



Sacramento County Board of Education  
**Regular Meeting**

*Tuesday / September 3, 2019 / 6:30 P.M.*

**PLEASE NOTE:**

Closed Session will begin at 5:45 p.m.  
Conference Room A

10474 Mather Boulevard  
P.O. Box 269003  
Sacramento, CA 95826-9003  
916.228.2410

**SACRAMENTO COUNTY BOARD OF EDUCATION**  
**10474 Mather Boulevard**  
**P.O. Box 269003**  
**Sacramento, California 95826-9003**

**TO:** Members, County Board of Education

**FROM:** David W. Gordon, Secretary to the Board

**SUBJECT: Agenda – Regular Meeting – Tuesday, September 3, 2019**

**Closed Session: 5:45 p.m. Pursuant to Government Code Section 54957(b)(1)**  
**Personnel – Superintendent’s Evaluation**

**Regular Session: 6:30 p.m.**

**NOTE:** The Sacramento County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in the public meeting, contact the Superintendent’s Office at 916.228.2410 at least 48 hours before the scheduled Board meeting so that we may make every reasonable effort to accommodate you. [Government Code § 54953.2; Americans with Disabilities Act of 1990, § 202 (42 U.S.C. § 12132).]

- I. Call to Order and Roll Call
- II. Pledge of Allegiance
- III. Approval of the Minutes of the Regular Board Meeting of August 13, 2019
- IV. Adoption of Agenda
- V. Official Correspondence
- VI. Visitor Presentations
  - A. General Public
  - B. Employee Organizations

*NOTE: Anyone may address the Board on any item that is within the Board's subject matter jurisdiction. However, the Board may not take action on any item not on this agenda except as authorized by Government Code section 54954.2.*

*Anyone may appear at the Board meeting to testify in support of or in opposition to any item being presented to the Board for consideration. If possible, notify the Board President or Board Secretary in writing prior to the meeting if you wish to testify.*

- VII. Superintendent’s Report

**NOTICE:** The agenda packet and supporting materials, including materials distributed less than 72 hours prior to the scheduled meeting, can be viewed at the Sacramento County Office of Education – Reception Desk, located at 10474 Mather Boulevard, Mather, CA. For more information, please call 916.228.2410.

## **Agenda – Regular Meeting – September 3, 2019**

### **Page 2**

#### VIII. New Business

##### A. Adoption of Consent Agenda – David W. Gordon

1. Accept Report on Personnel Transactions – Coleen Johnson
2. Award Diplomas to Court School Students – Dr. Matt Perry
3. Declaration of Equipment Listed as Surplus Property and Authorization to Dispose of Equipment Pursuant to Education Code (Technology) – Jerry Jones
4. Accept Donations to Project TEACH – Dr. Nancy Herota

##### B. Approval of Contracts – Tammy Sanchez

##### C. No Grant Applications/Service Contracts

##### D. Public Hearing and Adoption of Resolution No. 19-08 – Determination of Textbooks and/or Instructional Materials Sufficiency Pursuant to Education Code Section 60119 (Community and Special Education Schools) – Dr. Matt Perry/Michael Kast

##### E. Adoption of Resolution No. 19-09 – Calling for Election of Trustees to the Sacramento County Board of Education on March 3, 2020 – Teresa Stinson

##### F. Approval of New Oversight Monitor for Fortune School of Education Countywide Charter – Teresa Stinson

##### G. Board Report – Social and Emotional Learning – Dr. Nancy Herota

#### IX. Board Reports, Comments, and Ideas

- A. Board Members
- B. Board President
- C. Committees

#### X. Items for Distribution

- A. September/October Events
- B. September/October Site Visits

#### XI. Schedule for Future Board Meetings

- A. September 17, 2019 – Early Learning

#### XII. Adjournment

**SACRAMENTO COUNTY BOARD OF EDUCATION**

**Minutes of the Regular Meeting of August 13, 2019**

Agenda

- I. Call to Order and Roll Call
  - II. Pledge of Allegiance
  - III. Approval of the Minutes of the Regular Board Meeting of June 25, 2019  
Approval of the Minutes of the Regular Board Meeting of July 9, 2019
  - IV. Adoption of Agenda
  - V. Official Correspondence
  - VI. Visitor Presentations
    - A. General Public
    - B. Employee Organizations
  - VII. Superintendent's Report
    - A. Recognition of the September 2019 Employees of the Month
  - VIII. New Business
    - A. Adoption of Consent Agenda
      1. Accept Report on Personnel Transactions
      2. Award Diplomas to Court School, Community School, and Special Education Students
    - B. Approval of Contracts
    - C. Authorization to Submit Grant Applications/Service Contracts and Accept Funding if Awarded; and Approval of Contracts, Positions, and Other Expenditures Associated with the Grants as Outlined in the Proposed Budgets
      1. \$598,360 Capital Area Promise Scholars (CAPS) Program grant from the Sacramento Region Community Foundation for the 2019-2020 fiscal year
    - D. Public Hearing and Adoption of Resolution No. 19-07 – Determination of Textbooks and/or Instruction Materials Sufficiency Pursuant to Education Code Section 60119 (Juvenile Court Schools)
    - E. Approval of Changes to the Board Meeting Dates for 2019-2020
    - F. Second Reading and Adoption of Revisions to Board Policy 5131.2 – Prohibition on Bullying
    - G. Second Reading and Adoption of Revisions to Board Policy 5141 (Renumbered 5141.4) – Child Abuse Prevention and Reporting
    - H. Informational Item: Proposed Elimination of Administrative Rules and Regulations 5123 – Promotion/Retention
    - I. Board Report – Adult Education
  - IX. Board Reports, Comments, and Ideas
    - A. Board Members
    - B. Board President
    - C. Committees
  - X. Items for Distribution
    - A. August/September Events
    - B. August/September Site Visits
  - XI. Schedule for Future Board Meetings
    - A. September 3, 2019 – Social Emotional Learning
    - B. September 17, 2019 – Early Learning
  - XII. Adjournment
-

I. President Lefkovitz called the meeting to order at 5:47 p.m. in the Board Room of the David P. Meaney Education Center, Sacramento County Office of Education, 10474 Mather Boulevard, Mather, California. Board members present were Joanne Ahola, Alfred Brown, Heather Davis, Harold Fong, Paul Keefer, Bina Lefkovitz, and Karina Talamantes. Also present were David Gordon, Superintendent and Secretary to the Board; Al Rogers, Deputy Superintendent; Teresa Stinson, General Counsel; and Matt Perry, Assistant Superintendent; other staff and Carla Miller, Superintendent/Board Liaison.

II. Ms. Talamantes led the Pledge of Allegiance.

President Lefkovitz announced she would recess the meeting and the Board will convene in Closed Session, in Conference Room A, Under Government Code Section 54956.9(d)(1), the Board will meet in Closed Session regarding Pending Litigation of Natomas Unified School District v. Sacramento County Board of Education and Natomas Unified School District v. David W. Gordon, Sacramento County Superintendent of Schools, Sacramento County Office of Education, et al. The Board has provided public notice that the Board will meet in Closed Session for this purpose.

