

Deputy Superintendent's Office 2018-2019 Goals and Accomplishment Report

Ronda DaRosa, Deputy Superintendent

- Service Area: Leadership
- Goal: Provide leadership and structured support to the YCOE administrative and educational services division management team.
- Objective: Fill all first quarter management positions with highly qualified candidates by November 15, 2018

- Service Area: Regional
- Goal: Provide leadership to county-wide and regional districts' continuous improvement initiatives.
- Objective: Create the Equity and Support Services department by November 1, 2018 to facilitate the YCOE continuous improvement technical assistance support to districts.

- Service Area: Capacity Building
- Goal: Develop organizational structure and procure new funding sources for the College and Career Readiness unit in order to provide county-wide college and career readiness CTE services.
- Objective: Develop and submit the Career and Technical Education Grant application and the K12 Strong Workforce Grant application in alignment with grant submission deadlines.

- Service Area: Capacity Building
- Goal: YCOE reorganization of the Instruction Services and Equity department
- Objective: Create Department of Student Services that will oversee county-wide services for: foster youth/homeless, TUPE, expelled youth, court/community school, and Yolo County Career Academy dependent charter school.

- Service Area: Mandatory
- Goal: Update Board/Superintendent policies and Administrative Regulations to align with current education code and regulations.
- Objective: Revise the 6000 BP/SP series and other immediate action BP/SP for board approval and adoption by June, 2019.

Accomplishments:

- *Filled all first quarter management positions with highly qualified candidates: Executive Director Equity and Support Service, Director Internal Business, Director External Business, Director of IT, External Business Analyst, Internal Business Analyst*
- *Created the Equity and Support Services Department with System of Support processes to facilitate continuous improvement*
- *Restructured the College and Career Readiness Department as an integrated unit within the Curriculum and Instruction Department to leverage continuous improvement efforts county-wide*
- *Developed and submitted the Career Technical Education Incentive Grant in partnership with 4 school districts and the YCOE education programs*
- *Developed and prepared for submittal the county-wide regional K12 Strong Workforce Program grant in partnership with all 5 school district, community colleges, Workforce Investment Board and the YCOE education programs*
- *Developing the Student Services Department with Director position posted and selection scheduled for march*
- *Reviewed the 6000BP/SP and other time sensitive BP/SP for creation of new policies and updating of former policies; this work will continue throughout the school year*

Administrative Services

Crissy Huey, Associate Superintendent of Administrative Services

Expected Outcomes:

- Increase department communications and services to districts/programs
- Stronger working relations between YCOE & District's Business Staff
- Increase Department knowledge and skill levels. Increase employees sense of value

Department: Support Operations Services, Matt Juchniewicz

- Service Area: Facilities Improvements
- Goal: Prioritize and complete implementation of Prop 39 energy efficiency projects
- Objective: All funds encumbered and projects complete by June 30th, 2019

- Service Area: Greengate School
- Goal: Improve the safety and ADA compliance
- Objective: Engage and define a facility improvement project as well as deferred maintenance projects

Accomplishments:

- *Working on the final leg of procurement for lighting retrofits at Greengate and Santa Anita.*
- *Defined scope for an ADA Access and security re-design for Greengate school.*
- *Installed key card access controls at Plainfield, Cesar Chavez, and Lemen.*

Department: Internal Business Services, Debra Hinely

- Service Area: Capacity Building
- Goal: Provide individual training to secretarial staff
- Objective: Build the secretarial staffs capacity within the business functions of their positions and reduce the number of errors

- Service Area: Capacity Building
- Goal: Provide budget meetings with program departments quarterly or every other month
- Objective: Ensure program department has a full understanding of the status of their budgets

- Service Area: Capacity Building
- Goal: Provide staff development to the Business Services Internal staff
- Objective: Build the capacity of the Business Services Internal staff

- Service Area: Capacity Building
- Goal: Build department capacity and have each desk covered during absences.
- Objective: Cross train Business Services Internal staff

- Service Area: Accountability
- Goal: Update Business Services Policies and Procedures
- Objective: Ensure all Business Services policies/procedures are current and up-to-date

Accomplishments:

- *Increase the secretarial staffs business functions skills: the last secretaries meeting we spent an hour on learning how to run and read financial reports. This will continue as questions are submitted.*
- *Increase the knowledge of the staff, staff understanding and productivity and accuracy increased.*
- *Reduce the time it takes the Business Services staff to process documents – this has been a topic in the secretaries meetings and additional steps have been taken to assist in the process of expediting requisitions. A RUSH stamp is being provided to all secretaries.*

