

Charter Leaders Meeting September 25, 2025



sccoe.to/CLM0925

Emergency Preparedness



- Identify CPR/First Aid-certified individuals in the room
- For emergencies, dial **9-1-1** from a landline



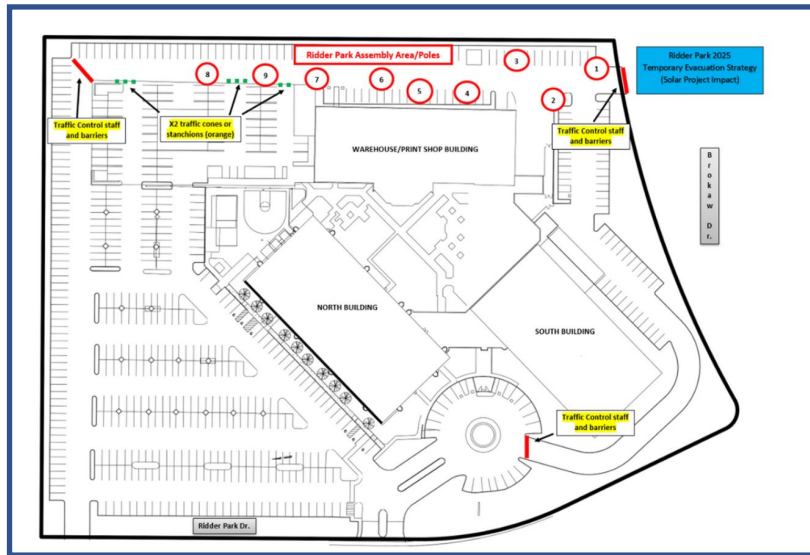
- Notify SCCOE Staff if you require assistance exiting
- Wheelchair available (1st Floor, North Building)



- Visit [Sccoe.to/EmergencyPlan](https://sccoe.to/EmergencyPlan) for the complete plan

Emergency Evacuation Site

Do not use elevators & avoid the courtyard



- Presenter to point out **Assembly Area 8**, 2 stairwells/exits
- Follow staff to vacate the building
- Join your group in the parking lot at Assembly Area 8
- Do not go to your car or leave the parking lot until attendance reporting is completed

Emergency Devices

Emergency devices are located on each floor at the south end of the walkways connecting North and South buildings



Automated External Defibrillator (AED)



First Aid Kits



Fire Extinguishers



Narcan Naloxone Nasal Spray



Visitor Wi-Fi Access

connect to “**sccoe_visitor**” – no password is required



All-Gender Restroom

South Building, 2nd Floor
(around the corner from the Oak Grove Room)



Privacy Room

North Building, 1st Floor
(across from the East Side/San Jose Room, next to the central stairwell)

Welcome!

Executive Services Division:

- Dr. David Toston, Santa Clara County Superintendent of Schools
- Jessica Simpson, Director of Executive Services

SCCOE's Charter Schools Department:

- Dr. Michelle Johnson - Director
- Justin Fallon – Administrative Assistant IV
- Shallu Sharma – Financial Administrator

Agenda

- Welcome
- Icebreaker
- Artspiration
- Credential Department
- CSD Updates
- Continuous Improvement & Accountability
- PBIS
- Charter School Open Forum
- Announcements & Reminders



Introductions

- Share the name of the School or CMO you represent.



Ice Breaker

Rock/Paper/Scissors
Competition



Proposition 28: An Overview



Dr. Sofia Fojas, Arts Coordinator
Santa Clara County Office of Education

Artspiration@SCCOE



Dr. Sofia Fojas
Arts Coordinator

- The SCCOE Arts Initiative
- CISC Arts Region 5 Arts Lead
- ArtsEdConnect Teacher Grant
- Technical Assistance to Districts
- Young Artist Showcase
- *¡Viva el mariachi!* Showcase
- Arts Professional Learning

What are the Basics of Prop 28?

- P28 is **supplemental** funding. It may not be used to **supplant** existing funding.
- Allocation of Funds:
 - 80% **MUST** pay for Classified & Certificated Staff
 - 20% **CAN** be used for Arts Ed Programs
 - Exemptions and waivers
- Each year of funds has a 3-year expenditure timeframe
- LEAs do not have to apply for funds, but they are to allocate them to school sites.

What is Prop 28?

The Arts and Music in Schools—Funding Guarantee and Accountability Act is a Change to the Constitution passed by the voters

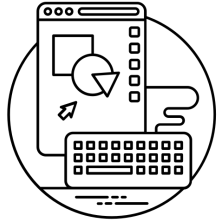
- **NOT** a grant (not to be confused with the one-time Arts, Music, & Instructional Materials Discretionary Block Grant)
- **NOT** legislation
- **NOT** subject to yearly education budget negotiations



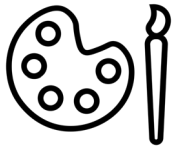
Who Qualifies and Benefits

- In total, about 6 million P-12 students will benefit from Arts and Music in Schools (Prop 28).
- Schools do not need to apply for funds are calculated based on enrollment in P-12 public schools (including charter schools), State Special Schools, and eligible preschools.

What Qualifies As Appropriate Expenditures?



Arts education programming: including, but not limited to, instruction and training, supplies, materials, and arts education partnerships for instruction in the 5 arts content areas: dance, media arts, music, theatre, and visual arts.



