

School Accountability Report Card

Data Element Definitions and Sources 2006–07

**California Department of Education
Policy and Evaluation Division
July 2007**

Table of Contents

About This School

Contact Information.....	1
School Description and Mission Statement.....	2
Opportunities for Parental Involvement.....	3
Student Enrollment by Grade Level	4
Student Enrollment by Group.....	5
Average Class Size and Class Size Distribution (Elementary)	6
Average Class Size and Class Size Distribution (Secondary)	7
Class Size Reduction Program Participation	8

School Climate

School Safety Plan.....	9
School Discipline Practices	10
Suspensions and Expulsions	11

School Facilities

School Facility Conditions and Improvements	12
School Facility Good Repair Status	15

Teachers

Teacher Credentials.....	16
Teacher Misassignments and Vacant Teacher Positions	18
Core Academic Classes Taught by No Child Left Behind Compliant Teachers	20
Substitute Teacher Availability	22
Teacher Evaluation Process	23

Support Staff

Academic Counselors and Other Support Staff	24
---	----

Curriculum and Instructional Materials

Quality, Currency, and Availability of Textbooks and Instructional Materials	25
--	----

School Finances

Expenditures Per Pupil and School Site Teacher Salaries	27
Types of Services Funded	29
Teacher and Administrative Salaries	30

Table of Contents *(continued)*

Student Performance

California Standards Test Results for All Students – Three-Year Comparison	32
California Standards Test Results by Student Group – Most Recent Year	34
Norm-Referenced Test Results for All Students – Three-Year Comparison	36
Norm-Referenced Test Results by Student Group – Most Recent Year	37
Local Assessment Results	38
California Physical Fitness Test Results	39

Accountability

Academic Performance Index Ranks – Three-Year Comparison	40
Academic Performance Index Changes by Student Group – Three-Year Comparison	41
State Award and Intervention Programs	42
Adequate Yearly Progress Overall and by Criteria	43
Federal Intervention Program	44

School Completion and Postsecondary Preparation

Dropout Rate and Graduation Rate	45
Completion of High School Graduation Requirements	47
Career Technical Education Programs	48
Career Technical Education Participation	50
Courses for University of California and/or California State University Admission	52
Advanced Placement Courses	53
College Admission Test Preparation Course Program	54
SAT Reasoning Test	55

Instructional Planning and Scheduling

School Instruction and Leadership	56
Professional Development	57
Instructional Minutes	58
Continuation School Instructional Days	59
Minimum Days in School Year	60

Contact Information

Specific Requirements

There is no legal requirement for this section; it is provided in the template as a courtesy.

Definitions

School name, address, phone number, principal, and e-mail address.

District name, phone number, Web site, superintendent, and e-mail address.

Guidelines and Data Sources

School, district, principal, and superintendent names and addresses are provided by the California Department of Education (CDE) from the California School Directory database, which is available at <http://www.cde.ca.gov/re/sd/>. The remaining contact information is to be provided by the local educational agency (LEA)/school.

LEAs should review the contact information provided by the CDE to verify that it is current. Any necessary revisions should be reported to the CDE using the update form found at <http://www.cde.ca.gov/re/sd/>.

Data provided by the LEA and the CDE

School Description and Mission Statement

Specific Requirements

There is no legal requirement for this section; it is provided in the template as a courtesy.

Definitions

Background information about the school, its programs, and its goals.

Guidelines and Data Sources

Narrative is developed by the LEA/school. Questions that may be answered include:

- What makes the school unique?
- What are the school's goals as expressed in the single school plan?
- What are the school's progress indicators?
- How often are the progress indicators monitored?
- What school wide programs exist at the school?

Data provided by the LEA

Opportunities for Parental Involvement

Specific Requirements

Contact information pertaining to any organized opportunities for parental involvement.

Education Code Section 33126 (b)(22)

Definitions

Description of organized opportunities for parental involvement.

Contact person name.

Contact person phone number.

Guidelines and Data Sources

Information and narrative are developed by the LEA/school.

Data provided by the LEA

Student Enrollment by Grade Level

Specific Requirements

There is no legal requirement for this section; it is provided in the template as a courtesy.

Definitions

The number of students at the school in each grade level.

Guidelines and Data Sources

Data are derived from the California Basic Educational Data System (CBEDS).

A report can be generated at <http://data1.cde.ca.gov/dataquest/>.

Data provided by the CDE

Student Enrollment by Group

Specific Requirements

There is no legal requirement for this section; it is provided in the template as a courtesy.

Definitions

The percent of students at the school by racial/ethnic subgroup, and the percent of students at the school who are identified as socioeconomically disadvantaged, English learners, and students with disabilities.

Guidelines and Data Sources

Racial/ethnic subgroup data are derived from CBEDS. A report can be generated at <http://data1.cde.ca.gov/dataquest/>.

Data for the socioeconomically disadvantaged, English learners, and students with disabilities subgroups are derived from the 2007 Academic Performance Index (API) Growth file, which is available at <http://www.cde.ca.gov/ta/ac/ap/>. The percent of students identified as socioeconomically disadvantaged equals the number of socioeconomically disadvantaged students included in the API divided by the number of students enrolled on the first day of testing.

Data provided by the CDE

Average Class Size and Class Size Distribution (Elementary)

Specific Requirements

Progress toward reducing class sizes and teaching loads, including the distribution of class sizes at the school site by grade level and the average class size by grade level.

Education Code Section 33126 (b)(4)

Definitions

For the most recent three-year period, as defined by CBEDS:

- Distribution of class sizes at the school site by grade level
- Average class size by grade level

Guidelines and Data Sources

For schools/grades organized into self-contained classrooms (e.g., kindergarten and grades one through six in elementary schools), data are reported as the average class size and the number of classrooms within each of the following class sizes: 1-20, 21-32, and 33 or more.

The CBEDS calculations of the average class size by grade level and the class size distribution by grade level exclude classrooms of 50 or more students.

Data provided by the CDE

Average Class Size and Class Size Distribution (Secondary)

Specific Requirements

Progress toward reducing teaching loads, including the distribution of class sizes at the school site and the average class size.

Education Code Section 33126 (b)(4)

Definitions

For the most recent three-year period, as defined by CBEDS:

- Distribution of class sizes at the school site by subject taught
- Average class size by subject taught

Guidelines and Data Sources

For secondary schools with departmentalized programs, data are reported by subject area (English, mathematics, science, and social science) as the average class size and the number of classrooms within each of the following class sizes: 1-22, 23-32, and 33 or more.

The CBEDS calculations of the average class size by subject taught and the class size distribution by subject taught exclude classrooms of 50 or more students.

Data provided by the CDE

Class Size Reduction Program Participation

Specific Requirements

The percentage of pupils in kindergarten and grades one through three, inclusive, participating in the Class Size Reduction Program for the most recent three-year period.

Education Code Section 33126 (b)(4)

Definitions

For the most recent three-year period, the percent of students in kindergarten and grades one through three participating in the Class Size Reduction Program.

Guidelines and Data Sources

Data provided by the LEA

School Safety Plan

Specific Requirements

Each school shall adopt its comprehensive school safety plan by March 1, 2000, and shall review and update its plan by March 1, every year thereafter. Commencing in July 2000, and every July thereafter, each school shall report on the status of its school safety plan, including a description of its key elements, in the annual school accountability report card prepared pursuant to *EC* sections 33126 and 35256.

