

EDUCATIONAL SERVICES DIVISION

EDUCATIONAL SERVICES – DEPARTMENT DESCRIPTIONS

Deputy Superintendent – Gunn Marie Hansen, Ph.D.

x4466

Executive Secretary II – Nancy Clark

x4466

MISSION

Revised 8.2.16

The Orange Unified School District, being committed to planning for 21st Century teaching and learning will offer a learning environment of excellence, with high expectations, to provide each student with the opportunity to be able to compete in the global economy.

The Educational Services Division provides instructional leadership support to all schools including: implementation of the academic content and performance standards; curriculum and instructional innovation; school supervision; student assessment and accountability progress monitoring; parent and community engagement; exceptional needs and student support plans; and current technology to support student achievement. The Division's primary goal is for each school to provide 21st Century teaching and learning to improve student learning supported by the teacher's use of research-based instructional practices. Student progress is also regularly monitored by a comprehensive assessment system that accelerates student success toward college, career and STEAM readiness. Accountability in this system wide approach includes the schools and district meeting and exceeding goals through the leadership support of all Educational Services staff.

THEORY OF ACTION

If we create an environment of shared collaboration focused on 21st Century teaching and learning, collective accountability will result in urgency for continuous improvement of learning for all students producing increased collaboration, critical thinking, communication and critical thinking to prepare students for 21st Century colleges, careers and STEAM opportunities.

INITIATIVES – PROCESS FOR ACHIEVEMENT

- **Multi-tiered System of Support (MTSS) (RtF)**
 - ▲ High quality 21st Century instruction and intervention
 - ▲ Collaboration, critical thinking, communication, creativity and citizenship
 - ▲ Student centered decision making
 - ▲ Progress monitoring during instruction, universal screening and intervention
 - ▲ Universal Design for Learning (UDL)
 - ▲ Academic Language development
- **21st Century Instructional Design-Balanced Instruction Design**
 - ▲ Content and performance standards leading improved outcomes
 - ▲ 21st Century Strategies and pedagogy
- **Collaboration Cycle/Problem Solving**
 - ▲ Focus on student learning and set learning goals
 - ▲ Expand roles to support College, Career and STEAM Readiness
 - ▲ Professional Learning Communities (PLCs)
 - ▲ Collaborative Academic Support Teams (CAST)
 - ▲ Action Research
- **Leadership for Learning**
 - ▲ K-12 Student Achievement Conference
 - ▲ Developing in-house Experts – Professional Development
 - ▲ On-going Communication about 21st Century Learning
 - ▲ Network Approach to Leadership

EDUCATIONAL SERVICES DIVISION

Continued 2 of 2

DISTRICT WIDE STRATEGIC GOALS

Conditions for Student Learning: All students will receive a high quality education in a safe environment that prepares them to graduate from high school, college, career and STEAM ready for 21st Century challenges.

Pupil Outcomes: All students will attain mastery or demonstrate academic growth toward mastery in core content areas measured by 21st Century assessments, SmarterBalanced assessments (SBAC) and local assessments.

Engagement: Student and parent engagement will be promoted through an increased sense of safety and improved student climate and school connectedness as measured by surveys and ongoing training.

LOCAL CONTROL AND ACCOUNTABILITY PLAN

- A minimum of 3-5% point growth in English-Language Arts & Mathematics for all students and the following specific student subgroups:
 - ⊙ Foster Youth
 - ⊙ Hispanic/Latino
 - ⊙ Students with Disabilities
 - ⊙ Socioeconomically Disadvantaged
 - ⊙ English Language (EL) Learners
- All district subgroups including reclassified ELL's will maintain high levels of proficiency and continue to excel on state and local assessments
- All English Language Learners will advance in EL proficiency for every year of instruction as measured by CELDT
- High schools will maintain and/or increase their 2017 four-year graduation rates by 0.25%
- Student attendance will meet or exceed rates from prior year
- Parent/student engagement will exceed rates from prior year
- Increase by 3-5% the number of students enrolled in CTE, AVID, Honors, AP, IB, ERWC, PSAT, SAT, A – G and STEAM courses

