


School Contact Information

Please review and update the information below as needed. This section should include **current** School Contact Information for your school.

School Information	
School Name	Hidden Valley Elementary
Street	46 Green Valley Ct.
City, State, Zip	San Anselmo, Ca, 94960-1112
Phone Number	415-454-7409
Principal	Kristi Fish
E-mail Address	kfish@rossvalleyschools.org
School Website	http://www.rossvalleyschools.org/hiddenvalley
CDS Code	21750020124578
School Logo	 <p>Click the button to upload your school's logo. Logos should not be larger than 1.5" x 1.5". You can also request upload support by clicking here.</p>

District Contact Information

Please review and update the information below as needed. This section should include **current** District Contact Information for your district.

District Information	
District Name	Ross Valley Elementary School District
Street	110 Shaw Dr.
City, State, Zip	San Anselmo, CA 94960-1112
Phone Number	(415) 454-2162
Superintendent	Dr. Rick E. Bagley
Web Site	www.rossvalleyschools.org
E-mail Address	superintendent@rossvalleyschools.org
District Logo	 <p>The logo for Ross Valley School District is circular. The outer ring contains the names of the districts: BROOKSIDE, HIDDEN VALLEY, MANOR, WADE THOMAS, and WHITE HILL, separated by dots. In the center, the letters 'RVSD' are written in a large, light grey font. Below this, the words 'ROSS VALLEY' are written in a bold, black font, and 'SCHOOL DISTRICT' is written in a smaller, black font below that. At the bottom of the circle, there is a green silhouette of hills. Below the hills, the words 'COLLABORATE', 'LEARN', 'INSPIRE', 'MENTOR', and 'BELIEVE' are written in a white font, separated by dots.</p> <p>Click the button to upload your district logo. Logos should not be larger than 1.5" x 1.5". You can also request upload support by clicking here.</p>

District Governing Board

Please review and update the information below as needed. This section should include **current** contact District Governing Board information for your district.

District Governing Board (in the order to be listed)	
Member 1	Anne Capron, President
Member 2	Annelise Bauer
Member 3	Wesley Pratt
Member 4	Mark Reagan
Member 5	Amy Stock, Clerk
Member 6	
Member 7	
Member 8	
Member 9	
Member 10	
Member 11	
Member 12	

District Administration

Please review and update the information below as needed. This section should include **current** District Administration information for your district.

District Administration (in the order to be listed)	
Superintendent	Dr. Rick E. Bagley
Administrator 1	Marci Trahan Assistant Superintendent, Human Resources
Administrator 2	Teri Louer Director Student Services
Administrator 3	Midge Hoffman Chief Business Official
Administrator 4	Bret Joyner Director of Maintenance and Operations
Administrator 5	Sean Maher Director of Information Technology
Administrator 6	
Administrator 7	
Administrator 8	

District Administration (in the order to be listed)	
Administrator 9	
Administrator 10	
Administrator 11	
Administrator 12	
Administrator 13	

School Description and Mission Statement (Most Recent Year)

Please review and update the information below as needed. This section should include information about your school, its programs and its goals. This section should be kept to 2-3 paragraphs.

I am thrilled to be the principal at Hidden Valley School. We are very proud of the warm camaraderie that exists among our staff and parents, and the strong focus on learning and citizenship that we maintain. Our exceptionally talented teachers and support staff take great pride in their work and are focused on ensuring that Hidden Valley keeps the focus on our students, providing a program of academic excellence, cultural richness, social, emotional and physical development that educates, supports, challenges and inspires each child. Our phenomenal PTO and YES Foundation continually supports the school to allow combined efforts to provide the quality educational experience all students deserve.

Our school is located in a quiet valley, nestled against open space with gorgeous views of Mt. Tamalpais. Hidden Valley School opened in 1954 and is one of five schools in the Ross Valley School District. Ross Valley School District, in general, and Hidden Valley, in particular, is a community that nurtures and treasures its children. It is because of this that the community is committed to the support of a rich educational experience. Parents, teachers, local businesses and children have all become partners in this mission. This cooperative spirit creates our unique Hidden Valley Family. The welcoming school environment and culture are qualities that our families enjoy.