Recessed Open Session at 5:49 p.m.

Convened Closed Session at 5:52 p.m.

Adjourned Closed Session at 6:33 p.m.

The Board reconvened Open Session at 6:36 p.m.

President Lefkovitz announced the Board took no action in Closed Session.

Also present were Tammy Sanchez, Associate Superintendent; Nancy Herota, Assistant Superintendent; Coleen Johnson, Chief Administrator-Human Resources; Michael Kast, Executive Director of Special Education; Jerry Jones, Executive Director of Technology; Tim Herrera, Director of Communications; and Rachel Perry, Executive Director of C-SAPA.

III. On a motion by Mr. Brown and seconded by Ms. Talamantes, the minutes of the Regular Board Meeting of June 25, 2019 were approved. Motion carried unanimously (7 ayes).

On a motion by Ms. Ahola and seconded by Ms. Davis, the minutes of the Regular Board Meeting of July 9, 2019 were approved. Motion carried unanimously (7 ayes).

Mr. Fong asked to amend the minutes to include the letter from Superintendent Aguilar which was read into the minutes at the meeting. Ms. Talamantes seconded the motion. Motion carried unanimously (7 ayes).

IV. Mr. Brown moved to adopt the agenda. Mr. Keefer seconded the motion, which carried unanimously (7 ayes).

V. There was no official correspondence.

VI.A. There were no requests for visitor presentations from the general public.

VI.B. There were no requests for presentations from employee organizations.

VII.A. Anna Vakulchik, Para-Educator, Special Education Programs, was recognized and honored as the classified employee of the month for September.

Lisa Walker, Teacher, Special Education Programs, was recognized and honored as the certificated employee of the month for September.

Superintendent Gordon reported on the following:

- Thanked everyone who attended today's Culinary Showcase at our El Centro program at the Youth Detention Facility. Supported by a \$500,000 grant from the California Community College Chancellor's Office, SCOE and Sacramento County Probation have launched a career technical education program to prepare students for culinary careers. Today was an opportunity to meet the students, instructors, and Probation team members helping young people learn valuable employment and life skills. Thanks to culinary arts instructor Carissa Jones for organizing the event and to President Lefkovitz and Trustees Davis and Keefer for attending.
- Reminded everyone that tomorrow – August 14 – we host our annual Employee Recognition Day. The event will be held at the Scottish Rite Masonic Center – across from Sacramento State. The event begins at 8:30 a.m.
- On Friday, August 23, 2019, we will host the Sacramento County Teachers of the Year for 2020 awards dinner. We will honor Austin Roughton – SCOE's Teacher of the Year – along with top teachers from our other districts. The event will be held at the Hilton Sacramento Arden West. The dinner begins at 6:30 p.m. Please see Tim Herrera for details.
- Reminded everyone that all SCOE offices will be closed on September 2, 2019 in observance of the Labor Day Holiday.
- Reminded everyone that Back to School Night for our Leo A. Palmiter campus is scheduled for Wednesday, September 11, 2019 from 5:30 p.m. to 7:00 p.m. We hope you can join us.

VIII.A. Ms. Talamantes moved and Mr. Brown seconded adoption of the consent agenda. Motion carried unanimously (7 ayes). By such action, the Board:

1. Accepted report on Personnel Transactions
2. Awarded diplomas to Court School, Community School, and Special Education Students

Dr. Matt Perry, Assistant Superintendent, announced that the following students will be awarded a diploma: 3 candidates from El Centro Jr./Sr. High School; Nathan Kitzman

Huynh and Steven Phillip Veloz from Elinor Lincoln Hickey Jr./Sr. High School; Victor Tapia from Gerber Jr./Sr. High School; and Domonique Diego Lewis and Chee Nou Yang from North Area Community School.

VIII.B. Ms. Davis moved and Ms. Ahola seconded approval of the contracts as listed. Motion to approve the contracts carried unanimously (7 ayes).

VIII.C. On a motion by Mr. Fong, seconded by Mr. Keefer and carried unanimously (7 ayes), the Board authorized staff to submit grant applications/service contracts and accept funding if awarded; and approved contracts, positions, and other expenditures associated with the grants as outlined in the proposed budgets as follows:

1. \$598,360 Capital Area Promise Scholars (CAPS) Program grant from the Sacramento Region Community Foundation for the 2019-2020 fiscal year

VIII.D. Public Hearing and Adoption of Resolution No. 19-07 – Determination of Textbooks and/or Instructional Materials Sufficiency Pursuant to Education Code Section 60119 (Juvenile Court Schools)

President Lefkovitz opened the Public Hearing at 6:54 p.m.

No one came forward.

President Lefkovitz closed the Public Hearing at 6:54 p.m.

Ms. Talamantes moved and Ms. Davis seconded the motion to adopt Resolution No. 19-07 – Determination of Textbooks and/or Instruction Materials Sufficiency Pursuant to Education Code Section 60119 (Juvenile Court Schools). Motion carried unanimously (7 ayes).

VIII.E. Mr. Brown moved and Mr. Keefer seconded the motion to change the date of the Board/Superintendent Retreat from August 24, 2019 to October 12, 2019 and change March 3, 2020 Board Meeting to March 10, 2020. Motion carried unanimously (7 ayes).

VIII.F. President Lefkovitz announced this was the Second Reading and Adoption of Revisions to Board Policy 5131.2 – Prohibition on Bullying.

Chair Ahola of the Policy Committee recommended the Board adopt the revisions to Board Policy 5131.2 – Prohibition on Bullying. Motion carried unanimously (7 ayes).

VIII.G. President Lefkovitz announced this was the Second Reading and Adoption of Revisions to Board Policy 5141 (Renumbered 5141.4) – Child Abuse Prevention and Reporting.

Chair Ahola of the Policy Committee recommended the Board adopt the revisions to Board Policy 5141 (Renumbered 5141.4) – Child Abuse Prevention and Reporting. Motion carried unanimously (7 ayes).

VIII.H. An informational item on the proposed elimination of Administrative Rules and Regulations 5123 – Promotion/Retention was provided in the Board packet.

VIII.I. Dr. Al Rogers, Deputy Superintendent, introduced Director of Adult Education Diana Batista and Director of CAERC Branka Marceta, who provided a report on Adult Education to the Board.

IX.A. Ms. Davis gave an update on the Personnel Commission meeting held earlier today. Among the three commissioners, Christine Robinson has announced she will be finished with her 12 year term in December 2019. They are in the process of looking at options and the other two members will make the selection.

Superintendent Gordon distributed information to the Board regarding the process.

Ms. Ahola shared she is an official U-8 recreational soccer coach for her son's soccer team. On Mondays and Wednesdays, she will be out in the 100° weather with those boys running drills with them. She is co-coaching with her oldest son.

Ms. Davis reported today she had her orientation to be a LINKS mentor. She and Bina are volunteers.

Mr. Fong – no report.

