Cecilia A. Massetti, Ed.D.
Superintendent of Schools

8.4

Board of Education Action Item
November 13, 2018

Topic:
Consideration Acceptance of 2018 Williams Site Visitation Annual Report

Background:
Each year the Madera County Board of Education is asked to accept the Williams Site Visitation Annual Report.

Fiscal Impact:
None

Resources:
Dianna Marsh, Assistant Superintendent
Educational Services
662-3871

Recommendation:
Acceptance by the Board.

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Madera County Superintendent of Schools

2018 Williams Annual Report

Presented to

Chowchilla Elementary School District Board of Trustees

Madera Unified School District Board of Trustees

Madera County Board of Education

and

Madera County Board of Supervisors

Prepared by

Susan Pennell

Manager, Library Media Services

October 17, 2018

Cecilia A. Massetti, Ed.D.
Madera County Superintendent of Schools

2018 Williams Site Visitation Annual Report
Required by
Terms of the Williams Settlement
October 17, 2018

Background

In May 2000 the American Civil Liberties Union and other public interest advocates representing students across the state filed a lawsuit against the State of California, the Superintendent of Public Instruction, the State Board of Education, and the California Department of Education. The lawsuit claimed that the State failed to provide poor and underprivileged students with equal educational opportunities. Allegations included that the following conditions existed in schools with poor and underprivileged students:

1. Lack of sufficient educational tools, e.g. textbooks, instructional materials.
2. Inadequate facilities, e.g. lack of heating/air conditioning, unclean restrooms, etc.
3. Lack of credentialed teachers.

The Williams Settlement covered a broad scope of issues regarding instructional materials, facilities maintenance, teacher credentialing and assignment monitoring, enhanced public reporting in the School Accountability Report Cards (SARC), and Year Round Schools operating on the Concept 6 calendar [not a year round calendar operating in Madera County at the time or since].

In August 2004 Governor Schwarzenegger settled this lawsuit. The initial result of the settlement was the enactment of five pieces of legislation to ensure monitoring of conditions at school sites with student scores in the lower third deciles or Deciles 1, 2, and 3 Schools on the 2003 Academic Performance Index (API). One outcome was a new oversight role for county superintendents for schools in deciles 1-3 on the 2003 base API. Subsequent legislation changed the API base year from 2003 to more current API deciles 1-3 schools for the purpose of school sites subject to site visitations.

While some reporting requirements applied to all school sites and school districts in Madera County, the current list of schools visited is based on the 2012 Base Academic Performance Index. (Ed. Code Section 1240)

Site visitations require verification of sufficiency of textbooks and instructional materials; the adequacy, health and safety of school facilities; appropriate posting of the uniform complaint procedures [UCP]; review of School Accountability Report Cards [SARC]; and information relative to teacher credentialing, vacancies, and assignments.

The findings of the required visitations are to be reported to the governing boards of those schools, the Madera County Board of Education, and to the Madera County Board of Supervisors. This report contains the findings of visits to the school sites in the two Madera County school districts subject to site reviews. Those schools were Fairmead Elementary and Wilson Middle in the Chowchilla Elementary School District; and Alpha Elementary, Cesar Chavez Elementary, Jack G. Desmond Middle, Dixieland Elementary, Thomas Jefferson Middle, La Vina Elementary, Madera South High, James Madison Elementary, Martin Luther King, Jr. Middle, Millview Elementary, James Monroe Elementary, Nishimoto Elementary, Parkwood Elementary, and George Washington Elementary in the Madera Unified School District.

The visits as specified in California Education Code Section 1240 are:

1. To ensure that students have access to sufficient instructional materials in four core subject areas of English language arts, mathematics, history/social science and science in all schools visited, plus foreign language and health at the secondary level; and

2. To assess compliance with facilities maintenance to determine the condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff; and

3. To determine if the school has provided accurate data for the annual school accountability report card related to instructional materials and facilities maintenance; and

4. To determine teacher vacancies, assignments and credentials.

The standards set forth in the law define “sufficient” instructional materials to mean every pupil, including English learners, has a textbook and/or instructional materials in the four/six core areas to use in class and have access at home each night. Facilities standards for each school district receiving state funding for facilities maintenance are required to establish a facilities inspection program and to ensure

that each of its schools is maintained in good repair. "Good repair" is defined as maintaining schools that are clean, safe, and functional.

The School Site Review Team is required to visit a minimum of 25% of core curriculum classrooms at the elementary level, and 20% of sections of core subjects at the secondary level with a prescribed array of programs, e.g. review of courses for English Language Learners. Additionally, ancillary facilities such as restrooms, multipurpose rooms, computer labs, libraries, resource classrooms, and special day classrooms are subject to site review.

