VENTURA COUNTY OFFICE OF EDUCATION
PROGRAMS & SERVICES
Stanley C. Mantinoth • County Superintendent of Schools
2019-20

“Commitment to Quality Education for All”
Ventura County Office of Education

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Descriptions of Trustee Areas can be found at:
www.vcoe.org/boe/members

Ventura County Office of Education

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The Ventura County Office of Education provides necessary, desirable, and cost saving services to local school districts. As an educational service agency, we provide efficient support to help them meet the demands of today’s students and tomorrow’s world.

We provide direct services to students where the County Office is the most appropriate agency to operate specialized student programs and coordinate countywide student events. We teach over 6,000 students each year in specialized programs such as special education, career education, incarcerated youth, and expelled and at-risk youth. We also host countywide academic competitions such as Academic Decathlon, Mock Trial, and Science Fair.

We provide essential fiscal and administrative services to school districts throughout the county. We are uniquely situated to bring together people, programs, and services within the county and offer 20 local educational agencies, (208 schools) the benefits of cost containment and avoidance of duplication of services. We monitor school districts’ fiscal and academic health, accounting for $2.95 billion annually. We distribute all K-12 public education vendor checks and paychecks for some 24,000 employees in school districts through our centralized data processing center. We certify credentials for teaching and other specialized educational assignments in all Ventura County school districts. We also review and approve school district budgets and accountability plans. To maintain and build resources, we both forge and preserve alliances with public and private agencies and businesses.

We provide a broad array of services that support improved student learning such as professional development opportunities, school district instructional and facilities reviews, and school support team assistance. State of the art learning opportunities ranging from administering educational programs to teaching reading to technology-based classroom and office practices are offered throughout the year. All services are customer driven and serve public and private school employees from throughout the region. We monitor teacher assignments as they relate to credentials and other required preparation. We support health and fitness and early learning programs in the schools, and provide support and induction programs for new teachers and administrators. We coordinate the Teacher of the Year competition and programs designed to spread effective teaching practices throughout Ventura County.

This booklet provides an overview of the many programs and services provided by the County Office. I invite you to use it to access the services that you need. After taking advantage of any of our services, I hope you will provide feedback to us through our customer point of contact quality surveys so that we may better serve you in the future.

We appreciate your interest in the Ventura County Office of Education and, on behalf of the staff who provide the programs and services which follow, I welcome you. I am confident that you will experience our “Commitment to Quality Education for All.”
THE VENTURA COUNTY OFFICE OF EDUCATION

Vision
All people will benefit from life-long learning.

Mission
The Ventura County Office of Education provides quality services and support for life-long learning opportunities.

Goals
We will collaborate to build relationships with local educational agencies, and other government and private sector entities to provide leadership, service and support for all learners, local educational agencies, and other government and private sector entities to:

- Provide, promote and support environments that result in WORLD-CLASS LEARNING for all.
- Secure and develop RESOURCES (human, fiscal and informational) that support and promote our mission.
- Develop and maintain an ORGANIZATION based on trust, communication, collaboration, critical thinking and creativity.
- Ensure the highest levels of SERVICE AND SATISFACTION.

The Ventura County Office of Education is governed by an elected County Superintendent of Schools and a five member Board of Education. The County Superintendent develops personnel and program policy and is the employer for all county schools employees. The Board makes policy decisions related to county operated programs in appropriate areas of policy and student programs. Another function of the County Board is to hear appeals related to student interdistrict attendance, student expulsions, and charter schools. The County Superintendent and County Board invite interested individuals to attend Board meetings and to take an active role in educational issues at the County level.
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### School Attendance Review Board

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COUNTY SUPERINTENDENT OF SCHOOLS
Stanley C. Mantooth • Ventura County Superintendent of Schools
mantooth@vcoe.org • (805) 383-1902 • www.vcoe.org/supt

Ventura County Superintendent of Schools, Stanley C. Mantooth, provides leadership, advocacy and service through increased levels of effectiveness, innovation and operational economy in the programs we operate and throughout all school districts in Ventura County. The County Superintendent advocates for Ventura County’s students, staff and parents through ongoing and open communication among and between these groups, as well as with local, state and federal agencies and legislators on behalf of these constituencies. The County Superintendent develops personnel and program policy and is the employer for all county schools employees.