Education Code Section 32286

Definitions

The dates on which the school safety plan was last reviewed, updated, and discussed with school faculty, as well as a brief description of the key elements included in the plan.

Guidelines and Data Sources

Safe Schools: A Planning Guide for Action, 2002 Edition, provides a two-component model and step-by-step guidance for schools to develop a comprehensive safe school plan. It also reviews the legal requirements and the benefits of safety planning to help schools annually revise and amend their safe school plan. This document is available for purchase from CDE Press at <http://www.cde.ca.gov/re/pn/rc/>. Other resources related to school safety planning are available at <http://www.cde.ca.gov/ls/ss/vp/>.

Data provided by the LEA

School Discipline Practices

Specific Requirements

Classroom discipline and climate for learning.

Education Code Section 33126 (b)(11)

Definitions

List of school programs and practices that promote a positive learning environment.

Guidelines and Data Sources

Narrative is developed by the LEA/school. School programs and practices that promote a positive learning environment may include:

- School discipline policy
- Peer counseling
- School/home communication
- Tutoring availability and after-school activities

Data provided by the LEA

Suspensions and Expulsions

Specific Requirements

Suspension and expulsion rates for the most recent three-year period.

Education Code Section 33126 (b)(11)

Definitions

For the most recent three-year period:

The rate of suspensions and of expulsions (by comparison against enrollment) reported per 100 students. Data are to be reported at both the school and district levels.

Guidelines and Data Sources

The rate of suspensions and expulsions is the total number of incidents divided by the school's CBEDS total enrollment for the given year.

If possible, local educational agencies (LEAs) may compare the school-level data with the district average for the same type of school (elementary, middle, high).

Data provided by the LEA

School Facility Conditions and Improvements

Specific Requirements

Safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair.

Education Code Section 33126 (b)(9)

Education Code sections 17002 (d), 17014, 17032.5, 17070.75 (a), 17089 (b)

Definitions

Description of the safety, cleanliness, and adequacy of the school facility.

Description of any planned or recently completed facility improvements.

Description of any needed maintenance to ensure good repair as specified in statute. "Good repair" means the facility is maintained in a manner that assures that it is clean, safe, and functional as determined pursuant to an Facilities Inspection Tool (FIT) developed by the State of California Office of Public School Construction (OPSC). The FIT will evaluate the conditions at a schoolsite with ratings of "good," "fair," or "poor." The FIT will also provide an overall summary of the school conditions at each school on a scale of "exemplary," "good," "fair," or "poor." The instrument shall not require capital enhancements beyond the standards to which the facility was designed and constructed.

Note: The LEA/school may use a locally developed school facility inspection and evaluation instrument so long as it meets the same criteria as the instrument developed by the OPSC.

Descriptions should use the most recent available data collected by the district. The year and month in which the data were collected should also be identified.

Guidelines and Data Sources

Narrative is developed by the LEA/school. Questions that may be answered include:

- Are students safe on school grounds before, during, and after school?
- Does the school facility have sufficient classroom, playground, and staff spaces to support teaching and learning?
- What is the general condition of the school and is it cleaned on a regular basis?

Examples of unacceptable summary statements on the condition of school facilities are as follows:

The district has ensured that this school has facilities that are safe, clean, and adequate, and that any needed maintenance to ensure good repair has been or will soon be completed.

For more information about the condition of this school's facilities, contact the school principal.

Examples of acceptable summary statements on the condition of school facilities are as follows:

General

The district takes great efforts to ensure that all schools are clean, safe, and functional. To assist in this effort, the district uses a facility survey instrument developed by the State of California Office of Public School Construction. The results of this survey are available at the school office, at the district office, or on the Internet at [Web site address].

Below is more specific information on the condition of the school and the efforts made to ensure that students are provided with a clean, safe, and functional learning environment.

Age of School Buildings

This school has 20 classrooms, a multipurpose room, a library, and an administration building. The main campus was built in 1965. Additions were constructed in 1968 and 1972. Two portable classrooms were constructed in 1997 for class size reduction.

The school opened in 1990 with all portable buildings. In 1995, permanent classrooms were built. The multipurpose room was built in 1997.

Maintenance and Repair

District maintenance staff ensures that the repairs necessary to keep the school in good repair and working order are completed in a timely manner. A work order process is used to ensure efficient service and that emergency repairs are given the highest priority.

Cleaning Process and Schedule

The district governing board has adopted cleaning standards for all schools in the district. A summary of these standards is available at the school office, at the district office, or on the Internet at [Web site address]. The principal works daily with the custodial staff to develop cleaning schedules to ensure a clean and safe school.

Deferred Maintenance Budget

The district participates in the State School Deferred Maintenance Program, which provides state matching funds on a dollar-for-dollar basis, to assist school districts with expenditures for major repair or replacement of existing school building components. Typically, this includes roofing, plumbing, heating, air conditioning, electrical systems, interior or exterior painting, and floor systems. For the 2004–05 school year, the district has budgeted \$[] for the deferred maintenance program. This represents [] percent of the district's general fund budget.

Deferred Maintenance Projects (if applicable)

For the [] school year, the district's governing board has approved deferred maintenance projects for this school that will result in the replacement of the roof on the multipurpose room and the installation of a new fire alarm system for all classrooms. The district's complete deferred maintenance plan is available at the district office or on the Internet at [Web site address].

Modernization Projects (if applicable)

During the [] school year, local bond funds [Measure ____] and state matching funds will be used to install new air conditioning in all classrooms, provide wiring for technology, and provide for an upgraded electrical service. The work on this project is scheduled to begin in [] and completed prior to the start of the [] school year.

New School Construction Projects (if applicable)

Architectural planning for replacing five portable classrooms with permanent classrooms will begin during the [] school year. State and local bond funds will be used. The new classrooms are scheduled to be occupied by students in the [] school year.

Data provided by the LEA

School Facility Good Repair Status

Specific Requirements

Safety, cleanliness, and adequacy of school facilities, including any needed maintenance to ensure good repair.

Education Code Section 33126 (b)(9)

Education Code sections 17002 (d), 17014, 17032.5, 17070.75 (a), 17089 (b)

Definitions

Description of any needed maintenance to ensure good repair as specified in statute. "Good repair" means the facility is maintained in a manner that assures that it is clean, safe, and functional as determined pursuant to a Facilities Inspection Tool (FIT) developed by the State of California Office of Public School Construction (OPSC). The FIT will evaluate the conditions at a schoolsite with ratings of "good," "fair," or "poor." The FIT will also provide an overall summary of the school conditions at each school on a scale of "exemplary," "good," "fair," or "poor." The instrument shall not require capital enhancements beyond the standards to which the facility was designed and constructed.

Note: The LEA/school may use a locally developed school facility inspection and evaluation instrument so long as it meets the same criteria as the instrument developed by the OPSC.

Descriptions should use the most recent available data collected by the district. The year and month in which the data were collected should also be identified.

Guidelines and Data Sources

For reporting the results of the most recent site inspection, provide information about the determination of good repair as documented in a completed FIT or its equivalent. For any item inspected and found not to be in good repair, describe the deficiency and the remedial action already taken or planned. Note the school site inspection date, the completion date of the FIT or its equivalent, and the date of any remedial action taken or planned.

