

**CDE Categorical Programs Directors' Meeting  
Friday, October 21, 2011**

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**Consolidated Application and Reporting System (CARS)  
Handout #1**

**Sonya Edwards, Manager, Education Data Office  
916-327-2014 [sedwards@cde.ca.gov](mailto:sedwards@cde.ca.gov)**

Things are moving along with the winter release of the data collection. The plan is to release this in December, similar to ConApp, Part II.

Yesterday a letter was emailed to LEAs. It states that CDE would assign by default the contact person who was submitted on ConApp Part I. This person has the authority to assign access roles to the LEA staff. Included in the letter was a request that CDE hear from the LEA superintendent if the contact has changed.

*"If you want to change your CARS LEA Administrator as listed below or if it is listed as "Unknown", it is very important that you contact the ConApp Help Desk at [conappsupport@cde.ca.gov](mailto:conappsupport@cde.ca.gov), or by phone at 916-319-0297 and provide the name, phone number and e-mail of the person you have selected as your CARS LEA Administrator by close of business Friday, November 4, 2011." Link to the letter: <http://www.cde.ca.gov/fg/aa/co/carsltsresp110411.asp>*

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CARS has a live webpage, which contains info about CARS: <http://www.cde.ca.gov/fg/aa/co/cars.asp>

The team established a new system-specific page with technical information like: known issues, end-user training modules, and log-in to ConApp.

CARS Release Schedule: [www.cde.ca.gov/fg/aa/co/carsschedule.asp](http://www.cde.ca.gov/fg/aa/co/carsschedule.asp)

Training modules are coming. Topics include: Assigning rights, School counts (which builds Title I and EIA), Reports, and Individual tabs in the system and what they do.

CDE is not going to ask LEAs to test the system. Part I data will be migrated over to CARS just prior to release. Only the 11-12 data collections will be migrated, but not prior years. You are still able to update 2011-12 data now, but there will come a time about two weeks prior to launch when you will no longer be able to do this.

School information and District structure will be taken from CDS data files. CDS Administrator site drives the CARS school site population via a live link. If you have a school that's missing, you need to go over to CDS site and update.

#### Questions and Answers

**If the contact has stayed the same, what do we do?** Nothing.

**Will there be a CARS listserve?** Yes, it's the same as the ConApp Listserve under Linda Parker. They aren't creating a new one.

**Will instructions be published?** They are being revamped. A webpage will be generated for each data collection. There will be a tab on each page to go to "help" and there will also be a consolidated document that you can print.

**How will the CAIS and CARS systems align?** Once CARS goes online, the team will ensure they do not ask for you to enter into CAIS anything that exists in CARS.

**Once CARS takes effect, we wouldn't go back to previous years in ConApp to make changes. Right?** For example, if you need to go back to 2009-10 school participation information to make a change to student counts, you would do that in that version of CADS. They're only migrating 2011-12. CDE will create a map for the field to show alignment.

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**Civil Rights, CTE Compliance Review Letter**

**Sharon Felix-Rochon, Staff Services Manager II,  
Office of Equal Opportunity  
916-445-9174 [sfleix@cde.ca.gov](mailto:sfleix@cde.ca.gov)**

**NO HANDOUT**

A notice was sent out in September by Richard Zeiger re CTE Civil Rights Reviews. <http://www.cde.ca.gov/ta/cr/oeoltr090711.asp>

*"The California Department of Education (CDE) is the state agency responsible for the administration of career and technical education (CTE) civil rights compliance program reviews. The intent is to identify, remedy and prevent discrimination in CTE programs operated by Local Education Agencies (LEA's) receiving federal financial assistance. The CDE's Office of Equal Opportunity (OEO) is now charged with conducting the CTE civil rights reviews. This letter is to inform you that CDE is launching the CTE Civil Rights Review (CRR) process during the 2011-12 school year."*

There's a webinar scheduled for Wed, October 26<sup>th</sup>. 37 onsite agencies have been selected for reviews. These agencies have been notified. Only those notified agencies will have access to the webinar. **OC Selected Agencies: AUHSD and CUSD**

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**Background: Laws and Guidelines for Eliminating Discrimination and Denial of Services**

**Federal guidelines outline steps and requirements for reviews.** State agencies are required to review CTE programs. Title VI, IX and Section 504.

