1A/2L

Action

Ad Hoc Committee

Interview and Recommendation of Members/Alternates to the School Administrator Position for the Committee of Credentials

Executive Summary: This agenda item provides information about the selection process for appointments to the Committee of Credentials. Applications submitted to the Commission prior to the posting of this item are attached. Any additional applications will be brought in as an insert on the day of the meeting.

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

Presenter: Ani Kindall, Attorney III, 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 Recommendation of Members/Alternates to the School Administrator Position for the Committee of Credentials

Introduction
The Ad Hoc Committee will interview, evaluate, and recommend appointments to the Committee of Credentials (COC).

Background
The procedures of the Commission relative to the COC are set forth in the Commission's Policy Manual. This item summarizes those obligations and presents information concerning the selection process for members of the COC.

The COC is appointed by the Commission to review individuals for fitness to receive and/or retain credentials. The COC is comprised of seven members appointed by the Commission and consists of one Elementary Teacher, one Secondary Teacher, one School Board Member, one School Administrator, and three Public Members. The COC meets in Sacramento three days each month.

Selection Process
Pursuant to §511 of the Commission's Policy Manual, an Ad Hoc Interview Committee appointed by the Chair is responsible for receiving and evaluating applications, for conducting interviews as appropriate, and making nominations for membership on the COC.

This process is described in §511 as follows:

(a) Placing in nomination the names of qualified persons for each position to be filled. Alternates may be selected if deemed qualified. Any alternate so selected will be placed in a pool of alternates and available to fill a vacancy in that position category should the need arise.

(b) Identifying, scoring, ranking, discussing and recommending nominees for the Committee of Credentials to the Commission according to the following factors: (1) The total membership of the Committee of Credentials should be broadly representative of the community with respect to gender, ethnic and cultural background, and geographical area of residence. (2) Persons nominated should be of balanced and judicious temperament with broad understanding of, and respect for, community values and attitudes. (3) Persons nominated must be willing and able to devote the time and effort necessary to carry out the work of the Committee.

The terms of members of the COC are set forth in §512 as follows:

(a) The term for each initial appointment to the Committee of Credentials shall be two years. No member shall serve more than four successive two-year terms.

(b) At least one new member shall be appointed each year, but in the interest of continuity and stability, not more than three members should be replaced in one year.

The current composition of the COC, the geographic distribution and the terms of the members is set forth below:

Committee of Credentials Members

HELIO BRASIL (Modesto) School Administrator DECLARED VACANCY	06-30-2019
SHEILA RYSKAMP (Los Banos) Secondary Teacher DECLARED VACANCY	06-30-2019
DANA MORELINI (Sebastopol) Elementary Teacher	06-30-2020
ELLEN GERVAIS (Hacienda Heights) Public Member	06-30-2021
WADE "STEVE" THORPE (West Sacramento) Public Representative	06-30-2020
SCOTTY "CAMERON" BYRD (Oakland) Public Representative	06-30-2020
DARREL WOO (Sacramento) School Board Member	06-30-2020

Vacancies were declared for Dr. Helio Brasil (School Administrator) and Sheila Ryskamp (Secondary Teacher) at the November 29-30, 2018 Commission meeting, as the two members have served the maximum of four two-year terms. On December 12, 2018, the Committee of Credentials Recruitment Bulletin was advertised. The final filing date was January 14, 2019.

Secondary Teacher interviews will be conducted at the April 2019 Ad Hoc meeting.

The current list of candidates and the applications are attached for filling the School Administrator vacancy and possible alternate positions. Any additional applications will be brought in as an insert on the day of the meeting.

Staff Recommendation
That the Ad Hoc Committee recommend to the Commission the appointment of a School Administrator and the appointment of alternates to the COC.

Marybeth Murray

(School Administrator Vacancy)

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

A. IDENTIFICATION:

1. Name Murray (Last) Marybeth (First) T (Middle)

2. Address [redacted] (Number, Street)

City Norwalk, CA Zip Code 90650

3. Cell Phone: [redacted] Business Phone: [redacted]

4. E-Mail Address: [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

{__} **Elementary Teacher.** Must be a full-time certified classroom teacher in the public elementary schools with not less than five (5) years of classroom experience.

{__} **Secondary Teacher.** Must be a full-time certified classroom teacher in the public secondary schools with not less than five (5) years of classroom experience.

{_X_}**School Administrator**. Must be a certified practicing administrative employee in the public schools.

{__} **School Board Member.** Must be a member of the governing board of a school district. No person who is or has been employed in a certificated position in the

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public schools within the preceding five (5) years shall be appointed as a school board member.

{__} **Public Member.** Must be a representative of the public and have not been employed in either a certificated public school position and/or be a member of any governing board of a school district or county board of education within the five (5) years prior to the date of appointment.

C. CURRENT AND FORMER EMPLOYMENT:

List your current and former employment for the past ten (10) years. Please include dates of employment.

LONG BEACH UNIFIED SCHOOL DISTRICT 9/2004-Present
1515 Hughes Way, Long Beach CA 90808

D. EDUCATION AND EXPERIENCE:

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

Educational Leadership Ed.D (in progress), California Polytechnic University, Pomona, 2016
Child Development Director Permit, California State University, Dominguez Hills, 2013
Administrative Services Credential, California State University, Dominguez Hills, 2013
National Board-Certified Teacher- Early Childhood Generalist, California State University, Dominguez Hills, 2010
Education Specialist Credential, California State University, Dominguez Hills, 2006
Master of Arts, Early Childhood Special Education, California State University, Dominguez Hills, 2004
Bachelor of Arts, Sociology, California State University, Dominguez Hills, 2003

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

3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

Education Specialist Instruction Credential Level II	Valid 1/1/2016- 1/1/2021
Administrative Services Credential Clear	Valid 3/17/2016 -1/1/2021
Child Development Program Director Permit	Valid 8/21/2013 - 9/1/2018
National Board For Professional Teaching	Valid 10/2012-12/2020

4. **Membership in professional associations. Please include dates of membership.**

California Faculty Association 2016-Present

California Early Childhood Mentoring Program 2013-Present

NAEYC 2007-Present

ACSD 2013-Present

5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

Please see above and summaries below.

E. ADDITIONAL ACHIEVEMENTS:

Summarize your accomplishments and involvement in community service which you believe would contribute to your value as a member of the Committee of Credentials:

I am so proud of the many accomplishments and community service I am a part of. I am on the board of ALBEM, the Association of Long Beach Education Managers and we work closely with both classified and certificated staff to address any concerns they may have with their daily operations and duties on school sites and district offices. I am a member of the California

Faculty Association and advocate for accessible, quality public education. In addition, I volunteer yearly with the Assistance League of Long Beach to provide uniforms for children who are unable to purchase uniforms and school supplies on their own. Every year I volunteer with the City Council to provide and serve meals for residents that are less fortunate and would not otherwise have a meal for the holiday. I also volunteer for the Special Olympics to support children and adults with disabilities to achieve their athletic dreams and goals. I am a representative of the local elementary school on the board of the Carmelitos Vision Team, an organization that supports the nearby government housing project and ensures compliance with state and federal laws. I believe all these experiences will translate into contributions of value to the Committee of Credentials.

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?

I have served as an educational administrator for the past 5 years. My current role as an Assistant principal will assist the committee tremendously. My work requires me to focus on the administrative work involved in operating a school. I am involved in overseeing teaching staff and ensure that the school standards for curriculum and discipline are followed by both staff and students. When necessary, I help teachers with strategies for implementing the curriculum. I also address disciplinary concerns, communicate with parents and, when necessary, meet with parents and teachers to discuss ongoing issues. I help schedule classes and activities and also assess the performance of the school's classified and certificated staff. I have several responsibilities that fall into the areas of planning, coordinating services and maintaining order. My planning duties include consulting with the principal, administering the school's mission and priorities, developing master course schedules, and implementing school programs and activities. As an assistant principal, I adjust class schedules; evaluate, hire and train new staffers; order textbooks, equipment and supplies; communicate with colleagues, teachers, parents and students; and supervise student transportation services. I monitor classrooms, evaluate teacher performance, respond to complaints about school policy, discipline students and prepare reports for juvenile court hearings. My doctoral work in Human Resources and my experience as a site administrator have afforded me a wealth of experience and skills that will assist and benefit the work of the committee tremendously.

F. PROFESSIONAL FITNESS QUESTIONS

1. Have you ever been convicted of a felony or misdemeanor?

Yes ☐ No ☒

(If yes, attach explanation)

2. Have you ever been dismissed or resigned from, or otherwise left employment because of allegations of misconduct or while allegations of misconduct were pending?

Yes ☐ No ☒

(If yes, attach explanation)

3. Are you currently the subject of an inquiry or investigation by any law enforcement agency or any licensing agency in California or any other state?

Yes ☐ No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐ No ☒

(If yes, attach explanation)

5. Have you ever had any credential, including but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked, denied, suspended, publicly reproved, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

6. Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

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

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.

Signature **Date** 3/15/18

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

Please type or print legibly, sign your application, and send or deliver it to:

Commission on Teacher Credentialing
Division of Professional Practices
ATTN: Kristin Silva
1900 Capitol Avenue
Sacramento, CA 95811-4213

CAL POLY POMONA

California State Polytechnic University, Pomona
3801 West Temple Avenue, Pomona, CA 91768
909.869.2307 • Fax 909.869.4747 • www.cpp.edu/~ceis

College of Education and Integrative Studies

March 12, 2018

Dear Commission On Teacher Credentialing:

It is with great pleasure that I write this recommendation for Marybeth Murray. I am her dissertation chair and an associate professor in our college.

Ms. Murray is currently a student in our Educational Leadership doctorate program (EdD). She is one of our strongest students, has a rigorous and topical dissertation study plan, and extensive successful experience as a K-12 educator with diverse students, as well as successful experience as an adjunct professor. Ms. Murray plans to pursue a faculty position in the field of education within the CSU system, and I am extremely confident that she will secure a position and be a strong faculty member.

Ms. Murray's doctoral dissertation concerns how pre-service teachers in early childhood education (ECE) can apply what they learn in their undergraduate university training programs to their first few years as practicing teachers. She intends to interview and observe pre-service and new ECE teachers during this transition period (their year before or their year after graduation) to understand how they navigate the change from student to practitioner. Ms. Murray's dissertation will use a qualitative design, drawing from narrative inquiry, critical discourse analysis and ecological systems theory, and various learning and development theories (e.g., Piaget, Vygotsky, and Knowles) to examine teachers' experiences and their perceptions of those experiences. I expect that her study will provide specific, actionable advice for both school administrators and higher education faculty on how to enable new teachers, who often possess the latest in best practice thinking and training, to positively influence and succeed in more entrenched, existing school systems. That Ms. Murray will be studying the early childhood years is especially important as these years can be key for student development and lifelong success and these years are also under-studied as compared to K-12 education.

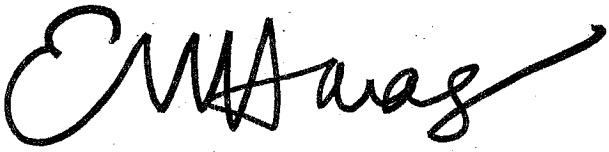
Once Ms. Murray earns her doctoral degree, which I expect will be Spring – Summer 2019, she will be a very strong candidate for a CSU faculty position. Ms. Murray has the ideal balance of successful K-12 teaching and leadership experience (practitioner) and academic research skills as a Cal Poly Pomona doctoral graduate (EdD) that teaching institutions like the CSUs want. She is currently an assistant principal in the Long Beach Unified School District, and she has also been a teacher and program specialist. In total, she has been an educator for more than 20 years, working mostly with students from diverse and often marginalized groups, including by race, ability, sexual orientation, and socio-economic status. In addition, she is already teaching as an adjunct professor in Cal Poly Pomona's College of Education and Integrative Studies. As someone who has participated in many faculty position searches in education, Ms. Murray would be our ideal candidate.

Of equal importance to all of her experience and expertise, Ms. Murray is a wonderful person to work with. She gets things done, is collegial and collaborative, is generous, and has an easygoing sense of humor. Ms. Murray will be an outstanding faculty colleague as well as an inspirational role model for her students. I am very pleased to be her dissertation chair, and I would hire her as a faculty colleague the first chance I got.

I give Ms. Murray my highest recommendation.

Please contact me if you would like any additional information.

Regards,



Eric Haas, JD, PhD
Associate Professor of Educational Leadership
[redacted]

long beach unified school district

OFFICE OF CHILD DEVELOPMENT CENTERS
4400 Ladoga Ave., Lakewood, CA 90713
(562) 421-8210 ♦ FAX (562) 496-3219

October 2017

To Whom it May Concern,

Marybeth Murray has been a colleague for the past nine years. Over this time, I have had the pleasure to work with her in many different leadership capacities. She is professional, hardworking and dedicated. She is able to think outside the box and come up with creative solutions to problems. She works well with people and is collaborative in her work.

As the program specialist for the Child Development Center, Marybeth wore many different hats. Much of our work is driven by compliance, laws and regulations that are much different from the K-12 system. She eagerly embraced the new information to ensure she was implanting and following all State and Federal guidelines as they pertained to early childhood education programs. As part of our accountability, we frequently analyzed data to write reports to inform the State regarding our goals and gains made towards achieving those goals. Marybeth was able to collect, analyze and interpret the data to effectively use this information to write and complete the mandated reports. These action plans were then used as a means to drive program improvement. As one of the evaluators of teacher performance, Marybeth was able to incorporate and look for evidence of plan implementation during her observation visits and provide support to each site based on individual needs.

