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# 1A/2H

## Action

### *Ad Hoc Committee*

#### Interview and Recommendation as to Vacancies, Members and Alternates for the Committee of Credentials

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**Executive Summary:** This agenda item provides action options regarding vacancies and/or the selection of appointees and alternates to the Committee of Credentials. Applications submitted to the Commission prior to the posting of this item are attached. Any additional applications will be brought in an insert on the day of the meeting.

**Recommended Action:** To declare one Public Member vacancy, and recommend to the Commission appointments to the Committee of Credentials.

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

#### Strategic Plan Goal

##### *I. Educator Quality*

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

June 2018

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# **Interview and Recommendation as to Vacancies, Members and Alternates for the Committee of Credentials**

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## **Introduction**

The Ad Hoc Committee will declare one Public Member vacancy, and interview and recommend appointments and alternates to the Committee of Credentials (COC).

## **Background**

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

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

## **Selection Process**

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

This process is described in §511 as follows:

- (a) Placing in nomination the names of qualified persons for each position to be filled. Alternates may be selected if deemed qualified. Any alternate so selected will be placed in a pool of alternates and available to fill a vacancy in that position category should the need arise.
- (b) Identifying, scoring, ranking, discussing and recommending nominees for the Committee of Credentials to the Commission according to the following factors: (1) The total membership of the Committee of Credentials should be broadly representative of the community with respect to gender, ethnic and cultural background, and geographical area of residence. (2) Persons nominated should be of balanced and judicious temperament with broad understanding of, and respect for, community values and attitudes. (3) Persons nominated must be willing and able to devote the time and effort necessary to carry out the work of the Committee.

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

- (a) The term for each initial appointment to the Committee of Credentials shall be two years. No member shall serve more than four successive two-year terms.
- (b) At least one new member shall be appointed each year, but in the interest of continuity and stability, not more than three members should be replaced in one year.

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

**Committee of Credentials Members**

|  |  |
|--|--|
| DECLARE VACANCY - PUBLIC MEMBER<br>Resignation - Dr. Beverly Young |  |
| HELIO BRASIL (Modesto)<br>School Administrator                     | 06-30-2019   |
| SHEILA RYSKAMP (Los Banos)<br>Secondary Teacher                    | 06-30-2019   |
| MARIO MOYA (Los Angeles)<br>Elementary Teacher                     | 06-30-2018   |
| Dana Morelini (Sebastopol)<br>Elementary Teacher                   | 06-30-2020   |
| CHERYL HIGHTOWER (Hayward)<br>Public Member                        | 06-30-2018<br>CTC Declared Vacant Effective July 1, 2018 |
| ELLEN GERVAIS (Hacienda Heights)<br>Public Member                  | 06-30-2019   |
| DARREL WOO (Sacramento)<br>School Board Member                     | 06-30-2019   |

Pursuant to §506 of the Commission's Policy Manual, when a seat on a statutory committee becomes vacant prior to the conclusion of the member's term, the Executive Director shall fill the seat for the remainder of the term by appointing a replacement from the list of alternate members previously selected by the Commission. There are currently no alternate members for the Public Member position on the COC; therefore, the Ad Hoc Committee should recommend to the Commission that a Public Member vacancy be declared, and recommend a Public Member to fill the vacancy.

Dr. Beverly Young (Public Member) resigned from the Committee of Credentials effective May 21, 2018. The Commission needs to declare a vacancy for Public Member, effective July 1, 2018.

At the December 7-8, 2017 Commission meeting, the Commission declared one Public Member vacancy for Cheryl Hightower's position, effective July 1, 2018.

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

**Staff Recommendation**

That the Ad Hoc Committee recommend to the Commission the declaration of one Public Member vacancy, appointment of two Public Members, and appointment of alternates to the COC.

Wade “Steve” Thorpe



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

**A. IDENTIFICATION:**

1. Name THORPE WADE STEVE  
Last First Middle
2. Address [REDACTED]  
Number Street  
City West Sacramento Zip Code 95691
3. Business Phone: [REDACTED] Home Phone: [REDACTED]
4. E-Mail Address [REDACTED]

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



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

**C. EDUCATION AND EXPERIENCE:**

High School Graduate Yes ☒ No ☐

Passed High School Equivalency Tests Yes ☐ No ☐

| 1. Name and Location of<br>College or Univ. | Course of Study  | Completed<br>Semester Quarter | Degree            | Date<br>Completed |
|---|------------------|-------------------------------|-------------------|-------------------|
| Consortium of CSU Long Beach                | Education        |                               | Masters           | 1984              |
| CSU Sacramento                              | Criminal Justice |                               | Bachelors         | 1974              |
| Sacramento City College                     | Police Science   |                               | Associate in Arts | 1972              |

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

1990 National FBI Academy, Quantico, Virginia Criminal Justice

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

Community College Instructor Credential / Issued 1977 - Valid for Life

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

Vice President - Yolo County Retired Peace Officers Association 2015 - Present

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Member FBI National Academy Associates, Inc. 1991 - Present

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Rotary Club of West Sacramento 1992 - 2007

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City of West Sacramento Code of Appeals Board 1987-2012

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

Faculty Member - Sacramento City College - Administration of Justice Dept. 1977-Present

Classes Instructed: Criminal Evidence, Criminal Law, Criminal Procedures and Criminal Investigations

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**D. ADDITIONAL ACHIEVEMENTS:**

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

I have been determined to give back to the communities where I live and work, by contributing to the

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following organizations: United Way since 1993; River City High School (Pre-Law Academy), the

Washington Barrio Education Center/Sac City College Extension; and Our Lady of Grace School

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I have set-up a regular scholarships with Sacramento City College, that offers academic scholarships to students  
each year.

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**E. ADDITIONAL BACKGROUND:**

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

I have been involved in Law Enforcement since 1965, when I served in the United States Air Force from 1965-1969 as Security Police. After being Honorable Discharged in 1969, I immediately returned home and began taking Criminal Justice classes at Sac City College. I then began a career in Law Enforcement as a Yolo County Sheriff's Deputy until 1974, when I joined the Sacramento County District Attorney's Office from 1974 to 1991 in the Criminal Investigative Unit. I have been a professor within the Criminal Justice Dept. at Sac City, both part-time/full-time since 1977.

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

Yes ☐ No ☒

(If yes, attach explanation)

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

**G. LETTERS OF RECOMMENDATION**

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

**VERIFICATION BY APPLICANT**

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



Signature

8/10/2017

Date

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

August 9, 2017

Re: Letter for recommendation for Wade Steve Thorpe

To Whom It May Concern,

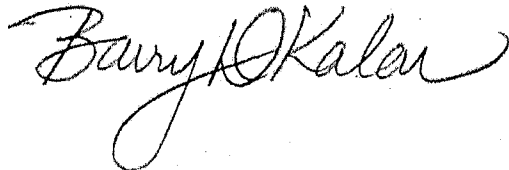
I am writing on behalf of Steve Thorpe for a position on the Committee of Credentials. I have known Steve for over thirty years in several capacities and have found him to be passionate about service to the community and very dedicated to the furtherance of excellence in education.

My first contact with Steve was over 30 years ago as part of the local Rotary Club of which he was a very active member. Steve has served in numerous capacities in support of service to both the education community as well as the community at large. Steve served for many years as a Commissioner for the West Sacramento Fire Commission. He also served as a Director for the West Sacramento Educational Foundation for several years. As you can tell from his background, he is willing to give his time and talents to help both the community as well as excellence in education.

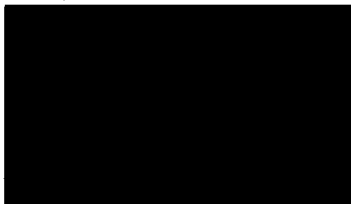
With Steve's varied background as a Police Officer, Educator, and community supporter, I believe he would be an excellent choice to serve as a member of the Committee of Credentials.

