

**WILLOWS UNIFIED SCHOOL DISTRICT  
Office of the Superintendent**

**Management Report**

**DATE:** June 20, 2013

**AGENDA TOPIC:** 2013 CARS – Consolidated Application and Reporting System  
– Spring Collection

**PRESENTER:** Janet Perez, Director of Categorical Programs

**BACKGROUND INFORMATION:**

The CARS (Consolidated Application and Reporting System) spring collection is used by the California Department of Education (CDE) to document participation in various State and Federal Programs and provide assurances that the district will comply with the legal requirements of each program. Program entitlements are determined by formulas contained in the laws that created the programs.

*\*Due to the new reporting system (California Application and Reporting System - CARS), the submission of the reports will be in three parts: Fall, Winter, and Spring.*

**RECOMMENDATION:**

Approval of the CARS Spring collection assures funding to the district and schools for supplemental programs/services to staff and students. Approval is recommended.

**2013-14 Certification of Assurances**

Submission of Certification of Assurances is required every fiscal year. A complete list of legal and program assurances for the fiscal year can be found at <http://www.cde.ca.gov/fg/aa/co/ca13asstoc.asp>.

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

**LEA Plan**

An LEA that receives Title III funds or any LEA that receives Title I funds and is in Program Improvement corrective action must certify that its LEA Plan, including any Addenda to the Plan, is current and provide the local online web address for their LEA Plan.

State Board of Education approval date	9/11/2003
LEA Plan Web Site	<a href="http://www.willowsunified.org">www.willowsunified.org</a>

**Consolidated Application Certification Statement**

I hereby certify that all of the applicable state and federal rules and regulations will be observed by this applicant; that to the best of my knowledge the information contained in this application is correct and complete; and I agree to have the use of these funds reviewed and/or audited according to the standards and criteria set forth in the California Department of Education's Categorical Program Monitoring (CPM) Manual. Legal assurances for all programs are accepted as the basic legal condition for the operation of selected projects and programs and copies of assurances are retained on site. I certify that we accept all assurances except for those for which a waiver has been obtained or requested. A copy of all waivers or requests is on file. I certify that actual ink signatures for this page are on file.

Authorized Representative's Full Name	Janet Perez
Authorized Representative's Title	Director of Categorical Programs
Authorized Representative Signature Date	05/23/2013

### 2013-14 Application for Funding

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

**Local Governing Board Approval**

The LEA is required to review and receive approval of their Application for Funding selections with their local governing board.

Date of approval by local governing board	06/20/2013
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**District English Learner Advisory Committee (DELAC) Review**

Per Title 5 of the California Code of Regulations Section 11308, if your district has more than 50 English learners the district must establish a District English Learner Advisory Committee (DELAC) and involve them in the application for funding for programs that serve English learners.

DELAC representative's full name	Janet Perez
DELAC review date	06/03/2013
Meeting minutes web address Please enter the web address of DELAC review meeting minutes. If a web address is not available, the LEA must keep the minutes on file which indicates that the application is approved by the committee.	
DELAC comment If an advisory committee refused to review the application, or if DELAC review is not applicable, enter a comment.	

**Application for Categorical Programs**

To receive specific categorical funds for a school year the LEA must apply for the fund by selecting Yes. Only the categorical funds the LEA is eligible to receive are displayed.

<b>Economic Impact Aid</b> EC 54000 SACS 7090, 7091 By applying for Economic Impact Aid funds the LEA is agreeing to comply with the assurances posted at <a href="http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp">http://www.cde.ca.gov/fg/aa/co/ca12asstoc.asp</a> .	Yes
<b>Title I Part A (Basic Grant)</b> ESEA Sec. 1111 et seq. SACS 3010	Yes
<b>Title I Part D (Delinquent)</b> ESEA Sec. 1401 SACS 3025	No
<b>Title II Part A (Teacher Quality)</b>	Yes

**2013-14 Application for Funding**

**CDE Program Contact:**

Anne Daniels, Education Data Office, [adaniels@cde.ca.gov](mailto:adaniels@cde.ca.gov), 916-319-0640

ESEA Sec. 2101 SACS 4035	
<b>Title III Part A LEP</b> ESEA Sec. 3102 SACS 4203	Yes
<b>Title VI, Part B Subpart 2 Rural and Low-Income Grant</b> ESEA Sec. 6221 SACS 4126	Yes

