

## Glendale Unified School District

"Excellence is Worth the Effort"

# Muir Elementary School

## 2004-2005 School Accountability Report Card

912 South Chevy Chase Drive, Glendale, CA 91205

(818) 241-4848

Kindergarten through Sixth Grade

[www.gusd.net](http://www.gusd.net)

### School Administration

Amaly Avakian  
Principal

Cynthia McCarty  
Principal



### 2004-05 Board of Education

Mary Boger, President  
Chakib Sambar, Vice President  
Pam Ellis, Clerk  
Greg Krikorian, Member  
Joylene Wagner, Member

### District Administration

Dr. Michael F. Escalante  
Superintendent

Alice Petrossian  
Assistant Superintendent  
Educational Services, Elementary Education

Dr. Gregory Franklin  
Assistant Superintendent  
Educational Services, Secondary Education



### Principal's Message

John Muir Elementary School staff and students proudly celebrate our eighth year as a California Distinguished School and our thirteenth year of year-round education. In the 2005-06 school year, we will be returning to a traditional school calendar. We strive to excel in all academic areas to meet and exceed State and District curriculum standards. Our diverse population of 1,000 students is comprised of approximately 48% limited English proficient, 35% redesignated fluent English Proficient and 17% with English being their primary language. Teachers and support staff continue to provide students with a variety of learning opportunities to meet the needs of all students. Our students have made an outstanding 121-point schoolwide gain on the Academic Performance Index since 1999. John Muir Elementary School is a place for learning where high expectations exist for achievement, safety, positive interpersonal relationships and respect for self and others. Our community, comprised of students, parents, teachers, and support staff, is committed to developing life-long learners who are well prepared for the challenges of an ever-changing world.

We are pleased to submit our School Accountability Report for the 2004-05 school year. In this report, we highlight our school's progress and strengths, and identify the areas we strive to enhance and improve in the coming year. We at John Muir Elementary School dedicate our continuing efforts toward academic excellence.

### School Mission Statement

Our mission is to create a student-focused school which is acknowledged for the caliber of its thinking, the quality of its staff, and the competence of its students.

Muir Elementary School:

- Creates enthusiasm for learning
- Nurtures intelligent risk-taking
- Develops an appreciation for life-long learning
- Helps student assume responsibility
- Includes parents and community members as partners in the learning process

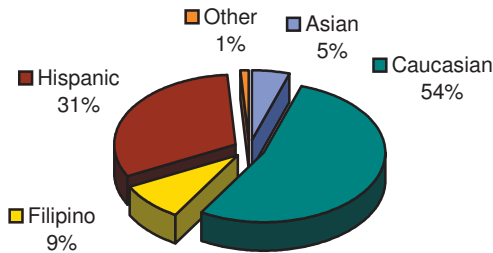
### Community & School Profile

The city of Glendale, the third largest city in Los Angeles County, is situated on the eastern border of the San Fernando Valley at the base of the Verdugo Mountains - only eight miles north of the city of Los Angeles. Embracing cultural diversity, 50 percent of the city's 200,000 residents were born outside the United States, challenging local educational agencies to offer and support over 60 foreign languages. National studies, residents, and realtors agree that Glendale's reputation for picturesque neighborhoods, excellent schools, commercial industries, shopping facilities, strong municipal agencies, and its many local attractions are motivating factors for families moving to the valley. Community pride and involvement are strong forces responding to educational issues, nonprofit causes, and city developments.

The Glendale Unified School District is proud of its excellent quality of education and award winning schools. Its commitment to providing safe and effective learning environments for students is unmatched. The District serves nearly 29,000 students in its 20 elementary schools, four middle schools, five high schools, and two specialized schools. Year-round and traditional calendar systems, complemented by a variety of creative programs, provide Glendale parents and students many choices for individual needs and achievements.

Muir Elementary School opened in 1926. The school is located in the heart of the city of Glendale and serves 1,005 students in kindergarten through sixth grade. Students from Muir Elementary School will move on to either Roosevelt Middle School or Wilson Middle School and Glendale High School. In the 2005-06 school year, the school will move from a year-round calendar system to a traditional calendar. The educational programs at Muir Elementary School are tailored to meet the needs of a changing school population.

### % of Student Enrollment by Ethnicity



### Discipline & Climate for Learning

The District believes in preparing students to become responsible, productive citizens. Students at Muir Elementary School are guided by specific rules and classroom expectations that promote respect, cooperation, courtesy, and acceptance of others. The goal of Muir Elementary School's discipline program is to provide students with opportunities to learn self-discipline through a system of consistent rewards and consequences for their behavior. Students who develop a sense of personal responsibility will mature both academically and emotionally. Parents and students are informed of discipline policies at the beginning of each school year through classroom orientation and individual parent/student handbooks.