Direct Reports to the Deputy Superintendent:

- Anne Truex, Executive Director, Elementary Education
- Kerrie Torres, Executive Director, Secondary Education
- Denise Mac Allister, Executive Director, Special Education/SELPA
- Cathleen Corella, Administrative Director, K-12 Curriculum & Instruction, & GATE
- Elena Rodriguez, Administrative Director, Accountability and Special Programs
- Christina Lin, Administrative Director, Information and Educational Technology
- Aileen Sterling, Interim Administrative Director, Student and Community Services
- Ed Howard, Administrative Director, Athletics, Activities, Facilities, School Connectedness

The following pages will outline the responsibilities and direct reports of the Directors listed above. While communication with our student families and community members is valued and important, it is also critical to provide effective communication tools to our staff. It is our hope, that you find this information helpful in the work that you do to support students in Orange Unified School District.

EDUCATIONAL SERVICES DIVISION

SECONDARY EDUCATION DEPARTMENT

Executive Director – Kerrie Torres

x4467

Executive Secretary I – Jan Butler

x4467

Secondary Schools

Middle Schools

- Cerro Villa
- Portola
- Yorba
- McPherson Magnet (K-8)
- El Rancho Charter
- Santiago Charter
- Principal Supervision
- Federal Program Monitoring
- Every Student Succeeding Act (ESSA) Team/Title I/DSLT
 - Portola Middle
 - Yorba Middle
 - Orange High
- High School Graduation Coordination
- Seal of Biliteracy

High Schools

- Canyon
- El Modena
- Orange
- Richland Continuation
- Villa Park
- Alternative Education
- High Achievers Recognition by Board
- Secondary Student Board Members
- Secondary Parent/Community Support
- WASC
- Equal Opportunity Schools (EOS) Partnership, AP and IB
- SkoolLive
- PSAT, NMSQT, and SAT Preparation/Coordination

Alternative Education Program

Coordinator, Justin Stanfield

x5479

Senior Secretary, Stacie Hokenson

x5479

- Community Day School
- Home School/Ed Options
- Adult Education

Professional Learning

- Provide Instructional Leadership K-12 via the 21st Century Learning and Academic Content and Performance Standards Implementation for all secondary principals and assistant principals
- Principals
- Administrators new to the district
- Assistant Principals and Counselors
- Inform and coach new site administrators on District procedures, culture and problem solving
- Emerging Leadership Academy
- Clear Administrative Services Credential

Interventions/College and Careers

Summer Programs

Secondary Remediation (iSchool)

Online Learning

Naviance

Secondary Intervention

APEX

Hero (formerly Plasco)

COSA (Counselor on Special Assignment)

P 21 Pathway Specialist (4)

Community College Bridge Program

Dual Enrollment

EDUCATIONAL SERVICES DIVISION

ELEMENTARY EDUCATION DEPARTMENT

Executive Director – Anne Truex

x4463

Executive Secretary I – Rose Mary Gallardo

x4463

Elementary Schools

- Anaheim Hills
- California
- Cambridge
- Canyon Rim
- Chapman Hills
- Crescent
- Esplanade
- Fairhaven
- Fletcher
- Handy
- Imperial
- Jordan
- La Veta
- Lampson
- Linda Vista
- Nohl Canyon
- Olive
- Palmyra
- Panorama
- Prospect
- Running Springs
- Serrano
- Sycamore
- Taft
- Villa Park
- West Orange
- Principal Supervision
- Federal Program Monitoring

Every Student Succeeds Act (ESSA)

- California
- Cambridge
- Esplanade
- Handy
- Jordan
- Lampson
- Palmyra
- West Orange

Title I

- California
- Cambridge
- Esplanade
- Fairhaven
- Handy
- Jordan
- Lampson
- Palmyra
- Prospect
- Sycamore
- Taft
- West Orange

Early Childhood Education and School Age Care

Amie Wilson Bird, Administrator

- School Age Care Program – Diane Way and Jamie Beidler, Supervisors
- Parent Paid Preschool – CDC – Rachelle Vargas, Supervisor