Data provided by the LEA

Teacher Credentials

Specific Requirements

The total number of the school's fully credentialed teachers, the number of teachers relying upon emergency credentials, the number of teachers working without credentials, and any assignment of teachers outside their subject areas of competence, for the most recent three-year period.

The professional qualifications of teachers in the LEA and the school and the percentage of such teachers teaching with emergency or provisional credentials.

Education Code Section 33126 (b)(5)
Public Law 107-110 Section 1111 (h)(1)(C)(viii)
Public Law 107-110 Section 1111 (h)(2)(B)

Definitions

For the most recent three-year period at the school level, the number of teachers:

- With full credential
- Without full credential (includes district and university internships, pre-internships, emergency or other permits, and waivers)
- Teaching outside subject area of competence (with full credential)

For the most recent year at the district level, the number of teachers:

- With full credential
- Without full credential (includes district and university internships, pre-internships, emergency or other permits, and waivers)

Guidelines and Data Sources

All data except that regarding the assignment of teachers outside their subject areas of competence are derived from the CBEDS Professional Assignment Information Form. Teacher counts include both full-time and part-time teachers. A report can be generated at <http://data1.cde.ca.gov/dataquest/>.

Teaching outside subject area data should be available in the LEA's personnel office. In most instances, teaching outside subject area is a subset of total teacher misassignments (see data definition for Teacher Misassignments).

Additional information about the assignment of teachers outside their subject area of competence and the credential status of teachers, can be found on the California Commission on Teacher Credentialing Web site at <http://www.ctc.ca.gov/email/default.html>.

Teaching outside subject area data provided by the LEA

All other data provided by the CDE

Teacher Misassignments and Vacant Teacher Positions

Specific Requirements

The total number of teacher misassignments, including misassignments of teachers of English learners, and the total number of vacant teacher positions, for the most recent three-year period.

Education Code Section 33126 (b)(5)

Definitions

For the two most recent years and for the current school year, if available, the total number of the school's teacher misassignments, including misassignments of teachers of English learners (the number of placements 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). The number of misassignments of teachers of English learners is to be reported as both a subtotal and as part of total teacher misassignments.

In addition to misassignments of teachers of English learners, total misassignments to be reported include the assignment of employees to services positions for which the employee does not hold the required certificate, credential, or other statutory authorization. These services areas, for which the California Commission on Teacher Credentialing issues credentials, include Administrative Services, Pupil Personnel Services, Clinical/Rehabilitative Services, Library Media Services, and School Nurse or Other Health Services.

For the two most recent years and for the current school year, if available, the total number of the school's vacant teacher positions (the number of positions 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).

Beginning of the year or semester means the first day classes necessary to serve all the students enrolled are established with a single designated certificated employee assigned for the duration of the class, but not later than 20 working days after the first day students attend classes for that semester.

Guidelines and Data Sources

Misassignment and vacant teacher position data should be available in the LEA's personnel office.

Additional information about the misassignment of teachers can be found on the California Commission on Teacher Credentialing Web site at <http://www.ctc.ca/gov/email/default.html>.

Data provided by the LEA

Core Academic Classes Taught by No Child Left Behind Compliant Teachers

Specific Requirements

The percentage of classes in the state not taught by highly qualified teachers, in the aggregate and disaggregated by high-poverty compared to low-poverty schools (schools in the top and bottom quartiles of poverty in the state).

Public Law 107-110 Section 1111 (h)(1)(C)(viii)

Public Law 107-110 Section 1111 (h)(2)(B)

Definitions

For the school and the LEA, the percent of classes in core academic subjects taught by No Child Left Behind (NCLB) compliant teachers and by non-NCLB compliant teachers. For the LEA, the percent of classes in core academic subject areas (as defined by NCLB) taught by NCLB compliant teachers and by non-NCLB compliant teachers, disaggregated by high-poverty schools compared to low-poverty schools. High poverty schools are defined as those schools with student participation in the highest quartile as defined by the free and reduced price meals program. Low poverty schools are those in the lowest quartile of program participation.

NCLB defines core academic subject areas as English, reading/language arts, mathematics, science, foreign languages, civics/government, economics, arts, history, and geography. Elementary school teachers must demonstrate competence in reading, writing, mathematics, and other core academic subject areas of the elementary school curriculum.

Guidelines and Data Sources

NCLB requires that all teachers teaching in core academic subjects be "highly qualified" not later than the end of the 2005–06 school year. In general, NCLB requires that to be designated as highly qualified, a teacher must meet the following three criteria:

- Possession of a bachelor's degree
- Possession of an appropriate California teaching credential
- Demonstrated core academic subject area competence by means of exam, coursework, advanced certification, or completion of the California High Objective Uniform State Standard of Evaluation (HOUSSE) in the subject area being taught

Additional information about NCLB teacher requirements is available at <http://www.cde.ca.gov/nclb/sr/tq/>.

Data are reported on the Consolidated Application at <http://www.cde.ca.gov/fg/aa/co/>.

Data provided by the CDE

Substitute Teacher Availability

Specific Requirements

Availability of qualified substitute teachers.

Education Code Section 33126 (b)(8)

Definitions

Statement regarding whether the school has had any difficulties in securing qualified substitute teachers and if so, a statement regarding whether the lack of available qualified substitute teachers has had an impact on the instructional program.

Guidelines and Data Sources

Narrative is developed by the LEA/school.

Data provided by the LEA

Teacher Evaluation Process

Specific Requirements

Adequacy of teacher evaluations.

Education Code Section 33126 (b)(10)

Definitions

Description of the procedures and criteria for teacher evaluations.

Guidelines and Data Sources

Through what process are teacher evaluation procedures and criteria defined?

What are the evaluation criteria? Are there differences in evaluation criteria between tenured, probationary, and emergency-permit teachers?

How often are teachers evaluated? Are there differences in evaluation scheduling between tenured, probationary, and emergency-permit teachers?

Who gets the results of teacher evaluations? How are the results communicated in terms of ratings? Are the results confidential?

Data provided by the LEA

Academic Counselors and Other Support Staff

Specific Requirements

The availability of qualified personnel to provide counseling and other pupil support services, including the ratio of academic counselors per pupil.

Education Code Section 33126 (b)(7)

Definitions

The number of full-time equivalent (FTE) academic counselors and other support personnel who are assigned to the school, and the average number of students per academic counselor.

Guidelines and Data Sources

Data are derived from the CBEDS Professional Assignment Information Form.

A report can be generated at <http://data1.cde.ca.gov/dataquest/>.

Data provided by the CDE

Quality, Currency, and Availability of Textbooks and Instructional Materials

Specific Requirements

Quality and currency of textbooks and other instructional materials, including whether textbooks and other materials meet state standards and are adopted by the State Board of Education (SBE) for kindergarten and grades 1 to 8, inclusive, and adopted by the governing boards of school districts for grades 9 to 12, inclusive, and the ratio of textbooks per pupil and the year the textbooks were adopted.

The availability of sufficient textbooks and other instructional materials, as defined in *Education Code* Section 60119, for each pupil, including English learners, in each of areas enumerated in clauses (i) to (iii), inclusive. If the governing board determines, pursuant to *Education Code* Section 60119, that there are insufficient textbooks or instructional materials, or both, it shall include information for each school in which an insufficiency exists, identifying the percentage of pupils who lack sufficient standards-aligned textbooks or instructional materials in each subject area. The subject areas to be included are all of the following:

- i. The core curriculum areas of reading/language arts, mathematics, science, and history/social science
- ii. Foreign language and health
- iii. Science laboratory equipment for grades 9 to 12, inclusive, as appropriate

"Sufficient textbooks or instructional materials" means that each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home. This paragraph does not require two sets of textbooks or instructional materials for each pupil. Sufficient textbooks or instructional materials does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.