Building a positive self-image, as well as respect for others, is important to a student's success. The District supports the philosophy that students who have high self-esteem are more likely to become productive citizens and resist temptations such as abusing alcohol and dangerous drugs. In addition to sponsoring programs to eliminate bullying, resolve conflicts, and promote peace on its campuses, the District participates in the Glendale Character and Ethics Project. This character education program provides a strong link between the schools and the community. The project highlights one "guiding word" per month, such as respect, honesty, self-discipline, citizenship, and responsibility. The Glendale Character and Ethics Project teaches children to consider the consequences of their actions and encourages them to choose behaviors that benefit themselves and others.

The "Suspensions and Expulsions" table displays the total number and percentage of incidents at the school and in the District. Suspension numbers may be inflated because some students may have been suspended multiple times. Expulsions occur only when required by law or when all other alternatives have been exhausted.

	Muir ES			GUSD		
	2003	2004	2005	2003	2004	2005
Suspension (#)	30	81	46	5489	4903	4882
Suspension (%)	2.54	7.32	4.58	18.65	17.01	16.94
Expulsion (#)	0	0	0	46	65	56
Expulsion (%)	0.00	0.00	0.00	0.16	0.23	0.19

### Extracurricular and Enrichment Activities

Students are encouraged to participate in the school's additional academic and extracurricular activities that promote positive attitudes, encourage achievement, and aid in the prevention of behavioral problems. Extracurricular and enrichment activities include:

- Art Classes
- Chess Club
- Child Care
- GATE Classes
- Recreational After-School Program (RAP)
- Tutoring

To build self-esteem and recognize student achievement, certificates, ribbons, prizes, and various other awards are given to students at assemblies and special presentations throughout the school year. Activities, honors, and programs include:

- Block M
- BUGS (Being Unusually Good Students)
- Classroom Incentives (developed by teachers)
- Muir Money
- Special Events
- Student of the Month
- Student Store

### School Leadership

Leadership at Muir Elementary School is a responsibility shared among District administration, the principal, the assistant principal, school administration, instructional staff, students, and parents. Principal Amaly Avakian has led the school for 12 years, backed by more than 29 years of educational experience. The school's Leadership Team, comprised of teachers, classified staff, parents, and administrators, meets monthly to share decision-making on instructional programs, school policy, budget recommendations, and to advise the School Site Council.

Staff members and parents participate on various committees that make decisions regarding the priorities and direction of the educational plan to ensure instructional programs are consistent with students' needs and comply with District goals. These committees include: School Site Council, Parent Teacher Association, Muir Elementary School Leadership Team, Math Committee, Science Committee, Social Studies Committee, and Technology Committee.

### Community Involvement

Parents and the community are very supportive of the educational program at Muir Elementary School. Numerous programs and activities are enriched by the generous contributions made by the Parent Teacher Association (PTA). Volunteers from the public library's "Grandparents Read At School" Program visit Muir Elementary School regularly. Junior Achievement has brought its program to Muir Elementary School as well.

### School Enrollment & Attendance

School-wide enrollment at the beginning of the 2004-05 school year was 1,005 students. The District recognizes that regular attendance and punctuality are not only necessary parts of the learning process, but are critical to academic success. School districts receive financial support from the State for the education of students they serve based on how many students attend school each day. Parents are advised of their responsibilities, including proper notification of why and when students are absent. Attendance, tardiness, and truancy policies are clearly stated, consistently enforced, and consequences fairly administered. Independent study is available for students who require extended leaves from school.

Absence reports are reviewed daily by an office clerk. Parents are advised of absences through telephone calls and written communication. Those students who continue to exhibit excessive absences are directed to the appropriate authorities including the School Attendance Review Board (SARB).

### Instructional Time

During the 2004-05 school year, all instructional minutes and days offered at Muir Elementary School exceeded State requirements as specified in the California Education Code. For the 2004-05 school year, The minutes in the "Instructional Minutes" chart shows average minutes for all four school tracks. Each individual track exceeded State requirements.

	Instructional Minutes By Grade Level - Average of All Four Tracks	
	Minutes Required	Actual Minutes
K	36,000	36,234
1st-3rd	50,400	50,644
4th-6th	54,000	54,204

Muir Elementary School offered 180 days of instruction comprised of 173 regular days and 7 minimum days for tracks A and D, and 172 regular days and 8 minimum days for tracks B and C. Minimum days are used

for Back to School Night, track changes, and report card preparation. Each Wednesday is a "Banking Day." Students arrive at school an hour later in the morning. Each month "Banking Days" allow teachers additional time to meet once by track, once by grade level, and once for professional development. The fourth "Banking Day" each month can be used for ad hoc meetings or classroom planning.

### Class Size

Muir Elementary School maintained a schoolwide average class size of 24 students in the 2004-05 school year. The "Class Size Distribution" table shows the average class size by grade. The corresponding numbers show how many classes were taught with a certain number of students in each class, based on three different class sizes.

