

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
BOARD OF EDUCATION**

**Special Meeting
June 17, 2015**

**Santa Maria Joint Union High School District
2560 Skyway Drive, Santa Maria, California 93455**

11:00 a.m. – General Session; Followed by Closed Session

*The Santa Maria Joint Union High School District mission is,
"We prepare all learners to become productive citizens and college and/or career ready by
providing challenging learning experiences and establishing high expectations for achievement."*

Any materials required by law to be made available to the public prior to a meeting of the Board of Education of the District can be inspected at the above address during normal business hours.

Individuals who require special accommodation including, but not limited to, American Sign Language Interpreter, accessible seating or documentation in accessible formats should contact the superintendent or designee within a reasonable amount of time before the meeting date.

I. OPEN SESSION

A. Call to Order

II. ITEMS SCHEDULED FOR ACTION

A. General

1. LCAP Plan

The Board of Education was presented a draft of the Local Control Accountability Plan (LCAP) for review at the June 9, 2015 regular board meeting.

Education Code Section code 52062, requires that the Governing Board conduct a public hearing to review its Local Control Accountability Plan ("LCAP") at the same meeting as the hearing for the District's budget, with adoption of both to follow at a subsequent meeting. The full report is available on the district's website.

Resource Person: Mark Richardson, Superintendent

- *** **IT IS RECOMMENDED THAT** the Board of Education approve the Local Control Accountability Plan (LCAP) as presented.

Moved _____

Second _____

Vote _____

2. Motion to change regularly scheduled July 14, 2015 meeting to July 15, 2015

The Board of Education would like to make a motion to change the July meeting date from Tuesday, July 14, 2015 to Wednesday, July 15, 2015.

Resource Person: Mark Richardson, Superintendent

- *** **IT IS RECOMMENDED THAT** the Board of Education approve the date change of the July meeting to July 15, 2015.

Moved _____

Second _____

Vote _____

B. Business

1. Budget Adoption for Fiscal Year 2015/2016

Education Code Section 42127 requires that on or before July 1 of each year the Governing Board of the school district shall hold a public hearing on the budget to be adopted for the subsequent year.

Education Code Section code 52062, requires that the Governing Board conduct a public hearing to review its Local Control and Accountability Plan ("LCAP") at the same meeting as the hearing for the District's budget, with adoption of both to follow at a subsequent meeting.

The proposed budget for 2015/2016 was presented at the June 9, 2015 meeting and a public hearing was held. The full budget report is available on the district's website. The budget remains unchanged from what was presented at the public hearing.

Pursuant to Education Code Section 33127, the adopted budget complies with the standards and criteria as established by the State Board of Education.

Resource Person: Yolanda Ortiz, Asst. Sup't. of Business Services

- *** **IT IS RECOMMENDED THAT** the Board of Education approve the budget for 2015/2016.

Moved _____

Second _____

Vote _____

2. Authorization to Piggyback on Hawthorne School District for Furniture and Accessories District Wide for the Length of the Contract through June 30, 2016

Section 20118 of the Public Contract Code provides an alternative for obtaining supplies, furniture, and equipment, commonly referred to as "piggybacking", where notwithstanding Section 20111 and 20112 of the Public Contract Code, the governing board of any school district without advertising for bids and if the board has determined it to be in the best interests of the district may authorize the purchase of such supplies, furniture and equipment.

Hawthorne School District has awarded their furniture and accessories bid to Culver-Newlin, Inc. (Piggyback Bid #13-14-1, expires June 30, 2016), and with the Board approval the district may "piggyback" on their bid.

Resource Person: Yolanda Ortiz, Asst. Sup't. of Business Services

***** IT IS RECOMMENDED THAT notwithstanding** Sections 20111 and 20112 of the Public Contract Code, the governing board has determined it to be in the best interest of the district to grant approval to obtain furniture and accessories pursuant to a "piggyback" clause in the Hawthorne School District bid for which the originating district has complied with all competitive bidding requirements; pursuant to Piggyback Bid #13-14-1, expiring June 30, 2016.

