

Cadwallader Elementary School

3799 Cadwallader Avenue • San Jose, CA 95121 • (408) 270-4950 • Grades K-6
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2018-19 School Accountability Report Card Published During the 2019-20 School Year



Evergreen Elementary School District

3188 Quimby Road San Jose CA, 95148 (408) 270-6800 www.eesd.org

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School Description

Cadwallader Elementary School is located in the center of the Evergreen School District in southeast San Jose. Our school is a cohesive partnership of students, parents, educators, support staff, and community members. Our school community takes pride in providing a quality education in a caring, supportive, and challenging environment. We have rigorous academic expectations combined with a climate that promotes student creativity and respect for cultural diversity. Students are challenged to enthusiastically and willingly develop to their full potential.

Our school motto of "Cougars Count on Each Other" is prevalent across our campus. Kindness matters. Collaborative, caring, dedicated staff work to support each other, our students, and our Cadwallader families. Teachers are on the forefront of research-based practices that best respond to students' learning needs. All teachers communicate on a regular basis with parents and the support staff. Our group of highly qualified, effective educators demonstrate a positive attitude toward their profession, the Evergreen School District, and the Evergreen community they serve.

For the 2019-2020 school year, we have been recognized as a California Distinguished School. We were awarded the Title 1 Academic Achieving School award for the 2009-2010, 2010-2011, and the 2013-2014 school years. We were also deemed a California Distinguished School for the 2009-10 school year. We are extremely proud of these accomplishments since it validates our efforts in ensuring that all students receive a well rounded education.

Cadwallader Vision

At Cadwallader we inspire, excite, and empower all students to become lifelong learners with the knowledge and critical thinking skills to reach their personal goals and have a positive impact in our world.

Cadwallader Mission

Our Cadwallader staff is committed to:

- celebrating and appreciating diversity within our community while establishing integrity, perseverance, respect and empathy.
- ensuring students have a safe environment in which they feel nurtured, valued, and empowered to develop a strong sense of self-worth to fulfill their hopes and dreams and be part of the community.
- modeling for students how to think critically, collaborate, and challenge themselves to have a growth mindset.
- inspiring students to achieve academic excellence in our ever changing world by developing lifelong learners using research-based practices.

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	47
Grade 1	46
Grade 2	50
Grade 3	49
Grade 4	48
Grade 5	48
Grade 6	53
Total Enrollment	341

2018-19 Student Enrollment by Group

Group	Percent of Total Enrollment
Black or African American	1.2
American Indian or Alaska Native	0.3
Asian	46.6
Filipino	9.7
Hispanic or Latino	29.6
Native Hawaiian or Pacific Islander	0.3
White	6.5
Two or More Races	5.6
Socioeconomically Disadvantaged	40.2
English Learners	27
Students with Disabilities	11.7
Foster Youth	0.3

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 Cadwallader	17-18	18-19	19-20
With Full Credential	17	18	17
Without Full Credential	0	0	0
Teaching Outside Subject Area of Competence	0	0	0

Teacher Credentials for Evergreen Elementary	17-18	18-19	19-20
With Full Credential	+	+	20
Without Full Credential	+	+	0
Teaching Outside Subject Area of Competence	+	*	0

Teacher Misassignments and Vacant Teacher Positions at Cadwallader 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	0

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)

Evergreen School District held a Public Hearing on October 10, 2010, and determined that each school within the district has sufficient and good quality textbooks and instructional materials pursuant to the settlement of Williams vs. the State of California.

All students, including English Learners, are given their own individual standards-aligned textbooks or instructional materials, or both, in core subjects for use in the classroom and to take home. All textbooks and instructional materials used within the district must be aligned with the California State Content Standards, with final approval by the Board of Trustees. Textbooks and supplementary materials are typically adopted according to a cycle developed by the California Department of Education. The table displays information collected in September 2018 about the quality, currency, and availability of the standards-aligned textbooks and other instructional materials used at the school. The district does not have a formal textbook adoption for Health or for Visual and Performing Arts.

The California State Board of Education adopted science programs at its November 2018 public meeting. Evergreen will review materials in 2019-20 to determine next steps. The California State Board of Education adopted Social Science materials at its November 2017 public meeting aligned to the new California Framework. The California Social Science standards remain unchanged.