**Purpose of Reviews: to provide equal access and a quality education for all children.**

**CDE created a monitoring instrument to include the federal elements. It's a 52 page document and is not posted yet.**

CDE also incorporated CA state Civil Rights laws (to ensure that all protected groups are covered). Whatever is reported to the Federal Government will be specific to the Federal laws.

**To find information about the reviews, go here: Compliance Monitoring, Additional Federal Monitoring (at the bottom)**  
[www.cde.ca.gov/ta/cr/addfpm.asp](http://www.cde.ca.gov/ta/cr/addfpm.asp)

**Items that will be noted in the instrument:**

Administrative	Services for SWD
Site location and student eligibility criteria	Accessibility
Recruitment	Comparable facilities
Admissions	Work study, cooperative Ed, job placement, apprentice training
Student financial assistance (relative to work)	Employment
Counseling programs	Additional CA non-discrimination laws

**Preparations**

**To determine compliance, it will be necessary to review school district documents and to interview faculty, administrators, parents and students.**

**LEAs will be asked to upload documents in advance using the CAIS system.** A suggested docs list will be provided, and can be located on our Web page: <http://www.cde.ca.gov/re/di/eo/> (**Note: not available as of 10/24/2011**)

**A Letter of Findings will be provided within 30 days. A Voluntary Compliance Plan will be due back to OEF within 30 days of receipt** "within 60 calendar days following the LOF date."

**This is a learning experience for the CDE team as much as it is for the field. They are hoping through this year to tighten the process and to establish good working relationships. Please send communications to Sharon Felix-Rocha. (Theresa will be out in the field.)**

**Questions and Answers**

**Why is CTE under the microscope, outside of UCP?** UCP is a complaint process. The reviews here under the Methods of Administration Process came down as the result of a lawsuit from the 1970's. The guidelines were all about CTE; there was conclusion that discrimination occurred around CTE. It's monitored with a group from OCR in Washington DC. CDE has to answer to them via annual reporting. Letters of findings, voluntary compliance plans are all submitted to Feds. This is a state review required by federal law.

**The Educational Equity instrument exists (in FPM). What triggers this instrument?** This is a new instrument. The EE instrument is only geared toward the sex discrimination law. Ed Code Section 253 guides that instrument. This instrument is more encompassing. There are 22 items that are tied to it. (504 accessibility – program access, buildings, restrooms, parking lots, etc.) **It functions outside of FPM process. Sharon Felix-Rochon's office is totally responsible for it. They're working to tie it into CAIS system (but it's not done yet).**

**Is this going to be a continuous review?** The instrument has been approved by OCR and CDE legal.

**How many reviews will occur annually?** The reviews are supposed to max out at 25 reviews annually. Any CTE program in the sub-recipient universe is eligible. Process for selection – look at general population vs. CTE race, gender, possibility. Either have over or underrepresentation. There's a point system that is used to identify most at-risk.

**Why are you doing 37 if the max is 25?** OCR has asked CDE to do makeup reviews, due to its opinion that past reviews have been incomplete.

**Where is the list of agencies that will be reviewed?** The list is on the FPM website.  
<http://www.cde.ca.gov/ta/cr/documents/oeocteschedule.pdf>

**Is it only districts with Carl Perkins grants?** No, it's for any agency receiving federal funds.

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**The instrument has state and federal requirements. When you write up the findings, will they encompass the whole instrument? Yes.**

**To clarify: This stems from Civil Rights data collections submitted over last year and a half. [The monitors are] inspecting schools based on alignment between general population and services to SWD. Yes, it's about access to programs.**

**Request from the field: This is not aligned to FPM. Please don't go back to independent reviews. Please appeal to the powers that be to coordinate reviews. It would be helpful to streamline.** That has been tried. Right now the feds want to see the first attempt at reviews before changing the process. Although EE is tied to this, it is not a comprehensive review. This process is a very comprehensive tool. What will be done during the next year is to look at EE and this instrument and the ways in which we could possibly tie into making it more centralized. The FPM process and the criteria used to select sites are totally different than what they are required to do. We can be tied to FPM to a certain extent, but there will have to be some different sites based on criteria.