School Readiness & State Pre-School

Cheryl Sosa, Coordinator, Early Learning Education

Shannon Brown, Early Learning Specialist

Professional Learning

- Provide Instructional Leadership via the 21st Century Learning and Academic Content and Performance Standards Implementation for all elementary principals and assistant principals
- Inform and coach new principals on District procedures, culture and problem solving
- Emerging Leadership Academy
- Clear Administrative Services Credential

Elementary Parent and Community Support

**Dual Language Immersion – Fletcher Elementary - Mandarin
California Elementary – Spanish**

EDUCATIONAL SERVICES DIVISION

SPECIAL EDUCATION/SELPA

Executive Director – Denise Mac Allister	x5550
Administrator - Rachele Dale	x5550
Executive Secretary I – Mary Ann Casey	x5550

Debbie Bennett, M.A.
Coordinator/Elementary
x5546

Anaheim Hills
Canyon Rim
Crescent
Fairhaven
Handy
Linda Vista
McPherson
Nohl Canyon
Sycamore
Villa Park
West Orange

Annalisa Schwartz, M.A.
Coordinator
x5543

California
Cambridge
Chapman Hills
Esplanade
Fletcher
Jordan
La Veta
Olive
Panorama
Prospect
Taft

Andrew Granite, Ph.D.
Coordinator
x5548

Lampson
Serrano
Cerro Villa MS
Canyon HS
Villa Park HS
Adult Transition

- Secondary
- Community Day School (CDS)

Karen Hanson, Ed.D
Coordinator
x5521

Running Springs

- County Schools
- HealthBridge Hospital
- ECE4Autism (NPS)
- Health Services

Lead Nurse: Linda Haase
Medi-Cal: Camille Formanek

- LEA/MAA
- OT/PT Support

Julie Lucas, M.A.
Coordinator
x5549

Portola
Yorba
El Modena HS
Orange HS
Richland/Touchstones
Community Day School (CDS)

- Workability
- Independent Study

Residential Treatment Center
Support

Bree Tippets, M.S.
Coordinator, PreK
x6202

PreK Program
Infant Program

Kristi Franco, PreK
Teacher **x6171**

- Administrative Designee/Educational Specialist PreK

Senior Secretary
Markel Hathcock

SPECIAL EDUCATION/SELPA

Continued 2 of 2

Janel Carpenter
Coordinator, Canyon Hills
997-6171

Imperial Elementary

- Vision Impaired
 - **Kim Webb**, Teacher
 - **Dolores Hermosillo**, Teacher
 - **Beth Albright**, VI Instr. Aide
- Adapted Physical Education (APE)
- Occupational Therapy/Physical Therapy
- Office Manager: **Jean Maroney**
Attendance/Health Clerk – **Karyn Plascencia**

Kristi Franco, PreK Teacher **x6171**

- Administrative Designee/Educational Specialist Canyon Hills

Eric Salcedo, Psy. D.
Coordinator/Mental Health/Psych. Services
x4080

- Senior Secretary - **Katie Frietas**
- Mental Health Program
 - Psychologists
 - Counselors
- Psychologists
 - POSA – **Tracy Zaldivar**
 - POSA – SCS - **Ben Figueroa**
- Behavior Programs: Canyon Rim, Handy, Cerro Villa MS, El Modena HS
- 504s
- Residential Treatment Centers - RTC Lead
- Private School /ISP Lead
 - (each coordinator facilities SOR)

Ita Roman – Categorical Accountant **x5544**

- Budget monitoring and tracking (includes categorical reporting to county, state, and federal agencies)
- Budget approval (review all incoming invoices from non-public agencies (NPA), non-public schools (NPS), County Department of Education, and other outside providers)

John Erratt, Ph.D
Coordinator, Communicative Disorders
x5561

Palmyra, Cerro Villa MS, Villa Park HS:
Autism/SUCSESS:

Jennifer Aguirre, Instructional Coach

- Alternative Augmentative Communication/Assistive Technology (AAC/AT)
Vicki Johnson, SLP
Max Graupensberger, IS specialist
- Speech: **Michelle Wright-Lead**
- Deaf/Hard of Hearing
 - **Jamie Perry**, Teacher
 - **Tiffany Berlin**, Teacher
 - **Regina Nelson**, Teacher
- Fast ForWord

