A decorative graphic on the right side of the page. It features three blue circles of varying sizes, each composed of concentric circles in different shades of blue. Two thin, light blue lines intersect at the top left and extend diagonally across the page, framing the circles.

El Dorado County Office of Education

**2007-2008**

**Program Accomplishments**

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# 2007-2008

## Executive Accomplishments

### *Vicki L. Barber, Ed.D., County Superintendent*

In addition to providing overall leadership and support for the various functions of the County Office of Education and the educational community throughout El Dorado County, the following constitutes specific accomplishments for the County Superintendent:

❖ **Represented the County Office of Education on a variety of boards, committees, and organizations, including:**

- First 5 El Dorado Commission;
- El Dorado Community Foundation Board;
- Forum Program Chair;
- Boys and Girls Club Board; Chair Board Development;
- JOB ONE Executive Council and Chair of JOB ONE Board of Directors;
- Co-Chair, El Dorado Women's Center Auction Fund Raising Committee;
- Valley Vision Board, and served as a liaison from El Dorado County to the Valley Vision Blueprint Project;
- Board Member of Linking Education and Economic Development (LEED);
- County Chamber of Commerce Board, Liaison to the Education Council;
- Chair of Art Auction for County Chamber of Commerce to benefit scholarships in the County;
- El Dorado County Chamber of Commerce Joint Chambers Chair;
- El Dorado County Chamber Local Commerce Council;
- El Dorado County Chamber Leadership Committee;
- Board Member of California County Superintendents' Educational Services Association, Chair of Business Partnership Standing Committee, Mentor to New Superintendents in Placer and Nevada Counties, Member of the Finance Committee, Member of the CalPERS Task Force;
- Chapman College Advisory Board;
- Human Rights Round Table;
- California School Boards Association - Superintendent's Advisory Committee;
- Association of California School Administrators - El Dorado County Charter - Program Chair;
- Member of California Department of Education Public Schools Accountability Act Task Force;
- Chair, Statewide Alternative Accountability Sub-Committee;
- Sugarloaf Foundation Board;
- Placerville Kiwanis;
- Los Rios Community College Foundation Board;
- National Forest Counties Coalition;

- Member of the El Dorado County Investment Policy Committee;
- Member of the Sheriff's Posse;
- Sacramento Sierra Valley Regional Health Initiative and El Dorado County Health Provider Network;
- Hwy 50 Women's Group;
- M.O.R.E. Board Member and Chair, By-Laws Committee;
- Appointed by the State Board of Education to serve on the California Advisory Commission for Charter Schools.

❖ **Provided support to a variety of educational groups throughout El Dorado County, including:**

- County Board of Education
- Superintendents' Council;
- County School Boards Association, Council of Representatives;
- School Facilities Task Force Chair;
- ROC/ROP Executive Council;
- Child Protective Services, Superior Court, and Education Representatives meetings;
- School Attendance Review Board In-service Trainings;
- Personnel Commission;
- Sugarloaf;
- Hosted the Capital Service Region Retreat for County Superintendents;
- El Dorado Hills Vision Coalition Steering Committee Chair;
- El Dorado County Mental Health Advisory Committee, and Facilitated Focus Group with El Dorado Hills Community Vision Coalition;
- Leadership Team for the County Office of Education.

❖ **Visited all school sites throughout El Dorado County.**

❖ **Participated in a number of graduation exercises, scholarship nights, award nights, retirements, and other significant events scheduled throughout the year, such as the Academic Decathlon, Chamber Wine Tasting/Art Auction, Eagle Scout recognition ceremonies, Head Start graduations, and a variety of fund raising functions on behalf of the educational community.**

❖ **Participated as a fellow in the American Leadership Forum, chaired the Program Committee and served on the Board.**

❖ **Served with the national Educational Research Development Institute.**

❖ **Addressed a number of groups, discussing the role and function of the County Office of Education, educational issues, and the future trends in public education; a sample of speaking engagements included:**

- California Secretary of Education Public Forum;
- El Dorado County Taxpayers Association;
- Delta Kappa Gamma Presentation for Founders' Day;
- El Dorado Center 40<sup>th</sup> Anniversary Presentation;
- Cameron Park Optimists;
- El Dorado County Grand Jury;
- State Board of Education on Alternative Schools Accountability Model, Charter Schools and Special Education Issues;
- El Dorado County Board of Supervisors;
- El Dorado County ACSA events, including Welcome Back, Administrators Recognition, etc.;
- School Attendance Review Board Orientation;

- County School Boards Association Trustee Awards Dinner;
- Continued Channels 2 and 15 Programs - Spotlight on Education and worked with the City of Placerville regarding the continuation of education channels;
- Pioneer Oral Interpretation Festival;
- New Employee Orientations held quarterly within the County Office of Education;
- Hosted Community Based Organization breakfast for El Dorado County;
- CCSESA Student Programs Steering Committee and the CCSESA Pre-School Committee;
- School Board Presentations as needed;
- Open Door meetings for EDCOE staff;
- El Dorado County Democrats Essay Contest;
- Delta Kappa Gamma presentation on State of Education;
- A+ Statewide Conference Presentations;
- El Dorado County Retired Teachers;
- People Helping People Awards Presentation for JOB ONE Activities;
- Served as a member of the Inter Agency Council for El Dorado County;
- Numerous Community Based Organizations including Association of Realtors, Builder's Exchange, EDH Chamber of Commerce Installation Dinner, Big Brothers/Big Sisters Board, Champions for Children, and a variety of fund raising events.

❖ **Provided support and leadership statewide on special education issues with involvement in the following:**

- Continued to provide leadership on the issue of Special Education and Charter Schools;
- Provided leadership in the development of a Charter SELPA and worked with CDE in the implementation of our Local Plan for the only Charter School SELPA in the state, including supporting the new governance structure through a CEO Council;
- Provided staff development and workshops statewide regarding the special education funding reform legislation;
- Conducted sessions for the California Institute for Special Education;
- Continued the development and implementation of a funding formula under AB 602 provisions within the El Dorado County SELPA;
- Provided input and coordinated efforts regarding the California Alternate Performance Assessment through the ASAM Sub-Committee;
- Provided training to statewide SELPA administration organization;
- Testified on special education issues before the Assembly Education Committee;
- Began initial discussions with Superintendents' Council regarding initiating support from school districts for excess costs of special education transportation through a Special Education Transportation Task Force;
- Supported the analysis of special education data to review NPS/A placements and costs, speech and language services, and occupational services.

❖ **Provided support and leadership on the issue of violence prevention and ensuring safe schools with involvement in the following:**

- Provided leadership in the development and conduct of a Safe School Symposium for elementary schools in the county, in collaboration with other community groups;
- Continued to facilitate the development of a Memorandum of Understanding between education and law enforcement entities throughout the county;
- Worked with the District Attorney on SARB issues, as well as working with the Judicial Commissioners and Superior Court Judges regarding SARB and Foster Youth issues;
- Supported the conduct of various safety drills, including an EDCOE lock down site drill;
- Supported efforts to address emergency preparedness with schools throughout the county, including working with the Grand Jury and developing a safety video with the El Dorado County Sheriff for all schools throughout the county;

- Supported United Outreach, an effort to support homeless within the county with support from the Faith Community;
  - Participated in the National Night Out;
  - Provided leadership in addressing civility issues by working with law enforcement and business interests in supporting a Civility Coalition and addressing forums conducted to discuss civil rights of protected groups within our communities, and skatepark issues in Placerville.
- ❖ **Agreed to again serve as Chairperson of the El Dorado County JOB ONE Board and supported the implementation of the One-Stop Centers at both Lake Tahoe and on the Western Slope. Worked on behalf of El Dorado County JOB ONE with the Workforce Investment Board and the Sacramento Workforce Committee. In consultation with the JOB ONE Board and the CEO to reframe the organization to be fiscally sustainable, as well as hosting the JOB ONE Board Retreat. Also facilitated ensuring the recognition of an education representative on the Economic Advisory Committee. Supported Career Technical Education efforts being facilitated by EDCOE with linkages to the business community. Continued to support the development and expansion of the Pro-Teens project in conjunction with the Superior Court Judges, Teen Court and many businesses throughout the county.**
- ❖ **In collaboration with statewide organizations, CCSESA, ACSA, AVID, CASBO, and CCSA addressed employment issues with CalPERS and CalSTRS.**
- ❖ **Participated on the CCSESA Washington trip, representing El Dorado County and meeting with U.S. DOE representatives and Congressional and Senatorial representatives regarding a wide array of educational issues.**
- ❖ **Provided leadership and support on charter school issues, with involvement in the following:**
- Participated as a member of the statewide Advisory Committee for Charter Schools and continued efforts to reform funding cycle for charter schools under SB 740 provisions;
  - Continued to pursue the disclosure of names and addresses of students from El Dorado County being served in charter schools;
  - Served on the CDE Charter Schools and Special Education Work Group;
  - Facilitated the formation of a WIA Charter in collaboration with JOB ONE, El Dorado Center, EDUHSD, El Dorado County and other partners.
- ❖ **Promoted public education and focused on improving our public information efforts through the following:**
- Represented public education in working with the Red Hawk Casino;
  - Chaired the El Dorado County Shots for Tots Advisory Committee;
  - Worked with the Board of Supervisors and County Administrative Officer to address the anticipated reauthorization of Forest Reserve funding;
  - Supported the Lest We Forget efforts with the Butterfly Concert;
  - Coordinated a breakfast for Community Based Organizations to share information with the public schools and to enhance networking opportunities;
  - Coordinated the “Golden Star Students” showcase and education booth at the 2008 El Dorado County Fair, which included working with the Fair Director and staff;
  - Assisted with the El Dorado Rose, Miss Teen and Miss El Dorado scholarship event;
  - Increased the distribution of information regarding the positive and successful efforts of public education through media and public service announcements;
  - Supported the Regional Occupational Program by participating on the Executive Committee;
  - Supported County Office of Education student programs;

- Supported the Early Care and Development Planning Council, including supporting the CARES program;
  - Supported the El Dorado Arts Council through a variety of actions;
  - Worked with the Community College to enhance communication and network opportunities;
  - Facilitated meetings with a number of elected officials and candidates for elected office to discuss educational issues, including Board of Supervisors, Assembly Candidates;
  - Featured in magazine articles published by Serrano;
  - Participated in Intel Focus Group meetings;
  - Supported the passage of the El Dorado Union High School District bond measure.
- ❖ **Responded to legal issues and provided input regarding education bills that were proposed through the legislative process, including working with Schools Innovations and Advocacy on legislative issues that would affect El Dorado County.**
  - ❖ **Provided support to the County Committee on School District Organization regarding boundary line adjustments and potential reorganization efforts being considered throughout the county.**
  - ❖ **Facilitated legislative meetings with Assemblyman Ted Gaines and Senator David Cox, as well as meetings with other locally elected officials, including Board of Supervisors. Also participated and helped coordinate a number of events for State Superintendent of Public Instruction Jack O'Connell. Met with Senator Darrell Steinberg staff regarding Special Education Issues. Also moderated a number of candidate forums for Supervisorial and Congressional races.**
  - ❖ **Worked extensively with new Superintendents in the County, as well as facilitating mentor support for new Superintendents.**
  - ❖ **Supported School Districts throughout the county on a variety of issues, including the following sample of areas addressed:**
    - Worked with school boards including providing Brown Act training and worked with the Black Oak Mine Unified School District regarding Superintendent vacancy and provided training for Board;
    - Facilitated Administrative meetings with the Lake Tahoe Unified School District and the El Dorado Union High School District;
    - School Facilities Task Force, including providing input regarding the County General Plan, addressing the updating of Developer Fee Justification Documents, developing capital facility plans, auditing developer fee funds, etc.;
    - Coordinating consideration for the initiation of charter schools within the county;
    - Facilitated the review and revision of inter-district attendance agreements;
    - Assisted in the review and recognition of El Dorado County Distinguished Schools;
    - Continued efforts to ensure reasonable and appropriate implementation of NCLB provisions, including drafting letters regarding specific issues and working with school site councils to identify issues and focus efforts at state and federal levels;
    - Continued to support the agreement with the Indian Diggings School District to provide for the operation of programs at the Gallion property;
    - Provided professional development activities for Superintendents including fiscal issues, specific speakers, charters, etc.;
    - Supported El Dorado County pursuing transportation grant funds to enhance Safe Routes to Schools in the county;
    - Facilitated First 5 Grant funds to be made available to elementary schools for literacy development, and creation of infrastructure to support early care services throughout the county;

