

1997-98 COORDINATED COMPLIANCE REVIEW  
NOTIFICATION OF FINDINGS

DEC 29 1997

Please check review type below:

\_\_\_\_ LEA Self-Review      X   CDE Validation Review    \_\_\_\_ Other: \_\_\_\_\_

County/ District Code:	1   9   6   4   8   0   8	County: Los Angeles
LEA Name: Montebello Unified	Cooperative: N/A	
SELPA: Downey/Montebello SELPA	Migrant Region: N/A	
CCR Coordinator: Maggie Carrillo Mejia	Phone: (213) 887-7990	Review Date: Dec. 8-12, 1997

Forms CTS-1a through CTS-1h represent the official report of findings of the LEA's self-review or the California Department of Education's (CDE) validation review regarding the compliance status of the district or agency.

**Signatures and Distribution.** Forms CTS-1a through CTS-1h must be completed by the LEA CCR coordinator or the CDE team leader. Copies will be distributed as follows: original and one copy to CDE, one copy to the district LEA representative, and one to each applicable regional LEA administrator (i.e., cooperative, migrant region, SELPA, county).

**For LEA self-reviews:** These forms are to be completed and submitted at least 30 days prior to the CDE validation review. Mail the original and one copy to:

California Department of Education  
CCR Teams Management  
ATTN: CCR Processing  
P.O. Box 944272  
Sacramento, CA 94244-2720

**Required Response.** For noncompliance findings identified by the CDE validation review team, the LEA is required to resolve each finding within 45 calendar days of the exit date of the review. In those cases when certain issues cannot be resolved within the required 45-calendar-day period, the LEA must submit a proposed compliance agreement. In either case the LEA must respond by completing and submitting a "Proposed Resolution of Noncompliance Findings," Form CTS-4 or CTS-4m in Section IV of the *Coordinated Compliance Review Training Guide*.

**For noncompliant validation review results only:** The date by which your agency must submit its "Proposed Resolution of Noncompliance Findings" is:

**Assurance.** I certify that a complete Coordinated Compliance Review has been conducted. Each applicable program compliance instrument has been applied. The findings in this report are complete and accurate and identify all items found to be noncompliant.

Signature of LEA CCR Coordinator:

*Maggie Carrillo Mejia*  
Signature

Maggie Carrillo Mejia  
Typed Name

December 12, 1997  
Date

Signature of CDE CCR Team Leader:

*Jack Hazekamp*  
Signature

Jack Hazekamp  
Typed Name

December 12, 1997  
Date

For CDE use only

Log: \_\_\_\_\_

CTS: 12-29-97/3-4-98

Route:  
SEAC IPI.C  
CONAC UCPAC  
IRE.C CD.C  
DATEC DOC.C

1997-98 COORDINATED COMPLIANCE REVIEW  
NOTIFICATION OF FINDINGS (Continued)

County/District code	1	9	6	4	2	0	8	LEA Name: Montebello Unified
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Assurance (for self-review only): I have completed a review of the program(s) listed below using the appropriate Coordinated Compliance Review instrument(s). I applied all compliance items and tests and the findings in this report are complete and accurate and identify all items found to be noncompliant.

Programs reviewed and CDE program phone #s	Name of reviewer(s)	Signature of reviewer(s)
Integrated programs items (916) 657-2754	Jack Hazekamp	<i>Jack Hazekamp</i>
Uniform complaint procedures (916) 657-4674	Jack Hazekamp	<i>Jack Hazekamp</i>
Adult education (916) 322-5013		
CalServe (916) 657-5442		
Child development: (916) 322-6233	Allen Eister	<i>Allen Eister</i>
Consolidated programs (916) 657-2973	Bill Waroff	<i>Bill Waroff Renee Toy</i>
Safe and Drug-Free Schools and Communities Program/Tobacco Use Prevention Education Program (916) 657-2810	Gordon Duck	<i>Gordon Duck</i>
Eisenhower program (916) 657-4865	Robert Lee	<i>Robert Lee</i>
Gender equity (916) 657-2813		
Migrant education (916) 657-3512		
Special education (916) 445-4741	Jack Hazekamp	<i>Jack Hazekamp</i>
Vocational education (916) 445-2397	Lee Murdock	<i>Lee Murdock</i>
Vocational ed. civil rights (916) 445-2397		
Other reviewer(s)		

Assurance for LEAs that receive a Document Review (for self-review only): I have participated in the self-review for this district. All compliance items and tests have been applied.

