

West Portal Elementary School

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Ms. Jeanne Villafuerte, Principal

1991-1992 School Accountability Report Card

San Francisco Unified School District

Fall, 1991

District Mission and Goals

The mission of the San Francisco Unified School District is to provide each student with an equal opportunity to succeed by promoting intellectual growth, creativity, self discipline, cultural and linguistic sensitivity, democratic responsibility, economic competence and physical and mental health so that each student can achieve to his or her maximum ability. In order to achieve this mission, the Board of Education has adopted the following goals: 1. To improve teaching and learning to enhance student achievement. 2. To improve staff, parent and community participation in the educational process. 3. To maintain school environments that are safe, secure and attractive. 4. To achieve a school district that is fully integrated in all its programs and activities and provides equal opportunity for all students.

The board has adopted detailed objectives to achieve these goals. In subsequent pages, these objectives will be listed. If the objective is shown with a check (✓), the objective has been achieved. No mark at all indicates that the objective has not been achieved.

Philosophical Tenets

In order to achieve these objectives, the Board has adopted a set of philosophical tenets. For a copy of these tenets see the 1989-90 School Accountability Report Card or the Student Handbook.

Teacher/Staff Training, and Curriculum Improvement Programs

Professional development is a part of every school site plan and is a major component of the instructional support departments. The district's professional development program provides training opportunities to enable new and experienced teachers to implement the district's core curriculum for all students, to update subject area expertise, and to acquire new instructional strategies. Staff development is a regular part of the school planning process. West Portal teachers attend a variety of conferences and workshops responsive to individual needs and district mandates. A district focus this year is social studies. Our primary teachers continue Developmentally Appropriate Practices training and hands-on math strategies. Teachers participate in sheltered English, math, science, health, and parent ed. workshops. Staff shares information through and across grade levels. Time at staff meetings is allocated for professional growth. Staff members conduct inservice for the school and the district. Three mentor teachers, one Urban Leadership teacher, two math leadership teachers, and one science leadership teacher share their expertise.

School Description

West Portal School's program focuses on academic excellence through a comprehensive curriculum. Teachers demonstrate enthusiasm for learning and work harmoniously and collaboratively through team teaching efforts, sharing, and support for the school program. Curriculum offerings are enhanced and extended through computer instruction, art, music, PE, physical fitness program, perceptual motor, the library, and performing arts. This year we were awarded \$10,000 in grant monies for our science, math, and early childhood education programs. Schoolwide activities include the spring musical, Inventions Convention, and monthly assemblies. Our students participate in the symphony program (AIMS), environmental study trips, and regularly perform at Laguna Honda Hospital. The Chinese Immersion Language alternative program enables students to become bilingual and biliterate in both English and Chinese. An exemplary non-profit childcare is available through West Portal CARE.

West Portal received Recognition for its Program Strengths in schoolwide effectiveness and learning environment in the State Quality Review: "The school community demonstrates commitment and dedication to a learning environment which encourages academic excellence and personal growth in an integrated program for all students. The educational program is enhanced by the collaboration of staff, parents, and students contributing to the fulfillment of the schools goals through shared leadership, mutual support, and open communication."

Grade Span:	K-5	Student Enrollment:	577	LEP/NEP*:	22.7%
Building (sq.ft.):	35,200	Average Daily Attendance:	99.2%	Special Education:	4.2%
Yr of Construction:	1927	Optional Enrollment Requests:	39.9%	EDY**:	27.0%
Children Center: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Pre-K: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		GATE:	11.1%

876-11/1/91 by ICC

*LEP/NEP: Limited English Proficient or Non English Proficient
**EDY: Educationally Disadvantaged Youth

Counseling and Student Support Services

District general funds are not available for counseling services at the elementary school level. However, some schools have added support staff funded through special programs, projects, or grant awards. At West Portal, special need students are assisted by a resource specialist, speech therapist, and paraprofessionals. Paras provide support in Spanish and Chinese and help students gain English proficiency. Library, art, and computer paras support student learnings. The Student Study Team meets weekly to develop strategies for student success. The Elementary Advisor tutors at-risk youngsters. Leadership and citizenship are encouraged.

Student Attendance and Dropout Rate

The District's K-5 average attendance for 1990-91 was 99.0% and the dropout rate was 1.6%. At West Portal, attendance for the year was 99.2%, excused absences were 3.4%, unexcused absences were 0.8% and the dropout rate was 0.0%. An important District objective is to reduce dropout rates. Dropouts are defined as students who are absent without reason for 45 days or more. At West Portal School, we stress the importance of regular attendance for student achievement. We ask parents to notify us to report absences; when we don't hear from parents, we call. Absenteeism is closely monitored by our secretary, principal, and elementary advisor. Conferences are requested for excessive absences.

