



David W. Gordon  
Superintendent

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August 17, 2021

*Via Electronic Mail*

Sue Frost, Chair  
Sacramento County Board of Supervisors  
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Karina Talamantes, President  
Sacramento County Board of Education  
P.O.Box 269003  
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Beth Albiani, President  
Board of Education  
Elk Grove Unified School District  
9510 Elk Grove-Florin Road  
Elk Grove, CA 95624

Re: *Williams* Review Annual Report for 2020-2021  
Elk Grove Unified School District

Dear Chair Frost, President Talamantes, and President Albiani:

As a result of the *Williams* Settlement, Education Code section 1240 requires that county offices of education review certain schools identified in their county, assess information in the areas noted below, and report to you the results of the reviews. To conduct these reviews, during Fiscal Year (FY) 2020-2021, my staff monitored 106 schools in 9 school districts within Sacramento County that ranked in deciles 1 to 3 of the 2012 Base Academic Performance Index (API) (*Williams* schools). The results are being provided in 9 individual school district reports to the Sacramento County Board of Supervisors, the Sacramento County Board of Education, and the governing boards of the respective school districts.

During the 2020-2021 school year, school districts throughout Sacramento County faced the challenge of educating pupils during the pandemic. They started the year in distance learning and transitioned to developing reopening plans consistent with federal, state, and county guidelines. The *Williams* review process was modified due to these challenges, as reflected in this report.

I provide this annual report for FY 2020-2021 as required by Education Code section 1240(c)(2)(B) to the Elk Grove Unified School District (District) for submission to the District's governing board at a regularly scheduled November meeting. This report also serves as the statutorily required 2020-2021 quarterly report for the fourth quarter.

As specified in Education Code section 1240, the Sacramento County Office of Education (SCOE) reviews the District *Williams* schools to:

1. Determine if pupils have “sufficient” instructional materials in four core subject areas (English language arts, mathematics, history/social science and science, including science laboratory equipment in grades 9-12) and, as applicable, in foreign language and health.
2. Determine if there is any facility condition that “poses an emergency or urgent threat to the health or safety of pupils or staff.”
3. Determine if the school has provided accurate data on the annual school accountability report card related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignments and teacher vacancies in schools ranked in deciles 1 to 3 (2012 Base API).
2. Receive quarterly reports on complaints filed within the school district under the Uniform Complaint Procedure concerning insufficient instructional materials, teacher misassignments and vacancies, and emergency or urgent facilities issues. (Ed. Code § 35186(d).)

Some terms applicable to the *Williams* reviews are defined below:

- **“Sufficient instructional materials”** means every pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas, as well as in foreign language and health when applicable, and sufficient science lab equipment in grades 9-12.
- **“Emergency or urgent threat”** is defined as a school facility “condition that poses a threat to the health or safety of pupils or staff while at school.”
- **“Good repair”** is defined as maintaining schools that are clean, safe, and functional. “Good repair” is determined through the use of the Facilities Inspection Tool developed by the State Office of Public School Construction. School districts utilize a facilities inspection system to ensure that each of its schools is maintained in “good repair.”
- **“Vacant Position”** is defined by Education Code section 44258.9(b)(5) as “...a position to which a single-designated certificated employee has not been assigned at the beginning of the 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.”
- **“Beginning of the year or semester”** is defined by Title 5 of the California Code of Regulations section 4600(b) as “...the time period from the first day pupils attend classes for a year-long course or semester-long course though not later than 20 business days afterward.”



- ***“Teacher misassignment”*** is defined by Education Code section 33126(b)(5)(B) as “...placement 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 enclosed Exhibit A chart provides a breakdown of the information in this report for each school reviewed in the District. A summary of that information is provided below.

### **Instructional Materials and Facilities**

While SCOE normally conducts on-site reviews of the District’s *Williams* school, Senate Bill 820 waived the requirement for county offices of education to conduct *Williams* school site visits while students were in distance learning. As schools have begun transitioning back to in-person instruction, SCOE has begun conducting site visits. The results of those visits will be reported in the first quarterly reports of FY 2021-2022.

SCOE teams remotely monitored the District’s *Williams* schools for the sufficiency of instructional materials. We provided the District with instructional materials review forms based upon SCOE’s most recent list of the District’s board-adopted instructional materials. The principal for each of the *Williams* schools verified that each school had sufficient materials, and each student had equitable access to them.

### **School Accountability Report Card**

School districts are required to publish and post on their websites the annual School Accountability Report Card (SARC) by February 1. The SARC is published each year to provide parents and community members with specific information about each school so they can compare schools.

SCOE examined the SARCs for District *Williams* schools after the reports were published in 2021. Each SARC was reviewed for accurate data relevant to facilities maintenance and sufficiency of instructional materials, as required by Education Code section 1240(c)(2)(l). The District submitted self-generated facility inspection tools to SCOE, which were used to evaluate the accuracy of the SARCs’ facility conditions information. The information contained in the schools’ SARCs was clear, current, and accurate.

### **Teacher Misassignments and Vacancies**

Legislation enacted in 2019 amended the monitoring requirements for teacher misassignments and vacancies. (Education Code section 44258.9.) The Commission on Teacher Credentialing has begun implementation of a new monitoring system (CalSAAS). The monitoring window for review and correction of 2020-2021 data began August 1, 2021, and concludes October 31, 2021.

### **Uniform Complaint Procedure**

Finally, according to the District’s reports to SCOE, there were no complaints filed in the District under the Uniform Complaint Procedure during the 2020-2021 school year.