Ms. Murray also wrote sixteen Race to the Top grants for our sites. Fortunately we were awarded all sixteen and as a result received monies to make much needed improvements to the sites physical foot print as well as purchase materials, supplies and new furniture. Each school was reviewed and based on the individual needs of each site an inventory was created to ensure materials supported the classroom instruction as well as assisted with meeting our environmental rating system requirements.

Another important component of our program is ensuring we stay abreast of current changes in our legislation and how it may positively or negatively affect or program and our families. New laws and policies are created annually. Following the adoption, early childhood programs receive management bulletins that provide instruction and time periods regarding the implementation of the new expectations. Since CDC is such a large program, frequently these new guidelines would require a plan to be able to inform staff of the changes as well as direct staff on the procedures to implement the plan within the timeframe dictated by the State.

Any given day in our program presented new challenges and new opportunities. Ms. Murray always took on these roles with a positive attitude and confidence to work towards a successful outcome. She worked well with our families and created bonds of trust with our staff. She was an integral part of our team. I believe she would be a great candidate for your program and recommend her without reservation. Should you require additional information, I can be reached at cyoung@lbschools.net or 562-421-8210.

Sincerely,

Cindy Young
LBUSD, Director CDC and Kids' Club

long beach unified school district

CLARA BARTON ELEMENTARY SCHOOL

1100 E. Del Amo Blvd., Long Beach, CA 90807, Ph. 562.428.0555 FAX 562.984.8509

September 27, 2017

To whom it may concern:

My name is Richard Littlejohn and I have had the pleasure of working as Marybeth Murray's supervisor and evaluator since her promotional assignment at Barton Elementary school for the 2016-2017 school year.

In all my years of experience, some people stand out for their great qualities and Marybeth is one of those people. She is well known for her intelligence, work ethic, positive attitude, teamwork mentality, leadership, and commitment to the staff and students at Barton Elementary. She is well respected throughout the district for her ability to build collaborative working relationships with her peers and for being the "go-to" person for getting things done, and accomplishing tasks assigned to her.

Throughout the time I've known her, she has shown me time and again that she is a positive, motivated leader with amazing potential.

During her time here, she played an important supportive role in launching new programs at the school including our Safe and Civil Stop Think Act, a conflict management program that highlights the importance of self-efficacy in managing conflict between students. Through her work on this program, students were taught the concept that conflict can have positive outcomes if managed correctly. She also set up voluntary after school computer training to support teachers in strengthening their skills in learning the district's new TPACK initiative for using technology to support their classroom teaching and her latest endeavor to start a PTO at the site is growing in membership. She has been instrumental this year with supporting me in providing culturally responsive teaching for the staff as well as managing safety operations and preparations for the school.

In summation, due to her great attitude, dedication and excellent potential, I recommend that you accept Marybeth for the position she is seeking. I am sure that she will not let you down and would be as great an asset to your team as she has been to mine.

Please don't hesitate to contact me if I can be of further assistance. I can be reached at rlittlejohn@lbschools.net or via phone at (562) 428-0555.

Sincerely,

Richard Littlejohn
Principal
Barton Elementary School

science • technology • engineering • mathematics
STEM

MARYBETH MURRAY

OBJECTIVE: To obtain a position where my skills and strengths as an administrator and early education professional will be utilized.

EDUCATION

- **Child Development Director Permit,** California State University, Dominguez Hills, 2013
- **Administrative Services Credential,** California State University, Dominguez Hills, 2013
- **National Board Certified Teacher**- Early Childhood Generalist, California State University, Dominguez Hills 2010
- **Education Specialist Credential,** California State University, Dominguez Hills, 2006
- **Master of Arts,** Early Childhood Special Education, California State University, Dominguez Hills, 2004
- **Bachelor of Arts,** Sociology, California State University, Dominguez Hills, 2003

PROFESSIONAL EXPERIENCE

LONG BEACH UNIFIED SCHOOL DISTRICT 2016 – Present
ASSISTANT PRINCIPAL

- Serve as a member of the administration team to develop and implement the total school program including providing direction to staff in implementing goals and objectives.
- Assist in the evaluation of the school program and of staff and assist to initiate needed improvements.
- Assist with the definition and dissemination of information about school disciplinary policies and procedures to parents, students, staff and community.
- Communicate and carry out established policies, delegate and accept responsibility for completion of tasks and communicate program goals, objectives and policies to the community.

LONG BEACH UNIFIED CHILD DEVELOPMENT CENTERS 2013 – 2016
PROGRAM SPECIALIST

- Synchronize the implementation, policies and procedures to maintain best practices and effective service delivery, based on the theories and principles of child growth and development, and early childhood education.
- Spearhead childcare and development programs operating at multiple sites, provide service in the care, development, and instruction of children in child care and development programs, and serve as a coordinator of curriculum.
- Proficiently plan, develop, and direct programs, implement long-term strategies to bring a wide array of affordable child development services for families, and support goals and philosophies.
- Administer new legislation and implement policies to comply with legislation, as well as study external environments for legislative, financial and social development related to the provision of early care and education services.

SPRINGFIELD COLLEGE 2012 –2014
EARLY CHILDHOOD EDUCATION ADJUNCT FACULTY

- Skillfully deliver instruction, ensure that classes are highly participatory and utilize group, lectures, articles, case study analyses, and individual projects to demonstrate competency in an efficient manner.
- Provide assistance to students with presenting materials to the class and supporting their ideas, concepts and conclusions both articulately and with appropriate reference and research.

U.S. DEPARTMENT OF EDUCATION 2012 – 2012
PEER REVIEWER

- Keenly participated in review of grant applications for the Teacher Incentive Fund (TIF) program, assessed the effectiveness of proposed grants, and made funding recommendations.

ELL LITERACY SPECIALIST 2011 – 2012

- Delivered a small group, pullout, literacy program at Prisk Elementary for at-risk students in grades K-5, focused on helping students reach fluency and comprehension proficiency for their respective grade levels.

INSTRUCTIONAL ASSISTANT COACH/TRAINER 2010 – 2011

- Expertly developed and conducted classroom training for teachers and instructional assistants at Prisk Elementary to include modeling of lessons and supported administration in the development and implementation of the site strategic plan.

LBUSD- PRISK ELEMENTARY SCHOOL, PRE-K AUTISM 2007 – 2013

ELEMENTARY TEACHER

LBUSD -MACARTHUR ELEMENTARY, PRE-K AUTISM 2004 – 2007
ELEMENTARY TEACHER

LOS ANGELES COUNTY OFFICE OF EDUCATION 2003 – 2004
ELEMENTARY TEACHER

BUENA PARK SCHOOL DISTRICT, PRE-K MILD/MODERATE 2000 – 2003
ELEMENTARY TEACHER

LEADERSHIP EXPERIENCE

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM 2016 – 2016
CONFERENCE PRESENTER-CAEYC ANNUAL CONFERENCE

- Participated in a panel discussion on how the mentor program selects and supports high quality ECE classroom teachers and administrators and how to provide relationship-based professional development for students, teachers, and administrators.

CITY OF LONG BEACH, CA 2015 – 2015
GRAND MARSHAL

- Honored to represent the Long Beach Unified School District Child Development Centers as a Grand Marshall in the 27th Annual Martin Luther King Jr. Peace & Unity Parade.

CERTIFIED CLASS OBSERVER 2015 – 2016

- Certified to reliably code classrooms and help educational leaders make informed decisions about their programs and explain the CLASS measure to participants and the ways it organizes effective teacher-child interactions.

CALIFORNIA CHILD DEVELOPMENT ADMINISTRATOR ASSOCIATION - 71st Annual Conference 2014 – 2014
CONFERENCE PRESENTER

- Effectively served as workshop presenter at the 71st CCDAA conference, **Workshop topic**: "How Early Childhood Education Supports the Common Core Standards". In this workshop the presentation examined the alignment of common core standards in respect to its impact on programs for young children prior to kindergarten entry.

LONG BEACH UNIFIED SCHOOL DISTRICT 2013 – 2014
FUTURE ADMINISTRATOR PROGRAM

- Participated in the districts leadership pipeline through a series of workshops focused on knowledge and skill necessary to prepare for assistant principalship.

PRISK ELEMENTARY 2006 – 2013
CURRICULUM DEVELOPMENT, TEACHER'S COUNCIL REPRESENTATIVE, MASTER TEACHER

- Researched, developed, and implemented a social skills curriculum to support students with social deficits and intake of information, the internal processing of that information, and the social output of information.
- Represented teacher needs and opinions at the district level, participated in decision making activities and information gathering sessions used to create curricular and instructional policy.
- Trained future teachers through coaching, mentoring, and evaluation of student teachers from California State University, Long Beach and Loyola Marymount University.
- Generated questions, reviewed resumes and conducted interviews for prospective teachers and instructional assistants.

LOYOLA MARYMOUNT UNIVERSITY 2011 – 2012
UNIVERSITY SUPERVISOR

- Cooperatively worked with student teachers and master teachers to maintain specific criteria and standards in the credential program for student teachers in an efficient manner to keep district standards up to the mark.
- Conducted observations of student teacher candidates delivering instruction during semester fieldwork assignments and subsequent debrief with candidates to discuss strengths and recommendations for improvement.

REFERENCES

Available upon request

Mark Ryan

(School Administrator Vacancy)

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

A. IDENTIFICATION:

1. Name Ryan, Mark Patrick
   Last First Middle

2. Address [redacted]
   Number Street

   City Burbank Zip Code 91504

3. Cell Phone: [redacted] Business Phone: [redacted]

   Home Phone: [redacted]

4. E-Mail Address [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

[X] **School Administrator.** Must be a certified practicing administrative employee in the public schools.

C. CURRENT AND FORMER EMPLOYMENT:

List your current and former employment for the past ten (10) years. Please include dates of employment.

Superintendent, North Valley Military Institute, Spring 2014 to present

Superintendent and Commandant, Oakland Military Institute, 2007-January, 2014

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D. EDUCATION AND EXPERIENCE:

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

Name and Location of College or Univ.	Course of Study	Completed Semester Quarter	Degree	Date Completed
Univ of Southern Cal	Education	Spring 2002	Ph.D.	May 2002
Mount St. Mary's University	Education	1996	MS Ed	May 1996
Mount St. Mary's University	Education	1995	BA Lib Arts	May 1995

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

3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

CA Admin Services Credential Exp 4/2022

Pupil Personnel Services Exp 10/2023

Multiple Subjects Teaching Exp 4/2022

English single subject Exp 7/2024 | Physical Education single subject Exp 7/2024

Health single subject Exp 7/2024 | Introductory Math Exp 7/2024

4. Membership in professional associations. Please include dates of membership.

5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

State Board of Education Advisory Commission for Charter Schools 2011-present

E. ADDITIONAL ACHIEVEMENTS:

Summarize your accomplishments and involvement in community service which you believe would contribute to your value as a member of the Committee of Credentials:

In addition to service as a teacher and administrator for more than three decades, I have published a variety of professional articles and research, and teach at the university level.

F. 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?

I have received training in Trauma Informed Care for Schools and have worked with underserved populations my entire career.

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G. PROFESSIONAL FITNESS QUESTIONS

1. Have you ever been convicted of a felony or misdemeanor?

Yes ☐ No ☒

(If yes, attach explanation)

2. Have you ever been dismissed or resigned from, or otherwise left employment because of allegations of misconduct or while allegations of misconduct were pending?

Yes ☐ No ☒

(If yes, attach explanation)

3. Are you currently the subject of an inquiry or investigation by any law enforcement agency or any licensing agency in California or any other state?

Yes ☐ No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐ No ☒

(If yes, attach explanation)

5. Have you ever had any credential, including but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked, denied, suspended, publicly reproved, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

6. Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

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

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H. 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.

Rand P Ryan
Signature

January 10, 2019
Date

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

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PROFESSIONAL PRACTICES

North Valley Military Institute College Preparatory Academy

Board of Trustees

Board Members

Dr. Daniel Villanueva
Chair

Kelly Enos
Vice Chair

Lanny West
Secretary

Col. Leslie Beavers
Member

Mike Camorlinga
Member

Steven Escobar
Member

Emory Josephs
Member

MSgt. (R) John Martinez
Member

CAPT. (R) John Pruitt
Member

Ahmed Saededdin
Member

To Whom it May Concern;

I recommend Dr. Mark Ryan for an appointment to the Committee of Credentials for the California Commission on Teacher Credentialing. In my position as Vice Chairman of the Board of Directors at the school where Dr. Ryan serves as Superintendent, I work directly with him and see the depth and scope of his work and knowledge and I am confident he will serve our state well in this position. In addition to his role as Superintendent of the North Valley Military Institute, he serves on the State Board of Education Advisory Commission for Charter Schools. He holds clear California credentials in Administrative Services, Pupil Personnel Services, and the following teaching credentials: Multiple Subjects, English single subject, health single subject, physical education single subject, introductory mathematics, and designated subjects special subjects basic military drill. He has a wealth of teaching and administrative experience and works hard for the young people the North Valley Military Institute serves.