As required by law, 25% of the visitations are to be unannounced. Four of the sixteen schools visited in Madera County were unannounced visits. Jack G. Desmond Middle School, La Vina Elementary, James Madison Elementary, and Parkwood Elementary of the Madera Unified School District received unannounced visitations. School site visitations occurred within the first four weeks of the applicable school year as mandated.

The teacher vacancies, assignments, and credentialing are required components of the Annual Report since 2007.

Findings

Findings in the required areas were as follows:

I. **Access and Sufficiency of Instructional Materials in the Four Core Areas**
Of the sixteen school sites visited, the following findings apply to access and sufficiency of instructional materials. Site reports contain additional information regarding findings that may have been remedied during the site visit.

Chowchilla Elementary School District

Board of Trustees Sufficiency Hearing and Action: At the September 9, 2018 regular meeting of the Board of Trustees, a public hearing on "Sufficiency of Approved Textbooks & Instructional Materials" was held. Following the public hearing, the Board passed Resolution #2018-19.3 - Sufficiency of Approved Textbooks & Instructional Materials, in which a sufficiency of textbooks and instructional materials was declared.

Site Visitation Findings: Textbooks and Instructional Materials

Fairmead Elementary and Wilson Middle Schools: It was found that there was a sufficiency of instructional materials for students in all classrooms visited.

Madera Unified School District

Board of Trustees Sufficiency Hearing and Action: At the September 26, 2018 regular meeting of the Board of Trustees, a public hearing on "Textbook and Instructional Material Compliance & Certification of Provision of Sufficient Standards-Aligned Instructional Materials for Grades K-12" was held. Following the public hearing, the Board passed Resolution No. 3-2018/1019: Textbook and Instructional Material Compliance & Certification of Provision of Sufficient Standards-Aligned Instructional Materials for Grades K-12.

Site Visitation Findings: Textbooks and Instructional Materials

Alpha, Cesar Chavez, Dixieland, La Vina, James Madison, Millview, James Monroe, Nishimoto, Parkwood, and George Washington Elementary Schools; Jack G. Desmond, Martin Luther King Jr., and Thomas Jefferson Middle Schools; Madera South High School: It was found that there was a sufficiency of instructional materials for students in all classrooms visited.

II. **Required Classroom Postings for Uniform Complaint Procedures**

The required and up-to-date Williams Uniform Complaint Procedures notification was properly posted throughout the sixteen school sites reviewed in each of the two school districts.

III. Verification of Data on School Accountability Report Card (SARC)

Remote review of SARCs for the sixteen schools was conducted by a Madera County Superintendent of Schools' Williams Team member. Review of SARCs for the Chowchilla Elementary School District and Madera Unified School District schools revealed SARCs were up to date in all sixteen schools reviewed as per current State Board of Education template requirements.

IV. Facilities Review Based on the Facilities Inspection Tool (FIT) Developed by OPSC

A thorough review of the sixteen school sites was conducted using the State of California mandated Facilities Inspection Tool (FIT) developed by the Office of Public School Construction (OPSC). In the typical facilities school site review, district office level maintenance and operations representative(s) and the school site maintenance and operations staff accompanied review team member(s). This process serves to enhance the understanding of the need for corrective actions. Maintenance and operations staff members were accommodating in the process. District and site personnel responded with written statements as to any immediate corrective actions taken.

Chowchilla Elementary School District

Certification was received verifying that corrective action is scheduled to removed two tree stumps on the Wilson Middle School campus on a Saturday or during the week of November 19-23, 2018. The areas around the tree stumps have been taped off for student safety until the job can be completed.

Madera Unified School District

Certification was received verifying that corrective action has been/will be taken on findings. The following represents the findings scheduled for corrective action:

Cesar Chavez Elementary School

It is anticipated the climbing ladder and the cracked chain rope on the monkey bars on the playground structure will be replaced once the parts arrive in the middle of November 2018.

Martin Luther King, Jr. Middle School

1. It is anticipated ten window screens will be replaced on October 30, 2018.
2. The school is scheduled to have full exterior paint done during summer vacation 2019.

Nishimoto Elementary School

It is anticipated the blue handles on two of the playground climbing walls will be replaced the middle of November 2018.