Funds Distribution

- First Prop28 funding began in the 2023-24 school year.
- Funding is ongoing and annual. Eligible **schools** will receive Arts and Music in Schools (Prop 28) funding every year with no ending.

Financial Requirements

FAQ #17 Financial and Audit Requirements

LEAs (not school sites) shall:

- Certify support to arts education programs
- Supplemental funding
- 1 percent of funds LEA's administrative expenses (80/20 split for LEAs 500+)
- Submit an annual board- or body-approved report posted on the LEA's and (CDE's) websites

Accountability - FAQ#23

1. School Site Expenditure Plan (every year)
2. District-Level Annual Report (every year)
3. Annual Certification
4. Expenditure Report (every 3rd year)
5. Auditing: [page 26](#) of the 2025-26 Audit Guide
 - a. Arts and Music in Schools Audit Worksheets

Proposition 28 Templates

Proposition 28: Arts and Music in Schools Funding Annual Report Fiscal Year 2024–25

Name:

County-District-School (CDS) Code:

Allocation Year: 2023–24, 2024–25

1. Narrative description of the Proposition 28 arts education programs funded (2500 character limit).

2. Number of full-time equivalent teachers (certificated) providing arts education programs with Arts and Music in Schools (AMS) funds
3. Number of full-time equivalent personnel (classified) providing arts education programs with AMS funds
4. Number of full-time equivalent teaching aides providing arts education programs with AMS funds
5. Number of students served with AMS funds
6. Number of school sites providing arts education programs with AMS funds

Date of Approval by Governing Board/Body

Annual Report Data URL (direct PDF link to document on local educational agency website)

California Department of Education, January 2025

Proposition 28: Arts and Music in Schools Funding Final Expenditure Report Allocation Year 2023-24

LEA Name:

CDS Code:

Allocation Year: 2023-24

Expenditure Period: July 1, 2023 to June 30, 2026

Allocation Amount:

Amount Expended:

Amount Unexpended:

Completed By

Title

Email

Telephone

California Department of Education, April 2025

Additional Resources

- Proposition 28—Arts and Music in Schools Funding Results Page: [Proposition 28: Arts and Music in Schools Program - Principal Apportionment \(CA Dept of Education\)](#)
- Proposition 28—Arts and Music in Schools Funding

[Proposition 28—Arts and Music in Schools Funding - Transforming Schools: Superintendent's Initiatives \(CA Dept of Education\)](#)

- Proposition 28—Arts and Music in Schools FAQs
[Proposition 28—Arts and Music in Schools FAQs - Transforming Schools: Superintendent's Initiatives \(CA Dept of Education\)](#)

- Proposition 28—Email Address: **prop28@cde.ca.gov**
- California Arts Standards for Public Schools, Prekindergarten Through Grade Twelve
<https://www.cde.ca.gov/be/st/ss/vapacontentstds.asp>



Connect with *Artspiration!*

- Social Media



- Monthly newsletters
- Website: www.Artspiration.sccoe.org
- Email: sfojas@sccoe.org
- ArtsEdConnect Educator Grant Email:
Artsedconnectgrant@sccoe.org



Credential Review Process 2025-26

Presenters: Latishia Pedroza

Integrated STEAM Survey

<https://sccoe.to/AlSurvey2025>



Charter Schools Department (CSD) Updates

Michelle Johnson, Ed.D., Director

Shallu Sharma, Financial Administrator

Justin Fallon, Administrative Assistant IV

Monday.com Submissions

- “Epicenter-style” submission portal for Program Documents
- **2025-26:** Beta rollout
- Max two upload users per schools

Item	Person	Status	Due Date	Files	Date Rec'd
July 1 Reminder		Information	Jul 1, 2024		
No Change Attestation for July		Reviewed			
Updated List of Directors & Officers	TU	Follow up	Jul 1, 2024		Jul 2, 2024
Updated Contact Information for Sch...	TU	Received	Jul 1, 2024		Jul 9, 2024
Conflict of Interest (COI) Code Updat...	TU	No Change	Jul 1, 2024		Jul 9, 2024
Biennial COI Review Form (copy)	TU	Missing/Overdue	Jul 1, 2024		
Charter Regular Board Meeting Sched...	TU	Not Yet Received	Jul 1, 2024		
Charter Bylaws Updates	TU	Not Yet Received	Jul 1, 2024		Jul 9, 2024
> Complete Local Control Accountab...	TU	Received	Jul 1, 2024		Jul 1, 2024
School Year Calendar	TU	Received	Jul 1, 2024		Jul 2, 2024
Master Schedule	TU	Missing/Overdue	Jul 1, 2024		

IMPORTANT LINKS

[How to Set Up Your Monday.com Account](#)

[Monday Program Document Contact Update Form](#)

LCAP Reviews



All the review letters were sent out by September 17



Common findings:

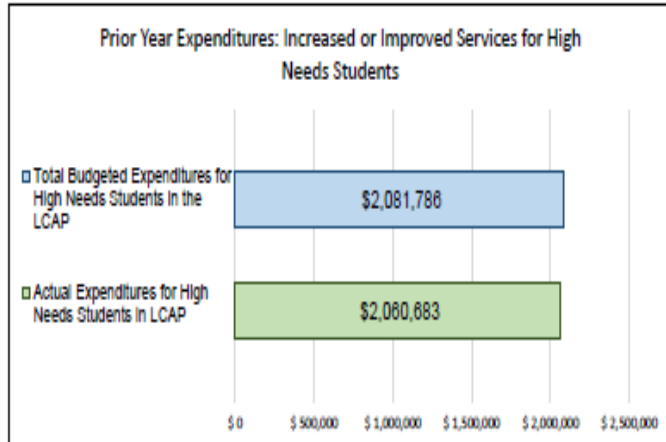
Not following the directions – All contact info, Equity Multiplier, LREBG fund info, all the metrics and indicators utilized