Consolidated Programs Cooperative Director or designee (if applicable)		
Migrant Region Director (if applicable)		
SELPA Director (if applicable)		
Other(s)		



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This form is a summary. Complete only one for each district. For a cooperative, complete a separate form for each member district.

Column 1 - Items: The number of items/tests in each program's compliance instrument is displayed.

Column 2 - Noncompliant: If a program has any noncompliance findings, enter the number below and describe the specific findings on form CTS-1e (forms CTS-1f, 1g, and 1h for IPI). If a program is totally compliant, enter a "0".

Code	Program	(Col. 1) Total Items	(Col. 2) # Non- compliant	Code	Program	(Col. 1) Total Items	(Col. 2) # Non- compliant
IPI	Integrated programs	[ 4 ]	<u>0</u>	<u>Child Development (C)</u>			
UCP	Uniform complaint	[ 1 ]	<u>1</u>	APP	Alternative payment	[19]	—
A	Adult education	[35]	—	ARP	At-Risk program	[35]	—
CPS	Comp. ed. preschool	[23]	—	FBG	Federal block grant	[37]	<u>0</u>
CS	CalServe	[12]	—	FCC	Family child care	[22]	—
CON	Consolidated programs	[48]	<u>2</u>	GEN	General child	[25]	—
G	Gender equity	[24]	—	MFB	Migrant federal based	[25]	—
IKE	Eisenhower	[ 7 ]	<u>0</u>	MSB	Migrant state based	[25]	—
M	Migrant education	[24]	—	R&R	Resource & referral	[14]	—
S	Special education	[77]	<u>4</u>	SAC	School-age	[25]	—
SEEI	Special ed. early start	[23]	—	SH	Severely handicapped	[20]	—
S&DFSC	Safe & drug-free schools	[16]	<u>0</u>	SPD	School-age parenting	[25]	—
TUPE	Tobacco-use prevention	[12]	<u>0</u>	SPS	State preschool	[23]	—
V	Vocational education	[30]	<u>0</u>				
VCR	Voc. ed. civil rights	[36]	<u>0</u>				

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County/District code	1	9	6	4	8	0	8	LEA Name.	MONTEBELLO UNIFIED SCHOOL DISTRICT
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See back of form for instructions.

Noncompliance Finding *				(Col. 5)	(Col. 6)	(Col. 7)
(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)			
Numeral & Section	Item	Test letter	Suborc	Site name	CR or CA	Description of noncompliance
						<p style="text-align: center;"><b>CHILD DEVELOPMENT</b></p> <p style="text-align: center;"><b>Commendations</b></p> <p>We commend the Montebello Unified School District for providing dedicated caregiving and instructional staff who provide educational experiences for teen mothers and developmentally appropriate activities for the children, all the while maintaining a safe and nurturing environment for both groups.</p> <p style="text-align: center;"><b>Noncompliance</b></p> <p>There were no noncompliant items.</p>

Put an asterisk next to any finding that was also noncompliant during the last CCR.

1997 - 1998 COORDINATED COMPLIANCE REVIEW  
NOTIFICATION OF FINDINGS (Continued)