Department: External Business Services, Veronica Moreno

- Service Area: Capacity Building
- Goal: Build department staffing, training and customer service
- Objective: Quality Customer Service

Accomplishments:

- *Increase department staff knowledge – both veteran and new EBS staff have been scheduled to attend or have already attending various PD opportunities which have helped establish and build their knowledge in the financial system, STRS, PERS and other payroll topics.*
- *W-2s and 1099s – this was a new process for almost all of the 6-person EBS team. All members were actively involved in supporting districts and facilitating the reporting and printing of these documents.*
- *AB 1200 Reviews – Having come into a position that was vacant for some time with many responsibilities to get caught up on, I was somehow able to successfully complete first interim reviews of district and charter budgets. I made a point to reach out individually to each district/charter to discuss their review in an attempt to create a comfortable relationship in which they feel supported.*
- *Reestablish department responsibilities and cross-training – with new EBS staff members, different department structure and new Director, it was essential to review and update department responsibilities and backup roles. This has helped the entire department get back on track with a regular operating cycle to be an effective and efficient support to our districts.*

Department: Information and Technology Services, Wade Williams

- Service Area: OIT Staff
- Goal: Provide relevant and ongoing professional development
- Objective: Develop yearly educational goals with

- Service Area: YCOE and District tech staff
- Goal: Maintain open communications with districts
- Objective: Meet with district IT, EdTech, and Administrative personnel to better understand their needs

- Service Area: YCOE and District employees
- Goal: Improve communications as to which services ITS provides
- Objective: Improve communications as to which services ITS provides

- Service Area: YCOE and District network services
- Goal: Assess network stability, redundancy, and security
- Objective: Increase network capabilities while ensuring security

- Service Area: YCOE and District QCC and student data services
- Goal: Review IT staffing needs. Assess financial system modules used and YCOE needs
- Objective: Evaluate that the Senior Computer Systems Support Specialist position is still applicable or if the job needs to be updated. Review QSS/QCC modules and utilization to determine if changes need to be made to current modules and if new modules should be implemented.

Accomplishments:

- *Education goals for all staff*
 - *In order to keep skills current to support COE and district staff, a comprehensive education plan needs to be in place for every ITS employee. Relevant, attainable education goals have been set for each ITS employee, director included.*
- *Network assessment and remediation*
 - *Several aspects of the YCOE network are either underbuilt or in disrepair. Quest Data Systems was brought in to do a thorough network assessment, provided current configuration documentation, highlight deficiencies, and suggest remediation based on best practices and reduction of risk.*

- *Staff have been working with Quest for 2 months on the assessment. Remediation recommendations will be forthcoming this month. ITS will present the findings and remediation plans to Cabinet.*
- *Wireless network assessment and remediation*
 - *The YCOE wireless network is in disarray including parts from different vendors, out of date equipment, underperforming or missing equipment, incorrect configurations, and software that hasn't been updated since 2013.*
 - *ITS staff engaged our main vendor, Aruba, who performed the assessment and recommended remediation work (for free), along with ITS engineers.*
 - *Hardware, software, licenses, and technical support from the vendor have been purchased for the remediation. Remediation work will begin the week of February 25th and is expected to last 2-4 weeks.*

Alternative Education

Gayelynn Gerhart, Principal

- Service Area: Multi-tiered System of Support (MTSS)
- Goal: Full implementation at Cesar Chavez of SWIFTs MTSS
- Objective: to provide students with a culturally response curriculum

- Service Area: Behavior
- Goal: to create a positive campus culture
- Objective: increase the amount of desired behaviors

- Service Area: Systems
- Goal: to ensure systems are in place school-wide
- Objective: increase the effective operations and consistency

Accomplishments:

- *MTSS*
 - *Four Tiers of MTSS to address student needs are in place*
 - *Attendance*
 - *Academics*
 - *Behavior*
 - *Social/Emotional*
- *Year-long Professional development plan focusing on culturally-responsive understanding, curriculum and environment*
 - *Presenters:*
 - *Sandy Holman*
 - *Dr. Vajra Watson*
 - *Dr. Victor Rios*
- *School suspensions have decreased*
- *Over-all attendance rates have increased*
- *School-wide systems*
 - *Enrollment/new student orientations*
 - *Transition services*
 - *Individual Learning Plans (ILP's)*
 - *Weekly SST/CFT student meetings*
 - *Test administration*
 - *STAR*
 - *ELPAC*
 - *IRLA*
 - *CAASPP*
- *Development and enhancement of partnerships with community agencies*
- *Implementation of Edgenuity online learning program*

Chris Reyna, Vice Principal

- Service Area: Systems of Enrollment (YCCA)
- Goal: Full implementation of YCCA
- Objective: Student enrollment systems in place school wide