Mr. Keefer thanked staff for a great day at El Centro for the culinary event. The fact that someone is willing to leave the fast paced four star restaurants to work with students and give them a future is a credit to the people that hire them and recruit them and let them know how important they can be for the organization and for kids in the community. The food was delicious.

Ms. Talamantes reported she attended the Wonk Wednesday; once a month they discuss different policy topics at New Helvetia Brewery. We discussed educational financing – state, county, and school districts.

Mr. Brown shared information regarding the Asthma camp he hosts each year. This will be his 18<sup>th</sup> year. After surveying the kids on what camp means to them, one student replied, “sleeping in a bed.” You never know what kids are going through. The camp hosted approximately 75 kids.

IX.B. President Lefkovitz reported that her oldest son got engaged to his partner of eight years, and will be getting married in June. She enjoyed the El Centro event. She was so impressed with the professionalism of the students upon her arrival. She thanked Dr. Perry and his team.

IX.C. President Lefkovitz shared the committee assignments with the Board. Trustee Talamantes will chair the Curriculum and Programs Committee, joined by Trustees Ahola and Fong. Trustee Davis will chair the Budget Committee, joined by Trustees Talamantes and Brown. Trustee Ahola will chair the Policy Committee, joined by Trustees Keefer and Fong. Trustee Davis will remain with the Personnel Commission. She asked Superintendent Gordon to help the Board develop committee charges, so that each committee is clear on what their charge is.

Superintendent Gordon distributed a copy of an article that was published in Comstock magazine and talks about the SCOE School of Education's teacher credential program.



Mr. Fong had a question about the committees. There was some discussion about possibly forming a legislative committee, and questioned if we may still consider this.

President Lefkovitz replied she doesn't think we have a policy, as a Board, on whether we are going to take positions on legislation. She suggested that maybe it is something that Superintendent Gordon and the Executive Committee can discuss. She doesn't have a response right now, but mentioned she and Superintendent Gordon will follow up on the Board priorities.

Mr. Fong asked about the process of how the Board priorities will get done.

Superintendent Gordon replied that we will work on this together – process and priorities, and it will come back to the Board to decide.

X.A. There was no distribution of the August/September Events item.

X.B. There was no distribution of the August/September Site Visits item.

XII. Schedule for Future Board Meetings:

A. September 3, 2019 – Social Emotional Learning

B. September 17, 2019 – Early Learning

President Lefkovitz shared the following quote by Margaret Mead: “Never doubt that a small group of thoughtful, committed citizens can change the world; indeed, it's the only thing that ever has.”

XII. Ms. Talamantes moved to adjourn the meeting. Ms. Ahola seconded the motion, which carried unanimously (7 ayes). The meeting adjourned at 7:57 p.m.

Respectfully submitted,

David W. Gordon  
Secretary to the Board

Date approved:

SACRAMENTO COUNTY OFFICE OF EDUCATION  
 PERSONNEL TRANSACTIONS - FOR YOUR INFORMATION

Board Meeting – September 3, 2019

**REGULAR APPOINTMENTS**

<b>Group (Mgmt/Cert/Class)</b>	<b>Dept./ Program</b>	<b>Name</b>	<b>Status</b>	<b>Classification</b>	<b>Location</b>	<b>Effective Date</b>	<b>Salary Placement</b>
Management	Special Education	Botkin, Sharon	Mgmt.	Area Principal, Special Education 8 h/d 5 d/2 224 d/y PC# 180034	Special Education	08/01/19	MT-38
Management	Computer, Network, and Telecommuni- cation Support	Koelzer, Dustin	Mgmt.	Coordinator, WAN/LAN 8 h/d 5 d/w 244 d/y PC# 110002	CNTS	08/22/19	MT-36
Management	Prevention and Early Learning	Williams, Christopher	Mgmt.	Cal-Well/MHSA Mental Health Grant Coordinator 8 h/d 5 d/w 210 d/y PC# 200006	Prevention and Early Learning	08/08/19	MT-36
Certificated	Special Education	Halbrook, Jennifer	Prob.	Vision Specialist 8 h/d 5 d/w 185 d/y PC# 000765	Itinerant/ Special Education	08/13/19	T-I-1
Classified	Special Education	Andrade, Eli	Perm.	School Secretary 8 h/d 5 d/w 244 d/y PC# 000682	Dry Creek West	08/28/19	CL-23-C
Classified	Business Services	Basurto Atteberry, Karen	Prob.	Administrative Assistant 8 h/d 5 d/w 244 d/y PC# 010165	Business Services	08/07/19	CL-29-D
Classified	Special Education	Dellacasa, Christine	Perm.	Para Educator – SH 6 h/d 5 d/w 185 d/y PC# 000574	Rio Linda Prep	08/13/19	CL-17-D
Classified	Special Education	Etter, Roberta	Perm.	Para Educator – SH 6 h/d 5 d/w 185 d/y PC# 000797	Rio Linda High School	08/13/19	CL-17-F
Classified	Special Education	Laguer, Robin	Perm.	School Secretary 8 h/d 5 d/w 244 d/y PC# 000796	Special Education Palmiter Jr/Sr High School	08/28/19	CL-23-F
Classified	Special Education	Mayo, Rebecca	Perm.	Para Educator – SH 6 h/d 5 d/w 185 d/y PC# 000628	Wilson C. Riles	08/05/19	CL-17-F
Classified	Early Learning	Smitley, Carolyn	Prob.	Family Advocate 8 h/d 5 d/w 180 d/y PC# 090014	Early Learning	08/12/19	CL-23-A

Classified	Early Learning	Zapata, Jennie	Prob.	Early Head Start Educator 8 h/d 5 d/w 230 d/y PC# 190036	Early Learning	08/05/19	CL-23-A
------------	----------------	----------------	-------	--	----------------	----------	---------

**SUBSTITUTES/TEMPORARY APPOINTMENTS**

<b>Group (Mgmt/Cert/Class)</b>	<b>Dept./ Program</b>	<b>Name</b>	<b>Status</b>	<b>Classification</b>	<b>Location</b>	<b>Effective Date Duration</b>
Management	SELPA	Lystrup, Laura	Retired Annuitant	Part-time Executive Director	SELPA	2019-2020 school year 62 days
Management	Adult Education	Clark, Holly	L/Term	Project Specialist I	Adult Education	08/01/19-12/13/19
Certificated	Special Education	Callahan, Patrick	Retired Annuitant	Vision Specialist	Special Education	07/08/19
Classified	Sly Park	Bockus, Cheyl	L/Term	Cafeteria Assistant	Sly Park	08/16/19-06/30/20