Pursuant to California Education Code (EC) Section 60210, a school district may utilize instructional materials not adopted by the SBE, so long as the materials are aligned to state standards and a majority of the participants of any review process conducted by the district are classroom teachers who are assigned to the subject area or grade level of the materials being reviewed.

Textbooks and Instructional Materials

Year and month in which data were collected: September 2019

Core Curriculum Area	Textbooks and Instructional Materials/Year of Adoption Adopted in April 14, 2016 (Grade K-5): CA Wonders McGraw Hill, Adopted in 2016 (Grade 6-8) Springboard Collegeboard				
Reading/Language Arts					
	The textbooks listed are from most recent adoption:	Yes			
	Percent of students lacking their own assigned textbook:	0.0%			
Mathematics	Adopted in April 16, 2015 (Grade K-3): Engage NY Adopted in April 16, 2015 (Grade 4-5): Bridges Mathematic Adopted in April 16, 2015 (Grade 6-8): College Preparatory				
	Adopted in April 10, 2013 (Grade 0-8). Conlege Preparatory	Mathematics, Math Vision Project			
	The textbooks listed are from most recent adoption:	Yes			
	Percent of students lacking their own assigned textbook:	0.0%			
Science	Adopted in 2007 (Grade K): Pearson Scott Forseman				
	Adopted in 2007 (Grade 1-5): MacMillan/McGraw Hill				
	Adopted in 2007 (Grade 6-8): Holt, Rhinehart, Winston				
	The textbooks listed are from most recent adoption:	Yes			
	Percent of students lacking their own assigned textbook:	0.0%			
History-Social Science	Adopted in 2006: (Kinder): Pearson Scott Forseman				
	Adopted in 2006: (Grade 1-6): Houghton Mifflin				
	The textbooks listed are from most recent adoption:	No			
	Percent of students lacking their own assigned textbook:	0.0%			

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

School Facility Conditions and Planned Improvements (Most Recent Year)

Cadwallader Elementary School, originally constructed in 1966, is currently comprised of 20 permanent classrooms, eight portable classrooms, a computer lab, a library, a cafeteria/multipurpose room, a staff lounge, and three playgrounds. Over the past five years, the school has been painted, the parking area has been upgraded, and improvements to electrical and data circuits have been completed. Other upgrades include rubber matting installed on the playgrounds, new track lighting in the multipurpose room, and a new hot water heater. The chart displays the results of the most recent facilities inspection.

Cleaning Process:

Cadwallader Elementary School provides a safe and clean environment for students, staff, and volunteers. The district has adopted cleaning standards for all schools in the district. Basic cleaning operations are performed on a daily basis throughout the school year with emphasis on classrooms and restrooms. A joint effort between students and staff helps keep the campus clean and litter-free. The principal works daily with the school's custodial staff to develop sanitation schedules that ensure a clean, safe, and functional learning environment.

Maintenance & Repair:

A scheduled maintenance program is administered by Cadwallader Elementary School's custodial staff on a regular basis, with heavy maintenance functions occurring during vacation periods. Additionally, a scheduled maintenance program is administered by Evergreen School District to ensure that school grounds and facilities remain in excellent repair. A work order process is used when issues arise that require immediate attention. Emergency repairs are given the highest priority; repair requests are completed efficiently and in the order in which they are received.

Deferred Maintenance Budget:

The State School Deferred Maintenance Program provides state matching funds on a dollar-for-dollar basis, to assist school districts with expenditures for major repair or replacement of existing school building components. Typically, this includes roofing, plumbing, heating, air conditioning, electrical systems, interior or exterior painting, and floor systems. In the Budget Act of July 2009, the State Legislature provided school districts with flexibility in using these funds to meet general fund needs. In an effort to mitigate the effects of declining state revenues, the Evergreen School District has taken advantage of this flexibility. The district will utilize bond funds and other appropriate sources to ensure its facilities are clean, safe and in good repair.

