

2023-24 Notice of Concern Summary

OUSD Office of Charter Schools

June 27, 2024



**OAKLAND UNIFIED
SCHOOL DISTRICT**

Community Schools, Thriving Students

Definitions

Letter of Inquiry (LOI):

A formal request to a charter school leader by the authorizer for more information regarding a potential violation of federal, state, or local laws or regulations.

Notice of Concern (NOC):

A notification to a charter school by the authorizer regarding a violation of federal, state, or local laws or regulations.

- The Office of Charter Schools (OCS) is typically made aware of a violation through our internal monitoring, audits, complaints, OUSD referrals, or the charter school itself.
 - Common examples: Enrollment violations, suspension/expulsion compliance, fiscal concerns

Content of a Notice of Concern

Notices of Concern include three major components:

- Background
- Violation description
- Remedy

Notice of Concerns are tiered:

- Minor
- Moderate
- Severe

Remedies for Notices of Concern are unique to each violation, but generally contains the following:

- Immediate correction of violation
- Violation debrief to OCS
- Enhanced oversight procedures

2023-24 Tiered Accountability System

For the 2023-24 school year, OCS updated the NOC process to make the severity of a violation clear to both charter school leaders and the general public.

Notice of Concern <i>Tier: Minor</i>	Notice of Concern <i>Tier: Moderate</i>	Notice of Concern <i>Tier: Severe</i>	Notice of Violation
Indicates a lower level compliance violation; typically a first-time offense	Indicates a repeated lower level compliance violation or a moderate violation regarding one of the four oversight categories	Indicates a repeated moderate level compliance violation or a high-level violation regarding one of the four oversight categories	First step in the revocation process; may be initiated if school fails to remedy issues in Severe Notice of Concern or if the violation is deemed egregious enough to require immediate action be taken.

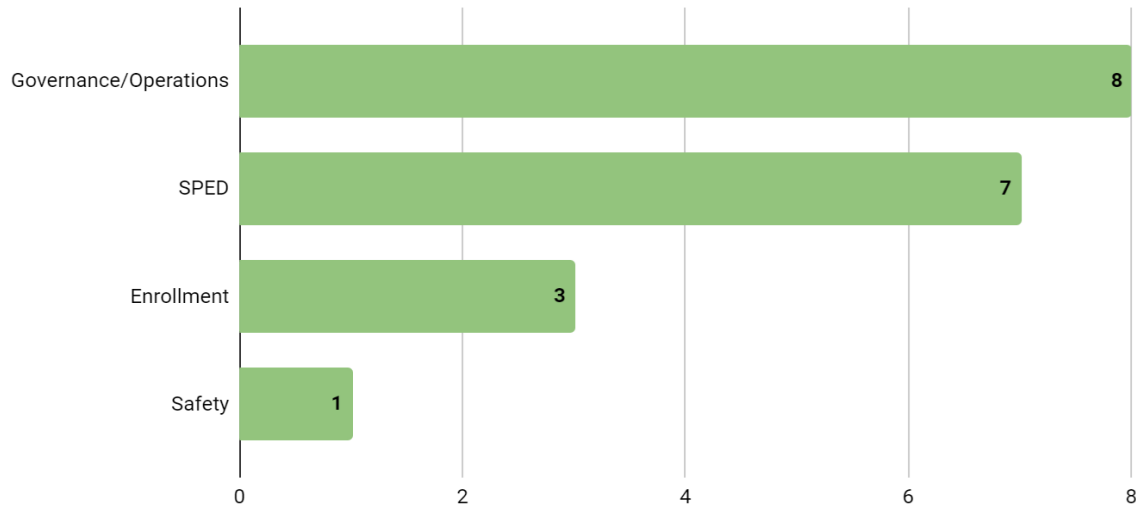
Process

1. OCS is made aware of an issue (via complaints, staff referrals, oversight processes, etc.)
2. Due diligence
 - a. Typically includes consultation with legal counsel, a letter of inquiry sent to the relevant charter school staff, and/or outreach to third parties
3. Notice of Concern draft/review
 - a. OCS staff writes, determines tier, legal counsel reviews
4. Notice of Concern sent to charter school
5. Remedy follow-up / enhanced oversight
6. (If significant concerns exist) In more extreme cases, additional steps may include:
 - a. District-appointed charter board appointee
 - b. Notice of Violation (first step in revocation process)

