



Osprey Wilds Environmental Learning Center 2020-21 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

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:
 - Osprey Wilds Environmental Learning Center
Erin Anderson, Director of Charter School Authorizing
1730 New Brighton Blvd, Suite 104 PMB 196
Minneapolis, MN 55413
(612) 331-4181
csdadmin@ospreywilds.org
ospreywilds.org/charter-school-division

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 FY20 Annual Report Guidance for detailed requirements.

Academic Information

- Safe Learning Plans for distance, hybrid, and in-person learning scenarios that meet the requirements of EEO 20-82, MDE and MDH guidance, and Osprey Wilds expectations.
- 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)
- A link to information on how to obtain an application and application assistance for Minnesota health care programs (i.e., [this link](#) must be included on the charter school's website)

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
- The collaborative agreement and all accountability measures between the charter school and other entities (i.e., districts, authorizers or charter schools) (if applicable)

Osprey Wilds 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