Our teachers and students are the heart of our school community. We have a school population of about 370 students, kindergarten through fifth grade. The welcoming school environment and culture are qualities about Hidden Valley that our families enjoy. Our education program is supported by 17 regular education teachers, a Learning Center teachers, a Resource Specialist and specialists for Music, Art, Library and PE.

We encourage parents to become an active participant in the life of Hidden Valley School. There are many ways for you to become involved in school programs and activities: working with the PTO and its many programs and projects; participating in School Site Council activities; supporting YES; working as a classroom volunteer; or attending the various community functions. It is a pleasure and a privilege to be the principal at Hidden Valley. I look forward to a great year ahead!

SCHOOL DESCRIPTION

Hidden Valley School was constructed in 1957 with seven classrooms. As our community grew, additional classroom pods were added. In 2000, a new office building and Gym/MPR were built and older classrooms were modernized with upgraded heating and air conditioning, as well as provisions for wheelchair accessibility, and Internet connectivity. After many years as an upper elementary school, Hidden Valley School made the transition to an individual K-5 campus which included a name change (from Brookside Upper Campus) and a new kindergarten playground structure. The play fields have been upgraded and completed through the combined efforts of community, staff and parents. In September of 2012 additional upgrades included a new parent parking lot, a repaired walkway and a new stair structure between the classroom area and the playground. Sharing our site is a non-profit operated before-and-after school day care.

Our campus is a community-oriented facility - used after hours for childcare and scout meetings. The school fields are shared with San Anselmo Recreation Department so that Hidden Valley facilities can be utilized for community recreational programming. Upkeep of our school grounds and gardens is a shared responsibility between community organizations, parent volunteers and the school district staff. Our Parent Teacher Organization Board aligns yearly goals with our school improvement plan to provide additional support and materials to ensure student success. The PTO actively solicits participation from the community in monthly meetings, family fund raiser such as our first solo fundraiser, the Fun Run and Fall Fest. The school garden is tended by students and teachers through Next Generation (funded by PTO) and parent volunteers working closely with staff.

All programs in the Site Plan are based on state content and performance standards. Goals are established annually and made explicit in the objectives and activities in each section of the plan. These are supported by professional development including site and district meetings, staff development days and conferences. The plan supports learning for all students school-wide with additional funding and services provided for special education and English Language Learners (ELLs).

MISSION STATEMENT

The Hidden Valley mission is to provide comprehensive learning experiences based on best practices and creative teaching

- where students will develop confidence in their ability to think for themselves, analyze a variety of situations, find creative solutions, and generate a love of learning, and;
- where students will approach the world beyond their immediate community with a sense of respect, wonder and responsibility;
- where students will be challenged to reach their highest learning potential within a rigorous academic context enriched by access to the arts.

We will prepare our students to be self-motivated, life-long learners!

Opportunities for Parental Involvement (Most Recent Year)

Please review and update the information below as needed. This section should include information on how parents can become involved in school activities, including contact information pertaining to organized opportunities for parent involvement. This section should be kept to 1-2 paragraphs.

Parents and Hidden Valley staff are partners in education. Parent involvement is an integral part of our school

community. Parents serve as classroom volunteers, in leadership roles, on site and district committees, assist with special projects and offer their many talents and expertise to enrich the educational experience of our students. We invite and encourage parents to take an active role in their child's education and the school community.

School Safety Plan (Most Recent Year)

Please review and update the information below as needed. This section should include information about your school's comprehensive safety plan, including the dates on which the safety plan was last reviewed, updated, and discussed with faculty; as well as a brief description of the key elements of the plan (please do not paste your entire safety plan in this field). This section should be kept to 1-2 paragraphs.

The Board of Trustees adopted the Ross Valley School District's School Safety plan in February 2016. The plan includes procedures for disaster preparedness and response. Our site's emergency plan includes a complete NIMS chart, nine emergency drills per year, and emergency training for all staff. Training includes search and rescue, basic first aid, and student release. Our emergency supply container is checked and re-stocked yearly. Board policies on suspension and expulsion, procedures to notify teachers of dangerous pupils, sexual harassment, school-wide dress code, procedures of safe ingress and egress of pupils and rules and procedures on school discipline are also components of the plan. The plan may be reviewed in detail at the school site.