**2013-14 Title III, Part A LEP Proposed Obligations**

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838  
 Geoffrey Ndirangu, Language Policy & Leadership Office, [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov), 916-323-5831

**Required and Authorized LEP Sub-grantee Activities**

**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

**Authorized**

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

<b>Proposed entitlement:</b>	\$31,076
<b>Object Code - Activity</b>	
1000-1999 Proposed certificated personnel salaries	\$0
2000-2999 Proposed classified personnel salaries	\$0
3000-3999 Proposed employee benefits	\$0
4000-4999 Proposed books and supplies	\$25,000
5000-5999 Proposed services and other operating expenditures	\$5,455
Proposed administrative and indirect costs	\$621
<b>Total proposed obligations</b>	<b>\$31,076</b>

**California Department of Education**

Willows Unified (11 62661 000000)

**Consolidated Application**

Status: Certified  
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**2013-14 Other ESEA Nonprofit Private School Participation**

The LEA must offer to provide equitable services that address the needs of nonprofit private school students, teachers, and other educational personnel under the programs listed below.

**CDE Program Contact:**

Laura Nelson, Private School List, [lnelson@cde.ca.gov](mailto:lnelson@cde.ca.gov), 916-319-0229  
Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838

The LEA must offer to provide equitable services that address the needs of nonprofit private school students, teachers, and other educational personnel under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

Note: The programs displayed below may vary based on Application for Funding selections.

<br/>Note: Elementary and high school districts that have applied for Title II funds have the option to add a shared attendance area nonprofit private school if they wish to share responsibility for that school's Title II equitable services.

School Name	School Code	Enrollment	Title II Part A	Title III Part A LEP	School Added
River Valley Christian	6900922	103	N	N	N

**California Department of Education**

Willows Unified (11 62661 0000000)

**Consolidated Application**

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Date: 5/28/2013 2:49 PM

**2013-14 Title I, Part A Nonprofit Private School Participation**

The LEA shall provide, on an equitable basis, special educational services or other benefits to nonprofit private school eligible children.

**CDE Program Contact:**

Jyoti Singh, Title I Policy & Program Guidance, [jsingh@cde.ca.gov](mailto:jsingh@cde.ca.gov), 916-319-0372  
Rina DeRose-Swinscoe, Title I Policy & Program Guidance, [RDeroseswinscoe@cde.ca.gov](mailto:RDeroseswinscoe@cde.ca.gov), 916-323-0472

The LEA must offer to provide equitable services that address the needs of nonprofit private school students and staff under the programs listed below. The enrollment numbers are reported under penalty of perjury by each private school on its annual Private School Affidavit. The information filed in the Private School Affidavit is not verified, and the CDE takes no position as to its accuracy. It is expected that districts engaged in private school consultation verify nonprofit status and the accuracy of student enrollment data if it is being used for the purpose of providing equitable services.

**Note:**

The LEA of residence is responsible for providing Title I Part A services to all eligible students who reside in the LEA's Title I attendance area but attend a private non-profit school. This includes students who attend nonprofit private schools outside the LEA's boundaries.

School Name	School Code	Enrollment	Participating	Affirmation On File	Low Income Student Count	Direct Services	Contract Services	School Added
River Valley Christian	6900922	103	N	N		N	N	N

**California Department of Education**

Willows Unified (11 62661 0000000)

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**2013-14 Economic Impact Aid School Funding Plan**

Based on information provided in the School Student Counts Projected data collection, the table below provides eligibility and ranking information.

**CDE Program Contact:**

Gustavo Gonzalez, EIA / LEP, [ggonzalez@cde.ca.gov](mailto:ggonzalez@cde.ca.gov), 916-319-0420  
Mark Klinesteker, EIA / SCE, [mklinesteker@cde.ca.gov](mailto:mklinesteker@cde.ca.gov), 916-319-0256

Group schools by grade span

Yes

Funding method

LEP Only

**NOTE:** If the LEA has selected to fund LEP Only, no additional action or data entry is required for the EIA School Allocation Plan. The Plan should be saved in order to certify the data collection.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Projected LEP Students	LEP %
Murdock Elementary	6007603	1	660	507	76.82	245	37.12
Willows Intermediate	6007611	2	366	236	64.48	75	20.49
Willows High	1132851	3	459	237	51.63	38	8.28
Willows Community High	1130038	3	33	24	72.73	0	0.00



**California Department of Education**

Willows Unified (11 62661 000000)

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**2013-14 Title I, Part A Planned School Allocations**

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

**CDE Program Contact:**

Nancy Bodenhausen, Title I Policy & Program Guidance, [NBodenhausen@cde.ca.gov](mailto:NBodenhausen@cde.ca.gov), 916-445-4904  
 Lana Zhou, Title I Policy & Program Guidance, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956

If an exception to funding is needed, enter an Exception Reason. Use lower case only.

