursue an inter-district transfer in accordance with existing enrollment and transfer policies or their district or county of residence.

## **DESCRIPTION OF EMPLOYEE RIGHTS**

Employees of the charter school will be employees of the Nevada County Superintendent of Schools. Furthermore, in accordance with Education Code Section 47605(e), the county superintendent shall not require any employee of NCSOS to be employed by the charter school. Any NCSOS union employee who is offered employment and chooses to work at the charter school will not be covered by his or her respective collective bargaining unit agreement, although the charter school may extend some or all of the same protections and benefits in individual employee contracts. NCSOS union employees who are offered employment and who choose to work at the charter school will have return right in accordance with the respective bargaining unit agreement's charter school leave provisions. Once the contracted leave has expired, staff would be forced to resign from the charter school or return to their previous NCSOS assignment.

Job applicants for positions will be considered through an open process, and, if hired, will enter into a contractual agreement with NCSOS per direction by the charter council. All employees of the charter school will be individually contracted on an at-will, year-to-year basis. The principal/director of the charter school will be responsible for the selection of faculty and staff, using the mission, philosophy, and obligations outlined in the charter petition as a recruitment tool. The individual contract will address, among other issues, salary, health and welfare benefits, work schedules and responsibilities, dress code, accountability measures, and standards for appraising performance. All contracts will need to be renewed on a year-to-year basis by the charter council. Each principal/director within the cooperative reserves the right whether to renew or not renew any contract.

The charter school agrees that every attempt should be made to resolve employee disputes informally before invoking a formal grievance process.

## **DISPUTE RESOLUTION PROCESS, OVERSIGHT, REPORTING, AND RENEWAL**

The charter school agrees that every attempt should be made to resolve disputes informally before invoking a formal dispute resolution process. In the event that informal processes have proven ineffective, the following dispute resolution procedures will be followed.

### *Disputes Arising from within the School*

Disputes arising from within the school, including all disputes among and between students, staff, parents, volunteers, advisors, partner organizations, and charter council members of the school, shall be resolved pursuant to policies and processes developed by the school.

NCSOS shall not intervene in any such internal disputes without the consent of the charter council and shall refer any complaints or reports regarding such disputes to the charter council or its designee for resolution pursuant to the school's policies. NCSOS agrees not to intervene or become involved in the dispute unless the dispute has given NCSOS reasonable cause to believe that a violation of this charter or related laws or agreements has occurred, or unless the charter council of the school has requested NCSOS to intervene in the dispute.

### *Disputes between the School and the Charter-Granting Agency*

In the event that the school or granting agency have disputes regarding the terms of this charter or any other issue regarding the school and grantor's relationship, both parties agree to follow the process outlined below:

In the event of a dispute between the school and the grantor, the staff and charter council members of the school and NCSOS agree to first frame the issue in written format and refer the issue to the county superintendent and director/principal of the school. In the event that the grantor believes that the dispute relates to an issue that could lead to revocation of the charter, this shall be specifically noted in the written dispute statement.

The director/principal and superintendent shall informally meet and confer in a timely fashion to attempt to resolve the dispute. In the event that this informal meeting fails to resolve the dispute, both parties shall identify two governing board members from their respective boards who shall jointly meet with the county superintendent and director/principal of the school and attempt to resolve the dispute. If this joint meeting fails to resolve the dispute, the county superintendent and director/principal shall meet to jointly identify a neutral, third party mediator. The format of the mediation session shall be developed jointly by the superintendent and director/principal, and shall incorporate informal rules of evidence and procedure unless both parties agree otherwise. The findings or recommendations of the mediator shall be non-binding, unless the charter council of the school and grantor jointly agree to bind themselves.

*Oversight, Reporting, Revocation, and Renewal*

The Nevada County Superintendent of Schools may inspect or observe any part of the school at any time, but shall provide reasonable notice to the director/principal of the charter school prior to any observation or inspection unless such notice would prevent the performance of reasonable oversight functions. The Nevada County Superintendent of Schools shall endeavor to provide such notice at least three working days prior to the inspection or observation unless the school's council or director/principal agrees otherwise. Inspection, observation, monitoring, and oversight activities may not be assigned or subcontracted to a third party by Nevada County Superintendent of Schools.

If the Nevada County Board of Education believes it has cause to revoke this charter, the board agrees to notify the charter council of the school in writing, noting the specific reasons for which the charter may be revoked, and grant the school reasonable time to respond to the notice and take appropriate corrective action, unless the alleged violation presents an immediate threat to health or safety.

The charter school will submit quarterly fiscal reports in accordance with the timelines stated in the charter school law. The charter school and charter-granting agency will jointly develop a timeline of other required ongoing monitoring documents, including deadlines of when the documents will be submitted, when reviewed, when feedback will be given to the charter school, and by when corrective action will occur. The charter school will be given reasonable time to take appropriate corrective action, unless the alleged violation presents an immediate threat to health or safety.