School Facility Conditions and Planned Improvements (Most Recent Year)

Please review and update the information below as needed. This section should include information from the most recent Facility Inspection Tool (FIT) data (or equivalent), including:

- Description of the safety, cleanliness, and adequacy of the school facility
- Description of any planned or recently completed facility improvements
- The year and month in which the data were collected
- Description of any needed maintenance to ensure good repair

You can [click here](#) to submit your school's most recent FIT tool in MS Excel format. Please do not submit your FIT tool in any format other than MS Excel.

Year and month of the most recent FIT report: 12/2016

This section should be kept to 1-2 paragraphs.

The Ross Valley School District passed a \$41 million facility bond in November 2010 to accommodate increased enrollment and replacement and/or repairs at Hidden Valley School and other schools in the district. In summer of 2016, 3 modular classrooms were added to replace the two portables. New playground and basketball courts were added.

Ross Valley School District uses Integrated Pest Management (IPM) strategies and the least toxic method of pest control possible as a means to control unwanted pests. In accordance with AR 3514.2 IPM strategy focuses on long-term prevention or suppression of pest problems through a combination of techniques such as monitoring for pest presence and establishing treatment threshold levels, using non-chemical practices to

make the habitat less conducive to pest development, improving sanitation, and employing mechanical and physical controls. Pesticides that pose the least possible hazard and are effective in a manner that minimizes risks to people, property, and the environment are used only after careful monitoring indicates they are needed according to established guidelines and treatment thresholds. (California Education Code §17609; Food and Agricultural Code§ 13181)

School Facility Good Repair Status (Most Recent Year)

Please review and update the information below as needed. This section should include information from the most recent Facility Inspection Tool (FIT) data (or equivalent), including:

- Determination of repair status for systems listed
- Description of any needed maintenance to ensure good repair
- The Overall Rating (bottom row)

Please ensure that this section correlates accurately to the most recent inspection/FIT report for your school.

System Inspected	Repair Status (the marks should match your most recent inspection)			Repair Needed and Action Taken or Planned
	Good	Fair	Poor	
Systems: Gas Leaks, Mechanical/HVAC, Sewer	X			
Interior: Interior Surfaces	X			
Cleanliness: Overall Cleanliness, Pest/ Vermin Infestation	X			
Electrical: Electrical	X			
Restrooms/Fountains: Restrooms, Sinks/ Fountains	X			
Safety: Fire Safety, Hazardous Materials	X			
Structural: Structural Damage, Roofs	X			
External: Playground/School Grounds, Windows/ Doors/Gates/Fences	X			

System Inspected	Repair Status (the marks should match your most recent inspection)			
	Exemplary	Good	Fair	Poor
Overall Rating		X		

Teacher Credentials

Please review and update the information below as needed. This section should include the number of teachers that fall into each category listed for the year indicated. As this template is thoroughly reviewed each year, please note that the years listed, 14-15, 15-16 and 16-17, are correct.

Teachers at this School	School			District
	2014-15	2015-16	2016-17	2016-17
With Full Credential	18	22	23	131
Without Full Credential Without a full credential (includes LEA and university internships, pre-internships, emergency or other permits, and waivers)	0	0	1	5
Teaching Outside Subject Area of Competence CDE does not collect data on the number of teachers teaching outside their subject area of competence (with full credential). Teaching outside subject area data should be available in the LEA's personnel office. In most instances, teaching outside subject area is a subset of total teacher misassignments (see data definition for Teacher Misassignments).	0	0	1	5

Teacher Misassignments and Vacant Teacher Positions

Please review and update the information below as needed. This section should include the number of teachers that fall into each category listed for the year indicated. As this template is thoroughly reviewed each year, please note that the years listed, 14-15, 15-16 and 16-17, are correct.

Indicator	2014-15	2015-16	2016-17
Misassignments of Teachers of English Learners 'Misassignments' refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.	0	0	0
Total Teacher Misassignments 'Misassignments' refers to the number of positions filled by teachers who lack legal authorization to teach that grade level, subject area, student group, etc.	0	0	0
Vacant Teacher Positions 'Vacant Teacher Positions' refer to positions not filled by a single designated teacher assigned to teach the entire course at the beginning of the school year or semester.	0	0	0

Academic Counselors and Other Support Staff (School Year 2015-16)

The data that is currently displayed in this table was carried over from last year's SARC. Please update the FTE for each category as needed. This section should include the number of staff, full time equivalent (FTE), employed at your school that fall into the categories listed.