**Allowable Exception Reasons**

- a - Meets 35% Low Income Requirement
- c - Funded by Other Allowable Sources
- d - Desegregation Waiver on File
- e - Grandfather Provision
- f - Feeder Pattern
- g - Local Funded Charter Opted Out
- h - Local Funded Charter Opt In

Group Schools by Grade Span	Yes
District-wide Low Income %	66.14%
Grade Span 1 Low Income %	76.82%
Grade Span 2 Low Income %	64.48%
Grade Span 3 Low Income %	53.05%

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Murdock Elementary	6007603	1	660	507	76.82	Y	Y	1	Y		
Willows Intermediate	6007611	2	366	236	64.48	N	N	1	Y	f	WUSD consists of one school per grade span.

**California Department of Education**

Willows Unified (11 62661 0000000)

**Consolidated Application**Status: Certified  
Saved by: Janet Perez  
Date: 5/28/2013 2:49 PM**2013-14 Title I, Part A Planned School Allocations**

Based on information provided in the School Student Counts data collection, the table below provides eligibility and ranking information. For school allocation planning, the LEA has indicated which schools it intends to allocate Title I Part A funds by entering a check in the Fund column.

School Name	School Code	Grade Span Group	Projected Enrollment	Projected Low Income Students	Low Income %	Eligible	Funding Required	Ranking	Fund Flag	Exception Reason	Comment
Willows Community High	1130038	3	33	24	72.73	Y	N	1	N	c	This school is being funded by other allowable funding sources from the General Fund.
Willows High	1132851	3	459	237	51.63	N	N	2	Y	f	WUSD consists of one school per grade span.

## 2012-13 Title I, Part A Program Improvement Expenditures and Reallocation Criteria

Report of end-of-year expenditures for Title I, Part A Program Improvement funds and LEA reallocation criteria.

**CDE Program Contact:**

Stephanie Smith, Title I Policy & Program Guidance, [SSmith@cde.ca.gov](mailto:SSmith@cde.ca.gov), 916-319-0948  
 Lana Zhou, Title I Policy & Program Guidance, [lzhou@cde.ca.gov](mailto:lzhou@cde.ca.gov), 916-319-0956

Entitlement after transfers (Per certified 2012-13 Title I Part A LEA Allocations and entitlements as of 05/15/13)	\$532,732
Program Improvement set aside (Amount equivalent to 20% of 2012-13 Title I, Part A entitlement plus transfers in.)	\$106,546
Maximum allowable Parent Outreach (Amount equivalent to .2% of 2012-13 Title I, Part A entitlement plus transfers in or 1% of the 20% Program Improvement set aside.)	\$1,065

**Expenditures and Encumbrances**

Choice transportation using Title I Part A funds	\$0
Choice transportation using non-Title I Part A funds	\$0
SES using Title I Part A funds	\$32,410
SES using non-Title I Part A funds	\$0
Parent Outreach using Title I Part A funds	\$0
Parent Outreach using non-Title I Part A funds	\$0
Total expenditures and encumbrance using Title I Part A funds	\$32,410
Total expenditures and encumbrance using non-Title I Part A funds	\$0
Amount of Program Improvement set aside unspent	\$74,136
Expenditure comment A explanation is required if no program improvement expenditures or encumbrances have occurred.	
General comments	

**Reallocation Exemption**

The exemptions below are only applicable if the LEA did not meet it's 20% Program Improvement obligation (the amount of Program Improvement set aside unspent is greater than zero).

Provided Choice and or SES to all eligible students using less than the 20% obligation	Yes
The LEA has not been able to establish interdistrict transfer agreements, and the LEA could not offer SES because it was not served by any approved providers including online providers	

California Department of Education

Willows Unified (11 62661 0000000)

Consolidated Application

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Date: 6/3/2013 10:10 AM

2012-13 Title I, Part A School Funded Staff Report

To collect school level data, as required by ESEA, about teachers and instructional paraprofessionals in Title I, Part A programs.

