208-365-0985
Payette River Regional Technical Academy pr2ta.com
1805 Hwy. 16
Emmett, ID 83617

PR^{2}TA was approved as a public charter school pursuant to a letter from the State Board of Education dated July 24, 2009.

PR^{2}TA was approved as a 501(c)(3) non-profit corporation pursuant to a filing date July 9, 2009, a copy of which filing is also being forwarded with the written application. PR2TA is, and shall remain, in good standing with the Idaho Secretary of State with regard to its Articles of Incorporation, Corporate ByLaws and all document filings required of such school. Should PR2TA make any changes or amendments to its Articles of Incorporation or Corporate ByLaws notice of such change and a copy of such change shall be provided to the Emmett School District.

Payette River Regional Technical Academy, Inc.
dba PR^2TA

A Public Charter School

MISSION STATEMENT

To prepare PR^{2}TA students for workforce success and continuous learning.

VISION STATEMENT

To ensure PR^{2}TA students are prepared for continuous learning opportunities by empowering them to expand their career and academic potential and options.

BELIEF STATEMENT

PR^{2}TA is a professional career-technical school that has achieved the status as a regional CTS school.

We Believe that:

- PR^{2}TA focuses on the students. If we focus on the needs of the kids, and the need for students to obtain industry certificates to be able to enter the middle class.
- This is accomplished by a collective effort of the student, parent, staff, and community by providing a quality education and workplace skills activities.
- Diversity of opportunity, honesty, integrity and responsible behavior strengthens and enriches the climate and culture of our school.
- Every student would benefit from receiving access to professional-technical and career based educational experiences.
- Professional Career Technical education provides the ability to value each individual strengths, promotes self-worth to encourage positive life choices through new technology
- We support students in their career choices
- A safe, nurturing environment is created by fostering respect between students, teachers, staff, parents and administrators.
- Respect can also be fostered by recognizing individual's strengths and helping them identify their path
- The paradigm shift being every student can be successful.
- All learners deserve to have quality educational experiences facilitated by individuals with passion, experience and expertise.
- Shifting demographics, emerging technology and evolving workplace expectations demands a new paradigm for who teaches, what is taught and how it is taught.

CONFLICT OF INTEREST POLICY

ARTICLE I: Purposes

The purpose of the Conflict of Interest Policy is to protect the PR^{2}TA's interest when it is contemplating entering into a transaction or arrangement that might benefit the private interest of an officer or director of the Academy or might result in a possible excess benefit transaction. This policy is intended to supplement but not replace any state and federal laws governing conflict of interest applicable to non-profit and charitable organizations.

1. Interested Person.

Any director, Administrator, officer, or member of a committee with governing board delegated powers, who has a direct or indirect Financial Interest, as defined below, is an Interested Person.

ARTICLE II: Definitions

Financial Interest.

A person has a Financial Interest if the person has, directly or indirectly, through business, investment, or family:

a. An ownership or investment interest in any entity with which the organization that the PR^{2}TA has a transaction or arrangement.

b. A compensation arrangement with the PR^{2}TA or any entity or individual that the PR^{2}TA has a transaction or arrangement, or

c. A potential ownership or investment interest in, or compensation arrangement with, any entity or individual that the PR^{2}TA is in the process of negotiating a transaction or transaction.

Compensation includes direct and indirect remuneration as well as gifts or favors that are not insubstantial.

A Financial Interest is not necessarily a Conflict of Interest. Under Article III, Section 2, a person who has a Financial Interest may have a Conflict of Interest only if the appropriate governing board or committee decides that a Conflict of Interest exists.

ARTICLE III: Procedures

1. Duty to Disclose.

In connection with any actual or possible Conflict of Interest, an Interested Person must disclose the existence of the Financial Interest and be given the opportunity to disclose all material facts to the directors and members of committees with governing board delegated powers considering the proposed transaction or arrangement.

2. Determining Whether a Conflict of Interest Exists.

After disclosure of the Financial Interest and all material facts, and after any discussion with the Interested Person, he/she shall leave the governing board or committee meeting while the determination of a Conflict of Interest is discussed and voted upon. The remaining board or committee members shall decide if a Conflict of Interest exists.