**EXTRA ASSIGNMENTS**

<b>Group (Mgmt/Cert/Class)</b>	<b>Dept./ Program</b>	<b>Name</b>	<b>Classification</b>	<b>Location</b>	<b>Effective Date Duration</b>
Management	AVID/ Cal-SOAP	Delgado, Guadalupe	Project Specialist II, Cal-SOAP Consortium	AVID/Cal-SOAP	2019-2020 school year 20 additional days
Management	AVID/ Cal-SOAP	Vera, Leila	Project Specialist II, Cal-SOAP Consortium	AVID/Cal-SOAP	2019-2020 school year 20 additional days
Certificated	Special Education	Appel-Boarman, Daniel	Teacher, Orientation/ Mobility Itin/Dis	Itinerant/Special Education Programs	2018-2019 ESY 1 additional day
Certificated	Sly Park	Gillihan, Todd	Sly Park Outdoor Science Teacher	Sly Park	2018-2019 school year 1 additional day
Certificated	Special Education	Glines, Linda	Nurse, Special Education	Special Education	July 2019 27 additional hours
Certificated	Special Education	Tom, Diana	Nurse, Special Education	Itinerant/Special Education Programs	2018-2019 school year 8 additional days
Certificated	Sly Park	White, Suzanne	Sly Park Outdoor Science Teacher	Sly Park	2018-2019 school year 4.5 additional days

**SEPARATIONS**

<b>Group (Mgmt/Cert/Class)</b>	<b>Type</b>	<b>Name</b>	<b>Classification</b>	<b>Location</b>	<b>Effective Date</b>	<b>Reason for Leaving</b>
Certificated	Resignation	Finley, Linda	Teacher – SH	George Washington Carver	07/27/19	Resignation
Classified	Retirement	Dana, Carol	School Secretary	El Centro Jr./Sr. High School	10/01/19	Retirement
Classified	Resignation	Williams-Ford, Shanee	Staff Secretary	School of Education	08/29/19	Resignation

**RECAP**

	<b>Management</b>	<b>Certificated</b>	<b>Classified</b>	<b>Total</b>
Regular Appointments	3	1	8	12
Substitutes/Temporary Appointments	2	1	1	4
Extra Assignments	2	5	0	7
Separations	0	1	2	3
	<b>7</b>	<b>8</b>	<b>11</b>	<b>26</b>

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Award of Diplomas	<b>Agenda Item No.:</b> VIII.A.2. <b>Enclosures:</b> 0
<b>Reason:</b> Approval	<b>From:</b> David W. Gordon <b>Prepared By:</b> Dr. Matt Perry <b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

The following students are scheduled to graduate from their school and they have completed all requirements for high school graduation:

El Centro Jr./Sr. High School

2 Candidates

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board approve the issuance of a high school diploma to the students listed above who have completed all requirements for graduation.

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Surplus Property	<b>Agenda Item No.:</b> VIII.A.3.
	<b>Enclosures:</b> 1
<b>Reason:</b> Declaration of Equipment Listed as Surplus Property and Authorization to Dispose of Equipment Pursuant to Education Code (Technology)	<b>From:</b> David W. Gordon
	<b>Prepared By:</b> Jerry Jones
	<b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

Education Code sections 17545 and 17546 allow for the disposal of property no longer needed or that is determined unsuitable for school use.

The Computer, Network and Telecommunication Support Department (CNTS) reviews all technology surplus equipment to ensure that any repairable, non-obsolete equipment is re-used by SCOE programs. In the event the equipment cannot be repaired, is no longer able to support the latest security patches and updates (posing a network security risk), or is so obsolete it can no longer be used for its intended purpose, the equipment is deemed unsuitable for use and is recommended for disposal.

The technology equipment listed below has been determined to be unsuitable for use and of insufficient value to defray the costs of arranging a sale. It is in the Sacramento County of Education’s best interest to deem these items obsolete and dispose of them. All storage devices (hard drives, solid state drives, USB drives, etc.) are completely wiped of data and, whenever possible, physically shredded to ensure the destruction of all electronic data before disposal.

<b>TECHNOLOGY EQUIPMENT</b>			
<b>SCOE Tag Number</b>	<b>Item Description</b>	<b>SCOE Tag Number</b>	<b>Item Description</b>
0205237	Apple iMac Desktop	0189662	HP Compaq DC7800 Desktop
0185173	Dell Optiplex GX280 Desktop	0189472	HP Compaq DC7800 Desktop
0222273	Dell Optiplex 380 Desktop	0220723	Apple Cinema Display Monitor
0223099	Dell Optiplex 980 Desktop	0221184	Dell Latitude E4300 Laptop
0203174	Dell Optiplex 980 Desktop	0213371	Dell Latitude E5430 Laptop
0221838	Dell Optiplex 980 Desktop	0211904	Dell Latitude E5520 Laptop
0203422	Dell Optiplex 980 Desktop	0189431	HP Compaq DC5700 Desktop
0203125	Dell Optiplex 980 Desktop	0198531	HP LaserJet P3005 Printer
0203224	Dell Optiplex 980 Desktop	0222018	HP LaserJet CP3525 Printer
0212886	Dell Optiplex 9010 Desktop	0210500	Dell 3335 Printer
0211409	Dell Optiplex 980 Desktop	0121103	HP Color LaserJet 5550 Printer

**SUPERINTENDENT’S RECOMMENDATION:**

The Superintendent recommends that the Board declare this equipment unsuitable for school use and of insufficient value to defray the costs of arranging a sale, and authorizes the Procurement Department to dispose of this equipment as authorized under Education Code sections 17545 and 17546.

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Donations to Project TEACH	<b>Agenda Item No.:</b> VIII.A.4. <b>Enclosures:</b> 0
<b>Reason:</b> Acceptance	<b>From:</b> David W. Gordon <b>Prepared by:</b> Dr. Nancy Herota <b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

The Sacramento County Office of Education (SCOE) has received the following donations:

Project TEACH

At the Employee Recognition Day on August 14, 2019, SCOE employees donated 47 boxes with assorted personal care supplies, school supplies, and other basic needs items.

Robin Laguer donated \$20 to Project TEACH for the purchase of supplies for students in homeless situations.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board accept the donated items on behalf of Project TEACH.



**SACRAMENTO COUNTY BOARD OF EDUCATION**  
**CONTRACTS FOR COUNTY BOARD OF EDUCATION APPROVAL**  
**September 3, 2019**

**STUDENT PROGRAMS**

**Expenditure**

**916 Ink**

Contractor will provide site-based writing workshops to the Sacramento County Office of Education's Court, Community, and CARE school sites with defined activities that support student completion of career/employment readiness skills, indicated by increased attendance, reduced suspensions, and completion of program-defined certifications. Students will work to improve their reading levels and reach milestones within their student success plan. Students will create a published anthology of their writing and receive two copies of the book. Contractor will provide staffing, materials and publishing costs, t-shirts, snacks, curriculum, certificates, invitations, and book release parties.

Renewal

Dates of Service: 09/04/19 – 06/30/20

Source of Funds: Comprehensive Support and Improvement Grant

\$50,000.00

---

**Green Technical Education and Employment**

Contractor will provide workforce training opportunities, project-based activities emphasizing clean energy, energy efficiency and environmental trades, and career readiness skill building through on-site instruction at Sacramento County Office of Education community schools.

