

Santa Ana Unified School District  
1601 E. Chestnut Avenue  
Santa Ana, California 92701

MINUTES

REGULAR MEETING  
SANTA ANA BOARD OF EDUCATION

February 10, 2015

CALL TO ORDER

The meeting was called to order at 5:32 p.m. by Board President Palacio. Other members in attendance were Ms. Iglesias, Ms. Amezcua, and Mr. Richardson.

Cabinet members present were Dr. Miller, Dr. Phillips, Dr. Haglund, Mr. McKinney, Ms. Lohnes, Mr. Dixon, and Dr. Rodriguez. Ms. Miller was absent from Board meeting.

CLOSED SESSION PRESENTATIONS

Mr. Palacio asked those wishing to address the Board in matters pertaining to Closed Session to step to the lectern.

There were no individuals wishing to address the Board.

RECESS TO CLOSED SESSION

The Regular Board meeting was immediately recessed at 5:32 p.m. to consider student discipline, personnel matters, and negotiations.

Mr. Hernández arrived at 5:52 p.m., during Closed Session.

RECONVENE OPEN MEETING

The Regular Board meeting reconvened at 6:28 p.m.

PLEDGE OF ALLEGIANCE

The meeting was opened with the Pledge of Allegiance led by Maritza Ortiz, eighth-grade student at Villa Fundamental Intermediate School.

HIGH SCHOOL STUDENT AMBASSADORS

Chavez - Fallin Akbari; Saddleback - Jesse Gil; Segerstrom - Geovanna Medel;

Students' provided highlights to the Board of current events, information, and activities at their respective school sites.

**SUPERINTENDENT'S REPORT**

Dr. Miller opened his report with a brief update on the Chinese Delegation visit to SAUSD and the wrap-up of the Student Local Control Accountability Plan discussions. Superintendent Miller concluded his report by mentioning the Third Annual 5K Resolution Run/Walk and Pancake Breakfast hosted by SAUSD, January 31, 2015.

PUBLIC PRESENTATIONS

Nicolas Sanchez addressed the Board related to the music room at MacArthur Fundamental Intermediate School being too small. Paul Zive addressed the Board related to Quality Education Investment Act Grant Funding at Willard Intermediate School.

**1.0 APPROVAL OF CONSENT CALENDAR**

The following items were removed from the Consent Calendar for discussion and separate action:

- 1.9 Approval of Expulsion of Students for Violation of California Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7, and/or 48915(c) According to Board Policy 5144.1
- 1.16 Approval of Consultant Agreement Increase for McKenna Long & Aldridge, LLP
- 1.18 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

It was moved by Mr. Richardson, seconded by Ms. Amezcua, and carried 5-0, to approve the remaining items on the Consent Calendar as follows:

- 1.1 Approval of Regular Board Minutes - January 27, 2015
- 1.2 Acceptance of Gifts in Accordance with Board Policy 3290 - Gifts, Grants, and Bequests
- 1.3 Approval of Extended Field Trip(s) in Accordance with Board Policy (BP) 6153 - School- Sponsored Trips and Administrative Regulation (AR) 6153.1 - Extended School-Sponsored Trips

- 1.4 Approval of Consultant Agreement between The Princeton Review and Valley High School for February 11, 2015 through April 18, 2015
- 1.5 Approval of Consultant Agreement between Kaplan K12 Learning Services, LLC and Valley High School for February 11, 2015 through February 25, 2015
- 1.6 Approval of Purchase Order Increase to Consultant Agreement between Community Matters and Century High School for October 1, 2014 through June 30, 2015
- 1.7 Approval of Agreement with Consortium on Reaching Excellence in Education, Inc. for Period of February 11, 2015 through June 30, 2015
- 1.8 Approval/Ratification of Listing of Agreements/Contracts with Santa Ana Unified School District and Various Consultants Submitted for Period of January 14, 2015 through January 27, 2015
- 1.10 Approval of Payment and Reimbursement of Costs Incurred for Related Services for Students with Disabilities for 2014-15 School Year
- 1.11 Approval of Master Contracts and/or Individual Service Agreements with Nonpublic Schools and Agencies for Students with Disabilities for 2014-15 School Year
- 1.12 Approval of Contract with Educational Consulting Services, Inc.
- 1.13 Ratification of Purchase Order Summary and Listing of Orders \$25,000 and Over for Period of January 14, 2015 through January 27, 2015
- 1.14 Ratification of Expenditure Summary and Warrant Listing for Period of January 14, 2015 through January 27, 2015
- 1.15 Approval of Rejection of Government Code §910 and §910.2 Claim Against Santa Ana Unified School District - File Number: LPD 15000389 JT
- 1.17 Approval of Increase to Funding Amount for Consultant Agreement between Law Office of Garcia, Hernández, Sawhney & Bermudez, LLP's and Human Resources Department
- 1.19 Approval of Revised Job Description: Director of Information Technology Center
- 1.20 Approval of Revised Job Description: Manager of Network Computer Services
- 1.21 Approval of Revised Job Description: Assistant Superintendent-Elementary Division
- 1.22 Approval of Revised Job Description: Assistant Superintendent-Secondary Division

ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND SEPARATE ACTION:

- 1.9 Approval of Expulsion of Students for Violation of California Education Code Sections 48900, 48900.2, 48900.3, 48900.4, 48900.7, and/or 48915(c) According to Board Policy 5144.1

It was moved by Ms. Amezcua, seconded by Mr. Richardson, and carried 5-0, for student No. 1, ID 428062 change the expulsion recommendation to Option 4, to expel for two semesters and suspend enforcement of the second semester of the expulsion order.

428062 - Fremont

For the violation of Education Code Section 48900, paragraph A, B that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after February 10, 2016.

433423 - McFadden

For the violation of Education Code Section 48900, paragraph C that the Board expel the student from the schools of the District, and that the student may apply for readmission on or after June 18, 2015.

- 1.16 Approval of Consultant Agreement Increase for McKenna Long & Aldridge, LLP

Item 1.16 pulled; no action taken.

- 1.18 Approval of Personnel Calendar Including the Transition of Specific Staff Members with such Topics as: Hiring, Promotions, Transfers, Resignations, Retirements, and Leaves

It was moved by Mr. Richardson, seconded by Ms. Amezcua, and carried 5-0, to approve the Personnel Calendar including the transition of specific staff members with such topics as: hiring, promotions, transfers, resignations, retirements, and leaves.

PRESENTATIONS

Smarter Balanced Assessment Consortium Update

Dr. Michelle Rodriguez, Assistant Superintendent, Elementary Education provided an update on new federal and state assessments students will take. Scores will be reported in three ways: overall scale score, performance levels, and overall performance.

Explorer Post 490 Program

Dr. Hector Rodriguez, Chief of School Police provided general information related to the law enforcement exploring program.

**REGULAR AGENDA - ACTION ITEMS**

- 2.0 ADOPTION OF RESOLUTION NO. 14/15-3045 - GRANTING PHYSICAL EDUCATION CREDIT TO HIGH SCHOOL STUDENTS PARTICIPATING IN MARCHING BAND, NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS, CHEER, AND ATHLETICS

It was moved by Ms. Amezcua, seconded by Mr. Richardson, and carried 5-0, to approve the adoption of Resolution No. 14/15-3045 to grant physical education credit to high school students participating in a marching band, Navy Junior Reserve Officers Training Corps, cheer, and athletics.

- 3.0 APPROVAL TO APPOINT HEAD START PROGRAM POLICY COMMITTEE BOARD REPRESENTATIVE

It was moved by Mr. Richardson, seconded by Ms. Amezcua, and carried 5-0, to approve the request to appoint Ms. Cecilia Iglesias as the Head Start Program Policy Committee Board Representative.

- 4.0 AUTHORIZATION TO AWARD A CONTRACT FOR BID PACKAGE 17.1 NEW CONSTRUCTION OF STADIUM BLEACHERS, LIGHTING, AND RESTROOM BUILDING AT CENTURY HIGH SCHOOL UTILIZING AN ALTERNATIVE DELIVERY METHOD UNDER OVERCROWDING RELIEF GRANT PROGRAM

It was moved by Mr. Hernández, seconded by Mr. Richardson, and carried 5-0, to authorize staff to award a contract to Erickson-Hall Construction for Bid Package 17.1 for new construction of stadium bleachers, lighting, and restroom building at Century High School utilizing an alternative delivery method within the guaranteed project cost of \$4,804,632 under the Overcrowding Relief Grant Program.