Sincerely,

Kelly William Enos

Vice Chair

NVMI Board of Directors

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LOS ANGELES
MISSION COLLEGE
One of the Nine Los Angeles Community Colleges
OFFICE OF ADMINISTRATIVE SERVICES
Daniel G. Villanueva

January 15, 2019

To Whom it May Concern;

I recommend Dr. Mark Ryan for an appointment to the Committee of Credentials for the California Commission on Teacher Credentialing. In my position as (Chairman/Vice Chairman) of the Board of Directors at the school where Dr. Ryan serves as Superintendent, I work directly with him and see the depth and scope of his work and knowledge and I am confident he will serve our state well in this position. In addition to his role as Superintendent of the North Valley Military Institute, he serves on the State Board of Education Advisory Commission for Charter Schools. He holds clear California credentials in Administrative Services, Pupil Personnel Services, and the following teaching credentials: Multiple Subjects, English single subject, health single subject, physical education single subject, introductory mathematics, and designated subjects special subjects basic military drill. He has a wealth of teaching and administrative experience and works hard for the young people the North Valley Military Institute serves.

Sincerely,

Dr. Danny Villanueva,
Board Chair
NVMI Board of Directors

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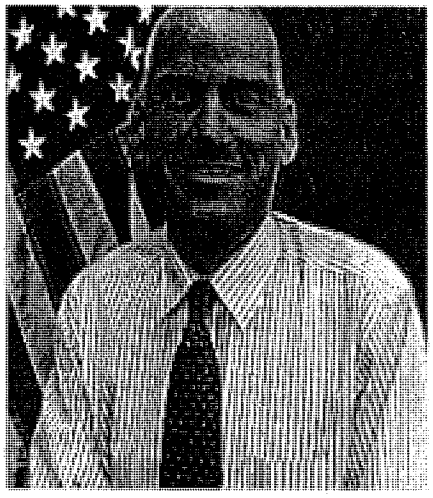
CURRICIULUM VITAE



Mark P. Ryan, Ph.D.

Primary Employment:

Superintendent, North Valley Military Institute College Preparatory Academy
12105 Allegheny Street
Sun Valley, CA 91352

Emails:

[redacted]

Residence:

[redacted]

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EDUCATION

1996-2002 University of Southern California, Ph.D. in Curriculum and Instruction
Math, Science, and Technology Education: Areas of Emphasis
Dissertation Title: *A Study of the Relationship Between Mathematical Department Congruence and Student Achievement in Select Secondary Schools of the Archdiocese of Los Angeles*

1995-1996 Mount Saint Mary's College, Los Angeles, M.S.Ed.Admin. (Master of Science in Educational Administration)
Catholic School Leadership: Specialization
Thesis Title: *A Study of the Traits and Qualities of an Effective Secondary School Principal*

1984-1994 Mount St. Mary's College, Los Angeles, B.A. Liberal Arts, 1994
California State University Los Angeles
St. John's Seminary College

CREDENTIALS HELD

Clear California Administrative Services
Clear California Multiple Subject with Cross-cultural Language Acquisition and Development (CLAD)
Clear California Pupil Personnel Services (Counseling)
Clear California Designated Subjects Special Subjects Basic Military Drill
Clear California Introductory Mathematics Single Subject
Clear California Physical Education Single Subject
Clear California Health Science Single Subject
Clear California English Single Subject

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PROFESSIONAL EXPERIENCE

March, 2014-Present, Superintendent, North Valley Military Institute College Preparatory Academy, Granada Hills, CA

1996-Present Adjunct Faculty, National University, Los Angeles, CA
Teach courses in Educational Psychology, Curriculum Development, Intro to Special Education, Behavior Support, School Law, Teaching Methods for English Learners, School Finance, School Leadership and Administration, Charter School Leadership, Personnel Management, Managing School Change, Positive Behavior Interventions and Supports, The Individualized Education Program, School Culture, Philosophy of Education, and Secondary School Teaching Methods in Math, Health, Physical Education, Science, and English

July, 2007 – January 2014, Commandant/Superintendent, Oakland Military Institute College Preparatory Academy, Oakland, CA

1999-2014 Adjunct Faculty, School of Education, Loyola Marymount University, Los Angeles, CA.
Instructor of the course in Elementary and Secondary Curriculum (ED640) and
Instructor of all program area courses for the Bay Area Teach for America (TFA) Program – Elementary Methods and Assessment of Teaching as well as Advocacy and School Law; also certified Teaching Performance Assessment (TPA) Assessor

2007 –2009, Adjunct Faculty, California State University at East Bay, Hayward, CA
Instructor of teacher education courses in Classroom Management, Curriculum Design, Student Teaching Seminar, Technology Integration in the Elementary and Secondary Classroom, Instructional Methods, Models of Teaching, and Special Education Seminar

January, 2005 - June, 2007, Program Specialist, San Bernardino City Unified School District, California Cadet Corps Program
11th Brigade Advisor, 11th Cadet Brigade (2500 cadets and 45 adult personnel)
Commandant of Cadets, 308th Battalion

July, 2004 - August, 2015, Assistant Executive Officer, California Cadet Corps (volunteer position with the State of California Military Department State Defense Forces)
Chair, Regulations Committee
Chair, Curriculum Committee and Director of Curriculum
Special Projects Officer

March, 2003 – January, 2005 Math and Science Coach, Los Angeles Academy MS, Los Angeles
Model Lesson Teacher, Math and Science, Grades 7-8
Professional Development Coordinator
Commandant of Cadets, 301st Battalion

July, 2002 – June, 2003 Visiting Assistant Professor of Education, Loyola Marymount University
Instructor of Education 640, Instructional Leadership
Instructor of Education 621, Introduction to Teaching and Learning

1996-2007 Adjunct Faculty, California State University at Dominguez Hills, Carson, CA
Instructor of courses in Elementary Curriculum, Secondary Curriculum, Principles of Curriculum Development, the Curriculum Capstone Course, Classroom Assessment, Preliminary School Administration courses, Introduction to Computers in the Classroom, Sociological Foundations of Education, Psychological Foundations of Curriculum, Psychological Foundations of Education, and Socio-Cultural Foundations of Education.
Served on School of Education's WASC Leadership Team
Served on Curriculum Committee
Served on Technology Committee
Served on Committee to Establish Doctoral Program

1995-2000 Vice Principal, St. Matthias High School, Downey, CA
2000-2002 Principal, St. Matthias High School, Downey, CA (teaching principal; see below)

1995-2002 High School teacher of Advanced Placement Statistics, Algebra, Spanish (all levels), Religion, Government, Intermediate Algebra, and Computers

1999-2001 Adjunct Faculty, School of Education, University of San Francisco, San Francisco, CA
Instructor of a summer session course in Desktop Publishing

1989-1995 Junior High Teacher (all subjects), St. Aloysius Gonzaga School, Los Angeles, CA
Served as Vice Principal, religion coordinator, student activities director, Music and Science Specialist

1984-1989 Junior High Teacher (all subjects), St. Thomas the Apostle School, Los Angeles, CA
Served as Religion Coordinator and Music Specialist

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PUBLISHED BOOKS AND MATERIALS

Ryan, M.P. (2011). California Cadet Corps: A History in Context. Published by the State of California Military Department.

Ryan, M.P. (2004, 2006, 2007, 2008, 2009, 2012, 2014, 2015). *Curriculum and Guide: California Cadet Corps*. Published by the State of California Military Department.

Ryan, M.P. (2004, 2006, 2007, 2008, 2009, 2012, 2014, 2015). *Various Regulations: California Cadet Corps*. Published by the State of California Military Department.

Ryan, M.P. (2004). *Curriculum: A standards-based approach to answering the questions: what should we teach, how should we assess student learning, and how do we best teach to produce evidence of student success*. Columbus, OH: Prentice-Hall (Pearson Education/Merrill).

Ryan, M.P. (2001). *Science activities using technology for the middle grades* (A Kit). Redondo Beach, CA: Teacher Created Materials.

Ryan, M.P. (2001). *Administrator's guide to using technology: Planning funding and implementation*. Gaithersburg, MD: Aspen Publishers, Inc..

PEER REVIEWED PUBLICATIONS

Ryan, M.P. (2016). Leadership Education at the Middle and High School Levels. S.R. Tiwari & L. Nafees. In Innovative Management Education Pedagogies for Preparing Next-Generation Leaders: IGI-Global

Ryan, M.P. (2016). Assessment in the Online Classroom - A Critical Review of Two Major Strategies: Online Quizzes/Tests and Discussion Boards. In P. Dickenson (Ed.), *Increasing Productivity and Efficiency in Online Teaching*: IGI-Global.

Ryan, M.P. (2016). The Administrator's Role in Professional Development for Quality Teaching and Learning. In S. Putman (Ed.), *Handbook of Research on Professional Development for Quality Teaching and Learning*: IGI-Global.

Ryan, M.P. (2016). Lesson Study as an Effective Performance-Based Measure of Teacher Effectiveness. In D. Polly (Ed.), *Evaluating Teacher Education Programs through Performance-Based Assessments*: IGI-Global.

Ryan, M.P. (April, 2004). Culminating portfolios as tool for curricular improvement. *Catholic Education: A journal of inquiry and practice.*

Ryan, M.P. (April, 2004). Culminating portfolios as tool for curricular improvement. *Catholic Education: A journal of inquiry and practice.*

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Ryan, M.P. (November, 2002). *Seven somewhat simple strategies for instructional leadership. Principal Leadership Magazine:* **NASSP**

PROFESSIONAL AND INVITED PUBLICATIONS

Ryan, M.P. (1990). *How to prepare the children for the liturgy, not just the liturgy for the children (Including Mass Response Bingo Cards*. Los Angeles, CA: Archdiocese of Los Angeles Office of Catholic Schools.

PAPERS PRESENTED AT PEER REFEREED CONFERENCES

Wohlstetter, P., Marsh, D., and Ryan, M.P. (1998, March). Report on the progress of Annenburg grant schools toward achieving grant goals- Los Angeles Annenburg Metropolitan Project (LAAMP). Paper presented at the annual meeting of the American Educational Research Association, San Diego, CA.

INVITED PAPER PRESENTATIONS, KEYNOTE ADDRESSES AND LECTURES

Ryan, M. P. (2014, January). Impact of the 21st Century Community Learning Center Grant program on the cohort of 8 schools convened by the University of California at Berkeley. UC Berkeley.

Ryan, M. P. (2013, November). Special Education in Charter Schools: Challenges and Opportunities, Bay Area Charter Joint Powers Authority.

Ryan, M. P. (2011, August). Catholicity of the Elementary School. Presented to faculties of Los Angeles Archdiocesan Catholic Schools in the Our Lady of the Angels Pastoral Region.

Ryan, M. P. (2009, April). Understanding Standardized Test Scores. Presented to faculties of Oakland Diocesan Catholic Schools.

Ryan, M.P. (2008, June). Heartsaver First Aid and CPR. (course taught as certified AHA Instructor). American Heart Association.

Ryan, M.P. (2008, June). You are the architect of your future. 8th Grade Retreat presented to the students of St. Raphael School at Loyola Marymount University.

Ryan, M.P. (2007, July and August). TAC Team Training Program. Oakland Military Institute. Oakland, CA.

Ryan, M.P. (2007, July). Basic and Advanced Commandant Training Academy. California Cadet Corps.

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Ryan, M.P. (2006, Various). Commandant Training Academy. California Cadet Corps.

Ryan, M.P. (2006, February). Managing the difficult cadet. Presented to the commandants of the 1st, 11th, 7th, and 18th Brigades, California Cadet Corps.

Ryan, M.P. (2005, April). Classroom Assessment in the California Cadet Corps classroom. Presented to the commandants of the 11th Brigade, California Cadet Corps.

Ryan, M.P. (2005, March). Effective Strategies for Classroom Management. Presented to the commandants of the 11th Brigade, California Cadet Corps.

Ryan, M.P. (2005, January). The CACC Curriculum. Presented to the commandants of the 11th Brigade, California Cadet Corps.

Ryan, M.P. (2004, May). Hands-on math strategies. Presented to the faculties of Local District 5 middle schools and high schools. Los Angeles Unified School District.

Ryan, M.P. (2004, April). Effective Strategies for Math and Science Instruction and Assessment. Presented to the faculties of middle schools in Local District 5, Los Angeles Unified School District.

Ryan, M.P. (2004, January). Classroom Based Assessment. Presented to the faculties of Local District 5, Los Angeles Unified School District.

Ryan, M.P. (2003, April). Culminating Portfolios for High School Seniors: A real life story. Presented to the National Catholic Educational Association, St. Louis, MO.

Ryan, M.P. (2003, April). Strategies for Student-Centered Teaching and Learning. Presented to the National Catholic Educational Association, St. Louis, MO.

Ryan, M.P. (2002, November). Designing Rubrics for Student Success. Presented to California Association of Private School Organizations, Long Beach, CA.

Ryan, M.P. (2002, November). Portfolio Assessment in the Secondary Classroom. Presented to California Association of Private School Organizations, Long Beach, CA.

Ryan, M.P. (2002, November). Thinking Maps in the Curriculum. Presented to California Association of Private School Organizations, Long Beach, CA.

Ryan, M.P. (2002, November). 15 Strategies for Active Learning. Presented to California Association of Private School Organizations, Long Beach, CA.

