



# Spruce Elementary School

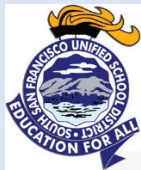
501 Spruce Ave. • South San Francisco, CA 94080 • 650.877.8780 • Grades K-5

Israel Castillo, Principal

[icastillo@ssfusd.org](mailto:icastillo@ssfusd.org)

<https://spruce-ssfusd-ca.schoolloop.com>

## 2018-19 School Accountability Report Card Published During the 2019-20 School Year



### South San Francisco Unified School District

398 B. Street  
South San Francisco, CA 94080  
650.877.8700  
[www.ssfusd.org](http://www.ssfusd.org)

#### District Governing Board

Patricia A. Murray  
Eddie Flores  
Daina R. Lujan  
John C. Baker  
Mina A. Richardson

#### District Administration

Shawnterra Moore, Ed.D.  
**Superintendent**

Keith B. Irish

**Assistant Superintendent, Educational  
Services and Categorical Programs**

Jay Spaulding, Ed.D.

**Assistant Superintendent Human  
Resources and Student Services**

Ted O

**Assistant Superintendent, Business  
Services**

Karla Groth, Ed.D.

**Director English Learner Programs,  
Categorical Programs and Special  
Projects**

Jason Brockmeyer

**Director of Innovation, Community  
Outreach and Special Projects**

Valerie Garrett, Ed.D.

**Director of Student Performance,  
Program Evaluation, and Instructional  
Interventions**

Ryan Sebers

**Director of Student Services**

Sabrina Yacoub

**Director, Pupil Personnel Services and  
Special Education**

Joseph Siam

**Director of Technology**

Ronald Vose

**Director of Facilities and Safety**

Fran Debost, MS, RDN

**Director of Nutrition Services and  
Distribution**

### School Description

At Spruce Elementary School administration, teachers, parents, and the community are working collaboratively to meet the diverse learning needs of all our students. Spruce is continually working towards excellence and success for all students. This will be achieved through staff professional development focused on best practices, rigorous curriculum and the alignment of instruction, RTI, intervention and standards based instruction focused on Common Core and the daily use of Academic Language.

Other foci are improving parent participation and developing student pride, with a strong focus on character trait, to help ensure a successful future for all students. This is encouraged with the implementation of Positive Behavior Intervention Support Systems. Spruce teachers and staff continue to focus on working in a Professional Learning Community to ensure school wide implementation of Academic Language, Best Teaching Practices, data-based decisions, and rigorous alignment to CCSS.

In addition to carefully calibrating academic instruction, Spruce also focuses on developing the whole child. To that end, fifth graders who apply to serve on the school leadership council assist the school in creating a positive, welcoming school climate. In addition to the council, students also have the opportunity to serve on junior patrol, helping to increase campus safety and encourage leadership development. Other extra-curricular activities include the Homework Club, Community Learning Center, Parks and Recreation programs, and a variety of after school tutoring services. This year we will continue to focus on increasing exposure to reading and writing by providing positive incentives for students achieving Accelerated Reader points and completing the 100-book challenge.

Beyond academic and extra-curricular activities, Spruce is dedicated to partnering with parents and our community to improve the teaching and learning. Other parent outreach opportunities include PTA, SSC, ELAC, and a variety of family nights and parent education classes. In addition, this year Spruce Elementary will continue to implement the Latino Literacy Program. This is a 10 week session course that is designed to foster parent engagement through literacy. It is also beneficial in creating parent leaders who will promote a quality and complete education that includes the arts in their schools.

### Spruce Mission statement

Spruce is an engaging school environment providing all learners opportunities to thrive through collaboration, intellectual curiosity, and discovery, enhancing their personal and academic growth. We are a community partnership fostering the development of the independent thinker, leading to individuals that contribute to communities and cultures beyond the classroom.