- Provided leadership in assuring compliance with Williams provisions in conducting site visits, reporting complaints, and fulfilling all compliance areas;
  - Facilitated support for educator Angora Fire victims by facilitating a holiday faire and school district adoption of the educators who lost their homes in the Angora Fire.
- ❖ **Served on the First 5 El Dorado Commission and worked to address the Children First Initiative, including working with the Commission as chair of the Evaluation Committee, as well as addressing the School Readiness Initiative. Assisted in the planning and implementation of First 5 Initiatives, including providing an infrastructure for family literacy in supporting all elementary schools with funding for kindergarten leads, transition planning and early care leads in the elementary school attendance areas. Also supported the funding for Early Childhood Specialists under the SELPA organization.**
- ❖ **Continued to Chair a Local Agency Working Group to address asbestos issues and to further working relationships with county, state, and federal control agencies.**
- ❖ **Supported school districts throughout the county in addressing difficult financial issues by attending Board meetings, scheduling individual meetings with administration, and providing written support documents.**
- ❖ **Supported EDCOE student programs through a variety of means, including the following sample of activities:**
    - Continued the provision of leadership and assistance in the expansion of the Child Development Program at school sites;
    - Supported the recruitment and selection of administrative staff for the Associate Superintendent of Administrative Services and the IT Director positions;
    - Supported the review and revision of Indian Education By-laws;
    - Completed the creation of a new Employee Orientation Video;
    - Supported the conduct of a FCMAT review of EDCOE Food Services;
    - Provided leadership in the implementation of a Charter SELPA with El Dorado County serving as the Administrative Unit to accept out-of-geographic-area charter schools;
    - Pursued funding through Redevelopment within the Lake Tahoe area;
    - Conducted Retreats for Administrative Staff;
    - Facilitated discussions with school district representatives and COE staff regarding Special Education services provided by EDCOE;
    - Initiated EDCOE visits for CDE representatives and Senator Torlakson.
- ❖ **Continued the provision of leadership in the implementation of a scholarship website that showcases scholarship availability for El Dorado County students. Also conducted luncheons on the Western Slope and South Lake Tahoe to recognize organizations and individuals providing scholarships for youth. Conducted interviews in collaboration with Board of Supervisors and Presiding Judge for the selection of recipients for the Sexton Scholarships.**
- ❖ **Assisted in the implementation of revised agreements in partnership with the Cameron Park/Shingle Springs Rotary, the El Dorado Center (Community College), and the El Dorado County Office of Education for the operation of the observatory on El Dorado County Office of Education property. Assisted in the conduct of Observatory Open Houses, as well as assisting in addressing insurance issues.**

**Instructional Services / Student Programs Division**  
**2007-2008 Accomplishments**  
**Cathy L. Bean, Deputy Superintendent**

It is the goal of the Instructional Services and Student Programs Division to provide the leadership, support, and collaboration opportunities to ensure districts, schools and programs have the necessary tools to operate the most effective, efficient, and successful instructional programs for all students in El Dorado County. In that light, the following is a summary of our 2007-08 accomplishments:

- Served as the Chairperson and Coordinator of the El Dorado County Curriculum and Instructional Leaders Council (CILC). Provided leadership to ensure that instructional services activities met and supported the stated needs of our client districts, schools, and programs. Along with our continued efforts to provide appropriate guidance to schools and districts to ensure NCLB/AYP success for all, we also provided leadership and guidance specific to the interests of teachers of English Language Learners, music teachers and school counselors.
- Served as member of the Superintendent's Cabinet. Provided information and leadership in the areas of curriculum and instruction, human resources, and student programs to accommodate the demands brought about by budget, credentialing, and instructional requirements.
- Served as the Chairperson for the California County Superintendents Educational Services Association (CCSESA) Student Programs and Services Steering Committee (SPSSC) and the Career and Technical Education (CTE) subcommittee. Also participated in quarterly CCSESA general membership meetings as committee chair and participated in CCSESA Curriculum and Instruction Steering Committee (CISC) meetings as the liaison for Charter Schools, After School Programs and Career and Technical Education.
- Served as the co-chair of the Program Liaisons meetings to facilitate communication between EDCOE administration and program staff.
- Served as the liaison and fiscal representative to the Title VII Indian Education Parent Committee.
- Served as the liaison to the Early Care and Education Planning Council.
- Collaborated with the Folsom Lake College, El Dorado Center and the Cameron Park Rotary to provide administrative oversight for the Community Observatory.
- Served as member of the Child Abuse Prevention Council.
- Served as a member of the Community Strengthening Collaborative.
- Collaborated with First 5 El Dorado to establish Preschool/Kindergarten transition plans for each of the elementary schools within El Dorado County. Facilitated two articulation opportunities for early care and education providers and kindergarten teachers throughout the county.
- Collaborated with the Folsom Lake College, El Dorado Center to secure a SB70 grant of \$490,000 which will bring Career and Technical Education opportunities to middle and high school teachers/students throughout the county.
- Collaborated with New Morning Youth and Family Services to provide counseling services through our Federal Elementary and Secondary Counseling Grant of \$292,950 for the expansion of counseling services.
- Provided Williams Act, Valenzuela Settlement, and DAIT oversight to districts.
- Provided administrative oversight to the Sugarloaf Fine Arts Camp.
- Provided administrative oversight to the Foster Youth Services program.
- Provided general support and supervision to the following programs:
  - Charter Rite of Passage
  - Charter Community School, Home Study Academy and Extended Day
  - Child Development
  - Curriculum, Instruction, and Accountability
  - Human Resources
  - Print Shop
  - ROC/ROP
  - SARB
  - Special Services
  - Testing and Research

### SARB Accomplishments 2007-08

- Provided leadership and facilitation for the Western Slope and Lake Tahoe School Attendance Review Boards.
- Conducted annual board and school evaluations of SARB and the process. The survey was sent out using an on-line survey tool which allowed for ease of result tabulation.
- Added 10 additional SARB hearing days (80 new slots)
- Worked closely with District Attorney's Office, Sherriff's Department, and Judicial system to allow for parents and/or students to be cited at a SARB hearing by the deputy on the board.
- Added board member representation from El Dorado County Mental Health.

	2007-08 School Year	2006-07 School Year	2005-06 School Year	2004-05 School Year	2003-04 School Year	2002-03 School Year	2001-02 School Year
<b>School Served</b>	41	40	41	47	45	49	39
<b>New Referrals</b>	321	161	192	159	136	159	151
<b>Follow-up Hearings including Case Managements</b>	424	374	370	381	277	300	166
<b>Total Hearings</b>	745	538	546	494	413	459	317
<b>DA Referrals</b>	79 Include s 6 student s with citations	61	56	41	34		

#### 2007-08 Western Slope Detail

	New	Follow Up /Case Management^	DA Referral/Citation
Elementary K-5	58	60	12
Middle School 6-8	107	147	26
High School 9-12	156	217	41

South Lake Tahoe SARB 2 Years of Comparisons

	2007-08 School Year	2006-07 School Year
<b>New Referrals</b>	45	48
<b>Follow-up Hearings including Case Managements</b>	126	87
<b>Total Hearings</b>	171	135
<b>DA Referrals</b>	5	22

2007—08 South Lake Tahoe

	new	follow 1	Follow 2	follow 3	CM 1	CM 2	CM 3	Add. CM	DA
K-5	20	15	13	6	12	2			3
6-8	12	14	9	7	8				
9-12	13	12	10	2	16				2
<b>Totals</b>	45	41	32	15	36	2			5

2006-07 South Lake Tahoe Detail

	New	Follow Up/Case Management^	Total	DA Referral
Elementary K-5	13	12	25	6
Middle School 6-8	22	53	75	9
High School 9-12	13	22	35	7
<b>Total</b>	48	87	135	22

**CSROP Accomplishments 2007-08**

- Assisted Black Oak Mine and South Lake Tahoe districts to meet their annual ADA cap by monitoring and analysis of monthly ADA data.
- Continued procedures to assist all CSROP instructors to become or remain fully compliant with CDE compliance standards.
- Provided regular CSROP section visitations to classroom and site administration.
- Hosted all quarterly CSROP Executive Committee and Board Meetings.
- Submitted all CDE requested and required reports.
- Kept abreast of AB 2448 requirements and plan for implementation.
- Provided leadership and facilitation necessary to the effective operation of the PRO-Teens Program.
- Participated on the Program Committee for Job One.
- Became a Board Member for Job One

## Adult Education Accomplishments 2007-08

- Achieved 24.66 ADA between regular adult education and jail education
  - 7.77 ADA jail education program offered at South Lake Tahoe Jail
    - 132 students served
    - 18 class sections offered
  - 16.39 ADA regular adult education
    - 508 students served
    - 118 class sections offered
      - 19 class sections offered at California Conservation Corps, Greenwood
      - 11 class sections offered in South Lake Tahoe, Conservation Corps location
      - 88 class sections offered on the Western Slope
- Offered ESL classes in cooperation with Green Valley Elementary School, St. Patrick's Church Hall, Boys and Girls Club, and White Rock Village.
- Provided GED classes at the Shingle Springs Rancheria, California Conservation Corps Greenwood Center, EDCOE Green Valley location White Rock Village, and South Lake Tahoe Jail.
- Offered Adult Basic Education classes in Reading and Math to students in South Lake Tahoe and on the Western Slope.
- Provided Employment Success, Career Development and Career Exploration classes.
- Offered computer Literacy classes at Boys & Girls Club and EDCOE.
- Hosted and facilitated a meeting of community partners offering ESL classes including Folsom Lake College, El Dorado Union High School District, and El Dorado County Public Library. Focus of the meeting to discover the classes offered within our county for individuals with limit abilities in English.
- Participated in the Career Technical Education meetings.
- Graduated from Adult Education Leadership Institute.
- Participated on the advisory board for CALPRO, the professional development component of adult education.
- Attended and provided information regarding Adult Education programs at the El Dorado County Chamber Business Expo.

# BTSA Cluster Region One

## 2007-2008 Accomplishments

Lisa Danielson, Cluster Region Director  
 Pam Garcia, Regional Assistant

### Cluster One Leadership

El Dorado County Office of Education continues to serve as the LEA for one of the BTSA Cluster Regional Grants during the second of a four-year term. The network developed by county office leadership provides a venue of access and influence that is beneficial and necessary to the work of the Cluster Region Director. The proven ability of this LEA to successfully implement programs that have been on the reforming edge of education makes it very well suited as the LEA for this Cluster Region Director grant. Lisa Danielson continues to fulfill the responsibilities of this grant. A second grant continues to reside in Tehama County Office of Education and the implementation is jointly developed.

Cluster Region One BTSA Induction Programs 2007/2008	
1. Antioch USD BTSA	13. Sacramento BTSA Consortium – Sacramento COE
2. Butte COE BTSA	14. Sacramento City USD BTSA
3. El Dorado COE BTSA	15. San Juan USD BTSA
4. Elk Grove USD BTSA	16. Santa Rosa City Schools BTSA
5. Fairfield/Suisun USD BTSA	17. Stockton USD BTSA
6. Far East Contra Costa BTSA	18. Tracy USD BTSA
7. Lodi USD BTSA	19. Tri County BTSA - Sutter COE
8. Marin BTSA Induction	20. Vallejo City/Solano County BTSA – Vallejo City USD
9. Napa COE BTSA	21. West Contra Costa USD BTSA
10. North Coast Beginning Teacher Program BTSA	22. Yolo/Solano BTSA – Davis Joint USD
11. North State BTSA – Tehama COE	23. Washington USD
12. Placer County BTSA	

### Cluster One District Affiliations

The goal of BTSA is to provide participating teachers with high quality professional development to hone their teaching skills thereby improving student achievement. The achievement of this goal relies on the availability of a BTSA program to qualifying teachers. BTSA has established affiliations with 100% of the school districts in Cluster Region One.

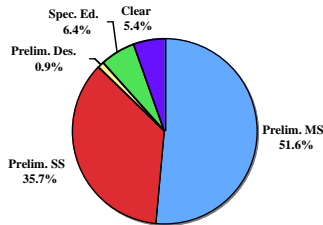
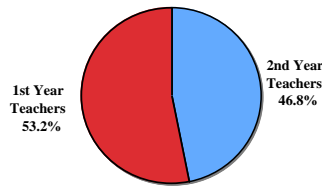
### Cluster One Statistics

Twenty-three BTSA Induction programs are located in the twenty-nine counties of this Cluster Region. Cluster Region One is geographically large with a land area of 56,888 square miles out of total state land area of 155,959 square miles. Cluster Region One spans County Superintendent Regions 1, 2, 3, part of 4, and 6. The smallest district in the state, as well as some of the largest in the state, are found in Cluster Region One.

Counties in Cluster Region One				
Alpine	Glenn	Modoc	San Joaquin	Tehama
Butte	Humboldt	Napa	Shasta	Trinity
Colusa	Lake	Nevada	Sierra	Yolo
Contra Costa	Lassen	Placer	Siskiyou	Yuba
Del Norte	Marin	Plumas	Solano	
El Dorado	Mendocino	Sacramento	Sonoma	

## 4,300 Participating Teachers in Cluster Region One:

- 2,287 First Year Teachers
- 2,013 Second Year Teachers



- 2,218 Participating Teachers hold Preliminary Multiple Subject teaching credentials.
- 1,535 hold Preliminary Single Subject teaching credentials.
- 547 hold Special Education, Preliminary Designated, or Clear teaching credentials.

The retention rate for BTSA participating teachers in Cluster One is 83% over five years. BTSA is making a positive impact on the knowledge, skills, and retention of new teachers.

### Cluster Level Survey Data

Each year, a survey is sent to all BTSA programs statewide. The survey gathers information from participating teachers, support providers, and site administrators. This data is compiled and sent to individual programs to help them improve their programs.

At the cluster level, this data helps determine the work of the Cluster Region Director. In cluster One a very high response rate confirmed that BTSA is significantly improving the learning and professional growth of all participants. Participating teachers and highly skilled support providers meet every week to assess practice, analyze student work, and share teaching strategies. The support is timely and highly valued. Authentic assessment, action plans, and professional development are closely connected. The BTSA program is particularly assisting participants with:

- Managing their classrooms
- Understanding and using content standards and frameworks
- Analyzing student work
- Reflecting on teaching
- Meeting the differing needs of diverse students
- Achieving the high goals of the California Standards for the Teaching Profession

### Cluster One State Level Responsibilities

Lisa Danielson, as the Cluster One BTSA Regional Director, served as chair to the FACT System (Formative Assessment for California Teachers) Revision Work Group. During the 2007-2008 year the work group successfully participated in a field test while preparing to launch a statewide pilot of the materials for the 2008-2009 year. The new formative assessment system for use with beginning teachers can be found at [www.btsa.ca.gov/fact](http://www.btsa.ca.gov/fact).