Please feel free to contact me for further information.

Very Truly Yours,



Barry D. Kalar







WORKING TOGETHER | PURSUING EXCELLENCE | INSPIRING ACHIEVEMENT

8 August 2017

To Whom It May Concern

I am writing this letter to recommend Steve Thorpe for a position on the committee of credentials.

I have known Steve for approximately forty five years. We both worked as Deputy Sheriffs and detectives at the Yolo County Sheriff's Department and later on as professors at this college.

After leaving the Sheriff's Department and before teaching, Steve spent seventeen years at the Sacramento county District Attorney's office working as a criminal investigator, a supervising criminal investigator and retiring as a lieutenant.

Since retiring from the District Attorney's Office Steve has spent the last twenty years teaching full time, only recently retiring and then returning as an adjunct professor. Steve has taught all the classes offered in the Administration of Justice Department including Criminal Evidence, Criminal Procedures, Criminal Investigations, and continues to teach Criminal Law as an Adjunct Professor. When he retired from the City College Steve was serving as the Department Chairman.

Steve has a pleasing personality and gets along well with everyone he has contact with. He maintains high standards and has always acted in a professional manner. I can whole heartedly and without any reservations recommend him for any position he may seek.

David Trujillo

Department Chairman

Administration of Justice Department.

The Trustees of The California State University  
on recommendation of the faculty of  
The Consortium of The California State University  
have conferred upon  
Wade Steve Thorpe  
the degree of  
Master of Arts  
in  
Vocational Education

with all the rights and privileges pertaining thereto  
Given at Long Beach on the thirty-first day of May, nineteen hundred and eighty-four

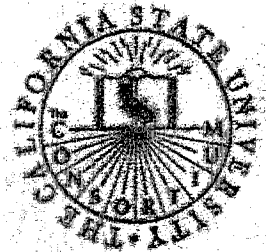


*Lawrence A. Anderson*

Chairman  
Board of Trustees

*W. Ann Reynolds*

The Chancellor



# CALIFORNIA STATE UNIVERSITY, SACRAMENTO

On the recommendation of the faculty of the University and the

## SCHOOL OF ARTS AND SCIENCES

the Trustees of The California State University and Colleges

have conferred upon

**WADE STEVE THORPE**

in recognition of the fulfillment of the requirements, the degree of

## BACHELOR OF ARTS IN CRIMINAL JUSTICE

with all the rights, privileges, and honors thereto pertaining

Given at Sacramento this tenth day of June, nineteen hundred and seventy-four



Chairman Board of Trustees

Governor of California and President of the Trustees

Chancellor of The California State  
University and Colleges

President of the University



June 2018

AHC 1A/2H-10

# Sacramento City College

Upon recommendation of the Faculty  
and under authorization granted by the Board of Governors of the  
California Community College hereby confers upon

Wade Steve Thorpe

the degree

Associate in Arts

with all Rights, Benefits, and Privileges appertaining thereto  
in token of the satisfactory completion  
of a two-year curriculum

Given this eleventh day of June, nineteen hundred and seventy-one

*Sam Kipp*

President of the College

*Mark Sullivan*

President Board of Trustees

*Walter Coulter*

Superintendent Los Rios Junior College District

No. 172389



# The California Community Colleges

WADE STEVE THORPE

*The Board of Governors of the California Community Colleges, acting in accordance with the authority vested in it, awards to the person named above a*

COMMUNITY COLLEGE INSTRUCTOR CREDENTIAL

*This document, earned by meeting the provisions established by law and the requirements established by the Board of Governors of the California Community Colleges, authorizes the holder to perform all services permitted by these provisions and requirements.*

Subject Matter Area: Police Science

Chairman, Board of Governors  
California Community Colleges

Chancellor  
California Community Colleges

Issued: November 2, 1977

Valid for life

June 2018

AHC 1A/2H-12

# EXCELLENCE IN EDUCATION AWARD

*Presented to:*

STEVE THORPE

*of*

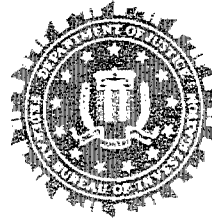
SACRAMENTO CITY COLLEGE, WEST SACRAMENTO CENTER



*In recognition of your contribution to the people of West Sacramento*

Don Hill, Executive Director

FEDERAL BUREAU OF INVESTIGATION  
UNITED STATES DEPARTMENT OF JUSTICE



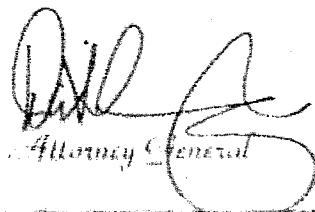
*Issues this award thereby certifying that*

**Wade Steve Thorpe**

*District Attorney's Office, Sacramento, California  
has completed a general course of instruction afforded by the*

**FBI National Academy  
United States Department of Justice**

*at Quantico in the State of Virginia for a period of eleven weeks ending this the fourteenth  
day of December in the year of our Lord one thousand nine hundred ninety and by these  
presents is entitled to such professional standing as a law enforcement officer as may be  
properly accorded by reason of the completion of such course of instruction*

  
Attorney General

  
Director

June 2018

AHC 1A/2H-14

# Proclamation

OF THE WEST SACRAMENTO CITY COUNCIL

HONORING

## STEVE THORPE

FOR HIS SERVICE ON THE BOARD OF APPEALS

WHEREAS, Wade Steve Thorpe was appointed to the Board of Appeals (formally the Code Appeals Board) on October 21, 1987 and served on the Board until December 31, 2010; and

WHEREAS, during his 23 years on the Board of Appeals, Steve had an opportunity to review many cases and consistently strived to make fair and just decisions in each case that came before the board; and

WHEREAS, Steve has been devoted to the enforcement of the Building Codes, Health & Safety Codes, and Government Codes which contribute to West Sacramento becoming a "premier city;" and

WHEREAS, as a member of the Board of Appeals, Steve provided valuable input regarding the application of these codes; and

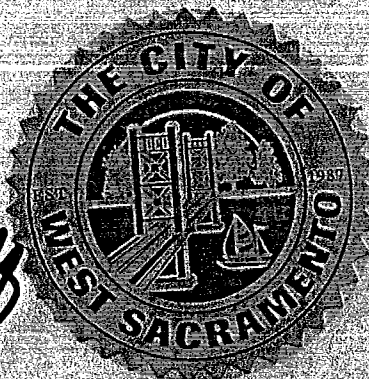
WHEREAS, Steve served as Chairperson of the Board from April 8, 1999 to March 29, 2001 and August 26, 2008 to December 9, 2009.

NOW, THEREFORE, BE IT PROCLAIMED, that the City Council of the City of West Sacramento does hereby recognize Steve Thorpe for his dedicated service as a Board of Appeals Board member and for his tireless effort to improve the City of West Sacramento.

PROCLAIMED this 23rd day of February, 2011.

AYES: Johannessen, Kristoff, Ledesma, Villegas

  
WILLIAM G. KRISTOFF  
Mayor Pro Tem of West Sacramento



ATTEST:

  
KRYSS RANKIN  
West Sacramento City Clerk





# Award of Appreciation

To

**STEVE THORPE**

For dedicated service to our community

**United Way**  
Sacramento Area  
**1993**

A handwritten signature in cursive script, reading "Tom Gunnelle".

Tom Gunnelle, Loaned Executive

A handwritten signature in cursive script, reading "John McTasney".