Sara Beggs, M.A.
Coordinator/ Inclusive Learning
x5524

Palmyra (RSP only)

- Reading Support
 - **Sarah Dalton**/Educational Specialist
 - **Donna Oblea** (SLP)
- Educational Specialists/Inclusive Schooling
 - **Jaime Bauer**
 - **Susan Greenwald**
 - **Dana Johnson**
 - **Kassy MaKena**
 - **Gwen Nakabayashi**

Office Staff

- **Tylene Warner – Office Manager** **x5547**
- **Gail Bradshaw – Sr. Secretary** **x4080**
- **Amber Douglas – Staff Clerk/Records** **x5708**

Sara Monroy **x4584**

- Technology Support Specialist
- Monitor and Assist Teachers/case managers w/SEIS
- Coordinate transportation services as required by IEP
- CASEMIS

EDUCATIONAL SERVICES DIVISION

K-12 CURRICULUM, INSTRUCTION, CTE/ROP, CTIP AND GATE

Administrative Director – Cathleen Corella **x5452**
K-12 Curriculum, Instruction, CTE and GATE
Executive Secretary I – Maria Vicencio **x5466**

TOSA, 21st Century STEM & Arts Integration – Jennifer Cardenas **x4598**
District Textbook Technician – Michelle Deibner **x4062**

- AVID
- CODE.org Facilitation
- Course Descriptions/Curriculum Guides
- District Curriculum Council
- GATE Referrals/Assessments
- GATE Community Advisory Committee (CAC)
- New Course Approvals
- CTE STEM Grant Facilitation (ESCAPE/CaMSP/CTEIG)
- Elementary Music/Integrated Arts Wheel Facilitation (VAPA)
- Professional Development K-12
- Secondary Department Chairs
- Textbooks/Instructional Materials
- Williams Settlement Reports
- UC Course Approval
- Dual Language Immersion Program
- Pathway to Biliteracy

Elementary Music/Integrated Arts (VAPA) Teachers & Instructional Aides:

- Stephanie Castillo, *Art*
- Suzanne Fowler, *Art*
- Tessa Okstad, *Art*
- TBD - *VAPA Aide*
- TBD – *VAPA Aide*
- Jacob Hamilton, *Band*
- Walter Wagner, *Band*
- Mio Hirako, *Band*
- Catherine Standridge, *Band*
- Eburn Agboola, *General Music*
- Emily Craig, *General Music*
- Evelyn Lee, *Orchestra*
- Ariana Major, *Orchestra*
- Isabel Escalante, *Orchestra*
- Vanessa Trevino, *Orchestra*
- Lissa Slay, *Theater*
- Jennifer Johnson, *Theater*
- Leslie Reed- *Theater*
- Judy Long, *VAPA Aide*
- Kelley Herbeck, *VAPA Aide*

K-12 Academic Content Design – Lisa Green, Administrator **x5436**

Rtl² Coach – Dee Petersen

Instructional Specialist, Elementary Mathematics – Paul Flores

Instructional Specialist, Elementary Mathematics – Kathy Lloyd

Instructional specialist, Secondary Mathematics – Marie LaCassa

TOSA, STEM/Elementary Science – Julie Roney

- Accelerated Math Course (AMC)
- Report Card Schedule/Committees
- Co-teaching Model
- Write From the Beginning
- Elementary AVID
- Promotion/Retention Interventions
- ELA/ELD Materials Pilot
- K-12 Professional Development
- K-12 Curriculum Development
- Dibels Next
- Next Generation Science Standards District Committee
- CAST (Collaborative Academic Support Team)
- Collaboration Cycle for Effective Instruction
- K-12 Essential Mapping & Standards Alignment
- Multi-Tiered System of Support (MTSS) (Rtl²)
- Academic Content and Performance Standards
- Research & Analysis of 21st Century Teaching & Learning
- 21st Century Parent Professional Development
- Math Intervention/Support (Math 180, TTM, Redbird, Math Solutions)