El Dorado County Office of Education  
Child Development Programs

El Dorado County Office of Education  
Child Development Programs  
Program Accomplishments  
2007/2008

Program Design and Management

- The Brooks Preschool opened in August. The program is a collaborative between the Child Development Programs and Special Services and provides a full inclusion setting for preschool children.
- The Child Care Food Program provided meals to children in child development programs. There were 59,359 breakfasts, 83,914 lunches and 60,493 snacks served for a total of 203,766 meals, which is an increase of 6,296 from 06-07 program year.
- National School Lunch Program provided 5,233 lunches to Charter Community School students.
- Full cost State Preschool Programs provided 795 breakfasts and snacks.
- There were 472 requests for food service, including meals as well as snacks, such as, cookies and fruit. There were 70 requests for food from outside agencies.
- Each site has a Serve Safe certified staff/employee.
- In September of 2008, the Child Development Programs, Choices for Children and Family Connections coordinated efforts to organize the Community Gift Tree Program, which provides nominated families with gifts for the holidays. Through this program 365 children received gifts. Additional families enrolled in our Child Development Programs also received gifts through the El Dorado Hills Garden Club (7), Tahoe Magic (12), Emblem Club (5), and the Placerville Police Association (8). The Placerville 20-30 Club provided 20 evergreen trees to families. The Rotary Club donated 20 coats. Americare Savings Guild provided 20 Humbag Bags. People First and Save Mart adopted a family. Marshall Hospital provided 50 Thanksgiving food baskets. Folsom Guild and Fiber Guild donated 30 child size quilts. These programs were great for families and will be provided in the future as the community support is forthcoming.
- Over the 2008 holiday season community groups and individuals donated a variety of goods to the Child Development program families. Food baskets were assembled and donated to 156 families with in the program. Organizations and individuals also donated toys, coats, shoes and household items to program families.

Health

- As part of our continuing collaboration with community health resources, we had three dentists perform dental screening examinations for over sixty children at three childcare centers. This was an excellent opportunity for children to receive a dental visual examination in a child friendly environment. Parents were given information on the importance of connecting with a dental home and how to reduce the incidence of dental carries. Each child received a toothbrush and coloring book emphasizing dental hygiene. As a result of the success of this event, we hope to provide this service at all of our child care centers next year.
- Program immunization rates are at 99%. This exceeds the immunization rate of 86% for our county according to the 2008 El Dorado County Health Status Report.

Disabilities

- 23 children ages 0-3 received support services / had an active IFSP.
- 68 children ages 3-5 received support services / had an IEP.
- 43 children received follow up support to address possible concerns and/or delay.
- 26 of the 43 children had a Student Success Team Meeting to implement an intervention plan.

## Mental Health

- 125 children 0-3 years had a mental health professional consult with program staff. Of the 125 children, 62 received three or more consultations.
- 105 children 3-5 years had a mental health consult with program staff. Of the 105 children, 52 received three or more consultations.

## Education

2007-2008 was a great year for the Education component and our staff development activities. Staff development training begins every year in July and is open to all Child Development Program teachers and classroom assistants. Additionally an invitation is extended to Special Services staff and community members as applicable. Staff development continues throughout the program year and consists of various training approaches including on-site monthly meetings, designated staff development days and conferences and workshops as available. Highlights of staff development include:

- California Association for the Education of Young Children (CAEYC) – State Preschool teachers had the opportunity to attend the annual CAEYC conference. The training provided teachers with resources and materials that could be implemented immediately in the classroom.
- California Head Start Association Annual Parent Conference – The 2007-2008 Policy Council chairperson and an education coordinator attended this conference. Both had the opportunity to connect with families from all over California. The workshops encouraged families to be an active participant in the Head Start program and be an advocate for their child's education.
- Carol Kranowitz: Catching Kids Before They Fall - Helping Young Children with Sensory Processing Disorder. In addition to the Child Development staff, 60 community members also attended the training. The workshop encouraged audience participation and demonstrated strategies for working with children.
- Home Visiting Next Steps – Child Development Early Head Start teachers and community members attended the training and were provided tools and processes needed for engaging families in strength-based, quality, and solution-focused home visiting.



## EL DORADO COUNTY EARLY CARE AND EDUCATION PLANNING COUNCIL

6767 GREEN VALLEY ROAD, PLACERVILLE, CA 95667 PHONE: (530) 295-2312 FAX: (530) 295-1273

### 2007-2008 Accomplishments

#### ***-Workforce Development, Education and Training-***

##### Comprehensive Approaches to Raising Educational Standards – CARES

- ❖ Processed 130 applications for the CARES program and awarded 86 stipends to early care and education staff working towards advancing on the Child Development Permit Matrix and provided training to 21 Friend, Family and Neighbor caregivers. This program was supported through contracts with First 5 El Dorado and the California Department of Education
- ❖ Development of partnership between El Dorado County Office of Education and California State University, Sacramento – College of Continuing Education to deliver an on-site Bachelors Degree Program in Early Development, Care and Education. Recruited 23 participants, including 10 County Office of Education early care and education staff.

##### Professional Development and Training

With the support of one time funding through Child Development Recruitment, Retention and Training funds, the Council facilitated and supported the following training and professional development opportunities:

- ❖ U. C. Davis Center for Excellence in Child Care – Leadership Institute - Two Seminar Series attended by twenty nine early care and education center directors and staff
- ❖ Supported fifty nine staff to attend California Preschool Instructional Network (4 meetings): Early Language and Literacy (ELLCO) English Language Learners, Mathematics, Dr. Theresa Roberts
- ❖ Partnered with El Dorado County Office of Education Child Development Programs to bring the nationally recognized Dr. Carol Kranowitz to conduct a workshop on Working with Children with Sensory Integration Challenges.
- ❖ Supported eleven staff to attend Bridging the Gap - Theory and Practical Strategies to Jump Start Learning in Children with Sensory Dysfunction
- ❖ Four staff attended the Zoophonics training
- ❖ Supported the attendance of 31 staff to the CAEYC Conference and the PACE Conference professional development opportunities.
- ❖ Conducted a full day Early Childhood Environmental Rating Scale Training
- ❖ Supported one Child Development staff to attend the National Child Abuse and Neglect Conference
- ❖ Supported WestED, on-site training in South Lake Tahoe Program for Infant Toddler Caregivers
- ❖ Collaborated with the Child Abuse Prevention Council to bring Dr. Harvey Karp, noted pediatrician and infant care specialist, to Union Mine High School with over 137 caregivers and community members in attendance.

#### ***-Advocacy and Policy Development-***

- ❖ Worked with the El Dorado County Office of Emergency Services to develop strategies for effective and efficient emergency notification of early care and education sites.
- ❖ Began partnership with Economic Development Department to identify opportunities for collaboration to support early care and education services in El Dorado County

## ***-Community Involvement-***

Council Members and Staff participated with numerous community organizations addressing issues related to young children and families

- ❖ Child Abuse Prevention Council
- ❖ Mental Health Services Act ( MHSa) Prevention and Early Intervention Planning
- ❖ First 5 El Dorado School Readiness Committee
- ❖ Relatives Raising Relatives – Interagency Collaborative for Resources
- ❖ Lake Tahoe Community College – Early Childhood Education Advisory Committee
- ❖ Statewide Strategic Assessment of the Child Care Nutrition Environment Advisory Committee
- ❖ Sponsor of and participant in Kids Expo
- ❖ Job One Board
- ❖ Provide leadership and facilitation of the Western Slope Community Strengthening Project
- ❖ El Dorado Chamber of Commerce Education Council
- ❖ Head Start Policy Advisory Committee – Community Representative

## ***-Council Activities-***

- ❖ Council began developing a two year Strategic Plan and updating its needs assessment. This process will be completed in September of 2008.
- ❖ Council conducted a Brown Act and Conflict of Interest Training
- ❖ Council participated in a Child Care 101 training to enhance the council’s understanding of the various early care and education funding streams and program types which exist in El Dorado County
- ❖ Council conducted ongoing membership recruitment and outreach efforts

## ***- Countywide Early Education for All Plan Development-***

The Council provided leadership for the community input process and development of the El Dorado County Early Education for All Plan.

## ***-Reporting-***

Verbal and written reports were submitted to the Council’s governing bodies, the El Dorado County Board of Supervisors and the El Dorado County Board of Education. In addition, all required documentation was submitted to the California Department of Education, Child Development Division.

The annual priorities for child care funding for El Dorado County based upon local data were established and submitted to the California Department of Education, Child Development Division

## **2007-08 Program Accomplishments**

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The Special Services Department had another very busy school year in 2007-08. As is usually the case, a majority of our time was spent in collaborating/consulting with district staffs to determine appropriate placements for students with significant disabilities and in monitoring/serving those students already enrolled in our programs. There were, however, a number of accomplishments that stand out as we review the year:

The training of Sign Language Interpreters has become increasingly important as Education Code now requires specific levels of achievement as measured by specific tests. We continued to use a consultant to assist us in providing additional training to our staff in hopes that test results could be improved. The result was an additional interpreter meeting the mandated requirement at the end of the 2007-08 school year.

We continued to provide Non-Violent Crisis Intervention training to both EDCOE and district employees. The goal of this training is to train staff in the skills necessary to de-escalate conflict situations so that physical restraints are not necessary.

With the help of the Child Development Program, SELPA and First Five, we were able to open a new fully included preschool program at Brooks School.

We worked collaboratively with EDCOE staff and the Buckeye and Rescue Districts to plan for the successful relocation of two classes from the Buckeye District to Rescue District. The moves occurred during the summer of 2008 and both classes were ready to open on the first day of school in 2008-09.

At the request of District Superintendents, we began planning for a number of county-wide events which are scheduled to occur in the 2008-09 school year:

1. EDCOE site visitations for district staff
2. Extensive training in the field of Autism for both District and EDCOE employees
3. Training opportunities for District staff in the area of Full Inclusion
4. Transition meeting dates to discuss the movement of students from county operated programs to district operated programs

A group of EDCOE High School and Post Secondary teachers met to review standards and to identify common areas of instructional focus with the goal of aligning curriculum across programs.

The WorkAbility program served a total of 53 students during the school year, with 22 of these students being placed in jobs. Students were employed through our grant at Round Table pizza, Marshall Hospital, Front Yard Nursery, TJ Maxx, Hollywood Video, Happy Kids, Born 2 Be Wired, El Dorado County Public Library, WalMart, Sequoia, Breaker Class, and CSROP Cosmetology.

Our school site staffs frequently hold many wonderful events in an effort to enhance their relationship with the general education population on their campuses. Some of these events include:

1. A peer tutor recognition celebration in which over 90 general education elementary students and their parents were recognized for their work with our special education students;

2. A holiday concert was performed by our high school age students for their peer tutors from the Health Academy.
3. Staff initiated an after school structured peer play-group for both general education and students special education students enrolled in the full inclusion program.

Parent satisfaction data which was collected at the end of each annual or triennial review meeting, indicated that most parents felt they were included as a partner in the educational process, that the instruction was focused on the needs of their children, that their children were making satisfactory progress, and that they were satisfied with the educational program.

Student successes were once again incredible:

- One student, who started the program with no ability to play independently, ended the year with the ability to engage in elaborate and appropriate independent play.
- A new computerized reading program was instituted at one site and students began to really enjoy reading, resulting in excellent gains in reading skills.
- Many students who used to require special equipment at all times in order to stand are now standing without this equipment.
- We successfully transitioned a number of students from EDCOE Special Day classes back to their neighborhood schools.

Finally, our students were able to attend many field trips and visit places they may not have been able to visit otherwise. Field trips included: El Dorado County Fair, Coloma State Park, Cameron Park Lake, Knotty Pines Bowling, Orr’s Karate, Discovery Museum, Sutter’s Fort, Fit-4-Life, “Silent Sleigh” at La Sierra Community Center, Nimbus Fish Hatchery, Plubell’s Orchard and Bass Lake Golf Course.

Student data for 2007-08:

**Total Students by Disability by Year—SDC students only**

Year	Autistic	CH	DHOH	Inclusion	OI	Preschool	ED	SH	SMI	VI
03-04	21	30	13	11	7	45	14	59	9	3
04-05	23	24	11	11	8	54	21	62	13	2
05-06	43*	12	12	11	9	42*	25	72	13	3
06-07	43	2	11	11	7	44	22	71	13	2
07-08	41	2	11	12	7	48	21	78	12	2

\* In 05-06, 14 autistic preschool students were moved from the preschool count to the autism count to more accurately depict the number of students with autism. All other preschool students are considered “non-categorical.”