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

As this template is thoroughly reviewed each year, please note that the year listed, 15-16, is correct.

Title	Number of FTE Assigned to School	Average Number of Students per Academic Counselor
Academic Counselor	0	
Counselor (Social/Behavioral or Career Development)	.4 FTE	♦
Library Media Teacher (Librarian)	.1	♦
Library Media Services Staff (paraprofessional)	.9 FTE	♦
Psychologist	.5 FTE	♦
Social Worker	0	♦
Nurse	.2 FTE	♦
Speech/Language/Hearing Specialist	1 FTE	♦
Resource Specialist (non-teaching)	1 FTE	♦
Other	1.2 FTE	♦

♦ means data is not required. The fields are intentionally not provided.

Textbooks and Instructional Materials (Most Recent Year)

This section describes 1) whether the textbooks and instructional materials used at the school are from the most recent adoption, 2) whether there are sufficient textbooks and instructional materials for each student 3) and information about the school's use of any supplemental curriculum or non-adopted textbooks or instructional materials.

List all textbooks and instructional materials used in the school in **core subjects** (reading/language arts, math, science, and history-social science), including:

- Year they were adopted
- Whether they were selected from the most recent list of standards-based materials adopted by the State Board of Education (SBE) or local governing board
- Percent of students who lack their own assigned textbooks and/or instructional materials*
- For kindergarten through grade 8 (K-8), include any supplemental curriculum adopted by local governing board

If an insufficiency exists, the description must identify the percent of students who lack sufficient textbooks and instructional materials. Be sure to use the most recent available data collected by the LEA and note the year and month in which the data were collected.

Please ensure that this section correlates accurately to most recent adoption of textbooks for your LEA.

Year and month in which data were collected: December 2015

This section should be kept to 1-2 paragraphs.

During the 2014-15 school year, the school and each classroom developed a classroom library of leveled readers including a variety of genres. Each student has the opportunity to have both literary and informational texts to read at their own level within the classroom, and the school is able to differentiate for students who need reading interventions and are reading above or below grade level. All students have sufficient textbooks and/or instructional materials in each subject area for in-school work and homework.

Core Curriculum Area	Textbooks and Instructional Materials/ Year of Adoption	From Most Recent Adoption?	Percent of Students Lacking Own Assigned Copy
Reading/Language Arts	Open Court	Yes	0
Mathematics	Everyday Math	Yes	0
Science	Foss CA Math	Yes	0
History-Social Science	Pearson Scott Foresman	Yes	0
Foreign Language			
Health			

Core Curriculum Area	Textbooks and Instructional Materials/ Year of Adoption	From Most Recent Adoption?	Percent of Students Lacking Own Assigned Copy
Visual and Performing Arts			
Science Laboratory Equipment (grades 9-12 schools only)			

Expenditures per Pupil and School Site Teacher Salaries (Fiscal Year 2014-15)

The fields that are, **highlighted yellow**, are populated for you with data provided by CDE (as available).

Percent differences, **highlighted light-blue**, are calculated by this form.

The remaining data was copied over from last year's SARC and should be reviewed/updated, with data from FY 14-15, as needed.

The most recent data available from CDE is for fiscal year 2014-15. For comparison purposes, data for the same fiscal year is requested from the school.

As this template is thoroughly reviewed each year, please note that the year listed, fiscal year 14-15, is correct.

Level	Expenditures Per Pupil			Average Teacher Salary
	Total	Supplemental/ Restricted Sources	Basic/ Unrestricted Sources	
School Site	6536.00	2692.00	3844.00	66915.00
District	◆	◆	4121.00	\$69,728
Percent Difference: School Site and District	◆	◆	-6.7	-3.1
State	◆	◆	\$5,677	\$71,610
Percent Difference: School Site and State	◆	◆	-28.1	-3.1

◆ means data is not required. The fields are intentionally not provided.

Supplemental/Restricted expenditures come from money whose use is controlled by law or by a donor. Money that is designated for specific purposes by the district or governing board is not considered restricted.

