

CPIM

CCR-CONSULTATION
FILE

Page ___ of ___

California Department of Education
Form CTS-1a

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS

Please check review type below:

___ LEA Self-Review CDE Validation Review ___ Other: ___

County/ District Code:	1 9 6 4 2 2 0	County: Los Angeles
LEA Name: Alhambra City Elementary	Cooperative: N/A	
SELPA: West San Gabriel Valley	Migrant Region: 10	
CCR Coordinator: Dr. Terry J. Larsen	Phone: (818) 308-2251	Review Date: March 17-21, 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).

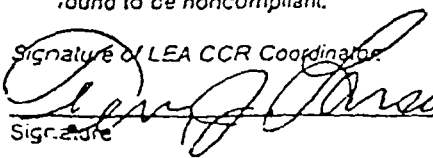
For LEA self-reviews: These forms are to be completed and submitted at least 30 days prior to the CDE validation review. Mail the original and one copy to:

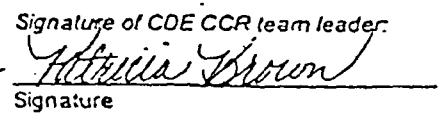
California Department of Education
CCR Teams Management
ATTN: CCR Processing
P.O. Box 944272
Sacramento, CA 94244-2720

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:
May 5, 1997

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

 Signature
 Dr. Terry J. Larsen
 Typed Name
 March 21, 1997
 Date

Signature of CDE CCR team leader:

 Signature
 Pat Brown
 Typed Name
 March 21, 1997
 Date

For CDE use only

Log: _____

CTS: 47-97

Route:
 CON. NC _____
 GE. NC _____
 SE. NC _____
 DATE. C _____

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

County/District code:	1	9	6	4	2	2	2	LEA Name: Alhambra City Elementary
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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 Rems (916) 657-2754	Pat Brown	<i>Patricia Brown</i>
Uniform complaint procedures (916) 657-4674	Alicia Hetman	<i>Alicia Hetman</i>
Adult education (916) 322-5013	N/A	<i>J.W. Kallings</i>
CalServe (916) 657-5442	N/A	
Child development (916) 322-6233	Gaspar Garcia	<i>Gaspar Garcia</i>
Consolidated programs (916) 657-2973	Pat Brown Dave Dolson (916) 657-3936	<i>Patricia Brown</i> <i>Dave Dolson</i>
Safe and Drug-Free Schools and Communities Program/Tobacco Use Prevention Education Program (916) 657-2810	Ruth Rich	<i>Ruth Rich</i>
Eisenhower program (916) 657-4865	N/A	
Gender equity (916) 657-2813	Alicia Hetman	<i>Alicia Hetman</i>
Migrant education (916) 657-3512	N/A	
Special education (916) 445-4741	Ted Hawthorne	<i>Ted Hawthorne</i>
Vocational education (916) 445-2397	N/A	
Vocational ed. civil rights (916) 445-2397	N/A	
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)		

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

County/District code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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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>1</u>	<u>Child Development (C)</u>			
UCF	Uniform complaint	[1]	<u>1</u>	APP	Alternative payment	[19]	—
				ARP	At-Risk program	[35]	—
A	Adult education	[35]	—	FBG	Federal block grant	[37]	—
CPS	Comp. ed. preschool	[23]	—	FCC	Family child care	[22]	—
CS	CalServe	[12]	—	GEN	General child	[25]	<u>0</u>
CON	Consolidated programs	[48]	<u>9</u>	MFB	Migrant federal based	[26]	—
G	Gender equity	[24]	<u>4</u>	MSB	Migrant state based	[25]	—
IKE	Eisenhower	[7]	—	R&R	Resource & referral	[14]	—
M	Migrant education	[24]	—	SAC	School-age	[25]	—
S	Special education	[77]	<u>4</u>	SH	Severely handicapped	[20]	—
SEEI	Special ed. early start	[23]	—	SPD	School-age parenting	[26]	—
S&DFSC	Safe & drug-free schools	[16]	<u>0</u>	SPS	State preschool	[23]	<u>0</u>
TUPE	Tobacco-use prevention	[12]	<u>0</u>				
V	Vocational education	[30]	—				
VCR	Voc. ed. civil rights	[36]	—				