Education Code Section 33126 (b)(6)(A)

Education Code Section 33126 (b)(6)(B)

Education Code Section 60119 (c)

Definitions

List of all textbooks and instructional materials used in the school in the core subjects (English-language arts, mathematics, science, and history-social science), including:

- The year in which they were adopted.
- Whether they were selected from the most recent list of standards-based materials adopted by the SBE (kindergarten and grades one through eight) or the local governing board (grades nine through twelve), and which are consistent with the content and cycles of the curriculum frameworks adopted by the SBE.

- For kindergarten and grades one through eight, the list of textbooks and instructional materials should also include any supplemental curriculum adopted by the local governing board.

If schools with kindergarten and grades one through eight are using textbooks and instructional materials that are not from the most recent state-approved list, provide an explanation of why non-adopted materials are being used and how they are aligned with state standards.

If an insufficiency exists, the description must identify the percent of pupils who lack sufficient textbooks and instructional materials.

The description should use the most recent available data collected by the LEA. The year and month in which the data were collected should also be identified.

Guidelines and Data Sources

Local governing board resolutions concerning the adoption and availability of sufficient textbooks and instructional materials should contain much of the information needed for this reporting element. In addition, LEA curriculum departments should have records of the ordering and distribution of adopted textbooks and instructional materials.

Data provided by the LEA

Expenditures Per Pupil and School Site Teacher Salaries

Specific Requirements

The assessment of estimated expenditures per pupil shall reflect the actual salaries of personnel assigned to the school site. The assessment of estimated expenditures per pupil shall be reported in total, shall be reported in subtotal by restricted and unrestricted source, and shall include a reporting of the average of actual salaries paid to certificated instructional personnel at that school site.

A comparison of the actual unrestricted funding per pupil allocated for the specific benefit of the school or for the benefit of all schools in the district equally, compared to the district wide average and to the state average of the same computation. The comparison shall include the percentage by which the school is above or below the district wide average and the state average.

A field for reporting the actual restricted funding, per pupil, allocated for the specific benefit of the school or for the benefit of all schools in the district equally.

A reporting of the average of actual salaries paid to certificated instructional personnel at the school site.

A comparison of the average of actual salaries paid to certificated instructional personnel at the school site, compared to the district wide average and to the state average of the same computation. The comparison shall also include the percentage by which the school is above or below the district wide average and the state average.

Education Code Section 33126 (b)(3)

Education Code Section 33126.15 (b)

Education Code Section 33126.15 (c)

Education Code Section 33126.15 (d)

Definitions

Restricted source means money whose use is restricted by legal requirement or by the donor. Examples include, but are not limited to, instructional materials, economic impact aid, and teacher and principal training funds.

Unrestricted source means money that can be used for any lawful purpose, whose use is not restricted by legal requirement or by the donor. Examples include, but are not limited to, class size reduction, state lottery (not the instructional materials portion), and undesignated local parcel tax funds.

For more information about classifying revenues and expenditures, see Procedure 310 in the *California School Accounting Manual* at <http://www.cde.ca.gov/fg/ac/sa/>.

Guidelines and Data Sources

LEAs should use a consistent methodology for calculating estimated per pupil expenditures at the school site and district levels. For pupil counts, LEAs should use the annual Average Daily Attendance (ADA) figure for the school site. LEAs should note on the report card the year from which the estimated expenditures per pupil data were collected.

The CDE calculates state average expenditures per pupil from an unrestricted source, using 2005–06 data, for report cards published in the 2007–08 school year. For pupil counts, the CDE will use the statewide ADA from the annual reporting period. The CDE's calculation will be based on *Education Code* Section 41372 definitions (see <http://www.cde.ca.gov/ds/fd/ec/>), modified to include only unrestricted sources in the calculation.

In calculating the average actual teacher salary at each school site, LEAs should use a consistent methodology. Teachers include all certificated instructional personnel measured on a full-time equivalent (FTE) basis. To calculate the average teacher salary at the school site, LEAs should divide the total actual salaries paid to certificated instructional personnel at the school site by the FTE of certificated instructional personnel at the school site. LEAs should note on the report card the year from which the teacher salary data were collected.

The CDE calculates district and state average teacher salaries, using 2005–06 data, for report cards published in the 2007–08 school year. Average teacher salaries at the district and state levels are derived from information collected on CDE Form J-90. These averages, which reflect only those salaries in school districts that submitted Form J-90, are calculated by dividing the salaries paid on the certificated salary schedule by the total number of FTE employees included on that schedule. For more information on certificated salaries, see <http://www.cde.ca.gov/ds/fd/cs/>.

Data provided by the LEA and the CDE

Types of Services Funded

Specific Requirements

Types of services funded.

Education Code Section 33126 (b)(3)

Definitions

Description of the programs and supplemental services that are provided at the school either through categorical funds or other sources.

Guidelines and Data Sources

Narrative should be developed by the LEA/school that provides specific information about the types of programs and services available at the school that support and assist students. For example, this narrative may include information about supplemental educational services related to the school's federal Program Improvement status.

Data provided by the LEA

Teacher and Administrative Salaries

Specific Requirements

Each school district, except for school districts maintaining a single school to serve kindergarten or any of grades one through twelve, shall include all of the following:

- The beginning, median, and highest salary paid to teachers in the district, as reflected in the district's salary scale
- The average salary for school site principals in the district, by school type
- The statewide average salary for the appropriate size and type of district for the beginning, midrange, and highest salary paid to teachers
- The statewide average salary for the appropriate size and type of district for school site principals
- The salary of the district superintendent
- The statewide average salary for the appropriate size and type of district for district superintendents
- The percentage allocated under the district's corresponding fiscal year expenditures for the salaries of teachers
- The statewide average of the percentage of school district expenditures allocated for the salaries of teachers for the appropriate size and type of district for the most recent fiscal year
- The percentage allocated under the district's corresponding fiscal year expenditures for the salaries of administrative personnel
- The statewide average of the percentage of school district expenditures allocated for the salaries of administrative personnel for the appropriate size and type of district for the most recent fiscal year

Education Code Section 41409.3 (a)

Education Code Section 41409.3 (b)

Education Code Section 41409.3 (c)

Education Code Section 41409.3 (d)(1)

Education Code Section 41409.3 (d)(2)

Education Code Section 41409.3 (d)(3)

Education Code Section 41409.3 (e)

Education Code Section 41409.3 (f)

Education Code Section 41409.3 (g)

Education Code Section 41409.3 (h)

Definitions

The beginning, median, and highest salary paid to teachers in the district, as reflected in the district's salary scale. Average salary data are based on salaries actually paid to administrators.

The average annualized salary for school site principals is reported on CDE Form J-90.

The district superintendent's annualized salary is reported on CDE Form J-90.

Statewide salary figures for teachers, principals, and superintendents are derived from information collected on CDE Form J-90. The figures reflect only those salaries in school districts that submitted CDE Form J-90. A weighting methodology was used to determine average paid salaries.