CDE Program Contact:

Joshua Strong, Title I Policy & Program Guidance, [JStrong@cde.ca.gov](mailto:JStrong@cde.ca.gov), 916-319-0492

School Name	School Code	Public	Authorized SWP	New Title I, Part A Funded Teachers Hired	Non-ESEA Qualified Hired	Title I, Part A Funded Teachers (0.00)	Title I, Part A Funded FTE Paraprofessionals (0.00)	ESEA Qualified FTE Paraprofessionals (0.00)	ESEA Qualified FTE Paraprofessionals %	Title I, Part A Funded Administrators (0.00)	Title I, Part A Funded Support Staff (0.00)	Other Title I, Part A Funded Staff (0.00)
Willows High	1132851	Y	Y				1.00	1.00	100.00%			1.57
Murdock Elementary	6007603	Y	Y				2.00	2.00	100.00%			2.23
Willows Intermediate	6007611	Y	Y				0.75	0.75	100.00%			2.23

**2012-13 Title I, Part A School Program Improvement Activities**

Per ESEA Section 1116, LEAs must report school level Program Improvement (PI) activities related to Title I, Part A. This includes, but is not limited to, student participation and PI compliance activities based on the number of years a school is in PI status.

**CDE Program Contact:**

Judi Brown, District Innovation and Improvement Office, [JBrown@cde.ca.gov](mailto:JBrown@cde.ca.gov), 916-319-0942  
 Stephanie Smith, Title I Policy & Program Guidance, [SSmith@cde.ca.gov](mailto:SSmith@cde.ca.gov), 916-319-0948

**Willows High (11 62661 1132851)**

PI Year	2
Number of students in PI school who applied for public school choice provisions of ESEA Section 1116	0
Number of new and continuing students who transferred under ESEA	0
Number of new and continuing students who transferred under state or local choice programs	0
Number of students who applied for SES	3
Number of students who received SES	3
PI Activities Exception Comment	Information was provided but no one applied and this is probably due to many schools in our rural area in PI.
Additional Comments	

**2012-13 Title I, Part A School Program Improvement Activities**

Per ESEA Section 1116, LEAs must report school level Program Improvement (PI) activities related to Title I, Part A. This includes, but is not limited to, student participation and PI compliance activities based on the number of years a school is in PI status.

**CDE Program Contact:**

Judi Brown, District Innovation and Improvement Office, [JBrown@cde.ca.gov](mailto:JBrown@cde.ca.gov), 916-319-0942  
 Stephanie Smith, Title I Policy & Program Guidance, [SSmith@cde.ca.gov](mailto:SSmith@cde.ca.gov), 916-319-0948

**Murdock Elementary (11 62661 6007603)**

PI Year	4
Number of students in PI school who applied for public school choice provisions of ESEA Section 1116	0
Number of new and continuing students who transferred under ESEA	0
Number of new and continuing students who transferred under state or local choice programs	0
Number of students who applied for SES	41
Number of students who received SES	35
PI Activities Exception Comment	Information was provided but no one applied and this is probably due to many schools in our rural area in PI.
Additional Comments	

**For PI schools in Year 4, the LEA developed an alternative governance plan which included at least one of the following (check all that apply)**

Plan to reopen school as a public charter school	N
Plan to replaced all or most of the staff	N
Plan to contracted with an outside entity to operate the school	N
Plan to instituted major restructuring activities	Y
Provide a description of restructure activities	New curriculum was purchased and new teaching strategies were implemented using EDI with Datworks.

**2012-13 Title I, Part A School Program Improvement Activities**

Per ESEA Section 1116, LEAs must report school level Program Improvement (PI) activities related to Title I, Part A. This includes, but is not limited to, student participation and PI compliance activities based on the number of years a school is in PI status.