**BOARD AND STAFF REPORTS/ACTIVITIES**

Ms. Iglesias

- Attended the 5K Resolution Run/Walk; was nice to see District employees with their families.

Ms. Amezcua

- Attended the Joven Noble graduation; students and parents spoke; beautiful experience.

Mr. Palacio


- Participated in the 5K Resolution Run/Walk; enjoyed the event; very well represented;
- Attended the Joven Noble graduation; incredible student stories and program;
- Attended the High School Inc. Tour at Valley High School.

**ADJOURNMENT**

There being no further business to come before the Board, the Board meeting was adjourned by Mr. Richardson at 8:08 p.m. in memory of Royce Johnson.

The next Regular Meeting will be held on Tuesday, February 24, 2015, at 6:00 p.m.

ATTEST:

  
Rick Miller, Ph.D.  
Secretary  
Santa Ana Board of Education

February 10, 2015



## **SANTA ANA UNIFIED SCHOOL DISTRICT**

### **DIRECTOR OF TECHNOLOGY INNOVATION SERVICES**

#### **JOB SUMMARY:**

Under the general direction of the Deputy Superintendent of Educational Services, the Director of Technology Innovation Services is responsible for providing District-wide leadership in the planning, development, implementation, and administration of information technology and services to support instructional, student services, administrative, and operational programs and services district wide, including data center operations, voice and data communications systems, administrative and educational computing systems, network services, e-mail, internet services, servers, storage area network, disaster recovery and back-up, technical support services, computer software and hardware acquisition, inventory, maintenance and repair, computer system design and installation. Effectively direct, manage, coordinate, and supervise the Technology Innovation operations district-wide; formulate, interpret and administer policy and procedures.

#### **REPRESENTATIVE DUTIES:**

- Provide information technology leadership to support instructional, student services, administrative, and operational programs and services district wide. **E**
- Foster collaboration across functional areas to identify, develop and promote superior information technology solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success. **E**
- Lead to provide exceptional customer service and end-user support for application systems and network systems by analyzing, diagnosing, trouble-shooting, escalating, and driving issues to resolution. **E**
- Plan, organize, control and direct District-wide operations and activities of the District Technology Innovation Services including the development, design, operation, analysis, modification, maintenance, and repair of computer and technology systems, infrastructure and related hardware, software, databases, applications and security; assure optimal allocation of information technology systems, resources and personnel; assure related activities comply with established standards, requirements, laws, codes, rules, regulations, policies and procedures. **E**
- Coordinate with District administrators to define information goals, establish priorities, and establish a system of controls. **E**

**DIRECTOR OF TECHNOLOGY INNOVATION SERVICES (CONTINUED)****REPRESENTATIVE DUTIES:** (continued)

- Coordinate and direct resources, personnel, communications, programs, fiscal functions and projects to meet District-wide technology needs and ensure smooth and efficient technology activities; direct the design, development and implementation of Department programs, projects, functions, services, goals, objectives, systems and activities, establish and maintain Department timelines and priorities. **E**
- Monitor and analyze District-wide information technology programs, systems, functions and activities related to the computer center including: student records, student attendance, personnel, payroll, warehouse, accounting/general ledger and purchasing systems for financial and operational efficiency and effectiveness; respond to administrative input concerning Department needs; direct the development and implementation of policies, procedures and programs to enhance the financial and operational efficiency and effectiveness of the District. **E**
- Plan, organize, control and direct the design, set-up, development and modification of computer, telecommunication and network systems, District websites, multimedia technology, hardware, software, databases, applications, and security; ensure proper investigation, troubleshooting, diagnosis and repair of system, hardware, software, network, website, telecommunication system and multimedia equipment malfunctions. **E**
- Monitor, analyze and identify District-wide information technology needs including system and equipment acquisition and replacement requirements; research, analyze and maintain current knowledge of new and emerging technologies to identify opportunities to enhance District-wide operations and meet technology needs; review and authorize proposals for service, system, equipment and software purchases. **E**
- Develop and prepare the annual preliminary budget of the District Technology Innovation Services; analyze and review budgetary and financial data; control and authorize expenditures in accordance with established limitations. **E**
- Direct the definition, design, development, and testing of new and revised information systems. **E**
- Provide leadership and direction for complex infrastructure and systems projects and programs from design and development to implementation and completion. Define requirements and plans for project lifecycle deployment. Implement effective change management strategies to ensure District-wide project benefits and goals are realized. Efficiently identify and solve project issues. **E**
- Implement third party package software and modify programs to meet user needs while maintaining control and integrity of the District database. **E**



## **DIRECTOR OF TECHNOLOGY INNOVATION SERVICES (CONTINUED)**

### **REPRESENTATIVE DUTIES:** (continued)

- Plan, organize, control and direct District-wide technology functions to facilitate and enhance the collection, management, manipulation, reporting and distribution of computerized data used for analysis; direct the programming, design, development, upgrading and implementation of new and existing software, databases and applications. **E**
- Coordinate and direct District activities, communications and information between administrators, staff, vendors, service providers, contractors, information technology users, outside agencies and various local, state and federal agencies; direct activities, personnel and projects to ensure proper and timely resolution to information technology issues, problems, malfunctions and conflicts. **E**
- Provide a comprehensive training program for District staff as new technology and applications systems are developed. **E**
- Plan, organize, control and direct user training, help desk and support functions related to the operation and efficient use of information technology systems and applications. **E**
- Advise and provide technical information and assistance to the Deputy Superintendent of Educational Services and other administrators regarding Department projects, activities, needs and issues; participate in the formulation and development of pertinent policies, procedures and programs. **E**
- Provide leadership and administrative support to assigned staff. **E**
- Plan, direct and coordinate, through subordinate level managers, student and administrative devices and installation services for both hardware and network issues, including student and administrative devices and associated equipment. **E**
- Ensure adequate resources and personnel to meet District-wide computer system and information technology needs; coordinate and direct related procurement and purchasing functions; develop and negotiate contracts and agreements; initiate personnel transactions, as appropriate; estimate time, staff and resource requirements for District-wide operations and projects; calculate and prepare cost estimates. **E**
- Provide technical expertise to administrators, personnel, outside agencies and the public concerning department operations and activities; respond to inquiries, resolve issues and conflicts and provide detailed and technical information concerning related projects, services, systems, laws, codes, standards, requirements, goals, objectives, rules, regulations, policies and procedures. **E**

**DIRECTOR OF TECHNOLOGY INNOVATION SERVICES (CONTINUED)****REPRESENTATIVE DUTIES:** (continued)

- Attend and conduct a variety of meetings, as assigned; attend and participate in various technology committees, conferences, seminars, and in-services; prepare and deliver oral presentations concerning information technology systems, plans and equipment. **E**
- Supervise and evaluate the performance of assigned personnel; interview and select employees; make staffing recommendations and initiate disciplinary procedures, as needed. **E**
- Direct and coordinate subordinate work assignments and review work to ensure compliance with established standards, requirements and procedures; ensure employee understanding of established requirements; participate in the development of staffing and operational analysis of assigned area. **E**
- Perform other related duties as assigned.

**KNOWLEDGE AND ABILITIES:****Knowledge of:**

- Information technology systems and integration to support educational and administrative functions; including but not limited to enterprise software systems, computer hardware and software, data and communication systems, networks, and instructional technology delivery systems.
- Security standards and protocols.
- Current principles, practices, and standards of planning and project management.
- Budget preparation, control and cost/benefit analysis.
- Documentation standards and procedures.
- Data reporting and statistical analysis.
- Principles of leadership, management and supervision.
- City and community.
- Social, cultural and linguistic diversity of District, city and community.

**Ability to:**

- Lead and manage a District-wide information technology department including development, monitoring, installation, and maintenance of related systems, applications, and assigned personnel.
- Develop proposals, budget forecasts, cost benefit analysis, and project planning.
- Analyze and prioritize complex information technology issues and develop effective course of action.

## **DIRECTOR OF TECHNOLOGY INNOVATION SERVICES (CONTINUED)**

### **KNOWLEDGE AND ABILITIES:** (continued)

#### Ability to: (continued)

- Ensure compliance with state, and federal laws and regulations and District policies and procedures.
- Communicate clearly, concisely and effectively both orally and in writing with diverse constituencies.
- Demonstrate competent understanding and expertise of information technology, project management, personnel productivity and operations.
- Effectively plan, develop, implement, and evaluate programs and services for area of assignment.
- Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.
- Establish and maintain cooperative and effective working relationships with those contacted in the course of work.
- Evaluate emerging technologies and make recommendations relating to their use across District sites.
- Interface with user groups to determine and develop solutions to information technology needs.
- Perform systems analysis and programming.
- Manage a department servicing a diverse group of users.
- Motivate and lead employees.
- Manage the development and maintenance of software systems.
- Plan and organize work flow, including the establishment and measurement of goals and objectives.
- Perform the essential functions of the job.

