

West Hillsborough School

School Accountability Report Card

Reported Using Data from the 2016-17 School Year

Published During 2017-18

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC Web page at <http://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF Web page at <http://www.cde.ca.gov/fg/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

DataQuest

DataQuest is an online data tool located on the CDE DataQuest Web page at <http://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

Internet Access

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.

About This School

Contact Information (School Year 2017-18)

School Contact Information	
School Name	West Hillsborough School
Street	376 Barbara Way
City, State, Zip	Hillsborough, CA 94010-6760
Phone Number	650-344-9870
Principal	Mr. Matthew Lindner
E-mail Address	mlindner@hcsd.k12.ca.us
Web Site	http://www.hcsd.k12.ca.us/page.cfm?p=590
CDS Code	41689086043699

District Contact Information	
District Name	Hillsborough City Elementary
Phone Number	(650) 342-5193
Superintendent	Louann Carlomagno
E-mail Address	lcarlomagno@hcsd.k12.ca.us
Web Site	www.hcsd.k12.ca.us

School Description and Mission Statement (School Year 2017-18)

Awards and Initiatives:

Partners in Literacy (1999)
 Community Connections with Hillsborough Police Department (2001)
 Walk the Talk Character Education (2002)
 Peer Coaching (2008)
 Operation Risk (2011)
 Bay Area School Reform Collaborative Awards: Torchbearer's Award (1998)
 Golden Ruler Award (2001)
 California Business for Education Excellence Foundation Honor Roll Award (2007, 2008)
 San Mateo County Math and Science Innovation Fund Award (2008-2009)

Student Enrollment by Grade Level (School Year 2016-17)

Grade Level	Number of Students
Kindergarten	57
Grade 1	61
Grade 2	67
Grade 3	63
Grade 4	65
Grade 5	68
Total Enrollment	381

Student Enrollment by Group (School Year 2016-17)

Student Group	Percent of Total Enrollment
Black or African American	0
American Indian or Alaska Native	0
Asian	32.3
Filipino	3.1
Hispanic or Latino	3.1
Native Hawaiian or Pacific Islander	0.3
White	47.2
Two or More Races	13.9
Socioeconomically Disadvantaged	0
English Learners	1.6
Students with Disabilities	8.7
Foster Youth	0

A. Conditions of Learning

State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair.

Teacher Credentials

Teachers	School			District
	2015-16	2016-17	2017-18	2017-18
With Full Credential	26	34	26	107
Without Full Credential	1	2	0	1
Teaching Outside Subject Area of Competence (with full credential)	0	0	0	12

Teacher Misassignments and Vacant Teacher Positions

Indicator	2015-16	2016-17	2017-18
Misassignments of Teachers of English Learners	0	0	0
Total Teacher Misassignments *	0	0	0
Vacant Teacher Positions	0	0	0

Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

* Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2017-18)

Year and month in which data were collected: 2017

Subject	Textbooks and Instructional Materials/ Year of Adoption	From Most Recent Adoption?	Percent of Students Lacking Own Assigned Copy
Reading/Language Arts	Benchmark Advance Benchmark Publishing Adopted 2016	Yes	0.0
Mathematics	Math Expressions Houghton Mifflin Harcourt Adopted 2015	Yes	0.0
Science	FOSS California @2007 Delta Education Adopted 2007	Yes	0.0
History-Social Science	History/Social Science for California Pearson/Scott Foresman Adopted 2006	Yes	0.0
Foreign Language	District designed program grades 4-5 for Spanish	Yes	0.0
Health	The health standards are addressed through science, PE, and general classroom instruction using Alternative Current and district designed materials which support the standards.	Yes	0.0
Visual and Performing Arts	Online Learning Exchange Interactive Music powered by Silver Burdett in combination with district developed materials to address and support standards.	Yes	0.0

School Facility Conditions and Planned Improvements (Most Recent Year)

The Hillsborough City School District inspects all of its facilities, both buildings and grounds, yearly to determine if any major repairs are needed. The District uses a facility inspection tool developed by the State of California's Office of Public School Instruction. Inspection by Buildings and Grounds personnel of the eight emergency facility needs specified in Ed. Code 17592.72c was last completed September 2015. The results of this facility survey are available at the District Office. In addition, the school district maintains a work order process to ensure efficient service and that emergency repairs are given the highest priority. Work orders can be prepared by a staff member, or suggested by a parent. Work orders are prioritized district-wide by the Supervisor of Buildings and Grounds. The district maintenance staff ensures that repairs necessary to keep the schools in good working order are completed in a timely manner.

