

## 2024-2025 Website: Completeness Check

School Self-Assessment

Name of Nonprofit Corporation:	
Name of School:	
Name of Person Completing Document:	
Date of Completion Check:	

	School Self-Assessment				
	Item	Yes	No	N/A	Comments
School	Important Contact Information				
	School Name				
	School Address				
	Phone Number				
	Grade Levels Served				
	School Leader Name				
	School Leader Email				
	School Leader Phone				
	Board Chair Name				
	Board Chair Email				
	Board Chair Phone				
	Important School Documents				
	Student Handbook				
	Annual School Calendar (R.S. 17:406.9)				
Enrollment	Important Enrollment Information				
	Enrollment Forms				
	Enrollment Deadlines				
	Enrollment Process				
	2023-2024 Lottery Procedures				
Transportation	Important Transportation Information				
	Process for families to request/access				
	transportation				
	Contact information for school-level	$\Box$			
	transportation liaison				
	Transportation Plan				
*Open Meeting	Important Open Meeting Information		1		
Notifications	Written notices of the Charter Board and				
(R.S. 42:19	Committee Meeting agenda must be placed on	_			
(A)(2)(a) and	the website no later than 24 hours prior to the meeting (excluding weekends and legal holidays)				
R.S. 42:20	(R.S. 42:19 (A)(2)(a)).				
(B)(2))	The Charter Board and Committee agendas				
*Open meeting	posted include action items, discussion items,				
law applies to	date, time, and place of meeting R.S. 42:19				
both charter	(A)(2)(a).				
boards and	The Charter Board and Committee minutes must				
committees	include the time, date, and place of the meeting.  The Charter Board and Committee minutes are				
	posted within a reasonable amount of time				
	(approximately 10 days) after approval (R.S. 42:20 (B)).				
Public	Important PRR Information	<u> </u>			
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<sup>&</sup>lt;sup>1</sup> September 2024



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Custodian of Records (R.A. 44:1)	The name and contact information of the Public Custodian of Records appears on the website in a manner that is easily accessible by a member of the public.					
Homework	Notification of Homework Assistance Services					
Assistance Services (R.S. 17:182.1, 17:3996 (B)(39))	Information is provided to students and parents on how to access the after-school online homework assistance services offered through the State Library of Louisiana and their local public library.					
	Links to the homework online services are included in each student handbook, posted on the homepage of the school website, and posted in a prominent location in the school where they can be seen by all students on a daily basis. <a href="http://www.homeworkla.org/">http://www.homeworkla.org/</a>					
Mandated	Important Mandatory Reporting Information					
Reporting with the Department of Child and Family Services	All schools must post on their website with DCFS toll-free hotline: 1855-4LA-KIDS (1-855-452-5437)					
Title IX	Compliance Information					
	A copy of the Charter Board's Nondiscrimination Policy regarding compliance with Title IX Title IX of the Education Amendments of 1972 – C.F.R. 106.8(a); 34 C.F.R. 106.8.(b)					
	Each LEA is required under federal law to have a Title IX Coordinator designated and authorized to coordinate Title IX compliance and to have their name or title and contact information (address, telephone number, and email address) identified on the LEA's website and made known to staff and students, along with a statement that the school does not discriminate on the basis of sex in the education programs or activities it operates and that it is required by Title IX not to discriminate in such a manner.					
*Procedures for	Important Cyberbullying & Internet Safety Informa	ition				
Cyberbullying and Internet Safety (Optional)	Reporting Bullying of Cyberbullying Form https://www.louisianabelieves.com/docs/public-school/formreport-bullying.pdf?sfvrsn=d3157df73  Each school shall distribute and post information					
	regarding internet and cellphone safety and online content that is a potential threat to school safety. (R.S. 17:410)					
	*While RS 17:410 is not applicable to charters, and there will not be a penalty in complying with this item, we strongly encourage schools to do so.					
Literacy	R.S. 17:24.10 (D) here					
Fiscal	R.S. 17:88.1 <u>here</u>					
Fees	R.S. 17:177 <u>here</u>					
Graduation Rate (Schools serving 9-12)	R.S. 17:221(B)(5)(a) <u>here</u>					

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Suicide	R.S. 17:282.4 <u>here</u>
Prevention	
Parents' Bill of	R.S. 17:354 <u>here</u>
Rights	
Acceptance of	R.S. 17:381
donations (if	
applicable)	
Bullying Form	R.S. 17:416.14(D)(2)(a)
Teacher's Bill of	R.S. 17:416.18(D)
Rights	
Use of Restraint	R.S. 17:416.21(M)(2)(a)
Policy	
Administration	R.S. 17:436(K)(3) and R.S. 17:346(N)(6)
of Medicine and	
Epinephrine	
SEAC	R.S. 17:1944.1(C)
Louisiana	R.S. 17:2930(D)
Workforce	
Commission	
(Middle and High	
School grades)	
Board	R.S. 17:3991(A)(1)(c)(iii)
membership	
requirements	

**School Leader Signature** 

Date

September 2024