K-12 CURRICULUM, INSTRUCTION, CTE/ROP, CTIP AND GATE

Continued 2 of 3

Instructional Specialists and RTI² Teachers

- Carrie Bauer
- Laura Urquhart
- Shannon Starkweather
- Suzanne Kent
- TBD
- Christie Taylor
- Jennifer Beall
- Lana Merha
- Mary Hinton
- Lori Jennings
- Courtney Castro
- Amy Martin
- Sandra Bergeron
- Christina Bletterman
- Ling-Ka Brown
- Tracy Arriola
- TBD
- Debbie Ashmore
- Brooke Walker
- Dana Johnston
- Mary Helmer
- Carol Beaumont

Career Technical Education/ROP/K-12 STEM – Kathleen Boyd, Coordinator **x5464**

Senior Secretary – Doreen Kearns **x5451**

Staff/School Clerk – Mary Esparza **x5464**

CTE/ROP Mentor Teacher – Terri Nii

Information Systems Specialist, CTE/ROP – Freddy Aguilar

- K-12 STEM Facilitation/Implementation
- CTE (Career Technical Education) & ROP (Regional Occupational Program) Pathways
- Monitoring of Career Technical Student Organizations (CTSOs)
- K-12 CTE/STEM Professional Development
- County/Regional CTE/ROP Liaison
- CTE/STEM Grant Applications
- District CTE Advisory Committee
- College and Career Pathway Design
- Career Pathway Trust Programs
- Curriculum Integration
- Dual Enrollment Opportunities
- Perkins Program

Induction – Julie McNealy, Coordinator **x5527**

Instructional Specialist – Amy Deihl-Pullin

TOSA, Teacher Quality/CTIP – Lauren Hunsberger-Gonzales

- Teacher Innovators Program (TIP)
- CTIP (California Teacher Induction Program)
 - OUSD Regular/Special Education
 - Out of District/Private School Candidates
- Highly Qualified Teacher (HQT) Compliance
 - Compliance Monitoring, Interventions and Sanctions (CMIS)
- Verification Process for Teachers in Specialized Settings (VPSS)
- Peer Assistance Review (PAR)
- K-12 Professional Development
- Staff Evaluation Reporting System (SERS)
- Coordination of Transition Team Learning Walks/Facilitator Trainings
- Unit Design / Universal Design for Learning
- Site Administrator Training
- Slice of Orange (District Orientation)
- Teacher Credentialing
 - Clear Single/Multiple Subject
 - Clear Education Specialists
 - Autism Spectrum Disorder Added Authorization
 - CTE (Career Technical Education)

K-12 CURRICULUM, INSTRUCTION, CTE/ROP, CTIP AND GATE

Continued 3 of 3

21st Century Innovation & Instructional Design – Laura Kresl, Coordinator

x5658

- Elementary Visual & Performing Arts (VAPA) Program
- STEM & Arts Integration
- GATE Assessment/Implementation
- Differentiation for Advanced Learners
- AVID (Secondary)
- Next Generation Science Standards (NGSS) District Implementation
- Next Generation Science Standards (NGSS) District Professional Development
- Textbook Adoptions
- STEM Grant Facilitation (ESCAPE)
- History-Social Science Standards District Professional Development/ Implementation
- Exposition of the Arts
- K-12 Professional Development
- K-12 Curriculum Development
- K-12 Essential Mapping & Standards Alignment
- Research & Analysis of 21st Century Teaching & Learning

21st Century Teaching & Virtual Learning – Nicole Van Wilgen Moore, Coordinator

x5717

- OrangeLive! Online Classes
 - Online Teacher Facilitation
 - Haiku Learning
 - Blended/Distance Learning
- Online Curriculum Resources – eTextbooks
- Online Summer School Program
- Credit Recovery
- Online K-12 Curriculum Development
- Online K-12 Professional Development
- Intervention/Acceleration Program Design
- Accelerated Math Course (AMC)
- Digital Portfolios
- Coordination of K-12 Library Staff and Programs
 - Follett Destiny Software
 - OverDrive – eBook and AudioBook Library
- APEX Learning Software
- Plato Learning Software