## About the SARC

By February 1 of each year, every school in California is required by state law to publish a School Accountability Report Card (SARC). The SARC contains information about the condition and performance of each California public school. Under the Local Control Funding Formula (LCFF) all local educational agencies (LEAs) are required to prepare a Local Control and Accountability Plan (LCAP), which describes how they intend to meet annual school-specific goals for all pupils, with specific activities to address state and local priorities. Additionally, data reported in an LCAP is to be consistent with data reported in the SARC.

- For more information about SARC requirements, see the California Department of Education (CDE) SARC web page at <https://www.cde.ca.gov/ta/ac/sa/>.
- For more information about the LCFF or LCAP, see the CDE LCFF web page at <https://www.cde.ca.gov/fg/aa/lc/>.
- For additional information about the school, parents/guardians and community members should contact the school principal or the district office.

### 2018-19 Student Enrollment by Grade Level

Grade Level	Number of Students
Kindergarten	90
Grade 1	72
Grade 2	98
Grade 3	90
Grade 4	85
Grade 5	81
Total Enrollment	516

### 2018-19 Student Enrollment by Group

Group	Percent of Total Enrollment
Black or African American	1.2
American Indian or Alaska Native	0.2
Asian	3.7
Filipino	6.4
Hispanic or Latino	85.3
Native Hawaiian or Pacific Islander	0.2
White	1.4
Two or More Races	1.7
Socioeconomically Disadvantaged	75.2
English Learners	51.7
Students with Disabilities	16.3
Foster Youth	0.6
Homeless	0.6

## A. Conditions of Learning

### State Priority: Basic

The SARC provides the following information relevant to the State priority: Basic (Priority 1):

- Degree to which teachers are appropriately assigned and fully credentialed in the subject area and for the pupils they are teaching;
- Pupils have access to standards-aligned instructional materials; and
- School facilities are maintained in good repair

Teacher Credentials for Spruce Elementary	17-18	18-19	19-20
With Full Credential	31	28	26
Without Full Credential	0	0	1
Teaching Outside Subject Area of Competence	0	0	0

Teacher Credentials for South San Francisco	17-18	18-19	19-20
With Full Credential	♦	♦	427
Without Full Credential	♦	♦	11
Teaching Outside Subject Area of Competence	♦	♦	2

### Teacher Misassignments and Vacant Teacher Positions at Spruce Elementary School

Indicator	17-18	18-19	19-20
Teachers of English Learners	0	0	0
Total Teacher Misassignments*	0	0	0
Vacant Teacher Positions	0	0	1

\* Note: "Misassignments" refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.

\*Total Teacher Misassignments includes the number of Misassignments of Teachers of English Learners.

**Quality, Currency, Availability of Textbooks and Instructional Materials (School Year 2019-20)**

This section describes whether the textbooks and instructional materials used at the school are from the most recent adoption; whether there are sufficient textbooks and instruction materials for each student; and information about the school's use of any supplemental curriculum or non-adopted textbooks or instructional materials.

**Textbooks and Instructional Materials**

Year and month in which data were collected: August 2019

Core Curriculum Area	Textbooks and Instructional Materials/Year of Adoption
Reading/Language Arts	McGraw Hill Wonders/2017 The textbooks listed are from most recent adoption: Yes Percent of students lacking their own assigned textbook: 0%
Mathematics	Houghton Mifflin Harcourt (HMH) Math Expressions/2015 The textbooks listed are from most recent adoption: Yes Percent of students lacking their own assigned textbook: 0%
Science	Delta Education-FOSS/2008 The textbooks listed are from most recent adoption: Yes Percent of students lacking their own assigned textbook: 0%
History-Social Science	Pearson Scott Foresman-CA History Social Science/2006 The textbooks listed are from most recent adoption: Yes Percent of students lacking their own assigned textbook: 0%
Health	Family Life Adopted - The Puberty Workshop and Curriculum/2016 The textbooks listed are from most recent adoption: Yes Percent of students lacking their own assigned textbook: 0%

Note: Cells with N/A values do not require data.