- Service Area: Behavior(PBIS)
- Goal: To create a positive campus culture
- Objective: Increase the amount of desired behaviors

- Service Area: Systems (DJ)
- Goal: To ensure systems are in place school wide
- Objective: Increase the effective operations and consistency

Accomplishments:

- *Implementation stages of Tier I PBIS at Dan Jacobs*
- *Implementation of PE program at Dan Jacobs*
- *Improved Collaboration with Probation at Dan Jacobs*
- *Implementation of Student Enrollment Systems at YCCA*
- *Implementation of Child Find System at Dan Jacobs.*

Kaelin Souza, Program Specialist II

- Service Area: Multi-tiered System of Support (MTSS)
- Goal: full implementation at Cesar Chavez of SWIFTs MTSS
- Objective: to provide students with a culturally response curriculum

- Service Area: Behavior
- Goal: to create a positive campus culture
- Objective: increase the amount of desired behaviors

Accomplishment

- Ensure all new entry students receive an initial ILP within one month of entry.
- Broaden community support networks to fully support Tier 3 identified/CFT served students

Curriculum and Instruction

Deb Bruns, Director, Curriculum & Instruction

- Service Area: Yolo County Systems of Support
- Goal: Provide services and supports in the area of curriculum and instruction (or “teaching and learning”) to YCOE programs and Yolo County school districts to meet LCAP and MTSS goals

- Service Area: Region 3 (with focus on Yolo County)
- Goal: YCOE offers professional learning events that are well-attended, meet the needs of our teachers and students (as identified in LCAP/MTSS plans) and focus on equity and provide more than a one-day professional learning opportunity.

- Service Area: Region 3: Science & Environmental Literacy
- Goal: Provide regional leadership to promote and support high-quality teaching and learning in the areas of science and environmental literacy.

Accomplishments:

- *Successful Fall Professional Learning included multi-day series for deeper learning*
 - *8-day series with Kate Kinsella on Essential Routines for Writing in Integrated ELD Classroom.*
 - *3-day series “Linking Language & Learning in Math” with Harold Asturias, Jack Dieckmann & Jim Malamut*
- *Yolo County Elementary Math & Science Community of Practice (COP) formed and hosted professional learning events focused on instructional routines that promote student discourse and equity.*
- *Instructional Support for YCOE programs. Facilitated partnership with UC Davis School of Education to support teachers in the ORR classrooms at Dan Jacobs.*
- *Science & Environmental Literacy. Launched “NGSS, Citizen Science & Gardens” with 25 Woodland JUSD elementary teachers and after school staff in collaboration between UCD Center for Community & Citizen Science, Yolo Farm to Fork, WJUSD and YCOE.*

Krista Purdom, Program Specialist, Education Technology

- Service Area: Yolo County school districts
- Goal: Provide technical assistance in the areas of TUPE & Expanded Learning
- Objective: By June 2019 grant requirements for technical assistance will be met

- Service Area: YCOE Programs
- Goal Provide: YCOE users with knowledge, strategies, and skills to use technology applications to support student learning
- Objective: By June 30, 2019, YCOE users will have increased their technology skills and use of technology applications with students as reported in mid and end of year surveys.

- Service Area: YCOE Superintendents Office
- Goal: Create and maintain YCOE’s website and social media presence

- Service Area: Yolo County
- Goal: Support STEM Education initiatives, including project solar as funding permits

Accomplishments:

- *Designed and built YCOE website with assistance from directors and support staff.*
- *Visited and wrote reports for ASES and 21st Century sites that had attendance challenges from last year.*
- *Joined the Tobacco Use Prevention Education Leadership (TUPE) team to come up with a plan to implement curriculum to YCOE students and provide technical support to districts that are part of the TUPE grant funding.*
- *Attended TUPE conference to identify resources to share with districts and students*
- *Worked with Tomas Montoya to help support students who will be creating an Anti-Vaping video. I have been teaching the curriculum to the students and the students are using the information to design skits for the video.*

College and Career Readiness

Karen Swan, College and Career Readiness Specialist

- Service Area: Regional
- Goal: To research and develop College and Career Readiness activities to serve students throughout Yolo County
- Objective: Increase students transitions and student success in areas of college and career readiness

- Service Area: Regional
- Goal: To research and develop Science and Environmental Education activities to serve teachers throughout Yolo County and throughout Region 3
- Objective: Increase teacher capacity to teach NGSS through relevant environmental topics.