Currently, all of our schools employ a full-time day custodian and a full-time night cleaning service. All classrooms, staff rooms and all student and staff restrooms are cleaned, and sanitized nightly. Cleaning schedules and duties are monitored regularly by the sites and the maintenance department to ensure safe and clean schools. On November 5, 2002, Hillsborough voters passed a \$66.8 million Proposition 39 bond measure to finance renovation and new construction projects on all four campuses. The District has modernized, renovated, newly constructed and equipped housing to meet the instructional needs of the students. These funds, along with \$2.8 million in State School Facilities funds, were used to upgrade fire, life, safety, and accessibility standards. In addition to facilities, much needed upgrades were made to the District's telephone and voice mail system.

A new four classroom wing, constructed with Measure B bond funds, opened during the spring of 2009. Repaving of the playground area was completed during the summer of 2009. During the summer of 2011, some paving rehabilitation work was completed. During the summer of 2012, bond funds were used to replace an old leased portable classroom with a newer purchased portable. Additional play equipment was added to the main playground, as well as resurfacing of the entire area with Tot Turf. This was funded by the West Parent Group with help from District funds. In January 2013, the District was informed that the West Wing, composed of attached relocatable buildings, would no longer be allowed as a school building after September 30, 2015. During the summer of 2014, the West Wing was replaced with a factory built permanent structure that will last as long as any other permanently constructed building. This project was funded by remaining Measure B bond funds, Developer Fee funds, and a District reserve for capital projects.

School Facility Good Repair Status (Most Recent Year)

Using the **most recently collected** FIT data (or equivalent), provide the following:

- Determination of repair status for systems listed
- Description of any needed maintenance to ensure good repair
- The year and month in which the data were collected
- The overall rating

School Facility Good Repair Status (Most Recent Year)				
Year and month of the most recent FIT report: December 2017				
System Inspected	Repair Status			Repair Needed and Action Taken or Planned
	Good	Fair	Poor	
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			
Interior: Interior Surfaces	X			
Cleanliness: Overall Cleanliness, Pest/Vermin Infestation	X			
Electrical: Electrical	X			
Restrooms/Fountains: Restrooms, Sinks/Fountains	X			
Safety: Fire Safety, Hazardous Materials	X			
Structural: Structural Damage, Roofs	X			
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

Overall Facility Rating (Most Recent Year)

Year and month of the most recent FIT report: December 2017				
Overall Rating	Exemplary	Good	Fair	Poor
		X		

B. Pupil Outcomes

State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study.

CAASPP Test Results in English Language Arts/Literacy (ELA) and Mathematics for All Students Grades Three through Eight and Grade Eleven

Subject	Percent of Students Meeting or Exceeding the State Standards (grades 3-8 and 11)					
	School		District		State	
	2015-16	2016-17	2015-16	2016-17	2015-16	2016-17
English Language Arts/Literacy (grades 3-8 and 11)	86	79	85	81	48	48
Mathematics (grades 3-8 and 11)	91	88	86	81	36	37

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

CAASPP Test Results in ELA by Student Group Grades Three through Eight and Grade Eleven (School Year 2016-17)

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	197	196	99.49	78.57
Male	106	105	99.06	72.38
Female	91	91	100	85.71
Asian	64	63	98.44	84.13
Filipino	--	--	--	--
Hispanic or Latino	--	--	--	--
Native Hawaiian or Pacific Islander	--	--	--	--
White	100	100	100	75
Two or More Races	22	22	100	72.73
Socioeconomically Disadvantaged	--	--	--	--
English Learners	20	20	100	80
Students with Disabilities	22	22	100	27.27

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

**CAASPP Test Results in Mathematics by Student Group
Grades Three through Eight and Grade Eleven (School Year 2016-17)**

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	197	196	99.49	87.76
Male	106	105	99.06	85.71
Female	91	91	100	90.11
Asian	64	63	98.44	93.65
Filipino	--	--	--	--
Hispanic or Latino	--	--	--	--
Native Hawaiian or Pacific Islander	--	--	--	--
White	100	100	100	84
Two or More Races	22	22	100	81.82
Socioeconomically Disadvantaged	--	--	--	--
English Learners	20	20	100	85
Students with Disabilities	22	22	100	45.45

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The “Percent Met or Exceeded” is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

**CAASPP Test Results in Science for All Students
Grades Five, Eight, and Ten**

Subject	Percent of Students Scoring at Proficient or Advanced					
	School		District		State	
	2014-15	2015-16	2014-15	2015-16	2014-15	2015-16
Science (grades 5, 8, and 10)	93	86	93	93	60	56

Note: Science test results include California Standards Tests (CSTs), California Modified Assessment (CMA), and California Alternate Performance Assessment (CAPA) in grades five, eight, and ten.

Note: Scores are not shown when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The 2016-17 data are not available. The California Department of Education is developing a new science assessment based on the Next Generation Science Standards for California Public Schools (CA NGSS). The new California Science Test (CAST) was piloted in spring 2017. The CST and CMA for Science will no longer be administered.