John McTasney, Campaign Manager

# River City High School

*Certificate of Appreciation  
Presented to*

*Steve Thorpe*

*for contributing to the success of the Administration of Justice/Pre-Law  
Academy at River City High School*



Gerald O'Connor Lead Teacher

Ron Piña, Director

June 2018

AHC 1A/2H-17

WASHINGTON BARRIO EDUCATION CENTER

An Extension of Sacramento City College  
(1975 - 1985)

CERTIFICATE OF APPRECIATION

The Washington Barrio Education Committee  
extends this certificate of appreciation to

STEVE THORPE

in recognition for the support provided to the Washington Barrio Education Center

*Salvatore*

President, Advisory Committee

*Frank Lopez*

Treasurer, Advisory Committee

*Cecilia P. Morales*

Coordinator, WBEC

June 1985

Date

June 2018

AHC 1A/2H-18

# Our Lady of Grace School

1990 Linden Road

West Sacramento, CA 95691

Ph (916) 371-9416 Fax (916) 371-1319

TAX ID: 68-0315388

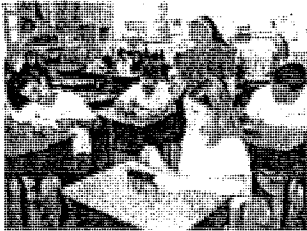
May 22, 2004

Steve Thorpe



Dear Mr. Thorpe,

Thank you for helping to make Our Lady of Grace School's 4<sup>th</sup> Annual Dinner and Silent Auction such a wonderful success! Our fourth year was our most successful to date! The auction committee extends their deepest heartfelt appreciation for all that you have done for OLG. We thank you for sharing your faith in Our Lady of Grace School, and your willingness to work side-by-side with us to make this fund-raiser happen. Thanks to all your generous donations, we will be able to keep vital programs such as Spanish, Band, and Technology operational at our school! We could not do it without your help.



The Our Lady of Grace Auction Committee would like to thank you for your generous donation of use of your Puerto Vallarta condo, valued at \$800. Your contribution made a big difference in this year's success!

Again, thank you for helping our students prepare to become successful and contributing members of our society!

Respectfully,

*Amanda Hall*

Amanda Hall  
Our Lady of Grace School Auction Committee



# MEMBERSHIP ACHIEVEMENT AWARD

*awarded July, 2007 to*

*Steve Thorpe*

*in recognition of his*

*25 Years  
Of Membership*

*in the*

*Rotary Club of West Sacramento*



*Clarence Perkins*

Clarence Perkins, Governor 2007-08, Rotary District 5180

*A.E. Gidlof III*

Drew Gidlof - President 2007-08

Robert Elder



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

A. IDENTIFICATION:

1. Name Elder <sup>Robert</sup> Robert <sup>James</sup> James  
Last First Middle

2. Address [REDACTED]  
Number Street

City Highland Zip Code 92346

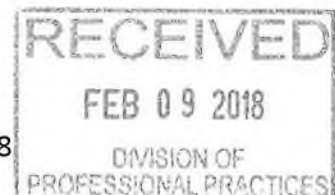
3. Cell Phone: [REDACTED] Business Phone: [REDACTED]

Home Phone: [REDACTED]

4. E-Mail Address [REDACTED]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:

- ☐ Elementary Teacher. Must be a full-time certified classroom teacher in the public elementary schools with not less than five (5) years of classroom experience.
- ☐ Secondary Teacher. Must be a full-time certified classroom teacher in the public secondary schools with not less than five (5) years of classroom experience.
- ☐ School Administrator. Must be a certified practicing administrative employee in the public schools.
- ☐ School Board Member. Must be a member of the governing board of a school district. No person who is or has been employed in a certificated position in the public schools within the preceding five (5) years shall be appointed as a school board member.
- ☒ Public Member. Must be a representative of the public and have not been employed in either a certificated public school position and/or be a member of any governing board of a school district or county board of education within the five (5) years prior to the date of appointment.



**C. CURRENT AND FORMER EMPLOYMENT:**

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

Teaching Assistant - California Department of Corrections  
July 1, 2014 - current

Deputy Probation Officer I/II  
September 1999 - 2011

**D. EDUCATION AND EXPERIENCE:**

| 1. Name and Location of<br>College or Univ. | Course of Study | Completed<br>Semester | Quarter | Degree | Date<br>Completed |
|---|-----------------|-----------------------|---------|--------|-------------------|
| University of<br>Redlands                   | Mgmt            | 35                    |         | MA     | 8/12              |
| 1200 (Redlands) E Colton, CA 92373          |                 |                       |         |        |                   |
| California State<br>University - L.A.       |                 | 216                   |         | BS     | 6/98              |
| 5151 University Way, Los Angeles, CA 90051  |                 |                       |         |        |                   |

2. Business, Correspondence, Trade, or Service Schools

Course of Study



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

Association of Certified Fraud Examiners  
member-August 2011 - current

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

CDCR Education - Professional Learning Community  
January 2016 - current

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

CDCR - Education - WASC - Focus group member  
Education member 2014 - current

**E. ADDITIONAL ACHIEVEMENTS:**

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

Since July 2010, I have been a Sunday School  
Teacher in my community church (Immanuel  
Baptist Church) which has given me knowledge  
of community standards and expectations of  
behavior from certificated teachers employed in  
the community.

**F. ADDITIONAL BACKGROUND:**

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

*I have learned in my study of the Reid Technique of subject interviewing. I have applied the technique to my experience as a child abuse investigator, which includes reading body language and evaluating responses to determine the validity of subject responses.*

**G. PROFESSIONAL FITNESS QUESTIONS**

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

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐

No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

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

#### **H. LETTERS OF RECOMMENDATION**

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

#### **VERIFICATION BY APPLICANT**

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

Robert Elder  
Signature

February 5, 2018  
Date

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

January 11, 2018

Ms. Kristin Silva,

I am very pleased to write on behalf of Mr. Robert Elder regarding his application for appointment to the Committee of Credentials.

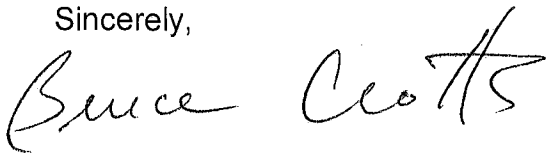
I have known Mr. Elder since his initial interview for employment as a Teacher's Aide for our Developmentally Disabled Program (DDP) at our school and have observed him directly on a routine basis since he commenced working at our facility in July 2014.

As the assessment coordinator for the Otay Mesa Adult School, I can attest to Robert's integrity and diligence. I have personally observed him in the administration of tests as well as in his work with our DDP student population. These activities require a high level of confidentiality and the ability to develop trust amongst his students as well as with the other faculty members. In this capacity, he has earned great respect from his colleagues and his students as well. He consistently performs his job with skill, enthusiasm and success.

Mr. Elder is an intelligent, resourceful and energetic man. He is a pleasure to work with and a definite asset to our staff. I am confident that his outstanding skills and his tact will prove to be of great value to the Committee.

Please don't hesitate to contact me if you need further information.

Sincerely,



Bruce Crotts  
GED Chief Examiner  
R. J. Donovan Correctional Facility  
[REDACTED]

Donna Dawson, Academic Instructor  
R.J. Donovan Correctional Facility  
480 Alta Road, San Diego, CA 92179  
[REDACTED]  
donna.dawson@cdcr.ca.gov

January 21, 2018

To whom it may concern:

It is my pleasure to write a reference letter for Mr. Elder. I have known him since February 2016 when I was hired at R.J. Donovan to teach in the GED program. My first impression of Mr. Elder was of someone well put together who took pride in looking professional in his appearance. Once I began to talk with Mr. Elder and observe him, I was able to learn more about him and his work. He is passionate about working with EOP students and works tirelessly to provide the tools, support, and encouragement that they need to be successful in a prison environment that in many ways squelches it. His standards are high and he expects his students to work hard and reach beyond what they think they are capable of doing. His program is impressive.