**CDE Program Contact:**

Judi Brown, District Innovation and Improvement Office, [JBrown@cde.ca.gov](mailto:JBrown@cde.ca.gov), 916-319-0942  
 Stephanie Smith, Title I Policy & Program Guidance, [SSmith@cde.ca.gov](mailto:SSmith@cde.ca.gov), 916-319-0948

**Willows Intermediate (11 62661 6007611)**

PI Year	4
Number of students in PI school who applied for public school choice provisions of ESEA Section 1116	0
Number of new and continuing students who transferred under ESEA	0
Number of new and continuing students who transferred under state or local choice programs	0
Number of students who applied for SES	8
Number of students who received SES	8
PI Activities Exception Comment	Information was provided but no one applied and this is probably due to many schools in our rural area in PI.
Additional Comments	

**For PI schools in Year 4, the LEA developed an alternative governance plan which included at least one of the following (check all that apply)**

Plan to reopen school as a public charter school	N
Plan to replaced all or most of the staff	N
Plan to contracted with an outside entity to operate the school	N
Plan to instituted major restructuring activities	Y
Provide a description of restructure activities	New curriculum was purchased and new teaching strategies were implemented using EDI with Datworks.

**California Department of Education**

Willows Unified (11 62661 0000000)

**Consolidated Application**

Status: Certified  
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**2012-13 Title I, Part A Parental Involvement Policies**

To meet federal requirements specified in ESEA Title I, Part A Section 1118(h) to review the LEAs parental involvement policies and practices to determine if the policies and practices meet the requirements of Section 1118.

**CDE Program Contact:**

Nancy Bodenhausen, Title I Policy & Program Guidance, [NBodenhausen@cde.ca.gov](mailto:NBodenhausen@cde.ca.gov), 916-445-4904

**District Parental Involvement Certification**

Each LEA shall develop jointly with, agree on with, and distribute to parents of Title I children, a written Title I parental involvement policy (ESEA Section 1118(a)). The policy describes how the LEA will:

- a) Involve parents in the joint development of the LEA Plan and the processes of school review and improvement for program improvement schools under ESEA Section 1116;
- b) Help schools to plan and implement effective parental involvement activities to improve student academic achievement and school performance;
- c) Build the schools' and parents' capacity for strong parental involvement;
- d) Coordinate and integrate parental involvement strategies under Part A and under other programs as specified;
- e) Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy and use the findings of the evaluation to design more effective parental involvement; and
- f) Involve parents in the activities of the Title I schools.

Does the district have a written parental involvement policy

Yes

LEA policy compliance

Yes

Does your current Title I district level parental involvement policy meet the above criteria

Annual evaluation date

12/05/2012

Annual Evaluation

Parents participated in the discussion and review of the policy.

Describe the involvement of parents during the policy evaluation process. If no evaluation occurred or if the evaluation date is not within the allowable range, provide an explanation why. (Maximum 500 char)

Parent Involvement Allocation

Parent discussion centered around ways to involve more parents.



**California Department of Education**

Willows Unified (11 62661 0000000)

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**2012-13 Title I, Part A Parental Involvement Policies**

To meet federal requirements specified in ESEA Title I, Part A Section 1118(h) to review the LEAs parental involvement policies and practices to determine if the policies and practices meet the requirements of Section 1118.

Describe parent involvement in decisions on the use of parental involvement set-aside.  
 (Maximum 500 characters)

**District Parental Involvement Contact Information**

Parental involvement contact name: Janet Perez  
 Contact title: Director of Categorical Programs  
 Contact email address: jperez@willowsunified.org  
 (format abc@xyz.zyx)  
 Contact telephone number: 530-934-6600  
 (format 999-999-9999)

**School Parental Involvement Policy Compliance Requirements**

The Title I, Part A school-level parental involvement policy describes the means to carry out:

- a) Involvement of parents in the development of the policy
- b) School-parent compacts
- c) Building of capacity for involvement of parents
- d) Accessibility and opportunities for participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students

School Name	School Code	Parental Involvement Policy Exists	No Policy Comment (Max 250 char)	Meets Policy Requirements ?	Not Compliant Comment (Max 250 char)	Parental Involvement Contact Name	Parental Involvement Contact Title	Parental Involvement Contact Email Address (format abc@xyz)	Parental Involvement Contact Telephone Number (format 999-999-9999)
Murdock Elementary	6007603	Y		Y		Holly McLaughlin	Principal	hmclaughlin@willowsunified.org	530-934-6640
Willows Intermediate	6007611	Y		Y		Steve Sailsbery	Principal	ssailsbery@willowsunified.org	530-934-6633
Willows High	1132851	Y		Y		Jerry Smith	Principal	jsmith@willowsunified.org	530-934-6611

**California Department of Education**

Willows Unified (11 62661 0000000)

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**2012-13 Title II, Part A School Class Size Reduction Report**

The ESEA Act of 2001, Title II, Part A, Section 2123(a)(2)(B) allows LEAs to use ESEA Title II, Part A funds to recruit and hire highly qualified teachers to reduce class size.