EDUCATIONAL SERVICES DIVISION

ACCOUNTABILITY AND SPECIAL PROGRAMS DEPARTMENT

Administrative Director – Elena Rodriguez	x5405
Executive Secretary I – Libbie Baker (Title I/LCFF - Centralized/Title VI)	x5405
Categorical Program Technician – D’ellen Gomez (Title II/ Title III/LCFF – Sites)	x5405

Federal Programs and Services

- Title I, Title II, Title III, and Title VI
- Consolidated Application for all state and federal funding (CONAPP)
- Every Student Succeeds Act (ESSA)
 - Comprehensive and Targeted Schools Support
 - NCLB Choice Transfers (16.17 only)
 - Alternative Supports / Go Out and Learn (GOAL)
 - District Site Leadership Team (DSLTT)
- Private School participation in Federal Programs

State Programs and Services

- Local Control Funding Formula, (LCFF), Local Control Accountability Plan and Development (LCAP)
- Federal Program Monitoring (FPM)
- Single Plan for Student Achievement (SPSA)
- After School Education and Safety Program (ASES)
- District English Learner Advisory Committee (DELAC/Title I DAC)

English Learner Support - Coordinator – Amber Tatch – x4543

Language Assessment Center (LAC)

Martha Rivas, Secretary x4536

- California English Language Development Test (CELDT) and Alternative Assessments
 - Parent Notification
- EL Data Management and Reporting (CELDT, LTEL, RFEP)
- ELD Curriculum, Assessment, Planning and Accountability
- Instructional Strategies to support ELL (GLAD, Thinking Maps, Path to Proficiency)
- ELA / ELD State Standards and Academic Language Professional Development
- EL Instructional Support and Intervention Programs (Read 180 and System 44, AVID Excel)
- Response to Intervention/Instruction (RTI²) Teachers
- Resource Teacher Support
- Elementary and Secondary EL Advisors
- Title III Programs and Funding

Instructional Specialists

Kelly Devine	x5415
Misty Campos	x4514
Jennifer Koons	x5416
Kristi Dorf	x5416

LAC Testing Staff

Dolores Santana	x4540
Lourdes Zamarripa	x4541
Gloria Montoya	x4538
Anna Quintero	x4537

ACCOUNTABILITY AND SPECIAL PROGRAMS DEPARTMENT

Continued 2 of 2

Learning Support Services, Coordinator – Sandra Schaffer

x4535

Title I and At-Risk Student Support

- Parent Training and Engagement
- DELAC – District English Learners Advisory Committee
- Community Outreach and Liaisons
- AVID Excel
- Title I Secondary AL Mentors (Academic Language)
- Accountability and Special Programs support
- After School Education and Safety (ASES) Program
- Alternative Supports – Go Out And Learn (GOAL)
- Dual Immersion/Mandarin Immersion Program

- Title VI Native American Program – **Oryden Gould**

x4419

Teacher on Special Assignment (TOSA) – Lucia Perales, Ed.D

x6143

LCFF Family Engagement

- School Smarts
- Parent Involvement and Family Engagement Program

Teacher on Special Assignment (TOSA) – Patricia Chavez

x5403

Title I

- Alternative Supports – GOAL (Go Out and Learn)
- Family and Student Engagement Support

EDUCATIONAL SERVICES DIVISION

STUDENT & COMMUNITY SERVICES

Administrative Director – Aileen Sterling (Interim) x5424
Executive Secretary I – Mary King x5424
Coordinator - Sheldon Glass M.A.
Coordinator, Foster Youth, McKinney-Vento, At-Risk Youth — Kristine Nelson, M.A.
District Registrar – Carolyn Stringfellow
Senior Staff Clerk - Sergio Gonzalez

Administrative Director – Aileen Sterling (Interim) x5424

Attendance	Emergency Operations Center (EOC)
ACCESS Referrals/Approvals	Parent/Pupil Handbook
Child Abuse Reporting	Expulsion Hearings
District/School Security	Comprehensive Safe School Plans
Investigations	Emergency Response to Schools

