



# LOS ANGELES UNIFIED SCHOOL DISTRICT REFERENCE GUIDE

**TITLE:** Annual Evaluation for Magnet Schools and Centers

**NUMBER:** REF-4798.10

**ISSUER:** Anthony Aguilar  
Chief of Special Education, Equity  
and Specialized Programs  
Office of the Chief of Special Education, Equity  
and Specialized Programs

Keith H. Abrahams III  
Executive Director  
Student Integration Services

## ROUTING

Region Superintendents  
Instructional Directors  
Administrator of Operations  
Administrators  
Magnet Principals  
Magnet Coordinators

**DATE:** January 2023

**PURPOSE:** Education Code (EC) Section 58510 requires school districts operating Alternative Programs of Choice (i.e., Magnet Schools and Centers) to evaluate these schools and programs annually and to send a report of the evaluation to the State Superintendent of Public Instruction. Additionally, the LAUSD Desegregation Plan requires that all magnet schools and centers submit an evaluation.

**MAJOR CHANGES:** This Reference Guide replaces REF-4798.9 of the same title, dated December 20, 2021. All LAUSD magnet programs must use Attachment A, Annual Magnet Evaluation Report Template to complete the evaluation and Attachment B, Alternative Schools and Programs of Choice Annual Evaluation Report issued by the California Department of Education (CDE). The due date is **Friday, March 24, 2023**. All magnet schools and centers will upload the Annual Magnet Evaluation Report Template and Alternative Schools and Programs of Choice Annual Evaluation Report separately in the Magnet Portal. Additionally, whole school magnets will submit the Alternative Schools and Programs of Choice Annual Evaluation Report (Attachment B) electronically to the Educational Options Office by the deadline set forth by the CDE. The LAUSD Annual Magnet Evaluation Scoring Sheet-Attachment C is included for reference.

**INSTRUCTIONS:** Each Magnet School/Center MUST submit an annual evaluation by **March 24, 2023**. The evaluation consists of Attachment A, Annual Magnet Evaluation Report Template consisting of the three sections described below and Attachment B, the Alternative Schools and Programs of Choice Annual Evaluation Report. Each section will be turned in separately in the Magnet Portal. The evaluation must be signed and approved by the Principal in the Magnet Portal prior to submission to Student Integration Services and CDE, if applicable.



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## Magnet Centers:

- Submit Annual Magnet Evaluation Report Template (Attachment A) to Magnet Portal
- Submit Alternative Schools and Programs of Choice Annual Evaluation Report (Attachment B) to Magnet Portal

## Magnet Schools:

- Submit Annual Magnet Evaluation Report Template (Attachment A) to Magnet Portal
- Submit Alternative Schools and Programs of Choice Annual Evaluation Report (Attachment B) to Magnet Portal
- Submit Alternative Schools and Programs of Choice Annual Evaluation Report (Attachment B) to CDE portal

## **Annual Magnet Evaluation Report Template – Attachment A**

Using the Annual Magnet Evaluation Report template link found in the Magnet Portal, please prepare the following sections of the report:

### **I. OVERVIEW (1- 2 pages)**

In this section, provide an overview of the alternative school or program of choice. Include background information (when the school/program began, why it was established, its purpose and goals, and other relevant information). If this is not a first-year report, highlight successes and challenges that will be discussed later on in the report.

### **II. ACADEMIC ACHIEVEMENT (1-3 pages and up to 1 page of data)**

In this section, provide a description, summary, and analysis of the data related to student academic achievement. In addition to test results, this may include information about course completion, attendance, or any other method or strategy that measures student achievement.

As required by *EC* Section 58510, all students of the alternative school or program of choice must be tested for basic skills. Students of these schools and programs are required to participate in the same tests as other students in the District.

Provide a summary of test data trends over three consecutive years (if available). Examples of data may include interim assessments, DIBELS, and locally designed assessments. Data may be presented in text, tables, or graphs. Summarize data from state tests, pre- and post-test results (if administered), and any other measures used to record academic change, along with:



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1. An analysis of the results.
2. A description of student achievement at the school or program as compared with achievement at comparable traditional schools in the District.
3. A comparison of the results for the school or program over the three-year period. If applicable, include any objectives or goals regarding student academic achievement, a discussion of how well each objective/goal was or was not met, and any recommendations for the next school year.

### III. CONCLUSIONS AND RECOMMENDATIONS (1-3 pages)

In this section, describe:

- How well the school or program performed during the evaluation year
- Any significant accomplishments
- Any areas that need improvement
- Recommendations for improvement

#### **Alternative Schools and Programs of Choice Annual Evaluation Report- Attachment B**

Complete all sections on the report and provide a definition of variables and survey results for each stakeholder group.

