



Audubon Center
of the North Woods

Audubon Center of the North Woods 2018-2019 Expectations for School Websites

Each charter school must ensure that it has an effectively designed, implemented, and updated website that serves the public at-large, parents and guardians, students, the authorizer, and other entities in need of school information. Listed below are requirements from Minnesota Statutes and recommended best practices for charter school websites.

Legal Requirements

New Requirement for the 2018-2019 School Year

None.

Continuing Requirements

Board and Oversight

- Directory information of board members and members on committees with board-delegated authority:
 - Affiliation (e.g. community member, parent, or teacher)
 - Contact information (phone number and email address)
- Board meeting minutes for at least one calendar year
- Board committee meeting minutes for at least one calendar year for committees with any board delegated authority
- Identifying and contact information for the school's authorizer:
 - Audubon Center of the North Woods
David Greenberg, Director of Charter School Authorizing
43 Main Street SE, Suite 507
Minneapolis, MN 55414
(612) 331-4181
admin@auduboncharterschools.org
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Admissions and Lottery

- Lottery policy and process
- If your school considers admission of students under age five to kindergarten, or under age six to first grade, provide your admission policy
 - Board-adopted policy for early admission to kindergarten must be based on a comprehensive evaluation to determine the child's ability to meet kindergarten expectations and progress to first grade in the subsequent year

Annual Reports

- Annual Report and World's Best Workforce Annual Report
 - See FY17 Annual Report Guidance for detailed requirements.

Academic Information

- Calendar of standardized tests to be administered during the school year, including the rationale for administering each assessment. The calendar must also indicate whether the assessment is a local option or required by state or federal law.
- Local literacy plan for schools that serve students in Grades K-3, including the school's plan for English learners

Safety and Health

- School's student bullying policy in the languages appearing on the school's website, in accordance with the Safe and Supportive Schools Act
- School's wellness policy (when available)
- School's restrictive procedures plan for children with disabilities (if your school intends to use restrictive procedures)

Miscellaneous

- Policy for the purchase of group health insurance coverage (if your school provides group health insurance and has at least 25 employees); this policy must include a sealed proposal process
- If your school leases space through an Affiliated Building Corporation (ABC), the following information must be posted: the ABC's corporate name, mailing address, bylaws, minutes of board meetings, and current board members' names

ACNW Recommendations

- Mission, vision, and school description (including grade levels served)
- Board meeting schedule (including specific dates, times, and location)
- School calendar (including testing dates and conferences)
- Contact information for all members of school leadership
- Complaint policies and procedures (for community, parents, and staff)
- List of all staff, including assignments and contact information
- Budget information
- Annual financial audit
- Enrollment forms
- Additional board policies
- Newsletters or school updates
- Parent and student handbooks
- Information on student achievement and activities