Budget numbers not matching LCAP numbers

LCAP Reviews Cont. – Common Findings

LCFF Budget Overview for Parents

Update on Increased or Improved Services for High Needs Students in 2024-25



Budget Overview for Parents Section:

Prior Year Expenditures: Increased or Improved Services for High-Needs Students

- If the actual total expenditures for high need students are **LESS** than the total budgeted expenditures for high need in the prior year, LEA provides a brief description of how the actual spending impacted the actions...
- ❖ Total actual expenditures were lower than budgeted expenditures due to receiving less in actual estimated LCFF Supp & Con grants than originally budgeted.

LCAP Reviews Cont. – Common Findings Cont.

Projected LCFF Base Grant matches the LCFF calculator

- Do NOT enter total LCFF entitlement. This field should include ONLY the LCFF Base amount (excluding supplemental and concentration grant)

2025-26 Contributing Actions Table

1. Projected LCFF Base Grant	2. Projected LCFF Supplemental and/or Concentration Grants	3. Projected Percentage to Increase or Improve Services for the Coming School Year (2 divided by 1)	LCFF Carryover — Percentage (Percentage from Prior Year)	Total Percentage to Increase or Improve Services for the Coming School Year (3 + Carryover %)	4. Total Planned Contributing Expenditures (LCFF Funds)	5. Total Planned Percentage of Improved Services (%)	Planned Percentage Increase or Improve Services for the Coming School Year (4 divided by 1, plus
\$ 5,408,635	\$ 1,879,652	34.753%	0.000%	34.753%	\$ 1,911,073	0.000%	35.345%

	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27
General Assumptions						
Base Grant (Excludes add-ons for TIIG & Transportation)	\$ 4,772,527	\$ 5,045,033	\$ 5,484,894	\$ 5,214,961	\$ 5,408,635	\$ 5,599,009
Supplemental and Concentration Grant funding in the LCAP year	\$ 1,699,545	\$ 1,734,590	\$ 1,906,765	\$ 1,816,394	\$ 1,879,652	\$ 1,945,592
Projected Additional 15% Concentration Grant funding in the LCAP year	\$ 198,871	\$ 200,354	\$ 222,630	\$ 212,542	\$ 219,993	\$ 227,736
Percentage to Increase or Improve Services	35.61%	34.38%	34.76%	34.83%	34.75%	34.75%

LCFF
Calc.

LCAP Reviews Cont. – Common Findings Cont.

- Total Planned Contributing Expenditures (LCFF funds)
 - This field should include contributing expenditures of LCFF funds ONLY. No federal or other state funds should be included.

2025-26 Contributing Actions Table

1. Projected LCFF Base Grant	2. Projected LCFF Supplemental and/or Concentration Grants	3. Projected Percentage to Increase or Improve Services for the Coming School Year (2 divided by 1)	LCFF Carryover — Percentage (Percentage from Prior Year)	Total Percentage to Increase or Improve Services for the Coming School Year (3 + Carryover %)	4. Total Planned Contributing Expenditures (LCFF Funds)	5. Total Planned Percentage of Improved Services (%)	Planned Percentage to Increase or Improve Services for the Coming School Year (4 divided by 1, plus 5)	Totals by Type	Total LCFF Funds
\$ 5,408,635	\$ 1,879,652	34.753%	0.000%	34.753%	\$ 1,911,673	0.000%	35.345%	Total: \$ 1,911,673	
								LEA-wide Total: \$ 1,911,673	
								Limited Total: \$ -	
								Schoolwide Total: \$ -	

Goal #	Action #	Action Title	Contributing to Increased or Improved Services?	Scope	Unduplicated Student Group(s)	Location	Planned Expenditures for Contributing Actions (LCFF Funds)	Planned Percentage of Improved Services (%)
1	1	Personalized Learning	Yes	LEA-wide	All		\$ 327,087	0.000%
1	4		Yes	LEA-wide	All		\$ 113,452	0.000%
2	2	Professional Development	Yes	LEA-wide	All		\$ 240,971	0.000%
2	3	Data Driven Instructional Practices	Yes	LEA-wide	All		\$ 72,963	0.000%
2	4	Instructional Coaching	Yes	LEA-wide	All		\$ 224,248	0.000%
3	1	Operations Staffing & Development	Yes	LEA-wide	All		\$ 568,270	0.000%
4	1	Enrichment	Yes	LEA-wide	All		\$ 194,340	0.000%
4	2	Outdoor Education and Community Experie	Yes	LEA-wide	All		\$ 56,349	0.000%
4	3	Social Emotional Learning	Yes	LEA-wide	All		\$ -	0.000%
5	1	Family Engagement	Yes	LEA-wide	All		\$ 113,992	0.000%

Annual Visits

File Reviews – Fall/Spring

- Human Resources (Spring)
- Special Education (Fall/Spring)
- Cumulative Files (Fall/Spring)

Numbers of review dates depend on availability and locations of files

Normal Site Visit - Spring

- Leadership meeting
- Classroom observations
- Financial meeting
- Educational Partner Interviews
 - Parents
 - Students
 - Teachers/Staff
- Visit debrief

Renewals

2025-26

- Discovery II (Falcon)
- Voices Morgan Hill

2026-27

- ACE Empower
- Alpha Jose Hernandez
- Discovery (Phoenix)
- OYA
- Rocketship Discovery Prep
- Rocketship Fuerza
- Rocketship Rising Stars
- Summit Tahoma
- Sunrise

2024-25 Unaudited Actuals and 2025-26 Budget Feedback

Unaudited Actuals

- Accounts Receivable (AR) and Accounts Payable (AP)
 - ❖ If substantial difference exists between June financials and Unaudited Actuals – Provide detailed breakdown of AR & AP
- Cash on Hand
 - ❖ If less than 60 days – Submit narrative on how school plans to meet operational needs

2024-25 Unaudited Actuals and 2025-26 Budget Feedback cont.