For two months last year, Mr. Elder worked in my classroom as a support teacher for my GED students. He talked with the students and, more importantly, he listened to them and their concerns, struggles, and fears. He assisted a number of them in navigating the difficult path to earning a GED. So many of my students come from backgrounds with little support for education and a less than stellar track record in school. He got them going in the right direction, gave them assignments to do, and held them accountable for that work. Excuses were not tolerated. I believe Mr. Elder's background in the military has a lot to do with his high expectations and no excuses policy. It was amazing to see the respect the students had for him and the way in which they strived to achieve the expectations he had laid out for them. They looked forward to seeing him and missed him when he wasn't there.

It is my opinion that Mr. Elder would be an excellent addition to the Commission on Teacher Credentialing. He is honest, hard working, tactful, keeps confidential information to himself, and has a personality that I find very easy to work with. I think that is a combination that will have a positive impact for the Commission.

Please feel free to contact me if you have any questions.

Sincerely,



Donna Dawson

# Scotty “Cameron” Byrd



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

**A. IDENTIFICATION:**

1. Name Byrd Scotty Cameron  
Last First Middle
2. Address [REDACTED]  
Number Street  
City Oakland Zip Code 94606
3. Cell Phone: [REDACTED] Business Phone: [REDACTED]  
Home Phone: [REDACTED]
4. E-Mail Address [REDACTED]

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

- ☐ **Elementary Teacher.** Must be a full-time certified classroom teacher in the public elementary schools with not less than five (5) years of classroom experience.
- ☐ **Secondary Teacher.** Must be a full-time certified classroom teacher in the public secondary schools with not less than five (5) years of classroom experience.
- ☐ **School Administrator.** Must be a certified practicing administrative employee in the public schools.
- ☐ **School Board Member.** Must be a member of the governing board of a school district. No person who is or has been employed in a certificated position in the public schools within the preceding five (5) years shall be appointed as a school board member.
- ☒ **Public Member.** Must be a representative of the public and have not been employed in either a certificated public school position and/or be a member of any governing board of a school district or county board of education within the five (5) years prior to the date of appointment.

**C. CURRENT AND FORMER EMPLOYMENT:**

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

9 January 2017 to Present: Credential Services Manager, Aspire Public Schools

6 June 2006 to 31 December 2016: Director of Operations and Human Resources, Julian Charter School

**D. EDUCATION AND EXPERIENCE:**

| 1. Name and Location of<br>College or Univ.                       | Course of Study | Completed<br>Semester    Quarter | Degree | Date<br>Completed |
|---|-----------------|----------------------------------|--------|-------------------|
| Western Governors University, MBA                                 |                 |                                  | MBA    | December 2011     |
| California State University at Northridge, Deaf Studies/Education |                 |                                  | BA     | June 2000         |
|   |                 |                                  |        |                   |
|   |                 |                                  |        |                   |
|   |                 |                                  |        |                   |
|   |                 |                                  |        |                   |
|   |                 |                                  |        |                   |

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



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

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

CCAC (2006-2008, 2017 to present)

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

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**E. ADDITIONAL ACHIEVEMENTS:**

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

Since 2006, I have had responsibility for the evaluation of credentialed teachers and administrators for a large charter school (Julian Charter School) and now a large CMO (Aspire Public Schools).

Additionally, I volunteered on various committees within the West Pasadena Little League (2001-2003) and the Oceanside Valley Little League (2003-2010).

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**F. ADDITIONAL BACKGROUND:**

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

As a human resources professional, I have been specially trained and have vast experience in conducting investigations into workplace complaints, including policy violations, regulatory compliance, and sexual harassment. I have been specially trained and have experience in analyzing investigative reports, assessing and drawing conclusions regarding violations of both public and internal policy.

My work in education specifically has included multiple investigations of complaints against certificated employees, including completing and filing the 80303 Notification Form on behalf of my employing agency.

Having worked in these roles, I have a deep understanding of the educator discipline process and regulations.

**G. PROFESSIONAL FITNESS QUESTIONS**

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

Yes ☐ No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐ No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

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

Yes ☐ No ☒

(If yes, attach explanation)

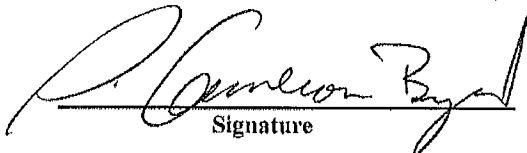
**You must obtain fingerprint clearance as part of the appointment process.**

#### **H. LETTERS OF RECOMMENDATION**

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

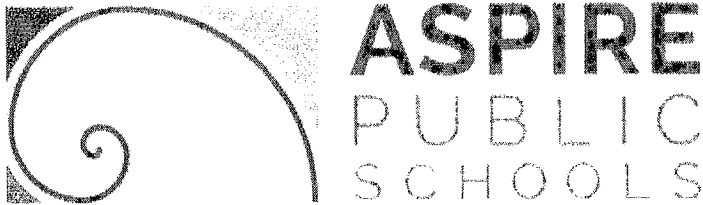
#### **VERIFICATION BY APPLICANT**

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

  
Signature

26 February 2018  
Date

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



**Los Angeles Regional Office**

5901 East Slauson Avenue, Commerce, CA 90040

Tel 323-559-3339

[www.aspirepublicschools.org](http://www.aspirepublicschools.org)

February 27, 2018

**CTC Committee of Credentials**

Dear CTC,

I am writing in strong support of Mr. Cameron Byrd's appointment as a public representative of the Committee of Credentials. In my role as the Los Angeles Superintendent of Aspire Public Schools, I have worked closely with Cameron to ensure that the teachers and other employees have the appropriate credentials and conduct as required by the State of California and our organization.

When Cameron joined Aspire in 2017, I was immediately impressed with his extensive knowledge with evaluating credentials; and it was clear that his previous experience and responsibility in Julian prepared him well. Aspire is a large charter management organization, with 40 schools and 17,000 students; this has meant that Cameron's investigative experience and his conscientious, diligent approach to the work ensure the highest level of response to issues related to compliance and complaints.

My leadership team and I meet regularly with Cameron to review a wide range of concerns (both small and large) which have been meticulously analyzed and thoroughly prepared by Cameron. His approach is always collaborative and solutions-oriented, and it's a pleasure to have such a high level of confidence in his expertise and his well-organized system of accountability.

In short, Cameron's vast knowledge and skills give us the peace of mind and oversight to feel certain that we have the right professionals in our credentialed roles, and I am certain Cameron will bring this same insightful focus on accountability to your committee. I recommend Cameron Byrd without reservation for the role of public representative, and I encourage you to contact me if you have any questions or require further information.

Respectfully,

**Kate Ford**

Kate Ford | LA Superintendent, ASPIRE PUBLIC SCHOOLS



# Diane Grotjohn



February 20, 2018

To the Commission on Teacher Credentialing:

I would like to heartily recommend Cameron Byrd for appointment as a public representative to the Commission on Teacher Credentialing's Committee of Credentials.

I have had the privilege of working with Mr. Byrd for over 10 years. He has consistently proven himself as a man of high integrity and ethics. His depth of knowledge, experience and understanding of Human Resources is remarkable.

Mr. Byrd has repeatedly demonstrated his ability to handle difficult personnel matters, including investigating workplace complaints and violations, with a high level of professionalism.

Mr. Byrd has overseen the Human Resources department of large charter schools for the past 10 years. That position required him to become very familiar with the credentialing process and review. In recent years, Mr. Byrd has masterfully handled the credentialing concerns and issues for several charter schools.

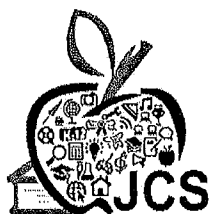
I believe Cameron Byrd would be a true asset to the Commission and strongly recommend his appointment.

Feel free to contact me by phone or email if you wish to discuss this further.

Sincerely,

A handwritten signature in cursive script that reads "Diane Grotjohn".

