

GLENDALE ELEMENTARY SCHOOL DISTRICT NO. 40

Special Meeting of the Governing Board - *TELEPHONIC*

June 30, 2016, 8:00 a.m.

Public Notice - Meeting Agenda

Notice of this meeting has been posted consistent with the requirements of A.R.S. §38-431.02.

The meeting's location is the Executive Conference Room in the District Office, 7301 N. 58th Avenue, Glendale.

The Board reserves the right to change the order of items on the agenda, with the exception of public hearings, which are scheduled for a specific time. Governing Board members may participate via telephone conference call if necessary. The Governing Board reserves the right to convene to executive session for the purpose of obtaining legal advice from its attorney for any item listed on the agenda, in person or by telephone, pursuant to A.R.S. §38-431.03(A)(3).

GOVERNING BOARD PRIORITIES

- Student Achievement
- Quality Teachers and Staff
- Financial Stability
- Community Engagement

GOVERNING BOARD GOALS

1. District Educational Master Plan
2. Academic Growth for All Students
3. Quality Teachers and Staff
4. Exemplary Services
5. Community Engagement

1. Call to Order and Roll Call

2. Opening Exercises

- a. Offer of Spanish Interpretation
- b. Moment of Silence
- c. Pledge of Allegiance
- d. Adoption of Agenda
- e. Approval of Acting Clerk (if necessary)

3. Call to the Public

The public is invited to address the Board on any issue within its jurisdiction, subject to reasonable time, place and manner restrictions. Governing Board members are not permitted to discuss or take legal action on matters raised during open call to the public unless the matters are properly noticed for discussion and legal action. However, the law permits Board members to do the following at the conclusion of the open call to the public: (a) Respond to criticism made by those who have addressed the Board; (b) Ask staff to review a matter; or (c) Ask that a matter be put on a future agenda.

Those wishing to address the Board should complete a "Call to the Public" form and submit it to the Board Secretary prior to the start of the meeting. Each speaker will be provided three (3) minutes to address the Board, unless provided other direction by the Board. At the outset of the speaker's remarks, the speaker should state their name and the Board requests that the speaker provide his/her address.

4. Action Items

a. Employment of Assistant Principal

It is recommended the Governing Board approve the employment of Ms. Angelique Saiz as Assistant Principal of Glendale American School, salary and benefits commensurate with other Assistant Principals.

b. Employment of Assistant Principal

It is recommended the Governing Board approve the employment of Ms. Lorri Alonzo as Assistant Principal of Glenn F. Burton School, salary and benefits commensurate with other Assistant Principals.

c. Coordinator for Language Acquisition

It is recommended the Governing Board approve the employment of Ms. Alejandrina Garcia as Coordinator for Language Acquisition, salary and benefits commensurate with other Coordinators, contingent upon Ms. Garcia being released from her employment contract with her current school district.

5. Adjournment

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.A. TOPIC: Employment of Assistant Principal

SUBMITTED BY: Dr. Barbara Goodwin, Assistant Superintendent for Human Resources

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: June 30, 2016

RECOMMENDATION:

It is recommended the Governing Board approve the employment of Ms. Angelique Saiz as Assistant Principal of Glendale American School, salary and benefits commensurate with other Assistant Principals.

RATIONALE:

A committee was formed to screen and interview candidates for the Glendale American Assistant Principal vacancy. The initial interview committee consisted of Glendale American staff members, including two teachers, one support staff, one D.O. administrator, and the current Principal. The committee was facilitated by the Director of Human Resources. Several applicants were interviewed and finalists were forwarded to the Superintendent. The finalists participated in one additional interview, which included the Superintendent, Assistant Superintendent for Educational Services, and the new Principal.

As a result, it is recommended Ms. Angelique Saiz be appointed as Assistant Principal of Glendale American School. Angelique has been in the field of education for twelve years and has most recently been employed as the Gifted Curriculum and Instruction Coach in the Peoria Unified School District. Ms. Saiz's experience includes serving as an Instructional Coach, Title I Tutoring Director, Fifth Grade Teacher, and Reading Instructional Assistant. Angelique has a Bachelor of Arts in Elementary Education and a Master of Education in Educational Administration and Supervision (Principalship), both earned from Arizona State University.