The percent of a district budget for teacher salaries is *California School Accounting Manual* Object of Expenditure Account 1100 divided by total general fund accounts 1000 through 7999.

The statewide average for a district's percent of budget for teacher salaries is defined in object of expenditure classification 1100 of the *California School Accounting Manual*.

The percent of the district budget for administrative salaries is the sum of *California School Accounting Manual* Object of Expenditure Accounts 1200, 1300, 1700, 1800, and 2200 divided by total general fund accounts 1000 through 7999.

The statewide average for a district's percent of budget for administrative salaries is defined in object of expenditure classifications 1200, 1300, 1700, 1800, and 2200 (Objects 1300 and 2300 using the standardized account code structure coding) of the *California School Accounting Manual*.

Definitions and information provided by the CDE and reported to county offices of education and school districts by means of an annual management bulletin from the CDE's fiscal branch.

Guidelines and Data Sources

State certification/release dates for fiscal data occur in middle to late spring, precluding the inclusion of 2006–07 data in most cases. Therefore, 2005–06 data are used for report cards prepared during 2007–08.

Since these data are older than those of other elements of the report, a brief narrative to explain resulting anomalies may be added, if appropriate.

Additional information regarding the calculation of average salary data may be obtained <http://www.cde.ca.gov/ta/ac/sa/salaries0506.asp> and <http://www.cde.ca.gov/ds/fd/cs/>.

Data provided by the CDE

California Standards Test Results for All Students Three-Year Comparison

Specific Requirements

Pupil achievement by grade level, as measured by the Standardized Testing and Reporting (STAR) Program.

Information, in the aggregate, on student achievement at each proficiency level on the state academic assessments.

The most recent two-year trend in student achievement in each subject area and for each grade level.

In the case of a school, information that shows how the students' achievement on the statewide academic assessments and other indicators of adequate yearly progress compared to students in the LEA and the state as a whole.

In the case of a LEA, information that shows how students served by the LEA achieved on the statewide academic assessment compared to students in the state as a whole.

The percentage of students not tested.

Education Code Section 33126 (b)(1)(A)
Public Law 107-110 Section 1111 (h)(1)(C)
Public Law 107-110 Section 1111 (h)(2)(B)

Definitions

For the most recent three-year period:

- Data are provided for each content area for which the SBE has established performance levels. Data are reported as the percent of students achieving at the proficient or advanced level.
- In lieu of providing grade level data and the percent of students not tested, a link to the STAR Web site may be provided in the report card.

Guidelines and Data Sources

Subject areas and grade levels for which California Standards Test (CST) data will be available and required to be included in reports prepared in the 2007–08 school year include:

- English-language arts in grades two through eleven for 2004–05, 2005–06, and 2006–07
- Mathematics in grades two through eleven for 2004–05, 2005–06, and 2006–07
- Science in grades five, eight, and nine through eleven for 2004–05, 2005–06, and 2006–07
- History-social science in grades eight and ten through eleven for 2004–05, 2005–06, and 2006–07

Note: Student proficiency levels may differ between the CST and the Adequate Yearly Progress (AYP) based on inclusion and exclusion requirements. Scores are not shown when the number of students tested is 10 or less, either because the number of students in this category is too small for statistical accuracy, or to protect student privacy. In no case shall any group score be reported that would deliberately or inadvertently make public the score or performance of any individual student.

Data are reported from the STAR Program and may be obtained at <http://star.cde.ca.gov/>.

Data provided by the CDE

California Standards Test Results by Student Group Most Recent Year

Specific Requirements

Information on student achievement at each proficiency level on the state academic assessments disaggregated by race and ethnicity, and disaggregated by gender, disability status, migrant status, English proficiency, and status as economically disadvantaged.

Pupil achievement by grade level, as measured by the Standardized Testing and Reporting (STAR) Program.

The most recent two-year trend in student achievement in each subject area and for each grade level.

The percentage of students not tested.

Education Code Section 33126 (b)(1)(A)
Public Law 107-110 Section 1111 (h)(1)(C)
Public Law 107-110 Section 1111 (h)(2)(B)

Definitions

For the most recent testing period:

Data are provided for each content area for which the State Board of Education has established performance levels. Data are reported as the percent of students achieving at the proficient or advanced level.

Data are disaggregated for specific subgroups (if they are numerically significant at the school level). These subgroups are gender, race/ethnicity, English learner, economically disadvantaged status, students with disabilities, and participation in migrant education programs.

In lieu of providing grade level data and the percent of students not tested, a link to the STAR Web site may be provided in the report card.

Guidelines and Data Sources

Subject areas and grade levels for which California Standards Test (CST) data will be available and required to be included in reports prepared in the 2007–08 school year include:

- English-language arts in grades two through eleven for 2004–05, 2005–06, and 2006–07

- Mathematics in grades two through eleven for 2004-05, 2005-06, and 2006-07
- Science in grades five, eight, and nine through eleven for 2004-05, 2005-06, and 2006-07
- History-social science in grades eight and ten through eleven for 2004-05, 2005-06, and 2006-07

Note: Student proficiency levels may differ between the CST and the Adequate Yearly Progress (AYP) based on inclusion and exclusion requirements. Scores are not shown when the number of students tested is 10 or less, either because the number of students in this category is too small for statistical accuracy, or to protect student privacy. In no case shall any group score be reported that would deliberately or inadvertently make public the score or performance of any individual student.

Data are reported from STAR and may be obtained at <http://star.cde.ca.gov/>.

Data provided by the CDE

Norm-Referenced Test Results for All Students Three-Year Comparison

Specific Requirements

Pupil achievement by grade level, as measured by the Standardized Testing and Reporting (STAR) Program.

Education Code Section 33126 (b)(1)(A)

Definitions

For the most recent three-year period:

Data are provided for reading and mathematics for each grade level as the percent of students taking the state-approved norm-referenced test that scored at or above the 50th percentile.

In lieu of providing grade level data, a link to the STAR Web site may be provided in the report card.

Guidelines and Data Sources

Reading and mathematics results are from the norm-referenced test adopted by the State Board of Education in 2003 (the California Achievement Test, Sixth Edition). The results are reported as the percent of tested students scoring at or above the 50th percentile (the national average). School results are compared to results at the district and state levels.

Note: Scores are not shown when the number of students tested is 10 or less, either because the number of students in this category is too small for statistical accuracy, or to protect student privacy. In no case shall any group score be reported that would deliberately or inadvertently make public the score or performance of any individual student.

Data are reported from STAR and may be obtained at <http://star.cde.ca.gov/>.

Data provided by the CDE

Norm-Referenced Test Results by Student Group Most Recent Year

Specific Requirements

Pupil achievement by grade level, as measured by the Standardized Testing and Reporting (STAR) Program.

Education Code Section 33126 (b)(1)(A)

Definitions

For the most recent testing period:

Data are provided for reading and mathematics, disaggregated for racial and ethnic subgroups (if they are numerically significant at the school level), as the percent of students taking the state-approved norm-referenced test that scored at or above the 50th percentile. The data are also disaggregated by the following: gender, English learner, economically disadvantaged status, students with disabilities status, and participation in migrant education.

In lieu of providing grade level data, a link to the STAR Web site may be provided in the report card.

Guidelines and Data Sources

Reading and mathematics results are from the norm-referenced test adopted by the State Board of Education in 2003 (the California Achievement Test, Sixth Edition).