Diane Grotjohn



www.JulianCharterSchool.org  
PO Box 2470 Julian, CA 92036  
TELEPHONE: (760) 765-3847  
FAX: (760) 765-3849

# JULIAN CHARTER SCHOOL

Empowering Learners With Educational Choice!

January 28, 2018

To Whom It May Concern:

This letter serves to recommend Scotty "Cameron" Byrd for appointment to the Commission on Teacher Credentialing's Committee of Credentials. I had the honor of working with Cameron for over eight years at Julian Charter School as peers at the JCS Director level. As Julian Charter School is an independent study charter school with many locations and a wide array of employees, both credentialed and classified, a great deal of oversight and management was needed at various levels.

As Director of Education, I frequently relied upon Cameron's expertise in many areas of human resources, including hiring, personnel management, investigation of employee misconduct, employee complaints, workers compensation, employee policies, performance management, and employee discipline, to name a few.

I consistently found him to be extremely knowledgeable in the various laws and practices necessary to competently supervise and oversee all aspects of human resources and employee issues. Cameron is able to analyze a situation from a legal perspective, while providing various scenarios and recommendations for action. While at Julian Charter School Cameron assisted in various types of investigations, providing the process for action, supporting the investigation, and supplying concluding action steps and reports. He is very thorough, knowledgeable, and able to see situations from various perspectives while always keeping the law and best interests of students in mind.

I know Cameron to be fair and consistent in his judgments, highly intelligent, able to work well with others, and extremely thorough in his analysis of situations. He is not only a human resources professional, but also cares deeply about education and ensuring that students have the best teachers in their classrooms. I believe he will be a great asset to the committee and will help ensure that only the best teachers are placed in front of students in California.

Please feel free to contact me should you have any further questions.

Sincerely,

Melanie W. Marks

Director of Education



Core Values: Creativity and Innovation, Integrity and Compassion, Commitment, Choice, Excellence

Fernando Rukshan

**RUKSHAN N. FERNANDO, PH.D.**

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February 5, 2018

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

**Re: School Board – Alternate position, Committee of Credentials**

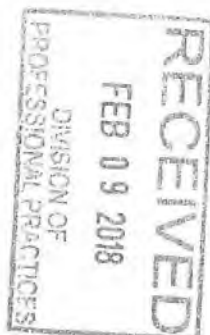
Dear Ms. Silva:

Attached please find my application for the School Board Member – Alternate position on the Committee on Credentials. As the committee reviews my application, please do not hesitate to communicate with me using the above contact details.

Respectfully submitted,



Rukshan Fernando, PhD







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

A. IDENTIFICATION:

1. Name Fernando Rukshan N  
Last First Middle
2. Address [REDACTED]  
Number Street  
City Glendora Zip Code 91741
3. Cell Phone: [REDACTED] Business Phone: [REDACTED]  
Home Phone: ( )
4. E-Mail Address [REDACTED]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:



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

C. CURRENT AND FORMER EMPLOYMENT:

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

- 8/2012/2012 Present : Associate Dean, Azusa Pacific University, Azusa, CA  
CA) 8/2004 - 6/2012: Assistant Professor, Taylor University (Uyland, IN)

**D. EDUCATION AND EXPERIENCE:**

| 1. Name and Location of<br>College or Univ. | Course of Study           | Completed |         | Degree | Date<br>Completed |
|---|---------------------------|-----------|---------|--------|-------------------|
|   |                           | Semester  | Quarter |        |                   |
| Southern NH University                      | Community Ec. Development |           |         | PhD    | 5/2012            |
| Southern NH University                      | Community Ec. Development |           |         | MA     | 5/2010            |
| University of Michigan                      | Social Work               |           |         | MSW    | 8/2000            |
| Taylor University                           | Social Work               |           |         | BS     | 5/1998            |

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

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

N/A

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

International Leadership Association      6/2016-

California School Board Association      11/2017-

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

LCAP committee, Glendora USD 4/2016 - present  
Career and College Readiness Committee, Glendora USD 4/2016 - present  
WSCUC Assessment Leadership Academy, 6/2017 - 4/2018 present

**E. ADDITIONAL ACHIEVEMENTS:**

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

Community service: served on the Glendora Education Foundation which serves to support the district through financial support and programming for students. I also have a long history of working as a manager - dealing with faculty, staff and student human resource issues in higher education. This experience would translate well to the work of this committee.

**F. ADDITIONAL BACKGROUND:**

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

As an associate dean, I am regularly involved in human resources, particularly dealing with faculty and staff members who violate university policy and procedure. Moreover, I have also training in Title IX process and procedure and served as the Deputy Title IX coordinator for 2 years. Finally, as a new school board member, I engage school administrators on issues pertaining to certified Glendora USD personnel.

**G. PROFESSIONAL FITNESS QUESTIONS**

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

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐

No ☒

(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐

No ☒

(If yes, attach explanation)

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

Yes ☐

No ☒

N/A (don't have a teaching credential) credential)

(If yes, attach explanation)

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

Yes ☐

No ☒

(If yes, attach explanation)

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

## H. LETTERS OF RECOMMENDATION

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

### VERIFICATION BY APPLICANT

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

  
\_\_\_\_\_  
Signature

1/22/18  
1/22/18  
\_\_\_\_\_  
Date

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



# Glendora Unified School District

500 North Loraine Avenue, Glendora, CA 91741  
(626) 963-1811 • Fax (626) 335-2196 • Web Site [www.glendora.k12.ca.us](http://www.glendora.k12.ca.us)

## BOARD OF EDUCATION

Maura Murabito, President  
Robin Merkley, Vice President  
Cory Ellenson, Clerk  
Zondra Borg, Member  
Rukshan Fernando, Ph.D., Member

## SUPERINTENDENT

Robert Voors, Ed.D.

February 3, 2018

To Whom it May Concern:

I am writing to express my wholehearted support for the application of Rukshan Fernando, Ph.D. to service as a School Board Member-Alternate on the Committee of Credentials. I have known Dr. Fernando for over four years, and have been consistently impressed with his intelligence, professionalism, and commitment in the field of education. As a two-term member of the Board of Education and former President, I have been asked to write several letters of recommendation, but have very selectively agreed to do so. It is my honor and privilege to write this letter of recommendation for Dr. Fernando.

Dr. Fernando possesses the ideal combination of education, experience, and commitment to be a leading member of the Committee of Credentials. With bachelor and master degrees in social work and a Ph.D. in community development from public and private institutions, his educational background perfectly equips him to address the issues facing the Committee of Credentials.

Dr. Fernando's professional experience has been exclusively devoted to the field of education. He has worked as a teacher, professor, and administrator at multiple educational institutions across the United States. He earned invaluable experience as a consultant for a number of organizations, helping them with their management, leadership, evaluation, and promotion of employees. This consulting experience entails helping these organizations develop effective strategies for their under-performing employees. Currently serving as Associate Dean for the Azusa Pacific University – School of Behavioral and Applied Sciences, he oversees faculty and staff human resource issues pertaining to professionalism, workplace safety, and termination. This experience translates perfectly to the caseload before the Committee of Credentials.

Importantly, Dr. Fernando is committed to public service in the field of public education. He recently joined me as a member of the Board Education, and is quickly proving to be one of the best members we have ever worked with. It was his genuine devotion to serving in education that led me to recruit him to join the Board of Education. He has worked in public schools, comes from a family of teachers, has experience with the LCAP, has served on school site councils, and was a board member for the Glendora Education Foundation. It is apparent to all with whom he interacts that he is first and foremost committed to developing a learner-centered environment where students thrive in their individual and collective capacities. To do this, we need to fill our California classrooms with ethical and excellent educational professionals – a task that Dr. Fernando is ideally equipped to address.

