

**BOARD OF EDUCATION**

**Attachment: Consent**

**10**

**PALO ALTO UNIFIED SCHOOL DISTRICT**

**Date:**

**06.24.08**

**TO:** Kevin Skelly, Superintendent

**FROM:** Marilyn Cook, Associate Superintendent - Educational Services

**SUBJECT:** Uniform Complaint (Williams Settlement and Valenzuela/CAHSEE Lawsuit Settlement) Quarterly Report

As a result of the Williams Settlement Legislation Requirements and the Valenzuela/CAHSEE Lawsuit Settlement, local Boards must submit a quarterly report to the county superintendent on the nature and resolution of complaints in the following areas:

- There should be sufficient textbooks and instructional materials. For there to be "sufficient textbooks and instructional materials" each pupil, including English learners, must have a textbook or instructional materials to use in class and to take home.
- There should be a teacher assigned to each class and not a series of substitutes or other temporary teachers. The teacher should have the proper credential and subject matter training to teach the class.
- School facilities must be clean, safe, and maintained in good repair. Good repair means that the facility is maintained in a manner that assures that it is clean, safe, and functional.
- Pupils who have not passed the high school exit examination by the end of grade 12 are entitled to receive intensive instruction and services for up to two consecutive academic years after completion of grade 12 or until the pupil has passed both parts of the high school exit examination, whichever comes first.

Complaint forms can be obtained at the principal's office, district office, or can be downloaded from the district's or California Department of Education's websites.

There were no Williams complaints (regarding textbooks and instructional materials, teacher vacancies or misassignments, or facilities conditions) or Valenzuela complaints (regarding CAHSEE instruction and services) at any school filed from April 1 – June 24, 2008.

#### **RECOMMENDATION**

This item is for information only and no action is required.

Attachment

**Valenzuela/CAHSEE Lawsuit Settlement**  
**Quarterly Report on Williams Uniform Complaints**  
 [Education Code § 35186(d)]

District: \_ Palo Alto Unified

Person completing this form: Marilyn Cook      Title: Associate Superintendent

Quarterly Report Submission Date:       April 2008  
 (check one)                                     July 2008  
     October 2008  
     January 2009

Date for information to be reported publicly at governing board meeting: June 24, 2008

Please check the box that applies:

- No complaints were filed with any school in the district during the quarter indicated above.
- Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
<b>Textbooks and Instructional Materials</b>			
<b>Teacher Vacancy or Misassignment</b>			
<b>Facilities Conditions</b>			
<b>CAHSEE Intensive Instruction and Services</b>			
<b>TOTALS</b>			

Kevin Skelly  
 Print Name of District Superintendent

\_\_\_\_\_  
 Signature of District Superintendent

\_\_\_\_\_  
 Date