Ryan, M.P. (2002, August). Effective and Balanced Schoolwide Assessment Systems. Presented to faculties of elementary schools in the Archdiocese of Los Angeles. St. Charles Borromeo School, North Hollywood, CA.

Ryan, M.P. (2002, August). Classroom Assessment. Presentation at the Teacher Internship Program, Archdiocese of Los Angeles.

Ryan, M.P. (2002, August) Congruence in Secondary Schools. Presentation for the Academic Council and full faculty of Notre Dame High School, Sherman Oaks, CA.

Ryan, M.P. (2002, August) Assessment: A common vocabulary. Presentation for the full faculty of La Salle High School, Pasadena, CA.

Ryan, M.P. (2002, July) Schoolwide Assessment Strategies. Presentation to the Institute on Catholic Educational Leadership (ICEL) at the Archdiocese of Los Angeles.

Ryan, M.P. (2002, January). Rubrics in the university classroom and their importance as the school of education prepares for continuing NCATE accreditation. Featured speaker at the full and part time faculty meeting, Loyola Marymount University School of Education, Los Angeles, CA.

Ryan, M.P. (2001, December) National Guard youth programs and their efficacy as school-based programs: An analysis of the linkages between "educationese" and military jargon. Presented as the Keynote Speaker for the California National Guard Youth Programs Conference (California Cadet Corps), Sacramento, CA.

Ryan, M.P. (2001, November and December) Educative assessment in the elementary school classroom: strategies for integrating all forms of assessment into a comprehensive school improvement plan. Presented as part of the Archdiocese of Los Angeles Department of Catholic Schools Keynote Speaker Series at Van Nuys, CA and Inglewood, CA.

Ryan, M.P. (2000, February) Administrator's tips for using federal funding sources such as the Universal Service Fund (e-rate) to maximize Catholic school access to technology that will bridge the digital divide. Keynote presentation at the Principal's Conferences, Los Angeles, CA.

GRANTS FUNDED

Ryan, M.P. (2017) After School Education and Safety Grant (California Department of Education) $161,500.

Ryan, M.P. (2017) The Anstasia Soare Foundation: Leadership Development for Secondary Military Academy $100,000.

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Hull, G. and Ryan, M.P. (2014) 21st Century Community Learning Center Grant for the East Bay Consortium for Underserved Children (U.C. Berkeley School of Education). U.S. Department of Education. ($2.2 million).

Ryan, M.P. (2014) After School Education and Safety Grant (California Department of Education) $150,000.

Gaddy, M. and Ryan, M.P. (2014) Operating Support: Oakland Military Institute (various foundations) $1,650,000.

Gaddy, M. and Ryan, M.P. (2013) Operating Support: Oakland Military Institute (various foundations) $1,250,000.

Gaddy, M. and Ryan, M.P. (2012) Operating Support: Oakland Military Institute (various foundations) $1,320,000.

Ryan, M.P. (2011) After School Education and Safety Grant (California Department of Education) $150,000.

Ryan, M.P. (2011) Kitchen Renovation Grant (California Department of Education – 2 grants) $30,000.

Gaddy, M. and Ryan, M.P. (2011) Operating Support: Oakland Military Institute (various foundations) $1,650,000.

Gaddy, M. and Ryan, M.P. (2010) Operating Support: Oakland Military Institute (various foundations) $1,135,000.

Hull, G. and Ryan M.P. (2009) 21st Century Community Learning Center Grant for the East Bay Consortium for Underserved Children (U.C. Berkeley School of Education). U.S. Department of Education. ($10.2 million)

Ryan, M.P. and Holaday, B. (2008) Facilities Improvement grant. Nicholas Foundation. $300,000.

Ryan, M.P. and Holaday, B. (2008) Technology planning and implementation grants. Hewlett Packard and Cisco Foundations. $250,000.

Ryan, M.P. and Holaday, B. (2007) Athletic facilities for the Oakland Military Institute. The Valley Fund, $167,000.

Ryan, M.P. (2002) Scholarship support for victim families of the September 11, 2001 tragedies (various foundations) $165,000.

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Ryan, M.P. (2001) Block scheduling in the secondary classroom. Title VI professional development grant, $4100.

Ryan, M.P. (2001) Using technology to increase student learning. Title IV professional development grant, $3800.

Ryan, M.P. (2001) Making Excellence the Target of All Students (METAS): A mentoring program for at-risk young woman at St. Matthias High School, Ahmanson Foundation, $33,000

Ryan, M.P. (2001) Calculator-based labs in the physics classrooms. Christian Brothers Foundation, $2000.

Ryan, M.P. (2001) Support for Christian service endeavors, Doheny Foundation, $33,000

Ryan, M.P. (2001) Installation of a foreign language computer lab, Doheny Foundation, Archdiocese of Los Angeles, $105,000.

Ryan, M.P. (2000) Authentic assessments using portfolios, performance tasks, rubrics, and the like. Title VI professional development grant, $3300.

Ryan, M.P. (2000) Writing across the curriculum: A workshop series for private school educators and principals. Title IV professional development grant, $2877.

Ryan, M.P. (2000) Support for Christian service endeavors, Doheny Foundation, $35,000.

Ryan, M.P. (2000) Scholarship fund donation. Edward DiLorretto Foundation, $25,000.

Ryan, M.P. (1999) Linking assessments to standards. Title VI professional development grant $1900.

Ryan, M.P. (1999) Math and science labs using calculator-based activities. Eisenhower Grant, $4500..Ryan, M.P. (1999) Teach the Teachers program, Vons/Pavillions Summer Institute Grants for six teachers, $3000.

Ryan, M.P. (1999) Marchese Online Art Gallery: A Grant from the America Online Foundation, $12,000.

Ryan, M.P. (1998) Art education in the elementary schools: A professional development project funded through the Los Angeles Metropolitan Education Partnership, $42,500.

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Ryan, M.P. (1996) Math and science restructuring grant from Los Angeles Unified School District, $88,000.

PROFESSIONAL EVALUATION REPORTS, PROPOSALS AND APPLICATIONS

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Ryan, M.P. (2014) Valley Foundation program report.

Ryan, M.P. (2013) Keck Foundation program report.

Ryan, M.P. (2012) Annenberg Foundation program report.

Ryan, M.P. (2001) Doheny Foundation Scholarship program report.

Ryan, M.P. (2001) Blue Ribbon Schools Application, St. Matthias High School, Downey, CA

Ryan, M.P. (2001) Doheny Foundation Scholarship program report.

Ryan, M.P. (2000) Ahmanson Foundation grant program report on the METAS Mentoring program.

PROFESSIONAL SERVICE

Secretary. Association of Military Colleges and Schools of the United States. (February, 2018 to present).

Treasurer. Association of Military Colleges and Schools of the United States. (February, 2017 to February, 2018).

Executive Committee. Association of Military Colleges and Schools of the United States. (February, 2016 to present).

Board of Directors (2017-2018) Our Lady of Grace School, Encino, CA.

Chairperson, Board of Directors. (2015-2016) Saint Ferdinand Catholic Elementary School, San Fernando, CA.

Board of Managers, Los Angeles City Section, California Interscholastic Federation (2016 to present).

Textbook Reviewer, (2015). *Cases on instructional technology in gifted and talented education.* IGI-Global.

Textbook Reviewer, (2015). *Cases in technology integration in mathematics education.* IGI-Global.

Board of Managers, North Coast Section, California Interscholastic Federation (2011-2014).

Textbook Reviewer, (2014). *Andragogical and pedagogical methods for curriculum and program development.* IGI-Global.

President, Bay Counties League. California Interscholastic Federation, North Coast Section (2008-2014).

Textbook Reviewer, (2014). *Academic knowledge construction and multimodal curriculum development.* IGI-Global.

Quoted in G. Wilcox (2014, Nov 10). Band of Pupils. *Los Angeles Daily News.*

Chairperson, Bay Area Special Education Charter School Joint Powers Authority (2012-2014)

Member, California Advisory Commission on Charter Schools, California Department of Education (2012 to present)

Textbook Reviewer, (2008). *Models of Teaching.* Prentice-Hall.

Textbook Reviewer, (2001). *Teaching math in the elementary and middle grades.* Merrill.

Textbook Reviewer, (2001). *Curriculum challenges and prospects: A new paradim.* Prentice- hall.

Textbook Reviewer, (2000). *Educational philosophy.* Pearson Education.

League President, Catholic Schools League, Southern Section, California Interscholastic Federation. (1998-2002).

Textbook Reviewer, (2000). *Methods of teaching math and science in the middle school.* Pearson Education.

MEDIA PRESENTATIONS AND ARTICLES

Ryan, M.P. (2017). Interviewed on KTLA Channel 5 10 o'clock news: Military School Serves Disenfranchised Youth.

Ryan, M.P. (2016). Interviewed on video by Major League Baseball. Dodgers Partner with Military School: available at: http://m.mlb.com/video/v541282183/dodgers-participate-in-exercise-at-mil...

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Quoted in Los Angeles Times: North Valley Military Institute: A New Charter. Available at: http://www.latimes.com/local/la-me-1013-military-charter-pictures-photogallery.html

Quoted in G. Wilcox (November 9, 2014) North Valley Military Institute Readies Kids of College with Discipline. Los Angeles Daily News. Found at: http://www.latimes.com/local/la-me-1013-military-charter-pictures-photogallery.html

Ryan, M.P. (2000). Students Shine Academically (an article on the California Catholic Schools Junior High Academic Decathlon). Special to The Tidings: Los Angeles, CA.

Quoted in R. Manne (2000, June 4). The difference between public and private schools and the voucher initiatives. *Los Angeles Business Journal*.

Founder, California Catholic Schools Academic Junior High Decathlon (1990). Celebrates 25th anniversary March 2015. Served as Super Quiz reader at 20th and 25th Anniversary events.

PROFESSIONAL HONORS AND AWARDS

Order of California. Presented April 2015 by the California National Guard for sustained exceptionally meritorious service (the highest award for non-valor given by the California National Guard).

Archdiocese Service Award for 25 years of the Academic Junior High Decathlon. Presented March 2015 by the Archdiocese of Los Angeles.

California Legion of Merit Medal. Presented December, 2013 by the California National Guard for exceptionally meritorious service to the California Cadet Corps and California National Guard.

California Commendation Medal. Presented October, 2010 by the California National Guard for exceptionally meritorious service to the California Cadet Corps and California National Guard.

Archdiocesan Award for 20 Year Anniversary of the Founding of the Junior High Academic Decathlon, 2010

California Medal of Merit. Presented October, 2007 by the California National Guard for exceptionally meritorious service to the California Cadet Corps and California National Guard.

California Commendation Medal. Presented 2005 by the California National Guard for exceptionally meritorious service to the California Cadet Corps and California National Guard.

California Commendation Medal. Presented 2003 by the California National Guard for exceptionally meritorious service to the California Cadet Corps and California National Guard.

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District 7 STAR Award Winner (Teacher of the Year). Presented in April, 2004 by LAUSD Board Member Mike Lansing.

Principal of National Blue Ribbon School of Excellence (St. Matthias High School, Downey, CA), 2002. United States Department of Education.

Archdiocesan Award of Excellence for founding the Junior High Academic Decathlon, May, 1999.

Athletic Department Award for Administrative Support, St. Matthias High School, 2001.
Parent Leadership Team appreciation award, St. Matthias High School, 2000.

City of Downey Distinguished Service Award, 2000.

Weekend College Certificate of Distinction, Mount Saint Mary's College, Los Angeles, CA.