In addition to serving as a member of the Board of Education, I am a practicing tax attorney, initially as a litigator in United States Tax Court for the United States Department of the Treasury – Office of Chief Counsel and now as the sole in-house attorney for Ernst & Young LLP in Southern California and Las Vegas. Throughout my career, I have met several professionals; Dr. Fernando stands out among the best. Dr. Fernando possesses the most valuable combination of talents: education, experience, and commitment; a combination which, unfortunately, has become exceedingly rare to find.

The Commission of Credentials would be exceptionally well served to have Dr. Fernando as a School Board Member-Alternate. I have attempted to communicate the full extent of my positive experience with Dr. Fernando, as well as the strength of my recommendation, but I find that words cannot adequately express the height of my regard and impression. Please feel free to contact me via telephone [REDACTED] at any time.

Respectfully,



Cory Ellenson  
Clerk, Board of Education  
Glendora Unified School District



# Glendora a Unified School District

500 North Loraine Avenue, Glendora, CA 91741

(626) 963-1611 • Fax (626) 335-2196 • Web Site [www.glendora.k12.ca.us](http://www.glendora.k12.ca.us)

January 30, 2018

BOARD OF EDUCATION  
Maura E. Murabito, President  
Robin G. Merkley, Vice President  
Cory Ellenson, Clerk  
Rukshan Fernando, Ph.D, Member  
Zondra Borg, Member  
Robert J. Voors, Ed.D.  
Superintendent

Glendora Unified School District Board Member, Dr. Rukshan Fernando, would be an outstanding addition to the Committee of Credentials as the School Board member-Alternate, for the Commission on Teacher Credentialing.

Dr. Fernando has a strong ethical base and solid knowledge of community standards – including expectations of behavior for certificated public school employees. He has an excellent grasp of community attitudes toward public school education, and understands the process and procedures of certificated employment.

As the School of Behavioral and Applied Sciences Associate Dean at Azusa Pacific University, Dr. Fernando has strong skills in administration, finance, policy, and curricular areas. Because of his varied, extensive background, he is able to evaluate evidence, maintain confidentiality, participate in and lead meetings, understand accountability and make difficult recommendations when necessary. He is able to analyze and understand complicated documents, differentiate complex situations, and exercise sound judgment.

Though associate dean, Dr. Fernando still teaches classes and has the skill to read and comprehend numerous documents and records in a limited amount of time. He is known as friendly, fair, cooperative and unassuming. He is an excellent communicator, both verbally and in writing. He has a high regard for the teaching profession while also demonstrating sensitivity to the rights and concerns of the public.

Finally, Rukshan is intelligent, confident, and a fast learner. His sense of humor is refreshing in an often stressful workplace. He is a revered university educator, as well as a highly respected family man with a very supportive wife and fantastic kids. His impact is not just felt in our school district, but community-wide. He would be an impeccable representative on the Committee of Credentials as the School Board member alternate!

Respectfully,

Rob Voors, Ed.D



# RUKSHAN N. FERNANDO

## EDUCATION

- 2012** Doctor of Philosophy. Community Economic Development. Southern New Hampshire University.  
**Dissertation:** *How CDCs Promote a Sense of Community and Empowerment Leading Towards Community Participation: A View of the Middle*
- 2011** Masters of Arts in Community Economic Development. *Concentration: Policy.* Southern New Hampshire University.
- 2000** Masters in Social Work. *Concentration: Community Organizing.* University of Michigan.
- 1998** Bachelor of Science in Social Work. Taylor University.

## CREDENTIALS

- 1/2005** Course on Economic Development. Ball State University.
- 3/2002** Certificate in Housing and Community Development. University of Maryland.

## PROFESSIONAL EXPERIENCE

- 5/2015 – present**      **Azusa Pacific University**  
*Associate Dean, School of Behavioral and Applied Sciences, Azusa, California*
- Assisted the Dean in the leadership and management of a school consisting of 8 academic undergraduate and graduate departments, 23 programs, 122 full-time faculty and approximately 2400 students
  - Served as a resource to individual faculty, assisting them as requested with preparation of promotion materials and in the evaluation of teaching, research and faith integration
  - Provided curricular oversight of all programs in the school
  - Supported Dean with the school budget, financial oversight and enrollment creation, projection and management for all academic programs
  - Supported Dean in program creation, growth and enrollment projections at university's regional centers
  - Assisted chairs with faculty development, program development, management and oversight of their departments as needed
  - Served as the point person for school's academic integrity and grievance issues

- Liaised with other units on campus to ensure that school's academic programs received quality support and resourcing
- Assisted departments with alumni outreach, social media and advancement strategy
- Provided junior female faculty of color with professional development plans related to their brand, capacity and leadership identity

**8/2012-5/2015                      Azusa Pacific University**

*Associate Professor and BSW Program Director, Azusa, CA*

- Taught undergraduate social work, community development, nonprofit management courses
- Managed daily administrative and curricular initiatives
- Oversaw of growing undergraduate program of 200 students
- Developed courses on nonprofit management and international development
- Coordinated student recruitment, strategic planning and social media marketing

**8/2004-5/2012                      Taylor University (awarded tenure; 8/2010)**

*Assistant Professor and Senior Field Liaison, Upland, Indiana*

- Taught undergraduate social work, community development, nonprofit management, group leadership and international development courses
- Facilitated university-local nonprofit partnerships to initiate grant writing and community development projects which leveraged \$3s.5 million from local foundations and HUD grant programs
- Leveraged funds for department scholarships and partnerships from private donors and foundations
- Served as senior and junior practicum field coordinator
- Redesigned senior practicum field seminar course
- Co-lead a three week interdisciplinary service learning course to Cuenca, Ecuador
- Assisted with department continuous quality improvement (AQIP) and reaccreditation processes
- Represented the university at local, regional and state conferences and meetings
- Served as a guest lecturer for Business, International Studies and Psychology courses
- Coordinated student recruitment, strategic planning and social media marketing

**7/2006 & 7/2009 Colombo Theological Seminary**

*Visiting Lecturer. Kohuwela, Sri Lanka*

- Taught management and social work courses to pastors, non-governmental and business leaders

**10/2000-7/2004 Housing Unlimited, Inc.**

*Associate Director. Rockville, Maryland*

- Liaised with government, foundations, corporations for sustainable funding strategies to leverage over \$5 million in grant and loan funds
- Directed site selection, financing, and settlement for project development initiatives
- Property managed supportive housing units for low-income single adults with disabilities
- Fostered and mobilized tenants to develop and build a vibrant tenant empowerment program
- Achieved "Standards for Excellence" certification from the Maryland Association of Nonprofits
- Organized state-wide conferences on supportive independent housing that attracted practitioners, government officials and researchers

**9/1999-7/2000 The Collaboratory for Community Support**

*Research Assistant. Ypsilanti, Michigan*

- Assisted in the development of a business plan for a start-up nonprofit
- Convened and facilitated planning meetings for local community economic development initiatives
- Conducted qualitative research with various community organizations that contributed to a Wilder Foundation and Grantmakers for Effective Organizations' publication "*Community Visions, Community Solutions: Grantmaking for Comprehensive Impact*"
- Developed a research paper on effective community organizing strategies that pursue comprehensive community change

**7/1998-6/1999 John H. Boner Community Center**

*Case Manager. Indianapolis, Indiana*

- Developed and conducted anger management workshops for suspended students
- Created outcome measurement systems for program
- Developed community assets and needs assessments

**2/1998 -5/1998 John H. Boner Community Center**

*Social Services/Community Outreach Intern. Indianapolis, Indiana*

- Co-organized an after-school drug prevention program for low income elementary students
- Facilitated client focus groups on evaluation of organization's human services delivery
- Compiled an extensive research report on the impact of 1996 welfare reform bill on local congregations