We are honored to recommend Ms. Angelique Saiz to the position of Assistant Principal of Glendale American School.

Salary Range: \$64,469 - \$72,739

Angelique D. Saiz



Dedicated and organized professional with a proven history of garnering accomplishment and driving objectives to exceed expectations. Articulate communication style that has proven effective with colleagues to harness the full support of all parties. Proven ability to manage educational operations, staff and students with organization, leadership and disciplined motivation.

CORE COMPETENCIES

Leadership ♦ Vision ♦ Motivation ♦ Facilitate Learning ♦ Develop Lesson Plans ♦ Communication
Organization ♦ Records Keeping ♦ Statistical Analysis

EDUCATION AND CERTIFICATIONS

- **Educational Administration and Supervision (Principalship) (MEd)**, Arizona State University, 2013
- **Bachelor of Arts in Education**, Arizona State University West, 2008
- Principal Certification, 2013
- Elementary Education with an Endorsement in SEI, 2008

EXPERIENCES AND ACHIEVEMENTS

Peoria Unified School District, Peoria, AZ
Gifted Curriculum and Instruction Coach

June 2014 to Current

- Provides Professional Development at site-based sessions on instructional best practices
- Mentors assigned teachers to identify and address needed skills/techniques
- Models lessons in classrooms daily to ensure high levels of academic rigor
- Introduces, models and coaches teachers on strategies to engage all learners through arts integration lessons
- Facilitates district-wide Professional Development sessions for faculty
- Developed engaging, high-interest curriculum for the school district as a member of the Curriculum Writing Team
- Maintains strong relationships with colleagues to ensure teachers are successful with teaching strategies
- Participates in learning conversations with administration and staff as a member of site-based Leadership Teams
- Facilitates mini-workshops for teachers during weekly Professional Learning Community meetings
- Communicates current district initiatives to faculty and organizes training opportunities to meet teacher needs

Kachina Elementary, Peoria, AZ
Title I Tutoring Director

November 2015 to Current

- Trains certified staff on current best practices for at-risk students
- Evaluates teacher performance using criteria-based rubrics
- Monitors and mentors teachers throughout the teaching cycle
- Oversees payroll and time-sensitive data
- Develops and adapts materials and curriculum for faculty use

Oakwood Elementary School, Peoria, AZ
Teacher

August 2008 to May 2014

- Developed and implemented engaging, effective lessons in all subject areas for heterogeneous groups of Third and Fifth grade students.
- Worked collaboratively with other teachers and professionals to create effective lessons that met the learning needs and abilities of all students.
- Communicated with parents on a regular basis to apprise of students educational and developmental progress.
- Leadership Team Member - Managed issues and school events through organized meetings and effective communication.
- Grade Level Chair - Collected and analyzed grade level data to assess areas of weakness and strengths to be used for improvement plans.
- Yearbook Advisor - Archived school year activities through attending events and interviews. Handled financial interactions and ordering information with accurate data and records.
- Interview Team Member - Participated in the interview process of candidates looking to join our educational team.
- Tutoring Club Sponsor/Advisor - Developed a tutoring system through the creation of a club that paired students with others to assist with weekly study sessions.
- Student of the Month Club Sponsor - Develop and organize recognition programs for student achievements.
- Communication Council Representative – Represented Oakwood at the district monthly meeting to present concerns and questions as a part of effective communication.

Kachina Elementary School, Glendale, AZ
Reading Instructional Assistant

August 2004 to May 2006

- Provided instruction and support to special education students.
- Increased literacy and skills through the development of small group lessons.
- Contributed to additional professional development sessions to build knowledge base.
- Retained accurate records and data analysis.

Optiscan, Inc., Phoenix, AZ
Supervisor, Technician

May 2000 to August 2012

- Served as a Quality Control Technician.
- Provided onsite staff and operational supervision.
- Maintained accurate records and performed statistical analysis monthly.
- Facilitated training sessions with new employees.
- Facilitated refresher training sessions with current employees as new systems were implemented.

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.B. TOPIC: Employment of Assistant Principal

SUBMITTED BY: Dr. Barbara Goodwin, Assistant Superintendent for Human Resources

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: June 30, 2016

RECOMMENDATION:

It is recommended the Governing Board approve the employment of Ms. Lorri Alonzo as Assistant Principal of Glenn F. Burton School, salary and benefits commensurate with other Assistant Principals.