Budget Review Strengths

- All SCCBOE authorized school budgets submitted on time
- Correct Template used
- LCFF Calculator correct version

Areas of Growth

- Incomplete assumption tab
- Missing supporting documentation for local revenues (grants, donations, foundation support) exceeding the lesser of
 - ❖ \$500 per ADA or
 - ❖ 2% of total revenue sources
- Cash on Hand Projection
 - ❖ If less than 60 days – School plan to meet operational needs

Other Fiscal Reminders and Updates...

Expanded Learning Opportunities Program (ELO-P) Annual Expenditure Report Due..

- Deadline to submit the 2023-24 ELO-P Expenditure report is Tuesday, September 30, 2025
- Timely submission is critical. LEAs that do NOT submit the final 2023-24 expenditure report will forfeit all funds allocated for the fiscal year
- Reported unspent funds will be reflected as a prior year correction to the 2023–24 ELO-P allocation in the upcoming Second Annual Recertification (2023–24 AN R-2) in February 2026.
- ELO-P Expenditure Report inquiries should be directed to the Expanded Learning Division at ExpandedLearning@cde.ca.gov.

Fiscal Year 2025-26 ELO-P

- Key changes to the funding formula :
 - Lowered the UPP requirement for Rate 1 eligibility from 75 percent to 55 percent
 - Increased minimum funding guarantee from \$50K to \$100K
 - Change to the audit requirements for LEAs that are funded at Rate 1 in the current year but were previously funded at Rate 2
 - Rate 1 funding Rate \$2,750
 - *Rate 2 Funding Rate \$1,280.212

Note: As of September, total state investment for ELOP increased by \$81 million. This could translate to an increased per-pupil rate for Rate 2 LEA of no less than \$1575 per pupil.

Attendance Recovery (AR)

- Beginning FY 2025-26, classroom-based charter schools may offer AR program to eligible students
- Attendance Recovery Programs (ARPs) are **voluntary programs for students** that allow them to make up for absences. Students can recover up to ten total absences or the total number of absences accrued in a given school year, whichever is less.
- Local educational agencies (LEAs) can claim this time for purposes of apportionment.
- For more information
<https://www.cde.ca.gov/fg/it/aarecovery.asp>

Student Support and Professional Development Discretionary Block Grant (SSPDBG)

- School District, COE, Charter Schools, and State Special Schools are eligible
- Total appropriation: \$1.7 billion. Per Unit Rate:\$313.08
- Funds are available for expenditures until June 30, 2029. The final expenditures report is due to the CDE by September 30,2029. the CDE will initiate the collection of any unexpended funds no later than January 31, 2030.
- The Schedule of Allocations is available on the CDE's program funding web page: <https://www.cde.ca.gov/fg/fo/r14/sspdbg25result.asp>
- Additional information can be found on <https://www.cde.ca.gov/fg/aa/ca/sspgbgfaq.asp>



Upcoming Deadlines

Description	Deadline
<u>Educator Effectiveness</u>	09/30- Submit annual data and annual expenditure report
<u>Expanded Learning Opportunities Program Funds (ELOP)</u>	09/30- FY 2023-24 Final expenditure report due to CDE
Proposition 28: Arts & Music in Schools Funding Guarantee and Accountability Act <u>https://www8.cde.ca.gov/ams</u>	09/30- FY 2024-25 Annual reporting closes
Literacy Coaches and Reading Specialists Report	09/30- Annual report due to CDE each year



Upcoming Deadlines

Description	Deadline
<u>CALPADS Fall 1 Census Day</u>	Official Submission Window: 10/1/2025 – 01/23/2026 Amendment Window: 12/13/2025 – 1/23/26
Census Day— <u>FRPM Alternative Income Forms for Unduplicated Pupil Count</u>	10/31/2025
2025 Dashboard Release	11/15/2025
First Interim Report <ul style="list-style-type: none">Actuals through 10/31/2025	12/15/2025
FY 2024-25 Annual Audit Report	12/15/2025
P-1 Attendance	01/06/2026



Upcoming Deadlines

Description	Deadline
<u>FCMAT Charter School Fiscal Health Risk Analysis Tool</u>	Various dates (January – March) —Two weeks prior to the Annual Oversight Finance Meeting
Annual Oversight Finance Meetings	Various dates (January – March)