3. Procedures for Addressing the Conflict of Interest.

a) An Interested Person may make a presentation at the governing board or committee meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible Conflict of Interest.
b) The chairperson of the governing board or committee shall, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
a) After exercising due diligence, the governing board or committee shall determine whether the PR^2TA can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a Conflict of Interest.
b) If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a Conflict of Interest, the governing board or committee shall determine by a majority vote of the disinterested directors whether the transaction or arrangement is in PR^2TA's best interest, for its own benefit, and whether it is fair and reasonable. In conformity with the above determination it shall make its decision as to whether to enter into the transaction or agreement.

4. Violation of the Conflicts of Interest Policy.

a) If the governing board or committee has reasonable cause to believe a member has failed to disclose actual or possible Conflicts of Interest, it shall inform the member of the basis of for such belief and affords the member an opportunity to explain the alleged failure to disclose.
b) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the governing board or committee determines the

member has failed to disclose an actual or possible Conflict of Interest, it shall take appropriate disciplinary and corrective action.

ARTICLE IV: Records of Proceedings

The minutes of the governing board and all committees with board designated powers shall contain:

a) The names of the persons who disclosed or otherwise were found to have a Financial Interest in connection with an actual or possible Conflict of Interest, the nature of the Financial Interest, any action taken to determine whether a Conflict of Interest was present, and the governing boards or committee's decision as to whether a Conflict of Interest in fact existed.
b) The names of the persons who we represent for discussions and votes relating to the transaction or arrangement, the content of the discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

ARTICLE V: Compensation

a) A voting member of the governing board who receives compensation, directly or indirectly, from the PR^{2}TA for services is precluded from voting on matters pertaining to that member's compensation.
b) Avotingmemberofanycommitteewhosejurisdictionincludescompensation matters and who receives compensation, directly or indirectly, from the PR^{2}TA for services is precluded from voting on matters pertaining to that member's compensation.
c) No voting member of the governing board or ant committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly from the PR^{2}TA, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

ARTICLE VI: Annual Statements

Each director, Administrator, officer and member of a committee with governing board delegated powers shall annually sign a statement that affirms such person:

a) Has received a copy of this Conflicts of Interest Policy.
b) Has read and understands the policy.
c) Has agreed to comply with the policy and
d) Understands the PR^{2}TA is charitable and in order to maintain its federal tax exemption it must engage primarily in activities that accomplish one or more of its tax exempt purposes.

ARTICLE VI: Periodic Reviews

To ensure the PR^{2}TA operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax exempt status, periodic reviews must be conducted. The periodic reviews shall, at a minimum, include the following subjects:
a) Whether compensation arrangements and benefits are reasonable, based on competent survey information and the result of arm's length bargaining.
b) Whether partnerships, joint ventures, and arrangements with management organizations conform to the PR^{2}TA's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurnment, impermissible private benefit or in an excess benefit transaction.

ARTICLE VIII: Use of Outside Experts

When conducting the periodic reviews provided for in Article VII, the PR^{2}TA may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the governing board of its responsibility for ensuring periodic reviews are conducted.

INTELLECTUAL PROPERTY POLICY

Any employee, subcontractor, student, or volunteer whose work, while employed at or using PR^{2}TA equipment, supplies, or services, results in a patent or copyright will be granted 50% (Fifty Percent) ownership of such patents or copyrights. PR^{2}TA's ownership interest is optional and the assertion of such ownership will require PR^{2}TA to pay the expenses occurred while obtaining the patent/copyright.

NON-DISCRIMINATION POLICY

PR^{2}TA (the "School") is committed to providing an inclusive and welcoming environment for all members of our community and to ensuring that educational and employment decisions are based on individuals, abilities and qualifications. Consistent with this principle and applicable laws, it is therefore the School's policy not to discriminate in offering access to its educational programs and activities or with respect to employment terms and conditions on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression. Such a policy ensures that only relevant factors are considered and that equitable and consistent standards of conduct and performance are applied.

