

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

**Date: 10/19/09**

**Request For Placement on Board Agenda:**

**AGENDA TOPIC: Class Size Reduction Application 2009-10**

**PRESENTER: Betty Skala, Director of Business Services**

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**Background Information:**

Annually we submit an operations application to participate in K-3 Class Size Reduction Program.

A condition for applying for and receiving funds under the Kindergarten and Grades One through Three Class Size Reduction Program, commencing with California Education Code Section 52120, certifies that the statements within the application are true and accurate and are evidenced by a Board Resolution or entry in the Board meeting minutes.

Our certification of the application and authorization by the Board to authorize Dr. Olmos to submit on behalf of WUSD is needed.

Attached is the application that was submitted to California department of Education prior to the deadline of October 26, 2009.

**Recommendations:**

Ratify Dr. Steven Olmos' authorization to submit the application on the Governing Boards behalf.

### 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code					Charter School Code*							
1	1	6	2	6	6	1						

County Glenn

District Willows

Charter School\* \_\_\_\_\_

\*For use only by charter schools applying independent of their authorizing entity. Do not submit a separate application for charter schools that were included in their authorizing entity's 2008-09 application.

Contact Person Betty Skala

Title Director of Business Services

Address 823 W. Laurel Street

City, Zip Code Willows, CA. 95988

Telephone 530-934-6600 Ext. 5

E-mail Address bskala@willowsunified.org


#### Certifications

As a condition of applying for and receiving funds under the Kindergarten and Grades One through Three Class Size Reduction (K-3 CSR) Program, commencing with California *Education Code (EC)* Section 52120, the Governing Board of the above named school district or charter school (applicant) certifies that the statements below are true and accurate, and are evidenced by a Board Resolution or entry in the Board meeting minutes. Please do not submit the Resolution or minutes to the California Department of Education (CDE):

1. The number of classes participating in Option One and Option Two is identified and the total number of classes does not exceed the total number of classes identified on the 2008-09 Operations Application. [EC Section 52123(a), 52124.3(b), Title 5 California Code of Regulations Section 15103]
2. The pupil counts reported do not include special education pupils enrolled in special day classes full time, pupils enrolled in independent study, or charter school pupils enrolled in a home study program. [EC Section 52123(b)]. The total pupil count reported is not greater than the enrollment cap computed based on prior year K-2 enrollment.
3. A certificated teacher has been hired by the applicant and is providing direct instructional services to each class participating in the K-3 CSR Program. [EC Section 52123(c)]
4. The applicant will provide a staff development program for any teacher who will participate for the first time in the K-3 CSR Program as specified in Certification #3. Appropriate training to maximize the education advantages of class size reduction will be provided to such teachers. This training shall include, but not be limited to, methods for providing each of the following: (1) individualized instruction, (2) effective teaching, including classroom management in smaller classes, (3) identifying and responding to pupil needs, and (4) opportunities to build on the individual strengths of pupils. [EC sections 52123(d), 52127]
5. The applicant will collect and maintain data required by the State Superintendent of Public Instruction for evaluation of the K-3 CSR Program. The data shall include, but not be limited to, individual test scores or other records of pupil achievement. Any data collected will be protected in a manner that will not permit the personal identification of any pupil or parent. [EC section 52123(e)]
6. Each class participating in the K-3 CSR Program is housed in either a separate, self-contained classroom or the space provided for each participating class for each grade level at that schoolsite is of a square footage per pupil enrolled in each class that is not less than the average square footage per pupil enrolled in those grade levels at that schoolsite in the 1995-96 school year. [EC section 52123(f)]
7. Priority for reducing class size or claiming reduced funding for classes exceeding 20.44 to 1 is in accordance with the following grade level implementation requirements at each schoolsite:
  - If only one grade level is reduced/claimed, the grade level will be 1st grade.
  - If two grade levels are reduced/claimed, the grade levels will be 1st and 2nd grades.
  - If three or four grade levels are reduced/claimed, the grade levels will be 1st and 2nd and then any combination of kindergarten and/or 3rd grade.
8. The K-3 CSR Program has been implemented in the current year. A district is considered to have implemented the program even if it claims reduced funding for all eligible classes.
9. **The applicant will submit final enrollment counts on the Form J-7CSR to the CDE by May 14, 2010.**

#### Signature

I hereby certify that, to the best of my knowledge, this application is true and correct and is in compliance with state law and regulations of the California Department of Education and the State Board of Education. The Governing Board of the above named school district or charter school has authorized me to sign this application on its behalf.