	Class Size Distribution											
	Average Class Size			Classrooms Containing:								
	03	04	05	1-20			21-32			33+		
	03	04	05	03	04	05	03	04	05	03	04	05
K	20	20	19	6	6	7	0	0	0	0	0	0
1st	20	20	20	7	7	6	0	0	0	0	0	0
2nd	20	20	19	8	7	7	0	0	0	0	0	0
3rd	19	20	19	9	7	8	0	0	0	0	0	0
4th	29	34	29	0	0	0	5	0	6	1	7	0
5th	34	30	32	0	0	0	0	6	2	6	0	3
6th	30	31	32	0	0	0	6	6	2	0	0	3
K-3	18	20	0	1	1	0	0	0	0	0	0	0

The California Class Size Reduction (CSR) program provides funding to reduce kindergarten through third grade classes to 20 students or less. For the past three years, 100% of all K-3 classrooms at Muir Elementary School participated in CSR.

### School Facilities & Safety

Muir Elementary School was first built in 1923 and has been remodeled and renovated many times in the school's history. School facilities are situated on 3.98 acres and consist of 46 classrooms, a library, a cafeteria/auditorium, administrative offices, a resource room, and a pre-school classroom, grassy areas, and blacktop playgrounds. The facility strongly supports teaching and learning through its ample classroom and playground space. Facility information was current as of October 24, 2005.

#### Safety

Safety of students and staff is a primary concern of Muir Elementary School. The school's disaster preparedness plan includes steps for ensuring student and staff safety during a disaster. Fire and earthquake drills are conducted on a regular basis throughout the school year. During lunch, recesses, and before and after school, teachers and aides supervise students and school grounds, including the cafeteria and playgrounds, to ensure a safe and orderly environment. All visitors must report to the front office, sign in, and obtain a visitor's pass before entering the campus.

The Comprehensive School Safety Plan was developed by the school staff in consultation with local law enforcement to comply with Senate Bill 187 of 1997. The plan provides students and staff a means to ensure a safe and orderly learning environment. Components of the Comprehensive School Safety Plan include child abuse reporting procedures, teacher notification of dangerous pupils procedures, disaster response procedures, procedures for safe ingress and egress from school, sexual harassment policy, and dress code policy. Muir Elementary School reviews the plan annually; the plan was last updated in October 2005 and reviewed with school staff in November 2005. An updated copy of the plan is available to the public at the school and at the District office.

#### Maintenance and Repair

Safety concerns are the number one priority of Maintenance and Operations. District maintenance supervisors are proactive and conduct inspections at school sites on a continual basis. Repairs necessary to keep the school in good repair and working order are completed in a timely manner. A

work order process is used to ensure efficient service and that emergency repairs are given the highest priority. The District maintenance staff has indicated that 100% of all toilets on school grounds are in working order. As of October 24, 2005, none of the eight emergency conditions cited in Education Code 17592.72 exist at this school.

The Measure K project made it possible for Muir Elementary School to improve the facilities of the school. All projects scheduled for the 2004-05 year included the modernization of all classrooms and the school office, which were completed in April 2005.

#### Cleaning Process and Schedule

The District has adopted cleaning standards for all schools in the District. A summary of these standards is available at the school office or at the District office. Currently all schools are on a daily cleaning schedule. Each classroom is swept or vacuumed and the trash emptied. The cafeteria and all restrooms are cleaned daily. Grounds are groomed on a rotating basis, with trash, lawn, and plumbing issues addressed daily. The site administration team works daily with the custodial staff to develop cleaning schedules to ensure a clean and safe school.

#### Deferred Maintenance Budget

The District participates in the State School Deferred Maintenance Program, which 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. For the 2004-05 school year, the District budgeted \$1,050,000 for the deferred maintenance program. This represents 0.5% of the District's general fund budget.

#### Deferred Maintenance Projects

For the 2005-06 school year, the District's governing board approved deferred maintenance projects for this school that will result in new heating/air conditioning unit in the kitchen and painting of school buildings. The District's complete deferred maintenance plan is available at the District office.

School Facility Conditions			
Facilities information current as of: October 24, 2005			
Interim Evaluation Instrument Guidelines	Facility in Good Repair		Deficiency & Remedial Actions Taken or Planned
	Yes	No	
Gas Leaks	X		
Mechanical Systems	X		
Windows/Doors/Gates (interior/exterior)	X		
Interior Surfaces (walls, floors, & ceilings)	X		
Hazardous Materials (interior/exterior)	X		
Structural Damage	X		
Fire Safety	X		
Electrical (interior/exterior)	X		
Pest/Vermin Infestation	X		
Drinking Fountains (inside/outside)	X		
Restrooms	X		
Sewer	X		
Playground/School Grounds	X		

# Student Achievement & Testing

Various measures of student achievement are used as an ongoing part of the quality instructional program at Muir Elementary School. These assessments provide a measurement of students' actual progress and evaluate the effectiveness of the instructional program.

In addition to the academic measurements required by the State of California, the school and the District administer other assessments to determine the progress of each student. These include:

- Kindergarten - District-developed Kindergarten inventory, report card grades
- 1st-6th Grade - District Math and Writing Benchmarks, report card grades

Annually, the District evaluates the results of these assessments, and State testing, to determine whether each student is meeting the District's grade level standards.