School Facility Good Repair Status (Most Recent Year) Year and month in which data were collected: November 18, 2019

real and month in which data were collected. November 18, 2015						
System Inspected	Repair Status	Repair Needed and Action Taken or Planned				
Systems: Gas Leaks, Mechanical/HVAC, Sewer	Good					
Interior: Interior Surfaces	Good					
Cleanliness: Overall Cleanliness, Pest/ Vermin Infestation	Good					
Electrical: Electrical	Good					
Restrooms/Fountains: Restrooms, Sinks/ Fountains	Good					
Safety: Fire Safety, Hazardous Materials	Good					
Structural: Structural Damage, Roofs	Good					
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	Good					
Overall Rating	Good					

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	61	64	65	66	50	50
Math	59	64	61	61	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	School	District	District	State	State
	17-18	18-19	17-18	18-19	17-18	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	28.0	18.0	8.0

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	198	196	98.99	63.78
Male	100	98	98.00	60.20
Female	98	98	100.00	67.35
Black or African American			-	
American Indian or Alaska Native			-	
Asian	90	90	100.00	78.89
Filipino	18	18	100.00	77.78
Hispanic or Latino	58	58	100.00	37.93
White	13	13	100.00	84.62
Two or More Races	12	12	100.00	41.67
Socioeconomically Disadvantaged	80	78	97.50	51.28
English Learners	88	86	97.73	66.28
Students with Disabilities	30	30	100.00	30.00
Foster Youth				

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	198	198	100.00	63.64
Male	100	100	100.00	64.00
Female	98	98	100.00	63.27
Black or African American	-		-	
American Indian or Alaska Native	1		1	
Asian	90	90	100.00	83.33
Filipino	18	18	100.00	66.67
Hispanic or Latino	58	58	100.00	36.21
White	13	13	100.00	84.62
Two or More Races	12	12	100.00	33.33
Socioeconomically Disadvantaged	80	80	100.00	50.00
English Learners	88	88	100.00	71.59
Students with Disabilities	30	30	100.00	30.00
Foster Youth	-1		1	

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)

Parent participation in the school's improvement is ensured through the collaborative efforts of the School Site Council (SSC), the English Language Advisory Council (ELAC), and the Parent Teacher Association (PTA). The PTA is an organization that seeks to unite the school staff and community through positive activities. The SSC/ELAC meets regularly to monitor the instructional program and give input regarding the School Site Plan.

In addition to daily classroom volunteer opportunities, and attending field trips, our PTA sponsors events such as Trunk or Treat, Family Valentine's Dance, Family Bingo Night, Family Movie Night, and our PTA Book Fairs.

Parents have also gotten involved in the Walk and Roll program that the City of San Jose is sponsoring through a multi-year grant. Wednesdays are Walk and Roll days where parents are encouraged to walk to school with their students to be involved in a school-wide event, to get some healthy exercise, and to help with the traffic congestion around the school. Parents also volunteer as crossing guards to help with the direction of traffic in the front of the school.

Cadwallader also receives support from numerous local businesses and community organizations. Continual program support and donations from Evergreen Valley Church, Lucky, Office Depot, Wells Fargo Bank, and the City of San Jose have added to the quality of instruction and have enhanced our school environment.

Contact Information

Parents or community members who wish to participate in leadership teams, school committees, school activities, or become a volunteer may contact the school at (408) 270-4950.

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 students and staff is a primary concern of Cadwallader Elementary. Students are supervised before school, during recesses, and after school by teachers and the administrator. Lunch supervision is provided by noon-duty aides hired through our district office. All visitors to the campus must sign in at the main office and wear a visitor's pass at all times during their stay on school grounds. There is also a designated area for student drop-off and pick-up at the front of the school.

The Comprehensive Safe School Plan was last reviewed and updated in February of 2019. It will be reviewed and revised in February of 2020. Any and all revisions to the plan are immediately communicated to classified and certificated staff. Key elements of the Safety Plan focus on the following:

- Goals, Strategies and Activities related to People and Programs as well as the physical setting of the school
- Data from Student, Staff, and Parent Surveys related to school safety and climate
- School rules & procedures
- School climate
- Safe ingress & egress of pupils, parents, & school employees
- Disaster procedures/routine & emergency drills
- Current status of school neighborhood crime
- Policies related to suspension/expulsion
- Sexual harassment policy
- Child abuse reporting procedures
- Adopted board policies related to safety, discipline, and procedures

The school is in compliance with the laws, rules, and regulations pertaining to hazardous materials and state earthquake standards. The school's disaster preparedness plan includes steps for ensuring student and staff safety during a disaster. Fire, earthquake, and run hide defend drills are conducted on a rotating basis throughout the school year.