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NOTIFICATION OF FINDINGS

County/District Code:	1	9	6	4	2	2	0	Alhambra City Elementary LEA Name:
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) Numerical Program	(Col 2) Item	(Col 3) Test letter	(Col 4) Subprogram	Site Name	CR or CA	Description of Noncompliance
VI-UCP				District	CR	<p><u>Uniform Compliant Procedures Noncompliance</u></p> <p>The districts' annual notification of the Uniform Complaint Procedures to all students, employees, parents and other interested parties does not include all of the required components:</p> <ul style="list-style-type: none"> • Available civil law remedies • Timelines for filing a discrimination complaint • Appeal and review procedures • The identity of the lead person responsible for receiving complaints

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NOTIFICATION OF FINDINGS

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) General Program	(Col 2) Item	(Col 3) Test Letter	(Col 4) Subprogram	(Col 5) Site Name	(Col 6) CR or CA	(Col 7) Child Development
						<u>Commendation</u> The Alhambra Elementary School District is commended for establishing an outstanding Child Development Program. The Child Development Program staff is commended for seeking and obtaining the support of community volunteers to help finance many aspects of the child development programs. The district is commended for hiring outstanding individuals to direct the child development programs. The child development staff is commended for demonstrating its passion to help children develop cognitive, physical, and socio-emotional skills. This is especially true in the preschool and general child development programs.
CD				Children's Center Mark Keppel		<u>Non Compliance Issues</u> NONE NONE

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

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NOTIFICATION OF FINDINGS

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1)	(Col 2)	(Col 3)	(Col 4)	Site Name	CR or CA	Description of Noncompliance
Number Program	Item	Text letter	Subprogram			
						<p><u>Consolidated Programs Commendations</u></p> <p>The Special Projects Department in the district is commended for their excellent coordination and supervision of the consolidated programs in the elementary district.</p> <p>The level of support provided by the department through technical assistance and staff development was superior and clearly indicates a future of continuing compliance and increased student performance through the leadership.</p> <p>The development and dissemination of assessment data by the Special Projects Department is also to be commended. There was continuous evidence of excellent direction and staff development observed by the team. The assessment data was utilized and analyzed by the schools. Evidence of excellent strategies implemented in the Title I programs was observed as the result of the data.</p>
				Garfield Ramona Park		<p>Garfield, Park and Ramona are commended for implementing excellent Title I programs based on effective means for improving the achievement of their students and for their thorough research and assessment data analysis to ensure that their implementation of instructional strategies would be effective.</p>
				Ramona		<p>In addition, Ramona is commended for expanding their realm of services by grants and other resources gathered by the staff, such as community presenters, etc.</p>

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) General Program	(Col 2) Item	(Col 3) Text Letter	(Col 4) Subprogram	(Col 5) Site Name	(Col 6) CR or CA	(Col 7) Description of Noncompliance
Con 28				District	CR	<u>Consolidated Programs Noncompliance</u> The governing board adopted policy on parental involvement excludes the goal to train teachers and administrators to communicate effectively with parents, as required.
Con 37b				Park Ramona Garfield	CR	Written evidence, that the duties performed and the proportion of time spent for those duties were appropriate to the funding sources used was not available for all multifunded personnel. In addition, there was evidence that some of the activities performed by the school community coordinators were inappropriate to the funding sources used.
Con 25				Garfield Park Ramona	CA	There was a lack of evidence to demonstrate that the SSC was sufficiently trained to carry out their responsibilities as the body that develops, modifies and evaluates the school plan, as required.

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) Numerical Program	(Col 2) Item	(Col 3) Text Letter	(Col 4) Subprogram	Site Name	CR or CA	LEP
						<p><u>Commendations</u></p> <p>All of the schools visited have recently taken significant steps to improve the overall instructional services provided to LEP students.</p> <p>The District has established a teacher exchange program with the "Secretaria de Educacion" in Spain.</p> <p>The assessment center has provided comprehensive intake assessment services for all new arrivals.</p> <p>The district offers numerous and high quality training opportunities for bilingual, SDAIE and other teachers working with LEP students.</p> <p>The district has initiated high quality multicultural training which contains a significant emphases on LEP students.</p>