### **EDUCATION AND EXPERIENCE:**

A Bachelor's degree in computer science, information systems, business administration, accounting or other related field of study and minimum of five years' of increasingly responsible management experience in computer applications, infrastructure and systems, operations technical support, project management in a supervisory position experience managing a large, complex enterprise level technology organization.

**DIRECTOR OF TECHNOLOGY INNOVATION SERVICES (CONTINUED)**

**WORKING CONDITIONS:**

**ENVIRONMENT:**

- Office environment.
- Noise from equipment operation.

**PHYSICAL ABILITIES:**

- Hearing and speaking accurately to exchange information.
- Seeing to view a computer monitor and read variety of materials.
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard.
- Lifting or moving objects, normally not exceeding forty (40) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential duties of the job with or without reasonable accommodation.

Board Approved: 2/10/15 (1/84 6/91 3/93 5/01)



## SANTA ANA UNIFIED SCHOOL DISTRICT

### **ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT**

#### **JOB SUMMARY:**

Under the direction of the Director Technology Innovation Services, assist in the planning, development, implementation, and administration of network support services to support instructional, student services, administrative, and operational programs and services district wide, including data center operations, voice and data communications systems, administrative and educational computing systems, network services, e-mail, internet services, servers, storage area network, disaster recovery and back-up, technical support services, computer software and hardware acquisition, inventory, maintenance and repair, computer system design and installation. Effectively direct, manage, coordinate, and supervise the network support operations district-wide; formulate, interpret and administer policy and procedures.

#### **REPRESENTATIVE DUTIES:**

- Provide technology leadership to support instructional, student services, administrative and operational programs and services district wide. **E**
- Foster collaboration across functional areas to identify, develop and promote superior information technology solutions to improve the excellence and continuity of District-wide programs and services to ensure student access and success. **E**
- Lead to provide exceptional customer service and end-user support for network systems by analyzing, diagnosing, trouble-shooting, escalating, and driving issues to resolution. **E**
- Provide leadership and direction for complex infrastructure and network projects and programs from design and development to implementation and completion. **E**
- Lead in planning, organizing, coordinating, and managing the network and information systems data center, including the installation, maintenance, and troubleshooting of student and administrative devices, computers, telecommunications equipment, network equipment and peripherals. **E**
- Analyzes, prioritizes, and assigns projects to staff. **E**
- Prioritize work schedules and project progress, checks thoroughness of completed project components, and directs adjustments, as necessary. **E**
- Supports activities of the LAN/WAN/WLAN systems, as well as application solutions. **E**
- Oversees the more complex computer network systems, making changes to improve efficiency as appropriate. **E**

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT  
(CONTINUED)****REPRESENTATIVE DUTIES: (continued)**

- Establishes timelines and cost estimates for projects. **E**
- Ensures that department policies, standards, and documentation requirements and procedures are observed. **E**
- Analyzes network of computer functions for cost effective solutions and makes recommendations. **E**
- Plan, organize, control and direct user training, help desk and support functions related to the operation and efficient use of information technology systems and applications. **E**
- Provides technical assistance to end users to resolve the more complex problems in person, by telephone and by electronic communication. **E**
- Evaluates new network support services and new technologies related to LAN/WAN/WLAN. **E**
- Effectively communicates with administrators, staff, user groups, vendors, and equipment repair personnel; serves as the primary liaison with equipment vendors to resolve problems. **E**
- Advise and provide technical information and assistance to the Director and other administrators regarding Department projects, activities, needs and issues; participate in the formulation and development of pertinent policies, procedures and programs. **E**
- Supervise and evaluate the performance of assigned personnel; interview and select employees; make staffing recommendations and initiate disciplinary procedures, as needed. Direct and coordinate subordinate work assignments and review work to ensure compliance with established standards, requirements and procedures; ensure employee understanding of established requirements; participate in the development of staffing and operational analysis of assigned area. **E**
- Check and approve the analysis, testing and installation of software and hardware. **E**
- Oversee the scheduling of network and computer operations activities and assure that repairs are completed in a timely manner. **E**
- Maintain, review and manage the update of inventory of equipment and software. **E**
- Maintain and produce network system and user documentation and other operational activities. **E**
- Attend and conduct a variety of meetings, as assigned; attend and participate in various technology committees, conferences, seminars, and in-services; prepare and deliver oral presentations concerning information technology systems, plans and equipment. **E**
- Perform related duties as assigned.

## **ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT (CONTINUED)**

### **KNOWLEDGE AND ABILITIES:**

#### Knowledge of:

- Principles of network design and operation in complex enterprise environment.
- Internet WAN/LAN/WLAN troubleshooting techniques.
- Computers, devices and their related software and hardware.
- Information procedures and training method.
- Voice, data, and security system.
- Diagnostic equipment and tools.
- Network system design, implementation, and management.
- Routed/switched TCP/IP environment.
- Program Management Practices techniques.
- Principles and practices of administration, supervision, and training.
- School District organization, operations, policies, and objectives.
- Applicable Sections of State Education Code.
- Social, cultural, and linguistic diversity of district, city, and community.

#### Ability to:

- Manage and troubleshoot a complex enterprise network comprised of high end switches and routers.
- Organize and schedule projects to meet deadlines.
- Manage problem areas and implement corrective actions.
- Effectively train, supervise, manage, and evaluate staff.
- Work cooperatively with educational and administrative users and network systems staff.
- Understand the concerns of users related to network applications and communicate effectively.
- Establish and maintain effective working relationships with administrators, user department personnel, and vendors.
- Plan, organize, and supervise the operation of district network and computer support, including the use of technology in an instructional setting, at site and district levels.
- Develop new procedures and work with the District's administration team to develop improvements for the optimum use of the District network and computer systems.
- Ability to express difficult concepts orally and written.
- Establish and maintain effective working relationships with others.
- Meet schedules and time lines.
- Plan and supervise work.
- Train and supervise personnel.
- Maintain records and prepare reports.
- Communicate effectively both orally and in writing.
- Perform the essential functions of the job.

**ASSISTANT DIRECTOR, TECHNOLOGY INNOVATION SERVICES - NETWORK SUPPORT  
(CONTINUED)**

**EDUCATION AND EXPERIENCE:**

Any combination equivalent to a Bachelor's degree in computer science, information systems, engineering or other related field of study and five years' of increasingly responsible management experience in infrastructure and systems, operations technical support and project management in a supervisory position.

**WORKING CONDITIONS:**

**ENVIRONMENT:**

- Network Operation Center environment.
- Noise from equipment operation.

**PHYSICAL ABILITIES:**

- Hearing and speaking accurately to exchange information.
- Seeing to view a computer monitor and read a variety of materials.
- Sitting for extended periods of time.
- Dexterity of hands and fingers to operate a computer keyboard.
- Lifting or moving objects, normally not exceeding sixty (60) pounds.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.





## **SANTA ANA UNIFIED SCHOOL DISTRICT**

### **ASSISTANT SUPERINTENDENT - TEACHING AND LEARNING**

#### **JOB SUMMARY:**

Under general direction of the Deputy Superintendent, plan, organize, implement, supervise and evaluate the teaching and learning programs for all SAUSD schools to ensure maximum student learning outcomes; implement programs to support defined school and District goals and objectives; provide a comprehensive professional learning program for teachers and administrators; maintain and ensure a continuous personnel evaluation system and act on the findings; and, submit various reports to the Deputy Superintendent and/or Superintendent.