Moved _____

Second _____

Vote _____

3. Consider approving Bernards Brothers Construction, Inc. to perform Preconstruction Professional Services for the Righetti High School New Classroom Building project of the District's Reconfiguration and Facilities Program

In March 2015, the District entered into a contract with Roebbelen Construction Management Services to perform preconstruction services in conjunction with Rachlin Partners in the design of the new 38 Classroom Project at Righetti High School. During the initial conceptual phase, it became readily apparent that the team members selected for this project were not the right match and required a modification of the team in order to achieve the project objectives including cost/budget and schedule targets.

A recommendation has been made that Roebbelen Construction Management Inc., be removed from the project and that they be replaced by the second ranked firm, Bernards Brothers Construction, Inc., be substituted to continue and complete the preconstruction professional consulting services. This change of team members is being made without prejudice to Roebbelen Construction Management Inc., to participate in future Santa Maria Joint Union High School District projects.

Resource Person: Yolanda Ortiz, Asst. Sup't. of Business Services

- *** **IT IS RECOMMENDED THAT** the Board of Education approve approve district administration to terminate the existing contract with Roebbelen Construction Management Inc., and enter into a preconstruction professional consulting agreement with Bernards Brothers Construction, Inc., for the 38 Classroom Project at Righetti High School.

Moved _____

Second _____

Vote _____

**4. AWARD OF BID FOR THE SUPPORT SERVICES CENTER –
2 NEW OFFICES Project #14-167**

District administration opened bids on June 12, 2015 for the Support Services Center – 2 New Offices – Project #14-167. The bid recap and administrative recommendation follows:

Bidder	Base Bid
Diani Building Corp.	\$95,700
Kinyon Construction (RK & G Construction)	\$120,476

After review of the bids received, Diani Building Corp. was the apparent low bidder.

Resource Person: Yolanda Ortiz, Asst. Sup't. of Business Services

- *** **IT IS RECOMMENDED THAT** the Board of Education award the bid for the SUPPORT SERVICES CENTER – 2 NEW OFFICES – Project #14-167, to Diani Building Corp. in the amount of \$95,700 to be paid from Fund 40 - Special Reserve Fund for Capital Outlay Projects.

Moved _____

Second _____

Vote _____

5. Award of Bid for Santa Maria High School Covered Walkway/Breezeway Canopy Removal – Project #09-051

District administration opened bids on June 15, 2015 for the Santa Maria High School Covered Walkway/Breezeway Canopy Removal - Project #09-051. The bid recap and administrative recommendation follows:

Bidder	Base Bid
MEC, Inc.	\$68,861
Diani Building Corp.	\$99,349

After review of the bids received, MEC, Inc. was the apparent low bidder.

Resource Person: Yolanda Ortiz, Asst. Sup't. of Business Services

*** **IT IS RECOMMENDED THAT** the Board of Education award the bid for the SANTA MARIA HIGH SCHOOL COVERED WALKWAY/BREEZEWAY CANOPY REMOVAL – Project #09-051, to MEC, Inc. in the amount of \$68,861 to be paid from Fund 24 – C2004 Bonds.

Moved _____

Second _____

Vote _____

6. Adoption of the Mitigated Negative Declaration and Written Determinations and Findings for the Proposed New Agricultural Education and Career Technical Center School Site – Project #11-102.1

The District prepared an Initial Study/Mitigated Negative Declaration pursuant to California Environmental Quality Act (CEQA). The District prepared A Notice of Intent to Prepare a Mitigated Negative Declaration (MND) which was filed on May 7, 2015 establishing a 30-day public review period.

A public hearing was held on June 9, 2015 and no comments were received.

Per CEQA requirements, the Board of Education must, via Resolution, adopt the Mitigated Negative Declaration including Mitigation Measures and the Mitigation Monitoring Program prepared for the project and authorizes staff to execute and file a Notice of Determination with the State Clearinghouse and the Santa Barbara County Clerk.

Resource Person: Yolanda Ortiz, Asst. Sup't of Business Services

*** **IT IS RECOMMENDED THAT** the Board of Education approve Resolution #25-2014-2015 – Adopting the Mitigated Negative Declaration including the Mitigation Monitoring Program; and Resolution Number 26-2014-2015 – Written Determinations and Findings for the proposed new Agricultural Education and Career Technical Center School Site located at 1280 Founders Avenue, Santa Maria, Santa Barbara County, California, 93455, for the proposed project.