Note: Scores are not shown when the number of students tested is 10 or less, either because the number of students in this category is too small for statistical accuracy, or to protect student privacy. In no case shall any group score be reported that would deliberately or inadvertently make public the score or performance of any individual student.

Data are reported from STAR and may be obtained at <http://star.cde.ca.gov/>.

Data provided by the CDE

Local Assessment Results

Specific Requirements

Pupil achievement in and progress toward meeting reading, writing, arithmetic, and other academic goals, including results by grade level from the assessment tool used by the school district, using percentiles when available for the most recent three-year period.

Education Code Section 33126 (b)(1)(B)

Definitions

For the most recent three-year period:

Data are to be provided by grade level for local assessment results in reading, writing, and mathematics, as the percent of students achieving at the proficient level (either meeting or exceeding the district standard).

Guidelines and Data Sources

If the school is using a local assessment tool, the results of the assessment should be reported for any grade levels for which there are data. A brief description of the assessment tool should also be included in the report card.

Data provided by the LEA

California Physical Fitness Test Results

Specific Requirements

Pupil achievement on a statewide physical fitness assessment, by grade level.

Education Code Section 33126 (b)(1)(C)

Definitions

For the most recent year reported:

- The percent of students scoring in the healthy fitness zone on all six fitness standards.

Data are to be reported at the school level by grade.

Guidelines and Data Sources

Education Code Section 60800 refers to a requirement that schools with grades five, seven, and nine shall administer to each pupil in those grades the physical performance test designated by the State Board of Education.

Note: Scores are not shown when the number of students tested is 10 or less, either because the number of students in this category is too small for statistical accuracy, or to protect student privacy. In no case shall any group score be reported that would deliberately or inadvertently make public the score or performance of any individual student.

Detailed information regarding this test, and comparisons of a school's test results to the district and state levels, may be found at the CDE Web site at <http://www.cde.ca.gov/ta/tg/pf/>.

Data provided by the CDE

Academic Performance Index Ranks Three-Year Comparison

Specific Requirements

The Academic Performance Index (API), including the disaggregation of subgroups, the decile rankings, and a comparison of schools.

Aggregate information on any other indicators used by the state to determine the adequate yearly progress of students in achieving state academic achievement standards.

Education Code Section 33126 (b)(18)

Education Code Section 52056 (a)

Public Law 107-110 Section 1111 (h)(1)(C)(v)

Public Law 107-110 Section 1111 (h)(2)(B)(i)(I)

Definitions

For the most recent three-year period, the school's:

- Statewide API rank (range: 1-10)
- Similar schools rank (range: 1-10)

Guidelines and Data Sources

This item is a requirement of both state law and NCLB. For federal accountability purposes, California uses the API to meet the Adequate Yearly Progress (AYP) requirement for an additional indicator.

Data are reported from the API Base Reports and may be obtained at <http://www.cde.ca.gov/ta/ac/ap/>.

Data provided by the CDE

Academic Performance Index Changes by Student Group Three-Year Comparison

Specific Requirements

The Academic Performance Index (API), including the disaggregation of subgroups, the decile rankings, and a comparison of schools.

Aggregate information on any other indicators used by the state to determine the adequate yearly progress of students in achieving state academic achievement standards.

Education Code Section 33126 (b)(18)

Education Code Section 52056 (a)

Public Law 107-110 Section 1111 (h)(1)(C)(v)

Public Law 107-110 Section 1111 (h)(2)(B)(i)(I)

Definitions

For all students at the school as well as for all subgroups for which numerically significant data are reported by the CDE:

- Actual API changes (growth) for the most recent three years of testing
- The most recently published API (growth) score

Guidelines and Data Sources

This item is a requirement of both state law and NCLB. For federal accountability purposes, California uses the API to meet the Adequate Yearly Progress requirement for an additional indicator.

Data are reported from the API and may be obtained at <http://www.cde.ca.gov/ta/ac/ap/>.

Data provided by the CDE

State Award and Intervention Programs

Specific Requirements

Whether the school qualified for the Immediate Intervention Underperforming Schools Program (II/USP) pursuant to *Education Code* Section 52053 and whether the school applied for and received a grant pursuant to that program.

Whether the school qualifies for the Governor's Performance Awards Program.

Education Code Section 33126 (b)(19)

Education Code Section 33126 (b)(20)

Definitions

Indication of whether the school qualified for the II/USP pursuant to *Education Code* Section 52053, whether the school applied for and received a grant pursuant to that program, and whether the school qualifies for the Governor's Performance Awards Program.

Guidelines and Data Sources

Schools subject to state intervention under the II/USP are identified at <http://www.cde.ca.gov/ta/lp/sm/smslist.asp>.

For the Governor's Performance Awards Program, data are reported from the API and may be obtained at: <http://www.cde.ca.gov/ta/sr/gp/>.

Data provided by the CDE

Adequate Yearly Progress Overall and by Criteria

Specific Requirements

Information on the performance of local educational agencies in the state regarding making adequate yearly progress (AYP).

Public Law 107-110 Section 1111 (h)(1)(C)(vii)
Public Law 107-110 Section 1111 (h)(2)(B)(i)(I)

Definitions

For the most recent year, indication of whether the school and the district:

- Made AYP overall (met all criteria, met exception or “safe harbor” criteria, or received an approved appeal)
- Met each of the four AYP criteria (participation rate, percent proficient, API, and graduation rate)

AYP criteria for participation rate and percent proficient each include the content areas of English-language arts and mathematics.

Guidelines and Data Sources

NCLB requires that all students perform at or above the proficient level on the state's standards-based assessment by 2014. Prior to 2014, to achieve this goal and meet annual requirements for improved performance, schools and districts must improve each year according to set requirements. To make AYP, schools and districts are required each year to meet or exceed specific criteria in each of the following:

1. Participation rate on the state's standards-based assessments in English-language arts (ELA) and mathematics
2. Percent proficient on the state's standards-based assessments in ELA and mathematics
3. API as an additional indicator
4. Graduation rate (for secondary schools)

Requirements 1 and 2 apply at the school, district, and subgroup levels. Requirements 3 and 4 apply only at the school and district levels, unless exception or “safe harbor” criteria are used.

Data, including subgroup results, may be obtained at the AYP Web site at <http://www.cde.ca.gov/ta/ac/ay/>.

Data provided by the CDE

Federal Intervention Program

Specific Requirements

In the case of a school, whether the school has been identified for school improvement.

In the case of a LEA, the number and percentage of schools identified for school improvement and how long the schools have been so identified.

Public Law 107-110 Section 1111 (h)(2)(B)(i)(I)

Public Law 107-110 Section 1111 (h)(2)(B)(ii)(I)

Definitions

Indication of whether the school has been identified for Title I Program Improvement (PI) and if so, the first year of implementing PI requirements and the year in PI.

Indication of whether the district has been identified for PI and if so, the first year of implementing PI requirements and the year in PI.

Indication of the number and percent of the district's schools currently in PI.

Guidelines and Data Sources

LEAs were first identified for PI in 2004–05 based on Adequate Yearly Progress (AYP) determinations for 2003–04. Only schools and districts receiving Title I funding are eligible for PI identification and interventions.

The percent of a district's schools in PI is based on the number schools in PI divided by the total number of Title I schools in the district. Direct-funded charter schools are not included in the district figures.

