

# SCHOOL ACCOUNTABILITY REPORT CARD

PACIFIC GROVE MIDDLE SCHOOL \*\* PACIFIC GROVE UNIFIED SCHOOL DISTRICT  
835 Forest Avenue \*\* Pacific Grove, California 93950 \*\* (831) 646-6568  
<http://schools.monterey.k12.ca.us/~pgmiddle/>

An Annual Report to the Community

2001-2002 School Year

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## A Message from the Principal

This report is a result of Proposition 98, an initiative passed by the voters of California in November 1988. Prop 98 increased school funding while also requiring greater school accountability for programs and services. Part of that accountability requires that each public school in the state annually provide its parents and other interested community members with specifically required information about the school. We hope this information will prove helpful to you. Please contact me if you have any questions or would like to arrange a visit to our campus.

Sherry Boyle, Principal  
Pacific Grove Middle School

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## School Description

Pacific Grove Middle School, a California Distinguished School, has an enrollment of 556 students and a staff of 31 certificated and 17 classified individuals. Ethnic distribution of students is 3% Asian, 1% Filipino, 2% Black, 7% Latino, and 85% Caucasian. Teachers, parents, and staff all have high expectations at Pacific Grove Middle School. We are proud of our students and confident in our vision of the school's future.

- \* The school's environment must be orderly, focused, and positive in nature.
- \* Students must be taken beyond rote learning through an instructional approach that promotes higher level thinking skills and analytic reasoning.
- \* Collaboration between teacher, student, and parent must be a vital component of the entire school program.
- \* Student and adult relationships must be based on mutual respect.

## Mission Statement

The mission of Pacific Grove Middle School is to provide students with a quality educational experience that teaches the skills and abilities to transition into high school through a partnership with home and community. The staff is committed to setting high standards of academics and behavior, while recognizing the individual learning styles of its students.

The guiding principles of our school are:

- \* Every student must be given equal access to a rigorous academic program.
- \* Every student has the right to learn; every teacher has the right to teach.
- \* A balance between high academic expectations and a caring, nurturing spirit must be maintained.
- \* Time and assistance must be extended to any youngster who needs academic or personal help.

## ASSESSMENT AREAS

The following thirteen areas, required by Proposition 98 and related to the quality of the school's instructional program, are assessed in this Report Card.

1. **Student Achievement**
2. **Student Attendance**
3. **Expenditures and Services**
4. **Class Size**
5. **Teacher Assignments**
6. **Textbooks and Instructional Materials**
7. **Counseling & Student Support Services**
8. **Substitute Teachers**
9. **School Facilities and Safety**
10. **Teacher Evaluation**
11. **Discipline & Climate for Learning**

**12. Training & Curriculum Improvement**

**13. Quality of Instruction & Leadership**

**Community Involvement:**

Pacific Grove Middle School encourages and welcomes the involvement of parents and community members. Organized opportunities for involvement include the following:

- School Site Council: This group of staff, parents and students oversees all of the school's programs and manages our annual budget of approximately \$30,000. Contact person: Principal (646-6568 x 309)
- PTA : The PTA assists with school activities throughout the year. It also conducts one major fundraiser each fall. Contact person: PTA President (646-6568 for name and number).
- Safety Committee: This committee meets monthly to review safety concerns on campus. Contact person: Assistant Principal (646-6568 x 308).
- Student-Parent Handbook Committee : This committee meets several times each spring to review and revise the Student-Parent Handbook. Contact person: Assistant Principal (646-6568 x 308).
- Community of Caring: This committee composed of the assistant principal, staff members, parents and students is the umbrella group for all affective programs as well as the body that promotes the tenets of the Community of Caring movement on campus. Contact person: Assistant Principal (646-6568 x308).
- Career Day : Parents and community members are invited to participate in the School's annual Career Day, held each May. A wide variety of professions is shared with students. Contact person: Principal (646-6568 x309).

**1. Student Achievement**

In April of each year, our students are assessed using the Stanford Achievement Test (STAR 9). The results of the 2001-02 assessments are shown below. The 50th percentile is the national norm.