**CDE Program Contact:**

Jackie Rose, Title II Leadership, [jrose@cde.ca.gov](mailto:jrose@cde.ca.gov), 916-322-9503

School Name	School Code	Total Class Size Reduction Teacher Count	ESEA Title II Part A Funded Class Size Reduction Teacher Count	ESEA Teacher Count
Murdock Elementary	6007603	17	2	17
Willows Community High	1130038	0	0	0
Willows High	1132851	0	0	0
Willows Intermediate	6007611	0	0	0

**2011-12 Title II, Part A FY Expenditure Report, 24 Months**

A report of year-to-date expenditures and encumbrances by activity.

**CDE Program Contact:**

Jackie Rose, Title II Leadership, [jrose@cde.ca.gov](mailto:jrose@cde.ca.gov), 916-322-9503

2011-12 Title II, Part A entitlement	\$119,480
Professional development	\$33,849
Exam and test preparation	\$0
Recruiting training and retaining	\$0
Class size reduction	\$84,500
Administrative and indirect costs	\$685
Other allowable expenditures or encumbrances	\$446
Total expenditures and encumbrances	\$119,480
General comment (Maximum 500 characters)	

**2012-13 Title II, Part A Fiscal Year Expenditure Report, 12 Months**

A report of year-to-date expenditures and encumbrances by activity.

**CDE Program Contact:**

Jackie Rose, Title II Leadership, [jrose@cde.ca.gov](mailto:jrose@cde.ca.gov), 916-322-9503

2012-13 Title II, Part A entitlement	\$114,963
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**Professional Development Expenditures**

Professional development for teachers	\$27,705
Professional development for administrators	\$0
Subject matter project	\$0
Other professional development expenditures	\$0

**Exams and Test Preparation Expenditures**

Exam fees, reimbursement	\$0
Test preparation training and or materials	\$0
Other exam and test preparation expenditures	\$0

**Recruitment, Training, and Retaining Expenditures**

Recruitment activities	\$0
Hiring incentive and or relocation allotment	\$0
National Board Certification and or stipend	\$0
Verification process for special settings (VPSS)	\$0
University course work	\$0
Other recruitment training and retaining expenditures	\$0

**Miscellaneous Expenditures**

Class size reduction	\$0
Administrative and indirect costs	\$0
Other allowable expenditures or encumbrances	\$329
<b>Total expenditures and encumbrances</b>	<b>\$28,034</b>
General Comment (Maximum 500 characters)	

**California Department of Education**

Willows Unified (11 62661 0000000)

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**2012-13 Title III, Part A LEP Nonprofit Private School Reimbursement**

The purpose of this data collection is to capture the documentable number of private school English learners who received Title III services during the reported fiscal year.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838

School Name	School Code	Enrollment	Flagged for LEP Participation	English Learner Students Served	Participation Explanation (max 500 char)
River Valley Christian	6900922	103	N	0	River Valley did not request funds for Federal or State Programs.

**2011-12 Title III, Part A LEP YTD Obligations Report, 24 Months**

A report of year-to-date obligations by activity.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838  
 Geoffrey Ndirangu, Language Policy & Leadership Office, [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov), 916-323-5831

**Required and Authorized LEP Sub-grantee Activities**

**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

**Authorized**

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2011-12 Title III, Part A LEP entitlement	\$34,679
<b>Object Code - Activity</b>	
1000-1999 Certificated personnel salaries	\$403
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$63
4000-4999 Books And Supplies	\$11,823
5000-5999 Services and other operating expenditures	\$13,276
Administrative And Indirect Costs	\$587
<b>Total Expended Amount</b>	<b>\$26,152</b>

**2012-13 Title III, Part A LEP Proposed Obligations**

This data collection captures proposed expenditures for the coming year, based on the projected entitlement amount.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838

<b>Proposed entitlement:</b>	<b>\$32,257</b>
<b>Object Code - Activity</b>	
1000-1999 Proposed certificated personnel salaries	\$0
2000-2999 Proposed classified personnel salaries	\$0
3000-3999 Proposed employee benefits	\$0
4000-4999 Proposed books and supplies	\$25,000
5000-5999 Proposed services and other operating expenditures	\$7,258
Proposed administrative and indirect costs	\$0
<b>Total proposed obligations</b>	<b>\$32,258</b>

**2012-13 Title III, Part A LEP YTD Obligations Report, 12 Months**

A report of year-to-date obligations by activity.

