

CPM Findings
Berryessa Union School District
2-6-09 ELAC Meeting

CPM focus issues: The following list addresses the areas CPM looked at carefully and might be an issue

1. Multi-funded people - have lists of who they are, how they are funded and your monthly certification - yes monthly
2. Have reports to the board, to parents etc. showing the progress of EL students and your plan for closing the achievement Gap.
3. There are specific wordings in Board policies that are required by Law - we had to alter some of ours. Especially Williams Act updates we were unaware of
4. Composition of school site councils have to be balanced – they look carefully
5. How did ELAC committee give input into School Plans and District Master plan - show agendas etc.
6. Safe and Drug Free Schools: What State approved programs are being used - they want to see it in action and implemented with **fidelity**
7. School Plans have to reflect the centralized services piece of the budget
8. Inventory of purchases over \$500 - how you document condition, how you obsolete, Model #, and the process for physical checks yearly
9. Pilo spends a lot of time looking at the Cross Program Piece, the funding piece - 85/15' 2% administrative limits for Title III etc.
10. Question about our Staff Development for ELD – we had a lot of documentation - we needed to show a flow rather than a series of one shot deals...how did we follow-up/continue the theme from one Staff Development day to another. She wanted to see all the agendas from each session
11. IMPORTANT: CELDT testers cannot be paid for out of categorical money – it is mandated by the law and therefore it is supplanting if you use Title III, EIA etc. You can use a portion of EIA as long as it is part of 15% indirect
12. You have to send home notification of truancy rates each year for each school - I wrote an article for the newsletter and that was fine
13. You have to notify parents that the SARC is available at the site and that it contains suspension/expulsion rates
14. Safe Schools plans for school sites and district must be available and must prove they were approved by the board
15. They look carefully at the ConApp. There were some questions re: ConApp funds and what the schools received – ConApp Part II hadn't been filed yet – last year we only used one piece of EIA – 7090 – this year we are using both 7090 and 7091 – had to prove that our budget from last year matched the ConApp since this year's hadn't been filed to reflect the change.
16. EL master plan and program at schools not completely aligned – of course this is the case – it is our first year of total implementation – but still a finding because teachers couldn't articulate it.
17. Multi funded staff must sign monthly forms that designate their funding

18. Classroom observations....they wanted to see specific lesson plans that addressed English Language Development standards and specific ELD activities for that very day. She wanted to see specific class lists of the ELs and observe them during the ELD lesson.

School Findings:

1. Cross Program Items
SSC numbers at TY not balanced...5 teachers, 4 parents
2. District inventory is checked at the sites to make sure they are there

EL FINDINGS EL 2 Items C through G are not being met

- EL 4 No Notification of parent letters in cums (the one we have not yet started sending) Some missing initial letters Fifteen cums were pulled. Only commented on the ones missing something – even if only one or two and the rest were fine.
- EL 5 Funding of our CELDT testers – they can only be paid for out of the 15% portion of EIA – not out of Title III
- EL 10 Letter to parents needs to clearly define the SEI program vs mainstream and state the placement for the child
- EL 11 Parents must be informed of their options for alternate program.... we never explained the waiver process explaining they could choose an alternative placement since we didn't have one. You must explain that anyway (20 or more at one grade level in one language can request primary language instruction.) We can include this information on the same letter in EL 10.
- EL 12 In one classroom, an aide was working with 4 SDC students and at the same time a teacher was working with 6 SDC students and 5 CELDT Level 1 students. What is the rationale for placing the ELs with the SDC students instead of with the other ELs at that grade level who were receiving ELD with two other teachers? This became a finding even though every other class was leveled appropriately

Findings from Safety/Drugs

1. More signs need to be posted saying No Tobacco Use
2. An approved program must be implemented at the site. Peace Builders had been used for two years, then not fully implemented this year. Teachers were going to meet privately to clarify more to amend the finding somewhat. Since the district had reported we were using 2nd step and not Peace builders we were out of compliance and need to refile.

Findings from Piedmont:

Safe and Drug Free

1. SD3 – Project Alert is used in some classes – not implemented with fidelity – on our yearly survey we said we were using it so this is a finding

EL Findings:

1. EL 2 – ELAC not established as required by law – all the sub sections
2. EL 4 – Initial identification assessment and parent notification letter within 30 days of starting school
3. EL 10 District criteria of reasonable fluency – ability for parents to request mainstream
4. EL 11 – Parents must be given the opportunity to apply for a waiver