This report summarizes the results of the Williams Site Visits and documentation for the <period July – September> <2022-23 school year>.

**INSTRUCTIONAL MATERIALS:**

Schools were reviewed for sufficient textbooks and instructional materials\*\* as noted below:

| **School** | **Review Date** | **# of Classrooms Visited** | **Subject/ Course** | **Textbook/Instructional Materials Needed** | **Grade** | **Period** | **Room #** | **# of Material Missing** | **Corrected on** |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Washington\* | 8/22/2022 | 6 | History-Social Science | Scott Foresman textbooks | 2 | - | 30 | 19 books | 10/5/2022 |
| Jefferson | 8/24/2022 | 7 |  | NONE |  |  |  |  |  |
| Kennedy | 8/26/2022 | 8 |  | NONE |  |  |  |  |  |

\* Unannounced school(s)

\*\*“Sufficient textbooks and instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas (including science laboratory equipment in grades 9-12) as well as, for middle and high school, in world language and health.

**SCHOOL FACILITIES:**

Schools were reviewed for condition of facilities, whether they were in “good repair”\* or pose an “emergency”\*\* as noted below:

| **School** | **Review Date** | **Room/ Area** | **Facility Deficiencies Identified** | **Emergency** | **Correction/****Action Taken** | **Corrected****On** |
| --- | --- | --- | --- | --- | --- | --- |
| Washington | 8/22/2022 | Office/Work Room | 3 faucets – no hot water |  | Faucets repaired | 9/29/2022 |
| Jefferson | 8/24/2022 |  | NONE |  |  |  |
| Kennedy | 8/26/2022 | Gymnasium | Gas leak | X | Gas line repaired | 9/12/2022 |

\*“Good repair” means the facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

 \*\* “Emergency condition” means a facility condition that poses a threat to the health or safety of pupils or staff while at school.

**SCHOOL ACCOUNTABILITY REPORT CARD (SARC):**

The <2020-2021> School Accountability Report Cards (SARC) for the following schools were reviewed to determine the accuracy of the information reported for sufficiency of textbooks and instructional materials and safety, cleanliness, and adequacy of school facilities, including “good repair”:

| **School** | **SARC****Review Date** | **Instructional Materials Discrepancies** | **Facility Conditions Discrepancies** |
| --- | --- | --- | --- |
| Washington | 9/27/22 | SARC does not have instructional materials quality or availability information | SARC does not report the 3 faucets with no hot water |
| Jefferson | 9/17/22 | NONE | *Williams* data not included |
| Kennedy | 9/20/22 | NONE | NONE |

**TEACHER MISASSIGNMENTS AND TEACHER VACANCIES:**

The results of teacher misassignments\* and teacher vacancy\*\* reviews for the following schools were:

*(Note: The annual report will include the teacher misassignments and vacancies reported through CalSAAS annually. The quarterly reports will include the misassignments and vacancies identified upon completion of an annual review.*

| **Schools**  | Washington | Jefferson | Kennedy |
| --- | --- | --- | --- |
| Number of overall misassignments for the < year> (Based on Census Date)[[1]](#footnote-0) | 0 | 0 | 0 |
| Number of misassignments that were corrected within 30 calendar days (Based on Census Date) | 0 | 0 | 0 |
| Number of classes in which the teacher was lacking the appropriate authorization and training to teach English Learners and 20% or more of students were English learners (Based on Census Date)[[2]](#footnote-1)  | 0 | 0 | 0 |
| Number of Teacher Vacancies for the < year> (Based on SARC Data)[[3]](#footnote-2) | 1 | 0 | 0 |
| Number of Teacher Vacancies Filled in the < year> (Based on SARC Data) | 0 | 0 | 0 |

\*“Misassignment” means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold. [E.C. 35186(h)(2)]. More than one
misassignment may be identified within a certificated assignment (e.g., a special education teacher lacking authorization for potentially more than one disability). English learners (EL) misassignments are one per teacher of record and included in the total of misassignments.

\*\*“Teacher vacancy” means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester. [E.C. Section 35186(h)(3) and C.C.R. Title 5 Section 4600(b)]

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |

**UNIFORM COMPLAINTS (*OPTIONAL)[[4]](#footnote-3)*:**

The number of complaints filed within the district during the <quarter> <year>, their nature, and resolution are noted below:

| **General Subject Area** | **Total # of Complaints** | **# Resolved** | **# Unresolved** |
| --- | --- | --- | --- |
| **Textbooks and Instructional Materials** |  |  |  |
| **Teacher Misassignments or Vacancies** |  |  |  |
| **Facilities Conditions** |  |  |  |
| **TOTALS** |  |  |  |

1. Overall misassignments includes both corrected and uncorrected misassignments (including vacancies) determined during the CalSAAS review based on Census date. [↑](#footnote-ref-0)
2. Due to the revised monitoring process through CalSAAS, clarification is needed from CDE regarding whether the manual data collection of the number of English learner related misassignments involving classes in which 20% or more of the students are English learners is still required for the purposes of Williams reporting to CTC. The CalSAAS program does not currently collect or report this data. (Former CCSESA Guidance: [Outline of Process for Teacher Assignment Monitoring](https://urldefense.com/v3/__https%3A/ccsesa.org/wp-content/uploads/2014/01/8.0-Outline_of_Process_for_Teacher_Assignment_Monitoring.pdf__;!!KlnUNGHvdQ!8xnSRrDgt2WeqDX4Idiw6P-Ki0wRzH7g94qekcbpDd4VIeqcjzM0QSaXVgR5Z0KikoxlpK-QYA3GC2iFhhi1ZcYIogtw2vXC$) and [Teacher Assignment Monitoring and Review Sample Templates](https://urldefense.com/v3/__https%3A/ccsesa.org/wp-content/uploads/2014/01/8.1-Teacher_Assignment_Monitoring_and_Review_Sample_Templates.pdf__;!!KlnUNGHvdQ!8xnSRrDgt2WeqDX4Idiw6P-Ki0wRzH7g94qekcbpDd4VIeqcjzM0QSaXVgR5Z0KikoxlpK-QYA3GC2iFhhi1ZcYIopmo4KaT$)) [↑](#footnote-ref-1)
3. Due to revisions within E.C. 44258.9 and the implementation of the CalSAAS program in 2019/20, assignment monitoring exceptions are reviewed within the CalSAAS program based on certificated assignments as of Census Date (first Wednesday in October). This data is reported by LEAs to CDE through CALPADS. Vacancies reported on the SARC follow C.C. R. Title 5 section 4600(b) and are based on vacancies that are not filled within the first 20 business days of the semester-long course. Assignments determined as vacancies during the annual assignment monitoring process utilizing the CalSAAS program are based on vacant positions on Census Date. Clarification is needed from CDE regarding which vacancy data (Census or SARC data) should be used for Williams reporting purposes. Pending clarification, there has been continued use of the SARC vacancy data. [↑](#footnote-ref-2)
4. Not applicable for charter schools [↑](#footnote-ref-3)