HONOR SOCIETY MEMBERSHIP

Phi Delta Kappa (National Education Honor Fraternity) USC Chapter
Society of Delta Epsilon (USC Doctoral Alumni Honor Society) USC Chapter

PROFESSIONAL ORGANIZATION MEMBERSHIPS

American Educational Research Association (1999-present)
National Catholic Education Association (1995-2007)
Mercy Education Network (1986-2008)
Association of Military Colleges and Schools of the United States (2013-present)
Association for Curriculum Supervision and Development
National Council of Teachers of Mathematics
National Science Teachers Association
American Red Cross Instructor's Network
American Heart Association Instructor's Network
California Mathematics Council

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PROFESSIONAL ACTIVITIES

WASC Visiting Committee Chairperson, San Jacinto High School, April, 2019
WASC Visiting Committee Chairperson, Mililani Uka Elementary School, February, 2019
WASC Visiting Committee Chairperson, Orcutt Academy, November, 2018
WASC Visiting Committee Chairperson, Encore Junior/Senior High School, February, 2018
WASC Visiting Committee Chairperson, Palmdale Aerospace Academy, April, 2017
WASC Visiting Committee Chairperson, Gateway to College Charter Academy, March, 2017

WASC Visiting Committee Chairperson, Camino Nuevo Charter Academy, February, 2017
WASC Visiting Committee Chairperson, San Jacinto High School, April, 2016
WASC Visiting Committee Chairperson, Today's Fresh Start School, Los Angeles, April, 2016
WASC Visiting Committee Chairperson, Shalhevet High School, Los Angeles, April, 2015
WASC Visiting Committee Chairperson, PUC Early Academy of Leaders and Scholars, Los Angeles March 2015
WASC Visiting Committee Chairperson, King Chavez Community Charter School, San Diego, February, 2015
WASC Visiting Committee Chairperson, Futures High School, April, 2014
WASC Visiting Committee Chairperson, Capitol Montessori School, March 2014
WASC Visiting Committee Chairperson, Multiple schools, January-April, 2013
WASC Visiting Committee Chairperson, Starting Gate School, April, 2012
WASC Visiting Committee Chairperson, Mount Diablo High School, February, 2012
WASC Visiting Committee Chairperson, Leadership Preparatory Charter School, San Francisco, October, 2011
WASC Visiting Committee Chairperson, Capitol Montessori Project Charter School, March, 2011
Core Instructor, American Heart Association, 1999-present.
Visiting Committee Chairperson, Mount Diablo High School WASC Visit, March, 2009.
Board of Development, St. Columbkille School, Los Angeles, CA, 2002-2006
Visiting Committee Chairperson, St. Bernard High School WASC Visit, March, 2002.
WASC Visiting Committee Member, Pomona Catholic Girls School, March, 2001
WASC Visiting Committee Member, Queen of Peace Academy, March, 2000
WASC Visiting Committee Member, Paraclete High School, March, 1999
Governing Board Member, Our Lady of Grace School, Encino, 2017-present

Faculty Retreat Presenter and Facilitator:

- St. Robert Bellarmine School, Burbank, 1999
- St. Pius V School, Buena Park, CA 1999
- St. Aloysius Gonzaga School, Los Angeles, 1998
- St. Raymond School, Downey, 1997
- Our Lady of the Miraculous Medal, Montebello, CA 1997

Faculty Workshops:

- Smarter Balanced Assessment preparation strategies, Sun Valley High School, 2017
- Special Education Best Practices for Inclusion, Northeast Los Angeles County, 2017
- Behavior Support Plans, Santa Clarita, 2017
- Charter School Universe, University of California at Los Angeles, 2016
- Deanery 19 Combined Faculties, Archdiocese of LA, Japanese Lesson Study Model, 2015
- Deanery 19 Faculties, Archdiocese of LA, Professional Learning Community Model, 2014
- Archdiocese of Los Angeles, Professional Learning Communities, 2014
- St. Joseph School, Long Beach, Archdiocese of LA, Math Curriculum/Assessment/Instruction, 2012, 2013, 2014
- St. Alphonsus Elementary School, Los Angeles, Assessment, 2009, 2010, 2011
- Mary Star of the Sea Elem School, San Pedro, Assessment/Curriculum Alignment, 2002
- St. Philip the Apostle School, Pasadena, Schoolwide Learning Expectations, 2002

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- St. Pius X Elementary School, Santa Fe Springs, Schoolwide Learning Expectations, 2002
- St. Alphonsus Elementary School, Los Angeles, Assessment, 2002
- St. Matthias High School, Downey, 1995-2002 (numerous)
- Bishop Alemany High School, North Hills, CA 2001
- San Gabriel Mission High School, Authentic Assessment, 2000
- Pomona Catholic High School, Authentic Assessment, 2000
- St. Paul High School, Santa Fe Springs, Authentic Assessment, 1998
- St. Joseph High School, Lakewood, Curriculum Development, 1998
- St. Aloysius Gonzaga School, 1989-1995 (numerous)
- Junior High Academic Decathlon information workshops, 1989-present (numerous)

UNIVERSITY/SCHOOL OF EDUCATION COMMITTEES

Accreditation Steering Committee, Loyola Marymount University School of Education, August, 2002 - 2005
Technology Innovation Challenge Grant Committee, Loyola Marymount University, 2000-2001.
Technology Committee, Loyola Marymount University, 2002-present.
Assessment subcommittee for the WASC/NCATE accreditation process, Loyola Marymount University, 2001.

LANGUAGE AND COMPUTER PROFICIENCES

Fluent in reading, writing, and speaking Spanish
IBM/MAC Literate
Competent at the following aspects of computer/technology:

- ☐ Microsoft Word, Power Point, Access, Excel, Publisher, Outlook
- ☐ Internet
- ☐ Digital imaging
- ☐ Video conferencing
- ☐ Network management fundamentals
- ☐ Network troubleshooting
- ☐ Wireless networks
- ☐ e-mail/ proxy servers
- ☐ Technology planning and leadership

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CERTIFICATIONS

Emergency Medical Responder, American Red Cross
Instructor, American Red Cross (First aid, Adult/child/infant CPR, AED, and Wilderness First Aid)
Instructor, American Heart Association (First aid, Adult/child/infant CPR, AED, and Wilderness First Aid)

Instructor, American Safety and Health Institute (First aid, Adult/child/infant CPR, AED, and Wilderness First Aid)
Instructor trainer (Center for Healthcare Education, Riverside, CA)
Instructor, FEMA Community Emergency Response Teams
Instructor, FEMA Campus Emergency Response Teams
Instructor, FEMA Teen CERT
Manager, FEMA Community Emergency Response Team Programs
Manager, FEMA Campus Emergency Response Team Program
Instructor, California Basic Archery Program
Instructor, JROTC Marksmanship
Instructor, Drill and Ceremonies (Competitive Drill Outcomes, Inc.)
Instructor, Exhibition Drill (Competitive Drill Outcomes, Inc.)

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Richard Lopez

(School Administrator Vacancy)

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

A. IDENTIFICATION:

1. Name Lopez Richard
   Last First Middle

2. Address [redacted]
   Number Street

   City Atwater Zip Code 95301

3. Business Phone: [redacted] Home Phone: [redacted]

4. E-Mail Address [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

☒ **School Administrator.** Must be a certified practicing administrative employee in the public schools.

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 Semester Quarter | Degree | Date Completed

AIU	Curriculum + Inst.		Master's	2013
Stanislaus	Admin Cred.		Credential	2002
Chapman Univ	Teaching Cred.		Credential	1997
Chapman Univ.	Liberal Studies		Bachelor's	1996

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

3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

Administrative Credential - 7/1/2018
Multiple Subjects Teaching Credential - 7/1/2018

4. Membership in professional associations. Please include dates of membership.

ACSA - Presently a member
CALSA - Presently a member
CUE - Presently a member
CSBA - Presently a member
Merced County School Boards Assoc. - Presently a member.

5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

School Board Trustee - Merced Union High School - 12/2014 - 12/2018
School Board Trustee - Merced River S.D. - (1998-2012)

D. ADDITIONAL ACHIEVEMENTS:

Please summarize your accomplishments and involvement in community service which you believe would contribute to your value as a member of the Committee of Credentials:

SUPES Academy - (2013-2014)
U.S. Army (1988-1991)
Parent Institute for Quality Education
Merced River Athletic Assoc.

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?

I believe that serving in various capacities across education have provided me the skills needed to make informed decisions. I have served as a trustee at the elementary + high school level. I have also served as a teacher, vice-principal, principal, and currently as a superintendent/principal.

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

Yes ☐ No ☒

(If yes, attach explanation)

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

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.

Signature

8/28/2017
Date

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

RICHARD LOPEZ

[redacted]

PERSONAL DATA:

[redacted] [redacted]

EDUCATION:
American InterContinental University
Masters of Arts in Education
Curriculum and Instruction

California State University Stanislaus
Administrative Credential

Stanislaus County Office of Education
SB 430/ AB 75 Principal Training

Chapman University
Multiple Subjects Teaching Credential

Chapman University
Bachelor of Science

Merced College
Associates of Arts

Merced High School
High School Diploma

PROFESSIONAL EXPERIENCE:

Merced River School District
Superintendent/Principal 2015-Present

School District Representative, 2016-Present
Merced County School Boards Association

Planada Elementary School
Principal 2007- 2015

Planada Elementary School, 2013-2015
Curriculum and Instruction Coordinator

SUPES Academy, 2013-2014

CELDT Coordinator
Planada Elementary School District, 2008- 2015

School Board Trustee, 2014- 2018
Merced Union High School District

School Board Trustee, 1998- 2013
Merced River School District

Superintendent's Academy, 2010-2011
Association California School Administrators

English Language Professional Development, 2009
Merced County Office of Education

Math Curriculum Professional Development (SB 472), 2008
Merced County Office of Education

Entering the Principalship, 2006-2007
Association California School Administrators

Principal's Academy, 2005-2006
Association California School Administrators

Vice-Principal, 2004-2007
Winton Middle School

Summer School Principal, 2004-2006
Winton Middle School

Teacher on Special Assignment- Vice Principal duties, 2002-2004
Winton Middle School

Math and Science Teacher, 1997- 2002
Winton Middle School

Athletic Director, 1998- 2004
Winton Middle School

Varsity Girls Volleyball Coach, 1999- 2006
Winton Middle School

Varsity Boys Basketball Coach, 1999- 2004
Winton Middle School

Paraprofessional, 1992- 1998
Merced River School District

Athletic Director, 1992-1998
Merced River School District

Varsity Coach, 1992-1998
Merced River School District

District Bus Driver/Maintenance, 1992- 1994
Merced River School District

Air Defense Artillery, 1988-1991
United States Army

ACHIEVEMENTS- EDUCATIONAL:

AMAE Administrator of the Year

2014 Exited Program Improvement

2013 Academic Performance Index- increased API at Planada Elementary over 158 points in 6 years

Achieved over 800 on the API for 2 consecutive years

Annual Yearly Progress- increased number of students at proficiency levels for 2 years

Targeted Instruction- along with consultants and county office of education, we have established instruction-focused strategies

Imagine Learning Program- implemented supplemental English Language Development computer based program

After-School Tutorial-have coordinated tutorial for non-proficient students

Merced County Highest API growth for English Learners

Merced County 3rd highest API growth overall

California English Language Development Test- as coordinator and trainer, have helped raise the district's CELDT scores

Parent Institute for Quality Education- provided training for parents

Planada Elementary Pre-School- in collaboration with First 5, we established a successful pre-school program at Planada Elementary

Title 3- English Learners- in collaboration with Merced County Office of Education, we provided on-going professional development for staff

Pre-School Collaboration- coordinated with local pre-school programs to articulate over curriculum and services provided by each

Community Based English Tutoring (CBET) - coordinated English development program for parents

English Learner Advisory Council- established an effective ELAC council

PLANADA
ELEMENTARY SCHOOL DISTRICT

José L. González, Superintendent

March 17, 2017

To Whom It May Concern:

It is my sincere pleasure to write this letter of recommendation for Mr. Richard Lopez. I have known Mr. Lopez for seven years both on a personal and professional level. During this time, I have had the opportunity to collaborate, observe, and evaluate his work, as well as his potential for growth as an instructional leader. Mr. Lopez has never failed to impress me with his work ethic, advocacy for children and focus on increasing student achievement.

Mr. Lopez is currently the Superintendent-Principal of Merced River Union Elementary School District. Prior to serving MRUESD, he was Principal of Planada Elementary School for eight years. Mr. Richard Lopez is an assiduous person who continues to perform and excel in every facet of education and has quickly become a respected instructional leader across the County. In all of his duties, Mr. Lopez provides consistent team-oriented, collaborative leadership for all of his staff and colleagues which during his tenure at PES resulted in over 120 points of API growth and an exit out of PI. His leadership style ensures clarity of purpose that supports his vision of increasing student achievement through standards-based aligned instruction, accountability, equity and access and through creating for students a safe sense of belonging within a professional learning community.

Mr. Lopez gives unselfishly of his time to ensure a quality standards based curriculum is delivered to students. Mr. Lopez routinely participates in community activities both in both District's he serves and in other communities in Merced County. Such dedication is paramount when working with the diverse needs of today's youth. Aside from his leadership at MRUESD, Mr. Richard Lopez also enriches the lives others outside our district by serving as Trustee in the Merced Union High School District. Mr. Lopez accomplishes this by not only leading, but by listening. He not only leads, but quickly learns and applies new learning towards the betterment of our students' lives. His leadership is steady, fair, and consistent. Both his colleagues and staff respond cooperatively to his leadership style and his management due to his proactive and consistent application of expectations.

Mr. Richard Lopez is a person of high moral and ethical standards. He is an industrious person whose attention to detail is without reproach. His utilization of every available resource is a characteristic of his promise and effectiveness. His focus on the task at hand affords him the ability to impact said knowledge to others. Mr. Lopez' personality and poise will undoubtedly be an asset in his future undertakings.

I recommend Mr. Richard Lopez without reservation as a candidate for Superintendent of your District. Should you require any further information or clarification, please do not hesitate to contact me.

Sincerely,

José L. González
Superintendent

BOARD OF TRUSTEES: David Rodriguez, Yolanda Ramirez, Daniel Chavez, Ignacio Yañez, Adrian Sanchez
PO Box 236 9722 Haskell Avenue Planada, CA 95365 Phone: 209-382-0756 Fax: 209-382-1750

Merced County Office of Education

Steve Tietjen, Ed.D., Superintendent

March 21, 2017

To Whom It May Concern:

I have been asked and it is my pleasure to write a letter of recommendation for Mr. Richard Lopez. When I served as the Planada Elementary School District Superintendent, I hired Richard to be the principal of the Planada Elementary School (PES). From the start, Mr. Lopez exhibited a very high level of energy and commitment to improve student academic achievement in Planada. His efforts have changed the instruction and learning at the PES. Teachers respect him and admire his passion for student learning. His efforts have yielded higher state mandated test scores each year taking a school formerly the lowest scoring school in the county to one of the highest scoring schools in the county. PES exceeded the state's goal of 800 in the Academic Performance Index for the two years preceding the state ending the API. Planada Elementary was one of three schools in Merced County not in Program Improvement before Academic Performance Index ended. The school was also nominated for the National Blue Ribbon Award. This student performance is extraordinary when one considers that PES is 100% free and reduced lunch and 66% English Learner!