**School Facility Conditions and Planned Improvements (Most Recent Year)**

Spruce Elementary School was built in 1934. The school has 33 teaching stations, Library, Cafeteria, Gym, Resource Center and Administration Offices providing education for grades K-5. The District takes great effort to ensure that all schools are clean, safe and functional. All bathrooms, classrooms and offices are cleaned daily. District maintenance staff ensures that the repairs necessary to keep the school in good repair and working order are completed in a timely manner. The facilities work order process is used to ensure efficient service and that emergency repairs are given the highest priority. Architectural planning for replacing 9 portable classrooms with permanent classrooms began during the 2013/2014 school year and we now have new classrooms, library and Exploratorium were occupied by students in the 2014/2015 school year.

**School Facility Good Repair Status**

Using the most recent FIT data (or equivalent), provide the following:

- Determination of repair status for systems listed
- Description of any needed maintenance to ensure good repair
- The year and month in which the data were collected
- The Overall Rating

**School Facility Good Repair Status (Most Recent Year)**

Year and month in which data were collected: December 2019

System Inspected	Repair Status	Repair Needed and Action Taken or Planned
<b>Systems:</b> Gas Leaks, Mechanical/HVAC, Sewer	Good	
<b>Interior:</b> Interior Surfaces	Good	
<b>Cleanliness:</b> Overall Cleanliness, Pest/ Vermin Infestation	Good	
<b>Electrical:</b> Electrical	Good	
<b>Restrooms/Fountains:</b> Restrooms, Sinks/ Fountains	Good	
<b>Safety:</b> Fire Safety, Hazardous Materials	Good	

System Inspected	Repair Status	Repair Needed and Action Taken or Planned
<b>Structural:</b> Structural Damage, Roofs	Good	
<b>External:</b> Playground/School Grounds, Windows/ Doors/Gates/Fences	Good	
<b>Overall Rating</b>	<b>Exemplary</b>	

## B. Pupil Outcomes

### State Priority: Pupil Achievement

The SARC provides the following information relevant to the State priority: Pupil Achievement (Priority 4):

- **Statewide assessments** (i.e., California Assessment of Student Performance and Progress [CAASPP] System, which includes the Smarter Balanced Summative Assessments for students in the general education population and the California Alternate Assessments [CAAs] for English language arts/literacy [ELA] and mathematics given in grades three through eight and grade eleven. Only eligible students may participate in the administration of the CAAs. CAAs items are aligned with alternate achievement standards, which are linked with the Common Core State Standards [CCSS] for students with the most significant cognitive disabilities); and
- The percentage of students who have successfully completed courses that satisfy the requirements for entrance to the University of California and the California State University, or career technical education sequences or programs of study

### CAASPP Test Results in ELA and Mathematics for All Students Grades Three through Eight and Grade Eleven

#### Percentage of Students Meeting or Exceeding the State Standard

Subject	School 17-18	School 18-19	District 17-18	District 18-19	State 17-18	State 18-19
ELA	26	34	50	52	50	50
Math	29	41	43	44	38	39

Note: Percentages are not calculated when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: ELA and mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

### CAASPP Test Results in Science for All Students Grades Five, Eight, and Ten

#### Percentage of Students Meeting or Exceeding the State Standard

Subject	School 17-18	School 18-19	District 17-18	District 18-19	State 17-18	State 18-19
Science	N/A	N/A	N/A	N/A	N/A	N/A

Note: Cells with N/A values do not require data.

Note: This is a placeholder for the California Science Test (CAST) which was administered operationally during the 2018-19 school year. However, these data are not available for inclusion in the 2018-19 SARC posting due February 1, 2020. These data will be included in the 2019-20 SARC posting due February 1, 2021.