**STAR 9 National Percentile Rank**

	<b>6th</b>	<b>7th</b>	<b>8th</b>
<b>Reading</b>	74	64	71
<b>Language</b>	72	67	73
<b>Mathematics</b>	83	69	73

**School wide growth target** **1**

<b>Subgroup growth target</b>	<b>1</b>
<b>API growth score</b>	<b>798</b>
<b>Actual growth</b>	<b>9</b>
<b>API base score</b>	<b>789</b>
<b>Growth target</b>	<b>1</b>
<b>Actual growth for numerically significant ethnic subgroups(white (non-Hispanic)</b>	<b>6</b>
<b>The school qualified for the Governor's Performance Award Program</b>	

**STAR CONTENT STANDARDS**

**Percentage of students who scored at proficient level or higher**

	<b>6<sup>th</sup></b>	<b>7<sup>th</sup></b>	<b>8<sup>th</sup></b>
<b>English/Lang. Arts</b>	46	51	58
<b>Math</b>	48	43	45

**2. Student Attendance**

Pacific Grove Middle School constantly seeks to promote the importance of students attending school. The best means of achieving this goal is by presenting a positive, stimulating, and friendly school environment.

For the 2001-02 school year, the attendance rate of Pacific Grove Middle School was 95%.

**3. Expenditures and Services**

Total General Fund operating cost for the Pacific Grove Unified School District for the 2001-02 school year was approximately \$15,162,839 or about \$6,824 per student.

Instructional program expenditures included teachers, aides, textbooks and other instructional material. School support services are made up of administration, counseling and library services, as well as custodial, maintenance, and transportation support.

**2000-01 District Budget Expenditures**

**Annual Salary Paid to Teachers, 2000/2001**

<b>Pacific Grove Unified</b>	<b>California State Average</b>
<b>Beginning (Column 1, Step 1)</b>	
\$36,725*	\$32,981
<b>Mid-Range</b>	
\$61,352*	\$50,401
<b>Highest</b>	
\$71,990*	\$63,262

**Budget percentage allocated to Teachers' salaries**  
 PGUSD: 48.3% State Average: 41.58%

## Annual Salary Paid to Administrators, 2000-2001

Average school-site principal salary  
\$92,419 \* \$79,463

Superintendent's salary  
\$129,595\* \$105,087

### Budget percentage allocated to Administrative salaries

PGUSD: 5.0% State Average: 5.84%

\*includes District's prior contribution for Medical benefits

As an individual school site, Pacific Grove Middle School received special categorical funds in the amount of \$407,982. This revenue represents income from several different special state or federal projects such as School Improvement and ESL.

#### 4. Class Size

Class sizes at Pacific Grove Middle School are within the negotiated limits established by agreement between the district and teachers' association. Below are the student/teacher ratios for 2001-02.

English:	26:1	History:	28:1
Math:	26:1	P.E.:	54:1
Science:	27:1	Electives:	24:1

Our goal each year is to reduce class sizes in all subjects in so far as budgetary constraints will allow.

#### 5. Teacher Assignments

All classroom teachers at Pacific Grove Middle School hold appropriate California teaching credentials or legal authorization for the subject(s) assigned. Prior to the teaching assignment, the principal and Personnel Office review assignments and credential authorization.

#### 6. Textbooks and Materials

District Curriculum Committees, with input from teachers, select instructional materials from a state-approved list and make recommendations to our Board of Education. In response to the new State standards, we have selected standards based instructional materials in all core curriculum areas.

Instructional materials in all areas are reviewed regularly. The library and computer center provide extensive additional instructional material support.

#### 7. Counseling and Student Support Services

Pacific Grove Middle School provides many services to support students with academic, behavioral and emotional development. These services include:

- Full-time school counselor
- Family Services Agency counselor
- County mental health services
- Student Study Team meetings
- Resource Specialist Program
- Special Day class
- Opportunity Program
- Psychologist
- Speech Therapist
- English as a Second Language Program
- Librarian and Library Clerk
- Computer Lab Assistant
- Math Support Class – 7/8
- Reading Support Class – 7/8
- Math Explorative Class – 6<sup>th</sup>
- English Explorative Class – 6<sup>th</sup>
- Before/after school Math Lab
- After-school Reading & Math Intervention Lab
- Study Skills Classes
- After-school Study Hall
- Child Abuse Training
- Sexual Harassment Training
- School-wide Recognition Program
- Visual and Performing Arts Programs
- Gifted and Talented Program
- Intra-murals and After-school Athletics
- Conduct Club
- Youth-to-Youth
- Community Service Program
- Conflict Resolution Program

#### 8. Substitute Teachers

All substitute teachers at Pacific Grove High School have credentials or permits issued by the State of California and, at a minimum have college degrees and have passed the qualifying examination administered by the State of California. If no substitute is available, another teacher or an administrator will cover the class. When a substitute teacher is not trained in the specific subject matter of the assignment, the regular teacher's lesson plan provides the substitute with the necessary support to teach an appropriate lesson. Administrators and/or other teachers are also available for advice or help.