As the Merced River School District Superintendent, Richard has taken no time to begin transforming the culture in that district and has shown a depth of fiscal and instructional knowledge uncommon to most first year superintendents.

When necessary, Mr. Lopez has demonstrated that he is willing to have uncomfortable conversations with teachers and staff when they are not meeting expectations and has been very effective changing the culture at PES. He is extremely knowledgeable about curriculum and subject content. I see him as firm, fair, and friendly. I have observed him interacting very favorably with parents at school and community events.

As a former Merced River Union Elementary School District board member and now President of the Merced Union High School District board member, he has developed an understanding of district budgets, personnel, negotiations, facilities, and technology. In the three years I worked directly with him at PES and observed his work at PES in the last eight years, it is clear to me that he is an outstanding school administrator and will continue to be an excellent school superintendent. It is my pleasure and without reservation, to give Richard Lopez my highest recommendation.

Sincerely,

STEVEN E. GOMES, Ed.D.
Retired Superintendent of Schools

Judy Farina (previously Montgomery)

(School Administrator Vacancy)

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

A. IDENTIFICATION:

1. Name Montgomery (Last) Judy (First) Farina (Middle)

2. Address [redacted] (Number, Street)

City Sacramento Zip Code 95831-2549

3. Business Phone: [redacted] Home Phone: [redacted]

4. E-Mail Address [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

[X] **School Administrator**. Must be a certified practicing administrative employee in the public schools.

C. EDUCATION AND EXPERIENCE:

High School Graduate Yes [X] No [ ]

Passed High School Equivalency Tests Yes [ ] No [ ]

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

U.C. Davis	Sociology	BA	12/1977
CSU Sacramento	Education	Credential	6/1998
CSUS	Ed. Leadership	Master's	6/2005

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

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3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

Multiple Subject w/ CLAD Credential 7/1/2018
Administrative Services Credential 7/1/2018

4. Membership in professional associations. Please include dates of membership.

ACSA - 2007 - current (Association of CA School Admins)
CAUSA 2010 - current (CA Association Urban School Admins)
UPE - United Professional Educators - current President

5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

In addition to my work as a site administrator, I serve as an administrative rep on the Math in Common committee, as well as the SCUSD assessment committee. I also serve as the president of UPE/administrators union in SCUSD.

D. ADDITIONAL ACHIEVEMENTS:

Please summarize your accomplishments and involvement in community service which you believe would contribute to your value as a member of the Committee of Credentials:

I am actively involved in working with Access Leisure and Special Olympic activities. I work/volunteer at the National Down's Syndrome Conference during the summer. In my younger years I served on the city/county bikeway task force that was instrumental in designing bike trails throughout Sacramento County.

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?

As a site administrator I have had to release two teachers due to unsatisfactory performance and/or unprofessional conduct. Each situation required the gathering and analysis of evidence and data. Working with disciplinary actions with students requires the same level of due diligence, confidentiality and documentation.

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

Yes ☐ No ☒

(If yes, attach explanation)

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

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.

Judy J. Montgomery
Signature

6/1/17
Date

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

LIBERTY
SCHOOL DISTRICT

Mary Vixie Sandy, Executive Director
California Commission of Teacher Credentialing
1900 Capitol Avenue
Sacramento, CA 95811-4213

June 2, 2017

Dear Ms. Sandy,

It is an absolute pleasure and honor to write this letter of recommendation for Judith Montgomery for an alternate position on the Committee of Credentials with the California Commission on Teacher Credentialing. I believe that Judy would be a tremendous addition to the Committee.

I have known and worked with Judy since the summer of 2004. Judy was the assistant principal at Martin Luther King, Jr. K-8 School while I was the principal. I later had the privilege of acting as her mentor when she began her first assignment as a principal at Bear Flag Elementary School. During this time, she proved herself to be among the most talented, hard working, insightful, and creative school administrators I have known. In every aspect of her character and training, she can be found to be impartial, collaborative and has a tremendous capacity to analyze difficult situations and make sound judgments based on evidence and data.

With her leadership as the principal at three different schools, Judy has fostered many positive relationships with staff, parents and the community at large. These positive relationships are a natural offshoot of her calm demeanor, dedication, and understanding of how to best work with people. Numerous teachers, parents and students tell me what an effective school leader and mentor she has been. Judy did almost everything on the King campus from teacher to mentor to assistant principal, and all of these roles were accomplished both skillfully and effectively. After leaving King, she took these skills to her positions as a principal and has used them to help improve staff performance and community involvement.

I believe the work of the Committee would be greatly enhanced by Judith Montgomery's intelligence, fair-mindedness, and calm demeanor. I give her my highest professional recommendation and encourage her consideration. If you have any further questions, please feel free to contact me for clarification.

Sincerely,

Christopher Rafanelli
Superintendent

170 LIBERTY SCHOOL ROAD ■ PETALUMA, CA 94952 ■ PH: 707-795-4380 ■ FX: 707-795-6468

Sacramento City Unified School District

OFFICE OF THE AREA ASSISTANT SUPERINTENDENT
5735 47th Avenue • Sacramento, CA 95824
(916) 643-9411

BOARD OF EDUCATION

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Trustee Area 1

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Michael Minnick
Trustee Area 4

Mai Vang
Trustee Area 5

Natalie Rosas
Student Board Member

June 2, 2017

To Whom It May Concern:

I am honored to recommend Mrs. Judy Montgomery for an alternate position for a School Administrator on the Committee of Credentials. Judy has served as a Site Administrator in Sacramento City Unified School District for the past 13 years. During that time, she has garnered the respect of her peers, supervisors, and school community members as a dedicated, child-centered, and conscientious leader. She makes decisions based on the best interest of children and is able to keep politics and personalities separate from issues.

During her tenure in SCUSD Judy has had to deal with certificated and classified staff that have acted in an unprofessional manner, demonstrated misconduct, and behavior that can be considered inappropriate for a public servant. Judy is very adept at documenting and evaluating evidence, and making sound judgment as to what the best course of action should be. She has proven herself to be objective, factual, and has always made nothing but the utmost professional recommendations in all situations.

Judy possess all the abilities necessary to serve as an alternate administrator on the Committee of Credentials. She makes sound judgment and is able to read files quickly while picking out the most salient facts. She is fair, and has a strong ability to stay issues focused. She is collaborative, a team player and can communicate effectively. Her greatest strength is her passion and commitment to a quality education for every child she serves.

I enthusiastically support Judy for your alternate positon and would be eager to answer any questions you might have. I can be reached at (916) 728-0153 or at tu-moua@scusd.edu.

Best Regards,

Tu Moua Carroz,
Area Assistant Superintendent

Tammy Patten (Lee)

(School Administrator Vacancy)

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

A. IDENTIFICATION:

I. **Name** Patten (Lee) — Tammy — Lynn
Last — First — Middle

2. Address [redacted]
Number — Street

City Sacramento — Zip Code 95835

3. Cell Phone: [redacted] — Business Phone: [redacted]

Home Phone: [redacted]

4. E-Mail Address [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

{_} **Elementary Teacher.** Must be a full-time certified classroom teacher in the public elementary schools with not less than five (5) years of classroom experience.

{_} **Secondary Teacher.** Must be a full-time certified classroom teacher in the public secondary schools with not less than five (5) years of classroom experience.

{X_} **School Administrator.** Must be a certified practicing administrative employee in the public **schools.**

{_} **School Board Member.** Must be a member of the governing board ofa 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.

{_} **Public Member.** Must be a representative of the public and have not been employed in either a certificated public school position and/or be a member of any governing board of a school district or county board of education within the five (5) years prior to the date of appointment.

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C. CURRENT AND FORMER EMPLOYMENT:

List your current and former employment for the past ten (10) years. Please include dates of employment.

Coordinator, Teacher Induction, Sacramento County Office of Education - March 2017 to present

Director of Student Services, Natomas Charter School - June 2015 to March 2017

Coordinator/Principal, Performing and Fine Arts Academy, Natomas Charter School - June 2002-June 2015

D. EDUCATION AND EXPERIENCE:

1. Name and Location of College or Univ.	Course of Study	Completed Semester	Completed Quarter	Degree	Date Completed
California State University, Sacramento	Administrative Services Credential	57 Units			May 2001
University of the Pacific	Bachelor of Arts, English and CA SS Teaching Credential	129 units			May 1991

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

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3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

Professional Clear Single Subject Teaching Credential - Expires June 2020

Professional Clear Administrative Services Credential – Expires June 2020

4. Membership in professional associations. Please include dates of membership.

Member of Credential Counselors and Analysts of California 10/2018-Present

Association of American Educators 8/2010-Current

Association of California School Administrators 1/2016-2/2017

California Charter School Development Center 6/2003-3/2017

5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

Coordinator, New Teacher Induction, Sacramento County Office of Education - 03/2017-Current

Cluster 1 Regional Committee – Teacher Preparation and Induction – 03/2017-Current

Board of Directors, Administrative Representative, Natomas Charter School 08/2003-03/2017

E. ADDITIONAL ACHIEVEMENTS:

Summarize your accomplishments and involvement in cormnunity service which you believe would contribute to your value as a member of the Committee of Credentials:

Board of Directors of the FBI Citizen's Academy Alumni Association - -03/2016-Present

Chair, Staff-Parish Relations Committee, Point Pleasant United Methodist Church – Supervisorial committee of all church staff. Three two year terms. Most recent term: 01/01/2017-01/01/2019.

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5. Have you ever had any credential, iucluding but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked, denied, suspended, publicly reproved, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) iu California or any other state or place?

Yes D No X

(If yes, attach explanation)

6. Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes D No X

(If yes, attach explanation)

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

H. 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 au Oath of Office and abide by the laws and rules applicable to officers of the State of California.

Signature **November 1, 2018**

Date

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

Tammy Patten (Lee)

Dedicated, experienced educational leader with the ability and passion to develop and support our region's educators. Cultivates an environment that sustains open and effective communication with colleagues, district partners and the larger educational community. Detailed educational knowledge and core skills include:

- Communicating effectively orally and in writing with community stakeholders
- Coaching and support for teachers in implementing effective teaching practices
- Conducting investigations related to both students and classified and certificated employees
- In depth knowledge of due process protocols
- Knowledge of CTC credentialing requirements and support for preliminary credential holders in clearing credentials
- Experienced with both charter school and traditional school operations and protocols

Credentials Held

- California Clear Administrative Services Credential
- California Clear Single Subject Teaching Credential - English
- Cross-Cultural Academic and Language Development Certificate

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Leadership in the Sacramento County Office of Education's School of Education

March 2017-Present
Coordinator, Sacramento Consortium Teacher Induction Program
School of Education, Sacramento County Office of Education

Responsible for all aspects of co-leading the Teacher Induction Program for the School of Education within the Sacramento County Office of Education, including designing and delivering high quality professional development for teachers and mentors. Possess an in depth understanding of teacher credentialing requirements for multiple teacher preparation pathways. Directly responsible for meeting induction program standards set forth by the California Commission on Teacher Credentialing.

School Leadership Experience

July 2015 – March 2017
Director of Student Services, Natomas Charter School

Director of Student Services for Natomas Charter School (NCS) having direct oversight and responsibility for the following areas for all 5 NCS academies including, but not limited to:

- Deputy/Designee to Executive Director – Primary person responsible to investigate and advise the Executive Director on adjudication of student disciplinary matters and allegations of teacher or employee misconduct. Extensive experience with conducting investigations, interviewing witnesses, and monitoring due process obligations.
- Administrative representative to the NCS Board of Directors. Adhered to Roberts Rules of Order and Brown Act while sitting in an advisory capacity on the Board.

- Lead Special Education Administrator – Served as the chief administrative liaison on IEP teams that supported the most complex needs for service. Mediated contentious meetings with parents and staff.
- Developed and implemented support and counseling programs to meet students' social-emotional needs.

July 2002–June 2015
Academy Coordinator/Principal, Natomas Charter School Performing and Fine Arts Academy (PFAA)

Lead administrator for a high performing arts academy that has received state, national and international recognition as an exemplary college preparatory institution and innovative arts academy. Performed all duties of the school principal including ensuring an innovative instructional program for 675 students, providing instructional leadership and supervision for 38 full time faculty members, and working with parents and community members to maintain a high-quality learning environment.

- Mentor, support, and ensure foundation for teachers to create and implement quality, engaging academic and arts curriculum that is built on a 21st century learning platform and supports Common Core standards.
- Supervise, evaluate and provide professional development for academy teachers and related non-instructional support staff.
- Work collaboratively with families and community stakeholders to support program development

November 1999 – June 2002
Vice Principal, Leroy F. Greene Middle School, Natomas Unified School District

Served as Vice Principal for a comprehensive 6th-8th grade middle school of 800 students. Performed all administrative duties involved in leading and managing the school site. Specific responsibilities include:

- Supervised and evaluated academic teachers of the school.
- Developed, coordinated and implemented discipline policy and procedures for all students.
- Investigated community complaints around school policy and procedure
- Worked with school counselors, special education staff and teachers to provide intervention for underperforming students.
- Assisted with WASC site level accreditation visit.