### 2007-2008 Enrollment by District of Residence and Disability Category

District	Autism	CH	DHOH	Inclusion	OI	Pre	ED	SH	SMI	VI	Itinerant Services			Total
											DH OH	V I	O I	
BOM	5				1	5	3	5					4	23
Buckeye	13		1	2	1	15	4	6	3			4	2	51
Camino	2						1	2	1					6
EDUHSD	9	2	7					44	3	1		4	5	75
Gold Oak				1		3		2	1			1		8
Gold Trail					1	3		1		1	1			7
Latrobe			1			1								2
M. Lode	1		2	3	1	3	2	6	2					20
Pioneer						1		3						4
Placerville	2			2		6	4	5	2		1	1	1	24
P. Pines	1					2	1	2			1		1	8
Rescue	7			4	3	9	6	2				3	4	38
Silver Fork												1		1
out of county	1											1		1
	41	2	11	12	7	48	21	78	12	2	3	15	17	268

**KEY:**

AUT = Autism

CH = Communication Handicaps

DHOH = Deaf or Hard of Hearing

OI = Orthopedically Impaired

ED = Emotionally Disturbed

Pre = non-categorical preschool

SH = Severely Handicapped

SMI = Severely Multiply Impaired

VI = Visually Impaired

Inclusion = K-5 SH students in fully included environment

## 2007/2008 Accomplishments

### Golden Ridge/Blue Ridge

Both Golden Ridge and Blue Ridge Schools were recognized by the Grand Jury for their exemplary programs for youth. This recognition was given after an extensive review of both sites' academic programs.

Both programs completed the revision of their course of study. These were then approved by the Board of Education. Included in the new course of studies are the latest adoptions for middle school textbooks in the areas of Social Science and Science.

Golden Ridge School welcomed a new teacher, Jeff Bridges. Jeff serves as the Special Education teacher along with his other duties. A part time teacher, David Delgado, was hired for Blue Ridge School. This position allows for the two full time teachers to have reliable replacement for their non-duty days. This support benefits the consistency of the instructional model including learning, discipline and safety. Both programs are benefitting from the part-time Secretary I position filled by Deanna Santana. She assists both programs with the California Student Identification System (CSIS) and the Special Education Information System (SEIS).

It was decided that the process for adopting textbooks would commence with collaborative discussion between Charter Community School and Golden Ridge School. As a result of this process, Golden Ridge School adopted and purchased new Government and Economics textbooks. Blue Ridge continues to match their textbook adoptions with the Lake Tahoe Unified School District.

Weekly collaborative meetings continue with staff from education, probation, mental health and medical. During the past year, several issues have been effectively resolved. In addition, quarterly meetings with the superintendents at both facilities, Betsy Christ and Sue Roth continue. These meetings address larger issues that arise occasionally.

Sue Roth has been working with the Superintendent of the Juvenile Treatment Facility in his development of a culinary arts program. Sue has assisted with curriculum to support the program.

Six students acquired their GED while enrolled at Golden Ridge and one student was awarded his diploma from South Tahoe High School after completing his credit at Blue Ridge.

**Golden Ridge School**  
Summary of Enrollment Information

**NUMBER OF STUDENTS ENROLLED**

GENDER	2007-08 SCHOOL YEAR		2006-07 SCHOOL YEAR		2005-06 SCHOOL YEAR	
	NUMBER	PERCENT	NUMBER	PERCENT	NUMBER	PERCENT
BOYS	230	77%	191	74%	183	72%
GIRLS	70	23%	66	26%	70	28%
TOTALS	300		257		253	

**NUMBER OF STUDENTS BY GRADE**

GRADE	2007-08 NUMBER	2006-07 NUMBER	2005-06 NUMBER
Below 6th	0	4	0
6th	0	1	2
7th	13	11	9
8th	31	22	25
9th	41	39	31
10th	72	53	60
11th	69	62	78
12th	74	65	48
Totals	300	257	253

**LENGTH OF ENROLLMENT**

Time Enrolled by Days	2007-08 School Year		2006-07 School Year		2005-06 School Year	
	Quantity	Enrollees Attended %	Quantity	Enrollees Attended %	Quantity	Enrollees Attended %
1 -5	127	42%	113	44%	111	44%
6 - 20	83	28%	65	25%	61	24%
21 - 40	40	13%	30	12%	41	16%
41 - 60	19	6%	18	7%	17	7%
61 - 90	16	5%	10	4%	11	4%
91 - 120	8	3%	13	5%	10	4%
> 120	7	3%	8	3%	2	1%
TOTALS	300		257		253	

**Blue Ridge School**  
Summary of Enrollment Information

**NUMBER OF STUDENTS ENROLLED**

GENDER	2007-08 SCHOOL YEAR		2006-07 SCHOOL YEAR		2005-06 SCHOOL YEAR	
	NUMBER	PERCENT	NUMBER	PERCENT	NUMBER	PERCENT
BOYS	122	74%	102	73%	113	74%
GIRLS	43	26%	37	27%	40	26%
TOTALS	165		139		153	

**NUMBER OF STUDENTS BY GRADE**

GRADE	2007-08 NUMBER	2006-07 NUMBER	2005-06 NUMBER
Below 6th	0	0	0
6th	0	0	0
7th	0	1	2
8th	7	4	10
9th	24	24	14
10th	43	30	47
11th	52	50	41
12th	39	30	39
Totals	165	139	153

**LENGTH OF ENROLLMENT**

Time Enrolled by Days	2007-08 School Year		2006-07 School Year		2005-06 School Year	
	Quantity	Enrollees Attended %	Quantity	Enrollees Attended %	Quantity	Enrollees Attended %
1 - 5	77	47%	49	35%	56	37%
6 - 20	22	13%	22	16%	25	16%
21 - 40	23	14%	17	12%	23	15%
41 - 60	12	7%	7	5%	18	12%
61 - 90	8	5%	16	12%	11	7%
91 - 120	14	8%	16	12%	9	6%
> 120	9	6%	12	8%	11	1%
TOTALS	165		139		153	

# Curriculum and Instruction

## 2007-08 Accomplishments

### **Kate Doyle, Senior Director**

Angie Lind, BTSA/Professional Development Coordinator

Candy Hicks, Program Assistant

Melanie Lohan, BTSA Secretary

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### ***Beginning Teacher Support and Assessment (BTSA) Induction***

Provided direction and leadership for the El Dorado BTSA Professional Induction Consortium serving teachers in El Dorado and Alpine counties.

18 teachers attended training for new BTSA Support Providers.

90 first and second year teachers received coaching, collaboration and consulting from 68 trained support providers.

41 second-year teachers completed all the requirements for their California Professional Clear credential through the El Dorado BTSA Professional Induction Consortium.

### ***Support for Improved Achievement in English Language Arts***

182 teachers attended 15-hour Step Up to Writing K-5 training, and 64 middle school teachers attended the 15-hour Step Up to Writing in Grades 6-10.

30 teachers and administrators attended a one-day overview of research-based reading intervention programs.

### ***Support for Mathematics Textbook Selection***

Facilitated meetings for teams of 62 elementary and 36 middle school teachers from 12 districts to conduct detailed review of state-adopted textbooks in mathematics and make a recommendation for district adoptions. Consensus recommendation for Houghton Mifflin K-5 and Holt grades 6-8.

### ***Support for Science Textbook Adoption***

Grade level trainings were offered to support effective implementation of the newly adopted instructional materials.

### ***Professional Development to Improve the Achievement of English Learners***

Provided required annual training in CELDT administration for district and EDCOE staff.

Three English Learner Network meetings provided a forum for discussions of issues and best practices related to the achievement of English learners.

Acted as the LEA for the county Title III consortium to secure funds for support services for English learners. Provided training and technical assistance in the Title III Annual Measurable Achievement Objectives (AMAOs) and accountability reports.

### ***Support for Using Assessment Data Effectively***

Assisted six districts in the implementation of the Edusoft data management system. Provided onsite training in examining state assessment data, developing benchmark assessments, aligning existing assessments with California student content standards.

Facilitated reviews of Data Director and development of three-year EDCOE consortium agreement for Rescue and Placerville districts with the option to add other districts.

***Support for technology integration to improve student achievement***

Continued professional development for EdTech Leadership Network consisting of 15 teachers from 10 schools who in turn support other teachers at their site.

May 2008 CILC Web 2.0 presentation and Web 2.0 tour for Site Administrators were offered to increase administrators' understanding of changes in available software.

Web 2.0 course Jan-April and June 2008 "Summer Tech Fest" provided trainings for teachers in collaborative Web 2.0 tools (blogs, wikis, podcasts, Google docs) to support increased student engagement and achievement.

***Support for Site Principals***

Facilitated monthly meetings for Middle School Principals and monthly meetings for Elementary School Principals.

Provided technical assistance as principals evaluated student achievement data and developed their Single Plan for Student Achievement.

Assisted schools in development of Distinguished School applications.

Facilitated *Taking Center Stage II: the Road Show* for middle school teams.

*Safe Schools Symposium* in January 2008 was attended by over 130 people from county elementary schools.

***Support for Implementation of State and Federal Categorical Programs***

Provided monthly meetings for categorical program managers to provide technical assistance related to No Child Left Behind and all Consolidated Application programs, including models and templates for meeting accountability and programmatic requirements for Titles I, II, and III.

Provided additional individual assistance in implementing and/or evaluating programs as requested.

Provided quarterly meetings for district leadership development and technical assistance related to Title IV Safe and Drug-free Schools and Communities and Tobacco Use Prevention Education (TUPE).

Provided training in *Positive Action* and support for district adoptions of a scientific research-based program for alcohol, tobacco, other drug and violence prevention.

Provided training in analysis of California Healthy Kids Survey data from fall 2006 administration and use of performance measures in program planning.

Provided semiannual meetings for district liaisons for youth in transition (homeless students and foster youth) to provide technical assistance and build district capacity to improve services to identified students. Developed print resources to increase awareness of county services and resources to assist families. Administered McKinney-Vento grant.

***And...we Moved!***

## El Dorado County SELPA

2007-08

### Accomplishments

During the 2007/2008 school year, the El Dorado County SELPA accomplished the following:

- “The Move” – the entire SELPA Department moved offsite to a new location on the Sutter’s Mill Elementary School site. In March, 2008, the SELPA office staff, Senior Director, program specialist, occupational therapists and early childhood specialists moved to the new site. Minimal improvements were required to accommodate the department and a conference room was created to help ease the heavy use of EDCOE site meeting rooms. The former Pinewood District Office was also utilized to house one SELPA occupational therapist and one early childhood specialist.
- Administered a First Five grant and hired four early childhood specialists – three for the Western Slope and one in South Lake Tahoe. A part-time program assistant was hired to assist with administration of the grant in July, 2008. The Early Childhood Specialists assisted parents in completing developmental screenings on 627 children ages 1 – 5 utilizing the Ages & Stages developmental screening tools (ASQ and ASQ-SE) and a Health Questionnaire.
- Hired EDCOE staff occupational therapists to fully cover OT needs throughout the SELPA, eliminating need to renew contracts with private vendors. As of September 1, 2008 all school sites on the Western Slope have an occupational therapist
- The SELPA Department hired one .5 FTE Secretary 1 to assist with the expanding workload with the addition of the El Dorado County Charter SELPA Consortium.
- New Charter SELPA approved by the State Board of Education in July, 2007. 17 LEA members in 2007/08.
  - Created Policies for the El Dorado County Charter SELPA
  - Created Procedural Guide for Special Education for the Charter SELPA
  - Created Annual Calendar
  - Created Resource Guide
  - Facilitated fiscal training for Charter SELPA Steering and CEO Council
  - Conducted Steering Committee Meetings and facilitated CEO Council meetings
  - Collaborated with California Department of Education to ensure smooth administration of Charter SELPA

In addition to the Charter SELPA work, the SELPA staff continued to support all districts of the SELPA. The assistance includes:

- Providing compliance information and support
- IEP attendance and/or facilitation
- Parent information and support
- Staff Development – CPI, SEIS, Rtl
- Staff development sponsored events
- Facilitated inter-agency meetings
- Assistance with contracts - NPS/NPA placements
- SEIS Help Desk support
- Coordinated SELPA Steering activities
- CASEMIS
- Created SELPA Policies

- Updated and revised the Procedural Guide for Special Education
- Updated and revised the CAC Parent Handbook
- Participated in 57 Individual Family Service Plans (IFSP) at P.R.I.D.E. & Joy

<b>Content</b>	<b># of Trainings</b>	<b># of Persons Trained</b>
SEIS (Special Education Information System)	11	88
CPI (Non-Violent Crisis Intervention)	3 – 2 Day Full Certification 10 – ½ Day Re-Certification	177
ADR (Alternative Dispute Resolution)	80 Contacts	76 Resolutions

## TESTING SERVICES – 2007-08 ACCOMPLISHMENTS

MEL SILVA, Director

1. **STAR** (Standardized Testing and Reporting Program)/**EAP** (Early Assessment Program) for CSU system – 11<sup>th</sup> grade/**CAPA** (California Alternate Performance Assessment)/**CMA** (California Modified Assessment)/**CAHSEE** (California High School Exit Exam)/**CELDT** (California English Language Development Test)

- A. Created and submitted student pre-identified and expanded demographic files to ETS for districts in our county; met all requirements and very tight deadlines imposed by publisher and state for STAR/CAPA/CMA/, CELDT, and CAHSEE.
- B. District Coordinator - worked with publisher/state and program administrators to ensure proper administration, implementation and completion of testing process for COE programs. Assisted other districts as a consultant and resource regarding STAR testing process and implementation of CAPA. Attended all scheduled workshops. Held STAR information workshops prior to testing for all COE programs and districts. Acted as coordinator for CAHSEE and CELDT. Held CAHSEE Census Administration Workshop. Verified data for STAR and CAHSEE results for state API and federal AYP accountability.
- C. Continued administration of the STAR county Co-op, which provides a comprehensive basic report package and the opportunity to obtain additional reports for NRT and CST results. Teacher reports are generated according to spring classes and resorted to provide feedback for the new student teacher classes in the fall. Listing reports provide drill down data disaggregating students by scores on core subject area sub-skills (reporting clusters).