RATIONALE:

A committee was formed to screen and interview candidates for the Glenn F. Burton Assistant Principal vacancy. The initial interview committee consisted of Glenn F. Burton staff members, including three teachers, one support staff, one D.O. administrator, and the Principal. The committee was facilitated by the Director of Human Resources. Several applicants were interviewed and finalists were forwarded to the Superintendent. The finalists participated in one additional interview, which included the Superintendent, Assistant Superintendent for Educational Services, and Principal.

As a result, it is recommended Ms. Lorri Alonzo be appointed as Assistant Principal of Glenn F. Burton School. Lorri has been in the field of education for thirty years and has most recently been employed as a Special Education Resource Teacher at Sunset Vista Elementary. Ms. Alonzo's experience includes serving as an Achievement Advisor and Classroom Teacher in the Glendale Elementary and Flagstaff Unified School Districts. Lorri has Bachelor of Arts and Master's degrees in Elementary Education from Northern Arizona University, and a Master of Education in Educational Administration from Grand Canyon University.

We are honored to recommend Ms. Lorri Alonzo to the position of Assistant Principal of Glenn F. Burton School.

Salary Range: \$64,469 - \$72,739

Professional & Leadership Experience

Teacher, Glendale Elementary School District- Glendale, AZ 2010-Present

- Facilitate Job-Alike-Workgroups for district primary resource teachers
- Developed Leadership skills as part of the Glendale Elementary School District's Developing Leaders Academy
- Serve as part of the special education team writing individualized education plans and providing differentiated instruction to assist students in meeting their goals
- Create, coordinate, and implement our schools Tier III reading intervention program
- Analyze student data to identify student learning needs
- Provide instruction to strategic and intensive students based on the changing data
- Develop and monitor student goals through consistent progress monitoring
- Plan, develop, and facilitate monthly parent meetings for Partners in Print
- Coach new teachers on their Individual Growth Plans (IGPs)
- Serve as T.A.T. coordinator / consultant, assisting teachers in planning and implementing interventions as part of the RTI model
- Supervise, coach, and mentor two student teachers
- Serve as Site Council Member

Achievement Advisor, Glendale Elementary School District- Glendale, AZ 2005-2010

- Supported teachers by modeling lessons, co-teaching, and co-planning lessons
- Conducted classroom observations and provided feedback on instructional practices
- Developed and provided in-service training on current reading research and methods
- Trained and mentored new teachers in instructional best practices
- Facilitated school wide and grade level collaborative reading meetings
- Interpret assessment data to drive instruction
- Assist development of district level curriculum, benchmarks, and alignment of resources
- Supervised, coached, and mentored student teacher
- Planned, coordinated, and implemented our schools reading intervention program

Teacher, Glendale Elementary School District- Glendale, AZ 1989 – 2005

- Planned and taught lessons in reading, language arts, math, science, and social studies
- Served as the Gifted Mentor at the site level
- Planned advanced curriculum and extensions for gifted students
- Assisted with the implementation and supervision of Accelerated Reader program
- Prepared modifications and accommodations to the curriculum for special needs students
- Practiced an inclusion model partnering with the special education teachers
- Planned and implemented curriculum adjustments and extensions for English Language Learners
- Supervised, coached, and mentored 11 student teachers
- Served on district Language Arts Committee
- Served on the Child Study Team
- Served as Site Technology Integration Mentor assisting teachers in the use of technology
- Served as grade level Team Leader

Teacher, Flagstaff Elementary School District- Flagstaff, AZ 1986 – 1989

- Planned and taught lessons in reading, language arts, math, science, and social studies
- Planned lessons and made modifications and accommodations for special needs students
- Planned and implemented curriculum modifications for English Language Learners
- Served on the district Science Committee

Education

- **Grand Canyon University** 2014- 2016
Master of Arts- Educational Administration
- **Chapman University** 2009
Reading Specialist Endorsement
- **Northern Arizona University** 2003-2004
Elementary Education
- **Argosy University** 2003
Elementary Education
- **Arizona State University** 2002
Gifted Education Endorsement
- **Ottawa University** 2001
Elementary Education
- **Northern Arizona University** 1997-1999
Master of Arts- Elementary Education
- **Arizona State University** 1995
Elementary Education
- **University of Phoenix** 1991
Elementary Education
- **Northern Arizona University** 1986-1989
English as a Second Language
Elementary Education- Gifted
- **Northern Arizona University** 1977-1981
Bachelor of Arts
Elementary Education / Special Education K-12