- Service Area: Regional, Leadership, Entrepreneurial, Mandated
- Goal: Develop and Support Yolo County Office of Education Alternative Education Programs including Cesar Chavez, Yolo County Construction Program, and Yolo County Career Academy.
- Objective: Increased alternative education staff capacity of awareness of College and Career Readiness Services. Increased development of student's transition services and skills focused on college and career readiness.

Accomplishments:

- *Organized and supported 4 field trips for YCCA, including delivering pre-lessons to prepare students make the most of the field trip opportunities.*
- *Co-Coordinated (with Deb Bruns and UC Davis School of Education and community partners) a 3-day professional development workshop for Woodland elementary teachers on using gardens and citizen science to implement NGSS. Coordinated follow-up teachers support, including afternoon follow-up workshop with additional expert presenters. Project funded by CREEC grant.*
- *Maintained and strengthened relationships with partners at all 5 districts and 3 community colleges to lay the groundwork for current and future CTE programming needs and funding applications. This includes reviving a Yolo County CTE steering committee, wrapping up current multi-year grants, and applying for new CTE grants.*

Eric Banuelos, Adult Education Workforce Specialist

- Service Area: Regional, Adult Education
- Goal: Provide Adult Education transition services to students at Yolo County Office of Education Alternative Education programs, Woodland Adult Education, and Woodland Community College
- Objective: Increased transition services focused on education and career attainment.
- Service Area: Adult Education/Special Education/Alternative Education
- Goal: Increased collaboration amongst Yolo County Office of Education, Woodland Adult Education and Woodland Community College
- Objective: All program partners have increased capacity to more effectively serve Adult Ed students.

Accomplishments:

- *Assisted with the successful transition of 16 adult learners into the workforce or job training programs*
- *Assisted 17 adult learners in eliminating barriers by connecting them to community resources*
- *Wall of community resources, and employment opportunities for adult learners to access*
- *Attended Job fair hosted by HHSA, in an attempt to make connections with employers and industry. Made a great connection with Martin Sprocket & Gear, a real industry leader in manufacturing. We were able to coordinate a field trip to their Sacramento site with our YCCA students. The students enjoyed it and really got an inside look at what a career in this industry could look like.*

Equity and Support Services

Micah Studer, Executive Director

- Service Area: CRT: Communicating Respectfully and Transparently
- Goal: Cultivate positive relationships within YCOE and Yolo LEA's
- Objective: N/A, Increase capacity as a leader
- Service Area: Technical Assistance to Yolo LEAs LCAP Continuous Improvement Process including Differentiated Assistance and NCCPLN Leadership

- Goal: Provide leadership and technical assistance to the NCCPLN and DA districts.
- Objective: Successful transition of NCCPLN leadership from consultants by June.
- Service Area: Technical Assistance YCOE Special Education and Student Services Accountability requirements
- Goal: Provide oversight and assistance of all State and Federal accountability programs.
- Objective: All testing and accountability tasks completed by June 2019 with a structure that can be leveraged year-over-year.
- Service Area: Yolo County District LCAP Reviewer/Approval Process
- Goal: Smooth LCAP adoption process for LEAs within the responsibilities of YCOE's oversight.
- Objective: Successful adoption of all LEA LCAPs in June of 2019.
- Service Area: Co-Development of Educational Technology Services
- Goal: Develop systems and processes that support and enhance educational technology at YCOE and its constituent LEAs
- Objective: Create and support a structure for the administration and implementation of Educational Technology by June, 2019.

Accomplishments:

- *Providing LCAP Technical Assistance to our LEAs, NCCPLN, and other LEAs around the state.*
- *Launched Differentiated Assistance with our (3) districts.*
- *Provide equity Professional Learning and supports to our LEAs and other Associations.*
- *Ongoing alignment of Accountability and Reporting requirements.*

Mariah Ernst-Collins, Program Specialist

- Service Area: Coordination
- Goal: Increase collaboration between homeless and foster youth liaisons
- Objective: Create and coordinate a monthly in-person meeting between liaisons with the goal of increased collaboration and communication between districts and the Yolo County Office of Ed.
- Service Area: Coordination and Grant Compliance
- Goal: Implementation of the EAC; advisory body to help inform FYSCP program planning to be meet the needs of the community from those in the community who work/volunteer in all areas

Accomplishments:

Tobacco Use Prevention Education (TUPE)

- *Delivery of the Stanford Tobacco prevention Toolkit Curriculum at Dan Jacobs and Alternative Education (WS)*
- *Youth Video Project- partnership with Tomas Montoya to teach our youth the fundamentals of graphic design and video with the goal of creating an awareness PSA to be viewed the community*
- *Development and ongoing TUPE Leadership meetings 2x per month*

