

**SAN JOSÉ UNIFIED SCHOOL DISTRICT  
BOARD OF EDUCATION  
RESOLUTION NO. 2025-04-24-02**

**ACCEPTING SURRENDER OF THE CHARTER OF  
DOWNTOWN COLLEGE PREPARATORY (DCP)  
EL CAMINO MIDDLE SCHOOL**

**WHEREAS**, the charter of Downtown College Preparatory El Camino Middle School (“Charter School”) was last renewed by San José Unified School District (“District”) for a term ending June 30, 2026; and

**WHEREAS**, the Governing Board of the Charter School intends to cease operations and surrender its charter effective at the end of the current school year; and

**WHEREAS**, the Governing Board of the Charter School wishes to provide adequate notice to its students and parents as soon as possible regarding the closure of the Charter School and its programs to provide for an orderly transition of students and records; and

**WHEREAS**, the Governing Board of the Charter School passed a resolution on February 25, 2025 to cease operations and surrender Charter CDS Code 43-69666-0129718, No. 1623, effective June 30, 2025, a true and correct copy of which is attached as Exhibit A.

**NOW, THEREFORE, BE IT RESOLVED:** the Governing Board of the District does hereby resolve as follows:

1. That the Resolution adopted by the Governing Board of the Charter School surrendering Charter CDS Code 43-69666-0129718, No. 1623, effective at the end of the current school year is hereby accepted.
2. That the Governing Board of the District directs the Superintendent and staff to ensure that the Charter School conducts all closure activities required by law, including but not limited to the following:
  - a. Designation of a responsible entity to conduct closure-related activities.
  - b. Informing parents/guardians; the District; the Santa Clara County Office of Education and Superintendent of Schools; the California Department of Education; the State Teachers Retirement System; the California Public Employees' Retirement System; the federal Social Security Administration (as applicable); and the Charter School’s Special Education Local Plan Area regarding the voluntary closure and surrender of the Charter, and providing those agencies with the following information:
    - 1) The effective date of the closure;

- 2) The names and contact information for the persons to whom reasonable inquiries may be made regarding the closure;
  - 3) The pupils' school districts of residence; and
  - 4) The manner in which parents/guardians may obtain copies of pupil records, including specific information on completed courses and credits that meet graduation requirements.
- c. Provision of a list of pupils in each grade level, the classes they have completed, and their pupils' district of residence, to the responsible entity.
  - d. Provision of all pupil records, including but not limited to all state assessment results, and any special education records, from program sites, to the appropriate custodian pursuant to the charter's closure procedures.
  - e. Transfer and maintain personnel records in accordance with applicable law and the closure procedure in the charter.
  - f. Complete an independent final audit within six months after the closure of the school that may function as the annual audit, and that includes at least the following:
    - i. An accounting of all financial assets, including cash and accounts receivable and an inventory of property, equipment, and other items of material value.
    - ii. An accounting of the liabilities, including accounts payable and any reduction in apportionments as a result of audit findings or other investigations, loans, and unpaid staff compensation.
    - iii. An assessment of the disposition of any restricted funds received by or due to the charter school.

The Charter School shall provide a copy of the final audit to the District upon completion.

- g. The disposition or return of any grant funds and/or restricted categorical funds to their source in accordance with the terms of the grant and state and federal law.
- h. The return of any donated materials and property in accordance with any applicable conditions and requirements.
- i. After all outstanding debts and obligations are paid, the transfer of

any remaining revenues pursuant to the charter's closure procedures and applicable law and regulation.

- j. Ensure the completion and filing of any annual reports required pursuant to Education Code section 47604.33.
  - k. Identify and ensure funding for the activities identified in this Resolution.
3. The Governing Board of the District directs the Superintendent and staff to notify, pursuant to Education Code section 47604.32(a)(5), the CDE within ten (10) calendar days of the adoption of this resolution of the following:
- a. Effective date and circumstances of the closure
  - b. Names of and contact information for the persons handling inquiries regarding the closure
  - c. Projected submission date to the CDE of the completed independent final audit required within six months after the closure of the school. (*See, Exhibit B.*)

**PASSED AND ADOPTED** by the Board of Education of the San José Unified School District, San José, California this 24th day of April 2025 by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

ATTEST:

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Nancy Albarrán  
Superintendent and Secretary  
Governing Board of Education

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Teresa Castellanos  
President  
Governing Board of Education

# EXHIBIT A



**RESOLUTION OF ACROSS THE BRIDGE**  
**BOARD OF DIRECTORS**  
(A California Non-Profit Public Benefit Corporation)

A RESOLUTION documenting the closure of Downtown College Preparatory Middle School El Camino (“Charter School”), a charter school authorized by the San Jose Unified School District (“District”).