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) National Program	(Col 2) Item	(Col 3) Test letter	(Col 4) Subprogram	Site Name	CR or CA	LEP
II Con	13			Garfield, Park, Ramona		A significant number of Spanish-speaking and all other LEP students who are diagnosed to need access to the core curriculum through primary language instruction are not receiving such instruction. Often the instruction is not offered, in other cases lack of materials, staff, or instructional approaches result in situations where the complete core is not covered. Lack of consistent administration and documentation of ELD assessment exacerbates problems with proper placement of students in primary language and SDAIE strands.
II Con	14			Garfield, Park, Ramona		Some LEP students who need access to the core curriculum through SDAIE are not receiving such instruction or the SDAIE instruction is not structured to provide full access.
IV Con	23a			Garfield, Park, Ramona		There is an inadequate number of qualified bilingual teachers assigned to and actually providing primary language instruction.
IV Con	23b			Garfield, Park, Ramona		There is an inadequate number of qualified teachers assigned to and actually providing SDAIE.
V Con	31			Garfield, Park, Ramona		An adequate procedure does not exist to properly document parent withdrawals, in whole or in part, from the LEP program services.
VI Con	39b			Garfield, Park, Ramona		EIA-LEP funds are used to support the salaries of district staff (administrators, aides, community liaisons, and teachers) assigned to provide base and not supplementary services to LEP and FEP students and their families.

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) Federal Program	(Col 2) Item	(Col 3) Test letter	(Col 4) Subprogram	Site Name	CR or CA	Description of Noncompliance
						<p><u>S&DESC/TUPE Programs</u></p> <p><u>Commendations</u></p> <p>The District is commended for implementing a comprehensive health education program model and supportive material that provide direct and integrated instruction on drug, alcohol, tobacco, and violence prevention education as well as on character education, resiliency, and prosocial skills development for all children at every grade level, K-8.</p> <p>The District, the substance Abuse Coordinator, and the schools are commended for the use and support of community agency resources in the prevention education program, including the participation with law enforcement in the selection of D.A.R.E. officers; the involvement of speakers from the Pasadena Alcoholism Council, the Lung Association, and other agencies; the cooperation with youth serving agencies to offer a variety of supplementary programs and activities; and the sponsorship of the Communitywide Red Ribbon Dinner that is coordinated by the substance abuse office and involves the schools, parents, agency representatives and the community at large.</p> <p><u>Noncompliance</u></p> <p>There were no noncompliance items.</p>

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1) Numerical Program	(Col 2) Item	(Col 3) Test letter	(Col 4) Subprogram	Site Name	CR or CA	Description of Noncompliance
IV G	10			District and sites	CA	Gender Equity Noncompliance Evidence did not verify that district conducted high-quality professional development activities which support instructional practices conducive to high achievement have also included specific strategies for identifying and eliminating gender bias.
VI G	14			District and sites	CA	The district's sexual harassment policy for students and employees does not include information on where to obtain the specific rules and procedure for reporting charges of sexual harassment or information for pursuing available remedies.
VI G	19			District and sites	CA	The district's sexual harassment policy for students and for employees does not appear in all publications of the sites and district that set forth the rules, regulations, procedures, and standards of conduct.
VI G	22			District and sites	CA	The district's complaint procedures (UCP) for discrimination and sexual harassment do not appear in all of the appropriate informational materials (see VI-G 19).

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County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Noncompliance Finding *				(Col 5)	(Col 6)	(Col 7)
(Col 1)	(Col 2)	(Col 3)	(Col 4)	Site Name	CR or CA	Description of Noncompliance
Numerical Program	Item	Test letter	Subprogram			
						<p><u>Special Education Commendations</u></p> <p>Administration and site staffs are commended for:</p> <ul style="list-style-type: none"> The provision of instruction in the least restrictive environment as exemplified by the level of collaboration necessary for student success. Efforts to contact parents to keep them apprised of and involved in their childrens education. Creating and maintaining positive learning environments where all students are carefully watched and nurtured through the fundamentals of basic education and building strong self-esteem. The provision of the Pupil Intervention Program (PIP) process where the student's academic program is supported through activities of personal growth and development. <p>At Park and Ramona Schools, staffs exhibited strong teaming concepts that demonstrate unity of purpose and direction in support of the total student body.</p> <p><u>Special Education Noncompliance</u></p> <p>Statements of present levels of performance are not often written in narrative format. Goal statements are expressed too broadly to determine specific ties to assessment results.</p> <p>School-Based Coordinated plans need additional descriptions to include services and activities provided students without IEPs.</p> <p>There is too much delay in assessing referred students for special education consideration. While there are several reasons for this, the primary one appears to exist between the pupil assessment and the guidance teams functions and activities.</p> <p>There is no evidence that the IEP team prepares a written report that certifies eligibility criteria for learning disabled students.</p>
II-S3				District	CA	
II-S9				District	CA	
II-S13				District	CA	
III-S33				District	CA	

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1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Indicate below the findings for the integrated program items. Use additional pages as necessary.