Teacher Assignment

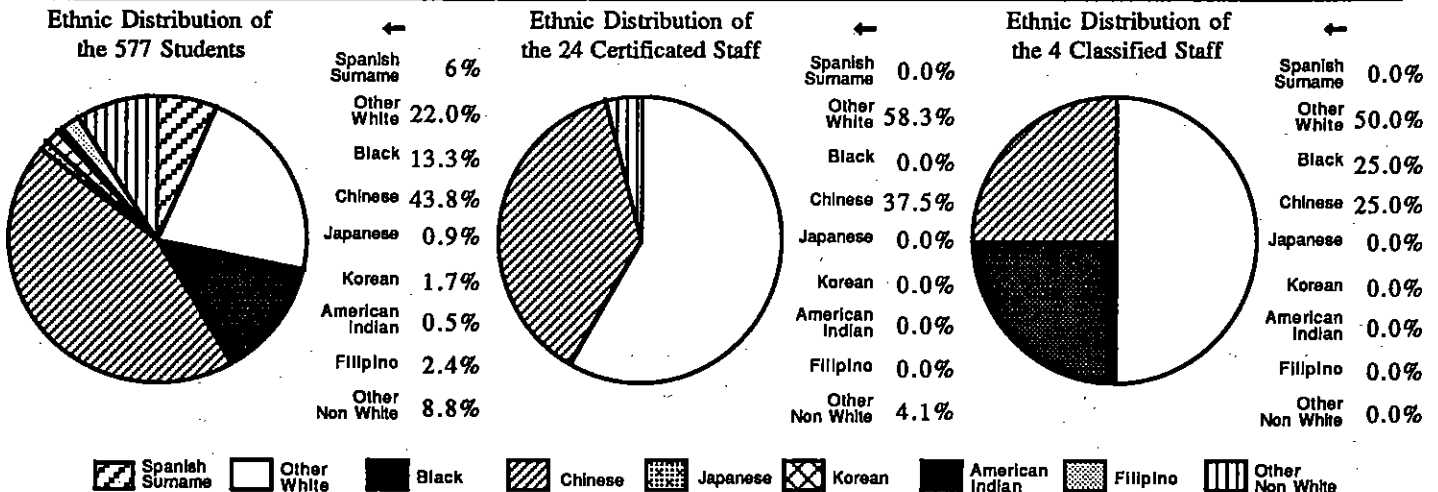
Out of 3,103 certificated teachers in the District's schools, none are teaching out of their credentialed areas. At West Portal all teachers are teaching in their credential areas. One teacher, on an emergency credential, is studying to complete course work. We have five credentialed Chinese bilingual teachers. Other credentials: Early Childhood Ed., Learning Handicap, Resource Specialist, English Language Development Certificate, and Administration.

Objective 1f: 1990-91 dropout rate will be reduced from its 1989-90 level.

Class Size

Grade Level	Contract Ratios	Contract Goals	District Averages	School Averages
K	31.2	28	27.7	31.3
1	26.0	24	26.3	27.5
2	26.0	24	26.0	29.6
3	29.8	25	27.5	28.0
4	32.2	30	27.3	29.0
5	32.2	30	29.0	28.0

Ethnic Diversity



Objective 4a: When filling staff vacancies, each school and department shall give attention to the goal of making the ethnic diversity of staff reflective of the ethnic makeup of the student population.

When positions are open, there is a sincere effort to recruit ethnically diverse staff to match the ethnic diversity of our student population.

Teacher Evaluation

Administrators, probationary teachers, and all classified personnel are evaluated by their supervisors every year. Tenured teachers are evaluated every two years.

The evaluation processes are determined through contractual agreements with the United Administrators of San Francisco, the United Educators of San Francisco, and the Civil Service Commission of the City and County of San Francisco.

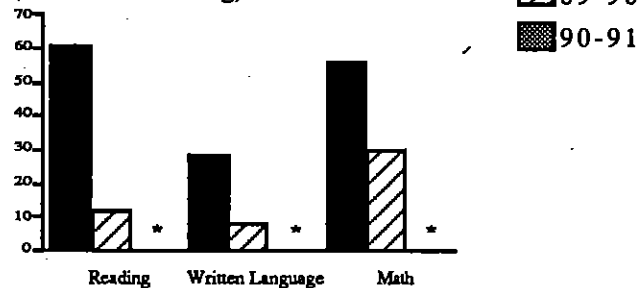
Student Behavior

In order to provide a healthy climate, we have regulations consistent with the Student Behavior Handbook. Last year, at West Portal, no students were suspended for violations of those regulations. The following program(s) have been included in the School Site Plan to achieve the District's objective to reduce the number of suspensions: Elementary Advisor program, cross-age and peer tutoring, Student Government/Service Club, noon game program, regular parent contacts, Student Study Team, and a supportive academic program.

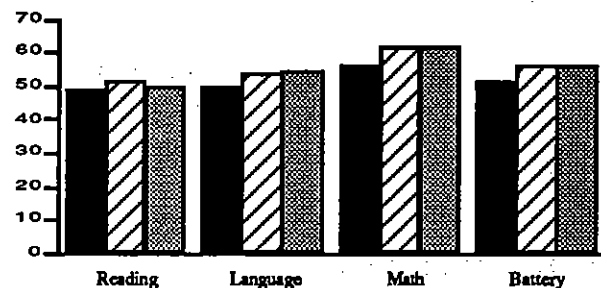
Objective 3a: Schools will provide interventions which result in the reduction of the number of suspensions and expulsions.