Coordinator - Sheldon Glass M.A. x5424

Attendance	Emergency Response to Schools
Disciplinary Guidelines	Truancy Interventions, D. A. Meetings/ Case Filings
Canine Detection Services	District/School Security
Public Safety Liaison	Court Documents/Custody Papers
Student Placement Hearings	Residence Verifications
School Attendance Review Board (SARB)	Student Welfare
Investigations	Gang Reduction Intervention Partnership (GRIP)

Coordinator, Foster Youth, McKinney-Vento, At-Risk Youth—Kristine Nelson, M.A. x5424

Foster Youth Liaison & Intervention	At-Risk Youth & Interventions
McKinney-Vento Liaison & Interventions	Student Welfare

Psychologist on Special Assignment – Ben Figueroa x5424

Public Safety Liaison	Student Welfare
School Attendance Review Board (SARB)	Student and Parent Information

District Registrar – Carolyn Stringfellow x5424

Pupil Transcripts	Pupil Records
Inter-district Transfers	Pupil Subpoenas
Caregiver Affidavit Forms	Megan's Law

EDUCATIONAL SERVICES DIVISION

INFORMATION AND EDUCATIONAL TECHNOLOGY

Administrative Director – Christina Lin x4550
Executive Secretary I – Lori Elsasser x4550

Director, Information Technology - Tam Nguyen x4550
Staff Clark – Marissa Ray

Department General Line x4550

License (Microsoft, Adobe, Etc.)
Technology Purchasing Support
Department Support
Equipment Tracking

Network and System Manager – TBD x4599

User Support Manager – Joshua Holmes x4581

User Support Supervisor – David Lane x5430

Network Technicians - Nathan Cox, Jason Orban, Lee Co, Victor Aguirre x4550

Application Management	Network Equipment (routers, switches, wireless access
Anti-Virus	points
Backups	Shared Drive (S - Drive)
Data Center	SPAM Filter
Informacast Intercom/Bells Server	Security Cameras Network Connectivity

IS Specialists x4357(HELP)

Help Desk and Call Routing

Freddy Aguilar, Max Graupensberger, Tan Nguyen, Kathy Young, Dewayne Watson, Kelly Meraz, Iman Diaz, TBD

Computer Support	Phone & Voicemail Support	Blue Bear Support
Bell Schedule Support	User Account Creation/Support	Google Domain
Network Support Tier 1	Mobile Device Management	Aeries Support Tier 1
Computer Image Creation	Tech Refresh Management	O365/MS Office
MyOUSD Management (Single Sign-on)	Login Connectivity Issues	Special Ed. Tech Support

Site Based Technology Support (A Team) x4357

Brian Baker, Chris Minucci, Jacob Morales, Mary Rosas, Cheri Slack, Yeo Kim, Rafael Hernandez, Richard Moreno, Rocky Ramirez IV, Nick Marini, Jay Snoddy, Damian Bois, Luke Thibodeau

Site Technology Support	HP Pinter/Xerox Support
Software Installation	SBAC Technical Support
Mobile Device Support	CTE Tech Support
	Onsite Support

EDUCATIONAL AND INFORMATION TECHNOLOGY

Continued 2 of 3

CALPADS & Data Reporting Supervisor – Chris Keeler **x4551**

Aeries	CBEDS
CALPADS	Direct Certification
Data Integration	Jaspersoft

Aeries Support Team – Michelle Esparza, Ana Resendiz, Aniela Flores **x4551**

Aeries.net	CALPADS
Aeries	Fitness Test
Teacher, Student and Parent Portal	School Messenger

QSS/QCC Support – Kerri Pinches and Michelle Camacho **x5555**

QSS/QCC – New Users, Reports, Training, Support, Jaspersoft

Website Support – Hana Brake **x5421** **Audio Visual – Suzan Grab** **x5422**

Crystal Reports	Board Meetings
OUSD Portal	Public Access Channel
School Webpages	Photographer
OUSD Website	Videographer
OUSD Social Networks Management	