Additional information and data regarding PI may be obtained at <http://www.cde.ca.gov/ta/ac/ay/>.

Data provided by the CDE

Dropout Rate and Graduation Rate

Specific Requirements

Progress toward reducing dropout rates, including the one-year dropout rate listed in the CBEDS or any successor data system for the school site, over the most recent three-year period, and the graduation rate, as defined by the State Board of Education, over the most recent three-year period.

Education Code Section 33126 (b)(2)
Public Law 107-110 Section 1111 (h)(1)(C)(vi)
Public Law 107-110 Section 1111 (h)(2)(B)

Definitions

For the most recent three-year period for which data is available, the one-year dropout rate pursuant to the following CBEDS formula:

(grades 9-12 dropouts) divided by (grades 9-12 enrollment) x 100.

Until statewide student-level longitudinal data are available, data reported regarding graduation rates will be reported in accordance with the formula negotiated with and approved by the U.S. Department of Education pursuant to NCLB. This formula, which represents a four-year high school completion rate, is calculated by dividing the number of high school graduates by the sum of dropouts for grades 9 through 12, respectively, in consecutive years, plus the number of high school graduates. The rate incorporates four years of data and thus is an estimated cohort rate. Put simply, this rate asks, "Of those students who have left school, what proportion have done so as graduates?" If a hypothetical graduating class began as ninth graders in Year 1, this four-year "graduation" rate would look like the following:

(High school graduates Year 4) divided by
{dropouts (grade 9 Year 1 + grade 10 Year 2 + grade 11 Year 3
+ grade 12 Year 4) + high school graduates Year 4}

For comparison purposes, data are also provided at the district and state levels.

Guidelines and Data Sources

Dropout rate data are reported from CBEDS. Graduation rate data are reported from the Adequate Yearly Progress Report.

State certification/release dates for dropout data occur too late for inclusion of 2006–07 data with other data from that year. Therefore, 2005–06 data are used for report cards prepared during 2007–08. Since these data are older than those of other elements of the report, a brief narrative to explain resulting anomalies may be added, if appropriate.

A dropout report may be generated at <http://data1.cde.ca.gov/dataquest/>. A graduation rate report may be generated at <http://www.cde.ca.gov/ta/ac/ay/aypreports.asp>.

Data provided by the CDE

Completion of High School Graduation Requirements

Specific Requirements

The percentage of pupils, including the disaggregation of subgroups, completing grade 12 who successfully pass the high school exit examination as compared to the percentage of pupils in the district and statewide completing grade twelve who successfully pass the examination.

Education Code Section 33126 (b)(21)

Definitions

The percent of the school's most recent graduating class that met all state and local graduation requirements for grade 12 completion, including having passed both portions of the California High School Exit Examination (CAHSEE) or received a local waiver or state exemption. Data are provided at the school, district, and state levels for all students and for those subgroups for which numerically significant data are reported by the CDE.

The formula for the completion of graduation requirements is:

(the number of students who met all graduation requirements
and passed both portions of the CAHSEE)
divided by
(the number of students enrolled in the 12th grade
at the time of the annual October CBEDS data collection)

Guidelines and Data Sources

Students in California public schools must pass both the English-language arts and mathematics portions of the CAHSEE to receive a high school diploma. Detailed information about the CAHSEE can be found at <http://www.cde.ca.gov/ta/tg/hs/>.

Data reported at the school and district levels are to come from local sources. Until statewide student-level longitudinal data are available, data reported at the state level represent estimates.

Data provided by the LEA and the CDE

Career Technical Education Programs

Specific Requirements

The degree to which pupils are prepared to enter the workforce.

Career technical education (CTE) measures, including a list of CTE programs offered by the district that pupils at the school may participate in and that are aligned to the applicable model curriculum standards; a list of CTE program sequences offered by the district; an identification of courses conducted by a regional occupational center or program, and those conducted directly by the district; and a listing of the primary representative of the district's career technical advisory committee and the industries represented.

Education Code Section 33126 (b)(14)

Education Code Section 33126 (b)(25)(A)

Education Code Section 33126 (b)(25)(B)

Definitions

Description of:

- Programs and classes offered by the school that are specifically focused on career preparation and/or preparation for work
- How these programs and classes are integrated with academic courses and how they support academic achievement
- How the school addresses the needs of all students in career preparation and/or preparation for work, including needs unique to defined special populations of students
- The measurable outcomes of these programs and classes, and how they are evaluated for effectiveness in attaining those outcomes

Guidelines and Data Sources

Description of the size and scope of the CTE programs and courses offered:

- Directly at the school
- Through Regional Occupational Centers and Programs (ROCPs)
- In partnership academies and career academies
- In Specialized Secondary Programs, etc.

Description of how these programs and classes support academic achievement as evidenced by:

- Courses that have been revised to incorporate state-adopted academic standards
- Courses that satisfy the district's graduation requirements
- Courses that satisfy the A-G entrance requirements for the UC and CSU systems

Description of steps the school takes to assure equitable access and successful outcomes for all students in career technical programs and courses by:

- Counseling and guidance
- Professional development
- Additional support services such as child care, transportation, etc.
- Collaborating with youth development and economic development systems in the region

Description of the outcomes or criteria utilized by the school to measure the effectiveness of these programs and courses, such as:

- Mastery of "employment readiness standards," both basic and industry-specific
- Results of career technical skills assessments
- Business, labor, and other community stakeholder support
- Participation in career technical student organizations
- Placement of program completers in employment, postsecondary education, or the military

Additional guidance for reporting on this data element may be obtained at <http://www.cde.ca.gov/ci/ct/pk/>.

Data provided by the LEA

Career Technical Education Participation

Specific Requirements

Career technical education (CTE) measures, including the number of pupils participating in CTE; the percentage of pupils that complete a CTE program and earn a high school diploma; and the percentage of CTE courses that are sequenced or articulated between a school and institutions of postsecondary education.

Education Code Section 33126 (b)(25)(C)

Education Code Section 33126 (b)(25)(D)

Education Code Section 33126 (b)(25)(E)

Definitions

Data provided include:

- The number of pupils participating in CTE.
- The percent of pupils that complete a CTE program and earn a high school diploma. The formula is:

$$\frac{\text{(The number of students that completed a CTE program and graduated)}}{\text{(The total number of students enrolled in a CTE program)}}$$

- The percent of CTE courses that are sequenced or articulated between a school and institutions of postsecondary education. The formula is:

$$\frac{\text{(The number of CTE courses that are sequenced or articulated)}}{\text{(The total number of CTE courses)}}$$

Guidelines and Data Sources

The "Number of Pupils Participating in CTE" may report duplicated counts as a result of pupils participating in more than one CTE program.

Other data available on outcomes of the school's CTE programs, including data from related programs, such as the Workforce Investment Act, may also be provided.

Statistical data may be found in the annual *Report of Career-Technical Education Enrollment and Program Completion*. Information concerning the total number of students participating in a CTE program, and the percent of students completing a CTE program and earning a high school diploma can be found on the *CDE 101 E2 Report of Career Technical Education Enrollment and Program Completion*. Additional CTE program information is available at <http://www.cde.ca.gov/ci/ct/pk/>.

Percent of CTE courses that are sequenced or articulated provided by the LEA

All other data provided by the CDE

Courses for University of California and/or California State University Admission

Specific Requirements

For secondary schools, the percentage of graduates who have passed course requirements for entrance to the University of California (UC) and the California State University (CSU) and the percentage of students enrolled in those courses.