Renewal

Dates of Service: 09/04/19 – 06/30/20

Source of Funds: Comprehensive Support and Improvement Grant

\$25,000.00

---

**CURRICULUM AND INSTRUCTION**

**Voyager Sopris Learning**

Contractor will provide 2.5 days of training on Language Essentials for Teachers of Reading and Spelling (LETRS), including a half-day launch event and two full day sessions. Sessions will be led by a LETRS national trainer, and complement the LETRS Online Course and participant book. Approximately 40 Sacramento County educators will attend through agreements with pre-selected districts. Services will include advanced planning, professional development, and participant materials.

New

Dates of Service: 09/04/19 – 06/30/20

Source of Funds: Participant Fees

\$8,500.00

---

## RECAP

	<u>Expenditure</u>
Student Programs	75,000.00
Curriculum and Instruction	8,500.00
<b>TOTAL</b>	<b>\$83,500.00</b>

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Public Hearing and Adoption of Resolution No. 19-08 – Determination of Textbooks and/or Instructional Materials Sufficiency Pursuant to Education Code Section 60119	<b>Agenda Item No.:</b> VIII.D. <b>Enclosures:</b> 6
<b>Reason:</b> Public Hearing and Adoption of Instructional Materials Sufficiency Resolution for SCOE Community and Special Education Schools	<b>From:</b> David W. Gordon <b>Prepared By:</b> Dr. Matt Perry Michael Kast <b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

The Sacramento County Board of Education is required to hold a public hearing and to determine whether each pupil in the SCOE community and special education schools has sufficient textbooks or instructional materials, or both, in English/language arts, including the English language development component of an adopted program, mathematics, history/social science, and science that are aligned to the state content standards adopted by the State Board of Education (SBE). As part of this determination, the County Board also must determine if each pupil who is actually enrolled in a foreign language or health course has sufficient instructional materials that are consistent with the content and cycles of curriculum frameworks adopted by the SBE. In addition, the County Board must determine if pupils enrolled in a laboratory science course have adequate equipment. Detail substantiating that sufficient instructional materials are available to each student will be available for inspection by the County Board and public at the hearing.

In accordance with the sufficiency requirements of Education Code section 60119(c), every pupil in community and special education schools will have sufficient textbooks or instructional materials, or both, in English/language arts, including the English language development component of an adopted program, mathematics, science, and history/social science that are aligned to the state content standards adopted by the SBE. Pupils enrolled in a health course will have sufficient materials. SCOE does not offer foreign language instruction in any grades, nor does SCOE offer science laboratory courses in any of grades 9 through 12. Therefore, SCOE need not maintain science laboratory equipment. Completion of a science laboratory course is not a requirement for high school graduation, though completion of a course in either foreign language or visual or performing arts is a requirement (EC 51225.3). As necessary for completion of this graduation requirement, SCOE students are provided a course in fine arts.

McGraw-Hill Networks textbooks, recently adopted by the Board, are ordered and will be utilized by our faculty in the implementation of history/social science curriculum during the 2019-2020 school year.

**SUPERINTENDENT’S RECOMMENDATION:**

The Superintendent submits Board Resolution No. 19-08 for consideration and adoption, and with that adoption, the Superintendent shall submit the required certification to the California Department of Education.

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003 916.228.2410

**\*\*PLEASE POST\*\***

**NOTICE OF PUBLIC HEARING**

A public hearing will be held by the Sacramento County Board of Education as required by Education Code section 60119. The public hearing is scheduled as follows:

<b><u>DATE</u></b>	<b><u>TIME</u></b>	<b><u>LOCATION</u></b>
Tuesday, September 3, 2019	6:30 p.m. or thereafter	Sacramento County Office of Education David P. Meaney Education Center Board Room 10474 Mather Boulevard, Mather, CA

**PURPOSE**

The Sacramento County Board of Education (Board) will determine whether pupils in the community and special education schools operated by the Sacramento County Office of Education (SCOE) have sufficient textbooks and/or instructional materials in mathematics, science, history/social science, and English/language arts, including the English language development component of an adopted program. The Board will also determine if each pupil enrolled in a health course has sufficient textbooks, instructional materials, or equipment. Parents, guardians, teachers, interested community members, employee association members, and administrative staff are invited to provide input.

Individuals wishing to speak before the Board are requested to fill out a speaker card, which will be available in the Board Room. Completed speaker cards need to be submitted to the Board Recording Secretary; speakers will be called in the order in which the cards are received. Each individual addressing the Board will have a maximum of two minutes to speak to ensure that all who wish to address the Board on this matter will be heard.

# SACRAMENTO COUNTY BOARD OF EDUCATION

## Resolution No. 19-08

### Determination of Textbooks and/or Instructional Materials Sufficiency Pursuant to Education Code Section 60119 for Community and Special Education Schools

September 3, 2019

**WHEREAS**, the Sacramento County Board of Education (County Board), governing board of the Sacramento County Office of Education (SCOE), in order to comply with the requirements of Education Code Section 60119, held a public hearing on September 3, 2019, after 6:30 p.m., which, therefore, did not take place during or immediately following school hours; and

**WHEREAS**, the County Board provided a 10-day notice of the public hearing posted in at least three public places within the county that stated the time, place, and purpose of the hearing; and

**WHEREAS**, the County Board encouraged participation by parents, guardians, teachers, members of the community, and bargaining unit leaders in the public hearing; and

**WHEREAS**, information provided at the public hearing and to the County Board at the public meeting detailed the extent to which textbooks or instructional materials aligned to the State academic content standards were provided to all pupils, including English learners, in SCOE community and special education schools; and

**WHEREAS**, in accordance with Education Code Section 60119(c), sufficient textbooks or instructional materials were provided to each pupil before the end of the eighth week from the first day pupils attended school; and

**WHEREAS**, the textbooks and instructional materials currently adopted and in use in SCOE community and special education schools are listed in Attachment "A"; and

**WHEREAS**, in accordance with Education Code Section 60119(c), sufficient textbooks or instructional materials aligned to the State academic content standards were provided to each pupil including English learners, in mathematics, history/social science, science, and English/language arts, including the English language development component of the adopted programs, and where appropriate, consistent with the content and cycles of the curriculum frameworks; and

**WHEREAS**, sufficient textbooks or instructional materials were provided to each pupil enrolled in a health course, and these materials were provided to pupils before the end of the eighth week from the first day pupils attended school; and

**WHEREAS**, laboratory science equipment was not provided because SCOE community and special education schools do not provide laboratory science in any of grades 9 through 12; and

**WHEREAS**, SCOE community and special education schools do not offer foreign language instruction, and the high school graduation requirement specified in Education Code Section 51225.3(a)(1)(E) is satisfied by providing pupils as necessary, a course in fine arts.

**NOW, THEREFORE, BE IT RESOLVED** that for the 2019-2020 school year, each pupil in Sacramento County Office of Education community and special education schools has been provided with sufficient textbooks and/or instructional materials aligned to the State academic content standards and as appropriate, consistent with the content and cycles of the curriculum frameworks before the end of the eighth week from the first day pupils attended school as specified in Education Code Section 60119.