Any School unit that publishes materials that contain the School's non-discrimination statement should include all bases of non-discrimination (race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity, and gender expression) in that material, as follows:

- *For educational materials:* PR^{2}TA is committed to equality of educational opportunity. The School does not discriminate in offering access to its educational programs and activities on the basis of race, color, gender, age, national origin, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.
- *For employment materials:* PR^{2}TA is an Equal Opportunity Employer. The School reaffirms its commitment to equality of opportunity and pledges that it will not practice or permit discrimination in employment on the basis of race, color, gender, national origin, age, religion, creed, disability, veteran's status, sexual orientation, gender identity or gender expression.

TAB 2: Operation of the Public Charter School

Target Student Population

PR^{2}TA provides career-technical education to Emmett Independent School District middle school and high school students. In order to meet the Career Technical School funding requirement to educate 15% of its students from outside the Emmett Independent School District, PR^{2}TA will also educate rural high school students, homeschool students and non-traditional/non-public students as resources allow.

Statement of Direction

Every student deserves an opportunity to excel. At PR^{2}TA, our mission is to provide this opportunity for all learners. We provide an opportunity for personalized, flexible, innovative, student-led/instructor-facilitated and supervised learning programs—with instruction, supervision, and support from a team of highly-qualified Idaho-certified instructors. A paradigm shift requires new thinking about how we recruit, train and support those who facilitate and validate learning.

PR^{2}TA is and shall remain a fully certified Professional Technical Regional Charter School pursuant to the laws of Idaho.

School Status

PR^{2}TA is an Idaho public charter school.

Facilities Utilized

PR^{2}TA entered into an Agreement with Emmett Independent School District to lease buildings. PR^{2}TA may choose to lease other buildings or facilities unaffiliated with the Emmett Independent School District, as needed.

Administration

Administrative services for the school, including financial accounting services, will be provided by the PR^{2}TA Administration team in conjunction with support from its Board of Directors.

An education program and financial audit will be conducted annually. An independent financial audit, as required by Idaho Code, will be performed each year by an outside auditor (not affiliated with PR^{2}TA).

Board members will be utilized according to their background and experience, which includes prior teaching experience, grant writing expertise, business management, construction and other professional experience.

Civil Liability

To the fullest extent permitted by law, PR^{2}TA agrees to defend, indemnify and hold harmless the state of Idaho, the Emmett Independent School District, or any other public entities, and their officers, directors, agents, or employees from and against all claims, damages, losses and expenses including but not limited to attorneys' fees and costs, arising out of or resulting from any wrongful action or inaction of PR2TA, its officers, directors, agents or employees, provided that such claim, damage, loss or expense. The Idaho State Board of Education and the Idaho Public Charter School Commission shall have no liability for the acts, omissions, debts or other obligations of any charter schools, except as may be provided in an agreement or contract between the state and PR^{2}TA.

The Emmett Independent School District shall have no liability for the acts, omissions, debts or other obligations of PR2TA and PR2TA shall have no liability for the acts, omissions, debts or other obligations of the Emmett Independent School District.

Types of Insurance

PR^{2}TA will procure and maintain a policy of general liability insurance in the amount required by state law and errors and omissions insurance with limits not less than one million dollars.

PR2TA shall annually identify the Emmett Independent School District as an additional insured on its policies of insurance and shall provide the District with a copy of the PR2TA insurance policies and documentation proving such additional insured. status.

TAB 3: Educational Programs and Goals

Core Educational Philosophy

Our vision is to enable students to acquire the necessary life skills that will equip them for later stages in life, and to optimize learning for each student so that they can achieve their individual learning objectives. This requires an understanding of each student and his/her profile, designing a high quality and relevant program that gives these students the best possible opportunity for career and/or academic success within the Career-Technical pathways.

Overall Technology Integration Goals

It is the vision of PR^{2}TA to provide opportunities for all PR^{2}TA students to effectively incorporate the use of new technology to maximize their productivity.