## No Child Left Behind

The Federal No Child Left Behind Act requires all students, including socioeconomically disadvantaged students, students with disabilities, migrant students, and students in numerically significant ethnic subgroups, to meet State academic achievement standards in English/language arts and math by 2014. To achieve that goal, districts and schools must demonstrate "Adequate Yearly Progress" (AYP). Schools achieve AYP if they meet certain requirements each year:

- Each school and subgroup must perform to a proficiency level; 24.4% of elementary and middle school students must be proficient in English and 26.5% must be proficient in Math.
- At least 95% of students must take State standards tests.
- Schools must show improvement in the Academic Performance Index (API).

Schools receiving Title I funds that do not meet the AYP standards face several consequences. Students may receive additional tutoring or school staff may be replaced. Students would also be allowed to transfer to other schools within their district that meet AYP and the former school would be required to provide transportation to the new site. After two consecutive years of failing to meet AYP in a particular subgroup, the school may be identified for Title I Program Improvement (PI). Schools can be categorized as a PI school for a maximum of five years before the State takes drastic measures to improve the performance of the school. However, a school may exit from this status after two consecutive years of success in the affected subgroup(s). Muir Elementary School met all of the 2005 AYP criteria.

More information about Title I and NCLB requirements can be found on the State Department of Education's website <http://www.cde.ca.gov/nclb> and the U.S. Department of Education's website <http://www.nclb.gov>. District-level information for comparison may be found in the *Glendale Unified School District Report Card*.

## Academic Performance Index

The Academic Performance Index (API) is a score on a scale of 200 to 1000 that annually measures the academic performance and progress of individual schools in California. On an interim basis, the State has set 800 as the API score that schools should strive to meet. 2005 API growth scores were unavailable at the time of publication.

Growth Targets: The annual growth target for a school is 5 percent of the distance between its API Base and 800. The growth target for a school at or above 800 is to remain at or above 800. Actual growth is the number of API points a school gained between its base and growth years. Schools that reach their annual targets are eligible for awards.

Adequate Yearly Progress				
California Standards Test (CST)				
English/Language Arts				
Year Ending	Participation Rate		% Proficient & Advanced	
	04	05	04	05
<b>Target</b>	95%		24.4%	
	<b>Met</b>	<b>Met</b>	<b>Met</b>	<b>Met</b>
<b>All Students</b>	Yes	Yes	Yes	Yes
English Learners	Yes	Yes	Yes	Yes
SED <sup>^</sup>	Yes	Yes	Yes	Yes
Caucasian	Yes	Yes	Yes	Yes
Hispanic or Latino	Yes	Yes	Yes	Yes
Math				
Year Ending	Participation Rate		% Proficient & Advanced	
	04	05	04	05
<b>Target</b>	95%		26.5%	
	<b>Met</b>	<b>Met</b>	<b>Met</b>	<b>Met</b>
<b>All Students</b>	Yes	Yes	Yes	Yes
English Learners	Yes	Yes	Yes	Yes
SED <sup>^</sup>	Yes	Yes	Yes	Yes
Caucasian	Yes	Yes	Yes	Yes
Hispanic or Latino	Yes	Yes	Yes	Yes

<sup>^</sup>SED = Socioeconomically Disadvantaged

API School Results							
	Base				Growth		
	2002	2003	2004		2003	2004	2005
<b>All Students</b>							
Percent Tested	98	99	100	Percent Tested	99	100	
API Score	680	729	735	API Growth Score	727	731	
Growth Target	6	4	3	Actual Growth	47	2	
Statewide Rank	5	6	6	Eligible for Awards	Not funded		
Similar Schools Rank	5	6	6	Eligible for II/USP			
<b>Subgroups</b>							
<b>Socioeconomically Disadvantaged</b>							
Base API Score	663	717	722	API Growth Score	714	718	
Growth Target	5	3	2	Actual Growth	51	1	
<b>Caucasian</b>							
Base API Score	690	734	742	API Growth Score	731	735	
Growth Target	5	3	2	Actual Growth	41	1	
<b>Hispanic</b>							
Base API Score	615	671	669	API Growth Score	669	666	
Growth Target	5	3	2	Actual Growth	54	-5	

Only numerically significant subgroups for each reporting period are required to be presented in this report card. Numerically significant subgroups are comprised of (1) at least 100 students with valid test scores or (2) at least 15% of the school population tested and contains at least 30 students with valid scores.

Subgroup APIs and Targets: In addition to a schoolwide API, schools also receive API scores for each numerically significant subgroup in the school (i.e., racial/ethnic subgroups and socioeconomically disadvantaged students). Growth targets, equal to 80 percent of the school's target, are also set for each of the subgroups. Each subgroup must also meet its target for the school to be eligible for awards.