Moved _____

Second _____

ROLL CALL VOTE:

Mr. Tognazzini

Dr. Garvin

Dr. Karamitsos

Ms. Perez

Mr. Palera

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 25 – 2014-2015**

**ADOPTING THE INITIAL STUDY/MITIGATED NEGATIVE DECLARATION FOR THE
NEW AGRICULTURAL EDUCATION AND CAREER TECHNICAL CENTER SCHOOL
SITE PURSUANT TO THE CALIFORNIA ENVIRONMENTAL QUALITY ACT AND AU-
THORIZING THE FILING OF A NOTICE OF DETERMINATION**

WHEREAS, the Santa Maria Joint Union High School District (District) has determined a need for a new Agricultural Education And Career Technical Center school to serve the current and future students of the District, and the District plans to construct, operate, and maintain the new school for the benefit of the District and the public which it serves; and prior to constructing the new school, the District must comply with the California Environmental Quality Act (CEQA,) *Public Resources Code*, Division 13, Sections 21000-21177; and

WHEREAS, the District, acting as the Lead Agency, as defined in *Public Resources Code*, Section 21067, has provided for the preparation of an Initial Study and Mitigated Negative Declaration accordance with CEQA for the Project, the construction of an Ag Ed And Career Technical Center on a 25.32-acre school site located at 1280 Founders Avenue, in the City of Santa Maria, Santa Barbara County, California, APN 107-150-013 and,

WHEREAS, the District completed a Mitigated Negative Declaration for the Project, which was circulated between May 7, 2015 through June 6, 2015, for public review by public agencies and interested persons, and

WHEREAS, no comments were received; and

WHEREAS, the District conducted a public hearing to evaluate the Project on June 9, 2015, pursuant to CEQA and Education Code 17211; and

WHEREAS, the District has completely evaluated the Project Site pursuant to all applicable statutory requirements, including school site selection standards found in *California Code of Regulations* (CCR), Title 5, Section 14010, et seq.; and

WHEREAS, the Mitigated Negative Declaration; has identified mitigation measures to reduce potentially significant impacts to less than significant levels, and the attached Exhibit A contains the May 2015 Final Mitigated Negative Declaration, including Mitigation Measures and the Mitigation Monitoring Program prepared for the Project in regards to the Final Mitigated Negative Declaration; and

WHEREAS, the Mitigated Negative Declaration was presented to the Governing Board of the Santa Maria Joint Union High School District on June 9, 2015, and the Board reviewed and considered the information contained in the Mitigated Negative Declaration

prior to approving the Project; and the Mitigated Negative Declaration reflects the District's independent judgment and analysis; and the Mitigated Negative Declaration has been completed in compliance with CEQA and CEQA Guidelines.

NOW, THEREFORE, BE IT RESOLVED, as follows:

1. The School Board hereby accepts the Mitigated Negative Declaration and adopts The Mitigation Measures and Mitigation Monitoring Program that will reduce potentially significant impacts to less than significant levels.
2. The Board authorizes the Superintendent or the Superintendent's designee to prepare a Notice of Determination to be filed with the Santa Barbara County Clerk and Governor's Office of Planning and Research, as required by CEQA, and to take other action necessary to affect the purpose of this Resolution.
3. The above recitals are true and correct.
4. The Board hereby approves the Project.

PASSED AND ADOPTED this 17th day of June, 2015 by the following vote:

ROLL CALL

AYES:

NOES:

ABSENT:

ABSTAIN:

CLERK/President/Secretary of the Board of Education
Santa Maria Joint Union High School District

**SANTA MARIA JOINT UNION HIGH SCHOOL DISTRICT
RESOLUTION NUMBER 26 – 2014-2015**

WRITTEN DETERMINATIONS AND FINDINGS FOR THE NEW AGRICULTURAL EDUCATION AND CAREER TECHNICAL CENTER SCHOOL SITE

WHEREAS, Per *Education Code* Section 17213(a) and/or *Public Resources Code* Section 21151.8(a)(1), and based upon information included in the May 2015 Initial Study and Mitigated Negative Declaration for the proposed 25.32-acre school site located at 1280 Founders Avenue, in the City of Santa Maria, Santa Barbara County, California, the Governing Board of the Santa Maria Joint Union High School District hereby determines that the school site:

