

**Madera County Superintendent of Schools  
2017 Williams Site Visitation 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**

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**Madera County Superintendent of Schools**

2017 Williams Site Visitation Annual Report  
Required by  
Terms of the Williams Settlement  
October 30, 2017

**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 Madera County Superintendent of Schools requirement to conduct school site visitations is limited to those schools in deciles 1-3 on the 2012 base API.

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.

California Education Code Section 1240 requires the county superintendent to visit those schools in Madera County identified as performing in deciles 1-3 on the 2012 base API. The findings of those visitations are to be reported to the governing boards of those schools 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 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 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 to take 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 August 23, 2017 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 #2017-18.1-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, 2017 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. 5-2017/18: 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 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**

The site visitation revealed the facilities at both Fairmead Elementary and Wilson Middle Schools were safe, clean, and in good repair.

##### **Madera Unified School District**

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

##### **Madera South High School**

During winter break the damaged floor in Room P6 will be removed and replaced.

During winter break the damaged step molding will be replaced on the indoor stairs in the Academic B building.

#### **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 misassignments or vacancies. Fairmead Elementary School has 10 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 two teacher misassignments. There are no vacancies. Wilson Middle School has 26 departmentalized classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- Two teachers were found to not hold authorizations to teach art.
  - It is anticipated that one will have the appropriate credential by November 15, 2017, pending test results. This will correct the assignment.
  - The second teacher will be moved out of the one period of art and a qualified teacher will teach that course. This will correct the assignment.

Official notification of the specific misassignments was sent to Chowchilla Elementary School District on October 26, 2017. Per the California Commission on Teacher Credentialing, 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 Elementary revealed one teacher misassignment. There is one vacancy. Cesar Chavez Elementary has 26 classes with 20% or more English Learners. 96% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to not hold an English learner authorization. This teacher will be applying for a renewal of his Emergency CLAD permit.

**Jack G. Desmond Middle School** – The review of teachers assigned to Jack G. Desmond Middle School revealed one teacher misassignment. There are two teacher vacancies. Jack G. Desmond Middle School has 62 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher at review date was found to not hold an English learner authorization. She has since applied for an Emergency CLAD Permit which corrected the assignment.

**Dixieland Elementary** – The review of teachers assigned to Dixieland Elementary revealed one teacher misassignment. There is one vacancy. Dixieland Elementary has 12 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to not hold an authorization to teach math. Per MUSD this will be remedied by way of Board Resolution in Mathematics.

**Thomas Jefferson Middle School** – The review of teachers assigned to Thomas Jefferson Middle School revealed two teacher misassignments and no vacancies. Thomas Jefferson Middle School has 83 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization.

- One teacher was found to not hold an authorization to teach Spanish. Per MUSD this will be remedied by way of Board Resolution in Spanish.
- One teacher was found to not hold the correct credential to teach mild/moderate special education students. Per MUSD this will be remedied by way of a Limited Assignment Permit in Mild/Moderate Disabilities.

**Martin Luther King Jr. Middle School** – The review of teachers assigned to Martin Luther King Jr. Middle School revealed no teacher misassignments or vacancies. Martin Luther King Jr. Middle School has 107 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 16



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 six teacher misassignments and one administrative misassignment. There are four teacher vacancies. Madera South High School has 136 classes with 20% or more English Learners. 95% of teachers in those classes hold the appropriate English Learner Authorization.

- Three teachers were found to not hold English Learner Authorizations.
  - One has since applied for an Emergency CLAD Permit which corrected the assignment.
  - The other two will be applying for Emergency CLAD Permits.
- Three teachers were found to be teaching outside of the subjects authorized by their credentials.
  - Two will be remedied by way of a Committee on Assignments Education Code option.
  - One teacher will need to apply for the appropriate CTE credential or be removed from the CTE assignment.
- One administrator was found to not hold an administrative credential. The administrator does qualify for the credential but has not yet applied for the preliminary credential through either the district or county office. Receiving the credential will correct the assignment.

**James Madison Elementary** – The review of teachers assigned to James Madison Elementary revealed no teacher misassignments. There is one vacancy. 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.

**Millview Elementary** – The review of teachers assigned to Millview Elementary revealed no teacher misassignments or vacancies. Millview Elementary has 23 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 two teacher misassignments. There is one vacancy. James Monroe Elementary has 23 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization at this time.

- Two Teachers were found to not hold an English learner authorization. They have since both applied for Emergency CLAD Permits which corrected the assignments.

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

**Parkwood Elementary** – The review of teachers assigned to Parkwood Elementary revealed one teacher misassignment. There is one vacancy. Nishimoto Elementary has 21 classes with 20% or more English Learners. 100% of teachers in those classes hold the appropriate English Learner Authorization at this time.

- One teacher was found to not hold an English learner authorization. She has since applied for Emergency CLAD Permit which corrected the assignment.

**George Washington Elementary** – The review of teachers assigned to George Washington Elementary revealed no teacher misassignments. There is one vacancy. George Washington Elementary has 26 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 School District on October 25, 2017. Per the California Commission on Teacher Credentialing, Madera Unified School District has 30 days to correct the misassignments once they are notified by the Madera County Superintendent of Schools.