Foster Youth Services Coordinating Program (FYSCP)

- *Development and ongoing monthly collaborative meetings with District Liaisons and community partners*
 - *Professional Development*
 - *Resource Awareness*
 - *Policies and Procedures*
 - *Holistic Care*
 - *Enrollment in the FAFSA challenge for all County 12th grade foster youth*
 - *Alisia Peters joined our FYSCP team as a Foster Youth Outreach Specialist*
- Homeless Education*

- *Development and ongoing monthly collaborative meetings with District Liaisons and community partners*
 - *Professional Development*
 - *Resource Awareness*
 - *Policies and Procedures*
 - *Holistic Care*
- *Awarded a one-time grant of \$37,5000*
- *Child and Family Team Meeting: YCOE to collaborate with CWS and Districts to attend all CFT's for Yolo school age youth.*

Head Start and Early Head Start

Gail Nadal, Director

- Service Area: Management System
- Goal: Develop a management team structure for ECE that provides effective communication within the ECE department and across other YCOE departments
- Objective: Effective operational and educational systems that regulations support YCOE timelines, protocols, process and alignment with federal and state regulations

- Service Area: Workforce Development
- Goal: Implement a seamless system with multiple options for Yolo teachers to continue their learning in Early Childhood Education In partnership with IMPACT, QRIS, AB212, and Head Start/State Preschool
- Objective: Make community aware of the many professional development services available through YCOE ECE

Accomplishments

- *Monthly Department meetings have been set with the departments that interface with Head Start. Key Management leaders meet one-to-one to discuss any areas of support needed, concerns and planning takes place. This has allowed positive effect on communications and relationships.*
- *YCOE is now recognized by the community as a hub for professional development and training access. Positive growth and quality improvement has been seen with those participating in QRIS. Assessment scores have increased for state preschool classrooms in Yolo County.*
- *The internship program has expanded and includes Sacramento State University. These students are in their final year of receiving their B.A. degrees. Information is shared with the interns on job openings in Yolo County.*

Genet Telahun, Program Administrator

- Service Area: Education
- Goal: Recruit and retain highly qualified teachers for our HS/EHS programs.
- Objective: Reduce the number of subs in the classroom by 80% by the end of June.

- Service Area: ERSEA
- Goal: Collaborate with management staff to increase parent participation in parent meetings, training, and policy council meetings.
- Objective: Parents will become advocates and leaders for their children.

- Service Area: Record Keeping and Reporting
- Goal: Strengthen systems for on-going monitoring and continues program improvement.
- Objective: Monitor ALL Service Areas regularly and create a timely plan of action to improve service quality.

- Service Area: ERSEA/Education/Health/ Nutrition
- Goal: Improve Communication Managers and Coordinators.

- Objective: Provide needed and timely support to Managers and Site Coordinators to improve service quality across programs.

Accomplishments:

- Program was able to maintain attendance rate above 90% from August up to date.
- TLC (Teachers Learning and Collaborating) Implementation.
- Received several data training from Region 9 and created the "Digital Data Inventory tool" that is going to support us to use data in a meaningful matter.
- RAR (Raising A Reader) Program is going strong

Amee Dowkes, Education and Disabilities Manager

- Service Area: Education
- Goal: Program will strengthen partnership with at least 60% of families to ensure children who are transitioning to Kindergarten are prepared for Kindergarten by the end of June each year.
- Objective: Parents will understand the vital role they play in the education of their children, know how to advocate for their children, participate in program activities, and receive up to date information on how their children are progressing over time.
- Service Area: Education
- Goal: Develop a system to support each child's social-emotional needs and reduce challenging behaviors in the classroom.
- Objective: Increase staff's knowledge and skills to support children's social skills, create a harmonious classroom environment, address challenging behaviors appropriately, and support children in self-regulation.
- Service Area: Education
- Goal: Improve one-on-one communication with Site Coordinators and communication amongst the Education Team as a whole.
- Objective: Support staff, families and children in an effective and efficient manner to help improve the quality of our program.

Accomplishments:

- We were able to schedule Kindergarten Kick-Off meetings for Washington Unified, Woodland Joint Unified, Winters, and Esparto School Districts. As of today, we have held the meetings for Washington Unified and Woodland Joint Unified. We received positive feedback from the parents we spoke with.
- During Pre-Service we trained staff on the Second Step Curriculum. We are also providing on-going observations and strategies to classrooms that are struggling with challenging behaviors.
- During Pre-Service we had a training on Creative Curriculum. We are also providing on-going training and mentoring for those classrooms in need.
- We provided staff with CLASS training during Pre-Service. On-going training and mentoring in CLASS is being provided to those classrooms that are participating in Coaching either thru QRIS or TLC.
- Conduct Bi-Weekly Check-Ins with Staff
- Check in daily via phone call or text with each staff member Live Message module was updated for efficiency. Records are categorically entered into service areas expediting the search process. This process is user friendly especially for someone using child plus for the first time.
- The referral module was created for health and education. This helps identify children with chronic conditions report and track their progress. Follow-up Response has improved.