Continued to meet the need for student test performance reporting, tracking, and analysis for the districts in our county. Thus the Testing department, interfacing with the STAR state/publisher-provided CD-ROM district data, is capable of disaggregating California Standards Test (CST) results and NRT scores, and AYP and API estimates, as well as multi-year student performance graphs.

- D. Produced news releases and companion reports for STAR/CAHSEE/API/AYP/PFT/CELDT including district, county, and state, for local media, CILC, County Board, and District Superintendents. Prepared four-year academic performance charts by district and county.
- E. Produced various reports including custom reports/graphs and pre-post reports (comparison of individual student performance from year to year) as requested by districts.
- F. Produced API (Academic Performance Index) estimates for schools in the county.
- G. Physical Fitness Testing - Work with program administrators to insure physical fitness testing is completed according to state requirements for all county-operated programs. Prepared files with state-required physical fitness testing results and submitted to the state's scoring contractor for participating districts.
- H. Enhanced a data retrieval process to produce a packet to assist schools in creating their Single School Plan required by state/federal legislation (NCLB). Packets were produced for 35 sites.

2. **SARC** (School Accountability Report Card – Annual Report to the Community)

Produced unique documents for each school in the county, along with a two-page executive summary for each school. Spanish language translations were included for those schools with significant Spanish speaking students. The SARC is designed to give pertinent information on school test scores, API/AYP accountability

data, curriculum, staff, teacher qualifications, school year, programs, attendance, facilities, textbooks, and financial data. Documents are reviewed to meet all Williams Settlement component requirements. The SARC's were posted to the Internet in May 2007. Internet posting is required by the state and gives parents and the public access to the important information about our schools contained in these documents.

3. **CILC (Curriculum Instructional Leadership Council)**

The director, as the assessment representative on the Curriculum and Instruction team, participated in all meetings during the school year, facilitating STAR multiple choice, STAR writing assessment, CAPA, CAHSEE, CELDT, Physical Fitness testing processes and provided information on all assessment and accountability issues.

4. **Surveys**

Scored and compiled data for parent/staff/student surveys for districts/schools in the county as requested.

# Rite of Passage Charter High School

Silver State Academy  
Sierra Ridge Academy  
Graduation (Qualifying) Houses

2007-2008

## Program Accomplishments

***Russell Colletta, Principal***

### **Introduction**

Rite of Passage Charter High School (ROPCHS) serves troubled teens from California by providing an opportunity to earn high school credit, pass the General Educational Development test, or earn a high school diploma in an instructional program specifically designed to meet their needs. The school operates under a state-approved charter through El Dorado County Office of Education (EDCOE) and functions in cooperation with Rite of Passage, a private non-profit corporation.

The students we serve are fourteen- to eighteen-year-old, court-adjudicated young men who have typically failed in other placements and have committed a variety of criminal offenses. Their skill levels are very disparate, with reading and math skill levels from first to thirteenth grade. Teachers are able to provide a great deal of one-on-one support as the class size typically averages sixteen students. These young men also have the opportunity to participate in life skills development classes, weekly individual counseling sessions with a licensed clinician, vocational training, and daily group processing opportunities as they work through their personal psycho-social issues in conjunction with their academic growth. The school is in operation 251 days a year, and conducts classes seven hours each day.

### **Demographics**

ROPCHS served approximately 500 total students on three campuses over the course of the 2007-2008 academic year, with an average length of stay in the program of approximately ten months. Due to the extended school day and extended school year, many students were able to accelerate their credit acquisition to bring them to a level commensurate with their peers in regular high school settings. The typical student enters the program functioning at about the sixth grade level in math and reading, but makes significant progress in core academic skills in a relatively short period of time.

### **Accreditation**

The school was fully accredited by the Western Association of Schools and Colleges in June 2006. During the 2007-2008 school year, the school staff continued to work on the action plan that had been approved during the accreditation process. The staff put a great deal of effort into completing curriculum maps for the core subject areas. A careful review of assessment results to determine levels of student achievement and other action plan steps were also addressed.

### **Adequate Yearly Progress/Academic Performance Index**

Rite of Passage Charter High School reached five of six criteria to make Adequate Yearly Progress under the federal law No Child Left Behind during the 2007-2008 school year, but failed to reach the percent of proficient students criteria in mathematics. However, the school increased its Academic Performance Index to 651. The school staff is pleased with the increase in the API, but has to address the level of math proficiency during the next school year. Listed below is a table showing the history of academic performance indicators for the last six years.

<b>School Year</b>	<b>02-03</b>	<b>03-04</b>	<b>04-05</b>	<b>05-06</b>	<b>06-07</b>	<b>07-08</b>
<b>API</b>	376	442	525	596	634	651
<b>AYP</b>	N/A	Yes	Yes	Yes	Yes	No

### **Work with State Content Standards**

The school staff completed a process to define essential, standards-based content and skills in all core academic content areas. The staff reached agreement on the critical need to focus instruction on key skills and content areas due to the limited amount of time students are enrolled in the program.

The staff used published versions of standardized tests, assessment blueprints, and other resources to determine the content focus and level of difficulty of their instruction. This process ensures that instruction will be provided on content and skills that are often assessed and have been identified as essential for success in “real life” settings. An analysis was also done of teachers’ lesson plans in order to provide feedback about how comprehensively essential skills are being taught.

Math and other core classes have been structured to allow for more effective instruction to a wider range of student abilities. Higher level math classes are further differentiated by small group instruction on various levels of content. Teachers in all subject areas have been encouraged to try alternatives to whole group instruction, such as peer tutoring, small group instruction, and project based activities.

The school offers a spectrum of remedial classes in reading and mathematics in order to provide appropriately challenging instruction for students when they enter the program. The goal of all remedial classes is to accelerate learning as much as possible student in order to have most students functioning at high school level. Policies on issuing credit and other functions have helped support this process.

### **Vocational Training**

Depending on which campus the student was enrolled, students continued to achieve new skills in welding/manufacturing technology, culinary arts, construction trades, automotive technology, digital imaging, computer technology, animal husbandry, and facility maintenance. Students earned college credit through Columbia College and through articulation agreements with Western Nevada College, as well as certification through the American Welding Society. Students were also able to earn OSHA and CPR certification. Over half the students who exited the program completed at least 500 hours of training in a vocational trade.

### **Student Assessment and Achievement**

An analysis of statewide assessments results has been accomplished and distributed to staff and stakeholders. Skill area strengths and needs have been identified. Special study sessions were provided to prepare students for the assessments. Incentives from the school and the group living programs were established to improve student cooperation with the assessment process.

The school continues to use the Renaissance STAR testing program to conduct a school-wide evaluation of student achievement three times a year. A detailed analysis of the data from these assessments is conducted and distributed to stakeholders and staff at the end of each grading period. The analysis revealed that students typically make more than one grade level growth in both math and reading in each four month grading term. The staff also reviewed the alignment of these assessments to the state standards to ensure student achievement on this measure could reasonably translate to achievement on other measures.

Further analysis also revealed that approximately 50% of the students achieved the growth level set as a target in the accreditation action plan, as determined by the Alternative Schools Accountability Model (ASAM) pre/post testing system.

As stated above, a detailed analysis of Renaissance STAR testing results is conducted at the end of each grading period for both math and reading. Individual student growth and school-wide trends are both carefully vetted. These data do suggest significant growth in student skills; and currently available state-wide assessment results confirms this conclusion.

### **Staff Development**

The staff from all sites attended a full day training session on Response to Intervention during the 2007-2008 school year. The school has adopted a three tier model of instructional support in accordance with the most common RTI models. Tier One is our fundamental instructional program. It is highly focused on the "Essential Essential" curriculum content that has been identified through our curriculum mapping process. It also ensures consistent implementation of two research-based instructional strategies. The staff will ensure that the learning objective is effectively communicated to all students (students must know what they are expected to learn, be shown the relevance of the learning, and know what success should look like), and students will be given meaningful feedback on their performance at tier one. Additional structures to support learning have been implemented. Tier Two support includes both small group temporary support in other settings, as well as individual support in the regular classroom from licensed and paraprofessional staff. Tier Three provides highly individualized, one to one support from licensed and paraprofessional staff.

### **Student Activities**

Students were provided the opportunity to participate in over eight different interscholastic activities and sports. Awards Assemblies were held during the 2006-2007 academic year as students were honored for their academic, athletic, personal growth and vocational training achievements. Students also participated in writing contests, vocational skill activities and contests, and community service activities.

### **Conclusion**

The teaching staff at Rite of Passage Charter High School looks forward to another year of growth and success for the troubled teens we serve in our collaborative relationship with the Rite of Passage Program. During the 2008-2009 school year, the staff will prepare for and conduct the accreditation follow-up visit. The school has made great strides in addressing the accreditation action plan, and looks forward to continuing the process of improving teaching at learning at Rite of Passage Charter High School.

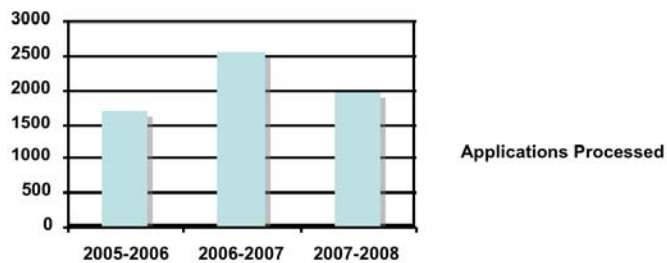
## HUMAN RESOURCES 2007-2008 HIGHLIGHTS

### Recruitment/Retention

Recruitment remains a major ongoing focus and concern for the Human Resources department and one of the “up sides” to a down economy is the improved number of applicants for employment. In 2007-2008, HR experienced a huge increase in applications for almost all positions. Nevertheless, we remain committed to our innovative recruitment practices and continued our efforts:

- **Employee Incentives** – EDCOE offers \$100 incentives to existing employees who refer an applicant who is subsequently hired.
- **School Van Placards** – EDCOE has magnetic signs that have been placed on student vans, advertising for employment opportunities.

These ideas/practices are in addition to our existing and ongoing efforts to cover local community college campuses, participate in local job fairs, advertise in newspaper and trade publications, and post positions on EdJoin.



Developed specifically to address any issues associated with retention, HR administered the first Annual EDCOE Employment Survey. This survey covered a broad array of topics having to do with employee job satisfaction at EDCOE and sought input as to the ways in which EDCOE could be more responsive to employee needs. In direct response to the survey data, EDCOE hosted its first Annual Employee Picnic, planned and paid for Management. As indicated by attendance and a follow-up survey, it was a very successful event. Also, in response to the survey, a quarterly newsletter has been developed.

### Substitute Services

The HR department is responsible for the maintenance and operation of the SubFinder system, which processes requests for certificated substitute teachers for the County Office and districts, and classified Instructional Assistants for the EDCOE special education program. In 2007-2008, WebConnect Pro was fully implemented. The response from both Guest Teachers and sites has been overwhelmingly positive.

### Employee Benefits

The HR department coordinates all employ benefits for new and existing employees. The move in 2007 to California's Valued Trust went smoothly and our Benefits Coordinator continues to do an effective job with the employee Open Enrollment process.

### Credential Services/NCLB Compliance

The HR department is responsible for recording and monitoring credentials for all credentialed employees throughout El Dorado County. Our Credentials Analyst also assists district personnel and teachers with credential and assignment issues. Through 2007, the HR Credentials Analyst served as County Representative on the Credential Counselors and Analysts of California (CCAC) Advisory Board.

The HR department continued to evaluate all certificated and all affected classified personnel with regard to NCLB compliance. Work is done with managers on a continual basis to ensure that EDCOE employees meet the Highly Qualified provisions of NCLB.

### Fingerprinting

The HR department provides fingerprinting services to all of EDCOE and to all districts within the County. HR staff processed 816 sets of prints in 2007-2008.

**2007-08 Accomplishments**  
**Francie Heim, Deputy Superintendent**  
**Administrative Services**

As we look back on year 2007-08, we can define it as a year of transition and transformation.

During the year, my personal focus was influenced by my decision to retire in December 2008 and how to best position the organization in transition to my successor. The selection of Terena Mendonca as my replacement will bring a seasoned, educational professional to Administrative Services.

This year, a major project has been the transition of Internal Business processes and cycles to transform the quality of budget information to programs and Cabinet for pro-active decision making. Changes in budgeting cycle activities produced early on information which has been hugely important with the challenges in financial planning due to dire budget projections from the State. Mid-year conservation actions, based on early budget information for programs, allowed us to preserve staff and increase our reserves to better position us to weather the predicted State budget cuts coming in the years ahead.

A bright spot in the year was the launch of our fully State funded \$5 million classroom building project. We successfully completed CDE approval of our educational plan, finalized the OPSC funding application and the application for financial hardship renewal. In order to start construction, we had to relocate two of our programs to offsite locations which included infrastructure improvements prior to moves. The economic climate proved favorable to our bidding process allowing us to include needed parking within the project. In June 2008, our long awaited construction project broke ground. The project, scheduled for completion for the 2009 school year, will transform our Charter Community School into a true campus with increased safety and autonomy.