Student Achievement

CAP Scores - 3rd Grade
(Relative Ranking)



CTBS (Combined [K-5] Normal Curve Equivalents)



LEP/NEP = 22.7% Special Education = 4.2% EDY = 27.0% GATE & High Potential = 11.1%

The California Assessment Program (CAP) is a state mandated annual test which measures how well students as a group are mastering the State Curriculum at different grade levels. CAP was not administered in 1990-91. The Comprehensive Tests of Basic Skills (CTBS) is used by this District to measure individual student progress and proficiency standards.

Objective 1b: 1990-91 CAP scores will be higher than its 1989-90 CAP scores in the three areas tested. * Not administered

Objective 1c: The percentage of students scoring two years below grade level on the 1990-91 CTBS will be smaller than the percentage of students in the same category on the 1989-90 CTBS.

Objective 1d: The 1990-91 average growth in achievement for each ethnic group will be the same or greater than their 1989-90 average growth.

Quality of School Instruction and Leadership

West Portal's positive learning environment promotes academic excellence for all students. High standards for student achievement and behavior are widely known. Encouragement, guidance, awards, recognition, and positive reinforcement foster enthusiasm for learning. There is a consistent homework and school wide discipline policy. Shared leadership sustains an atmosphere of high morale and professional growth. Parents are supportive through Site Councils, curriculum and planning committees, and Parent Clubs. Staff and parents demonstrate caring and commitment.

Expenditures and Services Offered

1989-90 SALARY COMPARISON		
	* STATE	SFUSD
Beginning Teacher Salary	25,131	25,715
Mid-range Teacher Salary	37,672	39,831
Highest Teacher Salary	46,240	44,960
Principal's Average Salary	61,700	59,843
Superintendent Salary	105,022	110,000

* Districts over 25,000 ADA

Substitute Teachers

During the Spring of the 1990-91 school year, the West Portal teacher attendance rate was 97%. If substitute teachers are not available, classes are covered by the principal and/or resource staff.

Textbooks and Instructional Materials

The review, selection, and purchase of textbooks and instructional materials are carried out in conjunction with the California eight-year curriculum improvement cycle. Each year, textbooks and instructional materials are reviewed and adopted in one or two specific subject areas. In 1991-92, materials will be adopted in English as a second language, foreign language, and modern world history. The state Instructional Materials Fund allocation for the school district this year is \$1.7 million. Currently the average cost of a textbook is \$30. At West Portal, we select supplemental materials to meet the special needs of our students and programs. Parent Club funds purchase field trips, multiple copies, computer software, science materials, art supplies, maps, library books, fees for museums/plays, assembly programs, workbooks, and instructional aids. Teachers write grants for materials to extend learning and enhance instruction. Recent grant awards will enable us to purchase: science supplies, early childhood education materials, parent involvement aids, dictionaries, math materials, and audio-visual equipment.

School Facilities and Safety

Current Conditions:

Improvements include: 1 yard resurfaced/painted, adjacent hill landscaped, flag pole repaired, building exterior painted, tile replaced in stairwell, cracks in retaining walls repaired, new telephone and boiler systems installed, new roof added, daycare and hall floor tile replaced, and a new childcare bungalow added.

Planned Improvements:

The electrical system is in the process of being upgraded. The work includes: new hall lighting, auditorium lighting improvement, new outlets in classrooms, and exterior site lighting. Fire safety upgrades are in process. Window sashes throughout the building will be repaired/replaced.

Needed Improvements:

The heating/ventilating systems need upgrading in Bungalows 5 & 6. Building interior needs paint. Plastic windows need replacing. Bathrooms need upgrading. Gates and fences need repair/replacing. The clock/bell system needs repair/replacing. New shades and a play structure are needed.

Objective 3b: The appearance of the school site will be improved

Parent Involvement

Parents play a vital role in the school. Fundraising provides for enrichment activities and much needed instructional materials. Parents volunteer in the classroom, accompany classes on field trips, work in the library, plan class festivities, share in decision making, support the instructional program, and serve as curriculum resources. Members of the Site Councils make decisions affecting state funding. Monthly Parent Club meetings keep parents informed on school events and programs, and include educational topics. Calendars, newsletters, and parent representatives promote involvement. Parents are always welcome at school, and are our most valued resource!

Objective 2a: Together with parent leaders from established site committees and organizations, schools will develop plans to increase parent participation.

If you need any further information about our school or if you wish to ask anything about this document, please feel free to call us.

Si Ud. necesita información en español acerca de este documento, llame a la escuela para obtener las fechas en las cuales habrán reuniones en español.

Pakisuyong tumawag sa paaralan para sa mga petsa ng mga pulong tungkol sa pagpapaliwanag ng mga dokumentong ito sa Pilipino.

Xin gọi điện thoại cho nhà trường để biết ngày hướng dẫn và các nghĩa về tài liệu này bằng tiếng Việt.

請打電話向學校詢問有關訓練程序日期之中文說明文件。

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