Gustavo Melgoza, Health Services Manager

- Service Area: Health Service Area
- Goal: Program will maintain attendance rate at or above 90% throughout the year.
- Objective: Monitor attendance data closely to ensure children are not missing school due to preventable health issues.

- Service Area: Health Service Area
- Goal: Program will maintain quality services through professional development training for EHS/HS/support staff.
- Objective: Monitor program closely to ensure retention and utilization of acquired information is effective.
- Service Area: Health Service Area
- Goal: Improve Service delivery through Child Plus
- Objective: Monitor program closely to ensure child plus modules are used effectively.

Accomplishments:

- *Health history Records and well child exams are monitored during enrollment to ensure any preventable health issues are addressed and care plan are in place to minimize absences.*
- *Attendance data is monitored closely. Staff work collaboratively with parents to ensure timely follow-up is done on absent children.*
- *Parent training is taking place to remind parents of keeping children up-to-date on their immunizations, TB, Physicals and dental exams.*
- *Training was provided to all staff regarding health services.*
- *Staff have been proactive addressing concerns early and submitting monthly reports on time.*
- *Stronger parent/staff partnerships. Parents are taking children to their scheduled medical/dental appointments and submitting records on time.*
- *Live Message module was updated for efficiency. Records are categorically entered into service areas expediting the search process. This process is user friendly especially for someone using child plus for the first time.*
- *The referral module was created for health and education. This helps identify children with chronic conditions report and track their progress. Follow-up Response has improved.*

Nicole Castejon, FSSA Manager

- Service Area: ERSEA
- Goal: Head Start and Early Head Start families will increase their parenting skills.
- Objective: Implement the “Making Parenting Pleasurable” Curriculum and ensure that at least 20% of families participate in the workshops this year.
- Service Area: ERSEA
- Goal: Improve Communication with Direct reports.
- Objective: Provide needed and timely support to direct reports to promote the quality of our services.
- Service Area: ERSEA
- Goal: Revise and make changes to the current ERSEA Plan.
- Objective: Strengthen the recruitment plan to ensure children with the highest needs are being served across Yolo County.

Accomplishments:

- *We have been making great progress identifying data sources that will help us better serve the needs of our families. Managers and Program administrator successfully created a data source inventory. In addition, We collected all the data from the Parent Interest Forms and created a visual aid that helps us easily identify the areas of need and interest based on center/ regions. This information has been used to bring in community agencies, create workshops catered to the needs and interests of the family.*
- *During monitoring and self-assessment: strengths and areas of need have been identified. Patterns identified, are used to train and support staff in those areas in order to better serve our families.*
- *FSSA staff have been training in Family Engagement and Family Partnerships: focus has been on building relationships, improving knowledge of Parent, Family and Community Engagement Framework.*

Stephanie Gray, Nutrition and Wellness Coordinator

- Service Area: Nutrition Services

- Goal: YCOE HS/EHS will promote healthy eating and physical activity to HS/EHS families through collaboration.
- Objective: YCOE HS/EHS Nutrition & Wellness Coordinator will continue to partner with Yolo County agencies by attending quarterly planning meetings to help meet the needs of Yolo County families.
- Service Area: Nutrition Services
- Goal: Nutrition and Health resource information will be shared to HS/EHS Families monthly.
- Objective: To provide timely access to nutrition education material and healthy living community events. Nutrition & Wellness Coordinator will send out monthly nutrition and wellness information for HS/EHS families
- Service Area: Nutrition Services
- Goal: YCOE HS/EHS Nutrition & Wellness Coordinator will review HS/EHS family needs and arrange nutrition/wellness training for HS/EHS families.
- Objective: To help support the maintenance of a high attendance rate, nutrition services will provide nutrition & wellness education to HS/EHS families.