EDCOE established the first state board approved all Charter Special Education Local Plan Area (SELPA) in California. Charters representing about 4,000 K-12 ADA were served in 2007-08 and we will increase to about 8,000 K-12 ADA in 2008-09. EDCOE serves as the administrative unit, providing support relative to governance, program compliance, and fiscal services. This relationship has proved beneficial for the involved Charters in filling a complex need and for EDCOE in expanding our SELPA services as well as providing a revenue stream for services provided.

Part of my continuing transformation work is in the translation of the CBO training work into building capacity to create a network of CBOs dedicated to providing training and building sustainable systems to support the business of education. These programs continue to contribute greatly to the development of quality CBOs statewide, within our county and here at EDCOE.

This year started a transition from more stable economic times to a declining, uncertain financial climate. Our accomplishments illustrate the thoughtful and conservative actions needed to continually transform our plans meet economic challenges while still growing our education business and striving to provide the best education to students in our county.



## 2007-08 Accomplishments

Diane Lacombe, Director  
External Business Services

### Department Highlights

#### **Fiscal Oversight**

One of our primary responsibilities is fiscal oversight of the 15 K-12 districts in El Dorado County. In this area, our goal continues to be to have no fiscal crisis. We recognize that there will be fiscal solvency issues, but we aim to be aware and prepared. Our strategy continues to include three key elements:

- Identify budget issues/"broken systems" early
- Training and support
- Ongoing communication to ensure that we work collaboratively with districts

We are proud to say that we have been successful with this strategy. We have built strong, collaborative relationships with our districts, supported by a solid fiscal oversight system. We have been able to detect issues early and work with our districts before there is a crisis.

#### **Payroll – Change in 12-Pay Options**

We continued to ensure the message was delivered throughout the county regarding changes to our payroll process for employees who work less than 12 months but choose a 12-pay option. The change to the new process happened in July 2008 and went very smoothly.

#### **SELPA – Accounting for change of our charter “sub-SELPA” to its own separate SELPA**

Our challenges in the area of providing accounting support for the charter “sub-SELPA” continued this year as they were approved by the State to be their own SELPA. We diligently ensured that the calculations involved to separate the SELPAs were performed correctly and did not harm our existing SELPA. Our thorough efforts strengthened our relationships with our CDE contacts and have provided us with an even better understanding of some of the ‘behind the scenes’ calculations at the State level.

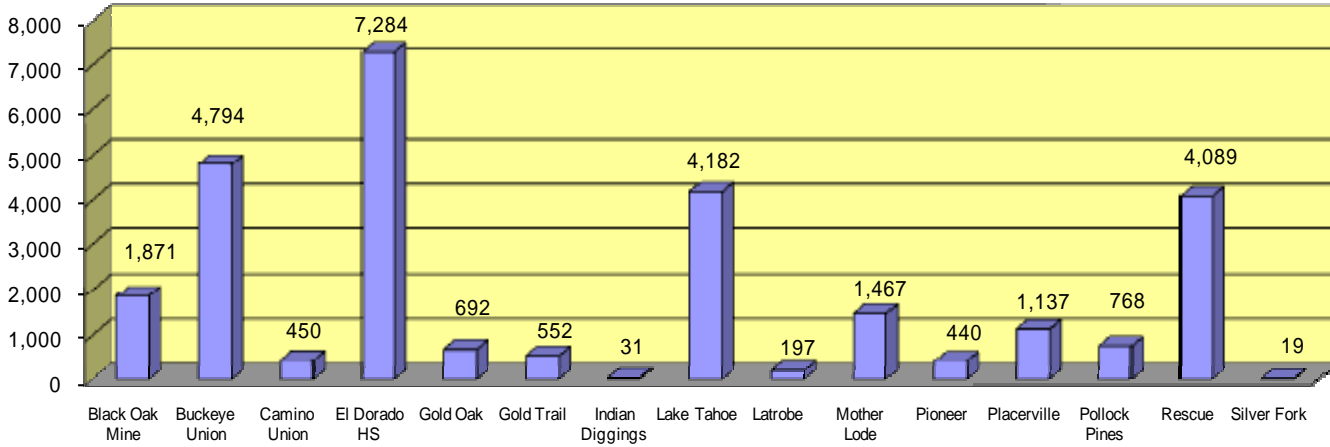
#### **Changes to Tax Sheltered Annuity 403(b) IRS Regulations**

Throughout the year, we discussed the upcoming changes that will go into effect January 1, 2009 with our staff and districts. We have worked together with our third party administrator to answer questions and provide communications regarding the changes.

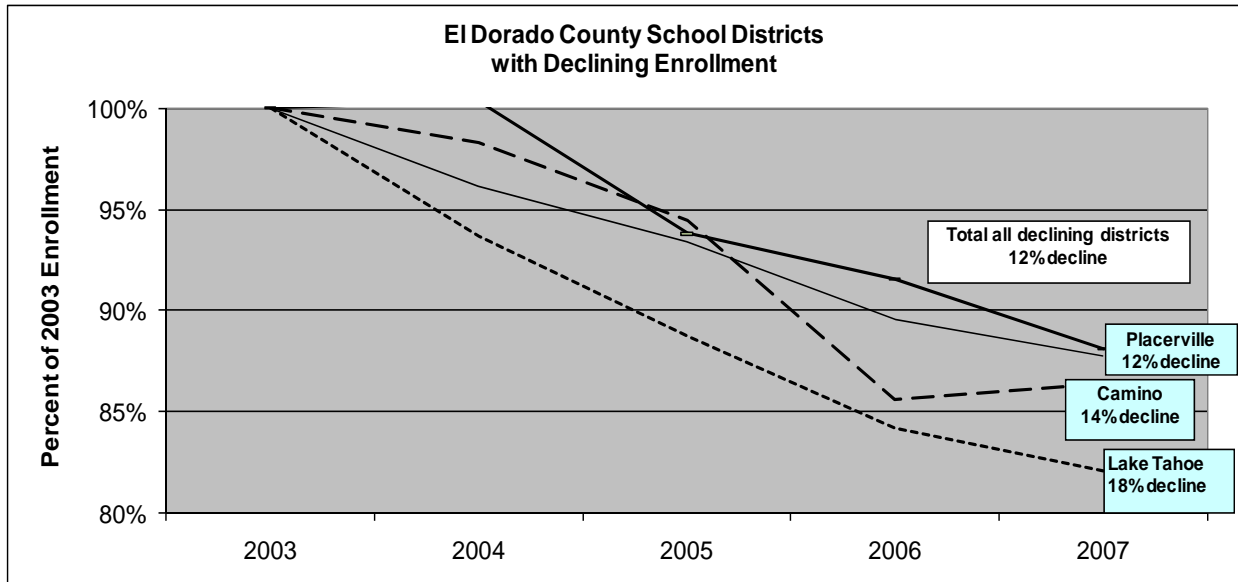
## STATISTICS – School District Dynamics

El Dorado County contains 15 school districts grades K-12; with 12 elementary districts, two unified districts and one high school district. The school districts vary in size from less than 20 students to over 7,000 students.

**Oct 2007 Enrollment in El Dorado County School Districts**

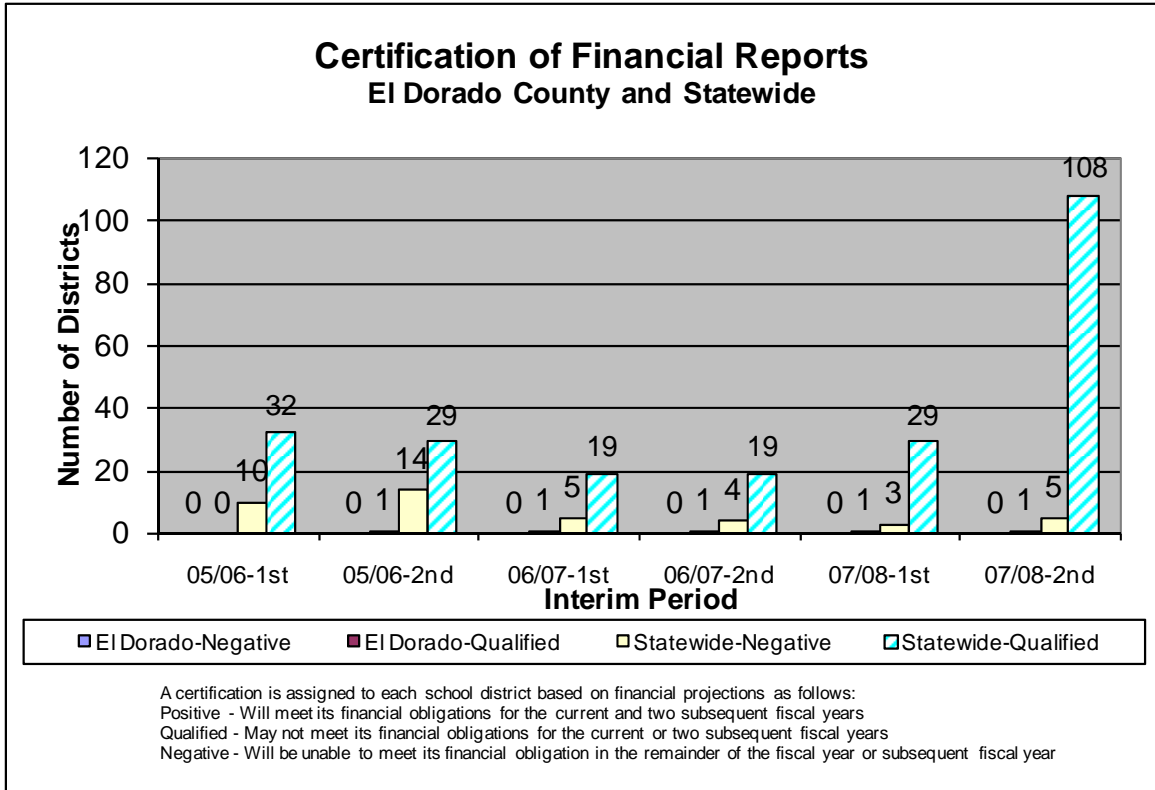


Over the last several years a majority of the school districts have experienced declining enrollment with some seeing a decline of as much as 12% - 18% of their enrollment.



## STATISTICS – Fiscal Oversight and Business Operations

- Reviewed and approved all school district budgets, with two districts receiving conditional budget approval subsequently changed to approved status
- One district received qualified certification at 2<sup>nd</sup> interim during 2007-08



- Reviewed and processed 70,134 district and COE payroll checks totaling over \$122,871,410 million
- Processed STRS reporting for 4,204 members' contributions totaling over \$10 million, and PERS reporting for 1,832 members' contributions totaling over \$3.5 million
- Reported 7,942 W-2s to the IRS, Franchise Tax Board, and Social Security Administration
- Reviewed and coordinated the processing of 44,881 Accounts Payable checks totaling over \$143,557,283
- Issued 757 - 1099s to vendors doing business with El Dorado County schools
-

## **2007-08 Accomplishments**

### **Jim Maher, Director Internal Business Services**

The great news for 2007-08 was authorization of additional staff in payroll and accounting. The Payroll department was fully staffed during the 2007/2008 fiscal year and we were able to achieve additional cross training as well as equalizing workload among the three positions. The accounting department was authorized to fill an additional position due to the departure of Barry Price, and we were finally successful in filling both vacancies by December 2007. The purpose for the additional accounting staff was to allow for the development of better budget information for timely decisions by management and to accelerate the final date for closing the books each year. We were largely successful in those endeavors and look forward during 2008/2009 to continuing to enhance the budget product and timeline. Another primary focus during the 2007/2008 was to develop and implement stronger policies and procedures governing the expenditure of funds. Improvements in internal control over these transactions were implemented during the 2007/2008 fiscal year and continue to be a major emphasis during 2008/2009

#### **Overall Department Highlights**

##### **QSS Software/GASB 34/Compliance Issues**

During 2007/2008, the Accounting Department continued to improve on the monthly fixed asset reconciliation and provided more accurate and timely accounting for fixed assets. Also completed during 2007/2008 was a physical inventory and a reconciliation of that to the fixed asset records. We also continued trainings on the conversion of the QSS financial system to a GUI (Graphic User Interface) version of the software. The completion date for the final portion of the conversation has been pushed back to the 2009/2010 fiscal year. New features in the software are making it much easier to pull needed information from the system and re-format it into user-friendly documents. We continue to look forward to coming improvements contained within the conversion.

##### **Growth (Changes) in Programs**

Overall, 2007/2008 was another year of growth and change. New activities in 2007/2008 included the following: A slight expansion in our juvenile court programs due to increased ADA and increased Title 1A funding at our Golden Ridge, Blue Ridge, and Rite of Passage Programs; An increase in tutoring and support activities funded through our Foster Youth program, Increases in training related to our BTSA and BTSA cluster programs funded through increased revenues and the use of prior year carryover money; A First Five Early Childhood grant supporting preschool children and a First Five Kindergarten Transition grant primarily supporting school districts; an increase in our Adult Education programs due to increase enrollments; Child Development Prekindergarten Family Literacy project; Increases in our Community School Financial Hardship construction. These increases were partially offset by reductions due to the ending of a Charter School Grant, the ending of the first cycle of the Elementary School Counseling grants that overlapped during 06/07 with the 2<sup>nd</sup> cycle.