#### 9. School Facilities and Safety

During the 2001-02 school year, a committee was established to begin the planning for the renovation projects that will take place in 2003 using \$2.5 million in Measure A funds. Extensive upgrading of the middle school facilities will include roofing, replacement of the heating system, some electrical work, new windows and doors in the main building, as well as new low-voltage wiring for communication and safety systems. Campus-wide access for physically challenged individuals also will be brought up to code.

The School Site Council has begun a discussion about securing grant funding to replace the gymnasium floor and to repair and resurface the field and track. Both of these projects are very costly and will require outside support in order to complete.

An active Safety Committee composed of staff, students and parents meets monthly under the direction of the assistant principal. The School Safety Plan was reviewed and updated in 2001. Key components include: (1) regular drills for fire, earthquake and hostile intruder, (2) evacuation plan in place, (3) crisis response and management plans in place. Plans for the 2002-03 school year include a staff school-wide crisis response drill in collaboration with the Pacific Grove Police Department.

The school has adequate classroom space to house its student population. It is clean and meets all safety standards. Emergency exit procedures and first aid kits are displayed prominently in each classroom.

## **10. Teacher Evaluation**

The Pacific Grove Unified School District maintains a system of evaluation of certificated employees with the intent to continually improve instruction for its pupils. An additional purpose of evaluation is to identify and reinforce the outstanding professional competency of certificated employees.

This system includes yearly performance objectives, based on State mandated criteria, formal and informal performance observations with follow-up conferences, and a written evaluation report at least once every two years for tenured teachers and every year for probationary and temporary teachers.

In support of the District's evaluation process, our teachers have numerous opportunities for input and professional improvement. In addition to site level sessions, the district provides ongoing training in areas of interest and need.

## **11. Discipline and Climate for Learning**

Pacific Grove Middle School subscribes to the Assertive Discipline model in classroom management. School expectations regarding student behavior are clearly communicated through the school's Code of Conduct. To encourage positive student behavior, Pacific Grove Middle School has several recognition programs, including Conduct Club, Courtesy Card rewards, RAP (Ring-a-Parent), Honor Society, Students of the Month, and the annual Honors Night and awards assembly.

## **12. Training and Curriculum Improvement**

Formal staff development training occurs every Thursday for elementary and middle school staff. PGUSD offers extensive options of courses for teachers to select from. All staff development occurs after school or on Saturdays. Teachers are also encouraged to attend conferences.

Staff development activities, essential for maintaining and improving equality education, emphasize the following areas:

- \* Differentiated instruction
- \* An integrated, literature-based language arts program, which includes reading, writing, listening and speaking
- \* A problem solving, manipulative-based mathematics and science program
- \* Integration of all subject areas
- \* Higher-level thinking skills
- \* Cooperative learning and peer coaching
- \* Addressing the needs of students with special needs
- \* Technology courses

District Curriculum Committees determine standards for each subject area and grade level. Curriculum assessments have been designed to evaluate the achievement of these standards. Curriculum committees meet to revise standards and assess student progress toward standards.

## **13. Quality of Instruction and Leadership**

Instructional and curricular quality are the primary emphases of our school. Pacific Grove Middle School maintains a strong academic focus and instruction is designed around the district-adopted standards. Ongoing professional development of the faculty is a high priority and is supported by the administration and School Site Council. Interpretation of standardized test scores (STAR 9) occurs regularly to improve the academic program. Each department works closely with the principal to ensure the best possible program for each student. In the spring of 2001, Pacific Grove Middle School was honored by being named a California Distinguished School.

Pacific Grove Middle School uses a collaborative decision making model. School committees actively involved in decision making include the School Site Council, PTA, subject area departments, curriculum coordinators, technology committee, safety and handbook committees, student activities and Community of Caring committees.

The principal models school-wide leadership by active involvement in all components of the school and regular communication with parents and community via the school newsletter, public meetings, personal contacts, and professional growth activities.

Pacific Grove Middle School teachers and administration are engaged in an ongoing process of reviewing academic curricula and aligning it with state frameworks and district content standards. New textbooks have been adopted in each academic area during the past five years. The leadership team at the school site includes the principal and the following department chairpersons: English, mathematics, science, history, special education and physical education. The members of this leadership team facilitate departmental meetings and activities regularly throughout the school year.

The school counselor monitors the progress of under-performing students every five weeks. Student Study Team meetings are held twice weekly to plan interventions to support struggling learners. Special needs students receive support through one or more of the following: Resource and Special Day classes, 504 plans, before and after school math lab, after school study hall, math tutorial elective, Opportunity Program and Tuesday Reports. English Learners are assessed annually and are given daily instruction and curricular support in an ELL class.