State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject areas of physical education.

California Physical Fitness Test Results (School Year 2016-17)

Grade Level	Percent of Students Meeting Fitness Standards		
	Four of Six Standards	Five of Six Standards	Six of Six Standards
5	15.9	26.1	50.7

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

C. Engagement

State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each schoolsite.

Opportunities for Parental Involvement (School Year 2017-18)

Opportunities for parental involvement in the district and at the school site are abundant. Our parents have always given generously of their time, attention, and money. Their efforts mean far more than the material benefits they bring; they make our students and teachers feel valued and important. Such feelings contribute directly to our educational excellence.

In the 2016–2017 school year, parents and other community volunteers contributed thousands of hours directly to West School in the classrooms, in the library, helping with hot lunch, serving on committees, and assisting with special projects. Parent volunteers shelve, check-out and check-in library books, and help organize and run the Book Fair. Parents and community members speak to classes, read stories to young children, and share their occupational or scientific expertise. Through organizations such as the Parent Group and the School Site Council, parents learn about activities at the school and set goals to raise student achievement and continually improve the school.

At the district level, thousands of additional volunteer hours are given to fund-raising events, sponsored by the Hillsborough Schools Foundation. Such events include the general campaign, tennis luncheon, dinner dance, and e-Scrip program. The Hillsborough Schools Foundation provides funds annually to the district in order to enhance the already excellent educational programs. These contributions allow us to enrich our student’s educational lives, and to be able to continually look for ways to be even better.

Parents and community members have also continuously supported the schools through their votes: In June of 1988 and again in 1992, the community passed parcel tax measures in order to maintain school quality. In November of 2002, the community of Hillsborough passed Measure B, a \$66.8 million dollar school bond measure for the purpose of modernizing, renovating, and adding facilities as needed at our four school sites. Measure B was a Proposition 39 bond requiring a 55% majority to pass. All members of the school community worked hard to inform the voters about the need for the measure. In response, the community showed its strong support for our schools by passing the Measure with a 66.45% majority vote.

Parents are kept well informed about the school through the school newsletters, calendars, classroom web pages, parent group meetings, parent education events, and parent/teacher conferences. Any parent wishing to contribute time, expertise, or money to the schools has ample opportunity, and should start by contacting the school site parent group president or a member of the Hillsborough Schools Foundation. Information is also available on the district website: <http://www.hcsd.k12.ca.us>, which has links to all school websites and the Hillsborough Schools Foundation.

State Priority: School Climate

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety.

Suspensions and Expulsions

Rate	School			District			State		
	2014-15	2015-16	2016-17	2014-15	2015-16	2016-17	2014-15	2015-16	2016-17
Suspensions	0.3	0.3	0.0	0.6	0.3	0.5	3.8	3.7	3.6
Expulsions	0.0	0.0	0.0	0.0	0.0	0.0	0.1	0.1	0.1

School Safety Plan (School Year 2017-18)

A safe school plan has been developed at each school site. The plan includes, but is not limited to, information regarding disaster preparation, school safety and violence prevention, general school climate information, and Board policies on discrimination and harassment. A copy of the Emergency Response Plan is available at the school office and at the district office. The Emergency Response Plan was last reviewed by the District in October 2015 and is updated annually at each school site. Currently, HCSD schools are following the BIG FIVE safety protocols in conjunction with the County of San Mateo, the San Mateo County Office of Education, the Coalition for Safe Schools & Communities, and the San Mateo Police Chiefs and Sheriff Association.

Each school site uses both certificated and classified staff before school, after school, at recess and lunch times to monitor student behavior and activities. Each school has a plan in place for controlling visitors to the campus, and each school uses a visitors badge for individuals who need to be on campus and are not part of the regular staff. The Hillsborough Police Department and Central County Fire Department cooperate closely with schools, helping to keep the campuses safe. Negative events rarely occur. Vandalism seldom occurs.

D. Other SARC Information

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

Federal Intervention Program (School Year 2017-18)

Indicator	School	District
Program Improvement Status		
First Year of Program Improvement		
Year in Program Improvement*		
Number of Schools Currently in Program Improvement	N/A	
Percent of Schools Currently in Program Improvement	N/A	

Note: Cells with N/A values do not require data.

Average Class Size and Class Size Distribution (Elementary)

Grade Level	2014-15				2015-16				2016-17			
	Avg. Class Size	Number of Classes			Avg. Class Size	Number of Classes			Avg. Class Size	Number of Classes		
		1-20	21-32	33+		1-20	21-32	33+		1-20	21-32	33+
K	19	3			19	3			19	3		
1	17	3			21	1	2		20	2	1	
2	22		3		19	3			22		3	
3	23		3		22		3		21		3	
4	24		3		22		3		22		3	
5	25		3		24		3		23		3	

Number of classes indicates how many classes fall into each size category (a range of total students per class).