Suspensions and Expulsions for the School	2016-17	2017-18	2018-19
Suspensions Rate	0.0	0.0	0.6
Expulsions Rate	0.0	0.0	0.0

Suspensions and Expulsions for the District	2016-17	2017-18	2018-19
Suspensions Rate	0.4	0.6	1.8
Expulsions Rate	0.0	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*	.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)	
Library Media Teacher (Librarian)	
Library Media Services Staff (Paraprofessional)	
Psychologist	
Social Worker	
Nurse	
Speech/Language/Hearing Specialist	1.0
Resource Specialist (non-teaching)	.8
Other	.4

^{*} 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+
К	24		2		25		2		24		2	
1	24		2		25		2		23		2	
2	22		2		25		2		25		2	
3	23		3		25		2		25		2	
4	23		2		27		2					
5	25		2		23		2		30		3	·
6	21	1	1		25		2		30		2	
Other**												

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

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	2

On site, from 2012-2015 teachers participated in professional development for Visual Thinking Strategies during the transition to Common Core Standards. This was part of a three year professional development plan. Beginning in the 2015-2016 school year Cadwallader started a focus on the use of Accountable Talk.

For the 2017-2018 school year, Accountable Talk is a strategy all teachers are continuing to use within content areas. Students use complete sentences in order to build on collaborative conversations while including evidence to support their statements. Also in 2017-2018, our site instructional coach began focused work with our kindergarten and first grade teachers to implement the Sobrato Early Academic Language (SEAL) program at our site. Second and third grade teachers began training in the 2018-2019 school year. By the end of the 2019-2020 school year, the rotation of two year professional development will be completed for kindergarten, first, second, and third grades.

Annually, the district schedules a staff development day where sites plan professional development for staff based on staff input and needs. Professional Learning Communities are formed at every grade level to focus on a need for that grade level. The third Wednesday and the second site Thursday meeting are set aside monthly for focus on PLC work. Grade level meetings take place the second Wednesday of each month. The fourth Wednesday of each month is for staff coaching meetings that focus on discussing students of concern and how to address their needs. This coaching process supports our referral system for Student Study Team meetings.

For the 2019-2020 academic year, the PLC focus for our site is integrated and designated instruction for our English Language Learners.

^{** &}quot;Other" category is for multi-grade level classes.

FY 2017-18 Teacher and Administrative Salaries

Category	District Amount	State Average for Districts In Same Category	
Beginning Teacher Salary	\$56,010	\$45,741	
Mid-Range Teacher Salary	\$90,633	\$81,840	
Highest Teacher Salary	\$104,878	\$102,065	
Average Principal Salary (ES)	\$138,740	\$129,221	
Average Principal Salary (MS)	\$141,310	\$132,874	
Average Principal Salary (HS)	\$0	\$128,660	
Superintendent Salary	\$191,425	\$224,581	

Percent of District Budget	District Amount	State Average for Districts In Same Category
Teacher Salaries	42%	36%
Administrative Salaries	5%	5%

For detailed information on salaries, see the CDE Certificated Salaries & Benefits webpage at 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	\$8,071	\$404	\$7,667	\$101,698
District	N/A	N/A	\$9,818	\$94,781.00
State	N/A	N/A	\$7,506.64	\$82,663.00

Percent Differences	Unrestricted	Average Teacher Salary
School Site/District	-24.6	6.8
School Site/ State	7.3	22.8

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

In addition to general state funding, all schools within Evergreen School District received state and federal funding for the following support programs:

- LCAP funds or Supplemental Funds
- Title I, Targeted Assistance (for these schools: LeyVa, Dove Hill, Holly Oak, Katherine Smith, Montgomery, and O.B. Whaley)
- Title II, Staff Development
- Title III, Limited English Proficient

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.