Accomplishments:

- *To increase nutrition education - UC Extension – Nutrition Education/Cal Fresh provides nutrition education/lesson plan tool kits to Head Start classrooms and has provided nutrition education classes for HS/EHS families*
- *Oral Health Advisory Committee – through this collaboration, Head Start students have received scheduled lesson plan training from the Health Department on oral health/dental hygiene.*
- *Breastfeeding Coalition Committee – through this partnership, the Yolo County lactation specialist has provided supportive services to our EHS classrooms*
- *Health Services Advisory Committee – through this collaboration, the Yolo County Home Visiting Program has provided referral services to our EHS pregnant and new moms.*
- *WIC Services Dietician collaboration has provided referral support for HS/EHS children who are at nutritional risk.*
- *Health and Human Services Department Public Health Nurse has provided audiometric and vision screening training and certification to Head Start/Early Head Start staff.*

Sandra Hernandez, Site Coordinator

- Goal: Improve participation in parent meetings
- Objective: Provide timely information to families, staff, and FSSA's
- Goal: Improve communication with HS staff
- Objective: Provide open communication between staff to help with the resources needed in the classroom.
- Goal: Operation of classroom and HS policies are follow accordingly
- Objective: Observing and evaluating the classroom and staff for consistency of the Head Start Policies.

Accomplishments:

- *Collaborated with the teachers to work with their students to do a performance at the monthly parent meeting to increase parent participation.*
- *Parent engagement events "Fashion Show" as a wrap up to our Curriculum Theme.*
- *Collaborated with the Rise Program to have volunteers support in the Lincoln classrooms.*
- *I have been successfully consistent with site visits by strengthening my communication with school districts, teachers, parents and students.*
- *Help to relocate and set up classrooms before the beginning of the school year.*

Cambria Rivas, Site Coordinator

- Goal: Operation of classroom and HS policies are followed accordingly
- Objective: Observing and evaluating the classrooms and staff for consistency of the HS policies.

- Goal: Improve attendance in parent meetings.
- Provide timely information to families, FSSA'S and Teachers for parent meetings.

- Goal: Improve communication with staff
- Provide open communication between staff to help with the resources needed in the classroom.

Connie Luna-Garcia, Site Coordinator

- Goal: Provide opportunities and support the Early Head Start Teaching Staff to show successfully over the course of the year high ITERS scoring.
- Goal: Use data to improve systems in the Home Base for program improvement.
- Goal: Plan, create and maintain a supportive positive climate to all Early Head Start Teaching staff, and Guest Teachers.

Accomplishments

- *Create the socialization calendar for the year 2018-2019 with all Itinerants Teachers in the summer 2018. Report each month their number of home visits to improve attendance on a monthly basis. Provide support to home visitors to make up home visits to meet mandate of 48 visits in the school year. Attend every other month all socializations of each teacher to provide effective feedback and support the quality of the home base visitor program, and collaborated with Sue Lomax, Mental Health Consultant of Yolo County.*
- *Mentored, and orientated new guest teachers in Health and Safety Regulations, and monitored Early Head Start teaching staff to follow Diapering Changing Procedures, and Hand Washing Procedures.*
- *Provided effective updates on a weekly basis to all Early Head Start Teaching Staff. Ensured all teachers received all new educational developments on a weekly basis. Created a calendar to build transparency, coordination and plan effectively with staff, and substitutes according to program mandates, and individual needs of their classrooms.*

Jacqueline Tam, Site Coordinator

- Service Area: Education
- Goal: Improve Classroom Environments and Communication Systems
- Objective: Support Staff, Families and Children in a timely manner to evaluate and promote the quality of our program.

- Service Area: Education
- Goal: Recruit Interns from area colleges to serve in our Classrooms
- Objective: Recruit interns to potentially fill staff vacancy positions upon completion of an internship

Accomplishments:

- *Created a System for Effective Communication with Staff*
 - *Conducting Individual check in's on a monthly basis*
 - *Conducting Bi-Monthly Staff Meetings*
 - *Maintaining a Staff Information Bulletin Board*
- *Overseeing CSUS Intern Program*
 - *Formed a partnership between CSUS and YCOE*
 - *Attended CSUS Community Fairs in the Fall and the Spring*
 - *Interns volunteered in our classrooms during the Fall semester*
 - *Provided an extensive Orientation to YCOE to students*

Special Education

Sharon Holstege, Director of Special Education

- Service Area: Capacity Building
- Goal: Develop Leadership across staff/the department/programs
- Objective: By June 2019, the Special Education Department will have provided opportunities for professional growth and opportunities for leadership for teachers, para-educators and support staff to have a stronger voice and stronger role in decision making and program support.
- Service Area: Professional Development
- Goal: Increase opportunities for professional development/training for substitute and permanent staff
- Objective: By June 2019, all staff will have had the opportunity to attend multiple professional development opportunities.