##### **Cross Training/New/Enhanced Responsibilities**

As we continue to focus on building capacity in our department, cross training becomes critical. We are well cross trained in the areas of payroll, purchase order processing, vendor maintenance, accounts payable check writing, purchase order printing. With the departure of one of our long term accounts payable staff and the promotion of another accounts payable technician to an accountant level position in district finance, we have lost ground gained recently and will need to focus again on Accounts Receivable, Inter-program cost allocations and Fixed Asset management. Areas that still need additional cross training focus are Program Accounting and Financial Reporting at the Accountant, Cash Reconciliations, and California Use Tax reporting.

##### **Summary**

As Director of the department, my focus has continued to change from a "hands on" accountant to a supervisor supporting my staff in the areas of their responsibility. I look forward to leading our new team in 2008-09 and refining a newly acquired skill set as I dedicate my time to leading, teaching, training, delegating, supporting, and evaluating the internal business team.

## Departmental Statistics

### Payroll

#### During 2007/2008, payroll department highlights include:

W-2 forms issued in calendar year 2007 were 1,254, an increase of 4.07%

W-2 forms issued in calendar year 2006 were 1,205.

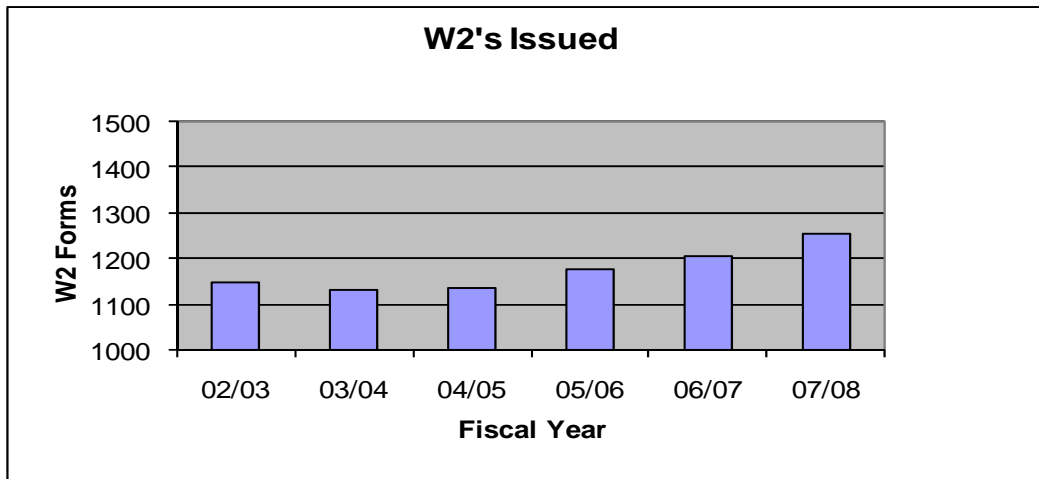
W-2 forms issued in calendar year 2005 were 1,177.

Salaries paid during 2007/2008 were \$25,837,592, an increase of 4.54%

Health and Welfare premiums paid in 2007/2008 were \$3,527,242, an increase of 5.54%

Changes in employment status during 2007/2008 included 101 new hires and 74 terminations.

Emily Montoya, Nancy Lawrence, and Carla Brown continue to provide outstanding service to the programs and staff.



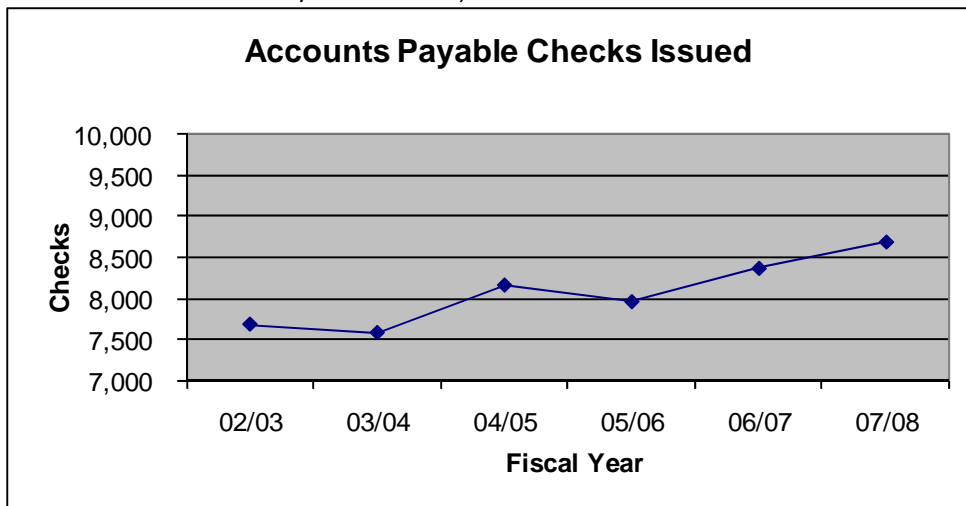
### Accounts Payable

#### During 2007/2008, department highlights include:

AP checks issued in 2007/2008 were 8,693, an increase of 3.86%

AP checks issued in 2006/2007 were 8,370.

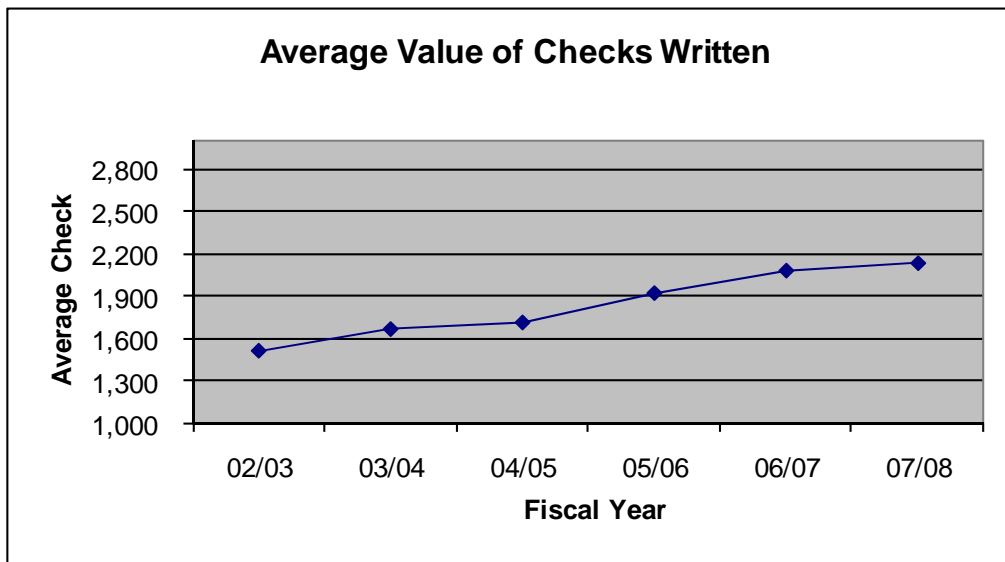
AP checks issued in 2005/2006 were 7,962.



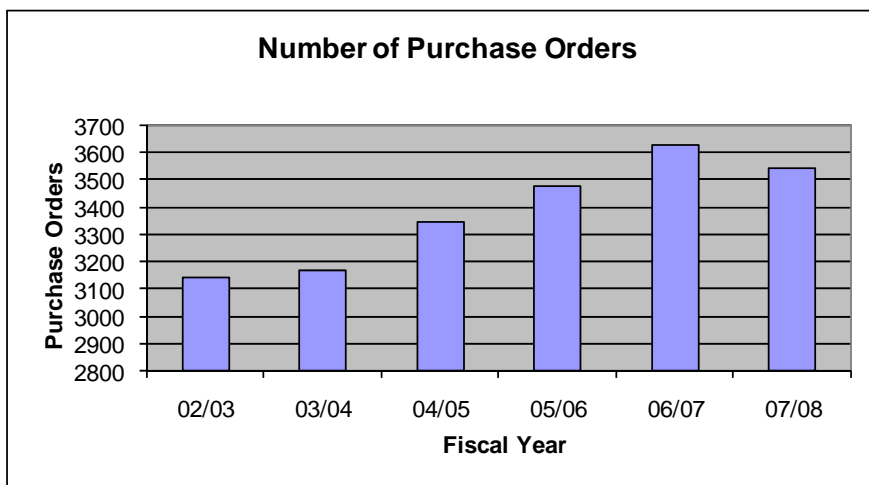
### Departmental Statistics continued

The total of vendor checks written in 2007/2008 was \$18,613,576, an increase of 6.50%  
The total of vendor checks written in 2006/2007 was \$17,477,334.  
The total of vendor checks written in 2005/2006 was \$15,353,837

Average check amount in 2007/2008 was \$2,141, an increase of 2.54%  
Average check amount in 2006/2007 was \$2,088  
Average check amount in 2005/2006 was \$1,928

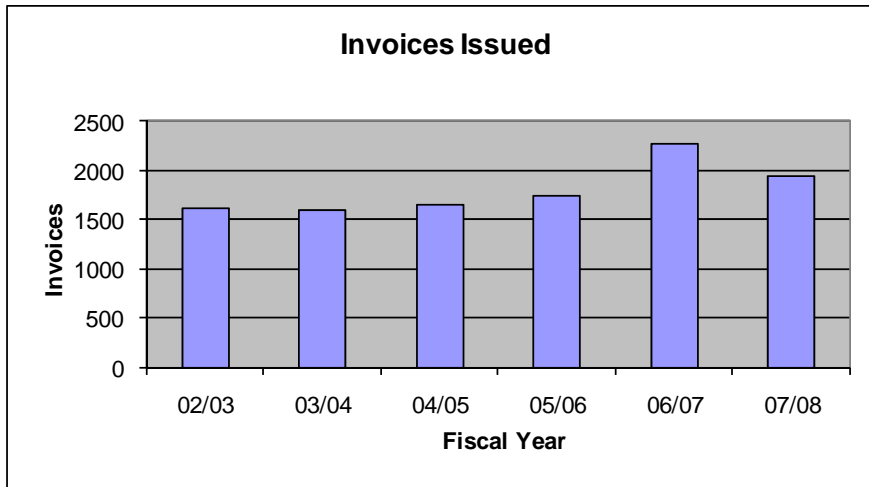


Purchase Orders issued in 2007/2008 were 3,541, a decrease of 2.32%  
Purchase Orders issued in 2006/2007 were 3,625.  
Purchase Orders issued in 2005/2006 were 3,475.



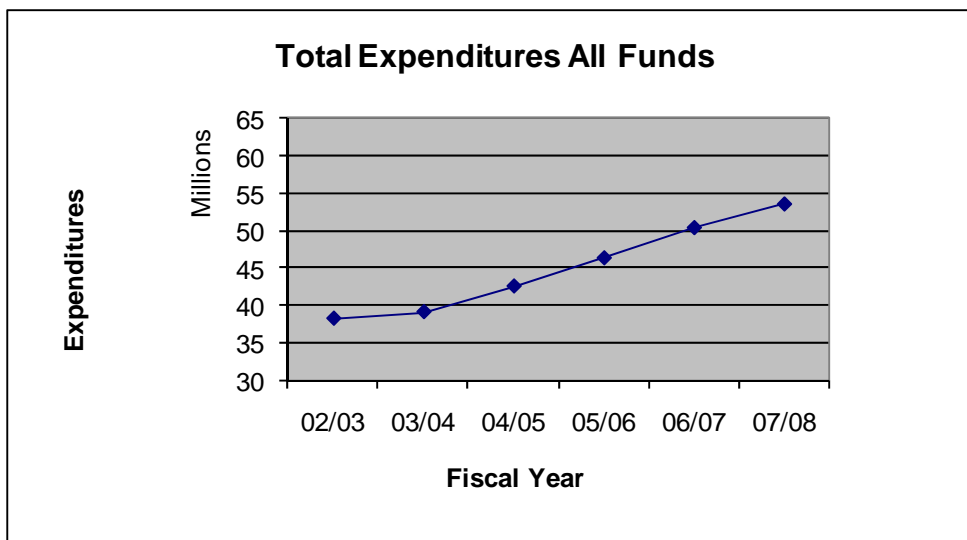
## Departmental Statistics continued

Invoices issued in 2007/2008 were 1,940, a decrease of 14.46%  
Invoices issued in 2006/2007 were 2,268.  
Invoices issued in 2005/2006 were 1,738.



The Accounts Payable department with Debbie Goodearl, Athena Lacher, and Sandy Thomas continued to provide outstanding service to our programs, staff and outside suppliers.

## Accounting/Financial Reporting



Responsibility for the budgeting and financial reporting of the County Office budget is divided among the four accountants in the department. Tricia Kowalski, Kerri Smith, Mary Masuda and Jennifer Weston continue to provide excellent service and support to the county office programs.

## **Information Technology Services 2007/2008 Accomplishments**

The Information Technology (IT) Department provides technology support to the Office of Education and School Districts in El Dorado County. The 2007/2008 fiscal year focused on reaching out to our programs and school districts and to partner with them in areas that involve technology development and utilization.

In support of EDCOE's infrastructure, we upgraded our network bandwidth to an Opteman connection for ten of our Headstart program locations. ERATE Year 10 provided a majority of the Funding to accomplish this monumental project. ERATE Year 10 upgraded the existing Mitel phone system to Voice over Internet Protocol (VOIP) system at our 6767 Campus Drive campus and the ten Headstart locations, including the South Lake Tahoe sites. We also implemented a new blade server chassis that is now our main computing cluster along with a core hub upgrade.