County/District Code	1	9	6	4	8	0	8	LEA Name: Montebello Unified School District
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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subprg.			
						<p><b>CONSOLIDATED PROGRAMS</b></p> <p><u>Commendations</u> District and site administrators are commended for demonstrated leadership and support of school staffs and parents in the improvement of core programs and categorical services to meet the special needs of at-risk students and English language learners.</p> <p>School staffs and parents are commended for providing an environment which fosters excellent teaching and learning. The team found high student expectations and performance, excellent attendance, and an atmosphere of trust and respect among students, staff and parents participating in the schoolwide program.</p> <p>The team commends MUSD school staffs for the many unique and diverse opportunities offered at-risk and English language learners. Among the many things observed are extended day clubs and tutoring, a parent library, "mixing time" at the elementary level, fine arts activities, and increased offerings to English language learners.</p> <p>The team adds its commendation to the many expressions of satisfaction voiced by students and parents for the excellence of the bilingual program, and the many supplementary and extended learning opportunities provided by the Montebello Unified School District schools to improve and enrich the core program.</p> <p>The team commends the administrators of categorical programs for careful preparation of Consolidated Programs documentation for the self and validation reviews. This has resulted in a significant reduction in noncompliant findings from previous reviews.</p>

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County/District Code	1	9	6	4	8	0	8	LEA Name: Montebello Unified School District
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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Suborg.			
11-CON	12			BELL GARDENS HIGH SCHOOL	CA	<p><b>CONSOLIDATED PROGRAMS</b></p> <p><u>Noncompliance</u></p> <p>A significant number of students in grades 9 through 12 are not receiving English language development (ELD) instruction.</p>
IV CON	23	b		BELL GARDENS HIGH SCHOOL	CA	<p>There are insufficient authorized teachers or teachers in training assigned to provide instruction in specially designed academic instruction in English (SDAIE).</p>

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County/District Code						LEA Name
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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subpro.			
						<p><b>SAFE AND DRUG-FREE SCHOOLS AND COMMUNITIES (S&amp;DFSC)</b></p> <p><u>Commendations</u> The Montebello Unified School District administrators and teachers at all sites reviewed are commended for their efforts to ensure that a safe, drug-free environment is maintained in which students can learn and teachers can teach.</p> <p>School principals, teachers and support staff are commended for providing a comprehensive drug-and-violence prevention and intervention program, which is designed for all students.</p> <p>The infusion of the drug and alcohol prevention and intervention instruction into the district's core curriculum in grades K-12, and the use of age appropriate materials, videos, speakers from the community, teacher developed lessons and skits are commendable.</p> <p>The substance abuse programs being implemented at Eastmont Intermediate School and Bell Gardens High School are exemplary and could be used as state models.</p> <p>The S&amp;DFSC Project Director and the Director of Instructional Support Services in the District Office are commended for their vision of a non-violent, drug-free learning environment on each campus in the district.</p> <p><u>Noncompliance</u> Issues of noncompliance were not evident.</p>



Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subprg.			
						<p>TOBACCO-USE PREVENTION EDUCATION (TUPE)</p> <p><u>Commendations</u>                      The district staff is commended for ensuring that an integrated, comprehensive tobacco-use prevention instructional program for all students grades four through eight and for students nine through twelve is provided.</p> <p>The district staff and the school administrators and staff are commended for establishing goals and objectives based on the conclusions drawn from the objective analysis of the prevalence of tobacco use among students.</p> <p>Evidence that intervention services such as counseling, peer counseling, cessation programs, and a system of referral to these programs exist for students in grades four through twelve is commendable.</p> <p><u>Noncompliance</u>                      Issues of noncompliance were not evident.</p>

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County/District code.	1	9	6	4	8	0	8	LEA Name: MONTEBELLO UNIFIED
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See back of form for instructions.

Noncompliance Finding *				(Col. 5)	(Col. 6)	(Col. 7)
(Col. 1)	(Col. 2)	(Col. 3)	(Col. 4)			
Numerical & Program	Item	Test letter	Subprg	Site name	CR or CA	Description of noncompliance
						<p><u>Eisenhower</u></p> <p>Commendations</p> <ol style="list-style-type: none"> <li>1. The Montebello Unified School District's Eisenhower Program is fully developed to provide professional development that is aligned with the district content and performance standards in science and math.</li> <li>2. Private schools within the district service area are active participants in the development of the staff development plan and participate fully in the staff development opportunities provided by the Eisenhower program.</li> <li>3. Of special merit, are the summer science camps for both students and parents and the science showcase hands'on teacher workshops supported by the Eisenhower program.</li> </ol> <p>Non Compliance</p> <p>No items of non-compliance</p>

\*Put an asterisk next to any finding that was also noncompliant during the last CCR.

