

California County Superintendents Educational Services Association
2011-12 Valenzuela Monitoring Protocol

1. For the 2010-11 academic year, ask all districts that received CAHSEE Intensive Instruction funding in 2010-11, “Are you providing a program for post-grade 12 students consistent with the requirements of *Education Code* Section 37254 (CAHSEE Intensive Instruction and Services Program)?”

Documentation Reviews:

2. If no, no documentation review occurs. Request a copy of the board resolution/action item and minutes, approved for the 2010-11 academic year that reflect the board’s action to exercise flexibility and comply with the conditions in *Education Code* section 42605.
3. If yes, county superintendent asks the following questions:
 - a. How and when do you notify pupils about available services?
 - b. What services do you provide to pupils?
 - c. For the classes of 2010 and 2011, respectively:
 - i. How many pupils did not pass the CAHSEE by the end of grade 12?
 - ii. How many of these pupils were notified that they could receive intensive instruction and services?
 - iii. How many of these pupils elected to receive intensive instruction and services?
 - iv. How many pupils were served?
 - v. How many of the pupils served subsequently passed the CAHSEE?
(Note: New Form V-1 replaces the LEA checklist, Tables A, B, and C and collects data districtwide; no supporting documentation is required.)

Site Visits for Deciles 1-3 schools:

4. If no, no visits are required. Request a copy of the board resolution/action item and minutes that reflect the board’s action to exercise flexibility and comply with the conditions in *Education Code* section 42605.
5. If yes and services are provided at a site receiving a *Williams* visit and during the time of the visit, county superintendent visits classes and verifies that services are being provided. (Note: New Form V-2 replaces Forms 7.1, 7.2, and 7.3.)

Annual Report for Decile 1-3 schools:

6. If no, county superintendent reports on the annual report that the district does not operate such a program for post-grade 12 students because they are relieved of this obligation under *Education Code* Section 42605, which authorizes local educational agencies to use CAHSEE Intensive Instruction and Services funding for any educational purpose if they comply with the conditions set forth in *Education Code* Section 42605.
7. If yes, county superintendent reports on the annual report how and when pupils are notified, the types of services provided, whether the site was visited to validate services, and the data provided by the district regarding pupils in the Classes of 2010 and 2011 who did not pass the CAHSEE by the end of grade 12.

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