



# Contra Costa County Office of Education

77 Santa Barbara Road, Pleasant Hill, CA 94523 • (925) 942-3388  
Karen Sakata, Superintendent of Schools

October 31, 2017

Laurence Polk, President  
Oakley UESD Board of Trustees  
Oakley Union Elementary School District  
91 Mercedes Lane  
Oakley, CA 94561

Dear Board President Polk and Board of Trustees:

I would like to thank the Oakley Union Elementary School District for its cooperation and thoroughness in conducting the required review of instructional materials and facilities for schools identified in the Williams Settlement. Also for providing the required information within the timelines and for meeting the compliance requirements of the Williams Settlement Site Visits.

Enclosed is the annual report on the school identified in the Williams Settlement within your school district for fiscal year 2017-2018. California Education Code section 1240(c)(2)(B) requires that schools identified in the Williams Settlement in the county be visited within the first four weeks of school, that noted areas be reviewed, and that a report be submitted to you and the governing board for inclusion at a regularly scheduled November Board Meeting. A complete report on all the Williams visitations in Contra Costa County has also been submitted to the County Board of Education as required by law.

This report contains the results of the Contra Costa County Office of Education (CCCOE) visit of the following school: **Oakley Elementary School**, August 2, 2017

I have enclosed further documentation for your review; here are some highlights from the report:

### ***Instructional Materials***

There were sufficient district-adopted, standards-aligned textbooks or instructional materials visible in all classrooms visited.

### ***School Facilities***

There are no facility conditions that “pose an emergency or urgent threat to the health or safety of pupils or staff.” Attached, as indicated, is a listing of areas the CCCOE Williams Settlement Visitation Team recommended should receive attention in a timely manner.

### ***School Accountability Report Card (SARC)***

The school’s SARC indicated that there were neither instructional material insufficiencies nor outstanding facility deficiencies that needed to be addressed.

***Teacher Misassignments and Teacher Vacancies***

Based on last year's report to the California Commission on Teacher Credentialing, all misassignments were cleared in the 2016-2017 school year. Subsequent quarterly reports will include any misassignments and vacancies identified in the current year.

***Uniform Complaints***

None were reported to the CCCOE during the time period ending June 30<sup>th</sup>.

I appreciate the support of the Oakley Union Elementary School District's Board of Trustees, the district administration, and especially the staff of the school that was visited so that the directives of the Williams Settlement could be implemented. A common goal for all of us is to ensure that each of our students has the necessary materials to learn, a safe place to study, and qualified teachers. Thank you for the work you have done for the students of your district.

Sincerely,

Karen Sakata  
County Superintendent of Schools

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Enclosures: Annual Report

cc: Contra Costa County Board of Education  
Greg Hetrick, Superintendent Oakley Union Elementary School District  
Contra Costa County Board of Supervisors