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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subprg.			
						<p><b>SPECIAL EDUCATION</b></p> <p><u>Commendations</u></p> <p>The district and sites are commended for the outstanding communication and coordination between and among general and special education staff using a team approach to focus on the needs and strengths of special education students.</p> <p>Students, staff and administrators at all sites visited are commended for their acceptance of special education students as members of school "families" in academic and an array of non-academic activities.</p> <p>The district is commended for the outstanding support provided at local sites through highly qualified program specialist staff, excellent publications and support materials as well as innovative approaches such as the use of mentors, interns, the parent support team, coordination with The Margarita Mendez Day Treatment Center and the career/vocational and transition opportunities made available to students.</p> <p>The district is commended for their focus on the unique needs and strengths of each student and for the exemplary participation of special education students in their IEP meetings.</p> <p>The district is commended for the outstanding inservices provided to assist staff in serving special education students with diverse needs, particularly for effectively assessing and serving students who are limited english proficient.</p>

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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subprg.			
II S	3			All sites		IEP's do not consistently include all required components particularly:  <ul style="list-style-type: none"> <li>• measurable short term objectives stated in incremental steps leading to the annual goal</li> <li>• extent of participation in regular program</li> <li>• objective criteria evaluation,</li> </ul> <ul style="list-style-type: none"> <li>• Procedures for determining whether objectives have been met</li> </ul>
II S	5			All sites		There is not a consistent relationship between assessment results, present levels of performance, and goals and objectives.
II S	15			All sites		The date of referral was not consistently documented to assure that referrals are processed within legal timelines.
II S	27			All sites		Assessment reports are not consistently developed which contain all required components particularly a statement of the validity of the assessments and whether the students needs can be met in the regular classroom.

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County/District Code	1	9	6	4	8	0	8	LEA Name:	MONTEBELLO UNIFIED
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Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Number & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subprg.			
						<p><b>CAREER/VOCATIONAL EDUCATION AND CIVIL RIGHTS</b></p> <p><u>Commendations</u></p> <p>The district is commended for the harmonious, caring, and cooperative manner in which the Career/Vocational Education, Special Education, and counseling program staffs work together to ensure that special population students are enrolled and effectively served in career preparatory programs. Based on review findings, all of the district's career/vocational sites and programs are readily accessible to the special population students. In addition, these students are being provided with the counseling and support services needed to successfully participate in their chosen career preparatory programs. The Workability and Transition Partnership Programs are invaluable components of the learning and support system available to the Special Education students.</p> <p>The district is commended for its support of the effective leadership being provided in Career/Vocational Education program. This leadership has enabled the district to maintain a comprehensive, high-quality career preparatory program and to work closely with the Los Angeles County Regional Occupational Program, area community colleges, and business and industry to strengthen and expand the career preparatory opportunities available to the district's students.</p> <p>The district is commended for its implementation of a comprehensive career guidance program. Noteworthy components include the <u>College and Career Handbook</u>, the portfolio, career pathways, and the school-site career centers.</p>

Noncompliance Finding*				(Col. 5) Site name	(Col. 6) CR or CA	(Col. 7) Description of noncompliance
(Col. 1) Numeral & Program	(Col. 2) Item	(Col. 3) Test Letter	(Col. 4) Subpro.			
						<p>The Bell Gardens High School Career/ Vocational Education teachers are commended for developing and conducting high quality instructional programs which accommodate the learning needs of all students. The teachers' dedication to their students and their programs is evidenced by their extensive participation in after-school, weekend, and summer vocational student organization activities through FHA-HERO, HOSA, and VICA, and a myriad of fund-raising activities designed to provide the programs with needed funding support.</p> <p>The district's adult education staff is commended for developing an integrated and technologically up-to-date office occupations program which includes needed support services, provides for self-pacing, and effectively prepares students for employment and advanced training</p> <p><u>Noncompliance</u></p> <p>None.</p>

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*Indicate below the findings for the integrated programs items. Use additional pages as necessary.*

1. IPI.1 Multifunded students receive the district's core curriculum through the district-supported instructional delivery system.