**CDE Program Contact:**

Patty Stevens, Title III Language Policy & Leadership Office, [pstevens@cde.ca.gov](mailto:pstevens@cde.ca.gov), 916-323-5838  
 Geoffrey Ndirangu, Language Policy & Leadership Office, [gndirang@cde.ca.gov](mailto:gndirang@cde.ca.gov), 916-323-5831

**Required and Authorized LEP Sub-grantee Activities**

**Required**

Section 3115 (c)(1) To increase the English Proficiency by providing high-quality language instruction educational programs that are based on scientifically based research demonstrating the effectiveness of the programs.

Section 3115 (c)(2) To provide high quality professional development to classroom teachers (including teachers in classroom settings that are not the settings of language instruction educational programs), principals, administrators, and other school or community-based organizational personnel.

**Authorized**

- (1) Upgrading program objectives and effective instruction strategies.
- (2) Improving the instruction program for limited English proficient children by identifying acquiring and upgrading curricula, instruction materials, educational software, and assessment procedures.
- (3) Providing tutorials and academic or vocational education for limited English proficient children and intensified instruction.
- (4) Developing and implementing elementary school or secondary school language instruction educational programs that are coordinated with other relevant programs and services.
- (5) Improving the English proficiency and academic achievement of limited English proficient children.
- (6) Providing community participation programs, family literacy services and parent outreach and training activities to limited English proficient children and their families.

2012-13 Title III, Part A LEP entitlement	\$32,764
<b>Object Code - Activity</b>	
1000-1999 Certificated personnel salaries	\$0
2000-2999 Classified Personnel Salaries	\$0
3000-3999 Employee Benefits	\$0
4000-4999 Books And Supplies	\$1,080
5000-5999 Services and other operating expenditures	\$0
Administrative And Indirect Costs	\$0
<b>Total Expended Amount</b>	<b>\$1,080</b>



**2012-13 Title VI, Part B, Subpart 2 RLIS Activity Report**

Identify how Title VI, Part B, Subpart 2 RLIS grant funds were used by the LEA.

**CDE Program Contact:**

Lou Ann Harada, School Turnaround Support Office, [lharaada@cde.ca.gov](mailto:lharaada@cde.ca.gov), 916-319-0299

RLIS funds expended	No
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**Allowable Activities**

Check all boxes that apply to the LEA's participation in the RLIS program.

Teacher recruitment and retention Including the use of signing bonuses and other financial incentives.	
Teacher professional development Including programs that train teachers to utilize technology to improve teaching and to train special needs teachers.	
Educational Technology Including software and hardware as described in Title II, Part D.	
Parental involvement activities	
Activities authorized under Title I Part A	
Activities authorized under Title III Language instruction for LEP and Immigrant students.	

### 2012-13 Homeless Education Policy, Requirements and Implementation

The purpose of this data collection is to meet federal requirements specified in ESEA Section 722. This collection includes 1) monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act and 2) collecting contact information for each required designated LEA's homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Improvement & Accountability Division, [lwheeler@cde.ca.gov](mailto:lwheeler@cde.ca.gov), 916-319-0383  
 Mary Donnelly-Ortega, Improvement & Accountability Division, [MDonnellyortega@cde.ca.gov](mailto:MDonnellyortega@cde.ca.gov), 916-323-5113

### Homeless Education Certification

The LEA hereby assures and certifies to the California State Board of Education that the LEA has met the following requirements:

1. Designated a staff person as the liaison for homeless children and youths
  
2. Developed a written policy that supports the enrollment and retention of homeless children and youths in schools of the LEA which:
  - a) Includes policies and practices to ensure that homeless children and youths are not stigmatized or segregated on the basis of their status as homeless
  - b) Includes a dispute resolution process
  - c) Ensures that transportation is provided for a homeless child or youth to and from the school of origin if requested by the parent, guardian or homeless liaison
  
3. Disseminated public notice of the educational rights of homeless children and youths where such children and youths receive services under the provisions of the Education for Homeless Children and Youths Act.