The Nevada County Superintendent of Schools agrees to receive and review the annual fiscal and programmatic audit and annual performance report and to perform the annual site visit as specified earlier in the subsection entitled "Financial and Programmatic Audit" and other accountability policies and procedures mutually agreed upon by the charter school and charter-granting agency. Within two months of this annual review, the charter-granting agency must notify the charter council of the school as to whether it considers the school to be making satisfactory progress relative to the goals specified in this charter. This annual notification will include the specific reasons for the charter-granting agency's conclusions.

If, as a result of its annual review, the charter-granting agency determines that the school is making satisfactory progress toward its goals, this charter, and any mutually agreeable amendments, is automatically renewed for a term of no less than five years.

**LABOR RELATIONS**

The Nevada County Superintendent of Schools shall be deemed the exclusive public school employer of the employees of the charter school for the purposes of the Education Employment Relations Act.

## **SCHOOL CLOSURE PROCEDURES**

In the event that the charter school closes, the following procedures will be implemented:

1. The Nevada County Superintendent will be responsible to conduct closure-related activities.
2. NCSOS shall notify parents, the Nevada County Board of Education, the Nevada County SELPA, STRS/PERS/SSI, and the California Department of Education with the following information:
  - a. The effective date of closure.
  - b. The name of the individual from NCSOS overseeing the closure.
  - c. The pupils' school districts of residence.
  - d. The manner in which parents may obtain copies of student records including specific information of credits and graduation requirements met. The information will also include a process for transferring data to the next school of attendance.
  - e. An accounting of all financial assets including cash, accounts receivable and an inventory and equipment.
  - f. An accounting of liabilities including accounts payable and other pending or future liabilities.
  - g. The return of any unspent grants, donations, or apportionments along with the filing of Final Expenditure Reports.
  - h. Disposal of any assets by the school's charter council or NCSOS to another charter school, non-profit, or other appropriate entity in accordance with the asset disposition provisions of the school's bylaws.
  - i. The return of any donated materials and property in accordance with any conditions established when the donation of such materials or property was accepted.

## **OPTIONAL MISCELLANEOUS CLAUSES**

### **1. Term**

This charter shall be for the term of five years. The start of the charter shall commence on July 1<sup>st</sup> with the final approval from the State Board of Education. As explained above, if, as a result of its annual review, the charter-granting agency determines that the school is making satisfactory progress toward its goals, this charter, and any mutually agreeable amendments, is renewed for a term of no less than five years.

### **2. Amendments**

Any amendment to this charter shall be made by the mutual agreement of the charter council and charter-granting agency. Material revisions and amendments shall be made pursuant to the standards, criteria, and timelines in Education Code Section 47605.

### **3. Severability**

The terms of this charter contract are severable. In the event that any of the provisions are determined to be unenforceable or invalid for any reason, the remainder of the charter shall remain in effect, unless mutually agreed otherwise by the Nevada County Superintendent of Schools and the charter council. NCSOS and school agree to

meet to discuss and resolve any issues or differences relating to invalidated provisions in a timely, good faith fashion.

4. Communications

All official communications between this charter school and the charter-granting agency will be sent via First Class Mail or other appropriate means to the following address:

Bitney Springs High School  
12338 McCourtney Road  
Grass Valley, CA. 95949

Nevada County Superintendent of Schools  
112 Nevada City Highway  
Nevada City, CA 95959

**Impact Statement**  
**Bitney Springs High School**  
**Nevada County Superintendent of Schools**

**INTENT**

This statement is intended to fulfill the terms of Education Code Section 47605 (g) and provides information regarding the proposed operation and potential effects of the Bitney Springs High School on the Nevada County Superintendent of Schools. This document is intended for informational purposes only and to assist the COE in understanding how the proposed charter school may affect the COE. This is an informational document, does not constitute a legally binding contract or agreement, is not intended to govern the relationship of the charter school and COE, and is not a part of the charter or any related agreements or memoranda of understanding.

**ADMINISTRATIVE SERVICES**

Bitney Springs High School will be governed by a charter council as described in the school's charter. The school's principal/executive director will enjoy lead responsibility for administering the school under policies adopted by the school's charter council. The school will contract with NCSOS to provide fiscal services, including financial management, cooperative coordination, and payroll, at a charge of 6% of the charter school's annual revenue. The school will seek to define the specific terms and cost for these services in an annual operational agreement (or memorandum of understanding). According to applicable charter school law, NCSOS will also be required to provide oversight and performance monitoring services, including monitoring school and student performance data, reviewing the school's audit reports, performing annual site visits, engaging in any necessary dispute resolution processes, and considering charter amendment and renewal requests.

**FACILITIES**

The school will be responsible for obtaining its own facilities. NCSOS will provide assistance, if requested, in lease, purchase, or Proposition 39 negotiations.

**CIVIL LIABILITY**

The school presumes that the Nevada County Superintendent of Schools will not be liable for the debts or obligations of the charter school pursuant to Education Code Section 47604(c). Each school intends to provide liability, property, and errors and omissions insurance to protect the school's assets, staff, and charter council members.

**FINANCIAL PLAN**

*See attached:*

Table I:	Student Data
Table II:	Budgets
Table III:	Cash Flow
Table IV:	Instructional Calendar