

West Portal Elementary School

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Ms. Jeanne Villafuerte, Principal

1994-1995 School Accountability Report Card

San Francisco Unified School District

Fall, 1994

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 the academic achievement of all students. 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 build a school environment that is fully integrated in all its programs and activities and provides equal opportunity for all students. 5) To improve and expand the Early Childhood Education Program and integrate it into the K-12 Program. 6) To increase and expand inter-agency collaboration to better serve our students. Each school has a set of 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. N/A indicates that the objective is not applicable to the school. No mark at all indicates that the objective has not been achieved. 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. Teachers attend a variety of conferences and workshops responsive to individual needs and district mandates. They participate in Multiple Intelligence workshops to meet GATE students needs. Teachers continue training in Developmentally Appropriate Practices. Teachers participate in math, science, health, second language acquisition, strategies for special needs children, and authentic assessment workshops. Staff collaborates through and across grade levels. Time at staff meetings is allocated for professional growth. Our teachers conduct training for the school, for our district and for teachers in other districts. West Portal mentor teachers, an Urban Leadership teacher, five math leadership teachers, social studies resource teacher, and two science leadership teachers share expertise.

School Description

West Portal's program focuses on academic excellence through a comprehensive curriculum. Staff demonstrates enthusiasm for learning and works harmoniously and collaboratively through team teaching, resource sharing, and program support. Curriculum offerings are enhanced/extended through computer instruction, art, music, physical fitness program, perceptual motor, library, and performing arts. Grant awards supplement our science, math, immersion, garden and early childhood education programs. Curriculum subcommittees, Early Intervention Strategies, Early Literacy, Authentic Assessment, and Gifted and Talented Education, share learned strategies to enrich the school's curriculum offerings. Schoolwide activities include the Spring Musical, Academic Fair, Zoomobile, Invent America, Grade-Level Choruses, Buddy Program, and monthly assemblies with a multicultural focus. Students participate in the symphony program (AIM), student government, environmental study trips, and community outreach programs. The Chinese Immersion program enables students to become bilingual and biliterate in English and Chinese. An extension of this program allows for those not in the immersion program to learn Chinese as a second language. An exemplary non-profit childcare is available through West Portal CARE. Early Literacy, Parent Involvement, and Academic Progress and Excellence are priority areas for West Portal School. Our vision for students is that they will strive to reach their full potential, create their own visions and welcome responsibilities and challenges.

Grade Span:	K-5	Student Enrollment:	677	LEP/NEP*:	22.0%
Building (sq.ft.):	35,200	Average Daily Attendance:	98.1%	Special Education:	2.8%
Yr of Construction:	1927	Optional Enrollment Requests:	31.8%	EDY**:	26.3%
Children Center: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		Pre-K: Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		GATE:	14.0%

876-1/1/95 by Planning, Research, and Information Systems

*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 the resource specialist, speech therapist, elementary advisor, and aides. Aides provide support in Spanish and Chinese and help students gain English proficiency. Our Parent Club funds a USF counseling intern. The Student Study Team meets weekly to develop strategies for student success. The Elementary Advisor tutors at-risk students. Leadership, responsibility, cooperation, and citizenship are encouraged through student government. Our school-wide discipline policy supports our belief that children can become effective decisions makers when they have healthy self-concepts, and when we help them to become contributing members to our school community and to our society. Stated in our Discipline Policy is the belief that all people have equal claims to dignity and respect.

Teacher Assignment

Out of 3,115 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. Seventeen teachers completed English Language Development training, eleven successfully passed all portions of the Language Development Specialist exam and four more have one section to complete. We have seven credentialed Chinese bilingual teachers. Other credentials include: Early Childhood Education, Learning Handicap, Resource Specialist, English Language Development Certificate, and Administration.

Student Attendance and Dropout Rate

The District's K-5 average attendance for 1993-94 was 98.6% and the dropout rate was 1.7%. At West Portal, attendance for the year was 98.1%, excused absences were 3.1%, unexcused absences were 0.5% 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 we stress that regular and punctual school attendance is essential if a student is to gain the maximum benefit from the educational program. We request that parents/guardians notify us to report absences. We make daily attendance checks. Absenteeism is closely monitored by our teachers, our secretary, clerk, principal, and elementary advisor. Conferences are requested for excessive absences, and home-visits are made when necessary. Students are asked to complete an Independent Study if absent for reasons other than illness.