Due to construction at our Green Valley campus, two of our programs needed to be moved to an offsite location. The IT department successfully moved the Professional Development and the SELPA programs. We met with programs to determine their specific needs and then built the secure network infrastructure and backup solutions. These projects allowed for us to implement for the first time a remote VOIP phone solution called Teleworker.

To keep up with new technology and to provide our programs with the tools they need to be successful, the IT department implemented upgrades and conversions to for the following applications: Child-Plus conversion; SharePoint rollout; SSL VPN rollout; Exchange 2007 conversion and the first hosted Aeries implementation at Gold Trail USD. The larger of these applications was the Sharepoint rollout with VPN availability to Superintendent's Council and EDCOE staff.

Internally, the IT department began folder synchronization for laptops and desktops for backup purposes. We standardized handheld devices with Blackberrys and had two major computer laptop/desktop deployments. End-user support was managed via the Helpdesk. The Helpdesk began utilizing Track-it for the management of the work orders and Log-Me-In-Rescue. Both of these systems allowed our team to be more responsive to our end-users. The Helpdesk has participated in more "house calls" then ever before and they now offer mini-trainings on the new Blackberrys.

The EDCOE Technology Academy continued with great success. In 2007-2008 we developed the curriculum for our Office 2007 course offerings. This included Excel, Word, XP, Vista, and Adobe Form Development. We have a plan to continue to develop the other Office 2007 products in the priority order that was generated via a survey. We have begun offering our courses to employees outside of the County Office. Specifically, we developed and provided specialized classes in Excel 2007 to Buckeye District Teacher Technology. Despite not having a computer lab, our Academy successfully trained 119 individuals from January – May.

For QSS/QCC, we continue forward – a bit slowly, with the migration to the new QSS Control Center environment. In 2007-08 we offered 14 classes specifically in the traditional environment and we offered 64 classes specifically in the QCC environment. Hundreds of individuals participated in the trainings. In January, 2008, we migrated the Accounts Receivable Module to the QCC environment - in ONLY functions in the new environment. This was a successful transition and impacted EDCOE, EDUHSD, LTCC and Buckeye Districts. We also moved to a new HP3000 system in April 2008. We were represented at the QSS/QCC Conference - presenting on numerous topics. We are considered a leader in the migration into the new environment. We are working closely with the districts to identify and correct networking issues that have been impeding the successful functioning of the QCC environment. This continues to be a coordinated effort with our networking personnel and the district networking personnel.

The Developer Fee program, which resided on the AS/400 for many years now, has been successfully rewritten and is now totally web based running on one of our existing web servers. We are still in parallel testing, but expect to be fully off the AS/400 by year end.

Extended Day / Orgamation migration project is in the process to be fully transitioned from the AS/400 to the SQL based, Orgamation/Icare product. We have had major changes written into the software and have had a slow process in this migration. However, it is progressing and is expected to be fully in place by early spring.

Scholarship web site has completed another successful year. Over 600 students completed applications in the system. This system now houses over 190 locally given scholarships that range, in value, from \$100.00 to over \$2500.00. This year, our goal is to refine it even more and provide this exciting opportunity to other California county offices.

We assisted in the implementation of our latest web site migration to our new "look and feel". This included rewriting the County Employee Search page as well as the Emergency web site.

This year, we implemented a lobby monitor that displays our meeting room schedule and event bookings. This was automated, by our staff, to allow for a seamless and reliable updating process. In addition to this automation, the room bookings can be viewed by the public on EDCOE's website.

On a personal side, the IT department had one of their own graduate from DeVry University with a Bachelor of Science degree in Network and Communications Management - Summa Cum Laude.

Facilities, Maintenance and Operations  
Accomplishments for 2007/08  
Kathy Daniels

Facilities

After months of working with the California Department of Education to approve our educational plan, and working with the Office of Public School Construction to approve our funding application and our application for financial hardship renewal, we are finally on our way to building a new classroom facility for our Charter program. Our participation in the State Facility Program gave us the opportunity to use pupil grants to obtain \$5,900,000 to construct our project. Due to a favorable bidding climate, we were able to enter into a contract to construct a 2-story building with 10 new classrooms; along with a new parking area that provides 19 more parking spaces. In June 2008, our long awaited construction project broke ground.

In order to start this construction project, we had to relocate two of our programs to offsite locations. Our Professional Development Center is now located on Ponderosa Road in Shingle Springs; and our SELPA department is located in the Gold Trail District Office that they no longer use. Remodel work was done at both these facilities prior to our staff moving in.

We look forward to this project being completed in late June 2009 so our Charter students can start the 2009 school year in their new facility.

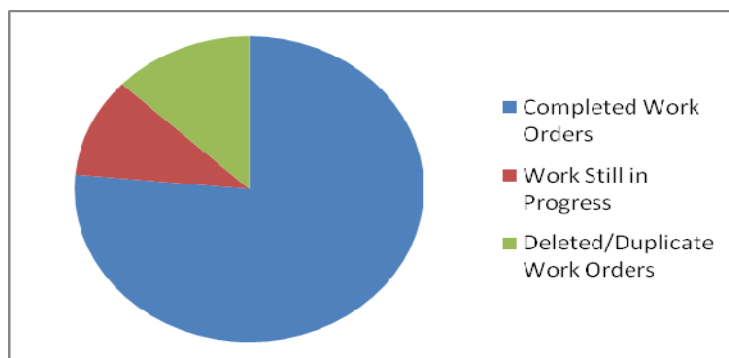
Maintenance

With several employee changes this last year, we are pleased that our department currently has an excellent staff. We work as a team and support each other as needed. This is a goal we have been working on for several years, and feel we have finally accomplished that goal. We continue to provide our staff with weekly newsletters keeping the line of communication and information flowing, which in turn makes our night-time staff feel like they are part of the team.

We worked on numerous summer projects including assisting with dismantling portables so they could be removed for construction. Several special education and child development moves took place, moving classrooms from the Buckeye District into the Rescue District, to make room for a modernization project that Buckeye had planned for the summer.

Below is a chart showing the work orders that were completed by the maintenance department between July 1, 2007 and June 30, 2008.

<u>Completed Work Orders</u>	<u>Work Still in Progress</u>	<u>Deleted/Duplicate Work Orders</u>
684	94	116



### Developer Fees

The Developer Fee Handbook was updated and given to Superintendents and CFOs in March 2008. We continue to update this handbook when District fee changes occur. We stay abreast of changing legislation that may affect developer fee collections.

### Other

We continue to work closely with other public agencies in emergency preparedness and our current focus is to ensure that all Districts are NIMS compliant. We completed the Pandemic Flu Plan and distributed it to Districts for their use. It has also been included in the County-wide plan that was submitted to the State for approval.

A safety video was done, in partnership with the Sheriff's Office, to advise parents of the steps that have been taken to ensure that their child's school is safe during an emergency. The video also covers the role of parents during an emergency. This video can be found on our website.

I continue to attend meetings for the County Committee on School District Organization, the County School Facilities Consortium and the Local Disaster Council. Any information that is pertinent to our districts is passed on to them for their use.

# Charter Alternative Programs and Extended Day

## ACCOMPLISHMENTS 2007-2008

David Publicover  
Executive Director

During the 2007-2008 school year, our Charter offered five educational programs, a child care enrichment program, Cal-SAFE for pregnant and parenting teens, and a community day school. We served students throughout El Dorado County on 30 different sites. The following information summarizes major activities accomplished by each of our programs.

### ADMINISTRATION

- Developed a new global mission statement for Charter Community School
- Developed mission statements for Campus, El Dorado Trade School, and all three Home Study Academies.
- Developed a new website for Charter Community School: <http://charter.edcoe.org/>
- Expanded violence prevention programs through the second year of our five year/\$500,000 School Community Violence Prevention Grant.
- Provided two new online software programs to help students pass the California High School Exit Exam.
- Continued program and facility improvements at El Dorado Trade School to bring it into compliance with El Dorado County Office of Education standards.
- Continued participation in planning and design for new charter campus facility
- Continued collaboration with Folsom Lake College and ROP to offer students the media communications technology strand.
- Hosted annual Charter Roundtables for our clients to review program offerings.
- Hosted four county-wide GATE roundtables for coordinators from local school districts in support of individual programs for gifted and talented students, which included hosting our annual GATE guest speaker in the spring and updating our county-wide GATE Fact Sheet.
- Implemented new K-8 science adoption
- Completed conversion of our Lake Tahoe TREC I into a CARE III program.

### CAMPUS (7-12)

- Continued to implement the Safe School Ambassador and Reconnecting Youth programs through our School Community Violence Prevention Grant
- Special Events: 13<sup>TH</sup> annual Fall Festival with Indian Creek School, 19<sup>th</sup> annual Thanksgiving Feast, 12<sup>th</sup> annual Love Gram Fundraiser, 11<sup>th</sup> annual Spring Egg Hunt, 8<sup>th</sup> annual Basketball Extravaganza, 10<sup>th</sup> annual Egg Drop Competition, 2<sup>nd</sup> annual Adoption of New Morning Shelter
- Continued Character Education program, including our 9<sup>th</sup> annual Candlelight Dinner honoring students and parents
- Revised progressive discipline referral process

### EL DORADO TRADE SCHOOL (7-12)

- Developed two year “Areas of Focus” tied to strategic program goals
- Developed new master schedule based on strategic program goals
- Implemented a reading remediation program
- Enhanced Computer Technology and Construction Vocational Strands
- Provided career and vocational exploration field trips to local and regional businesses
- Improved average daily attendance from 76% in 2006-07 to 91%
- Continued to provide after school tutorial for all students who had not passed CAHSEE
- Held one-week Expedition Trip in spring focusing on math, science, and career exploration

### HSA I (K-8)

- Provided seven different trainings for parents, including the new science adoption
- School-wide events included Math Mania Month; Craft Faire with Student Entrepreneurs Awards; Family Reading Night with a presentation by renowned pop-up book author, David Carter; Read-a-Thon; Winter Send Off with socks, hats, and gloves collected for charity.
- Odyssey of the Mind team took 2<sup>nd</sup> place for the region and competed at the state level.
- Field Trips included three productions at the California Children’s Theatre, Rock Climbing, IMAX Theater, Crocker Art Museum, and 7<sup>th</sup> grade overnight field trip to the Folsom Zoo.
- An HSA1 student won the B St Theatre playwriting contest for 3<sup>rd</sup>-8<sup>th</sup> graders.
- Nature Bowl team competed locally
- “The Giving Club” met regularly and completed several community service projects.
- The Chess Club started and met weekly
- Three teachers were chosen to participate in the hands-on astronomy “Project Astro.”
- All entries of *Picturing Writing* projects received ribbons at the County Fair

### HSA II (9-12)

- Increased 9<sup>th</sup> grade core class offerings from once a week to twice weekly and maintained steady enrollment in those classes throughout the year
- Reviewed core classes against California Standards and made revisions
- Purchased new Biology textbook and wrote new curriculum for independent study
- Fieldtrips included Nimbus Fish Hatchery and two theater performances in Sacramento related to literature in English courses
- Provided an evening social event with volleyball and a trip to the Community Observatory

### HOME STUDY ACADEMY III (7-12)

- Purchased new science textbooks and support materials for Physical Science and Biology.
- Added a new a-g Art History course
- Took 47 students and eight parents on an educational trip to Washington DC for six days.
- All 24 7<sup>th</sup> and 8<sup>th</sup> grade students who participated in the Oral Interpretation Festival at Pioneer School scored “Superior,” the highest possible score.
- Beginning and Advanced Drama classes each put together two shows this year.
- Expanded our offering and purchased equipment for two martial arts classes.
- Improved Room 1 electrical system and added sound and light systems for drama and dance.



### EXTENDED DAY (K-8)

- Eliminated the Extended Day Administrative Assistant position and added 2 Program Coordinator positions to better serve the Extended Day sites.
- Started process for implementation of new Extended Day billing program.
- Transitioned Blue Oak, Oak Meadow, and Silva Valley year round sites to a modified traditional schedule offering 2 inter-sessions in November and April at each site.
- Continued summer site service at Oak Meadow, Silva Valley, Lake Forest, Schnell, and Sutter's Mill Schools to support summer services.
- Continued summer busing contracts with districts to accommodate summer swimming options for clients at our Placerville and El Dorado hills summer sites.
- Worked with local parks and recreation programs to offer swimming at 3 summer programs.
- Participated in the 23<sup>rd</sup> Annual Kids Expo at the El Dorado County Fair.
- Continued focus on character education at all sites.
- Continued expansion of the C.A.R.E. Bear program responding to Charter Extended Day staff in dealing with children evidencing extreme or out of control behaviors.
- Continued coordinated offerings of CPR certification for employees.
- Hosted a Saturday Back to School in-service for 125 new and/or returning employees.
- Other trainings provided:
  - New Employee In-services, monthly
  - New Instructor In-services
  - Business Coordinator In-services
  - Enrichment activities and character education in-services
  - Homework/quiet time in-services
  - Site Safety in-service

### EXTENDED DAY STATISTICS

- 3256 children enrolled
- 671 mornings (6:30-9:00) full-time equivalents
- 394 Kindergarten (mid day) full-time equivalents
- 970 afternoons (2:15-6:00) full-time equivalents
- 1106 students enrolled in summer program
- Substitute assistance and placement for over 125 employees
- Processed over 53,000 parent calendar contracts