SSC Financial Projection Dartboard

Planning Factors						
		2024-25	2025-26	2026-27	2027-28	2028-29
DOF Planning COLA		1.07%	2.30%	3.02%	3.42%	3.31%
California CPI ¹		2.86%	3.09%	2.82%	2.72%	2.79%
CalSTRS Employer Rate		19.10%	19.10%	19.10%	19.10%	19.10%
CalPERS Employer Rate		27.05%	26.81%	26.90%	27.80%	27.40%
Unemployment Insurance		0.05%	0.05%	0.05%	0.05%	0.05%
California Lottery	Unrestricted per ADA	\$195.37	\$190	\$190	\$190	\$190
	Restricted per ADA	\$88.22	\$82	\$82	\$82	\$82
Mandate Block Grant (District) ²	Grades K-8 per ADA	\$38.21	\$39.09	\$40.27	\$41.65	\$43.03
	Grades 9-12 per ADA	\$73.62	\$76.48	\$78.79	\$81.48	\$84.18
Mandate Block Grant (Charter)	Grades K-8 per ADA	\$20.06	\$20.52	\$21.14	\$21.86	\$22.58
	Grades 9-12 per ADA	\$55.76	\$57.04	\$58.76	\$60.77	\$62.78



Justin Updates

SCCOE facilities usage

- Free during normal business hours
- Contact Justin for availability
- Caveats:
 - Member of CSD must be present
 - Catering (TBD)



Continuous Improvement & Accountability Updates

Presented by: Dr. Dawn River

**Assistant Director, Continuous Improvement and Accountability
Instruction, Leadership and Innovation Division**

Resource Links

LCAP Resource Page: <https://sccoe.to/SCCOELCAPResources>

(NEW) State & Federal Resource Page: <https://sccoe.to/State-FederalResources>

Monthly CIA Meeting Resources: <https://sccoe.to/CIAMonthly2526>

CIA Question & Answer Doc: <https://sccoe.to/CIAQuestions2025>

CIA Webpage: <https://www.sccoe.org/educational-progress/cia/Pages/default.aspx>

2025-26 Contact Information: <https://forms.gle/XkSL5yx8YBFDh1eD>

Educator Effectiveness Funds

The **Educator Effectiveness Funds (EEF) Annual Report Database is open!** It is available on the EEF Home web page at <https://www.cde.ca.gov/pd/ee/eef2021.asp>. The **fourth annual EEF report is due by 4:00 pm September 30, 2025.**

This is the last school year to spend EEF! All funds must be spent on or before June 30, 2026.

Educator Effectiveness Funds (EEF) [can be used for various professional development activities to enhance educator skills and improve student outcomes.](#) These activities include:

- coaching and mentoring,
- professional development aligned with state standards,
- support for beginning teachers and administrators,
- and strategies to improve instruction and student engagement.



Funds can also support social-emotional learning initiatives, inclusive practices, and language acquisition programs for English learners.

Questions? Contact EEF2021@cde.ca.gov or ACliff@cde.ca.gov

Annual ELO-P Expenditure Report Due



For the first time last fall, local educational agencies (LEAs) that received funds for the [Expanded Learning Opportunities Program \(ELO-P\)](#) were required to submit a report of final expenditures of [2021-22 and 2022-23 ELO-P funds](#). Final expenditure reporting for ELO-P is now an **annual requirement with a [September 30 deadline](#)**.

Specifically for this year, LEAs must submit to the California Department of Education **ELOP online portal** **on or before September 30, 2025**, a final expenditure report for their 2023-24 ELO-P funds. LEAs had until June 30, 2025, to expend their 2023-24 ELOP funds. An LEA that does not submit its final expenditure report shall forfeit all funds allocated for the associated fiscal year. Moving forward, LEAs have two years to expend their ELO-P funds, and final expenditure reports are due September 30 after the expenditure deadline.

Questions: ExpandedLearning@cde.ca.gov

Prop 28 Annual Report

We have received a message from CDE regarding the Proposition 28 Annual Report that is due on **September 30, 2025 by 11:59 pm**. [Education Code Chapter 5.1, Section 8820(g)(4)]

Access to the annual report can be found online through the [AMS web portal](https://www8.cde.ca.gov/ams). <https://www8.cde.ca.gov/ams>

Note: All LEAs' superintendent or administrator on file were issued their AMS web portal password via email on April 15, 2024, from the Prop28 email address (Prop28@cde.ca.gov).

Should you need an extension for this report, please email the Prop 28 email address (Prop28@cde.ca.gov) directly.

In an effort to support LEAs with required annual reporting, the CDE has created various tools to assist. To learn more about the annual report, please access the following web pages:

- Under the LEA Web Portal and Reports tab on the [Proposition 28—Arts and Music in Schools Funding web page](#), please find “**AMS Portal Technical Assistance Videos**” and the [AMS Annual Report Template\(PDF\)](#).
- **Frequently Asked Questions** (FAQ) numbers 24, 34, 35, 36, 38, 39, and 40 are specific to Annual Reporting on the [Proposition 28—Arts and Music in Schools FAQs web page](#).

Contact information: Proposition 28 Support - California Department of Education Prop28@cde.ca.gov
<https://www.cde.ca.gov/eo/in/prop28artsandmusicdfunding.asp>



Title III English Learner Program Annual Report

The Elementary and Secondary Education Act, as reauthorized by the Every Student Succeeds Act, Title III, Part A, requires each Title III English Learner (EL) Program LEA to report on the language instruction educational programs (LIEPs) and activities related to the teaching and learning of EL students (20 United States Code Section 3121[a] and 3122[a-b]). The CDE has created an online report for local educational agencies (LEAs) to comply with this annual reporting requirement for the **2024–25** school year. **This applies to both English Learner and Immigrant Grants.**



The online reporting system will be available to your LEA from **August 27, 2025, through October 8, 2025.**

The online report is available on the CDE Title III English Learner Program Annual Online Report web page at <http://www2.cde.ca.gov/title3edprogram/ellogon.aspx>. To access the report, a personal identification number (PIN) is required. ***The pin was emailed to District Superintendents and Charter Administrators.