Compliant                       Noncompliant

**Observations:** Montebello Unified School District demonstrates a strong commitment to assure that all multifunded students receive the district's core curriculum through innovative district-supported instructional delivery systems. Grade level expectations have been developed and all schools have programs which support transitioning from one level to the next and there is excellent articulation between schools.

2. IPI.2 Multifunded students receive the appropriate supplemental program services for which they are eligible. These services support their learning of the district's core curriculum.

Compliant                       Noncompliant

**Observations:** Multifunded students are receiving supplemental program services supporting their learning the district core curriculum. Examples of these services are as follows:

Instructional aides assist in special education classrooms.

Special education staff promote a wide variety of support to special education students in special classes and when they are mainstreamed into regular classes.

Instructional aides assist students in learning in their primary language.  
After school tutorial programs are established to assist students in learning the core curriculum.

When appropriate, special reading instruction is provided during and after school.

Opportunities are provided for multifunded students to participate in visual/performing arts programs, such as orchestra, chorus, band, and art.

Professional growth opportunities ensure that students are provided with qualified teachers, administrators, and other staff members. Continuing education for staff is one of the district's priorities.

Visual learners are provided instruction in that modality.

Bilingual staff are available to ensure that students at varying levels of English development can benefit from the instruction provided in English and in their primary language.

Funds are provided for staff and students to participate in off-campus conferences and summer science camps.

Students have access to the computer lab before, during and after school.

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*Indicate below the findings for the integrated programs items. Use additional pages as necessary.*

3. IPI.3 Multifunded students receive a coherent and coordinated program which enables them to learn the district's core curriculum.

Compliant

Noncompliant

Observations: The validation review team determined through observations, interviews, and review of documentation that, multifunded students receive a coherent and coordinated program through articulation meetings on sites and in each feeder school cluster, student study team process, grade level meetings, department meetings.

The teachers and administrators continue to communicate frequently to identify and discuss students' needs and to identify interventions and strategies to help students succeed.

4. IPI.4 Data indicate that specially-funded students are learning the district's core curriculum.

Observations: Montebello Unified School District is making efforts to collect, disaggregate and provide staff development to help schools analyze, triangulated multiple-assessment data for multifunded students.

The district is making progress toward the development of a comprehensive assessment system which will collect the standards-based information required to measure, analyze, and disseminate student performance data at all grade levels.



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SUMMARY STATEMENTS

County/District Code:	1	9	6	4	8	0	8	District Name: Montebello Unified School District
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Use the space below to write summary statements for the identified topics. Instructions for completing this form are on the reverse.

1. Compliance trends. Summarize compliance trends, reflecting general patterns of success or problems.

Montebello Unified School District demonstrates a strong compliance ethic, i.e., a desire to be in compliance with all state and federal requirements. This is demonstrated by the self reviews conducted by the district, the openness of staff with the CCR Team and the significant decrease in the noncompliant items from the last CCR.

2. General commendations (for CDE validation reviews only). List general or cross-program commendations related to the coordinated compliance review process. (Commendations related to specific programs should be identified on Form CTS-1e)

- 1e.) The district is commended for:

Very clear articulation between elementary, intermediate and high schools to facilitate a smooth transition for students and parents from one school level to the next;

a total commitment by district staff to improve student academic achievement;

encouraging teachers and Instructional Aides to take advantage of the many professional development opportunities that are available;

a total commitment to focus on the needs of the students;

the Focus on Learning Concept in which student achievement, staff development, parent involvement and school safety are top priorities;

the improvement in school attendance;

the ongoing effort to ensure that parents and members of the community have the opportunity to assist in and support the educational process through participation in decision making, training, volunteer activities and the creation of partnerships that will help students;

the use of "Gentle Discipline" when necessary to ensure that students are focusing on learning the curricular area being taught; and

the unrelenting efforts to ensure that students are taught in a safe environment conducive to learning.