Percent Tested: To be eligible for awards, elementary and middle schools must test at least 95 percent of their students in grades 2 through 8, and high schools must test at least 90 percent of their students in grades 9 through 11 on STAR assessments.

Statewide Rank: Schools receiving an API Base score are ranked in ten categories of equal size (deciles) from 1 (lowest) to 10 (highest), according to type of school (elementary, middle, or high school).

Similar Schools Rank: Schools also receive a ranking that compares that school to 100 other schools with similar demographic characteristics. Each set of 100 schools is ranked by API score from 1 (lowest) to 10 (highest) to indicate how well the school performed compared to similar schools.

### Federal Awards & Intervention Programs

	2003	2004	2005
Recognition for Achievement (Title I)	YES	NO	NO
Identified for Program Improvement	NO	NO	NO
Exited Title I Program Improvement	n/a	n/a	n/a
Number of Years in Program Improvement	n/a	n/a	n/a

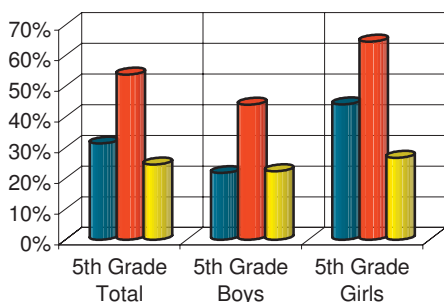
### California Standards Tests (CST)

The California Standards Test (CST) is administered to all students in the spring to determine student performance in relation to the State content standards. Student scores are reported as performance levels: Advanced (exceeds State standards), Proficient (meets State standards), Basic (approaching State standards), Below Basic (below State standards), and Far Below Basic (well below State standards). Students scoring at the Proficient or Advanced level meet State standards in that content area. Students with significant cognitive disabilities who are unable to take the CST are tested using the California Alternate Performance Assessment (CAPA). Detailed information regarding CST and CAPA results for each grade and proficiency level can be found at the California Department of Education Web site at <http://star.cde.ca.gov/>.

### Physical Fitness

In the spring of each year, Muir Elementary School is required by the State to administer a physical fitness test to all students in fifth grade. The physical fitness test measures each student's ability to perform fitness tasks in six major areas; students are provided several options to perform tasks in each area. Students that either meet or exceed the standards in all six fitness areas are considered to be physically fit or in the 'healthy fitness zone' (HFZ).

**% of Students in Healthy Fitness Zone 2004-05**



California Standards Test (CST)									
2003, 2004, 2005									
Combined % of Students Scoring at Proficient and Advanced Levels									
	Language Arts			Math Standards			Science (5th)		
	03	04	05	03	04	05	03	04	05
<b>Second Grade</b>									
All Students	38	34	39	58	56	66			
Females	39	43	40	52	57	63			
Males	36	26	38	64	55	68			
English Learners	35	29	34	54	52	63			
Non English Learners	50	52	54	73	72	74			
SED <sup>^</sup>	35	29	35	56	52	62			
Special Education			21			29			
Asian		59			81				
Caucasian	35	37	46	55	63	82			
Filipino	63	31	40	63	46	60			
Hispanic or Latino	29	19	26	53	38	42			
<b>Third Grade</b>									
All Students	27	28	29	47	47	53			
Females	24	34	31	43	48	55			
Males	29	21	28	49	44	51			
English Learners	18	7	8	42	30	30			
Non English Learners	58	52	49	67	65	75			
SED <sup>^</sup>	24	26	21	43	47	50			
Special Education			0			8			
Asian			50			71			
Caucasian	23	28	25	49	46	53			
Filipino	45	35	46	73	55	46			
Hispanic or Latino	27	17	23	33	33	48			
<b>Fourth Grade</b>									
All Students	37	31	37	50	46	49			
Females	38	34	38	48	52	50			
Males	36	29	38	53	42	48			
English Learners	17	8	11	34	23	20			
Non English Learners	65	62	53	74	77	66			
SED <sup>^</sup>	33	27	34	50	44	46			
Special Education			8			0			
Asian			54			62			
Caucasian	35	28	39	58	43	50			
Filipino	55	55	50	82	73	50			
Hispanic or Latino	32	29	18	31	43	35			
<b>Fifth Grade</b>									
All Students	35	41	42	40	47	52	18	31	
Females	39	41	48	44	46	57	15	30	
Males	30	41	38	37	47	49	21	32	
English Learners	10	10	7	21	24	19	6	6	
Non English Learners	64	53	68	64	55	77	23	49	
SED <sup>^</sup>	34	39	37	39	46	49	15	28	
Special Education	17	7	0	23	13	7	0	0	
Asian			64			55			
Caucasian	34	44	39	44	55	54	18	25	
Filipino	75	62	57	75	62	64	31	43	
Hispanic or Latino	19	29	41	19	29	41	14	36	
<b>Sixth Grade</b>									
All Students	36	33	39	49	46	54			
Females	46	42	40	58	49	54			
Males	26	26	38	38	43	53			
English Learners	8	7	9	18	29	17			
Non English Learners	53	41	48	66	51	63			
SED <sup>^</sup>	34	32	35	47	46	52			
Special Education			0			9		7	
Asian			64			57			
Caucasian	38	32	42	54	51	60			
Filipino	45	86	67	55	64	67			
Hispanic or Latino	18	19	27	26	21	37			

<sup>^</sup>SED - Socioeconomically Disadvantaged

Scores are not disclosed when fewer than 10 students are tested in a grade level and/or subgroup.