The integration of new, cutting edge technology in all pathways will ensure that our students value technology as tools for lifelong learning.

Thoroughness Standards (Idaho Code 33-1612)

PR^{2}TA will fulfill the thoroughness standards identified in Idaho Code 33-1612.

Special Needs Students

PR^{2}TA will identify and acknowledge special needs students, including LEP (Limited English Proficient), special education, gifted and talented, and students qualifying for Section 504. PR2Ta will utilize the Idaho Special Education Manual as now adopted or as amended in the future and comply with federal regulations dealing with these areas. The Idaho Special Education Manual will be used for identifying, evaluating, programming, developing, individualized education plans, planning services, developing our disciplining policy, budgeting, and providing transportation for special needs students as necessary.

If a student is found eligible for special education services at the charter school, services will be provided for that student in one or more of the following ways:

- Payette River Technical Academy will collaborate with the Emmett School District to consider a student's eligibility for special education. If a team determines the need for an evaluation by other personnel, such as a school psychologist, speech therapist, or occupational therapist, not currently employed by PR2TA, such evaluations will be contracted with a private provider.
- Disciplinary Problems by special education students will be assessed by the multidisciplinary team. Teachers, and administrators will follow the Idaho Special Education Manual to address these issues.
- PR2TA has agreed to contract with the Emmett School District to provide appropriate personnel, (Including certificated teachers with special education certification) who will be responsible to monitor "Individual Education plans (IEPs) and supervise the implementation as written. These same teachers will provide services in an inclusion or pullout model depending of the degree of intervention

necessary to meet the student's needs. PR2TA students that do not reside within the Emmett School District boundaries will be supported by their home school district Special Education programs. The appropriate personnel will consult with the general education staff to utilize effective classroom interventions, adaptations, and modification.

- Payette River Technical Academy will contract with the Emmett School District for the provisions for related services. Direct speech, language, or OT services may be provided by a paraprofessional under the direct supervision of a licensed therapist. In the event that the IEP determines that the students' academic needs cannot be met on site, Payette River Technical Academy will determine the least restrictive environment complying with PL 94-141
- Payette River Technical Academy will apply the federal definition of Limited English Proficient (LEP) as defined in Title IDI and IX of the ESEA. Students who are eligible for the LEP program will participate in the PRTA LEP program according to state and federal guidelines. State and federal mandated testing of LEP students will be administered as they become available. LEP services may be provided on-site or contract out.

Currently, PR^{2}TA contracts with the Emmett Independent School District to provide special education services. If a PR^{2}TA student is eligible for special education services, PR^{2}TA agrees to participate with the Emmett Independent School District to create and/or modify the IEP and other plans. PR^{2}TA will implement any IEP or other plan that is put in place by the Emmett Independent School District for that student. In the future, if PR^{2}TA has the ability to provide independent special education services, the contract status with the Emmett Independent School District for the provision of special education services to all students will be revisited.

PR^{2}TA will utilize the Idaho Special Education Manual as now adopted or as amended in the future and will comply with federal regulations dealing with these areas. The Idaho Special Education Manual will be used for identifying, evaluating, programming, developing individualized education plans, planning services, developing our discipline policy, budgeting, and providing transportation for special needs students, as necessary.

Gifted and talented students will be identified using the same criteria as are stated in the Emmett Independent School District Plan.

If a student is identified as a LEP, PR^{2}TA has agreed to contract with the Emmett Independent School District for the provision of all services offered to LEP students pursuant to its Special Services programs. In the future, if PR2TA has the ability to provide independent LEP services, the contract status with the Emmett Independent School District for the provision of LEP services to all students will be revisited.

Dual Enrollment

There are reciprocal agreements between PR^{2}TA and rural districts that are receiving online coursework to meet dual enrollment requirements as specified in Idaho Code 33-203.

