

---

# 1A/2H

## Action

### *Ad Hoc Committee*

### Interview and Recommendation of Members/Alternates for the Committee of Credentials

---

## AGENDA INSERT

**Executive Summary:** This agenda item provides information about the selection process for appointments to the Committee of Credentials.

**Recommended Action:** To recommend to the Commission appointments to the Committee of Credentials.

**Presenter:** Vanessa Whitnell, Director, Division of Professional Practices

### Strategic Plan Goal

#### *I. Educator Quality*

- d) Effectively, efficiently, and fairly monitor the fitness of all applicants and credential holders to work with California students.

---

## **Interview and Selection of Members/Alternates for the Committee of Credentials**

---

**Addition**

Attached is an additional application for interview and possible selection for appointment to the Committee of Credentials.

**Darrel Woo**

COPY RECEIVED BY CTC

AUG 31 2017

August 31, 2017

BY \_\_\_\_\_

Ms. Vanessa C. Whitnell  
General Counsel and Division Director  
Division of Professional Practices  
Commission on Teacher Credentialing

c/o Ms. Kristin Zraggen

Dear Ms. Whitnell:

Please find a copy of my application, letters of recommendation from Sacramento County Office of Education Superintendent David W. Gordon, and Sacramento County Board of Supervisor Patrick D. Kennedy, and recent resume for the school board member position of the Committee of Credentials for the Commission on Teacher Credentialing.

I look forward to meeting you during the interview on September 6, 2017.

Thank you for the opportunity to serve the children of California.

A handwritten signature in black ink that reads "Darrel H. Woo". The signature is written in a cursive, slightly slanted style.

Darrel "H" Woo, 2<sup>nd</sup> Vice President  
Sacramento City Unified School Board, Trustee Area 6



**APPLICATION FOR APPOINTMENT TO THE  
COMMITTEE OF CREDENTIALS  
OF THE COMMISSION ON TEACHER CREDENTIALING**

**A. IDENTIFICATION:**

1. Name Woo Darrel "H"  
Last First Middle

2. Address \_\_\_\_\_  
Number Street

City Sacramento Zip Code 95831

3. Business Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

4. E-Mail Address \_\_\_\_\_

**B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:**



**School Board Member.** Must be a member of a governing board of any school district. No person who is or has been employed in a certificated position in the public schools within the preceding five (5) years shall be appointed as a school board member.

**C. EDUCATION AND EXPERIENCE:**

High School Graduate Yes  No

Passed High School Equivalency Tests Yes  No

1. Name and Location of College or Univ.	Course of Study	Completed		Degree	Date Completed
		Semester	Quarter		

<u>University of California at Berkeley</u>	<u>Pol. Sci</u>	<u>BA</u>		<u>1975</u>
---	-----------------	-----------	--	-------------

<u>Lincoln Law School of Sacramento</u>	<u>CAW</u>	<u>Juris Doctorate</u>		<u>1993</u>
---	------------	------------------------	--	-------------

2. Business, Correspondence, Trade, or Service Schools Course of Study

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**E. ADDITIONAL BACKGROUND:**

The work of the Committee of Credentials requires sensitivity to or experience with community standards of behavior as applied to certificated persons. It also requires an ability to analyze evidence as it relates to such behavior and the circumstances and conditions under which certificated persons are employed. What skills/experiences do you have that will assist the work of the Committee?

In 1999, I began my service as a Staff Attorney for the California Department of Insurance, responsible for litigating insurance agent & brokers who were accused of violating the terms of their insurance licenses. Later, as a Senior Attorney, I was deputized as the Agent of Service of Process, where in a typical year, 20-30 or so lawsuits, 100-125 subpoenas and 1400-1600 California Public Record Act requests would be served on me; and were my respons.ibility to handle. Before election to the Sacramento City Unified School District, I served as an Adjunct Professor at Lincoln Law School.

**F. HAVE YOU EVER BEEN CONVICTED OF A FELONY OR MISDEMEANOR?**

Yes  No

(If yes, attach explanation)

as well as serving six years on the Sacramento City Planning Commission & 2 years of the Sacramento Parks & Recreation Commission. I retired from state service after more than

You must obtain fingerprint clearance as part of the appointment process.

thirty eight years in December, 2014.