## California Achievement Test (CAT/6)

The California Achievement Test (CAT/6) is a standardized test that compares a student or group of students with a “norm” group from around the country. Reading and Math results of this test are reported as the percent of tested students scoring at or above the 50th percentile (the national average). School results are compared to District and State level results. All students in grades two through eight are tested in reading, spelling, written expression, and language arts. Beginning in 2005, the CAT/6 tests reading/language arts, spelling, and mathematics in grades 3 and 7 only and no longer tests science in any grade. Detailed information regarding results for each grade level can be found at the California Department of Education Web site at <http://star.cde.ca.gov/>.

CAT/6 Norm Referenced Test 2003, 2004, 2005 % At or Above 50th Percentile																
Subject Area Grade Level Year Ending	Reading					Math										
	2	3	4	5	6	2	3	4	5	6						
	03	04	05	03	04	05	03	04	05	03	04	05	03	04	05	
<b>All Students</b>																
Muir Elementary	49	46	22	23	31	27	29	32	34	45	45	64	59	53	55	58
GUSD	52	54	39	40	40	44	45	45	50	57	59	62	66	64	63	66
California	46	47	34	35	36	35	36	40	41	45	46	57	59	52	54	55
<b>Subgroups</b>																
Females	55	52	21	26	28	30	33	33	35	57	53	65	58	49	54	55
Males	42	41	22	20	33	24	27	31	33	33	39	62	59	57	56	61
SED <sup>^</sup>	47	44	19	22	23	20	27	32	32	43	44	63	56	50	57	53
English Learners	46	43	15	9	12	10	8	9	10	14	19	63	56	47	38	41
Non English Learners	65	58	44	41	48	53	58	61	44	64	53	69	67	78	75	75
Special Education			0		8	25	7		0			15		8		
Asian	63		57	38				57		75		71	62			
Caucasian	48	52	18	19	28	26	24	26	36	46	49	63	59	56	58	63
Filipino	69	31	45	30	31	55	55	83	54	73	71	81	62	91	60	54
Hispanic or Latino	39	33	21	22	25	22	34	26	25	34	27	53	50	42	42	48

<sup>^</sup>SED - Socioeconomically Disadvantaged  
Scores are not disclosed when fewer than 10 students are tested in a grade level and/or subgroup.

## Teacher Assignment

Glendale Unified School District recruits and employs the most qualified credentialed teachers. For the 2004-05 school year, Muir Elementary School had 48 fully credentialed teachers.

Teacher Credential Status	Teacher Credential Status		
	03	04	05
Fully Credentialed	53	54	48
Emergency Credentials	2	0	0
Interns	1	0	3
Waivers	0	0	0
<b>Total Teachers</b>	<b>56</b>	<b>54</b>	<b>50</b>
Average Years Teaching	9.6	10.9	10.7
Average Years in District	8.4	9.1	9.2

Teacher credential data may not have been submitted or a teacher may hold one or more types of credentials. As a result, total number of teachers may not equal addition of individual categories.

Teacher misassignments represent the number of teachers who did not hold a legally recognized certificate or credential, including teachers who were assigned to classrooms with English Learners (EL) and who were not properly certificated to teach EL students. Teacher vacancies reflect the number of open teaching positions that were not filled by a full-time certificated teacher for an entire year.

Misassignments/Vacancies	Misassignments/Vacancies		
	03-04	04-05	05-06
Misassignments of Teachers of English Learners	0	2	*
Vacant Teacher Positions	0	0	*

*\*2005-06 data was unavailable at the time of publication*

The Federal No Child Left Behind (NCLB) Act requires that all teachers in core subject areas meet specific Federal credential requirements by the 2005-06 school year. Minimum qualifications include: possession of a Bachelor's Degree; possession of an appropriate California teaching credential; and demonstrated competence in core academic subjects. At the start of the 2004-05 school year, 89.6% of core academic classes at Muir Elementary School were taught by NCLB-compliant teachers. District-level information for comparison may be found in the *Glendale Unified School District Report Card*.