**PASSED AND ADOPTED** at the regular Board meeting of the Sacramento County Board of Education on September 3, 2019 by the following vote:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstain: \_\_\_\_\_

\_\_\_\_\_  
Bina Lefkovitz, Board President

\_\_\_\_\_  
David W. Gordon, Board Secretary

SACRAMENTO COUNTY OFFICE OF EDUCATION  
Current Adopted Curricula

**Attachment A**

The following materials have been adopted (06/14/16) for use in Sacramento County Office of Education Programs K-12, in the category of English/Language Arts (ELA). It is important to note that SCOE utilizes the district-adopted materials for K-6 students.

<b>Grade</b>	<b>Publisher</b>	<b>Title</b>
7-12	CollegeBoard	<i>SpringBoard</i>
7-12 Intervention	National Geographic Learning/Cengage Learning	<i>Inside/Edge</i>
Intensive Intervention	Houghton Mifflin Harcourt Interventions	<i>Read 180</i>

The following materials have been adopted (06/12/18) for use in Sacramento County Office of Education Programs K-12, in the category of History/Social Science. It is important to note that SCOE utilizes the district adopted materials for K-5 students.

<b>Grade/Subject</b>	<b>Publisher</b>	<b>Title</b>
6/US History	McGraw Hill – Networks	<i>Discovering Our Past: A History of the United States, Early Years</i>
7/World History	McGraw Hill – Networks	<i>Discovering Our Past: A History of the World, Early Ages</i>
8/US History	McGraw Hill – Networks	<i>Discovering Our Past: A History of the United States</i>
9-10/US History	McGraw Hill – Networks	<i>United States History and Geography</i>
11/US History	McGraw Hill – Networks	<i>United States History and Geography, Modern Times</i>
12/Government	McGraw Hill – Networks	<i>United States Government: Our Democracy</i>
12/Economics	McGraw Hill – Networks	<i>Understanding Economics</i>

The following materials have been adopted (06/09/15) for use in Sacramento County Office of Education Programs 6-12, in the category of Mathematics. It is important to note that SCOE utilizes the district-adopted materials for K-5 students.

<b>Grade</b>	<b>Publisher</b>	<b>Title</b>
6-8	McGraw Hill	<i>California Math</i>
9-12	Pearson	<i>Integrated High School Math 1,2,3</i>



**SACRAMENTO COUNTY OFFICE OF EDUCATION**  
**Current Adopted Curricula**

**Attachment A**

The following materials have been adopted (08/12/08) for use in Sacramento County Office of Education Programs 7-12, in the category of Science. It is important to note that SCOE utilizes the district-adopted materials for K-6 students.

<b>Grade</b>	<b>Publisher</b>	<b>Title</b>
7	Glencoe	<i>Physical Science</i>
7-12	AGS	<i>Earth Science</i>
8	Glencoe	<i>Life Science</i>
8	AGS	<i>Life Science</i>
9-12	Pearson Publishing/AGS	<i>Biology: Cycles of Life</i> <i>Physical Science</i> <i>Pacemaker Biology</i> <i>Concepts and Challenges in Life, Earth and Physical Sciences</i>

The following materials have been adopted for use in Sacramento County Office of Education Programs 9-12, in the category of Life Skills/Health. It is important to note that SCOE utilizes the district-adopted materials for K-6 students.

<b>Grade</b>	<b>Publisher</b>	<b>Title</b>
9-12	Pearson Publishing/AGS	<i>Life Skills Health</i>

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Resolution No. 19-09 – Calling for Election of Trustees to the Sacramento County Board of Education on March 3, 2020	<b>Agenda Item No.:</b> VIII.E. <b>Enclosures:</b> 3
<b>Reason:</b> Adoption of Election Resolution	<b>From:</b> David W. Gordon <b>Prepared By:</b> Teresa Stinson <b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

The Sacramento County Board of Education (Board) seats in Trustee Areas IV, V, VI, and VII are up for re-election in 2020. The cost of this Trustee election will be substantially less expensive if it is consolidated with the statewide primary election held on March 3, 2020. To consolidate its Trustee election with the statewide election, the Board must adopt and file a resolution requesting consolidation.

The enclosed Resolution No. 19-09 calls for the election, and requests that it be consolidated with the primary election scheduled for March 3, 2020 for the following Trustee Areas and terms of office:

<b>Trustee Area IV</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area V</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area VI</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area VII</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>

Trustee Areas IV, V, and VII are in Sacramento County. Trustee Area VI is primarily in Sacramento County and extends into San Joaquin, Solano, and Yolo counties.

The resolution specifies other guidelines for the election. To reduce election costs, the resolution asks the County Registrar to combine the required notice of election with other special districts. It also declares that individual candidate(s) shall be responsible for and prepay the publication cost of the voluntary candidate’s statement in the Sample Official Ballot Pamphlet, and it designates the number of words that may be in the candidate’s statement.

The Board will need to determine whether the candidate's statement will be a maximum of 200 or 400 words in Sacramento County. The Sacramento County Registrar estimates that a 400-word statement will cost approximately \$2,350–\$2,700, while a 200-word statement will cost approximately \$2,050–\$2,400.

San Joaquin, Solano, and Yolo allow only a 200-word candidate's statement (for Trustee Area VI). The statement costs in these counties were estimated to be \$250–\$425 per county during the 2016 election, however, estimates for 2020 are not yet available in these counties.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends the Board determine the maximum number of words for the voluntary candidate's statement and adopt Resolution No. 19-09 calling for the election of Trustees to the Sacramento County Board of Education on March 3, 2020.

**SACRAMENTO COUNTY BOARD OF EDUCATION**

**Declaring an Election to be Held in its Jurisdiction; Requesting the Board of Supervisors of Sacramento, San Joaquin, Solano, and Yolo Counties to Consolidate With Any Other Election Conducted on Said Date; and Requesting Election Services by the Registrars of Voters of Sacramento, San Joaquin, Solano, and Yolo Counties**

**Resolution No. 19-09**

**WHEREAS**, under Education Code sections 1007 and 5322, it is the determination of the Sacramento County Board of Education that an Election be held on March 3, 2020 for the purpose of electing four (4) members to the governing board of the Sacramento County Board of Education for the following Trustee Areas and terms of office:

<b>Trustee Area IV</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area V</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area VI</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>
<b>Trustee Area VII</b>	<b>four (4) year term (07/01/20 – 06/30/24)</b>

**WHEREAS**, Trustee Areas IV, V, and VII are in Sacramento County, while Trustee Area VI is primarily in Sacramento County, and extends into San Joaquin, Solano, and Yolo counties.

**WHEREAS**, under Education Code section 1006, any registered voter living within the boundaries of the Trustee Area subject to election is eligible to be a member of the county board of education, except the county superintendent of schools, any member of his staff, or any employee of a school district that is within the jurisdiction of the county board of education.

**BE IT RESOLVED** that for said election, the candidate’s statement of qualifications shall be limited to 200 [or 400 words in Sacramento County, and 200 words in San Joaquin, Solano and Yolo counties].