Tab 4: Assessment of Student Educational Progress

PR^{2}TA is a school that motivates and assists students. PR^{2}TA aligns its curriculum with the Idaho Career & Technical Education Departments' Content Standards. The success of all students who go through their career pathways, and those programs that contain the opportunity for students to take state/national certification exams is highlighted. These standards will serve as a guide in developing school goals and in making decisions regarding expenditures of resources, allocation of budget, staff development, program priorities, and policy decisions.

Performance Framework (Appendix B as updated)

The Performance Framework is made up of five (5) Career Technical Education/Career Technical School (CTE/CTS) measures and three (3) AdvancED Performance Domains.

Four (4) CTE/CTS Performance Measures

PR^{2}TA will meet or exceed the State Performance Levels

CTE/CTS Performance Measures	Performance Level
Technical Skills Assessment (TSA)	Above State Average
Workplace Readiness Assessment (WRA)	Above State Average
Certificate of Completion	80% In Capstone Course
End of Course Assessment (EOC)	70% of Students Score 70% or Above
Providing high performance & rigorous standards	Continued State (CTE/CTS) & Federal (Carl Perkins) funding

PR^{2}TA will utilize the AdvancEd Performance Domains and Standards to show effectiveness to drive educational improvement and achievement.

Domain 1: Leadership Capacity

The capacity of leadership to ensure an institution's progress toward its stated objectives is an essential element of organizational effectiveness. An institution's leadership capacity includes the fidelity and commitment to its institutional purpose and direction, the effectiveness of governance and leadership to enable the institution to realize its stated objectives, the ability to engage and involve stakeholders in meaningful and productive ways, and the capacity to implement strategies that improve learner and educator performance.

Domain 2: Learning Capacity

The impact of teaching and learning on student achievement and success is the primary expectation of every institution. An effective learning culture is characterized by positive and productive teacher/learner relationships, high expectations and standards, a challenging and engaging curriculum, quality instruction and comprehensive support that enable all learners to be successful, and assessment practices (formative and summative) that monitor and measure teamer progress and achievement. Moreover, a quality institution evaluates the impact of its learning culture, including all programs and support services, and adjusts accordingly.

Domain 3: Resource Capacity

The use and distribution of resources support the stated mission of the institution. Institutions ensure that resources are distributed and utilized equitably so that the needs of all learners are adequately and effectively addressed. The utilization of resources includes support for professional learning for all staff. The institution examines the allocation and use of resources to ensure appropriate levels of funding, sustainability, organizational effectiveness, and increased student learning.

AdvancEd (Appendix C as updated)

PR^{2}TA meets the standards set forth by AdvancEd. There are four categories that are used by AdvandEd to evaluate the institution's effectiveness: Needs Improvement, Emerging, Meets Standards, and Exceeds Expectations. PR^{2}TA will score at Emerging or above on each standard with an overall score of 250 or above on the evaluation. PR^{2}TA will improve any Standards identified as Needs Improvement or Emerging by AdvandEd.

Continuous improvement that results in success for all learners is the goal of PR^{2}TA and Emmett Independent School District (EISD). Any professional relationship, like the one between PR^{2}TA and EISD must collaborate, share information, and work together.

Progress Measurable Student Standards

Progress Measurable Student Standards: Performance will be accessed on at least three levels:

i. Student progress relative to previous performance of Idaho Career & Technical Education Standards as well as program content progression;
ii. Attitudes and personal /academic habits will be assessed throughout the courses by the content area teachers and graded;
iii. Performance will be assessed relative to National and Idaho Career & Technical Education standards aligned with national/state certification opportunities.

Student Assessment

A goal for students enrolled at PR^{2}TA for three (3) consecutive years will be to meet the statewide performance standards developed by the Idaho State Department of Education.

Assessments may include the following, which are based on national and state career technical education standards:

i. Workplace Readiness Assessment covering all career pathways during their senior year.
ii. Technical Skills Assessment taken at the end of their senior year.
iii. Certifications if applicable.
iv. End of course assessments.
v. Student participation and engagement in Career Technical Training and PR^{2}TA's National Career and Technical Student Organization

Monitoring the progress of PR2TA students and evaluating innovations in education procedures are an important part of the curriculum development process. An annual report of student progress will be made to the Emmett Independent School District no later than June 30th of each year for the previous school year. In addition to the data listed above for the evaluation of student progress and assessment, PR2TA will provide formative and summative data to demonstrate that the school is meeting performance standards as prescribed in the Charter and as expected by the state. This data will also include PR2TA developed assessment information.