Certificates and Endorsements

- Administrative Certificate, Principal (Pending May 2016 graduation)
- Teaching Certificate – Standard Elementary Education, K-8, Arizona
Standard Special Education ID K-12, Arizona
Standard Special Education ED K-12, Arizona
- Early Childhood Endorsement
- Reading Specialist Endorsement
- Gifted K-12
- English as a Second Language K-12

Awards and Accomplishments

- Nominated to apply for the Rodel Aspiring Principal cohort
- 2014 Rodel Exemplary Teacher Semifinalist
- 2014 Teacher of the Year Sunset Vista
- 2000 ASSET's NTTI (National Teacher Training Institute) Teacher of the Year
- 1999 ASSET NTTI Master Teacher
- Certificate of Achievement for outstanding dedication to ASU West Teacher Preparation Program

Professional References

- [REDACTED] [REDACTED] [REDACTED]
- [REDACTED] [REDACTED] [REDACTED]
- [REDACTED] [REDACTED] [REDACTED]

GLENDALE ELEMENTARY SCHOOL DISTRICT

ACTION AGENDA ITEM

AGENDA NO: 4.C. TOPIC: Employment of Coordinator for Language Acquisition

SUBMITTED BY: Dr. Barbara Goodwin, Assistant Superintendent for Human Resources

RECOMMENDED BY: Mr. Joe Quintana, Superintendent

DATE ASSIGNED FOR CONSIDERATION: June 30, 2016

RECOMMENDATION:

It is recommended the Governing Board approve the employment of Ms. Alejandrina Garcia as Coordinator for Language Acquisition, salary and benefits commensurate with other Coordinators, contingent upon Ms. Garcia being released from her employment contract with her current school district.

RATIONALE:

A committee was formed to screen and interview candidates for the Coordinator of Language Acquisition vacancy. The initial interview committee consisted of Educational Services staff members, including the Director of Curriculum and Instruction, the Coordinator for Curriculum and Instruction - Math, and the Director of Language Acquisition. Several applicants were interviewed and finalists were forwarded to the Assistant Superintendent for Educational Services for one additional interview which included the Director of Language Acquisition.

As a result, it is recommended Ms. Alejandrina Garcia be appointed as Coordinator for Language Acquisition. Alejandrina has been in the field of education for seven years and has most recently been employed as the English Language Development Specialist for the Cartwright Elementary School District. Ms. Garcia's experience also includes serving as a Language Support Specialist, SES Coordinator, and Academic Technology Specialist in the Cartwright Elementary School District. Alejandrina has a Bachelor of Arts degree from Arizona State University and a Master's degree in Educational Leadership and Supervision from Grand Canyon University.

We are honored to recommend Ms. Alejandrina Garcia to the position of Coordinator of Language Acquisition.

This recommendation is contingent upon Ms. Garcia being release from her employment contract with her current school district.

Salary Range: \$66,004 - \$74,455

Alejandrina Garcia

[REDACTED] [REDACTED]
[REDACTED] [REDACTED]

June 10, 2016

Human Resources Department
Glendale Elementary School District
7301 North 58th Avenue
Glendale, AZ 85301

To Whom It May Concern:

I am presenting my resume for consideration as a Coordinator of Language Acquisition in the Glendale Elementary School District. I have a Bachelor of Arts Degree in Elementary Education with ESL and BLE endorsements, and a State of Arizona teaching certificate. I also have a Master of Arts Degree in Administration and Leadership, with a State of Arizona Principal Certificate. Additionally, I formally had the opportunity of participating in the Cartwright Aspiring Principal Program, which allowed me to gain a better understanding of the policies, procedures and responsibilities of district administrators.