**What about Williams? It's about making sure students have access, materials, and facilities. How can you incorporate what we already have in place to respond to federal government?** We realize there are other possibilities in other areas that we can look at. In this process, the office will be looking to those areas to try to make it easier. The challenge is to ensure that we don't dilute the federal, but to strike a balance between the federal and the state without expanding the instrument to become an unmanageable document.

**EE must conduct on site reviews. They do not do desk reviews for this.**

**Will there be citations and recommendations? Will there be fiscal implications or are they all programmatic?** It's all programmatic.

**When will reviews start?** November 28<sup>th</sup>.

**Is this relative to IHEs?** No; however, countywide programs are eligible.

**Supplemental Educational Services (SES) Update  
Handout #2**

**Jeff Breshears, Manager Title I Policy & Program Guidance  
916-319-0745 [jbreshears@cde.ca.gov](mailto:jbreshears@cde.ca.gov)**

**The RFA for this year's Cohort was released on October 17<sup>th</sup>. Due date is November 30<sup>th</sup> at 5pm. These changes bring the RFA into alignment with new regulations.**

**Highlights:**

- 1) STAR and CAHSEE aren't allowed as pre-post testing
- 2) Minimum requirements to hire tutor

#### **Questions and Answers**

**Why discontinue specifying number of sessions and hours per week?** The online profile has not changed. That does give some description of program, and this has been strengthened as a requirement. By having to define the basic program, the guidance is the minimum # of hours that you say will result in student achievement.

**Does that mean students can only get basic program?** No, but the provider defines what's the baseline. There's a calculator online, available for parents to see as well.

**This is our first year to be our own provider. We pay our other providers with personal service agreements. How do we pay our own staff?** There is no prescribed way to do it; just that it's paid out of the 20% set-aside. Keep track and can pay out of own financial system. Stephanie and Leslie will talk about fiscal details.

**Re: the new regs that came out June 2011: Are there specific dates that certain items go into effect? Which regs apply to which cohort?** There's a letter on the SES website that shows which cohort aligns to which regs. The 2012-14 cohort is strictly to the new regs. The cohorts that have been approved under the old regs have those applied to them.

<http://www.cde.ca.gov/ta/ac/ti/documents/sesregnotifyltr11.doc>

**May providers distribute enrollment forms?** The providers may distribute enrollment forms and return within two business days. If a provider asks: "May we have your enrollment forms?" The LEA must say yes. This applies to new providers under the upcoming cohort.

**SES Website:** <http://www.cde.ca.gov/ta/ac/ti/supplemental.asp>

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<b>Parent Engagement and Family Area Network Update Handout #3</b>	<b>Jeff Breshears, Manager</b>
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**Introduction:** Nancy Bodenhausen joined in June 2011 as the new Parent Engagement/Parent Involvement coordinator. [Nbodenhausen@cde.ca.gov](mailto:Nbodenhausen@cde.ca.gov)

CDE is changing the name and direction of the group, trying to bring it to the ground level and be consistent with Superintendent Torlakson's Blueprint for Great Schools and ESEA.

**When LEAs have questions about SSC, to whom do they direct questions?** [Title@cde.ca.gov](mailto:Title@cde.ca.gov) You can also call Jeff Breshears or Jeanette Ganahl.

<b>Title I Waivers of PI Requirements Update NO HANDOUT</b>	<b>Christine Swenson, Director, Improvement and Accountability Division 916-319-0926 <a href="mailto:cswenson@cde.ca.gov">cswenson@cde.ca.gov</a></b>
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CDE is preparing an item for the November SBE meeting, scheduled to be posted on October 28<sup>th</sup>. This is a discussion-only item to highlight what ESEA waiver provisions would include.