Signature of District Superintendent or  
Charter School Chief Administrative Officer

Dr. Steven Olmos  
Printed Name

October 5, 2009  
Date

## 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code

1	1	6	2	6	6	1
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Charter School Code\*

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County Glenn

District Willows

Charter School\* \_\_\_\_\_

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### Intended Level of Program Participation in 2009-10

Check the appropriate box below and, as noted, submit the required pages of the Operations Application to the CDE. This information is for planning purposes and to continue the flow of funds. The calculation of final entitlements will be based on actual enrollment data submitted on the Form J-7CSR. For more information, please see the Application Instructions.

1.  The district/charter school intends to participate in the 2009-10 K-3 CSR Program at the same level (number and size of classes) as reported on the 2008-09 Form J-7CSR. The February 2010 apportionment will therefore be based on the district/charter school's 2008-09 final entitlement. **If this box is checked, complete and submit only pages 1 and 2 of this application to the CDE.**
  
2.  The district/charter school intends to participate in the 2009-10 K-3 CSR Program at a higher or lower level than what was claimed on the 2008-09 Form J-7CSR (but capped at the number of classes reported on the 2008-09 Operations Application). The February 2010 apportionment will therefore be based on the information reported on page 3 of this application. **If this box is checked, complete and submit pages 1 through 3 of this application to the CDE.**
  
3.  The district/charter school does not intend to participate in the 2009-10 K-3 CSR Program at either full or reduced funding. **If this box is checked, complete and submit only this page of the application to the CDE.**



Dr. Steven Olmos

Signature of District Superintendent or  
Charter School Chief Administrative Officer

Printed Name \_\_\_\_\_

10/5/2009

Date \_\_\_\_\_

**Mail the required pages of this application by October 26, 2009 (postmark) to:**

Rebecca Lee ~ CDE, School Fiscal Services Division ~ 1430 N Street, Suite 3800 ~ Sacramento, CA 95814

## 2009-10 Operations Application K-3 Class Size Reduction Program

County and District Code

1	1	6	2	6	6	1
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Charter School Code\*

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County Glenn

District Willows

Charter School\* \_\_\_\_\_

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### Calculation of Provisional Funding for 2009-10 (February 2010 payment)

These calculations are for planning purposes and to continue the flow of funds. The calculation of final entitlements will be based on actual enrollment data submitted on the Form J-7CSR.

1	2	3	4	5
Class Size	Number of Classes	Number of Enrolled Pupils	2009-10 Funding Level	Estimated Allocation
<b>Option One</b>				
a	20.44 pupils or fewer		\$1,071	\$0
b	20.45 to 21.44		95%	\$0
c	21.45 to 22.44		90%	\$0
d	22.45 to 22.94		85%	\$0
e	22.95 to 24.94		80%	\$0
f	24.95 pupils or greater	<b>17</b>	70%	<b>\$254,898</b>
g	Subtotal, Option 1	<b>17</b>	<b>340</b>	<b>\$254,898</b>
<b>Option Two</b>				
h	20.44 pupils or fewer		\$535	\$0
i	20.45 to 21.44		95%	\$0
j	21.45 to 22.44		90%	\$0
k	22.45 to 22.94		85%	\$0
l	22.95 to 24.94		80%	\$0
m	24.95 pupils or greater		70%	\$0
n	Subtotal, Option 2	<b>0</b>	<b>0</b>	<b>\$0</b>
<b>Grand Totals*</b>				
o	Option 1 + Option 2	<b>17</b>	<b>340</b>	<b>\$254,898</b>

\*The total number of classes reported on the application may not exceed the total number of classes reported on the 2008-09 Operations Application.

**Complete this page only if box 2 on page 2 was checked. Mail the entire 3-page application by October 26, 2009 (postmark) to:**

Rebecca Lee ~ CDE, School Fiscal Services Division ~ 1430 N Street, Suite 3800 ~ Sacramento, CA 95814