

Website Checklist

The following items should be visible on each charter school website:

#	Website Item and Requirement	Citation	Yes	No	Expected by:
1	School phone number and email address	MOU 1.1	☐	☐	
2	Articles of Incorporation	MOU 1.2	☐	☐	
3	Conflict of Interest Policy	MOU 1.2, 1.3D	☐	☐	
4	Bylaws	MOU 1.2	☐	☐	
5	Roster and resumes of board members	MOU 1.2	☐	☐	
6	Approved board meeting minutes (posted no more than 30 days after board meeting)	MOU 1.3B	☐	☐	
7	Uniform Complaint Procedures	MOU 1.3B, 1.3D	☐	☐	
8	Education and Admissions Policies	MOU 1.3B, 1.3D	☐	☐	
9	Internal Fiscal Control Policies	MOU 1.3B, 1.3D	☐	☐	
10	Parent/Student Handbook	MOU 1.3B, 1.3D	☐	☐	
11	Health and Safety policies/ Plans- (possibly incorporated into Comprehensive School Safety Plan)	MOU 1.3B, 1.3D, 1.4B EC 322280-32289	☐	☐	
12	Notice that school is authorized by LACOE and contact information for LACOE CSO	MOU 1.4C	☐	☐	
13	SARC (by date determined by CDE each year- usually March)	MOU 1.4G	☐	☐	
14	Posting Title IX Coordinator, student rights, school responsibilities, complaint process (SB 1375- in effect 7/1/17)	EC 221.61	☐	☐	
15	Board Agenda posted <u>Prominently posted on home page</u> at least 72 hours prior to meeting	EC 54954.2 (a)(2)(A)	☐	☐	
16	LCAP and any approved revisions <u>Prominently posted on home page</u>	EC 47606.5 (h)	☐	☐	
17	Charter Complaint notice (Not UCP- The one regarding not discouraging enrollment or encouraging disenrollment, requesting records before enrollment)	EC 47605 (e)(4)(d)	☐	☐	
18	Name / contact information of school Homeless liaison and info/rights/resources for homeless students (AB 27- in effect 9/29/21)	EC 48852.6	☐	☐	
19	Parent notification on dangers of synthetic drugs (AB 889 - in effect 1/1/24)	EC 48985.5	☐	☐	
20	CIF participant schools must post incident form on website (AB 1327 – in effect 1/1/24)	EC 33353	☐	☐	
21	Reporting of restraint/seclusion use on website annually (AB 1466- in effect 1/1/24)	EC 49006	☐	☐	
22	School policy that prohibits discrimination, harassment, intimidation, and bullying <u>prominently and conspicuously</u> in <u>offices</u> (school office lobbies, staff lounges) and on <u>website</u> (SB 153- in effect 6/29/24)	EC 234.1(e)	☐	☐	