#### **REPRESENTATIVE DUTIES:**

- Provide administrative leadership in the development, implementation, and evaluation of all SAUSD instructional and professional development programs. **E**
- Evaluate systematically and continuously the work and performance of designated school principals and directors to assist them with their professional growth and development. **E**
- Attend and represent the Educational Services Division at Board of Education meetings and other special meetings, as assigned. **E**
- Advise the Board of Education, Superintendent, and Cabinet members on policies relating to the District's curriculum and instructional program. **E**
- Serve as a member of the Superintendent's Cabinet responsible for analyzing and implementing State law, Board of Education policies, and administrative regulations. **E**
- Supervise and evaluate the Executive Directors of Elementary and Secondary Curriculum and Instruction and monitor the activities of their dependent staff. **E**
- Oversee the preparation and administration of budgets and programs for the District's Curriculum and Instruction, Professional Development, and Early Childhood Education departments. **E**
- Supervise and evaluate assigned principals and directors as they plan and implement effective programs; support site and department processes for the supervision and evaluation of assigned employees. **E**
- Direct and assist principals and directors in the development of specific plans to meet identified school and District goals leading to college and career readiness. **E**

**ASSISTANT SUPERINTENDENT —TEACHING AND LEARNING (CONTINUED)****REPRESENTATIVE DUTIES:** (continued)

- Assist site and District administrators in acquiring skills in educational leadership. **E**
- Prepare programs, policies, and procedures that will enhance learning, improve effectiveness, and increase efficiency in SAUSD schools. **E**
- Provide supervisory oversight of the BTSA program and professional development activities that support classroom instruction. **E**
- Arrange for articulation of the instructional programs across elementary and secondary schools and incorporating special education programs. **E**
- Oversee and implement an effective learning program for preparing students for successful transition to college and/or careers of their choosing. **E**
- Provide leadership in the selection of learning materials and digital resources that support SAUSD school programs. **E**
- Develop, implement, and monitor the effectiveness of SAUSD enrichment programs, including after school and summer school programs. **E**
- Oversee student activities, athletics, and counseling programs. **E**
- Engage in strategic planning for the District and the Educational Services Division. **E**
- In cooperation with the Personnel Services Division, determine personnel needs, fill approved positions, and assign staff and administrators to sites. **E**
- Establish and maintain effective communication channels with students, teachers, parents, and the community stakeholders on behalf of SAUSD schools. **E**
- Represent the Teaching and Learning Division staff and serve as their chief advocate. **E**
- Articulate the SAUSD vision and goals with internal and external stakeholder groups, including higher education partners. **E**
- Perform other duties as assigned.

## **ASSISTANT SUPERINTENDENT - TEACHING AND LEARNING (CONTINUED)**

### **KNOWLEDGE AND ABILITIES:**

#### Knowledge of:

- Current educational administration principles and practices, including site-based management, supervision, evaluation and training.
- Elementary and Secondary educational research, learning theories, curriculum, and instructional best-practices.
- School plant operations and supportive services required for operational effectiveness.
- Assessment of school effectiveness.
- Building strong connections with the City and business community.

#### Ability to:

- Modify management strategies based on evaluation data.
- Coordinate the assessment of the instructional needs of PreK-12 students.
- Exercise judgment and discretion in interpreting and applying policies and procedures.
- Effectively communicate and deal with community groups and the public.
- Speak and write effectively.

### **EDUCATION AND EXPERIENCE:**

- Masters degree (required)
- Doctorate (preferred)
- Five (5) years of classroom teaching experience
- Three (3) years site-and/or District-level administrative experience

### **LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:**

- A valid CA Administrative Services Credential
- Appropriate CA teaching credential
- Valid driver's license
- Willingness to work additional hours periodically; willing to travel as needed

**ASSISTANT SUPERINTENDENT —TEACHING AND LEARNING (CONTINUED)**

**WORKING CONDITIONS:**

Typical office/school environment

**SUFFICIENT:**

Vision to read volumes of printed materials

Hearing to conduct in person and telephone conversations

Physical mobility to move about the District and drive a car

Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups

Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: 2/10/15 (11/91)



## **SANTA ANA UNIFIED SCHOOL DISTRICT**

### **ASSISTANT SUPERINTENDENT - SCHOOL PERFORMANCE AND CULTURE**

#### **JOB SUMMARY:**

Under general direction of the Deputy Superintendent, plan, organize and implement, supervise, and evaluate accountability and school culture programs for all SAUSD schools to ensure maximum student learning outcomes; supervise and evaluate the related school and District programs; monitor budgets and utilization of facilities; implement programs to support defined school and District goals and objectives; maintain and ensure effective implementation of a continuous improvement process that informs school reform efforts; and, submit various reports to the Deputy Superintendent and/or Superintendent.

#### **REPRESENTATIVE DUTIES:**

- Provide administrative leadership in the development, implementation, and evaluation of school programs that support student achievement and a positive school culture. **E**
- Evaluate systematically and continuously the work and performance designated school principals and directors to in their professional growth and development. **E**
- Attend and represent the Educational Services Division at Board of Education meetings and other special meetings, as assigned. **E**
- Advise the Board of Education, Superintendent, and cabinet members on policies relating to enhancing and improving school performance and culture. **E**
- Serve as a member of the Superintendent's Cabinet responsible for analyzing and implementing State law, Board of Education policies, and administrative regulations. **E**
- Supervise and evaluate the Executive Directors of Research and Evaluation and School Reform and monitor the activities of their dependent staff. **E**
- Oversee the preparation and administration of budgets and programs for the District's Research and Evaluation, Educational Options, English Learner, and School Reform departments. **E**
- Supervise and evaluate assigned principals and directors as they plan and implement effective programs; support site and department processes for the supervision and evaluation of assigned employees. **E**
- Direct and assist principals and directors in the development of specific plans to meet identified school and District goals. **E**

**ASSISTANT SUPERINTENDENT - SCHOOL PERFORMANCE AND CULTURE****REPRESENTATIVE DUTIES:** (continued)

- Oversee District efforts to engage with parents in support of District goals and objectives. **E**
- Assist site and District administrators and parent leaders in acquiring skills in shared leadership and collaborative decision-making. **E**
- Prepare programs, policies, and procedures that will serve to accelerate student learning, improve program effectiveness, and enhance student and parent experience in SAUSD schools. **E**
- Develop, implement, and monitor the effectiveness of the District's Educational Options programs and schools. **E**
- Provide leadership in the area of parent engagement and school culture by collaborating with District and site staff, as well as various community organizations. **E**
- Engage in strategic planning for the District and the Educational Services Division. **E**
- In cooperation with the Personnel Services Division, determine personnel needs, fill approved positions, and assign staff and administrators to sites. **E**
- Establish and maintain effective communication channels with students, teachers, parents, and the community stakeholders on behalf of all SAUSD schools. **E**
- Represent the School Performance and Culture Division staff and serve as their chief spokesperson. **E**
- Articulate the SAUSD vision and goals with internal and external stakeholder groups. **E**
- Perform other duties as assigned.

## **ASSISTANT SUPERINTENDENT - SCHOOL PERFORMANCE AND CULTURE**

### **KNOWLEDGE AND ABILITIES:**

#### Knowledge of:

- Current educational administration principles and practices, including site-based management, supervision, evaluation and training.
- Educational research, school reform-related and assessment best practices.
- School plant operations and services for ensuring a safe and supportive school culture.
- Assessment of school effectiveness and continuous improvement models.
- Building strong connections with the City and business community.

#### Ability to:

- Modify strategies and programs based on performance and satisfaction survey data.
- Coordinate the assessment programs for PreK-12 students and schools.
- Exercise judgment and discretion in interpreting and applying policies and procedures.
- Effectively communicate and deal with community groups and the public.
- Speak and write effectively.

### **EDUCATION AND EXPERIENCE:**

- Master's degree (required)
- Doctorate (preferred)
- Five (5) years of classroom teaching experience
- Three (3) years site-and/or District-level administrative experience

### **LICENSES, CERTIFICATES, AND OTHER REQUIREMENTS:**

- A valid C.A. Administrative Services Credential
- Appropriate C.A. teaching credential
- Valid driver's license
- Willingness to work additional hours periodically; willing to travel as needed

## **ASSISTANT SUPERINTENDENT - SCHOOL PERFORMANCE AND CULTURE**

### **WORKING CONDITIONS:**

Typical office/school environment.

#### **SUFFICIENT:**

- Vision to read volumes of printed materials.
- Hearing to conduct in person and telephone conversations.
- Physical mobility to move about the District and drive a car.
- Ability to speak in an understandable voice with sufficient volume to be heard in normal conversational distance, on the telephone, and in addressing groups.
- Physical, mental and emotional stamina to endure long hours under sometimes stressful conditions.

Reasonable accommodation may be made to enable a person with a disability to perform the essential functions of the job with or without reasonable accommodation.

