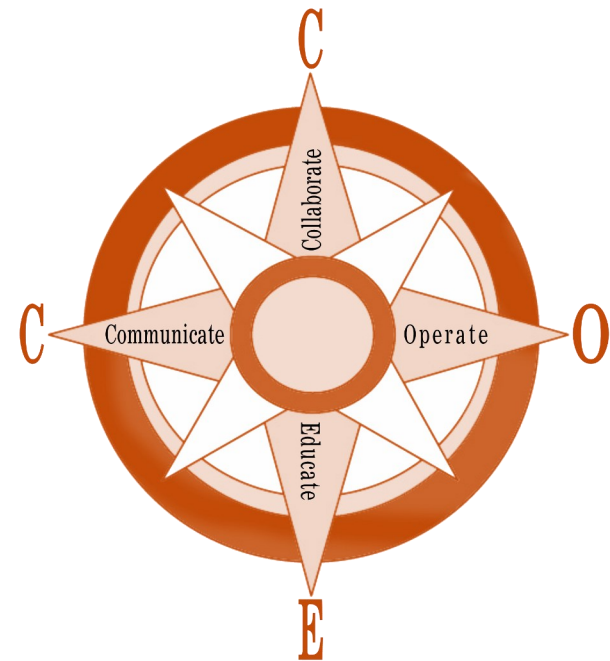


COLUSA COUNTY OFFICE OF EDUCATION

GUIDE FOR COLUSA COUNTY SCHOOL DISTRICTS



Colusa County Superintendent of Schools

The County Superintendent of Schools is an elected official who administers the operation of the County Office of Education. Constitutional law designates an intermediate unit - the County Office of Education – between the California Department of Education and the school districts in the County to assure the most efficient use of taxpayer dollars.

The County Office of Education is committed to assisting the local school districts through direct and indirect services, including fiscal management, curriculum coordination, special schools and programs, health services, and coordination of state and federal projects.

The County Superintendent serves as a facilitator in activities between other governmental and service agencies. Resources of neighboring counties are coordinated in an effort to expand all available services.

The Superintendent works with federal and state legislators to assure maximum funding to provide additional service dollars for the children in Colusa County.

As executive officer and ex-officio secretary to the Board of Education, the County Superintendent of Schools administers all policy set by the County Board of Education.

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Colusa, CA 95932

BOARD OF EDUCATION

The County Board of Education is a policy-making body for the Colusa County Office of Education. The Board includes persons elected from five trustee areas representing the whole county.

Brenda Miller - Area 1
 Madison Martin - Area 2
 Charlie Morrow - Area 3
 Cristy J. Edwards - Area 4
 Ed Conrado - Area 5

Responsibilities of the County Board of Education include:

- Budget approval
- Policy development
- Grant approval for state & federal projects
- Inter-district attendance appeals
- District expulsion appeals
- Instructional materials adoption for County Office schools

The Board acts as the County Committee for School District Organization and is responsible for reviewing and recommending proposals for school district unification, boundary changes and transfer of territory.

Board of Education meetings are held the second Wednesday of each month at the County Office of Education. The public is invited to attend, and the meeting agenda is available prior to each meeting.

<http://www.CCOE.net/>

TECHNOLOGY

Technology Services provides the following:

- County-wide technology plan
- Local and wide area networks
- Staff development activities to incorporate technology into instructional practices and administrative support
- Cyber security and threat assessments
- Design and deployment of network expansion and integration
- Support Services
 - ◊ Computer Help Desk
 - ◊ Phone support
 - ◊ Video Camera Support (Verkada)
- Colusa Educators Wide Area Network (CEWAN) Consortium
 - ◊ District WAN Infrastructure Support
 - ◊ District Support for Technology Plans
 - ◊ Coordination of Consortium
 - ◊ Licensing
 - ◊ Aeries Support
 - ◊ Veeam File Server Backup Support

Director of Technology
 Alex Evans
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<http://CCOE.net/Departments/TechnologyServices>

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ADMINISTRATIVE SERVICES

Deputy Superintendent of Administrative Services

Aaron Heinz
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Business Services

- Provides financial services to school districts to help them satisfy state financial accountability requirements under AB 1200, and subsequent and current legislative updates.
- Analyzes and reviews districts' budget and interim financial reports.
- Reviews multi-year revenue and expenditure projections to determine school districts' financial solvency.
- Provides AB3 627 audit resolution, oversight, and follow-up.
- Collects and reports ADA (average daily attendance).
- Audits and processes all districts' payments including payroll and vendor payment.
- Acts as liaison between the California Department of Education and school districts.
- Provides technical and financial analysis and support of the financial system.
- Prepares accounting and reporting for State Teacher's Retirement System (STRS), Public Employee's Retirement System (CalPERS), and other payroll related agencies.