As a recent English Language Development Content Specialist for Cartwright School District I am entirely familiar with requirements, strategies and assessment of SEI classrooms. I routinely conducted teacher observations and provided teacher feedback for instructional improvement and SEI compliance. I modeled teaching, and provide skill focused coaching. In addition, I've been responsible for reviewing achievement data, and supporting teachers during the review of data analysis. Facilitating professional development for teachers has also been an important role. I improved my facilitator skills by presenting at several district professional developments, the 2013 Arizona Hispanic School Administrators Association (AHSAA) Conference and the 2013 and 2014 Office of English Language Acquisition Services Conferences.

As a former SEI teacher, I taught all language levels within the Structured English Immersion classroom, and am knowledgeable about the current requirements and best practices of SEI education. I became proficient in my knowledge of the various stages of language development and language acquisition. I also have experience in scheduling, implementing, and meeting the requirements of the refined SEI Models, and the development of lesson planning, including creating content and language objectives to develop academic expectations based on the Arizona State Standards and ELP Standards.

I am proficient in reading, writing, and speaking both the English and Spanish languages. In the past, I have also served as a school translator of both verbal and written communications. My language skills have always assisted me in maintaining ongoing and open communication with parents and our community.

I look forward to hearing from you. Thank you in advance for your time and consideration.

Sincerely,

Alejandrina Garcia

Alejandrina Garcia

OBJECTIVE: I am an experienced educator with excellent leadership skills interested in working as an Administrator.

QUALIFICATIONS

- Knowledgeable of ELD and stages of language acquisition
- Experienced in ELP Standards and Common Core State Standards
- Knowledge of state and federal mandates for SEI education
- Possess strong leadership skills and enthusiasm for teaching
- Experienced in providing professional development for colleagues
- Skilled in data collection and analysis
- Bilingual in English and Spanish
- Strong shared leadership skills
- Excellent rapport with colleagues, students, and community
- Firm believer of PLC
- Experienced in providing professional development for colleagues
- Great organizational skills
- Committed as a lifelong learner
- Bilingual in English and Spanish

EDUCATION

Master of Arts in Administration and Leadership
Grand Canyon University
Phoenix, AZ, 2009

Bachelor of Arts in Elementary Education
Arizona State University
Glendale, AZ, 2004

Associate in Transfer Partnership Degree in Elem. Ed.
Estella Mountain Community College
Avondale, AZ, 2003

CERTIFICATIONS

Principal Certificate
Arizona Department of Education, October 2010

Elementary Education Certificate
Arizona Department of Education, December 2004

ESL Endorsement
Arizona Department of Education, December 2004

Bilingual Endorsement
Arizona Department of Education, December 2004

PROFESSIONAL DEVELOPMENT AND CONFERENCES

- ADE AZELLA Item Writing Committee Member
- PLC at Work Summit by Solution Tree
- OELAS Conference Presenter and Participant
- Florida Educational Technology Conference
- Kagan Dynamic Trainer PD
- Clark Consulting ELD Coaches Institute
- Promethean Interactive Board Trainer of Trainers

LEADERSHIP EXPERIENCE

English Language Development Specialist, Educational Services, 2012 - 2016

- Regularly present Professional Development at school and district level
- Possess strong organizational and leadership skills
- Maintain open lines of communication with administrators, ISS, and teachers
- Knowledgeable of ELD and stages of language acquisition
- Experienced in ELP Standards, Content State Standards and AZCCR Standards
- Up to date on SEI compliance policies

Language Support Specialist, Heatherbrae School, Phoenix, AZ, 2011 - 2012

- Experienced in teacher observation and feedback
- Possess strong organizational and instructional leadership skills
- Experienced in providing professional development for colleagues
- Skilled in data collection and analysis
- Knowledgeable of ELD and stages of language acquisition
- Experienced in ELP Standards, Content State Standards and Common Core Standards
- Up to date on state and federal mandates for SEI education

SES Coordinator, G. Frank Davidson School, Phoenix, AZ, 2009 - 2011

- Coordinate after school tutoring schedule
- Perform formal and informal tutor observations
- Collaborate with school administrator and district office personnel
- Maintain open communication with parents and community

Cartwright Academic Technology Specialist, G. Frank Davidson School, 2009 - 2011

- Attend several Technology professional developments
- Trainer of Trainers for Promethean Interactive Whiteboards
- Provide technology professional development to colleagues
- Provide technology support for teachers

REFERENCES

References will be provided upon request.