Education Code Section 33126 (b)(23)

Definitions

The percent of student enrollment in courses required for UC/CSU admission is equal to the total student enrollment in courses required for UC and/or CSU admission divided by the total student enrollment in all courses for the most recent year.

Note: Each student is counted in each course in which the student is enrolled. As a result of these duplicated counts, the number of students enrolled in all courses will, and the number students enrolled in courses required for UC and/or CSU admission may, exceed the actual student enrollment figure for the school.

The formula for the percent of graduates who completed all courses required for UC/CSU admission is:

$$\frac{\text{(the number of graduates who passed course requirements for UC/CSU admission)}}{\text{(the school's CBEDS total graduates for the most recent year)}}$$

Guidelines and Data Sources

Data are reported from CBEDS.

A report may be generated at <http://data1.cde.ca.gov/dataquest/>.

Data provided by the CDE

Advanced Placement Courses

Specific Requirements

The number of Advanced Placement (AP) courses offered, by subject.

Education Code Section 33126 (b)(17)

Definitions

The number of AP courses offered, by subject, for the most recent year.

The percent of the school's students enrolled in AP courses, which is equal to the total student enrollment in the school's AP courses for the most recent year divided by the total student enrollment in all courses for the most recent year.

Note: Each student is counted in each course in which the student is enrolled. As a result of these duplicated counts, the number of students enrolled in all courses will, and the number students enrolled in AP courses may, exceed the actual student enrollment figure for the school.

Guidelines and Data Sources

Data are reported from CBEDS.

A report may be generated at <http://data1.cde.ca.gov/dataquest/>.

LEAs may also report International Baccalaureate (IB) courses offered, by subject; the title and number of AP and IB classes offered in each subject area; and the student enrollment levels in both AP and IB classes.

Data provided by the CDE

College Admission Test Preparation Course Program

Specific Requirements

Whether the school has a college admission test preparation course program.

Education Code Section 33126 (b)(24)

Definitions

Indication of whether the school has a college admission test preparation course program, and if so, a brief description of the program.

Guidelines and Data Sources

Narrative is developed by the LEA/school.

Data provided by the LEA

SAT Reasoning Test

Specific Requirements

Secondary schools with high school seniors shall list both the average verbal and math Scholastic Assessment Test scores to the extent provided to the school and the percentage of seniors taking that exam for the most recent three-year period.

Education Code Section 33126 (b)(1)(D)

Definitions

For the most recent three-year period:

Percent of the school's grade 12 enrollment who voluntarily take the SAT Reasoning Test, and the average verbal, math, and writing scores of those students.

Note: Students may take the test more than once, but only the most recent score is reported at the year of graduation.

Guidelines and Data Sources

Some schools may wish to report American College Test (ACT) results in addition to those from the SAT Reasoning Test.

SAT Reasoning Test results may be found at <http://www.cde.ca.gov/ds/sp/ai/>.

ACT results may be found at <http://www.cde.ca.gov/ds/sp/ai/>.

Data provided by the CDE

School Instruction and Leadership

Specific Requirements

Quality of school instruction and leadership.

Education Code Section 33126 (b)(13)

Definitions

School instruction: Description of the instructional program for all students, the support and services available for students with special needs, and the process for monitoring student progress toward standards.

Leadership: Description of the experience and tenure of the school principal. If the school has a designated leadership team, description of its membership, roles, and purpose.

Guidelines and Data Sources

Narrative is developed by the LEA/school. Questions that may be answered include:

- What are the experience and tenure of the principal?
- How does the administrator involve parents and staff in decision-making?
- Does the school have a "recognized" leadership team? If yes, describe its purpose, members, roles, and responsibilities.
- What is the instructional program for all students? Is there a school wide instructional focus? How is standards-based instruction delivered?
- What support and services are available for students with special needs, including GATE students, at-risk students, English learners, and students with disabilities? Are after-school and tutoring programs offered?
- What processes are available for monitoring student performance and progress? How is student progress reported to students, parents, staff, and the school community?

Data provided by the LEA

Professional Development

Specific Requirements

Opportunities for professional improvement, including the annual number of school days dedicated to staff development for the most recent three-year period.

Teacher and staff training, and curriculum improvement programs.

Education Code Section 33126 (b)(10)

Education Code Section 33126 (b)(12)

Definitions

Description of how teachers and staff are trained for instructional improvement.

The number of days provided for professional development and continuous professional growth.

Guidelines and Data Sources

Narrative is developed by the LEA/school.

How do the following teachers and staff participate in staff development to help them improve instruction:

- All classroom teachers
- New teachers (e.g., BTSA)
- Non-classroom teachers
- National Board Certified Teachers
- Teachers experiencing difficulty/in need of improvement (e.g., Peer Assistance and Review)
- Paraprofessionals (e.g., instructional aides, teacher assistants)
- Non-instructional support staff (e.g., clerical, custodial)

Questions that may be answered include:

- What are the primary/major areas of focus of staff development and specifically how were they selected? For example, were student achievement data used to determine the need for professional development in reading instruction?
- What are the methods by which professional development is delivered (e.g., after-school workshops, conference attendance, and individual mentoring)?
- How are teachers supported during implementation (e.g., through in-class coaching, teacher-principal meetings, and student performance data reporting)?

Data provided by the LEA

Instructional Minutes

Specific Requirements

The total number of instructional minutes offered in the school year, separately stated for each grade level, as compared to the total number of the instructional minutes per school year that are required by state law, separately stated for each grade level.

Education Code Section 33126 (b)(15)

Definitions

List of the total number of overall instructional minutes by grade level in comparison to 36,000 minutes for kindergarten; 50,400 minutes for grades one through three; 54,000 minutes for grades four through eight; and 64,800 minutes for grades nine through twelve.

Guidelines and Data Sources

Instructional minutes requirements are governed by *Education Code* Section 46201.

The total number of instructional minutes includes actual passing time between classes, not to exceed 10 minutes for any one passing.

Note: To determine passing time for instructional minutes' calculation purposes, exclude the period of time for lunch, breaks, or recess. Count passing time from the class before lunch to the class after lunch, as if lunch did not happen. The same passing time is counted with passing from a class before a break to a class after a break. If the student goes from the classroom, to break or lunch, then back to the same classroom, there is no passing time.

Data provided by the LEA

Continuation School Instructional Days

Specific Requirements

The total number of instructional minutes offered in the school year, separately stated for each grade level, as compared to the total number of the instructional minutes per school year that are required by state law, separately stated for each grade level.

Education Code Section 33126 (b)(15)

Definitions

For a continuation school, list of the total number of instructional days offered per school year, by grade level for grades nine through twelve, with each instructional day containing at least 180 instructional minutes.

Guidelines and Data Sources

The statute governing instructional minutes at a continuation school is *Education Code* Section 46170.

Data provided by the LEA

Minimum Days in School Year

Specific Requirements

The total number of minimum days in the school year.

Education Code Section 33126 (b)(16)

Definitions

Statement regarding the total number of days in the most recent school year that students attended school on a shortened day schedule (less than a regular school day).

Description of the reasons for the shortened day schedule.

Guidelines and Data Sources

Information and narrative are developed by the LEA/school.

Data provided by the LEA