Initial and Annual EL Parent Notifications

Initial Parent Notification

- Parents/guardians [must be notified](#) of their student's English learner status based on the **initial ELPAC**.
- Notification needs to occur **within 30 days** after the beginning of the school year.
- [The letter](#) will inform the parent/guardian if their student has been identified as an English Learner (EL) or as being Initially Fluent English Proficient (IFEP)

Annual Parent Notification

- Parents/guardians [must be notified](#) of their student's continued English learner status based on their **most recent summative ELPAC**.
- Notification needs to occur **within 30 days** after the beginning of the school year.
- [The letter](#) will inform the parent/guardian if their student continues to be identified as an English Learner.

Initial and Annual EL Parent Notifications

Initial Parent Notification - What's included?



- The notification letter should include:
 - The English learner identification process (i.e. the HLS and the ELPAC)
 - Their student's ELPAC scores, including Oral Language, Written Language, and the overall score
 - Their student's English Learner status:
 - English Learner (EL) or
 - Initially Fluent English Proficient (IFEP)
 - An LEA's reclassification criteria
 - **New! - Expected rate of reclassification**
 - The expected graduation rate for students in the EL program
 - Language acquisition programs offered and the parent/guardian's right to choose program(s)
- At minimum, LEA's must offer a Structured English Immersion Program, which includes both designated and integrated ELD.

EL Identification and Parent Notification Requirements

Annual Parent Notification - What's included?



- The notification letter should include:
 - That the continued identification as an EL student was based on an assessment (ELPAC).
 - Their student's ELPAC scores, including Oral Language, Written Language, and the overall score.
 - A breakdown of individual domain performance level (listening, speaking, reading, and writing)
 - The student's academic achievement results in ELA and Math (SBAC, local assessments/measures)
 - An LEAs reclassification criteria
 - **New! - Expected rate of reclassification**
 - The expected graduation rate for students in the EL program
 - Language acquisition programs offered and the parent/guardian's right to choose program(s)
- At minimum, LEA's must offer a Structured English Immersion Program, which includes both designated and integrated ELD.

4 - Week Letter/Title 1 Teacher Requirements



For schools that receive Title I funding, parents/guardians need to be notified if their student has been assigned and taught for four or more consecutive weeks by a teacher who does not meet applicable state certification or licensure requirements at the grade level and subject area which the teacher has been assigned.

20 United States Code Section 6312[e][1][B][ii] (paraphrased)

- This applies to both schoolwide and targeted Title 1 schools.
- Preliminary and Intern Credentials **do not apply** if they are appropriately assigned.

Want more information? [Four-Week Letter: Parents' Right to Know Teacher Qualifications](#)

Teacher Requirements: Four-Week Notice
CDE, T17-738, English, Arial font
Page 1 of 1

California Department of Education
Revised May 2017

[Model Letter of Four-Week Notice]

[District Letterhead]

To Parents/Guardians:

Your child is attending a school receiving Title I federal funds through the Elementary and Secondary Education Act (ESEA). This federal law requires that parents be notified when their child has been taught for four or more consecutive weeks by a teacher who has not met State certification or licensure requirements at the grade level and subject area in which the teacher has been assigned. These requirements help us to ensure that all students receive the best education from teachers who are highly skilled and knowledgeable in their subject areas.

Currently, *[insert teacher's name]* has not met all of the State certification or licensure requirements at the grade level and subject area in which he/she has been assigned. Our district is working closely with *[insert teacher name]* to ensure that he/she will meet all State certification and licensure requirements at the grade level and subject area in which he/she has been assigned in a timely manner.

You may contact the district office to request the qualifications of your child's teacher. If you have any questions, please contact *[insert name]* at *[insert number]*.

Sincerely,

[Principal]

CSI Funding Reporting



Report Name	Required Reporting Data	Performance Period	Reporting Window
Final Report and Subgrant Evaluation	<ul style="list-style-type: none">• Final Expenditures/Closeout Report• Subgrant Performance Report• Federal Report	July 1, 2025 to September 30, 2025	October 1-31, 2025

- Every Student Succeeds Act (ESSA) Support Webinar Resources: [ESSA School Support Webinar Resources - Title I, Part A \(CA Dept of Education\)](#)
- Link to Slide Deck from June 24th, 2025 Webinar: [2024-25 ESSA CSI LEA Reporting Webinar - Title I, Part A \(CA Dept of Education\)](#)
- Link to Padlet from June 24th, 2025 Webinar: [2024-25 CSI LEA Reporting Resources](#)

Posting and Upload Information



- ★ LEAs post LCAPs to the front page of their website **by October 8**
- *Districts post the county approved version/Charters post final version
- ★ LEAs must also upload a PDF (8MB or less) of their **county approved** LCAP to the Dashboard between **October 13 - 31**
- ***Charters** upload the LCAP submitted to their authorizer

SCCOE all approved LCAPs are posted on the [LCAP page](https://sccoe.to/DistrictLCAPS)
<https://sccoe.to/DistrictLCAPS>

Title Grant Funding 2025-26



Preliminary Amounts can be found on the CDE website:

Title I - A: <https://www.cde.ca.gov/fg/fo/r14/title1pa25result.asp>

Title I - D: <https://www.cde.ca.gov/fg/fo/r14/title1pd25result.asp>

Title II - A: <https://www.cde.ca.gov/fg/fo/r14/title2pa25result.asp>

Title III - EL: <https://www.cde.ca.gov/fg/fo/r14/el25result.asp>

Title III - Immigrant: <https://www.cde.ca.gov/fg/fo/r14/imm25result.asp>

Title IV: <https://www.cde.ca.gov/fg/fo/r14/titleivpa25result.asp>

New State & Federal Resource

<https://sccoe.to/State-FederalResources>



SCCOE

Continuous Improvement and Accountability Department State and Federal Programs Resource Page

Welcome to the 2025-2026 School Year!