### State Priority: Other Pupil Outcomes

The SARC provides the following information relevant to the State priority: Other Pupil Outcomes (Priority 8):

- Pupil outcomes in the subject area of physical education

### 2018-19 Percent of Students Meeting Fitness Standards

Grade Level	4 of 6	5 of 6	6 of 6
5	16.5	21.5	10.1

Note: Percentages are not calculated and double dashes (--) appear in the table when the number of students tested is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

**School Year 2018-19 CAASPP Assessment Results - English Language Arts (ELA)**  
**Disaggregated by Student Groups, Grades Three through Eight and Eleven**

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	254	250	98.43	34.00
Male	133	132	99.25	31.06
Female	121	118	97.52	37.29
Black or African American	--	--	--	--
American Indian or Alaska Native	--	--	--	--
Asian	--	--	--	--
Filipino	16	16	100.00	50.00
Hispanic or Latino	222	218	98.20	31.65
White	--	--	--	--
Two or More Races	--	--	--	--
Socioeconomically Disadvantaged	209	205	98.09	31.22
English Learners	204	200	98.04	33.50
Students with Disabilities	53	53	100.00	15.09
Students Receiving Migrant Education Services	--	--	--	--
Foster Youth	--	--	--	--
Homeless	--	--	--	--

Note: ELA test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

**School Year 2018-19 CAASPP Assessment Results - Mathematics**  
**Disaggregated by Student Groups, Grades Three through Eight and Eleven**

Student Group	Total Enrollment	Number Tested	Percent Tested	Percent Met or Exceeded
All Students	254	253	99.61	40.71
Male	133	133	100.00	40.60
Female	121	120	99.17	40.83
Black or African American	--	--	--	--
American Indian or Alaska Native	--	--	--	--
Asian	--	--	--	--
Filipino	16	16	100.00	68.75
Hispanic or Latino	222	221	99.55	38.46
White	--	--	--	--
Two or More Races	--	--	--	--
Socioeconomically Disadvantaged	209	208	99.52	38.46
English Learners	204	203	99.51	39.41
Students with Disabilities	53	53	100.00	20.75
Students Receiving Migrant Education Services	--	--	--	--
Foster Youth	--	--	--	--
Homeless	--	--	--	--

Note: Mathematics test results include the Smarter Balanced Summative Assessment and the CAA. The "Percent Met or Exceeded" is calculated by taking the total number of students who met or exceeded the standard on the Smarter Balanced Summative Assessment plus the total number of students who met the standard (i.e., achieved Level 3–Alternate) on the CAAs divided by the total number of students who participated in both assessments.

Note: Double dashes (--) appear in the table when the number of students is ten or less, either because the number of students in this category is too small for statistical accuracy or to protect student privacy.

Note: The number of students tested includes all students who participated in the test whether they received a score or not; however, the number of students tested is not the number that was used to calculate the achievement level percentages. The achievement level percentages are calculated using only students who received scores.

## C. Engagement

### State Priority: Parental Involvement

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

- Efforts the school district makes to seek parent input in making decisions for the school district and each school site

### Opportunities for Parental Involvement (School Year 2019-20)

The SARC provides the following information relevant to the State priority: Parental Involvement (Priority 3):

Efforts the school district makes to seek parent input in making decisions for the school district and each school site.

#### Opportunities for Parental Involvement

The Spruce Parents and community are very supportive of the educational programs in South San Francisco Unified School District. Our parents are active participants of the Latino Family Literacy Project that promotes and engages parents in reading with their children teaches designated strategies to encourage reading at home. Parent Teacher Association (PTA) plays an active role in the community at Spruce Elementary School through fundraisers and involvement in special activities. PTA fundraisers enables students to attend field trips, assemblies, and they also provide teachers with some needed classroom supplies. Our PTA is very dedicated in helping our school environment and we believe that our school can only be successful with the parents, community, and Spruce staff working collaboratively. Spruce parents are also encouraged to attend our monthly ELAC and SSC, PTA and other school wide parent groups. Parents are invited and reminded monthly of the importance of getting involved in school functions and volunteering.