**G. LETTERS OF RECOMMENDATION**

All applicants must provide at least two (2) letters of recommendation. These letters must be submitted with your application.

**VERIFICATION BY APPLICANT**

I hereby certify that all statements made in this application are true and correct. I understand that if I am selected for appointment I must execute an Oath of Office and abide by the laws and rules applicable to officers of the State of California.

James H. H. H. H.  
Signature

August 31, 2017  
Date

You may attach a resumé and other materials you wish the Commission to consider.

# Sacramento Office of Education County

MAILING: P.O., Box 269003, Sacramento, CA 95826-9003  
PHYSICAL LOCATION: 10474 Mather Boulevard, Mather, CA  
(916) 228-2500 • www.scoe.net

David W. Gordon  
Superintendent

August 30, 2017

BOARD OF EDUCATION

Brian M. Rivas  
President

O. Alfred Brown, Sr.  
Vice President

Joanne Ahola

Heather Davis

Harold Fong, M.S.W.

Bina Lefkowitz

Jacquelyn Levy

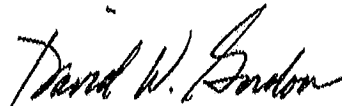
To Whom It May Concern:

Please find this letter in support of Sacramento City Unified School Board Member Darrel Woo's application to the Committee of Credentials of the Commission on Teacher Credentialing (CTC). Trustee Woo has served with distinction on the Sacramento City Unified School Board for the past seven years. I view Trustee Woo as a solid leader. He is a good listener, very articulate, and a good collaborator. He has been a school and community leader in the Sacramento area for many years. Darrel has a way about him that helps bring people together to solve problems. He is also a man of strong character and integrity who will bring diligence and honor to the CTC and the Committee of Credentials.

I believe that if selected, Trustee Woo will provide thoughtful and well-deliberated evaluation and analysis to the task before this committee.

Darrel has my highest recommendation for appointment to the Committee of Credentials of the Commission on Teacher Credentialing. Should you need further information, please call me at 916.804.5660.

Sincerely,



David W. Gordon  
Sacramento County Superintendent of Schools

DWG/smh



**BOARD OF SUPERVISORS  
COUNTY OF SACRAMENTO**

700 H Street, Suite 2450  
Sacramento, CA 95814  
Telephone: (916) 874-5481  
Facsimile: (916) 874-7593



**PATRICK KENNEDY  
SUPERVISOR  
SECOND DISTRICT**

August 31, 2017

California Commission on Teacher Credentialing  
1900 Capitol Avenue  
Sacramento, California 95811

To Whom It May Concern:

I am writing to strongly recommend Darrel Woo for a position on the Committee of Credentials of the Commission on Teacher Credentialing. I have known and worked with Darrel for many years. He was one of my law school professors. Subsequently, we worked together on the Sacramento City Unified School District Board and on the City of Sacramento Planning Commission. Presently, Darrel is my alternate on the Sacramento County Library Authority. I know him well and consider him a friend and mentor.

Darrel is held in the highest regard in the Sacramento community. He has volunteered his time on various boards and commissions, including the Board of Sacramento OCA, and as a founding member of the Board of My Sisters House. Every board upon which he has served has been improved by his participation. His knowledge of the law and of education makes him a perfect candidate for the Committee of Credentials. Beyond his practical knowledge, Darrel is a very thoughtful, ethical, and principled person.

I recommend him without reservation. Please seriously consider appointing Darrel Woo to the Committee of Credentials.

Sincerely,

PATRICK D. KENNEDY  
Sacramento County Board of Supervisors  
District 2



DARREL "H" WOO  
California State Bar #170300 (Inactive)



PROFESSIONAL EXPERIENCE:

Trustee, Area 6, Sacramento City Unified School District - December 2010 - Present

1999 to December 30, 2014

Senior Attorney  
California Department of Insurance  
Government Law Bureau

Deputized with Custodian of Records and Agent for Service of Process responsibilities. Provide first level of defense and response on all civil complaints and subpoenas filed against the Department and Commissioner. Receive and process all California Public Record (aka Freedom of Information) Act requests. Review confidentiality agreements between California and various states and organizations, such as the National Association of Insurance Commissioners, and draft reciprocal confidentiality agreements. Provide advice and counsel on confidentiality, privilege and public material and matters. Provide advice and analysis on Open Meeting Laws.