WHEREAS, Charter School is a California public charter school operated by a nonprofit public benefit corporation under the direction and management of the Across the Bridge Board of Directors (the “Board”), which is vested with the authority necessary to operate educational programs for the benefit of California school children; and

WHEREAS, effective at close of business on June 30, 2025, the Board has decided to voluntarily surrender the charter of the Charter School, and close the Charter School, due to declining enrollment making continued operations infeasible; and

WHEREAS, the Board will follow the closure procedures as required under the Charter School’s Charter, the Charter Schools Act, and Title 5 of the California Code of Regulations, Section 11962 *et seq.*; and

WHEREAS, the Board has appointed Valerie Royaltey-Quandt, as the person responsible for closure-related activities;

WHEREAS, the Board shall utilize cash on hand to undertake any expenses associated with the closure procedures;

NOW THEREFORE, IT IS RESOLVED by the Board of Directors that the Charter School shall close after the end of the day on June 30, 2025; and be it further

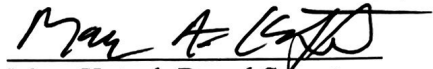
RESOLVED, that all employees other than Valerie Royaltey-Quandt and employees recommended by the closure agent and approved by the Board Chair shall have their last day be June 30, 2025.

ADOPTED by the Board at a special meeting thereof on February 25, 2025.

AYES:	*	*	*
	7		
NOS:	Ø		
ABSTENTIONS:	Ø		

I, Marc Ketznel, am the Board Secretary of Across the Bridge Board of Directors. I hereby certify that the foregoing is a true copy of a resolution duly and legally adopted by the Board of Directors on February 25, 2025, and that this resolution has not been revoked.

Date: 2-25-2025



Marc Ketzel, Board Secretary  
Across the Bridge Board of Directors

4922-2540-2647, v. 1

## EXHIBIT B





San José  
Unified  
School District

April 25, 2025

Preparing  
today's students  
to be the  
thinkers,  
leaders,  
and creators  
of tomorrow.

[charters@cde.ca.gov](mailto:charters@cde.ca.gov)  
Charter Schools Division  
California Department of Education  
1430 N Street  
Sacramento, CA 95814

Re: San José Unified School District  
Notice of Closure of Downtown College Preparatory El Camino Middle School  
Charter CDS Code 43-69666-0129718, No. 1623

To Whom it May Concern:

San José Unified School District ("District") provides through this letter notice to the Charter Schools Division of the California Department of Education (CDE) of the closure of the Downtown College Preparatory El Camino Middle School pursuant to Education Code section 47604.32.

At its April 24, 2025 meeting, the District's Governing Board approved and adopted the attached Resolution accepting the February 25, 2025 Resolution of the Charter School's Governing Board stating its intent to cease operations, and surrender its charter, as of June 30, 2025. (See, Attachment.)

The District provides the CDE notification of the following information:

- 1) Effective Date and Circumstances of the Closure:  
The voluntary closure, effective June 30, 2025, is due to declining enrollment, according to the Charter School's February 25, 2025 Resolution.
- 2) Name(s) of and Contact Information for the Person(s) Handling Inquiries Regarding the Closure:  
Dr. Valerie Royaltey-Quandt, DCP Interim Executive Director; [vrquandt@dcp.org](mailto:vrquandt@dcp.org)  
Veronica Causor-Lara, SJUSD Internal Audit Manager; [vcausorlara@sjusd.org](mailto:vcausorlara@sjusd.org)
- 3) Location of Student and Personnel Records  
San José Unified School District, 855 Lenzen Ave, San José, CA 95126
- 4) Projected Submission Date to the CDE of the Completed Independent Final Audit Required within Six Months after the Closure of the School:  
December 15, 2025

Please contact the undersigned if you have any questions.

Sincerely,

Seth Reddy, Chief Business Officer  
San José Unified School District

sjusd.org  
408-535-6000  
855 Lenzen Avenue  
San José, CA 95126