2023-24 Letter of Inquiry Summary

In the 2023-24 school year, OCS sent out a total of 19 Letters of Inquiries. Approximately 58% of the LOIs resulted from outreach to OCS by parents and OUSD or CDE staff, with the remainder due to referrals by charter school staff and through OCS's oversight or audit procedures.

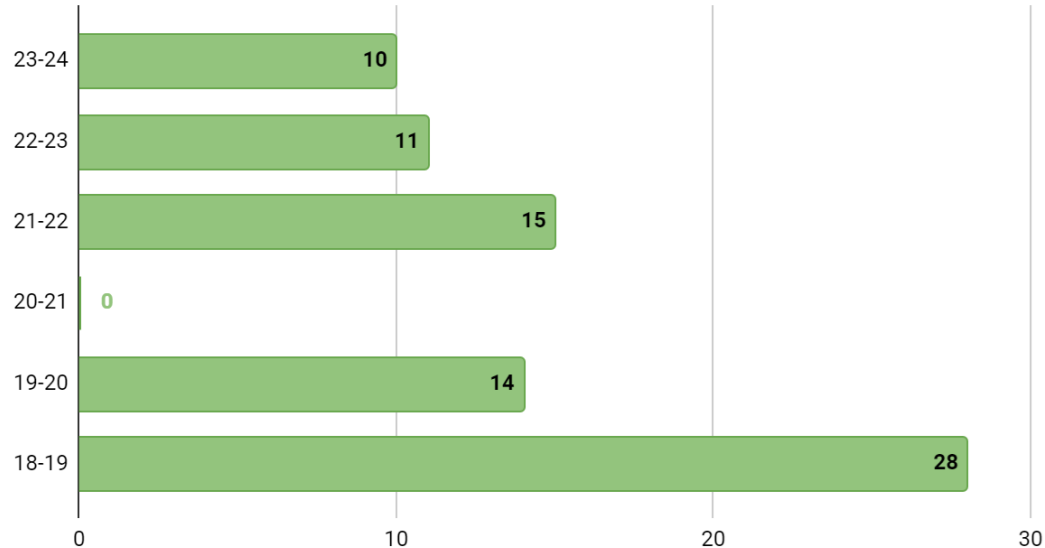
LOI Breakdown by Oversight Categories



2023-24 and Historical Notices of Concern

In the 2023-24 school year, OCS sent out a total of 10 Notices of Concerns.

Total NOCs Per Year - 2018-19 to Present



2023-24 Notice of Concern Summary

Category	Total	Individual Notice	Tier
Governance/Operational Concerns	1	30 Day Notice re Governance and Serving Students Who Wish to Attend	Severe
	1	Brown Act Violation	Minor
	2	Missed OCS Deadlines	Minor
Fiscal Concerns	2	Late Financial Audit Submissions	Moderate
	1	Decline in Enrollment impacting fiscal health	Moderate
	1	Decline in Enrollment impacting fiscal health	Severe
Enrollment	1	Exceeded Maximum Enrollment	Moderate
Educational Program	1	Failure to Administer CAASPP Test	Severe

NOC Trends Observed in 2023-24

- There was a slight decrease in the number of NOCs issued compared to the 2022-23 school year (10 NOCs in 2023-24 vs 11 NOCs in 2022-23).
- There were fewer NOCs issued regarding enrollment concerns in 2023-24 compared with 2022-23. In particular, in 2022-23 there were 3 NOCs issued due to suspension/expulsion and disenrollment concerns compared to 0 in 2023-24.
- The majority of NOCs issued were regarding governance, operational, and fiscal concerns including violations of OCS's policies or procedures and delayed fiscal audit submissions.



Thank You!