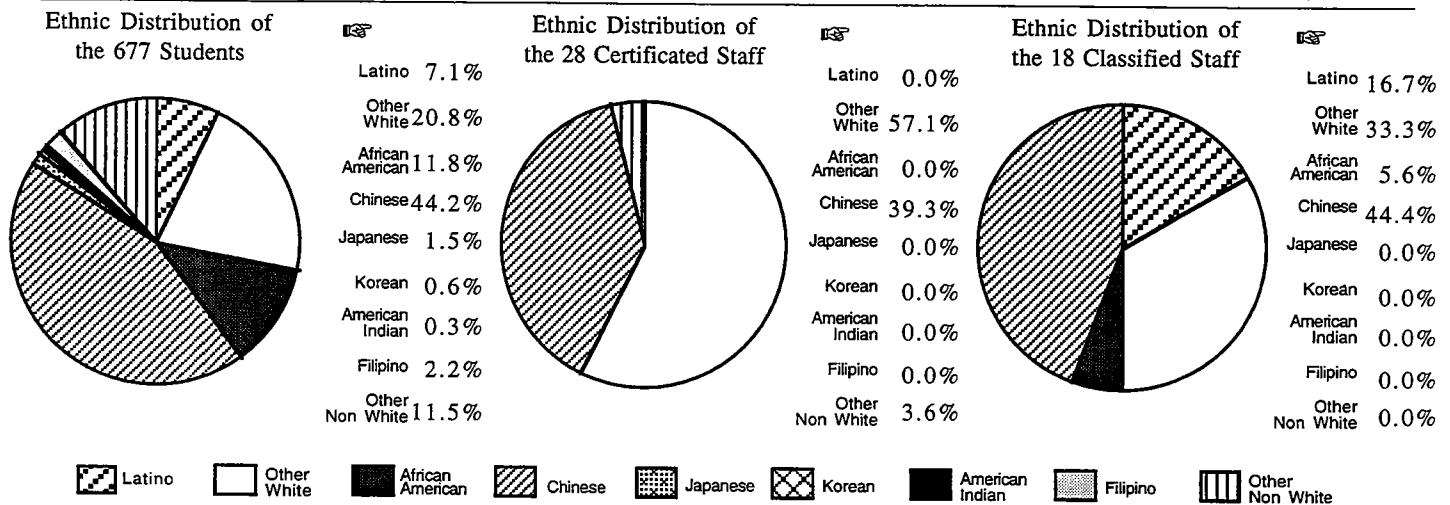
Objective 1o: 1993-94 dropout rate will be reduced from its 1992-93 level.



Class Size

Grade Level	Contract Ratios	Contract Goals	District Averages	School Averages
K	31.2	28	29.0	32.0
1	26.0	24	27.4	29.8
2	26.0	24	27.2	30.0
3	29.8	25	27.4	30.5
4	32.2	30	26.6	31.0
5	32.2	30	28.4	33.0

Ethnic Diversity



Objective 4a: Each school will have no more than 45 percent of its students from any one racial/ethnic group, and at least four racial/ethnic groups will be represented.



When filling staff vacancies, we give attention to the goal of making the ethnic diversity of staff reflect the ethnic make-up of the 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.

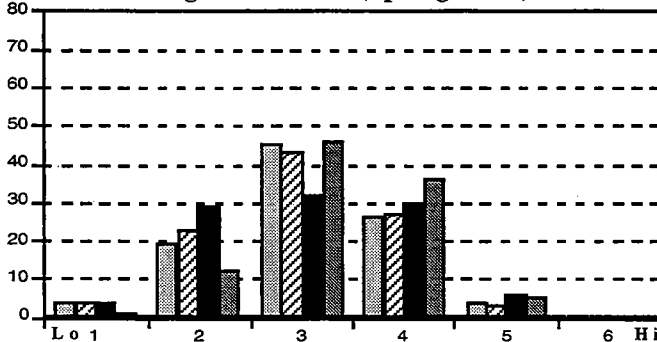
The evaluation processes are determined through contractual agreements with the United Administrators of San Francisco, the United Educators of San Francisco, and the Civil Service Commission of the City and County of San Francisco.

Student Achievement

The California Learning Assessment System (CLAS) is a state mandated annual test. It is currently being administered each Spring at Grades 4,5,8, and 10. Portions of the Comprehensive Tests of Basic Skills (CTBS) are also used by this District to measure individual student progress and proficiency standards.

CLAS:  State Percent **CTBS:**  National
 District Percent  District
 School Percent  School
 Comparison Group Percent

CLAS Reading - Grade 4 (Spring 1993)



LEP/NEP = 22.0%

Special Education = 2.8%

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 discipline policy. The discipline policy states all children have the right and ability to learn. Shared leadership sustains an atmosphere of high morale and professional growth. Parents/guardians are supportive through site councils, curriculum planning committees, Parent Clubs, fundraising, volunteering, and as children advocates. Staff and parents are caring.