State & Federal Plans, Reports, Information & Due Dates



1. Educator Effectiveness Grant Report is due September 30. [Click here](#) for more information.
2. [Register here](#) for the 2025 California State and Federal Professional Development Institute October 27 - 29!
3. Initial and Annual EL Parent Notifications - by the 30th day of school
4. [Title III Annual Report](#) - open between August 27 - October 8
5. [ELA/ELD Instructional Materials Follow-Up Adoption Reviewers Needed - Apply by October 30](#)
6. [Federal Title Grants Posted](#)

July - September, 2025

**Comprehensive Support & Improvement (CSI)
Additional Targeted Support & Improvement (ATSI)**

Targeted Support & Improvement (TSI)

**School Site Council (SSC)
District Advisory Committee (DAC)**

English Learner Advisory Committee (ELAC)

District English Learner Advisory Committee (DELAC)

Budget and Reporting



July

Establish/Assign Time and Effort
Comparability Report
EL Identification and Parent Notification
Reclassification
Federal Program Monitoring (FPM)
Uniform Complaint Procedures (UCP)
Quarterly Report
Financial Reporting Deadlines



August

Equitable Services
ELAC/DELAC Annual Training
District Advisory Committee Annual Training
SSC Annual Training
SPSA Monitoring
Williams Compliance
Title II - Four Week Letter
Financial Reporting Deadlines



September

Title Grant Expenditure Deadline
Title III Annual Report
Educator Effectiveness Funds (EEF) Reporting
Prop. 28 Annual Report
Financial Reporting Deadlines



Multilingual Learners Title III

Multi - Tiered System of Support MTSS



<https://sccoe.to/State-FederalResources>



CAASFEP

PROFESSIONAL LEARNING INSTITUTE 2025

"Voices of Hope: Educators Leading Through Change"

CA Association of Administrators of State & Federal Education Programs (**CAASFEP**)
Registration for the annual 2025 CAASFEP Professional Learning Institute is open for the **October** event.

This year's conference is in Monterey with presentations from CDE program staff, COE staff and Keynote speakers. Proceeds benefit CAASFEP Scholarships.

Register and visit the event page: <https://cvent.me/nyxGnE>

*Hotel information in registration confirmation and the site FAQs

For questions regarding the Professional Learning Institute, please email Patricia Karlin, PLI Chairperson,
profdev@caasfep.org

Thank You



Dr. Dawn River

Assistant Director, Continuous Improvement & Accountability

driver@sccoe.org

408-453-6899

LCAP: <https://sccoe.to/SCCOELCAPResources>

State & Federal Programs: <https://sccoe.to/State-FederalResources>

Welcome to the World of Positive Behavior Interventions and Supports (PBIS) at the Santa Clara County Office of Education (Region 5)!



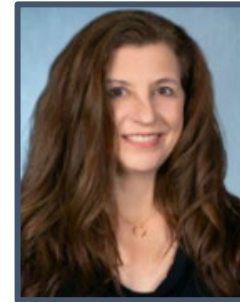
Keonna Geer, Ed.S.

Program Specialist -
Positive Behavioral Interventions and
Supports



Alex Coronel

Manager -
Positive Behavioral Interventions
and Supports



Molly Anderson

Program Specialist -
Positive Behavioral Interventions and
Supports

Please contact pbis@sccoe.org for more information or support. To
schedule a follow up meeting:

[Click Here](#)