WHEREAS, Per *Education Code* Section 17213(b), (c), and (d) and/or *Public Resources Code* Section 21151.8(a)(2) and (3), the Santa Barbara County Air Pollution Control District was notified in writing and/or consulted by Padre Associates, Inc., consultants to the Santa Maria Joint Union High School District with regard to identifying both permitted and non-permitted facilities within one quarter mile of the proposed site which might be reasonably anticipated to emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste, and the Santa Barbara County Air Pollution Control District provided no information that any such facilities existed within ¼ mile of the site, and investigations by Padre Inc., found no evidence of any such hazardous facilities.

NOW, THEREFORE BE IT RESOLVED, as follows:

- a. Is not the site of a current or former hazardous waste disposal or solid waste disposal site, and
- b. Is not a hazardous substance release site identified by the Department of Toxic Substances Control in a current list adopted pursuant to Section 25356 for removal or remedial action pursuant to Chapter 6.8 of Division 20 of the *Health and Safety Code*, and
- c. Is not a site that contains one or more active pipelines, situated underground or aboveground, that carries hazardous substances, acutely hazardous materials, or hazardous wastes, unless the pipeline is a natural gas line which is used only to supply natural gas to that school or neighborhood or other nearby schools, and
- d. Is not within 500 feet of the edge of the closest traffic lane of a freeway or other busy traffic corridor as defined in *Education Code* Section 17213(d)(9) and *Public Resources Code* 21151.8(c)(9).

BE IT FURTHER RESOLVED, the Board Hereby resolves that there are no facilities within a ¼-mile of the proposed site that might reasonably be expected to emit hazardous air emissions.

PASSED AND ADOPTED this 17th day of June, 2015 by the following vote:

ROLL CALL

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk/President/Secretary of the Board of Education
Santa Maria Joint Union High School District

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7. **Consider authorizing the District to enter into a Site Lease, Sublease and Construction Services Agreement with Frank Schipper Construction Co, pursuant to California Education Code Section 17406 for the Construction of the Performing Arts Center at Pioneer Valley High School Utilizing the Lease Lease-Back Method of Delivery**

The District has received from Frank Schipper Construction Co., preconstruction cost estimation, value engineering and limited constructability review of the DSA approved plans for the District's Performing Arts Center located to Pioneer Valley High School. The District is now ready to proceed with the construction of the new facility, DSA Application # 03-115365.

The District, in conjunction with CFW, is negotiating the Guaranteed Maximum Price for the project and related construction documentation. Approval of this action item authorizes the District staff to complete negotiations and enter into the required Lease Lease-back documentation with Frank Schipper Construction Company.

Resource Person: Yolanda Ortiz, Asst. Sup't of Business Services

- *** **IT IS RECOMMENDED THAT** the Board of Education approve district administration to enter into a Site Lease, Sublease, and Construction Services Agreement with Frank Schipper Construction, Co., for the construction of the Performing Arts Center at Pioneer Valley High School utilizing the Lease Lease-Back Method of Delivery.

Moved _____

Second _____

III. **ADJOURN TO CLOSED SESSION**

- A. **Certificated and Classified Personnel Actions** – Government Code Section 54957. The Board will be asked to review and approve hiring, transfers, promotions, evaluations, terminations, and resignations as reported by the Assistant Superintendent of Human Resources. **Appendix A**
- B. **Student Matters** – Education Code Sections 35146 & 48918. The Board will review proposed expulsions/suspended expulsion(s) and/or requests for re-admission. *NOTE: The education code requires closed sessions in these cases to prevent disclosure of confidential student record information.*

IV. **RECONVENE IN OPEN SESSION**

V. **ANNOUNCE CLOSED SESSION ITEMS**

VI. CONSENT ITEMS

***** IT IS RECOMMENDED THAT the Board of Education approve the following consent items as presented.**

All items listed are considered to be routine and may be enacted by approval of a roll call vote. There will be no separate discussion of these items; however, any item may be removed from the consent agenda upon request of any member of the board and acted upon separately.