August 1994 – October 1999
English Teacher, Leroy F. Greene Middle School, Natomas Unified School District

<u>Community Involvement Relevant to the Work of the Committee of Credentials</u>

- **2017-Current** Board of Directors, FBI Citizens' Academy Alumni Association. Participated in 6 weeks of training with FBI field agents on aspects of law enforcement investigation protocol and attend ongoing FBI briefings that review the collection of evidence and the due process protocols followed for individual cases.
- **2017-Current** Chair, Staff Parish Relations Committee, Point Pleasant United Methodist Church. Directly responsible for the supervision of all church staff, investigating any complaints from members of the church regarding member or employee conduct. Completing reports for the larger statewide organization.

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References

Dr. Martin Martinez, Director, School of Education
Sacramento County Office of Education
[redacted]

Dr. Ting Sun, Executive Director, Natomas Charter School
State Board Member, California Department of Education
Former Chair, California Commission on Teacher Credentialing
[redacted]

Ms. Jennifer Baxter-Callens
Chief Human Resources and Payroll Analyst
Natomas Charter School
[redacted]

NOV 02 2018
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Sacramento County Office of Education

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

BOARD OF EDUCATION

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Heather Davis

Harold Fong, M.S.W.

Paul A. Keefer, MBA, Ed.D.

Bina Lefkovitz

Karina Talamantes

October 30, 2018

To: The CA Commission on Teacher Credentialing

RE: Recommendation to Committee of Credentials

To Whom It May Concern:

It is my great pleasure to write this letter of recommendation for Mrs. Tammy Patten for a position on the Committee of Credentials as a School Administrator. I have known Tammy for the past four years in my position as Director in the School of Education at the Sacramento County Office of Education (SCOE). During that time, I have found Tammy to be the ultimate professional educator, dedicated to elevating the profession for teachers, leaders and the students and families they serve.

Tammy Patten has a strong foundation in PreK-12 education and has served in a variety of contexts including classroom teacher, site administrator and is currently coordinator for teacher induction at SCOE. In this position she supports over 1,000 teachers and mentors in the SCOE Teacher Induction program (SCOE TI). The goal of induction is to accelerate professional growth and to retain the most promising teachers in the profession. Through this work, Tammy promotes teacher professionalism, growth within the California Standards for the Teaching Profession and a strong system of coaching and mentoring to ensure early career teachers' success. Additionally, Tammy works closely with the Commission to ensure the SCOE TI program meets the CA Induction Program standards. Her broad educational experience allows her to efficiently analyze program standards, candidate and mentor needs and to develop action plans to ensure the most effective program possible to support teacher and mentor success.

Mrs. Patten brings many strengths to SCOE TI. Perhaps her greatest strengths are in her abilities to communicate and make effective decisions using sound judgment and multiple sources of evidence. She maintains strong collaborative relationships with all stakeholders and always demonstrates professionalism and confidentiality. Tammy will make a very positive addition to the Committee of Credentials and I highly encourage her consideration for the position.

Sincerely,

M. Martinez

Martin Martinez, Ed.D.
Director, SCOE School of Education
[redacted]

Chapter 480/AFL-CIO

NOV 02 2018

DIVISION OF
PROFESSIONAL PRACTICES

Bonnie Klatt

[redacted]

October 29, 2018

To Whom It May Concern:

I am writing this letter on behalf of Tammy Patten to support her application to become a member of the Committee of Credentials.

In my capacity as a commissioner on the Commission on Teacher Credentialing, I am familiar with the work of the Committee. I fully appreciate the commitment required of Committee members; they play a vital role in maintaining the highest levels of professionalism of California's educators.

I first got to know Tammy in her role as an administrator at Natomas Charter School, where I worked for her from 2013 to 2017. I was fortunate to cross paths with her again in her role in the Sacramento County Office of Education, as I served as an induction mentor in the SCOE induction program. My experience working with her in both of these roles makes me confident that she would make a valuable member of the Committee. Tammy is eminently professional. She is known for maintaining high standards for both herself and others, but also for her ability to support others in reaching those standards. She is exceptionally organized and reliable, and she could be counted on to complete the heavy work load given to Committee members at each meeting. In addition, she has the capacity to listen to other Committee members' perspectives, respectfully communicate her own positions, and ultimately be open minded in reaching a determination. Lastly, her kindness and sense of humor would make her a welcomed member of any group that has to work as closely together as Committee members do.

Tammy is very aware of the challenges facing educators, and she has dedicated her career to the profession. I think she would make an admirable addition to the Committee.

If you have any questions about my recommendation, please feel free to contact me.

Sincerely,
Bonnie Klatt

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Jacob Guthrie

(School Administrator Vacancy)

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

A. IDENTIFICATION:

1. Name Guthrie (Last) Jacob (First) Matthew (Middle)

2. Address [redacted] (Number) (Street)

   City Los Angeles Zip Code 90039

3. Cell Phone: [redacted] Business Phone: ( )

   Home Phone: [redacted]

4. E-Mail Address [redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

☑ **School Administrator.** Must be a certified practicing administrative employee in the public schools.

C. CURRENT AND FORMER EMPLOYMENT:

List your current and former employment for the past ten (10) years. Please include dates of employment.

Assistant Director, Certificated Workforce Management, Los Angeles Unified School District 2017-Current

Talent Acquisition Specialist, Certificates Recruitment and Selection, Los Angeles Unified School District 2014-2017

Teacher (Math and Physical Education), Los Angeles Unified School District, 2008-2014

Teacher (Math and Physical Education), New York City Department of Education, 2005-2008

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D. EDUCATION AND EXPERIENCE:

1.

Name and Location of College or Univ.	Course of Study	Completed Semester	Completed Quarter	Degree	Date Completed
UC Irvine Extension	Clear Administrative Services Credential				12/2015
CSU Northridge	Educational Administration			Masters	6/2012
Alliant International	CLAD Certificate				6/2009
Pace University	Education			Masters	6/2007
Wabash College	Speech			Bachelors	5/2005

2.

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

3. Currently valid certificates of professional or vocational competence, licenses, and expiration dates.

Clear Administrative Services Credential	5/1/2020
Clear Single Subject Teaching Credential (Math/Physical Education)	5/1/2020
Clear Crosscultural, Language, and Academic Development Permit	N/A

4. Membership in professional associations. Please include dates of membership.

Associated Administrators of Los Angeles	4/2014-Present
United Teachers Los Angeles	6/2008-4/2014
United Federation of Teachers	9/2005-6/2008
National Council of Teachers of Mathematics	6/2006-5/2007

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5. Evidence of recent educational involvement, i.e., committees/commissions. Please include dates of membership.

LAUSD Employee Relations Administrative Review Committee	2018-Present
LAUSD HR liaison to CTC	2016-Current
LAUSD Teacher Selection Standards Review Committee	2014-Present
Future Minority Males of Teachers of California Project	2016-Current
Bank Street/USC Advisory Board for Residency Programs	2019

E. ADDITIONAL ACHIEVEMENTS:

Summarize your accomplishments and involvement in community service which you believe would contribute to your value as a member of the Committee of Credentials:

High School Track and Football Coach-Served as coach of track and football teams in NY and CA from 2006-2013. Involved in mentorship and preparation of student athletes for on and off field success.

Served on School Site Councils at Allesandro ED (2017-18 and Eagle Rock High School (2011-2013) to ensure that schools' budgets and plans met the needs of the school community. Also served on English Language Advisory Council at Eagle Rock High School in 2011-12. Member of International Baccalaureate Program Planning Committee where I helped design the curriculum for the Middle Years and Diploma Programmes along with making presentations to the school community regarding the IB.

As a teacher, coach, and school administrator, I have conducted parent workshops, college applications, best practices in preparation for math studies, student fitness plans for out-of-state student trips.

Served as a Corps Member Advisor for Teach for America to train pre service math teachers.

Part of School Leaders Network to help improve student outcomes at my school site.

F. 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?

As the Assistant Director of Certificated Workforce Management in the LAUSD Human Resources Division, I have gained numerous experiences in regards to evaluating the professional fitness of certificated individuals. I have helped lead the refinement and implementation of our Multiple Measures Teacher Selection Process which is an objective, research validated framework that we use to select the most qualified applicants for teaching positions. My everyday responsibilities include making hiring decisions that are in the best interest of school communities, with student safety being at the forefront of every decision. In this role I am also responsible for evaluating subordinate certificated staff and have provided leadership, assistance, and guidance as necessary. In both of these instances, I have made decisions based on evidence collected in a way that is uniform to ensure that all parties are treated fairly and to avoid disparate treatment. It also has allowed me to gain knowledge of the Education Code, collective bargaining contract language, CTC regulations, and District guidelines as it pertains to educator conduct.

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G. PROFESSIONAL FITNESS QUESTIONS

1. Have you ever been convicted of a felony or misdemeanor?

Yes ☐ No ☒

(If yes, attach explanation)

2. Have you ever been dismissed or resigned from, or otherwise left employment because of allegations of misconduct or while allegations of misconduct were pending?

Yes ☐ No ☒

(If yes, attach explanation)

3. Are you currently the subject of an inquiry or investigation by any law enforcement agency or any licensing agency in California or any other state?

Yes ☐ No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐ No ☒

(If yes, attach explanation)

5. Have you ever had any credential, including but not limited to, any Certificate of Clearance, permit, credential, license or other document authorizing public school service, revoked, denied, suspended, publicly reproved, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

6. Have you ever had any professional or vocational (not teaching or educational) license revoked, denied, suspended, and/or otherwise subjected to any other disciplinary action (including an action that was stayed) in California or any other state or place?

Yes ☐ No ☒

(If yes, attach explanation)

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

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H. 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.

Signature	1/11/19 **Date**

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

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Jacob M. Guthrie

[redacted]

RELEVANT EXPERIENCE:

LOS ANGELES UNIFIED SCHOOL DISTRICT — **LOS ANGELES, CA**
ASSISTANT DIRECTOR, CERTIFICATED WORKFORCE MANAGEMENT — December 2017-Present

- Oversee District's certificated recruitment operation to ensure District hires best teachers, counselors, and related services support providers.
- Maintain strong working relationships with local, state, and national institutions of higher education for purposes of teacher, counselor, and support service recruitment.
- Attend Commission on Teacher Credentialing meetings to address issues related to teacher recruitment.
- Oversee Career Ladder Program for paraprofessionals seeking teaching careers.
- Advise principals, local district staff, and central office staff on matters pertaining to teacher recruitment, selection, qualifications, and pathways to careers in education.
- Write grants in effort to secure additional funding for teacher recruitment and retention.

TALENT ACQUISITION SPECIALIST, CERTIFICATED RECRUITMENT — April 2014-December 2017

- Recruit, interview, and select most qualified teachers and related service providers using an objective Multiple Measures Selection process that is aligned to Teaching and Learning Framework.
- Conduct formal presentations to prospective candidates and partners at colleges and universities.
- Collect and analyze data to drive recruitment efforts
- Travel nationally to recruit excellent teachers and related services providers.
- Piloted use of virtual interview platform to improve national and out of country recruitment.
- Led efforts to recruit internationally to support Dual Language Immersion programs.

TEACHER, EAGLE ROCK JR/SR HIGH SCHOOL — June 2008-April 2014

- Taught trigonometry, geometry, algebra 1, and CAHSEE prep intervention (Gifted magnet in 13-14).
- Create fitness plans according to California Standards to prepare for fitness exam and lifelong fitness.
- Helped formulate the plan to implement the International Baccalaureate Programmes at ERHS.
- Served as a Football and Track Coach for six years.
- Member of School Site Council, English Language Advisory Council, and Technology Committee

NEW YORK CITY DEPT. OF EDUCATION — **NEW YORK, NY**
TEACHER, HIGH SCHOOL FOR CIVIL RIGHTS — Sept. 2005-June 2008

- Taught Math A to high school students and used data to ensure 80% mastery of standards for students.
- Discipline dean (part time), assistant varsity football coach, and head girls track coach.

TEACH FOR AMERICA — **LOS ANGELES, CA**
CORPS MEMBER ADVISOR — March 2013-July 2013

- Coached incoming corps members to become effective teachers and reach student achievement targets
- Helped teachers create strong plans through lesson planning clinics, reviews, and office hours.
- Helped influence teacher mindsets and visions through coaching conversations following observations

CORPS MEMBER — **NEW YORK, NY**
June 2005-June 2007

- Selected from more than 17,000 applicants nationwide to join national teacher corps of recent college graduates who commit two years to teach in under-resourced public schools.

SCHOOL LEADERS NETWORK — **LOS ANGELES, CA**
September 2012-May 2013

- Plan leadership action with 5 Design for Leading qualities (Shaping Vision, Creating a Climate Hospitable to Learning, Cultivating Leadership, Improving Instruction, and Managing People & Data)
- School leaders each identify an actionable Student Outcome Strategy. School leaders focus on SOS for entire year and report successful indicators that the student outcomes are being realized.