Board Approved: 2/10/15 (11/91)



**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - February 10, 2015**

| NAME                 | POSITION            | SITE                      | EFF. DATE        | END DATE | COMMENTS              |
|----------------------|---------------------|---------------------------|------------------|----------|-----------------------|
| <b>RETIREMENTS</b>   |                     |                           |                  |          |                       |
| Aubuchon, Diana      | Teacher             | McFadden                  | June 19, 2015    |          | Retirement - 26 years |
| Brown, James         | Teacher             | Santa Ana                 | June 19, 2015    |          | Retirement - 31 years |
| Bywater, Colette     | Nurse               | Early Childhood Education | June 19, 2015    |          | Retirement - 12 years |
| Cheung, Lilian       | Teacher             | Hoover                    | June 19, 2015    |          | Retirement - 31 years |
| Condia, Annemarie    | Teacher             | Walker                    | June 19, 2015    |          | Retirement - 26 years |
| De La Torre, Hector  | Teacher             | Lathrop                   | June 19, 2015    |          | Retirement - 16 years |
| Dente, Donna         | Counselor           | Sierra                    | June 19, 2015    |          | Retirement - 26 years |
| Erickson, Diana      | Teacher             | Lincoln                   | June 19, 2015    |          | Retirement - 33 years |
| Fischer, Charlene    | Teacher             | ROP                       | June 19, 2015    |          | Retirement - 17 years |
| Fuentes, Manuel      | Principal           | Esqueda                   | June 30, 2015    |          | Retirement - 18 years |
| Groskreutz, Victoria | Assistant Principal | Mendez                    | June 30, 2015    |          | Retirement - 15 years |
| Hazlett, James       | Teacher             | Century                   | February 4, 2015 |          | Retirement - 20 years |

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CERTIFICATED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - February 10, 2015**

| NAME                           | POSITION                        | SITE              | EFF. DATE      | END DATE | COMMENTS              |
|--------------------------------|---------------------------------|-------------------|----------------|----------|-----------------------|
| <b>RETIREMENTS (Continued)</b> |                                 |                   |                |          |                       |
| Jump, Tanya                    | Teacher                         | Godinez           | June 19, 2015  |          | Retirement - 13 years |
| Kato, Terri                    | Teacher                         | Monroe            | June 19, 2015  |          | Retirement - 33 years |
| Kennedy, Maria B.              | Teacher                         | Century           | June 19, 2015  |          | Retirement - 25 years |
| Kertman, Donna                 | Principal                       | Muir              | June 30, 2015  |          | Retirement - 28 years |
| Lammers, Frederick             | Teacher                         | Valley            | June 19, 2015  |          | Retirement - 38 years |
| Laxton, Robert                 | Principal                       | Saddleback        | June 30, 2015  |          | Retirement - 26 years |
| Leventhal, Elliot              | Teacher                         | Remington         | June 19, 2015  |          | Retirement - 17 years |
| Markel, Michele                | Teacher                         | Martin            | April 10, 2015 |          | Retirement - 19 years |
| Mouness, Barbara               | Speech and Language Pathologist | Speech Department | June 19, 2015  |          | Retirement - 33 years |
| Muzic, Renee                   | Teacher                         | Valley            | June 19, 2015  |          | Retirement - 25 years |
| Otta, Gary                     | Teacher                         | Villa             | June 19, 2015  |          | Retirement - 8 years  |
| Reynolds, Shirley              | Teacher                         | Santa Ana         | June 19, 2015  |          | Retirement - 33 years |

**Mark A. McKinney, Associate Superintendent, Human Resources**

**CERTIFICATED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - February 10, 2015

| NAME                            | POSITION | SITE              | EFF. DATE        | END DATE | COMMENTS                  |
|---------------------------------|----------|-------------------|------------------|----------|---------------------------|
| <b>RETIREMENTS (Continued)</b>  |          |                   |                  |          |                           |
| Riggs, Deence                   | Teacher  | Jefferson         | June 19, 2015    |          | Retirement - 17 years     |
| Runyan, Charlotte               | Teacher  | Saddleback        | June 19, 2015    |          | Retirement - 27 years     |
| Salgado, Ernest                 | Teacher  | Santa Ana         | June 19, 2015    |          | Retirement - 39 years     |
| Salgado, Teresa A.              | Teacher  | Santa Ana         | June 19, 2015    |          | Retirement - 38 years     |
| Skillion, Martha                | Teacher  | Hoover            | June 19, 2015    |          | Retirement - 35 years     |
| Smith, Patricia                 | Teacher  | Kennedy           | June 19, 2015    |          | Retirement - 15 years     |
| Smith, Terrie                   | Teacher  | Monroe            | June 19, 2015    |          | Retirement - 35 years     |
| Spear, Susan                    | Teacher  | Santiago          | June 19, 2015    |          | Retirement - 19 years     |
| Stankey, David                  | Teacher  | Seegerstrom       | June 19, 2015    |          | Retirement - 12 years     |
| Wallace, Donna                  | Teacher  | Monroe            | June 19, 2015    |          | Retirement - 25 years     |
| <b>NEW HIRE/RE-HIRE 2014-15</b> |          |                   |                  |          |                           |
| Garcia, John R.                 | Teacher  | Special Education | January 26, 2015 |          | New Hire - Probationary I |

Mark A. McKinney, Associate Superintendent, Human Resources

Personnel Calendar  
 Board Meeting - February 10, 2015  
 CERTIFICATED PERSONNEL CALENDAR

| NAME  | POSITION | SITE      | EFF. DATE         | END DATE      | COMMENTS                      |
|---|----------|-----------|-------------------|---------------|-------------------------------|
| <b>NEW HIRE/RE-HIRE 2014-15 (Continued)</b> |          |           |                   |               |                               |
| Tran, Khanh                                 | Teacher  | Villa     | February 2, 2015  |               | New Hire -<br>Temporary 44920 |
| <b>EXTRA DUTY 2014-15</b>                   |          |           |                   |               |                               |
| Conard, Laurence                            | Teacher  | Santa Ana | September 2, 2014 | June 18, 2015 | Extra Period                  |
| Rosenberg, Joel                             | Teacher  | Santa Ana | September 2, 2014 | June 18, 2015 | Extra Period                  |
| <b>EXTRA DUTY 2013-14</b>                   |          |           |                   |               |                               |
| Conard, Laurence                            | Teacher  | Santa Ana | 2013-14           |               | Extra Period                  |
| Rosenberg, Joel                             | Teacher  | Santa Ana | 2013-14           |               | Extra Period                  |
| <b>EXTRA DUTY 2012-13</b>                   |          |           |                   |               |                               |
| Conard, Laurence                            | Teacher  | Santa Ana | 2012-13           |               | Extra Period                  |
| Rosenberg, Joel                             | Teacher  | Santa Ana | 2012-13           |               | Extra Period                  |
| <b>EXTRA DUTY 2011-12</b>                   |          |           |                   |               |                               |
| Conard, Laurence                            | Teacher  | Santa Ana | 2011-12           |               | Extra Period                  |
| Rosenberg, Joel                             | Teacher  | Santa Ana | 2011-12           |               | Extra Period                  |

Mark A. McKinney, Associate Superintendent, Human Resources

**CERTIFICATED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - February 10, 2015

| NAME   | POSITION | SITE      | EFF. DATE | END DATE | COMMENTS             |
|--|----------|-----------|-----------|----------|----------------------|
| <b>DEPARTMENT CHAIRS 2014-15</b>                             |          |           |           |          |                      |
| Castro, Carlos A.  |          | McFadden  | 2014-15   |          | Special Education    |
| <b>CO-CURRICULAR 2014-15</b>                                 |          |           |           |          |                      |
| Tena, Daniel   |          | Godinez   | 2014-15   |          | Senior Class Advisor |
| <b>GRADE LEVEL LEADERS 2014-15</b>                           |          |           |           |          |                      |
| Woolridge, Ana   |          | Roosevelt | 2014-15   |          |                      |
| <b>ELEMENTARY STUDENT GOVERNMENT/COUNSEL ADVISOR 2014-15</b> |          |           |           |          |                      |
| Acosta, Arnulfo  |          | Jefferson | 2014-15   |          |                      |
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**AGENDA ITEM REQUESTS  
CERTIFICATED  
2014-15**

| TITLE OF ACTIVITY   | SITE                                    | FUNDING                       | NOT TO EXCEED | EFFECTIVE         |
|---|---|-------------------------------|---------------|-------------------|
| 2014-15 After-School Grades 6-8 Intramural Sports Boys' Basketball and Girls' Soccer - Certificated | Secondary Division/<br>Special Projects | ASES - After School Program   | \$30,000      | February 23, 2015 |
| 2014-15 Annual Employee Health Fair (Ratification)  | Risk Management                         | Risk Management Reimbursement | \$150         | January 31, 2015  |
| After School Tutoring   | Kennedy                                 | Title I                       | \$5,000       | February 11, 2015 |
| CAHSEE Preparation Academy  | Saddleback                              | Title I                       | \$12,600      | February 15, 2015 |
| Computer Lab Time Intervention - Certificated   | Diamond                                 | Title I                       | \$2,000       | February 11, 2015 |
| Intervention - Certificated   | Diamond                                 | Title I                       | \$6,500       | February 11, 2015 |
| Professional Development  | Diamond                                 | Title I                       | \$375         | February 11, 2015 |
| SST Coordinator   | Garfield                                | Title I                       | \$1,100       | February 11, 2015 |
| Teacher Staff Development   | Sepulveda                               | Title I                       | \$1,000       | February 11, 2015 |
| WASC Extra Duty (Ratification)  | Santa Ana                               | WASC                          | \$2,500       | December 19, 2014 |
|   |   |                               |               |                   |
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**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
 Board Meeting - February 10, 2015**