**6/1997-8/1997**

**Lanka Evangelical Alliance Development Service**

*Community Development Intern. Dehiwela, Sri Lanka*

- Conducted qualitative research regarding the efficacy of faith-based drug addiction services
- Developed a continuum of care of faith-based drug rehabilitation services working paper for a coalition of faith-based nongovernmental organizations

**1/1997**

**Gleaner's Food Bank**

*Outreach Coordinator Intern. Indianapolis, Indiana*

- Assisted with state lobbying regarding the Electronic Benefit Transfer legislation
- Conducted a qualitative research project for Second Harvest food supplier
- Developed informational materials for Indiana Food & Nutrition Network

**6/1995-8/1995**

**Lanka Evangelical Alliance Development Service**

*Full-time Outreach Worker. Dehiwela, Sri Lanka*

- Provided support for a community re-development project in a slum community
- Created long term feasibility study of slum re-development program for board of directors
- Provided support for educational workshops regarding community economic development process to refugees in war-affected communities

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## **CONSULTING WORK**

**5/2015**

**Glendora Education Foundation**

*Glendora, California*

- Planned, developed and facilitated foundation's FY 2015-18 strategic plan and vision

**8/2014**

**Department of Housing and Urban Development, Fair Housing Initiatives Education and Outreach Program**

*Washington, DC*

- Served as a Technical Expert Panelist evaluating grant application portfolios for FY 2014 Notice of Funding Availability (Total appropriation: \$38 million).

- 7/2006**                      **Lunawa Community Development and Environment Project**  
*Dehiwela, Sri Lanka*
- Provided technical assistance in community participation and leadership training for project's tsunami redevelopment department
- 2/2008**                      **Alliance to Democracy Party**  
*Abuja, Nigeria*
- Provided technical assistance for the Alliance to Democracy Party (Nigeria) on developing transformational development outcomes for the national Fadama agricultural development project
- 7/2009**                      **World Vision Lanka**  
*Colombo, Sri Lanka*
- Developed and facilitated trainings on participation and social entrepreneurship to country area development managers
  - Guest lecturer for workers enrolled in the Masters in Development Studies program at Lanka Bible College
- 

## COMMUNITY SERVICE

- |              |  |
|--------------|--|
| 2017-2022    | Member, Board of Education, Glendora Unified School District                     |
| 2018         | College and Career Readiness Committee, Glendora Unified School District         |
| 2017         | Phone Bank coordinator, "Yes on Measure GG" Campaign Committee                   |
| 2017         | Member, Bond Advisory Group, Glendora Unified School District                    |
| 2015-present | Local Control Accountability Plan Committee, Glendora Unified School District    |
| 2015-17      | Board member, Glendora Education Foundation                                      |
| 2014-16      | Vice Chair, Site Council, La Fetra Elementary School, Glendora, California       |
| 2014-2012    | Board Member, Community Development Corporation of Grant County, Marion, Indiana |

Kevin Thompson

Kevin S. Thompson, Ed.D.

[REDACTED]

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

Ms. Silva:

I am interested in serving in the capacity of the Secondary Teacher-Alternate position for the Committee of Credentials. I feel that my background and experience as a high school teacher, college professor, as well as previous years serving as an administrator will fulfill the needs of this committee.

The year 2018 marks my 14<sup>th</sup> year in the field of education. During this time, I have spent 10 years in the classroom, and four years in an administrative capacity, in the Oceanside Unified School District. Since 2011, I have simultaneously taught Political Science at the community level. This provides me with a broad range of experience that will assist the Committee of Credentials carry out its responsibilities.

In addition to the above, I voluntarily served for six years as a member and Vice-Chair of the Prop. P Bond Oversight Committee, for the Carlsbad Unified School District. During my tenure, I oversaw the renovation of an existing high school, as well as the construction of a brand new, comprehensive high school. I have also assisted the United States Department of Education as a Peer Reviewer for various federal grants. These experiences have provided me opportunities to view the field of education from the district, state, and federal levels. This will prove beneficial to the Committee of Credentials, as I possess an array of knowledge pertaining to the California Education Code, as well as various components of education law and public policy.

Lastly, my studies at the University of Southern California, culminating in my Doctorate in Education provide me with a strong basis in terms of addressing and evaluating the personnel issues that the Committee of Credentials reviews.

I am confident that my experience will prove invaluable in serving as the Secondary Teacher-alternate position for the Committee of Credentials. Please feel free to contact me at

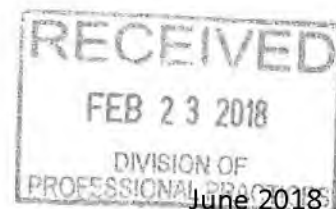
[REDACTED]

Sincerely,

  
Kevin S. Thompson, Ed.D.

Enclosures: Application  
Resume  
Letters of Recommendation

AHC 1A/2H-54





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

A. IDENTIFICATION:

1. Name Thompson Kevin Scott  
Last First Middle

2. Address [Redacted] [Redacted]  
Number Street

City Carlsbad Zip Code 92008

3. Cell Phone: [Redacted] Business Phone: [Redacted]  
Home Phone: [Redacted]

4. E-Mail Address: [Redacted]

B. CATEGORY OF APPOINTMENT FOR WHICH YOU ARE APPLYING:



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

C. CURRENT AND FORMER EMPLOYMENT:

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

Teaching Teacher, Oceanside High School 2016-Present  
Teaching Teacher, Professor, MiraCosta College 2011-Present  
Teacher, Oceanside High School, 2016-present Associate professor, Miracosta College 2010-present Teacher, El camizo High school, 2008-2012

Administrative Assistant Principal, El Camino High School, 2013-2016  
High school, 2008-2012 Administrative Assistant principal, El camizo High school 2013-2016 Teacher on special Assignment, El camizo High school, 2012-2013 Special Assignment, El Camino High School, 2013-2016



**D. EDUCATION AND EXPERIENCE:**

| 1. Name and Location of College or Univ.                  | Course of Study        | Completed Semester | Quarter | Degree | Date Completed |
|---|------------------------|--------------------|---------|--------|----------------|
| University of Southern California, <sup>Los Angeles</sup> | Educational Leadership | 39                 |         | Ed.D.  | 2007           |
| Chapman University, <sup>Orange</sup>                     | Teaching               | 39                 |         | MA     | 2004           |
| Chapman University, <sup>Orange</sup>                     | Political Science      | 71.5               |         | B.A.   | 2002           |
| MiraCosta College, Oceanside                              | General Studies        | 92                 |         | A.A.   | 2000           |

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

NA

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

Single Subject Teaching Credential: Social Science, <sup>clear</sup> 7/1/20  
 Administrative Services Credential-clear, 7/1/20

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

American Political Science Association, 2016-Present

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

WASC Site Coordinator, Oceanside High School, 2017-Present  
Vice Chair, Prop P Bond Oversight Committee, Carlsbad Unified  
California Distinguished School (author), El Camino High School, School District,  
2008-2009 2010-2016

**E. ADDITIONAL ACHIEVEMENTS:**

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

National Board for Professional Teaching Standards Candidate, 2017-Present  
Administrator of the Year Nominee, Oceanside Chamber of Commerce, 2014  
Teacher of the Year Nominee, Oceanside Chamber of Commerce, 2012  
BTSA Support Provider, Oceanside Unified School District 2008-2010  
Peer Reviewer, United States Department of Education, 2008, 2011

**F. ADDITIONAL BACKGROUND:**

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

As a former administrator, I am familiar with protocol involving confidential information. I completed the Personnel Administrators Academy through the Association of California School Administrators for additional guidance on navigating sensitive situations. As a political scientist, I am familiar with case law involving educators / educational institutions.