Teacher Education Levels 2004-05	
	Muir ES
Doctorate	0.0%
Master's Degree +30*	48.0%
Master's Degree	0.0%
Bachelor's Degree +30*	36.0%
Bachelor's Degree	16.0%
Less Than Bachelor's	0.0%
None Reported	0.0%

*\*Indicates additional hours above and beyond degree.*

## Teacher Evaluation

A constructive evaluation process promotes quality instruction and is a fundamental element in a sound educational program. Evaluations and formal observations are designed to encourage common goals and to comply with the State's evaluation criteria and District policies. Temporary, probationary, and non-credentialed teachers are evaluated annually. Permanent teachers are evaluated every other year. Provisions exist for qualified tenured teachers who meet specific criteria to be evaluated every third year. Evaluations are conducted by the principal and assistant principal. These administrators have been trained and certified for competency to perform teacher evaluations. Evaluation criteria in the Glendale Unified School District Standards for Educators include:

- Engaging All Students In The Learning Process
- Understanding and Organizing Content Knowledge for Student Learning
- Assessing Student Learning To Determine Instruction
- Creating and Maintaining an Effective Environment for Student Learning
- Planning Instruction and Designing Effective Learning Experiences for All Students
- Developing as a Professional Educator
- Fulfilling Professional Responsibilities

### Substitute Teachers

The District has not experienced any difficulties retaining qualified substitute teachers. On rare occasions when a substitute is not available for an absent teacher, credentialed staff or administrators take the role of the substitute. Substitute teachers must hold a bachelor’s degree and have successfully passed the California Basic Educational Skills Test. Prior to a substitute’s first assignment in the District, he/she attends a three-hour training session on District policies and expectations. A pool of over 300 qualified substitutes is available to Glendale’s schools.

### Professional Development

The District provides high-quality professional development to promote powerful teaching and learning. Professional development in the District focuses on standards-based instruction and strategies to promote literacy and critical thinking skills in all subject areas. The District schedules three staff development days annually.

Muir Elementary School prepares a staff development plan that is aligned with District strategic targets and which uses a variety of resources to assist teachers in refining instructional practice. During the 2004-05 school year, staff development focused on the “Reading First” grant program in grades K-3. The “Reading First” grant is part of the No Child Left Behind Act of 2001, which assists teachers in effectively screening and using research-supported methodology to help students construct meaning and build understanding. The entire staff was trained in “6 + 1” Traits of Writing. Professional development workshops were conducted monthly on the school’s banking days.

The Peer Assistance and Review (PAR) program utilizes Consulting Teachers to help veteran teachers refine subject matter knowledge and instructional strategies. The Beginning Teacher Support and Assessment (BTSA) program is a two-year program that provides ongoing support from Consulting Teachers, with an emphasis on formative assessment and reflection. All activities are based on the California Standards for the Teaching Profession. The Paraprofessional Teacher Training Program (PTTP) offers assistance to educational assistants interested in pursuing a teaching career. This program sponsors enrollment in required university courses and provides peer support and training to prepare participants to enter an intern program. The AB75 Principal Training Program is available to site administrators.

### Textbooks & Instructional Materials

Glendale Unified School District sets a high priority upon ensuring that sufficient and current textbooks and materials are available to support the instructional program. Glendale Unified School District held a Public Hearing on August 16, 2005, and determined that each school within the District has sufficient and good quality textbooks or 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 are aligned with the California State Content Standards and Frameworks and have been selected from the State’s most recent list of standards-based materials. Teachers participate in the selection process to ensure that the textbooks support the District curriculum and content standards. Prior to adoption, all materials are on display for 30 days at the District Office to be evaluated by parents and community members.

### District-Adopted Textbooks

Grade Levels	Subject	Publisher	Adoption Year
K-5	Language Arts	Houghton Mifflin	2003
6	Language Arts	McDougal Littell	2003
K-6	Mathematics	Everyday Learning Corporation	2001
K-5	Science	Harcourt Brace	2001
6	Science	Holt, Rinehart & Winston	2000
K-6	Social Studies	McGraw-Hill	2000

The school’s library, staffed by a six-hour library assistant, is stocked with thousands of books that are available for students to check out, including books in Spanish and Armenian in addition to English. The library is automated using the Spectrum tracking software system. Computers in the library are connected to the Internet so students are able to access resources and information online. Students visit the library on a weekly basis and receive instruction on research techniques and library usage. The library is also open to students once a week in the mornings. The teacher resource room contains a collection of videos and audiotapes for classroom use that tie into curricular areas of study.

Each classroom at Muir Elementary School contains an average of five computers. Computer skills and concepts prepare students for technological growth and opportunities. Students receive computer-assisted instruction in the classroom and the school’s 35-workstation computer lab on a regular schedule to enhance instruction in reading comprehension skills and mathematical proficiency.

### Computer Resources

	2002-03	2003-04	2004-05
Computers	100	169	157
Students per computer	11.8	6.5	6.4
Classrooms connected to Internet	40	62	62

### Counseling & Other Support Services

It is the goal of Muir Elementary School to assist students in their social, personal, and academic development. The District makes available professional guidance and counseling personnel to work with students who experience achievement problems, classroom behavior concerns, difficulty coping with personal and family problems, trouble with decision-making and peer pressure. The principal coordinates counseling and support services.