Basic/Unrestricted expenditures are from money whose use, except for general guidelines, is not controlled by law or by a donor.

Types of Services Funded (Fiscal Year 2015-16)

Please review and update the information below as needed. This section should include specific information about the types of programs and services available at the school that support and assist students. For example, this narrative may include information about supplemental educational services related to the school's federal Program Improvement (PI) status.

As this template is thoroughly reviewed each year, please note that the year listed, fiscal year 15-16, is correct.

The Local Control Accountability Plan (LCAP) approved by the Board of Education trustees has provided additional supports at Hidden Valley Elementary School by increasing the support staff as well as a District Wide Math Coordinator in curriculum and a Special Education Coordinator to support the Student Services Department. Both Title II funds and the Educator Effectiveness Grant supports professional growth and development. State and Federal funds ensure that all students identified with a disability receive a Free and Appropriate Public Education. In addition, the school receives Federal Title III funds to support interventions for students that are English Language Learners.

Professional Development (Most Recent Three Years)

Please review and update the information below as needed. This section should include the number of days provided for professional development and continuous professional growth in the most recent three year period. Questions that may also be answered include:

- What are the primary/major areas of focus for staff development and specifically how were they selected? For example, were student achievement data used to determine the need for professional development in reading instruction?
- What are the methods by which professional development is delivered (e.g., after school workshops, conference attendance, individual mentoring, etc.)?
- How are teachers supported during implementation (e.g., through in-class coaching, teacher-principal meetings, student performance data reporting, etc.)?

Transitioning to the Common Core Math standards was the focus of professional development in the 2011-12 school year. Teachers benefited from two staff development days with Phil Daro, author of the CC math standards, with follow up work on designing units of study with trainers from the California Math Project. For the 2015-16 school year, the District has a Math Coordinator who is providing professional development in the 8 mathematical practices for each grade level.

Professional Development in the 2012-13 school year focused on providing all teachers in the district with Guided Language Acquisition Design (G.L.A.D.) training. Two district wide staff development days and four teacher release days for all teachers, K-8 provided comprehensive training in these strategies, designed to provide differentiation for all students. Coaching in these strategies continues during the 2013-14 school year.

The focus of teacher professional development in the 2014-15 and 2015-16 school year is on the development of units aligned with the Common Core Standards in English Language Arts. Three district wide staff development days, along with teacher release days have provided the time for teachers to learn the process for developing CC aligned units using readers and writers workshop to implement the English Language Arts CCSS.

CDE is not providing data for these areas.

DTS has copied previous year data for your review/update.

Average Class Size and Class Size Distribution (Elementary Only)

Please review data copied from last year's SARC for you by DTS. 2014-15 data was duplicated for 2015-16.

Grade Level	2013-14				2014-15				2015-16			
	Avg. Class Size	Number of Classes			Avg. Class Size	Number of Classes			Avg. Class Size	Number of Classes		
		1-20	21-32	33+		1-20	21-32	33+		1-20	21-32	33+
K	18	3			19	3			19	3		
1	21	1	1		20	2	1		20	2	1	
2	20	3			20	1	1		20	1	1	
3	23		3		22		3		22		3	
4	23		3		24		3		24		3	
5	28		3		24		3		24		3	

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

Average Class Size and Class Size Distribution (Secondary Only)

Please review data copied from last year's SARC for you by DTS. 2014-15 data was duplicated for 2015-16.

Subject	2013-14				2014-15				2015-16			
	Avg. Class Size	Number of Classrooms			Avg. Class Size	Number of Classrooms			Avg. Class Size	Number of Classrooms		
		1-22	23-32	33+		1-22	23-32	33+		1-22	23-32	33+
English												
Mathematics												
Science												
Social Science												

Number of classes indicates how many classrooms fall into each size category (a range of total students per classroom). At the secondary school level, this information is reported by subject area rather than grade level.

Advanced Placement (AP) Courses (School Year 2015-16)

Please review data copied from last year's SARC for you by DTS.

Subject	Number of AP Courses Offered	Percent of Students In AP Courses
Computer Science		◆
English		◆
Fine and Performing Arts		◆
Foreign Language		◆
Mathematics		◆
Science		◆
Social Science		◆
All courses		

◆ means data is not required. The fields are intentionally not provided.