Academic Counselors and Other Support Staff (School Year 2016-17)

Title	Number of FTE Assigned to School	Average Number of Students per Academic Counselor
Academic Counselor	0.0	0.0
Counselor (Social/Behavioral or Career Development)	1.0	N/A
Library Media Teacher (Librarian)	1.0	N/A
Library Media Services Staff (Paraprofessional)	0.0	N/A
Psychologist	0.5	N/A
Social Worker	0.0	N/A
Nurse	0.0	N/A
Speech/Language/Hearing Specialist	2.7	N/A
Resource Specialist	0.0	N/A
Other	0.1	N/A

Note: Cells with N/A values do not require data.

*One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

Expenditures per Pupil and School Site Teacher Salaries (Fiscal Year 2015-16)

Level	Expenditures Per Pupil			Average Teacher Salary
	Total	Supplemental/ Restricted	Basic/ Unrestricted	
School Site	\$16,385.6	\$5,204.58	\$11,181.03	\$102,277
District	N/A	N/A	\$12,020.55	\$95,134
Percent Difference: School Site and District	N/A	N/A	-7.0	7.5
State	N/A	N/A	\$6,574	\$74,194
Percent Difference: School Site and State	N/A	N/A	70.1	37.9

Note: Cells with N/A values do not require data.

Types of Services Funded (Fiscal Year 2016-17)

The district expenditures from the general fund provide high quality educational programs for all students, including special populations such as Special Education and English Learners. All basic educational needs such as instructional materials, personnel, staff development, technology, facilities, and maintenance are adequately funded. Federal and state funds are used appropriately as restricted. Through additional funds supplied through the generosity of our parents and the larger community, we are also able to provide lower class sizes, curriculum specialists, foreign language programs, additional counseling services, and other enhancements to programs such as technology and materials.

Teacher and Administrative Salaries (Fiscal Year 2015-16)

Category	District Amount	State Average for Districts In Same Category
Beginning Teacher Salary	\$57,257	\$47,034
Mid-Range Teacher Salary	\$95,942	\$73,126
Highest Teacher Salary	\$127,039	\$91,838
Average Principal Salary (Elementary)	\$159,157	\$116,119
Average Principal Salary (Middle)	\$170,102	\$119,610
Average Principal Salary (High)		\$115,194
Superintendent Salary	\$215,405	\$178,388
Percent of Budget for Teacher Salaries	46%	37%
Percent of Budget for Administrative Salaries	7%	6%

For detailed information on salaries, see the CDE Certificated Salaries & Benefits Web page at <http://www.cde.ca.gov/ds/fd/cs/>.

Professional Development (Most Recent Three Years)

Each year the district offers training to its new teachers before the start of school and continues with specific new teacher support for two full years, including participation in the BTSA (Beginning Teachers Support and Assessment) program. The district provides four days of professional development for teachers each year, and supports continual professional growth of our teachers in various ways. Teachers participate in off-site professional development opportunities on a regular basis, and expert coaches and consultants work with teachers, on-site as well. The district encourages veteran teachers to grow through its HIP (Hillsborough Incentive Plan) Program, and through providing support for teachers who wish to become Nationally Board Certified. Individual teachers are encouraged to take classes specific to their subject area in order to ensure they meet the requirements for NCLB certification as highly qualified teachers. Compliance training for certificated and classified staff, such as CPR/First Aid, is held as needed. Specialists are also provided training relevant to their assignments, and training for all involved occurs any time new standards or materials are adopted.

By adding instructional minutes on other days, Thursday afternoons are available for both school site and district staff development or collaborative work groups. This is in addition to weekly teacher, grade-level, and/or departmental collaborative time. TOSAs (Teachers On Special Assignment) have been instituted District-wide to provide training for classroom teachers in the area of Technology Integration. Web Advisers, Data Advisers, and Curriculum Advisers /Lead Teachers, also support the furtherance of school site and district-wide goals. The administration and staff maintain a mutual support system, with close communication and strong cooperative planning.

At West School, the staff has begun to look closely at the teaching of writing. Site-based staff development time, as well as staff meeting time, has been dedicated to furthering teachers' knowledge around best practices in the teaching of writing including examining the writing process, developing and teaching mini lessons, methods of conferring with small groups and individual students, and ways of scaffolding support for writing to provide feedback and develop student independence and agency. The overarching goal of our focus on writing is to help students become strong and confident writers who can write for a variety of purposes, including enjoyment, and to help students to have an experience in writing that builds from year to year. Staff has benefited from the support of outside presenter experts in the area of Writing Workshop, including receiving site-based coaching support throughout the school year.