Santa Clara County Office of Education, PBIS Technical Assistance Center

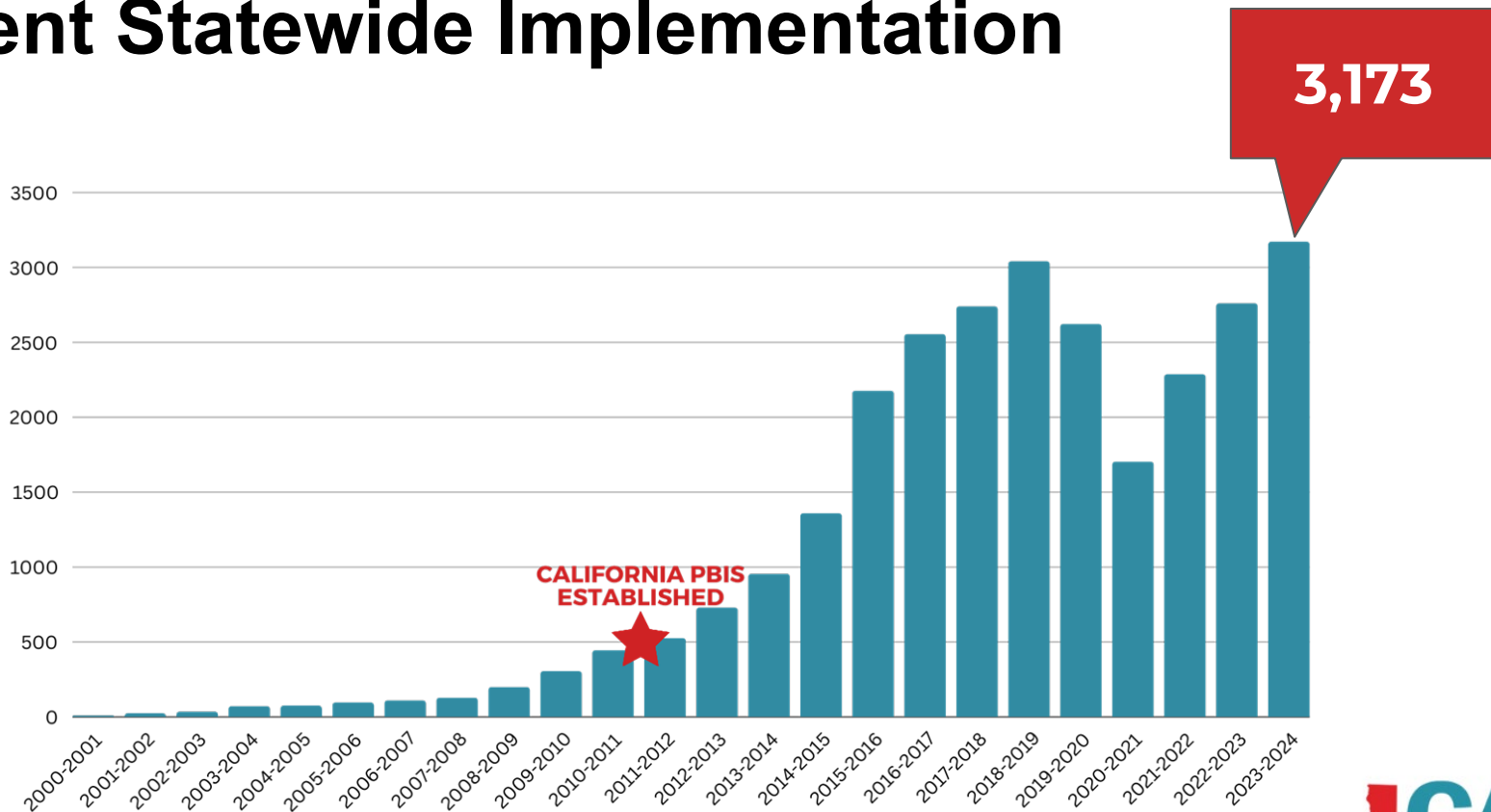


What is California PBIS?

California PBIS is a **collaborative organization** using **evidence-based, culturally relevant practices** to build the capacity for all interest-holders in the implementation of PBIS as a multi-tiered system following the National PBIS Blueprints for professional development, implementation, and evaluation.



Current Statewide Implementation



What We Offer



Behavior Detectives

PBIS & Restorative Practices

**Leveraging PBIS to
Support Attendance**

**De-Escalation Structures
& Strategies**

**Building & Sustaining Peer
Mediation Programs**

**PBIS & Early Childhood
Education**

TFI 3.0 Learning Session

Tier 2 Beyond CICO

**Overview of Tier 1 through
the TFI 3.0 lens**

**Overview of Tier 2
through the TFI 3.0 lens**

**Overview of Tier 3 through
the TFI 3.0 lens**

**Trauma Informed Practices
through a PBIS Framework**

**PBIS Overview Training:
Maintenance Check-In-Check-Out
(CICO Tier Two)**

**PBIS Applications
Your Data Journey**

Our training approach/philosophy:

- ★ Relational and Engaging
- ★ Systems-Oriented
- ★ Data-Focused
- ★ Tailored to Your Needs
- ★ Student-Centered

We ensure that all charter schools in Region 5 have access to our services. We will be happy to have you join us!

Did you know that only

**What if your
school was
#2?**

charter
PBIS

for
pool

year?

Welcome to the World of Positive Behavior Interventions and Supports (PBIS) at the Santa Clara County Office of Education (Region 5)!



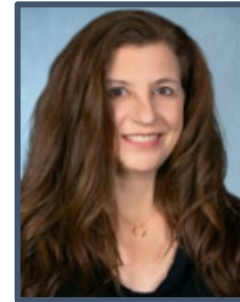
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[Click Here](#)

Reminders...



Charter School Open Forum

- Topics for next time?
- Questions/concerns?

Q&A

2025-26 Charter Leader Meetings



Save-the-Date

- January 29, 2026 (Virtual)
- May 28, 2026 (In Person)

Leadership, Service, & Advocacy

County Superintendent of Schools



Dr. David M. Toston, Sr.

County Board of Education



Maimona Afzal Berta
Area 6



Victoria Chon
Area 5



Raeena Lari
Area 7



Jorge Pacheco Jr.
Area 4



Don Rocha
Area 3



Jessica Speiser
Area 1



Tara Sreekrishnan
Area 2

Santa Clara County Office of Education

Working collaboratively with school and community partners, the **Santa Clara County Office of Education (SCCOE)** is a regional service agency committed to serving, inspiring, and promoting student and public school success. The SCCOE is a premier service organization driven by core values: students first, collaboration, and innovation.

For more information about the Santa Clara County Office of Education, please visit www.sccoe.org



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office-of-education