V. Teacher Vacancy, Assignment, and Credentialing

Teacher assignments, credentials, and English Learner student data have been monitored for the sixteen schools reviewed. This monitoring revealed there are seventeen teacher misassignments at the following schools: Cesar Chavez Elementary, Jack G. Desmond Middle, Dixieland Elementary, Thomas Jefferson Middle, Madera South High, James Monroe Elementary, and Parkwood Elementary Schools in the Madera Unified School District and at Wilson Middle School in the Chowchilla Elementary School District. The monitoring revealed there are fourteen teacher vacancies at the following schools: Alpha Elementary, Cesar Chavez Elementary, Jack G. Desmond Middle, Dixieland Elementary, Madera South High, James Madison Elementary, James Monroe Elementary, Nishimoto Elementary, Parkwood Elementary, and George Washington Schools in the Madera Unified School District. Further details regarding the misassignments and vacancies are detailed below.

Chowchilla Elementary School District

Fairmead Elementary – The review of teachers assigned to Fairmead Elementary School revealed no teacher misassignment. There is one vacancy. Fairmead Elementary School has 18 self-contained classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Wilson Middle School – The review of teachers assigned to Wilson Middle School revealed five teacher misassignments. There are no vacancies. Wilson Middle School has 42 departmentalized classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- Five teachers were found to be teaching elective subjects outside of the subjects authorized by their credentials.
    - One will be removed from the assignment.
    - Four will be remedied by way of a Committee on Assignments Education code option.

Official notification of the specific misassignments was sent to Chowchilla Elementary School District on October 16, 2018. Per the Commission on Teacher Credentialing (CTC), Chowchilla Elementary School District has 30 days to correct the misassignments once they are notified by the Madera County Superintendent of Schools.

Madera Unified School District

Alpha Elementary – The review of teachers assigned to Alpha Elementary revealed no teacher misassignments. There is one vacancy. Alpha Elementary has 20 self-contained classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Cesar Chavez Elementary – The review of teachers assigned to Cesar Chavez revealed no teacher misassignments or vacancies. Cesar Chavez Elementary has 27 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Dixieland Elementary – The review of teachers assigned to Dixieland Elementary revealed no teacher misassignments or vacancies. Dixieland Elementary has 17 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

George Washington Elementary – The review of teachers assigned to George Washington Elementary revealed no teacher misassignments or vacancies. George Washington Elementary has 29 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Jack G. Desmond Middle School – The review of teachers assigned to Jack G. Desmond Middle School revealed no teacher misassignments or vacancies. Jack G. Desmond Middle School has 56 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

James Madison Elementary – The review of teachers assigned to James Madison Elementary revealed no teacher misassignments or vacancies. James Madison Elementary has 21 self-contained classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

James Monroe Elementary – The review of teachers assigned to James Monroe Elementary revealed no teacher misassignments or vacancies. James Monroe Elementary has 23 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

La Vina Elementary – The review of teachers assigned to La Vina Elementary revealed no teacher misassignments or vacancies. La Vina Elementary has 11 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Madera South High School – The review of teachers assigned to Madera South High School revealed seven teacher misassignments. There is one teacher vacancy. Madera South High School has 94 classes with 20% or more English Learners. 95% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to be teaching in grade levels not authorized by his credential.
- Two teachers were found to not hold English Learner Authorizations.
- Three teachers were found to be teaching outside of the subjects authorized by their credentials.
- One teacher was found to only hold a substitute teacher permit.
    - This teacher is awaiting a recommendation for her preliminary credential from her university.

Martin Luther King Jr. Middle School – The review of teachers assigned to Martin Luther King Jr. Middle School revealed one teacher misassignment. There are no vacancies. Martin Luther King Jr. Middle School has 97 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to be teaching outside of the subjects authorized by her credential.
    - This teacher will be submitting an application to the Commission on Teacher Credentialing to renew her Limited Assignment Permit.

Millview Elementary – The review of teachers assigned to Millview Elementary revealed no teacher misassignments or vacancies. Millview Elementary has 28 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Nishimoto Elementary – The review of teachers assigned to Nishimoto Elementary revealed no teacher misassignments or vacancies. Nishimoto Elementary has 25 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Thomas Jefferson Middle School – The review of teachers assigned Thomas Jefferson Middle School revealed one teacher misassignment and no vacancies. Thomas Jefferson Middle School has 59 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to be teaching outside of the subjects authorized by his Short Term Staff Permit.

Parkwood Elementary – The review of teachers assigned to Parkwood Elementary revealed no teacher misassignments or vacancies. Nishimoto Elementary has 21 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

Official notification of the specific misassignments was sent to Madera Unified on October 16, 2018. Per the Commission on Teacher Credentialing (CTC), Madera Unified has 30 days to correct the misassignments once they are notified by the Madera County Superintendent of Schools.