Moved _____

Second _____

ROLL CALL VOTE:

Mr. Tognazzini	_____
Dr. Garvin	_____
Dr. Karamitsos	_____
Ms. Perez	_____
Mr. Palera	_____

A. Purchase Orders

P.O. #	Vendor	Amount	Desc/Funding
016-00063	Scholastic	\$ 640,123.15	Read 180 Licenses/LCAP Goal #7
016-00064	Dell	\$ 85,831.45	Optiplex Computers for Read 180 Labs/LCAP Goal #7
016-00065	Tech Time	\$ 80,557.00	SMHS Security Improvements/LCAP Goal #6
16-00093	Dell	\$1,199,685.65	One to One Devices/ LCFF/LCAP Goal 5

B. Pupil Matters

Administrative Recommendation to suspend the order of expulsion:
Student #: 341692, 339758.

Administrative Recommendation to order expulsion: Student #: 340213.

Administrative Recommendation for student re-admission from expulsion/suspended order and/or expulsion: Student #: 343966, 341663, 339776.

C. Safe School Plans

The Safe School Plans are site plans which must be Board approved. The duration of the plans is from July 1, 2015 to June 30, 2016. School Plans are to be updated annually and are available for review at the District Office.

**D. Approval of job descriptions for the following certificated positions:
Migrant Education Program Teacher on Assignment, EL Coordinator,
Instructional Technology Coordinator, EL Academic Support
Specialist**

Approval of MOU with Santa Maria Joint Union School District Faculty
Association regarding Teacher on Special Assignment (TOSA) job de-
scriptions. *Appendix B*

VII. OPEN SESSION PUBLIC COMMENTS

The public may address the Board on any matter (except personnel) concerning the District and not on the agenda. Note: The time limit to address the Board may not exceed two minutes. The Board is not required to respond to the Public Comment. The public may also address the Board on each item on the Agenda as the Board takes up those items. Persons wishing to speak should complete a blue request form and hand it to the Board secretary.

VIII. ITEMS NOT ON THE AGENDA

Note: The law generally prohibits the Board from discussing items not on the agenda. Under limited circumstances, the Board may discuss and act on items not on the agenda if they involve an emergency affecting safety of persons or property, or a work stoppage, or if the need to act came to the attention of the District too late to include on the posted agenda.

IX. NEXT MEETING DATE

Unless otherwise announced, the next regular meeting of the Board of Education will be held on July 15, 2015. Closed session begins at 5:30 p.m. Open session begins at 6:30 p.m. The meeting will be held at the District Support Services Center.

X. FUTURE REGULAR BOARD MEETINGS FOR 2015

Tuesday, August 4, 2015
Tuesday, September 8, 2015
Tuesday, October 13, 2015

Tuesday, November 10, 2015
Tuesday, December 8, 2015

XI. ADJOURN

Certificated Personnel Actions
June 17, 2015

Appendix A

[illegible]

MOU

Classroom Visitations by Teachers on Special Assignment (TOSA)

Memo of Understanding between the Santa Maria Joint Union High School District (hereinafter "District").and the Certificated Bargaining Unit, Santa Maria Joint Union High School District Faculty Association (hereinafter "FA").

The Santa Maria Joint Union High School District and the Santa Maria Joint Union High School District Faculty Association agree to the following for the 2015/2017 school year:

- No information collected during any visit will be evaluative and no administrator will use any information /data collected by the TOSA for evaluative purposes.
- Job Descriptions of these TOSAs will be reviewed annually.

2015/2016 TOSA positions:

EL Coordinator
Technology Education Coordinator
Migrant Education Program
English Learner Academic Support Specialist

Accepted on: 5/29/15

For the Association


Association Representative

For the District


District Representative

Migrant Education Program Teacher on Assignment

JOB GOALS

Under the supervision of the Director of Multilingual and Migrant Education Programs, the Migrant Education Program Teacher on Assignment is responsible for providing coordination and increasing the effectiveness of the various elements of the Migrant Education Program. Provide instruction, professional development, programmatic and curricular support to teaching staff, support staff, and migrant children and parents. The Migrant Education Teacher on Assignment will work in collaboration with all Santa Maria Joint Union High School District staff and community partners.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

In collaboration with Multilingual and Migrant Education staff:

- Coordinates academic support services in order to increase and improves services to Migrant Students
- Conducts staff meetings and professional development for migrant staff
- Collaborates with Migrant Recruiter/Statistician to coordinate community and county programs/agencies to expand access of Migrant students and families to health and support services according to the annual Migrant Education Service Agreement with the Santa Barbara County Education Office
- Leads the implementation of the parent participation component of the District Service Agreement for the Migrant Education Program
- Advises parents and/or legal guardians of student progress for the purpose of supporting teachers expectations, developing methods for improvement and/or reinforcing classroom goals in the home environment
- Participates in various district meetings and trainings for the purpose of receiving and/or providing information
- Attends Migrant Regional and/or State meetings/staff development to ensure effective communication between the district and regional office
- Collaborates with Program Administrator for Migrant Education in writing the Annual District Service Agreement and other applications and agreements under the Migrant Education Program
- Collaborates with district and school staff in developing and designing extended school day and school year learning opportunities for Migrant students.
- Assists with coordination of support staff schedules (eg. Minicorps tutors)
- Analyzing and monitor data for proposes of evaluating program effective.
- Inventories instructional materials to be used with migrant education students
- Reviews attendance patterns of migrant students and recommend interventions for identified problems areas
- Work with High School staff to monitor the progress of migrant secondary students (academic audits, PASS Program, and graduation requirements)
- Assists in completing needs assessments and individual learning plans for migrant education students
- Designs and provides direct services to migrant education students as needed and reports supplemental services as outlined in the District Service Agreement
- Updates and monitor all data using designated computer programs including assessment and attendance information
- Ability to maintain effective working relationships with those contacted in the performance of required duties

PRIMARY EVALUATOR/WORKING LOCATION

Director of Multilingual and Migrant Education Programs

Position will be housed at Lincoln Center (formerly Lincoln Prep) but will be working at/with various sites throughout the District.

REQUIRED QUALIFICATIONS

Current California Multiple or Single Subject Credential with BCLAD certificate

Bilingual in Spanish

Minimum of three years of classroom teaching experience

Experience providing language support for second language learners

EL Coordinator

JOB GOALS

Under the supervision of the Director of Multilingual and Migrant Education Programs, the EL coordinator is responsible for supporting the implementation of the instructional goals outlined in the Local Control Accountability Plan (LCAP) and any English Learner Federal, State, District and School Accountability Plans.

The EL Coordinator, together with the Director of Multilingual and Migrant Education Programs, develops and establishes coherent, district-wide protocols and procedures for the implementation of English learner programs.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

- In Collaboration with Migrant Education staff, coordinates services for English learners who are Migrant students
- Assists with the organization and implementation of language and literacy assessments
- Analyzes academic and linguistic student achievement data
- Plans teacher and para-educator collaboration and professional learning opportunities
- Monitors English learner and Reclassified Fluent English Proficient (RFEP) students
- Collaborates with school sites to enroll and place English learners in the school's academic program based on established pathways
- Assists school counselors in supporting student access to a broad range of services
- Works with site administration to build master schedules
- Assists site administrator with presentations to parent and community groups related to the English learner program
- Participates in district and school advisory committees
- Assists teachers to improve language and literacy instruction
- Assists department teams to examine work, debrief peer or classroom observations, and use student data to plan differentiated instruction
- Ability to observe students in reading instructional materials, tests, student records and other printed matter.
- Understand speech at normal levels in person or on the telephone.
- Communicate so others will be able to clearly understand a normal conversation in person or on the telephone.
- Ability to operate audiovisual equipment, computer, copy machine and other office and classroom equipment.

PRIMARY EVALUATOR/WORKING LOCATION

Director of Multilingual and Migrant Education Programs

Position will be housed at Lincoln Center (formerly Lincoln Prep) but will be working at/with various sites throughout the District.

REQUIRED QUALIFICATIONS

Possess a valid California Single Subject clear credential

CLAD or BCLAD certification.

NCLB compliant

DESIRED QUALIFICATIONS:

Three years of successful classroom teaching experience.

Bi-lingual (Spanish/English) preferred.