Look at the four documents on the ED website. This is an all-or-nothing package. Unless you can comply with all provisions of the waiver, don't apply. <http://www.ed.gov/esea/flexibility>

- 1) ESEA Flexibility: <http://www.ed.gov/esea/flexibility/documents/esea-flexibility.doc>
- 2) Waiver request (Application): <http://www.ed.gov/esea/flexibility/documents/esea-flexibility-request.doc>
- 3) ESEA Flexibility Review Guidance (Written for peer reviewers. This is the rubric.) <http://www.ed.gov/esea/flexibility/documents/review-guidance.doc>
- 4) FAQs: <http://www.ed.gov/esea/flexibility/documents/esea-flexibility-faqs.doc>

**CDE has been trying to estimate associated costs. It's difficult.**

**The timelines required for the waiver are daunting.** Consider – if you offer SES/Choice in your district, that is essentially your savings. That's what you'd use to do full implementation of CCSS. Training teachers would be incorporated in that. This key cost would not be limited to PI districts, but that would be the curriculum in the state.

**Challenge: Retooling the assessment system so that it shows student growth, which is not a current feature of the system.** Some estimates put it to \$3M. There would be costs associated with the revamped teacher/principal evaluation system aligned to the growth measures for individual students.

**Another challenge: Identify 5% Priority Schools, approximately 318 and define required actions.** There are turnaround principles, which are much less prescriptive as SIG. Unlike SIG, CDE must codify for LEAs what must be done for the schools. SIG provided \$2M per school, per year for 3 year period. With additional flexibility, that figure would not apply. What is a good alternate figure? The pot of money to work with would be limited to SES savings.

**10% of Title I schools I Focus Schools– which schools are making the least progress in closing the achievement gap?** This would need to be defined.

**Reauthorization of ESEA popped back into the news this week. What's the impact? That's anyone's guess. Look at the Harkin Bill (860 pages). There's not absolute alignment between the waiver and the Harkin Bill. CDE is considering: How appropriate is it to apply for the waiver when 2-4 years the system may change again? They are trying to be realistic about what we're being asked to do in exchange for the waiver.** <http://help.senate.gov/imo/media/doc/ROM117523.pdf>

#### Questions and Answers

**Who applies for the waiver?** The SEA applies. The SBE is very interested in hearing how the waiver will impact LEAs. Please provide feedback.

**If the state applies for the waiver, are the LEAs required to fall in line?** Yes. They LEA may not apply independently of the waiver. If the SEA applies and receives the waiver, it applies to all LEAs.

**Is it fair to use as analysis, the inevitable switch to CCSS and retooling of the assessment system?** CDE is trying to separate inevitable costs from those in this waiver. It accelerates this timeline. We don't have this in place in legislation.

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Legislative Update  
Handout #4

Chris Reeve, Legislative Representative Governmental Affairs Division  
916-319-0590 [creefe@cde.ca.gov](mailto:creefe@cde.ca.gov)

SB 547 – Vetoed. Read the veto message: [http://gov.ca.gov/docs/SB\\_547\\_Veto\\_Message.pdf](http://gov.ca.gov/docs/SB_547_Veto_Message.pdf)

AB 180 – Dropout recovery schools create own individual accountability models.

AB 203 – Vetoed. Parent Empowerment cleanup.

SB 512 – Recommended lowering the statistical subgroup size from 50 to 10 for reporting purposes only, not accountability. Vetoed since it's already being pursued by the SBE.

AB 1330 – Has been signed into law. It introduces CTE as an option to Foreign Language, or Arts as graduation requirements. This begins with the 2012-13 school year.

AB 1088 – Applies to certain elements of data collection which doesn't hit us quite yet.

SB 461 – HS GED: Changes the manner in which students can take the GED. Potentially requires a new MOU with GED testing services. Eligibility changes: Would allow students to enroll in a dropout recovery program and take the GED.