Provide advice and counsel on electronic commerce related activities. Provide advice and counsel on legal issues and policies intended to bring the Department of Insurance into the "cyber" 21st Century. Represent the department's Legal Division on the Governor's multi-departmental E-Government Task Force, with emphasis on the issues of privacy and confidentiality. Provide legal advise on matters related to privacy, secrecy and confidentiality.

Deputized with Custodian of Records and Agent for Service of Process responsibilities. Provide first level of defense and response on all civil complaints filed against the Department and Commissioner. Receive and process all California Public Record (aka Freedom of Information) Act requests. Review confidentiality agreements between California and various states and organizations, such as the National Association of Insurance Commissioners, and draft reciprocal confidentiality agreements. Provide advice and counsel on confidentiality, privilege and public material and matters. Provide advice and analysis on Open Meeting Laws.

Draft accusations, statements of issues, cease and desist orders, written opinions, and other legal documents concerning the Department's regulation of insurance licensees; prepare for and conduct hearings pursuant to the Administrative Procedure Act; act as house counsel in advising

Department management regarding legal issues and the legal effect of laws, regulations, and court decisions on the Department; negotiate settlements and draft settlement agreements; respond to inquiries from licensees, applicants, and their representatives regarding the status of particular cases and regarding applicable insurance laws.

1996 to 1999

Staff Counsel  
California Department of Food and Agriculture

Provide advice on diverse issues, such as conflicts of interest, gifts of public funds, project financing, contract liability and indemnification, possessory interests, and state real property development. Provide advice on First Amendment issues of speech and religion and talent agent licensing requirements. Provide responses on issues arising out of the Bagley-Keene Open Meeting Law, Public Records Act, Public Contract Code, Government Code, Business and Professions Code, Public Resources Code, Health and Safety Code, and Food & Agricultural Code. Provide advice on issues following research and study of the applicable laws, court decisions, attorney general opinions and other legal documentation.

Provide advice to the managers and staff of the fifty-four California State District Agricultural Associations regarding public contracting requirements and procedures, including all manners of contract development, bidding requirements, environmental impact requirements, contract execution and termination. Provide advice on "Invitation for Bids" and "Request for Proposal" (RFP) preparation. Review for clarity and liability, and prepare RFP's including the preparation of an RFP for multi-million dollar revenue generating project proposal for the Earl Warren Showgrounds in Santa Barbara.

Provide contract drafting, review and advice on various contract types, including building and facility rentals and leases, personal services, entertainment, motorized racing, BMX bike and skateboard parks, and other activities deemed hazardous, such as carnivals. Provide advice to District Agricultural Associations in responding to Contract Protests filed with the Department of General Services.

Provide advice to District Agricultural Associations regarding rights, obligations and liabilities under contracts to which they are a party. Provide legal advice to the Personnel Office with regard to the disposition of District Agricultural Association exempt employees.

Provide guidance on the necessity for, and the application of CEQA, for fair-related activities. Assist in the drafting, review and commenting on fair related legislation. Report on and interpret new statutory requirements related to fair activities.

Provide negotiation and review of the form and substance of commercial bank loan documents. Assist in negotiation of district agricultural association contracts.

Provide advice and counsel on contract termination requirements process and for contract parties

who are either not performing or otherwise breaching their contracts with the District Agricultural Associations.

Participate as member of an industry task force preparing guidelines for the acquisition of major sponsorship funds for fairs throughout the state. Participate as alternate agency member to a Joint Powers Authority.

Provide review and comment on the adequacy of District Agricultural Association Board meetings, consistent with Bagley-Keene Act requirements. Review and comment on District Agricultural Association by-laws. Ensure proper administration of Fair Political Practices Commission filing requirements.

Together with the Attorney General, represent the agency in litigation. Recommend and advise the Director regarding the positions to be taken in litigation.