Student Educational Standards
The State Standards clearly define the essential knowledge and skills for student learning in each program area.

Accreditation
PR2TA will obtain accreditation in accordance with Idaho Code 33-119. PR^{2}TA will remain accredited to comply with both the Charter Document and Idaho law.

PR^{2}TA's accreditation was approved by AdvancED in its most recent review and PR^{2}TAshall maintain accreditation with AdvanceEd or any successor accreditation entity.

Improvement Planning
If it were ever determined that, based on student performance, the school was in need of improving performance, the Administrator and the Board of Directors would meet both internally and with outside experts, such as the Idaho Charter School Network, to develop a comprehensive plan for improving performance. PR^{2}TA is committed to a school where student success is our top priority. If such a situation were to occur, PR2TA would notify the Emmett Independent School District of such status, providing documentation detailing the areas I need of performance improvement and the plan that has been developed to reach such improvement. Thereafter, on at least a quarterly basis, PR2TA would provide Emmett Independent School District with data as to progress in implementing the established plan and what impact such has had upon performance improvement needs.

TAB 5: Governance Structure

PR^{2}TA is a 501(c)(3) non-profit corporation under the laws of the state of Idaho. The Board of Directors are the public agents who control and govern the charter school. PR^{2}TA shall be responsible to identify and comply with all statutory requirements affecting the operation of an Idaho public charter school, including federal and state laws, rules and regulations.

The Board of Directors' meetings will follow the open meeting laws, keep accurate minutes, and make the minutes available to the public, according to Idaho Code 74-204 through 74-206. The school shall further comply with all applicable Idaho Public Records laws.

Board of Directors

The Board of Directors of PR^{2}TA will consist of no less than five (5) and no more than nine (9) members. Board membership is determined by PR^{2}TA's Bylaws.
Up to two (2) voting members may be appointed from the Emmett Independent School District Board of Trustees by the EISD Board of Trustees

Selection and Replacement

Selection, appointment and replacement of board members shall be in compliance with PR^{2}TA's Bylaws.

Powers and Limitations

PR^{2}TA will be a legally and operationally independent entity established by the nonprofit corporation's Board of Directors. The elected Board of Directors will be legally accountable for the operation of the charter school. PR^{2}TA commits to compliance with all federal and state laws and rules and acknowledges its responsibility for identifying essential laws and regulations, and complying with them.

The Board of Directors will have the responsibility to approve the selection of a school Administrator or Administrators, who may not be one of its members. The Board will, when necessary, and consistent with the Board's approved policies and procedures, adjudicate disagreements between parents and the administration. PR^{2}TA commits to keeping complete and accurate Board of Directors' meeting minutes and to making them available to the public.

Relationship between Board of Directors and Administrator

The Administrator reports directly to the Board of Directors and will be empowered to provide educational direction, administration, and on-site day to day operation.

The Board shall have a written job description for the school's personnel, including its Administrator, that shall detail the essential functions of the job, as expected by the governing Board of Directors.

The Relationship between the Authorizer and Board of Directors
The PR^{2}TA Board of Directors and Administrator will work in collaboration with the Emmett Independent School District Board of Trustees (as an entity), the Emmett Independent School District Superintendent and High School Principal in order to and keep such individuals apprised of substantial program changes and mutual concerns.

Subcommittees or Partnerships

The Charter authorizes PR^{2}TA the ability to create subcommittees or partnerships with parents/stakeholders, other schools, businesses or non-profit organization at their discretion.

Audit of Programmatic Operations
Every career pathway course is subject to an audit by the Idaho Career & Technical Education Department once every five years. PR^{2}TA will audit its educational program at the end of each year to make sure it is meeting the National and State Standards for the pathway being audited. A financial audit will be conducted each year after the end of the educational fiscal year on June 30th.