ARRA and Budget Update  
NO HANDOUT

Amy Tang-Paterno, Education Fiscal Consultant, Fiscal Policy Office  
916-322-6630 [atangpaterno@cde.ca.gov](mailto:atangpaterno@cde.ca.gov)

ARRA is mostly over. Two more rounds of reporting. Less than 1% of ARRA grants went unobligated.

SFSF and Title I: Final payment will be based on report.

CDE is working with SBE to see if we can get late obligation for Title I, CA for QEIA schools. (That was quickly used up SIG \$ that had to be spent by December 2010. About \$7M was reverted. It's cost neutral.)

EdJobs – additional \$17M. CDE staff is working to recalculate, get legislative approval, and send out to LEAs.

What's the calculation? Same formula as the original was based on. It needs to be expended by September 30, 2012.

Continuing Resolution was signed. There will be a cut in appropriations – Title I, II, IDEA and Perkins. You'll see a reduction by the first week of November. This will be in effect until Nov 18<sup>th</sup>. More cuts may follow if there is another CR.

For Title I, it's about a .9% for the October apportionment. Call or email Leslie Sharp for reductions.

Title II – \$2.8M, (1.1%) on top of the 18% decrease that already took place

IDEA – \$14.2M, (1.2%)

Perkins – \$1.5M, (1.3%)

**Disclaimer** (With apologies):  
This presentation moved **very** quickly and some content may have been lost in translation. Please contact CDE with specific questions.

Transitional Kindergarten Update  
NO HANDOUT

Mary Autry, Consultant, Literacy/History & Arts Leadership  
916-323-4629 [mautry@cde.ca.gov](mailto:mautry@cde.ca.gov)

Erin Dubey, Child Development Consultant, Quality Improvement Office  
916-324-1313 [edubey@cde.ca.gov](mailto:edubey@cde.ca.gov)

Initial implementation goes into effect in 2012-13.

- 1) Changes K admission date: Be 5 by November 1<sup>st</sup>, October 1<sup>st</sup> for 2013-14, and September 1<sup>st</sup> by 2014-15
- 2) Changes 1<sup>st</sup> admission date: Be 6 by same dates
- 3) Established Transitional K: First year of a two-year K program that uses a modified, developmentally appropriate curriculum. Have 5<sup>th</sup> birthday between Nov 2 and Dec 2, Oct 2 and Dec 2 for 2013-14, and Sept 2 and Dec 2 for 2014-15

CDE has a list of FAQs on the website for TK. It's in the process of being updated.

In August, the CTC issued a credential information alert regarding TK. Holders of the Children's Center Instructional Permit or Child Development are not authorized to teach K. Those who are include: general permit, the elementary permit, the standard, elementary grades 3-9, and the Ryan SB 42.

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**Preschool CA** [www.tkcalifornia.org](http://www.tkcalifornia.org) They have a monthly call in, every third Tuesday of the month. They are sponsoring a TK summit on November 8<sup>th</sup>. No space is available, but there is a waiting list.

**CA Kindergarten Association** <http://www.californiakindergartenassociation.org/transitional-kindergarten/> They have a designated spot for TK. There's a conference January 13-15 in Santa Clara with a strand for TK. They have a power point that many schools are using to present information.

**Reps from CDE's Child Development and Professional Learning Support Division met and are having ongoing discussions about how to coordinate statewide efforts to best implement TK.**

**Additional resources at CDE:**

**Prekindergarten Learning Foundations Documents:** <http://www.cde.ca.gov/sp/cd/re/prekguide.asp>

**Preschool Learning Foundations:** <http://www.cde.ca.gov/sp/cd/re/psfoundations.asp>

**This fall: Volume 2:** Visual and performing arts, physical development, and health, is in development

**Next fall: Volume 3:** History Social Science and Science

**Curriculum Frameworks:** <http://www.cde.ca.gov/sp/cd/re/psframework.asp>

**Volume 1 has been released. Volumes 2 and 3 will be released in November and fall.**

**CDE is working on alignment of Preschool Foundations and CCSS for K, CA K standards, and Head Start Outcomes Framework.** The study will be posted on CDE's website this winter.