### Homeless Liaison Contact Information

Contact first name	Janet
Contact last name	Perez
Contact title	Director of Categorical Programs
Contact email address (format: abc@xyz)	<a href="mailto:jperez@willowsunified.org">jperez@willowsunified.org</a>
Contact telephone number (format: 999-999-9999)	530-934-6600

### Homeless Education Policy and Requirements

Does the LEA have a written homeless education policy	Yes
No policy comment	

**2012-13 Homeless Education Policy, Requirements and Implementation**

The purpose of this data collection is to meet federal requirements specified in ESEA Section 722. This collection includes 1) monitoring LEAs and their compliance with key provisions of the Education for Homeless Children and Youths Act and 2) collecting contact information for each required designated LEA's homeless liaison.

**CDE Program Contact:**

Leanne Wheeler, Improvement & Accountability Division, [lwheeler@cde.ca.gov](mailto:lwheeler@cde.ca.gov), 916-319-0383  
 Mary Donnelly-Ortega, Improvement & Accountability Division, [MDonnellyortega@cde.ca.gov](mailto:MDonnellyortega@cde.ca.gov), 916-323-5113

Provide an explanation why the LEA does not have a homeless education policy. (Maximum 500 characters)	
Date LEA's board approved the homeless education policy	10/02/2003
Does the LEA meet the above federal requirements	Yes
Compliance comment	
Provide an explanation why the LEA does not comply with federal requirements. (Maximum 500 characters)	

**Title I, Part A Homeless Expenditures**

2012-13 Title I, Part A Entitlement	\$532,732
2012-13 Title I, Part A direct or indirect services to homeless children reservation	\$1,002
Amount of 2012-13 Title I, Part funds expended or encumbered for direct or indirect services to homeless children	\$0
No expenditures or encumbrances comment	The Glenn County Office of Education, which oversees our Homeless Program, did not bill us for any expenditures for the 2012-13 year.
Provide an explanation why there is no Title I, Part A expenditures or encumbrances for homeless services. (Maximum 500 characters)	

**2013-14 Protected Prayer Certification**

ESEA Section 9524(b) specifies federal requirements regarding constitutionally protected prayer in public elementary and secondary schools. This form meets the annual requirement and provides written certification.

**CDE Program Contact:**

Franco Rozic, Title I Monitoring & Support, [frozic@cde.ca.gov](mailto:frozic@cde.ca.gov), 916-319-0269  
 Mary Payne, District Improvement Office, [MPayne@cde.ca.gov](mailto:MPayne@cde.ca.gov), 916-319-0379

**Protected Prayer Certification Statement**

The LEA hereby assures and certifies to the California State Board of Education that the LEA has no policy that prevents, or otherwise denies participation in, constitutionally protected prayer in public schools as set forth in the "Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools."

The LEA hereby assures that this page has been printed and contains an ink signature. The ink signature copy shall be made available to the California Department of Education upon request or as part of an audit, a compliance review, or a complaint investigation.

The authorized representative agrees to the above statement	Yes
Authorized Representative's Full Name	Janet Perez
Authorized Representative Title	Director of Categorical Programs
Authorized Representative Signature Date	05/23/2013
Comment If the LEA is not able to certify at this time an explanation must be provided in the Comment field.	

### 2013-14 Substitute System for Time Accounting

This certification may be used by auditors and by CDE oversight personnel when conducting audits and sub-recipient monitoring of the substitute time-and-effort system. Approval is automatically granted when the LEA submits and certifies this data collection.

**CDE Program Contact:**

Julie Brucklacher, Financial Accountability & Info Srv, [jbruckla@cde.ca.gov](mailto:jbruckla@cde.ca.gov), 916-327-0858

The LEA certifies that only eligible employees will participate in the substitute system and that the system used to document employee work schedules includes sufficient controls to ensure that the schedules are accurate.

2013-14 Request for authorization	No
2012-13 Request for authorization (Retroactive to July 1, 2012)	No
LEA certifies that the following is a full disclosure of any known deficiencies with the substitute system or known challenges with implementing the system (Maximum 500 characters)	