A report of the financial audit will be available to the Board of Directors by our September board meeting and posted to the PR^{2}TA's website.

A copy of the audit of Programmatic Operations and annual Financial Audit shall be provided to the Emmett Independent School District each year, within thirty (30) days of completion.

Dispute Resolution
The Emmett Independent School District and the Board of Directors of PR^{2}TA will resolve disputes relating to provisions of the charter following the procedures set forth in Section 33-5209A, 5209B and 5209C, Idaho Code, and the applicable rules of the Idaho State Board of Education for notice of defect and submission of a corrective action plan. PR^{2}TA will meet with the Emmett Independent School District, as necessary, to discuss relations in an effort to be proactive concerning disputes that may arise relating to provisions of the charter contract.

TAB 6: Employees of the Charter School

Employee Qualifications

PR^{2}TA's full-time faculty will meet or exceed qualifications required by state law.

PR^{2}TA reserves the right to seek limited or alternative certification options as provided by rule of the State of Idaho when deemed in the best interests of the educational program. Additionally, PR^{2}TA reserves the right to employ any person for temporary assistance under the direct supervision of certified staff members. These provisions are intended to allow various community experts and other specialized persons who may not hold certification to contribute to the school according to their talents, experience, creativity, or expertise on an as needed basis.

Job announcements will be free of discriminatory language.

Professional Opportunities

Faculty at PR^{2}TA will work in collaboration where they have opportunities to work with other faculty to align subject areas. The Administration will determine in-service training days or programs in order to provide teachers with training in the teaching methodologies. In-service training days will be held as much as possible while school is not in session.

Background Checks

All employees will undergo State of Idaho criminal background checks and FBI fingerprinting checks, as required by Idaho law. One fingerprint card will be submitted to the Office of Certification at the State Department of Education and one will be kept in the individual's personnel file.

Teacher Certification

A copy of the certificates for all certified teachers/staff members will be kept on file at PR^{2}TA and will be available upon legitimate request.

Employee Benefits

All employees will participate in the following programs: Public Employee Retirement System, Federal Social Security, Unemployment Insurance, and Worker's Compensation Insurance to the extent allowed and required by law. As a public charter school, PR^{2}TA will offer group health insurance benefits.

TAB 7: Admission Procedures

Enrollment Procedures

Applicants residing in District 221 shall be given priority, followed by applicants residing outside of said district.

Over Enrollment Procedures

PR^{2}TA has identified the following over-enrollment procedures:

1. Four lottery pools and/or waiting lists will be established and prioritized as listed:
a) returning students,
b) siblings of pupils already attending,
c) students within the primary attendance area of the Emmett Independent School District, and
d) all other students.

Applications will be drawn for placement using the Equitable Selection Process outlined in Subsection 203 of the Administrative Rules Governing Charter Schools. The process will begin with a randomly drawn grade and continue with randomly selected grades. Those on the waiting list may be placed in the school any time during the year when an opening occurs. Available positions will be filled from the waiting list established from the initial lottery.

2. Once the enrollment period is complete and waiting lists have been established through lottery as described above, subsequent applications will be added to the waiting lists on a first come-first served basis.
3. A lottery will be held by April 30 to establish the waiting list order of entrance for the upcoming school year in the initial year and each year thereafter. All openings during the school year will be filled according to the order established by that lottery. The lottery will be held in a public forum and the Chairman of the Board of Directors of PR^{2}TA, or the Administrator or other designated person will conduct the lottery selection.

4. Exchange students will be treated the same as traditional Emmett Independent School District students in terms of enrollment.

Non-Discrimination

Prospective students will be given the opportunity to enroll regardless of race, color, national or ethnic origin, religion, sex, social or economic status, or special needs as required by federal, state and local laws.