Instructional Technology Coordinator

JOB GOALS

Under the direction of the site Principal (or designee), the Instructional Technology TOSA is responsible for working directly with site instructional staff. This TOSA will be required to plan, communicate and implement staff trainings centered on assisting teachers in the use of instructional technology to enhance classroom instruction. The TOSA will show the effective uses of instructional software applications, Tablets, and other applicable technological equipment.

This assistance will be provided in a variety of forums, both large and small group, classroom demonstrations for students, as well as individualized interactions as requested.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

- Work in collaboration with site Administration and teachers to develop a menu of training opportunities and options that meet the needs of teachers and other staff members.
- Develop and maintain a training calendar each month that represents teacher need.
- Work with primary vendors such as Microsoft and Dell, as well as other tech professionals to stay abreast of new developments in tech hardware, software and its applications for classroom use.
- Assist teachers and administrators with the implementation of the state's Digital Library resources, including SBAC Interim Assessments.
- Assist teachers and administrators with developing understanding of SBAC system requirements and how these assessments skills can be addressed by teaching staff and students.
- Assist in the planning and implementation of instructional technology workshops and trainings to be delivered during the district's staff in-service days.
- To provide demonstrations and instructional lessons for classrooms as needed.
- To provide individual support to teachers and students in the use of current technology.

PRIMARY EVALUATOR:

Site Principal (or designee) at each comprehensive high school.

REQUIRED QUALIFICATIONS:

- Minimum of 3 years of classroom teaching experience.
- Possess valid California Single Subject credential
- NCLB compliant
- Demonstrated successful implementation of instructional technology strategies in the classroom
- Enthusiasm for assisting other teachers in developing use of instructional technology

DESIRED QUALIFICATIONS:

- Leadership experience in mentoring other teachers
- Experience in designing and delivering professional development

SMJUHSD

5/29/15

English Learner Academic Support Specialist

JOB GOALS

Under the supervision of the Director of Multilingual and Migrant Education Programs, the English Learner Academic Support Specialist is responsible for assisting with the implementation of the academic supports for English learners outlined in the Local Control Accountability Plan (LCAP) and any English Learner Federal, State, District and School Accountability Plans.

The English Learner Academic Support Specialist, together with the Director of Multilingual and Migrant Education Programs and EL Coordinators, assists teachers and staff in the implementation of core academic and elective course supports for English learners.

PERFORMANCE RESPONSIBILITIES AND DUTIES:

- In collaboration with Multilingual and Migrant Education staff, coordinates academic support services for English learners (EL) and recently re-designated students (RFEP)
- Collaborates with teachers to develop and implement respectful and research-based individualized academic support plans for struggling EL and RFEP students
- Works with counselors to coordinate support services for EL and RFEP students experiencing barriers to their academic success
- Researches, curates, develops and creates culturally responsive curricular and instructional resources designed to support EL and RFEP students in core and academic support elective courses
- Researches, designs and develops new courses of study for English learner academic support elective courses in collaboration with teachers and support staff
- Analyzes and monitor academic and linguistic student achievement data to assess the outcome of services provided
- Plans and provides teacher and para-educator collaboration and professional learning opportunities aligned to state common core, content, and ELD standards
- Assists site administrators with presentations to parent and community groups related to academic support services for EL and RFEP students
- Participates in district and school English Learner and Migrant Parent advisory committee meetings (e.g. ELACs, DELACs, and MPACs)
- Uses district adopted technologies to communicate and collaborate
- Participates and attends job-related professional learning

PRIMARY EVALUATOR/WORKING LOCATION

Director of Multilingual and Migrant Education Programs

Position will be housed at Lincoln Center but will be working at/with various sites throughout the District

REQUIRED QUALIFICATIONS

- Three years of successful classroom teaching experience with English learners.
- Possess a valid California Single Subject clear credential
- CLAD or BCLAD certification
- NCLB compliant
- Demonstrated success in differentiating instruction to meet the needs of English Language Learners, at-risk learners
- Training and experience in bilingual/cross-cultural teaching methodologies; successful classroom experience, English as a second language instruction, and sheltered instruction (SDAIE)

DESIRED QUALIFICATIONS

Bilingual (Spanish/English) preferred

Experience or leadership in mentoring, peer coaching, or designing/conducting professional learning