## G. PROFESSIONAL FITNESS QUESTIONS

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

Yes ☐

No



(If yes, attach explanation)

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

Yes ☐

No



(If yes, attach explanation)

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

Yes ☐

No



(If yes, attach explanation)

4. Are any criminal charges currently pending against you?

Yes ☐

No



(If yes, attach explanation)

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

Yes ☐

No



(If yes, attach explanation)

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

Yes ☐

No



(If yes, attach explanation)


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

#### H. LETTERS OF RECOMMENDATION

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

#### VERIFICATION BY APPLICANT

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

  
Signature

*2/17/18*  
Date

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

## **Kevin S. Thompson, Ed.D.**

### **EDUCATION:**

University of Southern California, Los Angeles, California  
**Doctorate in Education: K-12 Leadership in Urban School Settings**

Chapman University, Orange, California  
**Master of Arts in Teaching: Secondary Education**

Chapman University, Orange, California  
**Bachelor of Arts in Political Science: American Politics**

MiraCosta College, Oceanside, California  
**Associate of Arts in General Studies**

### **CERTIFICATION:**

- Leadership for Local Control Accountability Planning, Association of California School Administrators
- Personnel Administrators Academy, Association of California School Administrators
- Clear Administrative Services Credential
- Clear Single Subject Teaching Credential: Social Science

### **TEACHING EXPERIENCE:**

- |  |              |
|--|--------------|
| <b>Teacher, Oceanside High School, Oceanside Unified School District</b><br><b>Advanced Placement Government and Politics, Advanced Placement Macroeconomics, Government, Economics</b> <ul style="list-style-type: none"><li>• WASC Site Coordinator</li><li>• Senior Class Advisor</li></ul>   | 2016-Present |
| <b>Associate Professor, MiraCosta College, Oceanside, California</b><br><b>Political Science 102 American Institutions and History</b>   | 2011-Present |
| <b>Teacher, El Camino High School, Oceanside Unified School District</b><br><b>Advanced Placement Comparative Government and Politics, Advanced Placement United States Government and Politics, World History</b> <ul style="list-style-type: none"><li>• School Site Council President</li><li>• Academic Team Head Coach (Varsity, Junior Varsity, and Freshman)</li><li>• Freshman Class Council Advisor</li></ul> | 2005-2012    |

### **ADMINISTRATIVE EXPERIENCE:**

- |   |           |
|---|-----------|
| <b>Assistant Principal, El Camino High School, Oceanside Unified School District</b> <ul style="list-style-type: none"><li>• Summer School Principal</li><li>• Testing Coordinator (AP, CAHSEE, CST, PSAT, Smarter Balanced)</li><li>• School Site Council</li><li>• ASB, Athletics, Boosters, Facilities, Science, Physical Education</li><li>• Student discipline and supervision</li></ul> | 2013-2016 |
| <b>Teacher on Special Assignment, El Camino High School, Oceanside Unified School District</b> <ul style="list-style-type: none"><li>• Director, EC Energy Career Pathway</li><li>• Testing Coordinator (AP, CAHSEE, CST, PSAT)</li></ul>   | 2012-2013 |

## **PROFESSIONAL EXPERIENCE:**

2011

### **Peer Reviewer, United States Department of Education**

- Reviewed federal grant applications for the United States Department of Education Advanced Placement Initiative (API), for the expansion of AP programs at low income high schools throughout the United States

2010-2016

### **Vice-Chair, Proposition P Oversight Committee, Carlsbad Unified School District**

- Oversight committee member overseeing the Carlsbad Unified School District's renovation of current schools and construction of a new high school

2009

### **Facilitator, California Distinguished School Application, El Camino High School**

- Developed/wrote application highlighting El Camino's accomplishments as they related to requirements established by the California Department of Education
- Met with review panel members about the application

2008

### **Peer Reviewer, United States Department of Education**

- Reviewed federal grant applications for the United States Department of Education Advanced Placement Initiative (API), which would be utilized to expand AP programs at high schools throughout the United States

2007-2010

### **Support Provider, Beginning Teacher Support and Assessment (BTSA), Oceanside Unified School District**

- Worked collaboratively with new teachers in a mentor capacity providing support and assistance in completing the BTSA program

## **ADDITIONAL EXPERIENCE:**

1999-2004

### **Assistant Manager; Global Trainer**

#### **LEGO Brand Retail, Inc. and LEGOLAND CALIFORNIA**

- Facilitated new-hire orientations and team-building activities for new employees throughout the United States
- Revised and facilitated an in-store training/orientation program for LEGO Imagination Center Anaheim
- Assisted in day-to-day operations of a fast paced retail environment

## **PROFESSIONAL ORGANIZATIONS:**

- American Political Science Association (Member)
- Delta Tau Delta Fraternity (Founding Father)
- Omicron Delta Kappa (Member)

## **HONORS and AWARDS:**

**Administrator of the Year Nominee**, Oceanside Chamber of Commerce, 2014  
**Certificated Staff Member of the Year Nominee**, Oceanside Chamber of Commerce, 2012  
**California Distinguished School**, El Camino High School, 2009  
**Community Service Award**, County of San Diego Registrar of Voters, 2008  
**College Board AP Fellows Scholar**, College Board, 2006  
**Rossier School of Education Dean's List**, University of Southern California, 2005  
**Store of the Year**, LEGO Brand Retail, Inc., 2003  
**Greek Man of the Year**, Chapman University, 2002



Board of Education  
Mike Blessing  
Ann Corwin  
Robert Gleisberg  
Adrianne Hakes, Ed.D.  
Emily Ortiz Wichmann

Duane Coleman, Ed.D., Superintendent

February 16, 2018

To Whom It May Concern:

As the Director of Communications for the Oceanside Unified School District, I typically find it necessary to rely on solid district and site-level administrators for assistance during a crisis situation. For the past several years, I have found Dr. Kevin Thompson to be one of the most intelligent and reliable OUSD site leaders when it comes to handling sensitive and confidential information as it relates to potential media coverage.

Regarding the many delicate, controversial and/or potentially explosive situations in which I have utilized Kevin's assistance, I have found him to be an intelligent, level-headed and a solid decision-maker. Kevin has helped handle a number of difficult site issues, including the dismissal of certificated staff and the arrests of several students for a variety of reasons that could have highly jeopardized student and staff safety. In each instance, he exhibited a calm and rational demeanor, and demonstrated a thorough understanding of the rules, regulations and procedures for dealing with both sides of an issue.

Likewise, it is apparent from my work with Kevin that he genuinely cares about keeping the "best interest of students" at the forefront of all he does. I truly believe Kevin's well-rounded background, work ethic, approach to dealing with students, staff and parents, and his desire to always do the right thing without compromising his principles makes him an outstanding educator, that will serve the commission well.

Please do not hesitate to contact me should you require further input on Kevin's abilities to serve as an educational leader.

Sincerely,

Steve Lombard  
OUSD Director of Communications



# Oceanside High School

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February 16, 2018

Dear Committee of Credentials,

I am writing a letter of recommendation for my colleague, Dr. Kevin Thompson in regards to the vacant secondary teacher alternate position on your committee. Dr. Thompson and I have worked together for the past 10 years as both teachers and administrators. I feel that Dr. Thompson is highly qualified for your position and possesses all the qualities you are looking for in a candidate.

Dr. Thompson brings with him a wide range of educational expertise. He has served as a BTSA support provider, department leader, National Board Certification Candidate, WASC Site Coordinator, California Distinguished School Author in 2009, Teacher of the Year Nominee 2012 and Administrator of the Year Nominee 2014 for Oceanside Chamber of Commerce. As you can see by his qualifications, Dr. Thompson brings an incredible amount of experience with him and I think he would be an ideal candidate for your position.

I feel that Dr. Thompson's experience, work ethic and commitment to always putting students first makes him ideally suited to monitor the moral fitness and professional conduct of credential applicants and holders. I give him my full recommendation and support. Please feel free to contact me if you have any further questions or would like more information. Thank you for your time.



Kenneth Wright

Assistant Principal- Oceanside High School