TAB 8: INTENTIONALLY LEFT BLANK

TAB 9: Termination and Dissolution

Termination or Non-Renewal

PR^{2}TA understands that the Emmett Independent School District may terminate the charter pursuant to the provisions of Idaho Code 33-5209C. A decision to terminate or not to renew a charter may be appealed directly to the Idaho State Board of Education, based on Idaho Code 33-5209C(8).

Dissolution

In cases of termination or non-renewal, the Board of Directors of PR^{2}TA is responsible for the dissolution of the business and affairs of the school. PR^{2}TA will fully cooperate with the Emmett Independent School District for the dissolution process. All records of students residing in Emmett Independent School District will be immediately transferred to said District. All parents and/or emancipated students will receive written notice of how to request a transfer of student records to a specific school. PR^{2}TA will accommodate student record requests from schools outside of Emmett Independent School District for up to one year after dissolution. Upon the dissolution of PR^{2}TA, remaining assets will be distributed to creditors pursuant to Section 33-5212 of the Idaho Code.

TAB 10 : Miscellaneous

Public Access

PR^{2}TA's policies regarding the ways in which the public may have access to the school's students, staff, and facilities will be in compliance with Idaho Code. We will comply with all aspects of the Idaho Public Records Law (Idaho Code 74-101, *et seq*.). PR^{2}TA is subject to the provisions of the Idaho Open Meeting Law (Idaho Code 74-201, *et seq*.) PR^{2}TA gives permission for reasonable public inspection of public records pursuant to the applicable provisions of Idaho law.

Complaint Process

PR^{2}TA's procedures for a complaint process for parents/guardians and the public are as follows, with the ultimate authority residing with the Board of Directors of PR^{2}TA;

1. Have pertinent parties meet and try to resolve the issue.
2. If no resolution can be found to the dispute, the Administrator will intervene and attempt to find a resolution.
3. The issue may be brought before the Board of Directors for resolution. Once all needed input has been obtained by the Board of Directors, the Board will render a final decision.

School Records

PR^{2}TA's Administrator will determine how the school will maintain school records and required information, consistent with state and Federal guidelines.

IRS Regulations

PR^{2}TA will comply with all Internal Revenue Service (IRS) regulations and reporting requirements.

Use of District Facilities

Facilities may be leased from the District 221. The facilities will be inspected to ensure compliance with applicable state and federal guidelines as provided in Section 39-4130, Idaho Code and the Americans with Disabilities Act.

The use of facilities is governed by the shared services agreement between Emmett Independent School District and PR^{2}TA.

Inspection Reports
PR^{2}TA will provide certification that non-District-owned facilities meet all requirements for health, safety, fire, and accessibility for the handicapped required of all public schools prior to the opening of the school and by the date specified in the contract. PR^{2}TA will provide initial and ongoing certifications of the facilities for health, safety, and fire compliance to the District and other entities as required.

State Compliance
PR^{2}TA will comply with the statutes and rules of the Idaho State Board of Education and Superintendent for Public Instruction as related to public charter schools.

Right to Evaluate Performance Certificate and Charter Compliance
The Emmett Independent School District shall retain the right at any time to evaluate the degree to which PR2TA is meeting the terms of the performance certificate and its Charter with the Emmett School District. The Board of Trustees or designee may choose to have a district representative(s) or an independent evaluator(s):

1. Visit the Charter School;
2. Review the Charter School's records and data;
3. Directly survey the Charter School's parents/guardians, students, or employees;
4. Pursue other reasonable means of determining accountability for the Charter School performance certificate;
5. Audit the books of the Charter School.

To enact any of the above measures, the Board must state the specific nature of the concern and the concern must be substantial. The request must be reasonable in terms of the timing and the amount or types of information required.

Amending the Performance Certificate and/or Charter
A material revision of the terms of the Charter School Performance Certificate and/or Charter requires the approval of the Emmett Independent School District Board of Trustees.

Should PR2TA seek to amend its Performance Certificate and/or Charter it shall submit a copy of the proposed amendments to the Emmett Independent School District, in redline format, with a letter detailing the changes and the reason PR2TA is seeking such change.

APPENDIX A

APPENDIX B

APPENDIX C

APPENDIX D