Director of Business Services

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<http://CCOE.net/Departments/AdministrativeServices>

FIRST 5 COLUSA

Family Strengthening

- Family Action Centers of Colusa County (FACs)– Family Resource Centers located in Arbuckle & Williams
- Parenting Classes & Supports
- Raising A Reader National Affiliate

Systems of Change

- Talk, Read, Sing! Initiative
- Potter the Otter– Rethink Your Drink
- Maternal Health - SIDS, Breastfeeding Awareness
- Child Health– Oral Health, Childhood Obesity
- New Parent Kit Program
- Community Baby Shower

Executive Director

Ginger Harlow
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Administrative Program Coordinator

Nallely Maldonado
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Arbuckle FAC Program Coordinator

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Williams FAC Program Coordinator

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FIRST 5 COLUSA

In 1998 the California Children and Families Act (Proposition 10) was enacted, increasing taxes on tobacco productions to fund a comprehensive and integrated delivery system to promote early childhood development from prenatal through age 5. This movement has since become known as, “First 5”-emphasizing the importance of the first five years of each child’s life.

First 5 Colusa Children & Families Commission is governed by five locally appointed Commissioners with representation aligned with the State Ordinance.

First 5 Colusa invests over half a million dollars per year in programs and services that align with four state-wide investment areas: Child Health, Child Development, Family Strengthening and Systems of Care.

INVESTMENTS

Child Health

- Health Access– Health Navigator Project, Breastfeeding Supports, Coordination of Health Services
- Nutrition Services– CalFresh Application Assistors, Food Distribution Services & Food Banks
- Help Me Grow Developmental Screening Program
- Safety & Injury Prevention– Low Cost Car Seat Program, Child Passenger Safety

Child Development

- School Readiness– Kinder Camp & Kinder Backpack Program
- Growing Start Playgroups
- IMPACT Program– Training, technical assistance and stipend program for caregivers utilizing the Quality Counts California model

ADMINISTRATIVE SERVICES

Human Resources

Provides personnel management and collaboration in the following ways:

- Credential assignment monitoring and application assistance.
- Information and support regarding interpretation and implementation of local, state, and federal employment laws, policies, and procedures.

Director of Human Resources

Sabrina Myers

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(530) 458-0350 ext. 10351

<http://CCOE.net/Departments/HumanResources>

Communications and Public Relations

- Develop, implement, evaluate, and maintain a comprehensive communications and marketing strategy plan that integrates the needs of CCOE as a whole and raises the visibility of the organization.
- Create content, design and layout for the CCOE web site, social media, and print publications; ensure continual updates and accessibility.
- Write news releases, articles, newsletters, and reports for publication.

Director of Communications and Public Relations

Alissa Maas

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EDUCATIONAL SERVICES

The goal of the Educational Services Department is to improve student achievement and provide educational services to learners of all ages in Colusa County through the building of partnerships.

To become a partner, we must establish a legacy of trust by:

- Building positive and sustainable relationships in the community with key individuals, groups, and organizations.
- Demonstrating sensitivity to community concerns and issues.
- Designing and implementing community programs that improve the quality of life based on community needs and recommendations.

PROGRAMS

Curriculum & Instruction

- Local Control Accountability Plan
- Differentiated Assistance
- Comprehensive Support and Improvement
- School Improvement Grant
- Expanded Learning Program
- Professional Learning Network
- State Assessments
- English Learner Roadmap
- Federal Program Monitoring
- Communities of Practice
- State Seal of Biliteracy
- Health Education Framework
- Migrant Education

<http://CCOE.net/Departments/EducationalServices>

INNOVATIVE APPROACHES TO LITERACY

Colusa County Office of Education's "And Literacy for All" initiative was created as a county-wide literacy project to promote bilingual reading and writing skills to all Colusa County residents utilizing mobile technology through Footsteps2Brilliance. This project provides early learners with increased access to high-quality literacy programming and exposure to digital and print books at school and at home. Literacy is promoted in the home through increased family engagement in literacy activities, such as parent training, interactive book reading, and book sharing routines. Literacy is also encouraged in schools and libraries by improving literacy programming and book access, and expanding professional development opportunities for our early childhood educators. Our primary goal is to have all children reading at or above grade level by the end of 3rd grade.