| NAME                | POSITION                  | SITE             | EFF. DATE        | END DATE | SALARY | COMMENTS                     |
|---------------------|---------------------------|------------------|------------------|----------|--------|------------------------------|
| <b>RETIREMENTS</b>  |                           |                  |                  |          |        |                              |
| Carnegie, Paul      | Sr. Groundskeeper         | Saddleback       | June 30, 2015    |          |        | 26 years                     |
| Cogan, Timothy      | Custodian                 | Santa Ana        | June 30, 2015    |          |        | 15 years, 11 months          |
| Held, Teresa        | Sch. Off. Asst. Sec.      | McFadden         | June 30, 2015    |          |        | 30 years, 3 months           |
| Merrilees, Stephen  | Plant Custodian Elem.     | Santiago         | June 19, 2015    |          |        | 40 years, 9 months           |
| Naslund, Vickie     | Admin. Secretary          | Purchasing Dept. | April 10, 2015   |          |        | 19 years, 4 months           |
| Wislocki, Robert    | Plant Custodian Int.      | McFadden         | June 30, 2015    |          |        | 39 years, 5 months           |
| <b>RESIGNATIONS</b> |                           |                  |                  |          |        |                              |
| Abundo, Christine   | Occupational Therapist    | Sp. Ed.          | January 21, 2015 |          |        | Personal - 5 years, 4 months |
| Anguiano, Ian       | After School IP           | Mendez           | January 22, 2015 |          |        | Personal - 13 days           |
| Anguiano, Rocio     | Payroll Technician        | Payroll Dept.    | March 31, 2015   |          |        | Personal - 2 years, 13 days  |
| Gomez, Maria        | Licensed Vocational Nurse | PSS              | March 13, 2015   |          |        | Correction of date           |
| Gonzalez, Ricardo   | Fd. Svc. Wrk.             | Lathrop          | January 7, 2015  |          |        | Personal - 8 months          |

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - February 10, 2015**

| NAME  | POSITION                | SITE               | EFF. DATE         | END DATE          | SALARY | COMMENTS                      |
|---|-------------------------|--------------------|-------------------|-------------------|--------|-------------------------------|
| <b>RESIGNATIONS (Continuation)</b>                |                         |                    |                   |                   |        |                               |
| Loera, Faride                                     | Sch. Off. Asst. Sec.    | Segerstrom         | March 20, 2015    |                   |        | Personal - 6 years            |
| Lopez, Alexander                                  | Fd. Svc. Prod. Spvr.    | Nutrition Services | January 2, 2015   |                   |        | Personal - 1 year, 1 month    |
| Luna, Kathy                                       | Instr. Asst. Sev. Dis.  | Mitchell           | February 3, 2015  |                   |        | Personal - 4 years, 2 months  |
| Peinado, Maria                                    | Sr. Fd. Svc. Wkr.       | Santa Ana          | January 30, 2015  |                   |        | Personal - 25 years, 4 months |
| Sandoval, Melinda                                 | Teacher Aide            | Valley             | January 30, 2015  |                   |        | Personal - 8 months           |
| Senter, Allyson                                   | SSP Sp. Ed.             | Adams              | January 30, 2015  |                   |        | Personal - 4 months           |
| Zacarias, Pascual                                 | Instr. Asst. Computers  | Franklin           | January 29, 2015  |                   |        | Personal - 5 years, 2 months  |
| <b>ABSENCE (3 to 20 duty days) - Without Pay</b>  |                         |                    |                   |                   |        |                               |
|   |                         |                    |                   |                   |        |                               |
| Contreras, Gloria                                 | Autism Paraprofessional | Muir               | January 16, 2015  | February 17, 2015 |        | Personal                      |
| <b>LEAVE (21 duty days or more) - Without Pay</b> |                         |                    |                   |                   |        |                               |
|   |                         |                    |                   |                   |        |                               |
| Salgado, Jazmine                                  | Autism Paraprofessional | Mitchell           | February 23, 2015 | May 8, 2015       |        | Personal                      |

**Mark A. McKinney, Associate Superintendent, Human Resources**



**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - February 10, 2015**

| <b>NAME</b>                      | <b>POSITION</b>    | <b>SITE</b>             | <b>EFF. DATE</b>  | <b>END DATE</b> | <b>SALARY</b> | <b>COMMENTS</b> |
|----------------------------------|--------------------|-------------------------|-------------------|-----------------|---------------|-----------------|
| <b>PROBATIONARY APPOINTMENTS</b> |                    |                         |                   |                 |               |                 |
| Aceves, Claudia                  | Preschool Teacher  | ECE                     | January 20, 2015  |                 | III A/13      |                 |
| Aleman, Abigail                  | After School IP    | Wilson                  | January 27, 2015  |                 | 16/1          |                 |
| Carmona, Victoria                | Teacher Aide       | Child Dev.              | February 11, 2015 |                 | 10/1          |                 |
| Choi, Eunice                     | Preschool Teacher  | ECE                     | January 20, 2015  |                 | III C/1       |                 |
| Echeverria-Salinas, Sandy        | After School IP    | Various<br>School Sites | January 20, 2015  |                 | 16/1          |                 |
| Estrada, Maritza                 | SSP Sp. Ed.        | Mendez                  | January 5, 2015   |                 | 19/1          |                 |
| Garcia, Jose                     | SSP Sp. Ed.        | Century                 | October 6, 2014   |                 | 19/1          |                 |
| Giles, Shirley                   | After School IP    | Diamond                 | January 26, 2015  |                 | 16/1          |                 |
| Lopez, Selina                    | After School IP    | Various<br>School Sites | January 21, 2015  |                 | 16/1          |                 |
| Mekhaiel, Lisa                   | After School IP    | Various<br>School Sites | January 26, 2015  |                 | 16/1          |                 |
| Mercado, Jannette                | Site Clerk         | Diamond                 | February 25, 2015 |                 | 24/1          |                 |
| Pena, Hector                     | Site Clerk         | Sepulveda               | January 28, 2015  |                 | 24/1          |                 |
| Ramirez, Maria                   | Preschool Teacher  | ECE                     | January 20, 2015  |                 | III C/1       |                 |
| Ruiz Gonzalez, Maria             | After School IP    | Various<br>School Sites | January 20, 2015  |                 | 16/1          |                 |
| Sanchez, Daniel                  | SSP Sp. Ed.        | McFadden                | January 26, 2015  |                 | 19/1          |                 |
| Soto, Angelica                   | Child Dev. Teacher | Child Dev.              | February 11, 2015 |                 | Column 1/1    |                 |
| Ulloa, Erika                     | Preschool Teacher  | ECE                     | February 2, 2015  |                 | 111C/1        |                 |
|                                  |                    |                         |                   |                 |               |                 |
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**CLASSIFIED PERSONNEL CALENDAR**

Personnel Calendar  
 Board Meeting - February 10, 2015

| NAME   | POSITION                   | SITE               | EFF. DATE         | END DATE | SALARY     | COMMENTS                         |
|--|----------------------------|--------------------|-------------------|----------|------------|----------------------------------|
| <b>PROBATIONARY APPOINTMENT (Voluntary Demotion)</b> |                            |                    |                   |          |            |                                  |
| Sanchez, Sulema                                      | Teacher Aide               | ECE                | February 9, 2015  |          | 10/2       | From SSP Sp. Ed. to Teacher Aide |
| <b>PROMOTIONAL APPOINTMENTS</b>                      |                            |                    |                   |          |            |                                  |
| Cabanas, Karina                                      | Autism Paraprofessional    | Washington         | January 23, 2015  |          | 24/2       |                                  |
| Jacobo, Ediberto                                     | Job Training Asst. Sp. Ed. | Transition Program | January 20, 2015  |          | 22/6       |                                  |
| Lozano, Jesus  | Instr. Asst. Computers     | Hoover             | February 9, 2015  |          | 26/1       |                                  |
| Melisio, Josefina                                    | Child Dev. Teacher         | Child Dev.         | February 11, 2015 |          | Column 1/1 |                                  |
| Osornio, Lucy  | Sch. Off. Mgr. Elem.       | Carver             | January 28, 2015  |          | 28/5       |                                  |
| <b>REASSIGNMENTS (Change of work site)</b>           |                            |                    |                   |          |            |                                  |
| Boonmag, Nicholas                                    | District Safety Officer    | Mendez             | February 11, 2015 |          | 31/6       | From Saddleback to Mendez        |
| Chavez Montero, Jesus                                | After School IP            | King               | February 9, 2015  |          | 20/3       | From McFadden to King            |