The annual evaluation report must be submitted electronically with one hard copy maintained at the school site. The electronic copies must be submitted to Student Integration Services **via Magnet Portal no later than 5:00 p.m. on Friday, March 24, 2023.** Late evaluations will not be accepted.

#### **RELATED RESOURCES:**

Education Code (EC) Section 58510 Board Report #323-19/20, *Designation of Magnet Schools as Alternative Schools of Choice*, dated May 19, 2020, Issued by Student Integration Services.

#### **ASSISTANCE:**

For assistance or further information, please contact Song Lee, Coordinator, Student Integration Services at (213) 241-5695 or [shl6999@lausd.net](mailto:shl6999@lausd.net)



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## ATTACHMENT A

### LAUSD Annual Magnet Evaluation Report Template

# **YOUR MAGNET PROGRAM NAME**

## **2022-2023**

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### **I. Overview** (1-2 pages)

#### **A. Program Background and History**

Please type here

#### **B. Program Purpose and Goals**

Please type here

### **II. Academic Achievement** (1-3 pages and up to 1 page of data)

Please type over this paragraph of the report to include the 'Academic Achievement' summary and analysis. Up to one page of graphs may be included in this section. Be sure to include an analysis of the results, goals and recommendations. Achievement data should include DIBELS, SBA, ATTENDANCE, etc. The data should also include an analysis compared to comparable non-magnet programs and an analysis of the school's magnet program over the past three years.

### **III. Conclusions and Recommendations** (1-3 pages)

#### **A. Significant Accomplishments**

Please type here

#### **B. Areas of Improvement**

Please type here

#### **C. Recommendations**

Please type here



**Alternative Schools and Programs of Choice Annual Evaluation Report**  
**Educational Options Office**

The law requires that alternative schools established under California Education Code (EC) sections 58500–58512 prepare an annual evaluation report.

Therefore, all Alternative Schools and Programs of Choice are required to submit one completed survey based on a compilation of surveys collected by the administrator.

The District Superintendent shall select a designated person or persons, who is not employed by the district, to review the annual evaluation report. The district may contract with a neighboring local educational agency, the County Office of Education, or a private organization. (EC Section 58510, “Each district operating an alternative school shall annually evaluate such school and shall be annually reviewed by persons designated by the superintendent who are not employed by the district operating the alternative school under review.”)

This requires the district to hire a private company.

Please have your designee review the survey on behalf of your school. The survey is due by no later than 4 p.m. on August 1, 2023. All fields are required to be filled in, except "if applicable", to complete this survey.

For questions regarding this survey, please contact the Educational Options Office by email at [altschoolschoice@cde.ca.gov](mailto:altschoolschoice@cde.ca.gov).

Please read and confirm the following statement before beginning the survey:

I certify that the information provided in this report is true and accurate

**Evaluation Period/School Year:** The information provided in this report should be reflective of the 2022–2023 school year.

**Entity is operating as a...** (Select one): Program  School



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## ATTACHMENT B

### School Information

School Name:

School's CDS code (enter 14-digits with no spaces or dashes):

Note: You may wish to verify your County-District-School (CDS) code by referencing the California School Directory.

School's County:

School's District:

School's Mailing Address:

School's Mailing City: School's Mailing Zip:

School's Phone Number (999-999-9999):

### Principal's Information

Principal's First Name:

Principal's Last Name:

Principal's Email:

Principal's Phone Number (999-999-9999):

### What type of program do you offer? (select at least one and all that apply)

- Early College High School
- Middle College High School
- Magnet School
- Big Picture Learning School (i.e. Metropolitan, Career, and Technical High Schools [MET])
- New Technology High School
- School Without Walls
- Open Classroom School



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## ATTACHMENT B

- Thematic School (Visual and Performing Arts, Health Academies, STEM, etc.)
- Independent Study
- Online Learning (non-Independent Study)
- Dual Language Immersion
- Street Academy School
- New Comer School
- Alternative Educational Philosophy School (i.e. Montessori, Waldorf, Fundamental, etc.)
- Other

**Please describe the "Other" type of program you offer:** *(left of 250 characters remaining)*

**What variables make a difference in your program?** *Definition of variables: Attributes and the program design that make a difference for student outcomes.* *(left of 500 characters remaining)*



## Student Survey Results

Total number of student surveys that were submitted:

### I enjoy learning at the school I attend.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:

### My school helps me to succeed.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:

### My school provides different opportunities and ways to show what I have learned.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:

### My teachers give me feedback on my academic progress.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:





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## ATTACHMENT B

### My teachers are available to all students in my classes.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:

### I believe my teachers care about me.

I Strongly Agree:

I Agree:

I Somewhat Agree:

I Strongly Disagree:

## Parent/Guardian Survey Results

Total number of parent/guardian surveys that were submitted:

### My student's teachers care about my student.

Strongly Agree:

Agree:

Somewhat Agree:

Somewhat Disagree:

Disagree:

Strongly Disagree:

### My student's teachers provide an excellent education for my student.

Strongly Agree:

Agree:

Somewhat Agree:

Somewhat Disagree:

Disagree:

Strongly Disagree:



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## ATTACHMENT B

**Teachers frequently state clear expectations and expect high quality work from my student.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**My student's teachers communicate with me regularly about my student's progress.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**The school's program is rigorous and my student is challenged.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**My student's school promotes an appreciation for diversity.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>



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## ATTACHMENT B

**My student's school promotes a culture of acceptance.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**My student's school implemented virtual learning successfully. (If applicable)**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

## Teacher Survey Results

Total number of teacher surveys that were submitted:

The school's program is designed to ensure success for all learners.

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>



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## ATTACHMENT B

**There are expectations that all students can achieve.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**We have the opportunity to evaluate student outcomes and achievement.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

**Our school provides interventions for students not meeting the grade-level standards or having difficulties in their learning experiences.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>



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## ATTACHMENT B

**As a staff, we maximize learning opportunities that may not be available in a non-choice school.**

Strongly Agree:	<input type="checkbox"/>
Agree:	<input type="checkbox"/>
Somewhat Agree:	<input type="checkbox"/>
Somewhat Disagree:	<input type="checkbox"/>
Disagree:	<input type="checkbox"/>
Strongly Disagree:	<input type="checkbox"/>

**Time is allocated for professional development with other teachers to collaborate and plan.**

Strongly Agree:	<input type="checkbox"/>
Agree:	<input type="checkbox"/>
Somewhat Agree:	<input type="checkbox"/>
Somewhat Disagree:	<input type="checkbox"/>
Disagree:	<input type="checkbox"/>
Strongly Disagree:	<input type="checkbox"/>

**The inclusion of culturally relevant information is woven into the fabric of instruction and students' work.**

Strongly Agree:	<input type="checkbox"/>
Agree:	<input type="checkbox"/>
Somewhat Agree:	<input type="checkbox"/>
Somewhat Disagree:	<input type="checkbox"/>
Disagree:	<input type="checkbox"/>
Strongly Disagree:	<input type="checkbox"/>



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## ATTACHMENT B

### **School administrators involve teachers in decision making and problem solving.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

### **School staff, students, parents, and community members are invited to the campus to be an audience for students' work/activities.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>

### **Our school promotes an appreciation for diversity.**

Strongly Agree:	<input type="text"/>
Agree:	<input type="text"/>
Somewhat Agree:	<input type="text"/>
Somewhat Disagree:	<input type="text"/>
Disagree:	<input type="text"/>
Strongly Disagree:	<input type="text"/>



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## ATTACHMENT B

**Our school promotes a culture of acceptance.**

Strongly Agree:	<input type="checkbox"/>
Agree:	<input type="checkbox"/>
Somewhat Agree:	<input type="checkbox"/>
Somewhat Disagree:	<input type="checkbox"/>
Disagree:	<input type="checkbox"/>
Strongly Disagree:	<input type="checkbox"/>

**Print Responses:** Before you submit the annual report online, print and review the survey for completion, grammar, and accuracy. Select **Print Responses** to print a copy of your responses for your records. When you select **Print Responses**, a new tab will open showing a printable version of the entire survey and your responses. To return to the survey, select the original tab in your web browser.

**Submit:** Once you are satisfied with your survey, select **Submit**. After selecting **Submit**, your survey will immediately be transmitted to the California Department of Education (CDE) and you will be redirected to the CDE Alternative Schools and Programs of Choice web page.

A confirmation of receipt will be sent to the email address for the principal listed on the survey.



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ATTACHMENT C

## LAUSD Annual Magnet Evaluation Scoring Sheet

Criteria	Components	Score
<b>I. Overview</b> (5 points)	1-2 Pages  Narrative overview of program  Section Includes: When the program began Why program was established Purpose and goals of program Other relevant information	
<b>II. Academic Achievement</b> (10 points)	1-3 pages  Includes a description of data used Summary of data results Analysis of data results Data is for the magnet students Multiple data include test results, attendance and course completion Includes a reflection of scores compared to a comparable traditional school Description includes progress over a three-year period Includes goals of data (LAUSD School Benchmarks) Table or graphs are referenced if included Summary includes how well program is helping students achieve grade-level proficiency Includes recommendations for next year	
<b>III. Conclusions and Recommendations</b> (10 points)	1-3 pages  Describes how well program performed during the year Includes significant accomplishments Includes areas of need Includes recommendations for improvement	
<b>TOTAL SCORE</b>		