### Counseling & Support Services Staff

Title	Number of Staff	Full Time Equivalent
Counselor	1	0.4
Nurse	1	0.8
Psychologist	1	0.8
Speech Therapist	1	0.8

Muir Elementary School has chosen to use Title I funds to contract with a counselor two days a week. She meets with both students and parents who need counseling services.

The District offers a variety of programs, training, activities, and services to provide for students’ emotional, physical, and academic needs. In addition to counseling services provided by the District or through community-based organizations, the District participates in the State’s Healthy Start, Healthy Families, and Healthy Kids programs. These programs, based at the District office and the Pacific Avenue Center, serve qualifying students and their families throughout the District, providing medical and nutrition services along with a variety of other assistance and referrals.

A recently developed program at Glendale Unified School District assists homeless families to enroll their children in school, to overcome obstacles that might keep their child from attending school, and to allow their child to stay in one school while the family is transitioning into a more stable environment. Another new program is a federally funded grant project to combat alcohol abuse in high school students. Four of the five District high schools will be participating in the three-year program.

Muir offers assistance and specialized instruction to students with special needs. Teachers receive assistance in developing research-based intervention strategies for at-risk students so that all students have the opportunity to meet rigorous standards. After-school intervention programs enhance students' understanding and mastery of core subject matter. Students in grades four through six may participate in the Glendale Summer Academy, a districtwide program that provides additional learning opportunities for students having difficulty achieving grade level performance.

Because Muir Elementary School has a large population of English Language Learners, all teachers have specialized training in teaching students learning English as a second language. Students receive core instruction in all content areas, including English Language Development (ELD). English Language acquisition is taught in the regular classroom setting and primary language support is available in-class through instructional assistants. English Language Learners are tested with the California English Language Development Test (CELDT) annually to measure progress.

The District's Gifted and Talented Education (GATE) program is offered to students in grades four through six who have been recognized as capable of attaining high levels of achievement by their teachers and identified through State testing programs. Students in the GATE program receive differentiated instruction in their classrooms and may participate in District-sponsored GATE activities. Muir Elementary School provides additional after-school activities for GATE students.

The District's Special Education Program addresses the needs of those students with special needs through appropriate assessment, identification of problem areas, placement, and program implementation. The director of special education administers the program and assigns a teacher specialist and a special coordinator to support the school principal and teachers. The director is also available to answer any questions and provide support to the principal and teachers. A team consisting of the parent, school administrator, general education teacher, psychologist, and special education teacher, develops an Individual Education Plan (IEP). The IEP defines the individualized instruction a child will receive. All work together to ensure that the needs of special students are being met. All students receive instruction in the least restrictive environment and all students are mainstreamed as often as possible, based upon the guidelines set forth in each student's IEP.

## Expenditures & Services Funded

At the time this report was published, the most recent financial and salary comparison data from the State of California was for the 2003-04 school year. In 2003-04, Glendale Unified School District spent an average of \$6,639 to educate each student (based on 2003-04 audited financial statements). The figures shown in the "Current Expense of Education Per Student" table reflect the direct cost of educational services, per average daily attendance, excluding food services, facilities acquisition and construction, and certain other expenditures. This calculation is required by law annually and is compared with other districts state-wide.

Current Expense of Education Per Student*		
2003-04		
Statewide Average		
	All Unified School Districts	All Districts
GUSD		
\$6,639	\$6,987	\$6,919

\*Ed-Data and California Department of Education, School Fiscal Services Division - J-200 Reports.

In addition to general fund State funding, Glendale Unified School District receives State and Federal categorical funding for special programs. For the 2003-04 school year, the District received approximately \$2,166 per student in Federal and State aid for the following categorical, special education, and support programs:

- Applied Technology Education Act
- Class Size Reduction
- Economic Impact Aid
- Educational Technology Assistance Grants
- Gifted and Talented Pupils
- Home-to-School Transportation
- Instructional Materials
- Peer Assistance and Review Program
- Safe and Drug Free Schools Program
- School Improvement Program
- Special Education
- Tenth Grade Counseling
- Title I Program
- Year-round School Incentive

## Salary & Budget Comparison

State law requires comparative salary and budget information to be reported to the general public. For comparison purposes, the State Department of Education has provided average salary data from school districts having more than 20,000 average daily attendance throughout the State.

Average Salary Information		
Teachers - Principal - Superintendent		
2003-04		
	GUSD	State Average
Beginning Teachers	\$37,236	\$37,061
Mid-Range Teachers	\$57,164	\$58,294
Highest Teachers	\$73,765	\$72,876
Elementary Principals	\$93,497	\$94,471
Middle School Principals	\$99,311	\$98,940
High School Principals	\$104,304	\$107,418
Superintendent	\$174,000	\$179,061
Salaries as a Percentage of Total Budget		
Teacher Salaries	42.4%	41.4%
Administrative Salaries	5.1%	5.1%

## Contact Information

Parents who wish to participate in Muir Elementary School's leadership teams, school committees, school activities, or become volunteers may contact Principal Amaly Avakian at (818) 241-4848.