1. IPI.1

Compliant Noncompliant

Observations:

The Alhambra Elementary School District's core curriculum and instructional program design are developed by a committee of teachers and is fine tuned through instructional Strategies to meet the academic and personal development needs of most students in the classrooms. Classroom observations revealed that teachers are supplied with and use core books and other materials supported by strong instructional aides to deliver the curriculum.

Most categorically funded students receive the districts core curriculum except for those designated LEP and migrant. There is a clear pattern where many LEP students are not provided full access, to the curriculum through primary language and/or specially designed academic instruction in English (SDAIE).

Special Education students receiving designated instructional services and resource students receive the same curriculum though modified as appropriate except for designated LEP students as noted above.

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Indicate below the findings for the integrated program items. Use additional pages as necessary.

1. 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:

The team observed that the majority of multifunded students receive supplementary services.

Instructional Specialists and Title I hourly teachers provide direct instruction, resources and demonstration lessons. The team observed Reading-Recovery services and a few Title I Instructional aides providing supplemental services in the primary language of students needing such assistance. In addition, Early Literacy Inservice Course Training was provided for all teachers to support their learning of the core curriculum.

Spanish-speaking LEP students enrolled in the Spanish language reading strand are not provided with Supplementary (e.g. hourly teachers) reading and sometimes math assistance from the Title I program.

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Indicate below the findings for the integrated program 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:

Overall, the district provides a coherent and coordinated program for most multifunded students. Staff from various programs work together to plan for and provide effective instruction. While the district encourages collaboration and problem solving approaches there does not seem to be sufficient planning time available to address some of the more complicated issues.

There seems to be a tendency for some primary language and SDAIE courses to cover less core content with less academic rigor than counterpart courses in mainstream English. This problem seems to be exacerbated by translating and mixing languages during the same lesson periods or by lack of core and supplementary materials in the primary language.

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NOTIFICATION OF FINDINGS (Continued)

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Indicate below the findings for the integrated program items. Use additional pages as necessary.

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

Learning Assessment:

The district collects and reports assessment data on all groups of multifunded students. The information is comprehensive and comes from a variety of sources (CTBS, CAS2, Reading Recovery, etc.).

Reports could be strengthened by being organized in ways which respond to specific questions about student performance advanced by teacher, administrators, parents and community.

Assessment information on LEP students could be strengthened by (1) disaggregating data by years in program (e.g. SOLOM Scores or Redesignation Rates) and (2) reporting on the performance of specific language groups.

CTBS is used to assess grades 2-8. The district has included CAS2 consortium and an assortment of performance assessments to measure the performance of Title I students. Performance assessments are in Intergrated Language Arts for reading and Open-ended Math in grades 3 and 7, and a math computation pre and post test has been developed to be given to all first grade students.

A checklist based on district performance standards has been developed for first grade students. Title I assessment (K-2 will be derived from these district developmentally appropriate multiple measures.

Conclusions:

RSP students are successfully closing the gap toward the district standard in Total Reading evidenced by the net NCE gain of 5.7. RSP students are not closing the gap substantially toward the district standard in Total Math as evidenced by the net NCE gain of 2.3. The district is in the planning process in determining the instruments to measure the growth of students in special education and to align the assessment with the district standards.

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

SUMMARY STATEMENTS

County/District Code:	1	9	6	4	2	2	0	LEA Name: ALHAMBRA CITY ELEMENTARY
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Use the space below to write 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.

There is a trend toward non-compliance in the use of consolidated program funds. Some of the program services that should be funded from the general fund are being funded with consolidated program funds. Besides creating non-compliance issues, this process weakens the services designed to improve and enrich the performance of students with Title I and LEP needs.

The child development program continues to be fully compliant. The safe and drug free schools programs registered an improvement from one non-compliance issue to being fully compliant.

The gender equity program was reviewed for the first time during this review. Non-compliance issues were identified as indicated in the report.

While there are issues of non-compliance issues identified in special education, these issues are minor and easily correctable. The exceptions are ESL training for special education staff and inservice training for all staff.

1996-97 COORDINATED COMPLIANCE REVIEW
NOTIFICATION OF FINDINGS (Continued)

SUMMARY STATEMENTS

County/District Code:	1	9	6	4	2	2	0	LEA Name: Alhambra City Elementary
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Use the space below to write statements for the identified topics. Instructions for completing this form are on the reverse.

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.)

District

The district is commended for its support and commitment to the elementary and high schools.

Elementary

The elementary schools visited are commended for their efforts to operate high quality compliant programs. The team observed positive attitudes expressed at all levels toward understanding the issues and a desire to correct items of deficiency.