Substitute Teachers

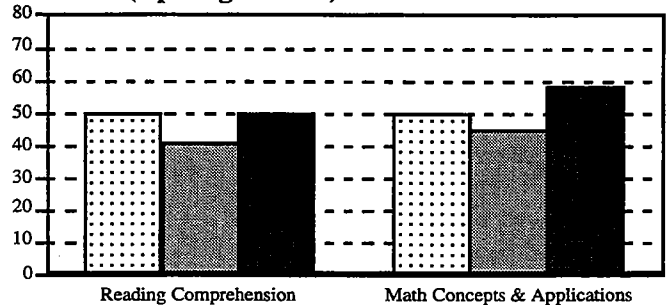
During the 1993-94 school year, the West Portal teacher attendance rate was 98%. Staff assists substitutes in order to support the school's program. We are most fortunate in attracting a cadre of experienced subs. If substitutes are not available, classes are covered by the principal and/or resource staff.

Student Behavior

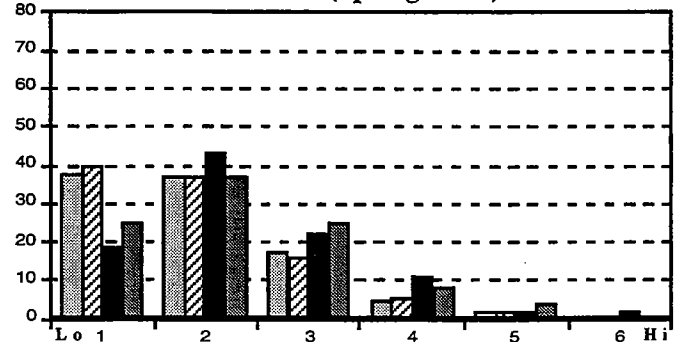
In order to provide a healthy climate, we have regulations consistent with the Student Behavior Handbook. Last year, at West Portal, 1 student was suspended for violations of those regulations. The following program(s) have been included in the School Site Plan to achieve the District's objective to reduce the number of suspensions: El. Advisor, cross-age and peer tutoring, student govt, noon games, regular home/school communications, SST, discipline policy based on belief that children need healthy self-concepts, and a volunteer program supporting children's academic needs.

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

CTBS (Spring 1994)



CLAS Math - Grade 4 (Spring 1993)



EDY = 26.3%

GATE & High Potential = 14.0%

Expenditures and Services Offered

1992-93 SALARY COMPARISON

	* STATE	SFUSD
Beginning Teacher Salary	25,963	26,136
Mid-range Teacher Salary	40,787	38,378
Highest Teacher Salary	50,783	47,162
Principal's Average Salary	65,360	**59,033
Superintendent's Salary	108,046	120,000
Expenditure per Student	-	3,220
% of Budget for Teacher Salaries	43.9%	44.9%
% of Budget for Administrators	5.0%	3.7%

* Districts over 20,000 ADA

** Elementary Schools Only

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 1993-94, there was a district-wide adoption of K-8 science instructional materials which have been implemented over a two-year period. During the 1995-96 school year, there will be the adoption and beginning implementation of a new K-8 mathematics instructional program. At West Portal supplemental materials are selected to meet the special needs of our students and programs. Parent Club funds field trips, multiple copies, computer software, math materials, art supplies, maps, library books, fees for museums/plays, assembly programs, workbooks, Chinese materials, and instructional aids. We supplement our whole language/literature-based reading program with a well defined phonics program. Many teachers purchase Wright Group books for the whole language reading program. Grant awards will enable us to purchase science books, early childhood education materials, gardening books/tools and Chinese language books.

School Facilities and Safety

Current Conditions:

Improvements: A new whale mural painted by one of our parents, 1 yard resurfaced/painted, landscaping improvements by our gardener, flag pole repaired, building exterior painted, tile replaced in stairwell, cracks in retaining walls repaired, new phone and boiler systems installed, daycare and hall floor tile replaced, new play structure, new windows/ shades, electrical upgraded.

Planned Improvements:

Building improvements from the June Bond issue will total a million dollars. High priority is the rehabilitation of outdated bathroom facilities. In addition to bathroom rehabilitation, planned improvements include yard resurfacing/repainting, bench replacement, technology upgrade, improvement in handicap access, painting.

Needed Improvements:

Bungalows 5 & 6 need restoration, including heating/ ventilating, siding replaced, windows replaced, painting and recarpeting. All bathrooms need restoration. The clock/bell system needs repair. Yards 2,3,4 need resurfacing & painting. Irrigation system needs repair. Auditorium and building interior need painting. Plastic windows need replacing. Brick work needs repair.

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 paggapaliwanag ng mga dokumentong ito sa Pilipino.

Xin gọi diên thoai cho nhà trường để biết ngày hướng dân và các nghĩa vụ 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。

San Francisco Unified School District

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San Francisco, CA 94102

Attn: West Portal Elementary School