Project Director

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SPECIAL EDUCATION/SELPA

Colusa County Special Education provides classes, programs, and services to meet the needs of students, birth through 22 years, who qualify for services within the four school districts. Special Education programs operate in homes, preschools, school sites, and a community-based transition class. Classroom instruction is provided by teachers with specialized teaching credentials. Students are served in general education settings, with special education support, as designated by an Individualized Education Plan (IEP).

Specialized services include speech and language, counseling, adapted physical education, physical and occupational therapy, as well as programs for visually impaired, hearing impaired and orthopedically impaired infants. SELPA also oversees the Workability program, which prepares junior high and high school special education students for the world of work. It provides pre-employment training and placement in jobs in the community. Our mission is to teach skills and provide connecting activities that will prepare our students to “Take Charge of Their Futures.” We do this using an integrated transition curriculum that teaches students to Get a Plan, Get a Job, and Get a Life.

Deputy Superintendent of Student Services

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Director of Special Education/SELPA

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EDUCATIONAL SERVICES

S. William Abel Academy

An accredited alternative school primarily designed to serve expelled and at-risk youth. We admit expelled students from county school districts, SARB/DART referrals, and students needing a more structured environment.

Adult Education

- Career Technical Education
- English as a Second Language
- Citizenship
- HiSET/GED/High School Diploma
- Inmate Education
- Basic Wildland Fire Academy
- Certified Nursing Assistant Program

Early Mental Health Initiative

Second Step provides a fully integrated framework for protecting elementary school students and promoting their social, emotional, and academic success.

Farm to School

- Promotes agriculture and educates students of S. William Abel Academy with “hands-on” Next Generation Science Standards
- Research, select, and adopt strategies for integrating health and nutrition education into core curricula.
- Develop partnerships and garner community support through outreach and promotion.

Deputy Superintendent of Student Services

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Assistant Superintendent of Educational Services

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EDUCATIONAL SERVICES

Tobacco Use Prevention Education (TUPE)

The Tobacco Use Prevention Education program is focused on reducing youth tobacco use by helping students make healthful tobacco related decisions. We provide instruction and activities that build knowledge, social skills, and other youth developmental assets. We also provide an alternative to suspension programs and a Brief Intervention Program (BIP) that can help assist students with potential substance abuse issues. These programs can be combined with or as an alternative to Out of School Suspension (OSS), In School Suspension (ISS), and other disciplinary actions.

Foster and Homeless Programs

- Help in identifying foster and homeless students
- Monthly district liaison meetings
- Quarterly Foster EAC meetings
- Foster Youth Mentor
- Provide trainings to schools and the community on the rights of Foster and Homeless students
- Training on how to use Foster Focus

Prevention Services Supervisor

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Prevention Services Coordinator

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<http://CCOE.net/Departments/EducationalServices>

CHILDREN'S SERVICES

To provide early education and development opportunities that promotes an optimal learning foundation for young children.

Early Learning Programs

High quality learning centers designed to offer daily exploration and individual development across areas of social-emotional, linguistic, cognition, perceptual, motor, and physical development. Indoor and outdoor environments present intentional activities such as math, science, dramatic play, and literacy to prompt positive peer interactions and problem-solving skills. Staff engage young children in predictable daily routines and facilitate play-based learning opportunities through a comprehensive research-based curriculum. Administration for Children & Families and California Department of Education define the criteria for eligibility for subsidized services. Proudly promoting early literacy in partnership with Footsteps2Brilliance. Early Head Start services through weekly home visiting and learning centers. Head Start, State Preschool & Migrant Programs (both part and full day options available).

Resource & Referral

- Assist families seeking available childcare options
- Recruit child care providers and provide professional development opportunities
- Alternative Payment Program supports child care subsidies
- Child and Adult Care Food Program

Local Child Care Planning Council

- Advocate and plan for child care and development services based on the needs of the community

Deputy Superintendent of Student Services

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Director of Children's Services

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