Sue Frost, Chair  
Karina Talamantes, President  
Beth Albiani, President  
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### **Conclusion**

We are looking forward to working with school districts in the 2021-2022 school year to continue to improve educational opportunities for pupils in Sacramento County.

I appreciate the District's efforts to provide services to all pupils during the pandemic and especially those in your *Williams* schools. If you have any questions or would like to discuss this report in more detail, please call me at (916) 228-2410.

Sincerely,



David W. Gordon  
Sacramento County Superintendent of Schools

DWG/EL/rb

Attachment: Exhibit A (Annual *Williams* Report for Elk Grove Unified School District)

cc: Members, Sacramento County Board of Supervisors  
Members, Sacramento County Board of Education  
Members, Elk Grove Unified School Board  
Christopher R. Hoffman, Superintendent, Elk Grove Unified School District

**EXHIBIT A**  
**Sacramento County Superintendent of Schools**  
**WILLIAMS SETTLEMENT LEGISLATION**  
**ANNUAL REPORT FOR ELK GROVE UNIFIED SCHOOL DISTRICT**  
**2020-2021 FISCAL YEAR**

This report summarizes the results of the 2020-2021 *Williams* document reviews at decile 1, 2, and 3 schools (2012 Base Academic Performance Index) conducted in August 2020.

**INSTRUCTIONAL MATERIALS:**

Schools reported on whether students had access to instructional materials during distance learning and whether there were sufficient textbooks and instructional materials. “Sufficient textbooks and instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home in the four core areas, as well as, for middle and high school, in foreign language and health, and sufficient science laboratory equipment in grades 9-12.

School Name	Submission Date	Access to Materials	Textbook/Instructional Materials Needed
Anna Kirchgater Elementary School	8/26/2020	Yes	Sufficient
Charles E. Mack Elementary School	8/28/2020	Yes	Sufficient
David Reese Elementary School (Track A)	8/28/2020	Yes	Sufficient
David Reese Elementary School (Track B-D)	8/28/2020	Yes	Sufficient
Florin Elementary School	8/28/2020	Yes	Sufficient
Herman Leimbach Elementary School	8/26/2020	Yes	Sufficient
Isabelle Jackson Elementary School (Track A)	8/28/2020	Yes	Sufficient
Isabelle Jackson Elementary School (Track B-D)	8/28/2020	Yes	Sufficient
James Rutter Middle School	8/28/2020	Yes	Sufficient

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**2020-2021 FISCAL YEAR**

School Name	Submission Date	Access to Materials	Textbook/Instructional Materials Needed
John Reith Elementary School	8/28/2020	Yes	Sufficient
Las Flores High School	8/28/2020	Yes	Sufficient
Samuel Jackman Middle School	8/27/2020	Yes	Sufficient
Samuel Kennedy Elementary School	8/26/2020	Yes	Sufficient
Sierra Enterprise Elementary School	8/27/2020	Yes	Sufficient
Union House Elementary School	8/21/2020	Yes	Sufficient



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**2020-2021 FISCAL YEAR**

**SCHOOL ACCOUNTABILITY REPORT CARD:**

School districts are required to publish and post on their website the annual School Accountability Report Card (SARC) by February 1 of each year. We reviewed the following schools' published SARCs to determine the accuracy of the information reported regarding the sufficiency of textbooks and instructional materials, and the safety, cleanliness, and adequacy of school facilities, including "good repair." In order to assist the District with future SARCs, we provide the following comments:

School	SARC Review Date	Instructional Materials	Facility Conditions
All Schools	March 2021	<ul style="list-style-type: none"> <li>The District SARCs did a good job covering all the required elements in the instructional materials section.</li> </ul>	<ul style="list-style-type: none"> <li>The information concerning good repair was generally accurate and based upon the most current District Facility Inspection Tool (FIT) reports. This year, staff should be commended for covering nearly all elements, from the California Department of Education's SARC Data Element Definition and Sources.</li> </ul>
Anna Kirchgater ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	<ul style="list-style-type: none"> <li>The SARC reflects last year's data collection date of June 2020, whereas this date should be within the 2020-2021 school year.</li> </ul>
Charles Mack ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
David Reese ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Florin ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Herman Leimbach ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Isabelle Jackson ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	<ul style="list-style-type: none"> <li>The SARC reflects last year's data collection date of May 2020, whereas this date should be within the 2020-2021 school year.</li> </ul>
James Rutter MS	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
John Reith ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Las Flores HS	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Samuel Jackman MS	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Samuel Kennedy ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS
Sierra Enterprise ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	<ul style="list-style-type: none"> <li>The SARC reflects last year's data collection date of May 2020, whereas this date should be within the 2020-2021 school year.</li> </ul>
Union House ES	3/18/2021	SEE ABOVE FOR ALL SCHOOLS	SEE ABOVE FOR ALL SCHOOLS

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**2020-2021 FISCAL YEAR**

**UNIFORM COMPLAINTS:**

The number of complaints the District reported for the 2020-2021 school year, their nature, and resolution are noted below:

Date Submitted	1 <sup>st</sup> Quarter			2 <sup>nd</sup> Quarter			3 <sup>rd</sup> Quarter			4 <sup>th</sup> Quarter		
	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED	COMPLAINTS	RESOLVED	UNRESOLVED
Textbooks and Instructional Materials	0	0	0	0	0	0	0	0	0	0	0	0
Facilities Conditions	0	0	0	0	0	0	0	0	0	0	0	0
Teacher Misassignments or Vacancies	0	0	0	0	0	0	0	0	0	0	0	0