To learn more about specific opportunities to engage in your child's learning and get involved, please contact the school principal, Israel Castillo, at 650-877-8780 or email [icastillo@ssfusd.org](mailto:icastillo@ssfusd.org)

**State Priority: School Climate**

The SARC provides the following information relevant to the State priority: School Climate (Priority 6):

- Pupil suspension rates;
- Pupil expulsion rates; and
- Other local measures on the sense of safety.

**School Safety Plan**

The safety of the students and staff at Spruce Elementary is a primary concern and we are focused on always reviewing the School Safety Plan with all staff. The School Safety Plan includes an overview of the school's current comprehensive safe school programs and initiatives as well as an annual action plan that addresses the four phases of an emergency planning: mitigation, preparedness, response and recovery. The plan identifies members of the school's emergency response team, their roles and responsibilities, and their lines of communications with the district's emergency response team. Emergency policies and procedures and the location and inventory of the school's first aid and emergency supplies kits are detailed. Each School Safety Plan incorporates the state's Standardized Emergency Management System and is aligned with the detailed District Emergency Management Handbook (The Big Five). The Spruce staff participates in tabletop exercises as well as emergency simulations to help with the smooth execution of our plan. Additionally, a School Safety Committee has been formed and meets monthly to review training needs for staff, and develop plans to best educate staff with during staff meetings about specific protocols during emergencies.

Suspensions and Expulsions for the School	2016-17	2017-18	2018-19
Suspensions Rate	0.8	3.0	2.6
Expulsions Rate	0.0	0.0	0.0

Suspensions and Expulsions for the District	2016-17	2017-18	2018-19
Suspensions Rate	5.8	5.6	5.4
Expulsions Rate	0.1	0.0	0.0

Suspensions and Expulsions for the State	2016-17	2017-18	2018-19
Suspensions Rate	3.6	3.5	3.5
Expulsions Rate	0.1	0.1	0.1

**D. Other SARC Information**

The information in this section is required to be in the SARC but is not included in the state priorities for LCFF.

**Ratio of Academic Counselors to Pupils (School Year 2018-19)**

Title	Ratio
Academic Counselor*	516.0

\* One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

**Student Support Services Staff (School Year 2018-19)**

Title	Number of Full-Time Equivalent (FTE)
Counselor (Social/Behavioral or Career Development)	1.0
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	
Psychologist	
Social Worker	
Nurse	
Speech/Language/Hearing Specialist	.5
Resource Specialist (non-teaching)	2.7
Other	2.0

\* One Full Time Equivalent (FTE) equals one staff member working full time; one FTE could also represent two staff members who each work 50 percent of full time.

### Average Class Size and Class Size Distribution (Elementary)

Grade Level	2016-17 Average Class Size	2016-17 # of Classes* Size 1-20	2016-17 # of Classes* Size 21-32	2016-17 # of Classes* Size 33+	2017-18 Average Class Size	2017-18 # of Classes* Size 1-20	2017-18 # of Classes* Size 21-32	2017-18 # of Classes* Size 33+	2018-19 Average Class Size	2018-19 # of Classes* Size 1-20	2018-19 # of Classes* Size 21-32	2018-19 # of Classes* Size 33+
K	22	1	4		24		4		22	1	3	
1	23		4		24		4		23		3	
2	21		4		19	3	2		20	1	4	
3	20	3	1		21	1	3		21	1	3	
4	24	1	3		22	1	3		22	1	3	
5	23	1	4		24	1	3		21	1	3	
Other**	8	1										

\*Number of classes indicates how many classes fall into each size category (a range of total students per class).

\*\* "Other" category is for multi-grade level classes.

### Professional Development provided for Teachers

Measure	2017-18	2018-19	2019-20
Number of school days dedicated to Staff Development and Continuous Improvement	2	2	3

This section provides information on the annual number of school days dedicated to staff development for the most recent three-year period.