Mark A. McKinney, Associate Superintendent, Human Resources

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - February 10, 2015**

| NAME   | POSITION             | SITE            | EFF. DATE        | END DATE          | SALARY       | COMMENTS |
|--|----------------------|-----------------|------------------|-------------------|--------------|----------|
| <b>TEMPORARY ASSIGNMENTS - Out of Class Compensation</b> |                      |                 |                  |                   |              |          |
| Anaya, Judy  | Fd. Svc. Spvr. Elem. | Nutrition Svcs. | January 13, 2015 | February 28, 2015 | 15/6         |          |
| Carmen, Celestino  | Rv. Ld. Custodian    | Bldg. Svcs.     | January 9, 2015  | January 26, 2015  | 28/5 + Diff. |          |
| Hanna, Jacqueline  | Executive Secretary  | Sp. Ed.         | January 12, 2015 | January 16, 2015  | 32/6         |          |
| Lara, Paola  | Sch. Off. Mgr. Elem. | Carver          | January 5, 2015  | January 28, 2015  | 28/5         |          |
| Martinez, Lobelia  | Fd. Svc. Spvr. Elem. | Nutrition Svcs. | January 22, 2015 | February 28, 2015 | 15/2         |          |
| Ramirez, Maria   | Fd. Svc. Spvr. Elem. | Nutrition Svcs. | January 5, 2015  | February 28, 2015 | 15/6         |          |
| Quintero Rodelo, Roberto                                 | Maint. Wkr. II       | Bldg. Svcs.     | February 1, 2015 | February 28, 2015 | 30/6         |          |
| Saldana, Carmen  | Fd. Svc. Spvr. Elem. | Nutrition Svcs. | December 1, 2014 | December 31, 2014 | 15/5         |          |
| Viramontes, Esteban                                      | Maint. Wkr. II       | Bldg. Svcs.     | February 1, 2015 | February 28, 2015 | 30/5         |          |
| <b>ACTIVITY SUPERVISORS</b>                              |                      |                 |                  |                   |              |          |
| Muñoz, Sonia   | Activity Supervisor  | Garfield        | January 30, 2015 |                   | 10/1         |          |
| Sanders, Jermaine  | Activity Supervisor  | Century         | January 16, 2015 |                   | 10/1         |          |
| Sandoval, Rosa   | Activity Supervisor  | Washington      | January 23, 2015 |                   | 10/1         |          |
| Serna, Aurora  | Activity Supervisor  | Muir            | January 27, 2015 |                   | 10/1         |          |
| <b>HOURLY APPOINTMENTS</b>                               |                      |                 |                  |                   |              |          |
| Halsig, Eric   | Instr. Provider      | Mendez          | January 20, 2015 |                   | 16/1         |          |

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar  
Board Meeting - February 10, 2015**

| <b>NAME</b>                               | <b>POSITION</b>    | <b>SITE</b> | <b>EFF. DATE</b>  | <b>END DATE</b> | <b>SALARY</b> | <b>COMMENTS</b> |
|---|--------------------|-------------|-------------------|-----------------|---------------|-----------------|
| <b>HOURLY APPOINTMENTS (Continuation)</b> |                    |             |                   |                 |               |                 |
| Tomlinson, Kira                           | Instr. Provider    | Santiago    | January 26, 2015  |                 | 16/1          |                 |
| <b>SUBSTITUTES</b>                        |                    |             |                   |                 |               |                 |
| Anguiano, Ian                             | After School IP    |             | January 23, 2015  |                 | 16/1          |                 |
| Leal, Berenize                            | After School IP    |             | January 8, 2015   |                 | 16/1          |                 |
| Valdovinos, Stephany                      | After School IP    |             | January 15, 2015  |                 | 16/1          |                 |
| Wagner, Anna                              | After School IP    |             | January 14, 2015  |                 | 16/1          |                 |
| <b>ATHLETIC SPECIALIST</b>                |                    |             |                   |                 |               |                 |
| Aguirre, Marcelo                          | Asst. Soccer Coach | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Alaman, Alvin Jr.                         | Asst. Basketball   |             |                   |                 |               |                 |
|   | Coach (Girls)      | Godinez     | November 24, 2014 |                 | \$18.98       |                 |
| Ayala, Luis                               | Asst. Soccer Coach |             |                   |                 |               |                 |
|   | (Boys)             | Godinez     | November 24, 2014 |                 | \$18.98       |                 |
| Barrera, Damian                           | Asst. Basketball   |             |                   |                 |               |                 |
|   | Coach (Girls)      | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Bernabe, Leticia                          | Asst. Wrestling    |             |                   |                 |               |                 |
|   | Coach (Boys)       | Century     | September 1, 2014 |                 | \$18.98       |                 |
| Ceja, Fernando                            | Asst. Basketball   |             |                   |                 |               |                 |
|   | Coach (Girls)      | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Corona, Alberto                           | Asst. Wrestling    |             |                   |                 |               |                 |
|   | Coach              | Godinez     | November 24, 2014 |                 | \$18.98       |                 |

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - February 10, 2015**

| NAME                                      | POSITION                       | SITE    | EFF. DATE          | END DATE | SALARY  | COMMENTS |
|---|--------------------------------|---------|--------------------|----------|---------|----------|
| <b>ATHLETIC SPECIALIST (Continuation)</b> |                                |         |                    |          |         |          |
| Corpus Acevedo, Jaime                     | Asst. Soccer Coach (Girls)     | Century | November 24, 2014  |          | \$18.98 |          |
| De La Mater, Cody                         | Asst. Wrestling Coach          | Century | September 30, 2014 |          | \$18.98 |          |
| Devia, Marvin                             | Asst. Soccer Coach Boys        | Century | November 24, 2014  |          | \$20.38 |          |
| Franco, Edward                            | Asst. Wrestling Coach          | Century | December 8, 2014   |          | \$18.98 |          |
| Franco, Jesse                             | Asst. Soccer Coach             | Century | November 24, 2014  |          | \$18.98 |          |
| Galaviz, Maria                            | Asst. Soccer Coach (Girls)     | Century | November 24, 2014  |          | \$20.38 |          |
| Garcia, Johnny                            | Asst. Soccer Coach (Boys)      | Century | November 24, 2014  |          | \$18.98 |          |
| Garcia, Jose                              | Asst. Soccer Coach (Girls)     | Century | November 24, 2014  |          | \$20.38 |          |
| Hernandez, Andres                         | Asst. Basketball Coach (Boys)  | Century | November 24, 2014  |          | \$18.94 |          |
| Khin, Sean                                | Asst. Basketball Coach         | Century | November 24, 2014  |          | \$18.98 |          |
| Logue, William                            | Asst. Basketball Coach (Girls) | Godinez | November 24, 2014  |          | \$18.98 |          |
| Maldonado, Hector                         | Head Coach Wrestling (Boys)    | Godinez | November 24, 2014  |          | \$23.73 |          |
| Mendez, David                             | Head Coach Basketball (Girls)  | Godinez | November 24, 2014  |          | \$25.47 |          |

**CLASSIFIED PERSONNEL CALENDAR**

**Personnel Calendar**

**Board Meeting - February 10, 2015**

| <b>NAME</b>                               | <b>POSITION</b>                | <b>SITE</b> | <b>EFF. DATE</b>  | <b>END DATE</b> | <b>SALARY</b> | <b>COMMENTS</b> |
|---|--------------------------------|-------------|-------------------|-----------------|---------------|-----------------|
| <b>ATHLETIC SPECIALIST (Continuation)</b> |                                |             |                   |                 |               |                 |
| Munguia Manzo, Joel                       | Asst. Soccer Coach (Boys)      | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Pintor, Teresa                            | Asst. Soccer Coach (Girls)     | Godinez     | November 24, 2014 |                 | \$18.98       |                 |
| Portillo, Angel                           | Asst. Basketball Coach         | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Ramirez, Roberto                          | Asst. Basketball Coach (Boys)  | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Ramirez, Roberto                          | Asst. Basketball Coach (Girls) | Century     | November 24, 2014 |                 | \$18.98       |                 |
| Sok, Johnny                               | Asst. Basketball Coach (Girls) | Godinez     | November 24, 2014 |                 | \$18.98       |                 |
| Torres, Elizabeth                         | Head Basketball Coach (Girls)  | Century     | November 24, 2014 |                 | \$23.73       |                 |

