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Caitlin O'Halloran, President
Jewel Fink, Vice President
Lloyd McCabe, Member
David Bowen, Member
Melissa Maseda, Clerk
Dixon Unified School District Board of Education
180 South First Street
Dixon, CA 95620

Dear Board Members:

To comply with the Williams lawsuit settlement, current law (Section 1240 of California Education Code) requires County Superintendents (or their designees) to visit schools that were identified for comprehensive support and improvement, additional targeted support and improvement pursuant to the federal Every Student Succeeds Act and all schools where 15 percent or more of the teachers are holders of a permit or certificate, such as a temporary or short-term permit, a substitute permit, a waiver, an intern credential, or any other authorization that is a lesser certification than a preliminary or clear California teaching credential. Twenty five percent of visits in the county are to be unannounced. The priority objective of the visits is to determine the following:

1. students having access to “sufficient instructional materials in four core subject areas (English/Language Arts, Mathematics, History/Social Science, Science) and as appropriate, science laboratory equipment, World Languages, and Health”,
2. the condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff, and
3. the school providing accurate data for the annual School Accountability Report Card (SARC) related to sufficiency of instructional materials and the condition of facilities.

The law further requires that the County Superintendent annually monitor and review:

1. teacher misassignments and teacher vacancies in all schools; and
2. quarterly reports on complaints filed with the school district concerning insufficient instructional materials, teacher vacancies and misassignment, and emergency or urgent facilities issues under the Uniform Complaint Procedure.

★ Preparing students to learn, grow, thrive, and achieve lifelong success ★

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Under this purview, basic terms are defined as follow:

- "Good repair" means the facility is maintained in a manner that assures that it is clean, safe, and functional as determined pursuant to an interim evaluation instrument developed by the Office of Public School Construction. The instrument shall not require capital enhancements beyond the standards to which the facility was designed and constructed. The findings are based on an audit of 50 percent of classrooms in each of the schools visited as well as other facilities as outlined in the Facility Inspection Tool (FIT) including, but not limited to, multi-purpose rooms, restrooms, and playground/school grounds.
- "Misassignment" means the placement of a certificated employee in a teaching or services position for which the employee does not hold a legally recognized certificate or credential or the placement of a certificated employee in a teaching or services position that the employee is not otherwise authorized by statute to hold.
- "Vacant teacher position" means a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.
- "Sufficient textbooks or instructional materials" means that each pupil, including English learners, has a textbook or instructional materials, or both, to use in class and to take home to complete required homework assignments. It does not require two sets of textbooks or instructional materials for each pupil. It does not include photocopied sheets from only a portion of a textbook or instructional materials copied to address a shortage.

Findings:

Instructional Materials:

By reviewing documentation, we have determined that all of the schools listed as Williams class schools have sufficient instructional materials in English/Language Arts, Mathematics, History/Social Science, and Science and as appropriate, science laboratory equipment, World Languages, and Health.

School Facilities:

The purpose of the site visit is to determine if the condition of a facility poses an emergency or urgent threat to the health or safety of pupils or staff as defined in EC 17592.72. Using the Facility Inspection Tool as a guide provided by the Office of Public School Construction, the site review found that there were no emergency or urgent threats present in the classrooms, restrooms and auxiliary rooms visited.

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School Accountability Report Card (SARC):

The information presented in the SARC was up to date and accurate at all schools visited.

Appropriately Credentialed Teachers:

State data is estimated to be available on or around November 30, 2022, for the review of Teacher assignment or misassignment in classrooms.

Uniform Complaint Procedures (UCP):

In reference to the Uniform Complaint information, the quarterly complaint report from the Dixon Unified School District provides the following information: There have been no unresolved complaints in the district for the 2021-2022 school year.

The Solano County Office of Education is available to support any actions that need to be undertaken by the district to address the needs identified in the report.

Sincerely,



Lisette Estrella-Henderson
Solano County Superintendent of Schools

LEH:nf

Enclosure:
Results by School – Dixon USD

cc:
Superintendent Brian Dolan, Dixon Unified School District

**Dixon Unified School District
 Schools Identified for Monitoring
 2022-2023**

Dixon Unified School District¹	Sufficient Instructional Materials	Visit Type	County Office of Education Facilities Inspection Rating	Accurate School Accountability Report Card	Percent of Appropriately Credentialed Teachers²	Number of Unanswered Complaints in Relation to the Uniform Complaint Procedure
Anderson (Linford L.) Elementary School	Yes	Unannounced	Good (97.24%)	Yes	TBD	0
John Knight Middle School	Yes	Announced	Good (98.37%)	Yes	TBD	0

¹ Reference: <https://www.cde.ca.gov/eo/ce/wc/wmsschools.asp>

² Data to be available November 30, 2022. Reference: <https://www.ctc.ca.gov/credentials/assignment-resources/2021-22-assignment-monitoring-frequently-asked-questions>