Accomplishments:

- *Working with Yolo Solano Center for Teacher Credentialing; California State University, Northridge (CSUN); and YCOE SELPA to create a satellite DHH Teacher Intern program at the Yolo Solano Center since there are no DHH credential program options in northern California*
- *Working with school districts and SOS to facilitate school moves for 19-20 school year (Exploring moving Westmore Oaks MD class to age appropriate campus; having Head Start move to Greengate; exploring having Infant staff move offices (to D wing) and the toddler groups to Valley Oaks in Davis; and exploring options for secondary MD classes to age appropriate comprehensive campuses.)*
- *Trauma informed practices is the focus of the training for the Horizon program with Mental Health Therapists providing training to teachers and paras. Parent workshops are being offered to parents of students in the Horizon program. One workshop held in the fall was focused on communicating with your teen. A workshop for the elementary Horizon families is scheduled and families are being offered opportunities to come together as a support group and/or for additional training time.*
- *Greengate Leadership Team has been meeting twice per month to tackle challenges and come up with solutions (Sub shortages; Creating a Greengate Mission statement; and other issues.)*

Jonelle Castiglia, Principal

- Service Area: Improve School Wide Culture
- Goal: Develop a school site leadership team at Greengate School
- Objective: By 2/1/19 Greengate School will have a functional school site leadership team that meets 2x/month to improve shared decision making by getting input from the staff they represent on important topics and concerns that are brought to the Leadership Team that will include the development of a Vision and Mission statement, core values, collective commitments and a motto for Greengate School.

Accomplishments:

- *increased integration opportunities for students at GG (taking classes at WHS)*
- *Increased Collaboration with CCCS—Unified PE events; Wednesday PE stations;*
- *Increased focus on team work with Mike Walsh trainings; GG mission/core values;*
- *Creating a more seamless transition process with the Student profile work*

Jessica Bohatch, Principal

- Service Area: MD Classes West Sac
- Goal: To familiarize myself with the Multi-Disabilities program in West Sacramento, attend IEPs, help staff, and learn about the students in the two classrooms
- Objective: To go out to the two classes a minimum of three times a month, attend 75% of IEPs, and provide no less than three training to staff at the sites.

- Service Area: Student Independence
- Goal: To increase student independence after high school and adult living skills so that students are knowledgeable about options available to them.
- Objective: To start one or more student businesses, to create a proposal and submit it to a relevant party, and to tour four or more colleges before the end of the school year

Accomplishments:

- *Support/Training for brand new teachers*
- *Role as Principal starting in January*
- *Transition of Westmore Oaks class to you*

SELPA

Carolynne Beno, Assistant Superintendent SELPA

Accomplishments:

- **Workforce Development:** This Fall the SELPA collaborated with the Yolo-Solano Center for Teacher Credentialing on the following grants, which focused on recruiting, supporting, and retaining special education teachers in Yolo County. These grants will also promote the inclusion of students with disabilities in Yolo County.
 - **Teacher Residency Capacity Grant Recipient:** Our county-wide consortium in partnership with Sacramento State was granted \$48,000 to prepare for the creation of a Teacher Residency program in Yolo County. This grant is an opportunity to train special education teacher candidates by pairing them with a mentor special education teacher for an entire year of co-teaching while they complete their credential coursework in their journey to become a special education teacher.
 - **Teacher Residency Program Grant Applicant:** This grant builds on the Teacher Residency Capacity Grant and enables Yolo County Districts to partner with Sacramento State University to apply for a grant worth \$700,000. Our application directs more than 82% of the \$20,000 per resident funds directly to the resident special education teacher, which will cover the entire cost of obtaining a special education credential and incentivize going into the profession.
 - **Local Solutions to the Shortage of Special Education Teachers Recipient:** This grant award of \$615,250 will help our multi-county consortium increase the pipeline, preparation, and retention of special education teachers.
- **Professional Learning:** This Fall the SELPA hosted twenty-two professional learning events, which included opportunities in the following areas: alternative dispute resolution; disproportionality and equity; evidence-based practices for students with Autism; evidence-based practices related to Multi-tiered Systems of Support and mental health; evidence-based practices for non-violent crisis intervention; and Individualized Education Program (IEP) compliance.
- **College Readiness:** This Fall the SELPA partnered with the UC Davis Early Academic Outreach Program (UC Davis EAOP) to offer a training session for parents and their 7th, 8th or 9th grade student addressing how to prepare their child for college. UC Davis EAOP provided an overview of the college system in California, and discussed the importance of A-G requirements, GPA, AP, and honors courses. Then, Monica Pena-Villegas, who raised three sons with disabilities who all are attending college, shared information about her family's journey and what parents and students need to do to prepare, advocate, and gain admission to college. This event is part of the SELPA's commitment to increasing the number of students with disabilities in our county who attend college.