Minutes  
February 10, 2015

**AGENDA ITEMS REQUESTS  
CLASSIFIED  
2014-15 School Year**

| TITLE OF ACTIVITY  | SITE                      | FUNDING                         | NOT TO EXCEED | EFFECTIVE         |
|--|---------------------------|---------------------------------|---------------|-------------------|
| 2014-15 After School Grades 6-8 Intramural Sports          | Secondary                 | ASES - After School             |               |                   |
| Boys' Basketball and Girls' Soccer - Classified            | Division/Special Projects | Programs                        | \$5,000       | February 23, 2015 |
| 2014-15 Annual Employee Health Fair (Ratification)         | Risk Management           | Fund 019138                     | \$200         | January 31, 2015  |
| 2014-15 Annual Employee Health Fair (Ratification)         | Risk Management           | Fund 019138                     | \$150         | January 31, 2015  |
| 2014-15 Annual Employee Health Fair (Ratification)         | Risk Management           | Fund 019138                     | \$200         | January 31, 2015  |
| 2014-15 Annual Employee Health Fair (Ratification)         | Risk Management           | Fund 019138                     | \$250         | January 31, 2015  |
| After/Before School Tutoring                               | Hoover                    | Title I                         | \$3,000       | February 11, 2015 |
| AVID Tutors (Ratification)                                 | Godinez                   | OCDE Destination<br>Graduation  | \$4,858       | January 28, 2015  |
| AVID Tutors - Instructional Providers                      | Santiago                  | LCFF-Avid                       | \$2,869       | February 11, 2015 |
| Custodial Staffing for GIRLS ACADEMY                       | Educational Services      | Custodian Extra<br>Duty Account | \$1,000       | February 11, 2015 |
| DSO Staffing for GIRLS ACADEMY                             | Educational Services      | DSO Extra Duty<br>Account       | \$1,000       | February 11, 2015 |
| Library Media Technician Extra Duty                        | McFadden                  | General Funds                   | \$5,000       | February 12, 2015 |
| OCTPP Activity Supervisor                                  | Century                   | OC TPP Grant                    | \$11,700      | February 11, 2015 |
| SAUSD Concerts and Competitions - Custodial (Ratification) | Secondary                 | General                         | \$5,000       | November 12, 2014 |
| Spring Musical   | Division/Special Projects | General                         | \$4,000       | February 25, 2015 |
|  | Santa Ana                 | Site Funds                      |               |                   |
|  |                           |                                 |               |                   |
|  |                           |                                 |               |                   |
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1 RESOLUTION NO. 2014/15-3045

2 BOARD OF EDUCATION

3 SANTA ANA UNIFIED SCHOOL DISTRICT

4 ORANGE COUNTY, CALIFORNIA

5 RESOLUTION NO. GRANTING PHYSICAL EDUCATION/GRADUATION CREDITS FOR HIGH  
6 SCHOOL STUDENTS TAKING MARCHING BAND, NAVY JUNIOR RESERVE OFFICERS' TRAINING CORPS  
7 (NJROTC), CHEER AND ATHLETICS.

8 WHEREAS, California Department of Education Code Section §51222 requires  
9 all pupils who are not otherwise exempt to attend courses in physical education  
10 for a total period of time of not less than 400 minutes each 10 school days; and

11 WHEREAS, California State Superintendent of Public Instruction Jack  
12 O'Connell states in a May 11, 2009 communication to county and district  
13 superintendents and charter school administrators that it is ultimately the  
14 obligation of the local educational agency (LEA) to determine how each particular  
15 course, as conducted in its district, supports the eight areas of the physical  
16 education course of study criteria declared in the California Education Code  
17 §33352(b)(7); and

18 WHEREAS, the California Department of Education FAQs revised on September  
19 14, 2014 states that it is ultimately the obligation of the local educational  
20 agency (LEA) to determine how each particular course, as conducted in its  
21 district, supports the eight areas of the physical education course of study for  
22 grades nine through twelve and that whether marching band or NJROTC may be awarded  
23 physical education credit is the decision of the local governing board; and

24 WHEREAS, the Physical Education Framework for California Public Schools  
25 states that if a district desires to award physical education credit for courses  
26 such as marching band, cheerleading, and NJROTC, it is the responsibility of the  
27 district to determine how each particular course, as conducted in its district,  
28 supports a course of study for grades nine through twelve that includes the eight  
29 physical education content areas and substantially meets the objective and



1 criteria of EC §33352(b)(7). The law does not specify that every class must  
2 include instruction in all eight areas, but rather it speaks to a course of study  
3 over grades 9 through 12 that includes all eight areas; and

4 WHEREAS, California Education Code EC Section 33352(b) requires each LEA to  
5 meet additional responsibilities should the LEA decide to award physical education  
6 credit for a particular course. These responsibilities include the provision of  
7 minimum instructional minutes, various reporting requirements, and the assignment  
8 of an appropriately credentialed teacher; and

9 WHEREAS, in August of 2012, Santa Ana Unified School District's Physical  
10 Education program was audited during the Federal Program Monitoring process, and  
11 during the course of the audit, there were four findings, including the fact that  
12 SAUSD's Physical Education courses did not meet the required eight physical  
13 education content areas; and

14 WHEREAS, the Board Policy and Administrative Regulations were revised to  
15 ensure that physical education content areas were met and Physical Education Course  
16 of Study 1 and 2 were created to meet the requirements; and

17 WHEREAS, the Board of Education of the Santa Ana Unified School District has  
18 determined that marching band, NJROTC, athletics and cheer courses support the  
19 eight areas of the physical education course of study objective in the California  
20 Education Code §33352(b)(7); and

21 WHEREAS, California Education Code §51225.3(b) states that school  
22 district governing boards, with the active involvement of parent,  
23 administrators, teachers, and pupils, shall adopt alternative means for  
24 pupils to complete the prescribed course of study, which may include practical  
25 demonstration of skills and competencies, supervised work experience or  
26 other outside school experience, career technical education classes  
27 offered in high schools, courses offered by regional occupational  
28 centers or programs, interdisciplinary study, independent study, and credit  
29 earned at a postsecondary institution; and

1 WHEREAS, the Santa Ana Unified School District has obtained information and  
2 feedback, through the active involvement of parents, high school administrators,  
3 teachers and pupils, regarding the question of whether marching band, NJROTC,  
4 athletics and cheer are an appropriate alternative means for pupils to complete  
5 physical education requirements; and

6 WHEREAS, the Board of Education of the Santa Ana Unified School District  
7 believes that it is in the best interests of the district and the students that  
8 it serves to grant physical education credit to high school students taking and  
9 passing marching band, NJROTC, athletics and cheerleading.

10 NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Santa  
11 Ana Unified School District hereby confirms, pursuant to its authority and  
12 obligations under the California Education Code, and communicated in the CDE  
13 publications aforementioned, that the Santa Ana Unified School District will  
14 grant physical education/graduation credit for high school students taking and  
15 passing marching band, NJROTC, cheerleading and athletics.

16 BE IT FURTHER RESOLVED that this Resolution is not intended to exempt  
17 students from physical education requirements, as provided in California  
18 Education Code §51241 and §51242, but constitutes an alternative means of meeting  
19 the physical education requirements.

20 Upon motion of Member Amezcua and duly seconded, the foregoing  
21 Resolution was adopted by the following vote:

22 AYES: 5

23 NOES: 0

24 ABSENT: 0

25 STATE OF CALIFORNIA )  
26 ) SS.  
27 COUNTY OF ORANGE )

28 I, Rick Miller, Secretary of the Board of Education of the Santa Ana Unified  
29 School District of Orange County, California, hereby certify that the above and

1 foregoing Resolution was duly adopted by the said Board at a regular board meeting  
2 thereof held on the 10<sup>th</sup> day of February, 2015, and passed by a vote of 5-0  
3 of said Board.

4 IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of  
5 February, 2015.

6 

7 Rick Miller, Ph.D.

8 Secretary to the Board of Education

9 Santa Ana Unified School District

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