**BE IT FURTHER RESOLVED** that all candidates, including incumbents, shall be responsible for prepaying the publication cost of the voluntary candidate’s statement, under Elections Code sections 13307 and 13308. Prepayment for the voluntary candidate’s statement published in Sacramento County shall be made at the Sacramento County Voter Registration and Elections Office (7000 65th Street, Suite A, Sacramento, CA 95823) at the time the candidate files his or her nomination documents. In addition, for Trustee Area VI, prepayment for the voluntary candidate’s statement published in San Joaquin, Solano, and Yolo counties shall be made at the Registrar of Voters Office in each of these counties.

**BE IT FURTHER RESOLVED** that candidates determined by the County Registrar of Voters to be indigent under Elections Code section 13309 and Business and Professions Code section 6213, subdivision (d), shall not be required to prepay for such publication costs, and may arrange for a payment plan.

**BE IT FURTHER RESOLVED** that if a tie vote makes it impossible to determine which of two or more candidates has been elected to the governing board, the winner shall be determined by lot, method to be determined by the Sacramento County Registrar of Voters.

**BE IT FURTHER RESOLVED** that the Sacramento County Board of Education certifies there have been no boundary changes and that the maps and boundaries on file with the Registrars of Voters are current.

**BE IT FURTHER RESOLVED** that the boards of supervisors of the counties of Sacramento, San Joaquin, Solano, and Yolo are requested to:

1. Consolidate said election with any other applicable election conducted on the same day;
2. Authorize and direct the Registrars of Voters, at governing body expense, to provide all necessary election services which shall include, but not be limited to:

Publish notices of election, including a combined election notice with other districts; issue nomination papers; check petition signatures; print and mail sample ballots; print official ballots; provide precinct supplies; appoint and train election officers; obtain and rent polling places; prepare voter indexes; publish lists of election officers and polling places; mail appropriate notification/verification notice for polling places/precincts boards; process absentee ballots; provide voter count by precinct; and canvass the results of said election.

**BE IT FURTHER RESOLVED** that the Sacramento County Board of Education agrees to reimburse the Registrars of Voters in Sacramento, San Joaquin, Solano, and Yolo for actual costs accrued, such costs to be calculated by the method set forth in each county's current Election Cost Allocation Procedures.

**PASSED AND ADOPTED** by the Sacramento County Board of Education at its regular Board meeting on the 3rd day of September 2019 by the following vote:

AYES	_____	_____
NOES	_____	_____
ABSENT	_____	_____
ABSTAIN	_____	_____

---

Bina Lefkowitz, Board President

---

David W. Gordon, Board Secretary

**SACRAMENTO COUNTY BOARD OF EDUCATION**

10474 Mather Boulevard, P.O. Box 269003  
Sacramento, CA 95826-9003

<b>Subject:</b> Approval of New Oversight Monitor for the Fortune School of Education Countywide Charter School	<b>Agenda Item No:</b> VIII.F. <b>Enclosures:</b> 4
<b>Reason:</b> Action	<b>From:</b> David W. Gordon <b>Prepared By:</b> Teresa Stinson <b>Board Meeting Date:</b> 09/03/19

**BACKGROUND:**

The Sacramento County Board of Education (Board) authorized the Fortune School of Education Countywide Charter School in 2011 and renewed the charter through 2021. Fortune currently operates six schools serving students in grades TK-11 in communities throughout Sacramento County, with plans to open new schools in future years.

By law, approved charter schools are subject to monitoring and oversight. Under the terms of the Memorandum of Understanding (MOU) approved by the Board, the Sacramento County Superintendent of Schools and the Sacramento County Office of Education (SCOE) provide oversight of the Fortune charter and periodically report to the Board.

Because charter school oversight is time-intensive and costly and SCOE does not have a charter school office, in 2011, the Board determined that charter oversight responsibilities would most efficiently and cost-effectively be accomplished by retaining an outside educational professional.

Since 2011, Francie Heim, former Deputy Superintendent of Administrative Services for the El Dorado County Office of Education, has assisted SCOE with oversight and monitoring of the Fortune charter school. Ms. Heim has informed us that she will be retiring from this role in September 2019. Having an outside professional assist with charter oversight and monitoring has worked well for the past eight years, and we recommend continuing with this model.

We believe that monitoring a countywide charter such as the Fortune School requires an experienced, well-respected educational professional with programmatic, administrative, and leadership skills and experience. Based on her background and demonstrated skills, we recommend that the Board authorize SCOE to retain Nancy Brownell to assist SCOE with monitoring and oversight of the Fortune charter, including compliance with the Board approved MOU.

Ms. Brownell has experience in all levels of education, including as a classroom teacher, school administrator, Director and Assistant Superintendent of Curriculum and Instruction, AVID Regional Director, Adjunct Faculty and Director for CSU Sacramento, Senior Fellow and Accountability Staff for the State Board of Education, Director of the

District/County Intervention Collaborative for CCSESA, and Project Director for WASC's Accrediting Commission for Schools. Her resume is attached.

Ms. Brownell is a well-respected professional and has the specialized skills and experience needed for the charter oversight role. If authorized by the County Board, Ms. Brownell has agreed to be retained for this purpose. The cost for her services would be reimbursed by funds collected for supervisory oversight from the Fortune charter under Education Code section 47613.

**SUPERINTENDENT'S RECOMMENDATION:**

The Superintendent recommends that the Board authorize SCOE to retain the professional services of Nancy Brownell to assist SCOE with oversight and monitoring of the Fortune charter school.

**SUMMARY OF QUALIFICATIONS**

My extensive experience in the California educational system consists primarily of progressively more responsible educational teaching and administrative assignments. I am a successful educational leader and collaborator with proven results. Recognized strengths include my knowledge of governance, alignment of curriculum, instruction, assessment, and accountability, and management of fiscal and human resources. I am an effective communicator with innovative problem solving and interpersonal skills; noteworthy facilitation, organizational development, administrative coaching, and policy implementation knowledge and expertise.

**Current Position**

- Project Director, Accrediting Commission for Schools - WASC October 2016 to present

**Education**

- Professional Administrative Service Credential, CSU Sacramento, 1990
- Master of Arts in Educational Administration, University of San Francisco, 1985
- Preliminary Administrative Service Credential, University of San Francisco, 1985
- Area III Writing Project, University of California, Davis, Summer, 1982
- Standard Elementary Credential, California State University, Sacramento, 1974
- Early Childhood Education Credential, CSU Sacramento, 1974
- Bachelor of Arts in English, CSU Sacramento, 1973

**Administrative Experience**

- Accountability System Staff – CA State Board of Education May 2014 to Oct. 2016
- Senior Fellow, CA State Board and Department of Education April 2012 to April 2014
- Assistant Superintendent, Instructional Division, Sonoma County Office of Education July 2010 to April 2012
- Director, District/County Intervention Collaborative April 2007 to June 2010  
CA County Superintendents Educational Services Association
- Assistant Superintendent, Curriculum and Instruction, Rescue Union SD Nov. 2005 – April 2007
- Interim Deputy Superintendent, Ed Services, Davis Joint Unified SD July 2005 - Nov. 2005
- Director, Curriculum and Instruction, Davis Joint Unified SD Sept. 2004 - Nov. 2005