All teachers in the South San Francisco Unified School District have the opportunity to participate in formal, full-day professional development days scheduled as part of the district calendar. The staff development is a collaborative effort between district values, district-led work, and site specific training and development. Spruce Elementary teachers work as grade level PLC teams every Wednesday to closely analyze assessment site-based, district, and state data. Staff development is scheduled bi-weekly on Tuesdays through faculty meetings and professional development sessions guided by administration, ELD & ELA TOSA and facilitated by our designated teacher leaders. In 2018-2019 Spruce's professional development plan focused on ELD through the use of Academic Language (Be Glad), SST/RTI, PBIS, Best Teaching Practices, Reader's and Writer's Workshop, Student engagement through the process of PLC, and school wide focus on Common Core State Standards and small group intervention. These are the areas of Foci that received ongoing professional development and support. The Spruce leadership team collaborates as a faculty and staff to strategically focus on school wide implementations that increase all students' learning. In order for Spruce to see improvement we desire, all stake holders must collaborate fully, share practices, plan together, and look at data to inform instruction and interventions. Teachers regard their professional learning as essential to the continued success of Spruce students.

### FY 2017-18 Teacher and Administrative Salaries

Category	District Amount	State Average for Districts In Same Category
Beginning Teacher Salary	\$53,377	\$49,084
Mid-Range Teacher Salary	\$78,483	\$76,091
Highest Teacher Salary	\$99,437	\$95,728
Average Principal Salary (ES)	\$125,146	\$118,990
Average Principal Salary (MS)	\$133,004	\$125,674
Average Principal Salary (HS)	\$160,171	\$137,589
Superintendent Salary	\$212,203	\$230,096

Percent of District Budget	District Amount	State Average for Districts In Same Category
Teacher Salaries	32%	35%
Administrative Salaries	6%	6%

\* For detailed information on salaries, see the CDE Certificated Salaries & Benefits webpage at [www.cde.ca.gov/ds/fd/cs/](http://www.cde.ca.gov/ds/fd/cs/).

### FY 2017-18 Expenditures Per Pupil and School Site Teacher Salaries

Level	Total	Restricted	Unrestricted	Average Teacher Salary
School Site	5,602.81	5,382.94	219.87	\$80,994
District	N/A	N/A	1,711.06	\$75,089.00
State	N/A	N/A	\$7,506.64	\$78,059.00

Percent Differences	Unrestricted	Average Teacher Salary
School Site/District	-154.5	0.0
School Site/ State	-188.0	5.7

Note: Cells with N/A values do not require data.

The California Department of Education issued guidance to LEAs on August 1, 2018, regarding how to calculate school-level per-pupil expenditures that will be reported on 2018-19 report cards.



**Types of Services Funded**

Title I, Part A – Basic Grant; Title II, Part A – Teacher Quality; Title III, Part A – Limited English Proficient (LEP); School and Library Improvement Block Grant; Federal, Vocational and Applied Technology Educational Act; Federal Special Education, Entitlement per UDC; Class Size Reduction; Special Education Master Plan; Special Education Transportation; Economic Impact Aid; Instructional Materials; Art and Music Block Grant

**DataQuest**

DataQuest is an online data tool located on the CDE DataQuest web page at <https://dq.cde.ca.gov/dataquest/> that contains additional information about this school and comparisons of the school to the district and the county. Specifically, DataQuest is a dynamic system that provides reports for accountability (e.g., test data, enrollment, high school graduates, dropouts, course enrollments, staffing, and data regarding English learners).

**Internet Access**

Internet access is available at public libraries and other locations that are publicly accessible (e.g., the California State Library). Access to the Internet at libraries and public locations is generally provided on a first-come, first-served basis. Other use restrictions may include the hours of operation, the length of time that a workstation may be used (depending on availability), the types of software programs available on a workstation, and the ability to print documents.