**TK Strategies and Best Practices –**

**This is a project using ARRA state advisory council funds that covers implementation strategies and PD for TK teachers.**

- 1) Bridging study
- 2) Partnering with COEs and other PD providers for pre-service and support activities for teachers
- 3) Online technology for teachers: video clips and visual resources to illustrate best practices in TK plus TK and K combo classrooms. Now through June 2013
- 4) DRDP-SR: Extending a pilot of the tool b/c added a level to accommodate TK. Spring 2012 training will be offered to interested districts, with wider distribution in fall of 2012.

**How does the Early Learning RTTT application dovetail with TK?** There will be some connection between the current projects... DRDP-SR is a component of the application. You can review the RTTT application on the CDE website. The biggest piece is to add the DRDP-SR into CALPADS. Other projects relate to the foundations. We hope to hear by mid-December.

**School Improvement Grant Update**

**Monique McWayne,** [MMcWayne@cde.ca.gov](mailto:MMcWayne@cde.ca.gov) 916-319-0607

**Jen Horton**

**Julie Baltazar, Manager, School Turnaround Office**

**SIG application, Cohort 2 - Deadline: November 18, for RFA.** Some modifications have been made.

**Webinar: 2:30 p.m. October 26<sup>th</sup>, Cohort 2 new requirements and Technical Assistance**

Reader's conference first week of December, notifications approved at January board and sent to LEAs by February 1<sup>st</sup>

**Cohort 1 Corrective Action Plan**

**Still in the approval process. CDE has been in contact with ED. Ed says they'll be releasing new guidance in the form of FAQs, but those are still in approval process and not released yet.**

Notification for CA plan – CDE wants to be consistent with ED so they're waiting for guidance.

Final expenditure reports are due October 31<sup>st</sup>. (This has been posted to website. Includes info for carryover.)

CDE is starting onsite monitoring and plan to visit up to half of the LEAs. As soon as the schedule is approved, a list of sites will be posted on the website.

To monitor, CDE will use the CAIS system. The monitoring instrument will closely mirror the School Achievement and Federal monitoring plan, located on Ed's website

They'll work with FPM office to align with their current schedule. Notifications to selected sites will be sent as possible. There will be a webinar to train LEAs on how to upload evidence to CAIS.

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**Questions and Answers**

**When will the webinar be?** Late October.

**Is the SIG monitoring separate from FPM? IF there's not FPM visit, will there be no SIG monitoring?** No, they're trying to align to FPM schedule for those in the cycle, but there will also be visits to sites not in the current cycle.

**Where can we find the monitoring plan and instrument?** The monitoring plan was part of the July SBE meeting. The instrument will be posted soon.

**Final ARRA reporting: There was a potential October 30<sup>th</sup> extension of liquidation... the carryover might be used if the state applies for that.** Email or call Julie about that.

**Some schools with SIG grants are waiting to implement until they know they're getting the money. Any advice?** As long as the CA actions were implemented, [expenditures should be fine]. Although we are waiting for the plans to be approved, CDE has put forward grant award notification in its approval process so that funding may flow out. Encourage LEAs to do full implementation of the plan.

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**CAIS Title I ARRA Reporting**

**Julie Baltazar**

LEAs will need to report final expenditures this year. This is a much simpler process than last year: only one spreadsheet. Select the LEA and it'll self populate. Fill in final expenditures. According to funding reports, there doesn't seem to be much carryover.

**Remember: Funds were required to be spent by September 30<sup>th</sup>, 2012.**

**CAIS Title I ARRA Reporting due date?** The information is supposed to be posted soon.

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The next meeting of the Categorical Program Directors is at the California Department of Education, Room 1101 on Friday,  
**November 18, 2011, beginning at 9 a.m. through 2:30 p.m.**