**Management Experience**

- Account Executive, Edusoft, Inc. 2002 – 2004

**Administrative Experience**

**The California State University**

- Director, CSU Institute for Education Reform 1999 to 2002
- Director, CalTeach 1999 to 2002
- Director, Center for the Improvement of Reading Instruction 1996 to 2001
- Adjunct Faculty, Special Education, Rehabilitation and School Psychology 1998 to 2005  
CSU Sacramento

**Sacramento County Office of Education**

- Executive Director, Professional Development Center 1991 - 1996
- Regional Lead, SB 1274 Restructuring Network 1992 - 1996
- Regional Lead, Second to None High School Reform Collaborative 1992 - 1996
- AVID Regional Director 1990 - 1993

**San Juan Unified School District**

July 2019



- Assistant Principal, Arden Middle School
- Program Specialist, K-12 English/Language Arts

Jan. to June, 1990  
1988 - 1990

### Teaching Experience

#### **San Juan Unified School District**

- District Writing Project Coordinator and Lead Teacher K-12 1984 – 1988
- Ninth/Tenth Grade English – Summer School 1980 – 1984
- Teacher, varied grade levels K-6 1977 – 1984
- Special Education Teacher, Special Day Class 1975 – 1977
- Summer Environmental Education, Grades 1-12 1975 – 1979
- Special Education Instructional Assistant, Grades 1-6 1973 – 1975

### Demonstrated Professional Skills

- Staff to CA State Board of Education on development of CA Accountability and Continuous Improvement System
- Developed and directed the District Assistance and Regional Capacity Building Initiative for CA districts in Program Improvement for County Superintendents
- Developed and provided professional development for county and district leadership teams related to California laws, regulations, and procedures related to district governance, alignment of curriculum, instruction and assessments, fiscal operations, parent and community involvement, human resources, data systems, and professional development
- Provided coaching and technical assistance to superintendents and board members on collective bargaining, labor relations, alignment of personnel and budget development
- Implemented board policies and educational programs for school districts
- Served as Chief Negotiator for labor relations and contract negotiations
- Developed district systems to align K-12 curriculum and instruction, fiscal and human resources to board goals
- Received, investigated and determined appropriate recommendations for complaints from parents and and/or staff
- Planned, organized, hired for and supervised summer school staff and programs
- Articulated curriculum implementation and instructional delivery system, elementary through secondary
- Organized and facilitated elementary and secondary textbook adoption committees, order and distribute textbooks to schools, plan and deliver instructional materials based and standards aligned professional development
- Developed and implemented ongoing timelines to revise board policies and administrative regulations as needed
- Facilitated parent and teacher advisory groups related to a variety of topics, including budget, boundary changes, hiring, opening new schools
- Prepared and presented information for Board of Education meetings
- Lead district Curriculum Council to improve curriculum, instruction and assessment
- Supervised district media, technology and library programs, and evaluated other certificated and classified staff
- Prepared and managed budgets aligned with program responsibilities
- Interpreted and explained complex educational legislation to multiple audiences
- Coached school and district teams in organizational development and accountability systems for improved student achievement
- Served on school improvement teams to assist principals and school staffs in analyzing existing programs and determining instructional needs and priorities aligned to board goals
- Collaborated on developing site based school plans linked to student needs, staff and community improvement priorities
- Designed and implemented professional development to improve staff knowledge and skills
- Planned, developed, monitored and evaluated programs/projects in elementary and secondary curriculum, instruction, and assessment and align appropriate professional development plans
- Collaborated as a member of the district and county administrative leadership teams
- Chaired WASC/Focus on Learning High School accreditation teams
- **Selected Career Highlights**
- Elected School Board Member

- Demonstrated leadership in cabinet level positions in school districts
- Directed the development of an interactive, virtual teacher recruitment, information and referral system and a multi-million dollar advertising campaign (CalTeach)
- Developed and distributed statewide public service announcements and conducted media relations interviews regarding teaching in California
- Developed and distributed effective recruitment publications to multiple audiences in CA and nationally
- Member of CCTC Technical Advisory Committee on Reading Preparation, CA Commission on Teacher Credentialing, 1997 to present
- Member of SB 2042 Advisory Panel for the Development of Teacher Preparation Standards, 1998 to 2002
- Project Director, *The Journey to Reading Excellence Report*, CA State Board of Education, Spring 1998
- Member of RICA Advisory Panel, CA Commission on Teacher Credentialing, 1997 to 2002
- Part-Time Instructor for teacher preparation candidates at CSU Sacramento
- Collaborator with *California Reading and Literature Project* on Governor Davis' Reading Professional Development Institutes, 1999 and 2000
- Chief Reader for Reading Instruction Competence Assessment (RICA™), National Evaluation Systems
- Presenter, various professional development workshops for CA Professional Development Consortia, National Council of Teachers of English, California Department of Education, Sacramento, El Dorado and Placer County Offices of Education, and fifty California School Districts

#### **Past Demonstrations of Professional Skills and Competencies**

- Implemented board policies and educational programs for the Davis Joint Unified School District
- Directed the implementation of federally funded Small Learning Community Grant
- Supported the implementation of AVID at Davis High School
- Developed and implemented professional learning opportunities for university reading faculty
- Participated in legislative hearings as requested to answer legislative staff and legislative analysts' questions
- Presented information on a variety of topics to CSU Deans of Education and Board of Trustees
- Assisted in shaping state policy regarding reading instruction for California students
- Prepared and presented information and reports to CA State Board of Education, Commission on Teacher Credentialing, CSU Board of Trustees
- Wrote and disseminated information to varied audiences related to state educational policy and legislation
- Participated as a member of CCTC and CDE Advisory Panels
- Assisted in creating teams of central office and school staffs, community, and board members to work together on instructional leadership, restructuring, staff development and other key issues
- Assisted principals in conducting schoolwide writing assessments, analyzing student writing characteristics and developing prescriptive strategies for identified strengths and weaknesses within the scope of the curriculum.
- Provided principals and staffs with comprehensive professional development in the instruction and assessment of language arts and writing across the curriculum through demonstration lessons and site based staff development
- Collaborated with superintendents, principals and staffs to design and provide requested professional developments on curriculum, instruction and assessment in reading, writing, language arts, and social sciences
- Developed and implemented school programs involving parents, teachers, administrators and community members and agencies
- Collaborated with school and district teams to advise and write grants to increase resources
- Prepared School Board goals/objectives, mid-year and year-end reports, School Board FYIs, budget reports required by program responsibilities
- Provided professional development for K-12 administrators in the supervision of language arts, writing and critical thinking instruction, use of educational technology to improve learning, and authentic assessment
- Synthesized research on restructuring schools and teaching language arts/writing for dissemination to principals and teachers
- Ensured that parents and other community members had information and access to relevant district and school resources