Computer Repair – Craig Hofflund **x4583**

Hardware Troubleshooting & Repair
District Meeting Tech Support
Warranties

Coordinator, Educational Technology – Randy Kolset **x4110**

Office Manager – Sandra Putt **x4586**
• **Login and Account Assistance** **x4357(help)**

Educational Technology & Academic Measurement Instructional Specialists

Christina Baroldi, Erin Rosselli, Jon Ruffridge **x4110**

Educational Technology Instructional Specialists

Dana Encheff, Jean Cazeau, Abigal Mann, Richard Ireland, Karen Meier, Lance Wren **x4110**

1:1/BYOD Initiative	Site Professional Development	iPads
BlackBoard Collaborate	Genius Bar	iPilot
Blogs	Go Sign Me Up	Office 365 Application
Destiny Assess Management	Google Apps for Education	Softchalk
Digital Citizen	Haiku Learning	Study Mate/Respondus
Discovery Education	iDevice	Technology Festival
eBadge	iTeach	Virtual Training
eDrawing	iLearn	Windows Application
eTraining		

EDUCATIONAL AND INFORMATION TECHNOLOGY

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Coordinator, Student Assessment and Educational Measurement

Jennifer Bourgeois, Ph.D.

x5457

Office Manager – Sandra Putt

TOSA Student Assessment and Educational Measurement – Rick Torres **x5457**

Instructional Specialists – Christina Baroldi, Erin Rosselli, Jon Ruffridge
Staff/School Clerk – Marissa Ray **x5457**

School Accountability Report Cards (SARC)
Civil Rights Report
EADMS/MMARS/Inspect item bank
Data Management Committee
Training/Troubleshooting
National and State Assessments
Analysis
CHSPE (California HS Proficiency Exam)
Physical Fitness Testing (PFT)
National Assessment of Education
Progress (NAEP)
Scholastic Suite:
 ○ Reading Inventory (SRI)
 ○ Math Inventory (SMI)
DIBELS Next (VPORT)

College Board
 ○ Advanced Placement
 ○ PSAT 8/9
 ○ PSAT/NMSQT
 ○ SAT (College Day)
NCSC (National Center & State
Collaborative) Alternate Assessment
Standardized Testing & Reporting
(CAASPP)
Smarter Balanced Assessment
Consortium (SBAC)
California Alternate Performance
Assessment (CAPA)
California Modified Assessment –
Science
California Standards Test – Science
California Alternate Assessment (CAA)

EDUCATIONAL SERVICES DIVISION

ATHLETICS, ACTIVITIES, FACILITIES AND SCHOOL CONNECTEDNESS

Administrative Director – Ed Howard

x4355

Facilities Use/Athletics Staff Assistant – Pamala Smith

x4511

High Schools

- **Athletics:** Support Site Athletic Directors
 - Coaching recruitment, training, retention and certification
 - Orange County Athletic Directors Association (OCADA) Board member
 - California Interscholastic Federation (CIF) liaison
 - National Collegiate Athletic Association (NCAA) liaison
 - Assist site administrators in all athletic issues and concerns, including investigations when necessary
- **Activities:** Support Site Activities
 - Oversee program growth and inclusiveness
 - Support school climate
 - Assist sites with student/school connectedness and creating a positive school culture
 - Professional Development to encourage more positive and relevant relationship to community
 - Administer the use of District facilities while assisting community and user groups to meet the OUSD criteria established by Board policy

Middle Schools

- **Activities**
 - Support Middle School Athletic Activities
 - Oversee coaching certification
 - Assist in recruitment, training and retention of coaches
 - Assist site administrators in athletic issues/concerns
- **School Connectedness**
 - Support Site Administrators implement practices that create a positive culture on campus
 - Deliver professional development designed to inspire schools to become more positive and relevant in the community they serve
 - Administer the use of the District's Facilities program
 - Assist the community in the process of utilizing the OUSD facilities

Elementary School

- **Activities**
 - Support Site Administrators in supporting school climate
- **School Connectedness**
 - Assist Schools in reaching students that are disconnected and support efforts to ensure that all students feel connected to school