1985-1996

Energy Facility Siting Planner II  
California Energy Commission

Plan, organize and direct professional staff engaged in analysis of power plant site certification. Review interrogatories and testimony and prepare staff expert witnesses for testimony at regulatory hearings. Represent the California Energy Commission before federal, state and local agencies, community and interest groups and provide testimony at hearings and meetings regarding energy siting issues of statewide, regional, and specific site significance. Interpret and implement state and federal health and safety as well as other environmental regulations contained in the California Health and Safety, and Public Resources Codes.

Responsibilities also included providing staff technical evaluation and testimony of thermal electric generating facilities in the area of safety and reliability. Evaluation, examination and analysis in the areas of safety include: fire protection; storage and handling of flammable, toxic, or otherwise hazardous materials; plant and construction worker safety; and facility security.

Other assignments have included: 1) the development of regulatory guidelines and regulations and criteria for assessment for other safety critical energy facilities, e.g., Liquefied Natural Gas (LNG) terminals; 2) providing staff technical support in the areas of disposition of radioactive material, including low-level waste, spent fuel rods, high-level waste, providing assistance to the Secretary of Resources in developing siting criteria for low-level waste disposal, transportation of radioactive materials, nuclear power plant decommissioning, fixed and mobile security and safeguards, and power plant safety.

AREAS OF COMPETENCY:

Planned, organized, and directed the work of various interdisciplinary staff, singularly and in combination with the staff of other California Energy Commission line divisions. Functioned as Regulatory Project Manager on small and large, complex and controversial energy projects. Provide advice and coaching to staff expert witnesses in the preparation, and presentation of testimony. Testified on behalf of the Commission as an expert witness. Interpreted and applied state and federal environmental regulations.

Served as Project Manager for the California Energy Commission study on Powerplant Generation Efficiency, resulting in an *en banc* hearing of the California Energy Commission. *En banc* hearing participants and witnesses represented statewide utilities, national natural gas suppliers, national research associations, and international turbine manufacturers.

#### EDUCATION:

Certificate of Completion: FBI Citizens Academy, 2010

Certificate of Completion: Sacramento City Planning Academy, 2003

Juris Doctorate: Lincoln Law School of Sacramento, 1993

Graduate Studies: California State University, Sacramento . Environmental Resources and Values, Administration and Planning, Energy Facility Siting, and methods of Environmental Cost-Benefit Analysis.

Undergraduate Studies: University of California, Berkeley . Bachelor of Arts, Political Science. Undertaken three years of mechanical and chemical engineering study.

#### ELECTED:

Sacramento City Unified School District, Area 6, 2010 to present

President of the Sacramento City Unified School Board, 2014 to 2016

#### APPOINTMENTS

Collateral Recovery Disciplinary Review Committee, Department of Consumer Affairs, Edmund G. Brown, Jr. June 30, 2017 to present (Four Year Term)

Sacramento Metropolitan Air Quality Management District Hearing Appeals Board – Sacramento County Board of Supervisors, Member, 2002 to present

#### ASSOCIATIONS:

Asian Bar Association of Sacramento – President, 2005-2006

Asian Pacific State Employees Association Foundation – Past-President, 2001 to 2004

My Sister's House – Vice-President and member of the Board of Directors, 2001 to 2009.  
President 2009 to 2010, Vice President 2010 to 2013  
President 2013 to present

Organization of Chinese Americans – Greater Sacramento Area - General Counsel, 2003  
to present

City of Sacramento Planning Commission – Commissioner, 2004 thru 2009, Chairman  
2008, 2009; Vice-Chair 2007

City of Sacramento Park and Recreation Commission – Commissioner, 2010

Asian Pacific State Employees Association – Past President, 1982-1983

Save Our Corner, member and Environmental Law advisor, 2003

Health For All –Counsel, 2005 - 2006

Locke Management Association Board of Directors, 2009

Locke Foundation Board of Directors, 2009

Citizenship And Law Related Education Center, Moot Court Justice and former Attorney  
Coach

Adjunct Professor of Law, Lincoln Law School of Sacramento, 2001 to present:  
Applied Legal Reasoning and First Year Legal Writing, Lincoln Law School of  
Sacramento

California School Board Association, Board of Directors, 2015 to present

Council of Great City Schools, Board of Directors, 2015 to present