



November 8, 2023

To: Kings County Board of Education  
From: Todd Barlow, Kings County Office of Education

Re: **2023-2024 Final Williams Compliance Summary of Findings**

Dear Board Members:

**Background:**

California Education Code section 1240 requires that the county office visit schools identified in our county and report the results of the visits to the County Board of Supervisors and the County Board of Education. This report provides a summary of our review process and summary of findings. Individual district reports can be found at <https://www.kingscoe.org/Page/513>.

**Williams Requirements:**

The purpose of the visits as specified in California Education Code Section 1240 was to ensure:

1. That students have access to “**sufficient instructional materials** in the four core subject areas (English language development\English language arts, mathematics, history/social science and science) and, as appropriate, science laboratory equipment, world languages, and health”;
2. To determine if there is any facility condition that “**poses an emergency or urgent threat** to the health or safety of pupils and/or staff”; and
3. To determine if the school has provided accurate data on the annual **School Accountability Report Card (SARC)** related to the sufficiency of instructional materials and the safety, cleanliness, and adequacy of school facilities, including “good repair.”

The law further requires that the county superintendent:

1. Annually monitor and review teacher misassignment and vacancies;
2. Receive 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; and
3. Review audit exceptions under expanded authority in the areas of use of instructional materials program funds, teacher misassignments, and information reported on the SARC and determine whether the exceptions are either corrected or an acceptable plan of correction has been developed.

While the Uniform Complaint data and audit findings are not mandated to be a part of this report to you, they are being included so that the citizens of our community will have a complete understanding of the environment in which the schools in Kings county are functioning.

Before proceeding with the report some basic terms are defined here:

1. “Sufficient textbooks or instructional materials” means each pupil, including English learners, has a standards-aligned textbook or instructional materials, or both, to use in class and to take home.
2. A school facility condition that poses an “emergency or urgent threat” is a “condition that poses a threat to the health or safety of pupils or staff while at school.” [Note: this definition and quote is drawn from EC 17592.72(c)(1) because it is incorporated by reference in EC 1240(c)(2)(E)(ii).]
3. “Good repair” means the school facilities are clean, safe and functional as determined pursuant to the school facility inspection and evaluation instrument developed by the Office of Public School Construction or a local evaluation instrument that meets the same criteria.

### **List of Schools Visited**

The following six districts, including eight schools, have been reviewed:

#### **Armona Union School District (#10)**

California Virtual Academies at Kings

#### **Corcoran Joint Unified School District (#38)**

Corcoran High School

Bret Harte Elementary School

#### **Hanford Joint Union High School District (#27)**

Hanford High School

#### **Lakeside Union Elementary School District (#19)**

Lakeside Elementary School

#### **Lemoore Union Elementary School District (#20)**

Liberty Middle School

#### **Reef-Sunset Unified School District (#45)**

Reef-Sunset Middle School

Tamarack Elementary School

### **Further Explanation of Review Process:**

Our review of the school includes many areas as prescribed by the law. County office staff performed site visits to review Instructional Materials, Facilities, and the School Accountability Report Cards.

Additional areas of review include Teacher Assignments/Misassignments, Teacher Vacancies, Review and Findings; and Uniform Complaint Procedures.

### **Instructional Materials:**

We sampled classrooms to review instructional materials sufficiency. The amount of materials must meet the sufficiency requirement so that each pupil has instructional materials to use in class and to take home for required homework, if needed.

### **School Facilities:**

Under school facilities, the county office is to ensure that there are no emergency conditions that threaten the students or staff, the SARC includes information on the maintenance of the facility, and the facility is in “good repair.” Good repair is defined as “having facilities clean, safe, and functional.”



**School Accountability Report Card:**

The School Accountability Report Card must include sections on School Safety and Climate for Learning and Instructional Materials. They must comply with the state template requirements. However, EC Section 33126 states: “A school or school district that chooses not to utilize the standardized template adopted pursuant to this section shall report the data for its school accountability report card in a manner that is consistent with the definition.”

**Teacher Assignment/Misassignment and Teacher Vacancies:**

In reference to the annual review of teacher assignment/misassignment and teacher vacancies, we review the classes that require teachers to have English Learners (EL) authorization based on the percentage of EL students being equal to or greater than 20% during the 2023 school year.

**Review and Findings:**

The county superintendent of schools is required to complete an annual review and report for each identified school. We are also required to follow-up on any exceptions related to instructional materials, teacher misassignments, teacher vacancies, and information reported on the School Accountability Report Card.

**Williams Uniform Complaint Procedure (UCP):**

All schools are responsible for creating and maintaining documents for the UCP process adopted by their governing board or authorized designee that follows specifications as required by law, particularly the California Code of Regulations, Title 5 (5 CCR) sections 4600-4694, revised and published July 1, 2020. All schools are found to be in compliance with all rules and regulations.

**Summary of Findings:**

Our review of all Williams identified schools in Kings county all of the schools have been found to be in compliance with all rules and regulations defined in *Education Code* Section 1240. Once again, copies of the individual district reports can be found at <https://www.kingscoe.org/Page/513>.

Sincerely,



Todd Barlow  
Kings County Superintendent of Schools  
Kings County Office of Education