EDUCATION:

2010-2012	**CALIFORNIA STATE UNIVERSITY, NORTHRIDGE** **Master of Arts in Educational Administration with Distinction, May 2012**	**NORTHRIDGE, CA**
2005- 2007	**PACE UNIVERSITY** **Master of Science in Teaching, May 2007**	**NEW YORK, NY**
2001-2005	**WABASH COLLEGE** **Bachelor of Arts in Speech (Rhetoric), May 2005 (Minor in Psychology)**	**CRAWFORDSVILLE, IN**

CREDENTIALS:

California Clear Administrative Services Credential
California Clear Single Subject Teaching Credential (Math and Physical Education)
California Clear Crosscultural Language and Academic Development Permit

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REFERENCES:

1. Bryan Johnson, Director, Certificated Workforce Management, LAUSD
   [redacted]
2. Sergio Franco, Assistant Chief Human Resources Officer, LAUSD
   [redacted]
3. Lydia Acosta Stephens, Executive Director, Multilingual and Multicultural Education Department, LAUSD
   [redacted]
4. Lida Jennings, Executive Director, Teach For America Los Angeles
   [redacted]
5. Debra Solarzano-Madrid, Assistant Director of Fieldwork, Rossier School of Education, USC
   [redacted]

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LOS ANGELES UNIFIED SCHOOL DISTRICT

MEMBERS OF THE BOARD

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DR. GEORGE J. MCKENNA III
NICK MELVOIN
SCOTT M. SCHMERELSON
DR. RICHARD A. VLADOVIC

AUSTIN BEUTNER
Superintendent

VIVIAN EKCHIAN
Deputy Superintendent

SERGIO FRANCO
Assistant Chief Human Resources Officer

BRYAN M. JOHNSON, ED.D.
Director

Human Resources Division
Certificated Workforce Management
333 S. Beaudry Avenue, 15th Floor, Los Angeles, CA 90017
Telephone: (213) 241-5300 Fax: (213) 241-8412

Commission on Teacher Credentialing
Division of Professional Practices
ATTN: Kristin Silva
1900 Capitol Avenue
Sacramento, CA 95811-4213

RE: Application of Mr. Jacob Guthrie for appointment to the Committee of Credentials

Dear Selection Committee:

It is my privilege to recommend to you Mr. Jacob Guthrie for the open position on the Committee of Credentials.

I have had the pleasure of serving as Mr. Guthrie's direct supervisor since August 2014. Mr. Guthrie began his work in Human Resources as a Talent Acquisition Specialist, and from the first moments of his tenure, he quickly established himself as one of the most proficient, efficient, and professional members of our staff. He consistently asks incisive and pointed questions, and is not afraid to speak his mind to challenge the thinking of his colleagues and himself. He is a very talented recruiter as well, and it is for those reasons that when I became Director of this office in November 2017 that I asked Mr. Guthrie to succeed me as Assistant Director and assist me in supervising a team of 32 dedicated professionals, including a dozen certificated administrators.

Mr. Guthrie's judgment is sound, and his skills as a leader have grown tremendously in the 13 months since he took on his current position. In his current role, Mr. Guthrie has also been one of our key liaisons to the Commission for the past couple of years, which has enabled him to build strong relationships in Sacramento. Mr. Guthrie also possesses a tremendous work ethic and an equally strong moral compass, both of which would suit him well should he be selected to serve on the Committee of Credentials. I am pleased to recommend Mr. Guthrie to you with my highest possible endorsement.

I am pleased to answer any additional questions you may have about Mr. Guthrie. I can be reached at the number above.

Thank you for your time and consideration.

Sincerely,

Bryan M. Johnson, Ed.D.
Director, Certificated Workforce Management

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LOS ANGELES UNIFIED SCHOOL DISTRICT
Multilingual and Multicultural Education Department
333 South Beaudry Avenue, 25th Floor
Los Angeles, California 90017
Telephone: (213) 241-5582 | Fax: (213) 241-7561

AUSTIN BEUTNER
Superintendent

FRANCES GIPSON, Ph.D.
Chief Academic Officer

LYDIA ACOSTA STEPHENS
Executive Director

January 10, 2019

To Whom It May Concern,

It is with pleasure that I write this letter of support for the application of Jacob Guthrie for the position of School Administrator on the Committee of Credentials. I was Mr. Guthrie's direct supervisor for a period of two years (July 2015-June 2017) in my previous role as Director of Recruitment, Selection and Credential Services in our District's Human Resources department. In reviewing the qualifications that are critical to this position, I am able to strongly recommend Mr. Guthrie as an excellent candidate because he has both the knowledge required and is in possession of all abilities that are listed. Two of the top priorities that Mr. Guthrie worked on during our time together were staff accountability and a strong the emphasis on student safety during our application and selection process. He also was instrumental in recruitment of bilingual teachers, increasing the diversity of LAUSD teacher applicants, and prioritizing the referral of candidates to the highest need schools. He was strongly involved in our work to provide future employment opportunities to paraprofessionals and high school students. Additionally, Mr. Guthrie served as a liaison for LAUSD's Certificated Recruitment to the CTC and attended the bimonthly meetings regularly.

Mr. Guthrie has outstanding communication skills, and works in a collaborative manner with colleagues. He is analytical and displays consistently sound decision making skills. Mr. Guthrie demonstrates excellent interpersonal ability and always maintains a calm and respectful manner, even when dealing with difficult situations. He completes work assignments in a quick and efficient manner and finds creative solutions to problems.

I enthusiastically recommend Mr. Guthrie for the position of School Administrator, Committee of Credentials and I am completely confident of his success.

Sincerely yours,

L Acosta Stephens

Lydia Acosta Stephens
Executive Director
Multilingual and Multicultural Education Department

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LOS ANGELES UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE OFFICES
333 South Beaudry Avenue, 24th Floor
Los Angeles, California 90017
Telephone: (213) 241-7000 | Fax: (213) 241-8442

AUSTIN BEUTNER
Superintendent

January 10, 2019

Dear Commission on Teacher Credentialing:

I am honored to recommend Jacob Guthrie to the Committee of Credentials. My name is Esther Soliman and I was a teacher for 31 years, a principal for 5 and I am currently at the District office, serving as the administrator for Linked Learning and Career Technical Education. I have called on Jacob numerous times in the last four years to assist my schools or programs and I have found him to be extremely intelligent, thoughtful, and responsive.

When Jacob was a Talent Acquisition Specialist I frequently asked him to assist my schools by recommending quality teachers. I thought he was an excellent judge of character and talent. He did a great job recruiting strong teaching candidates, which Human Resources must have also observed, as they promoted him to Assistant Director of Certificated Workforce Management.

Last year I had an opportunity to work with Jacob on a Career Day for our Teaching Career Pathway students. He brought together his team along with coaches and directors from my team. Jacob facilitated several meetings to plan the day, one which I attended. He created an environment where everyone's input was valued and it was clear his team respected and appreciated his leadership. Jacob led the planning and execution of this rich experience for over 250 students. Once students stepped off the bus they were ushered into our Board Room where the Interim Superintendent welcomed them. Eleventh graders were then matched with volunteers from different District departments, toured the building and learned about the many jobs that exist in school districts. Seniors sat for two tests, with the promise that if they passed both, after they graduated, the district would hire them as a part-time teaching assistant. It was an incredibly successful day for students and adults, and to a large extend this was due to Jacob's organizational and leadership skills.

The Committee of Credentials plays an important role in ensuring our students are safe and the teaching profession is kept in high regard by the public. Jacob has the integrity, intelligence, and compassion to be an excellent member of this committee.

Sincerely,

Esther Soliman

Esther Soliman

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January 10, 2019

To: Dr. Linda Darling Hammond, Chair Commission on Teacher Credentialing

Members of the Commission on Teacher Credentialing

Please accept this letter of my highest recommendation for Mr. Jacob Guthrie to serve as an administrative representative on the Committee of Credentials. Mr. Guthrie is an African American male who has served as a teacher, school administrator, and currently serves as the Assistant Director of Certificated Workforce for the Los Angeles Unified School District. In addition to his past and current responsibilities, Mr. Guthrie has also consistently attending and participated in the bi-monthly Commission on Teacher Credentialing meetings representing the Los Angeles Unified School District since 2016 which is the foundation for my knowledge and confidence that Mr. Guthrie would be an excellent addition to the Committee of Credentials.

During the past two years I have had the distinct pleasure to get to know Mr. Guthrie and gain invaluable insight to his professional commitment to educational excellence and his unwavering standard of fairness and objectivity in his decision making process. He is not jaded by past experience nor does he harbor inherit biases toward individuals who may have strayed from their professional responsibilities. Mr. Guthrie is honest in his observations and opinions yet objective in his assessment of circumstances involving the decision-making and conduct of individuals with whom he is responsible.

The Committee of Credentials is a challenging professional commitment that places an additional burden of time and commitment on any individual who is tasked with serving on this critically important Committee. Mr. Guthrie is well aware of the time commitment involved with his assignment and he is committed to serving as a representative of the Los Angeles Unified School District, school administrators throughout California, but more importantly the educational community as a whole.

My recommendation of Mr. Guthrie is based upon my cumulative experience as an educator, school principal, Director of Instructional Programs, Assistant Superintendent of Human Resources, and Superintendent of one the largest school districts in California. In addition, I have also served as the President and Interim Executive Director of the American Association of School Personnel Administrators. Post retirement, I am currently serving as the Association of California School Administrators Liaison to the Commission on Teacher Credentialing, a position I have served for the past five years. Collectively, my career experiences and knowledge of the importance and value of individuals serving on the Committee of Credentials provide me with the insight to recommend, without hesitation, Mr. Jacob Guthrie to serve on the Committee of Credentials.

I have every confidence that Mr. Guthrie will serve with distinction and prove to be an invaluable member of this committee.

Respectfully submitted,

Douglas M. Gephart

Douglas M. Gephart
ACSA Liaison to the CTC

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Los Angeles Unified School District
William J. Johnston Community Day School
2210 Taper Ave., San Pedro, CA 90731
(310) 832-0376 (310) 832-7914-Fax

Austin Beutner
Superintendent

Michael Romero
Local District Superintendent

Tamisha D. Donald
Principal

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January 11, 2019

To Whom It May Concern:

It is my distinct pleasure to highly recommend Mr. Jacob Guthrie to serve in the School Administrator position on the Committee of Credentials. I first became acquainted with Mr. Guthrie in 2014 when we were both Talent Acquisition Specialists (Human Resources administrators) in a large urban school district. In this role we worked together in an effort to recruit the most qualified, ethical, and dedicated teachers to commit to providing an excellent education for our diverse youth. While I am no longer with him in Human Resources, Mr. Guthrie continues to support me in my new role as a school principal. In this role I am keenly aware of how crucial it is for Human Resources professionals to provide a pool of quality teacher candidates from whom I can select. I am fortunate to continue to have Mr. Guthrie's support and advocacy for providing the absolute best teachers for our students.

As a Talent Acquisition Specialist, Mr. Guthrie quickly became a seasoned veteran in his human resources position. He diligently worked to train and provide guidance to newer specialists, such as myself, in effectively recruiting teachers in all fields. He trained us in the importance of thoroughly undergoing the necessary background clearances to ensure student safety; he spearheaded projects to aggressively support bilingual recruitment; he led in efforts to diversify teacher recruitment to represent the students served in our district; and he led recruitment focused on identifying and selecting the most qualified teachers for high need, hard-to-staff schools. Mr. Guthrie also took on greater responsibility by serving as the liaison for LAUSD Certificated Recruitment to the Commission on Teacher Credentialing, attending regular bi-monthly meetings to complete this important work. His primary and auxiliary work duties have consistently shown his commitment to the recruitment and retention of teaching professionals.

Mr. Guthrie and I collaborated on many projects to ensure that we had not only recruited the proper teachers, but to ensure that only the most qualified teachers remained in our school system. He emphasized staff accountability and the importance of having systems and resources in place to help teachers improve or move on to different opportunities if they proved to not be sufficiently qualified for our youth. When I became an administrator in the local district, Mr. Guthrie reached out to me regarding an opportunity to partner with a local university to provide a teaching job shadow in an effort to recruit soon-to-be college graduates who expressed an interest in teaching. We successfully collaborated to share the world of teaching with 20 students at various elementary and secondary schools with a "Day in the Life of a Teacher". We received high praise from the university and the student participants who expressed their benefits of this opportunity. Additionally, our school principals were excited to see HR's commitment to showcasing their schools and to find excellent teachers. Mr. Guthrie is always eager to find new and creative ways to encourage excellent people to become teachers in our district.

Due to his expertise, Mr. Guthrie was given the challenge of recruiting in hard-to-staff areas such as Bilingual Mandarin for our district's growing dual language program. He possessed a unique skill set of identifying and selecting teachers across the nation who could provide rigorous standards-based lessons. He was also able to go above and beyond to help the teacher to navigate the complexities of obtaining the proper credentials through local universities and meet the federal needs to qualify to work in the United States.

In December 2017, Mr. Guthrie earned a well-deserved promotion to Assistant Director. His diligence, focus, and ability to work with all stakeholders make him well-liked, well-respected, and successful in this position.

Mr. Guthrie has proven to be an absolute asset wherever he lands professionally. From teacher, to recruitment as a Talent Acquisition Specialist, to Assistant Director, he is a highly self-motivated individual who continuously strives to promote excellence in teacher recruitment, high quality instruction, and teacher accountability. I am beyond confident that Mr. Guthrie will continue to be dedicated and make a positive impact as an Administrator in the Committee of Credentials. Your team will greatly benefit from his experience, his dedication, and his unmatched passion of assuring that only the best teachers have the opportunity to teach our well-deserving students. Please feel free to reach me at 310-832-0376 if you have any further questions.

Sincerely,

Tamisha D. Donald, M.A. Education
Principal

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