Communications
Dave Schermer, Director • dschermer@vcoe.org (805) 383-1922
www.vcoe.org/communications

The Communications Department is the liaison between VCOE and the community at large. The department is responsible for informing schools, districts and the general public about VCOE’s numerous programs, services and educational opportunities. It issues news releases, serves as a resource for members of the media seeking information about public education in Ventura County and assists local schools and districts with their communication efforts. Several times each year, the department publishes VCOE’s Focus on Education publication to highlight trends, achievements and topics of interest related to education. You are invited to sign up to receive Focus on Education by email at www.vcoe.org/subscribe. The department provides photography and video production services and manages VCOE’s website and social media presence. We encourage you to explore our website at www.vcoe.org and connect with us on social media at www.facebook.com/VenturaCOE, www.twitter.com/VenturaCOE and www.instagram.com/VenturaCOE.

EDUCATIONAL SERVICES BRANCH
Dr. Antonio Castro, Associate Superintendent • acastro@vcoe.org
(805) 383-1904

Accountability and Continuous Improvement
Daryton Ramsey, Director • dramsey@vcoe.org • (805) 437-1319
Lisa Salas Brown, Director • lsbrown@vcoe.org • (805) 437-1500

The Department of Accountability and Continuous Improvement will collaborate with local districts to provide a coordinated and coherent system of support aligned with California’s evolving integrated accountability system.

• As part of the Local Control Funding Formula (LCFF), school districts, and county offices must develop, adopt, and annually update a three-year plan called The Local Control and Accountability Plan (LCAP). The LCAP is to be written and developed by districts with feedback and input from community stakeholder groups.

• On December 10, 2015, President Obama signed the Every Student Succeeds Act (ESSA), reauthorizing the Federal Elementary and Secondary Education Act (ESEA) and replacing the No Child Left Behind Act (NCLB), the 2001 reauthorization of ESEA.

• As a link to the Statewide network of Federal and State Programs Directors and the California Department of Education (CDE) for the 19 districts in Ventura County. The local districts receive ongoing support through timely notifications, state and federal updates, technical assistance and a monthly forum to address key issues related to ESSA.

• Areas of support and collaboration

• Professional Learning Networks (workshops, trainings, coaching, state/federal updates)

• Partnerships (California Collaborative for Educational Excellence - CCEE)
Comprehensive Health and Prevention Programs
Dawn Anderson, Director • DaAnderson@vcoe.org • (805) 437-1370
http://www.vcoe.org/health

The Department of Comprehensive Health and Prevention Programs assists schools and districts to support the whole child in healthy, safe, engaged, and challenged school environments focusing on state priorities, which include: basic services, implementation of state standards, student achievement, engagement, and outcomes. This is accomplished by providing quality professional development, leadership, consultation and technical assistance, and working collaboratively with many community partners. The department identifies current research and best practices and makes them available to districts and community leaders for easy dissemination.

General areas of focus for professional development, leadership, consultation and technical assistance include:

- Alcohol, Tobacco, and Other Drugs Prevention Education
- Coordinated School Health Programs and school nursing
- Health Education and California Healthy Youth Act (HIV/STI education)
- Mental Health and Social-Emotional Learning
- Safety and Emergency Preparedness
- Suicide Prevention and Intervention
- Tobacco Use Prevention Education
- Youth Development
- Unique student populations

Alcohol, Tobacco, Other Drugs (ATOD) Prevention Education
We provide districts and schools with leadership, consultation, student presentations, and staff training to identify, address, and intervene in measures to reduce or prevent the use of alcohol, tobacco, and other drug use. A variety of workshops are offered, such as: youth development, prevention and intervention curriculum, student assistance programs, and policy development. This department collaborates with local organizations and agencies to support ATOD prevention education programs.

Gabe Teran, Operations Specialist • gteran@vcoe.org • (805) 437-1374

Friday Night Live and Friday Night Live Mentoring
Friday Night Live (FNL) is a youth development and substance abuse prevention program that works to empower young people by allowing them to have a voice in combating issues that are important to them and their respective communities. Friday Night Live Mentoring (FNLM) is a program that pairs high school mentors with middle school Protégés. The protégés are identified by school site personnel as having the potential to benefit from a mentoring relationship. Mentors model and share a multitude of personal experiences leading towards personnel and academic participation. Information on how to start a chapter can be found at www.vcfridaynightlive.org. Friday Night Live is supported by Ventura County Behavioral Health, Alcohol and Drug Programs.

Hunter Poulson, Project Specialist • hpoulson@vcoe.org • (805) 437-1367
Gabe Teran, Operations Specialist • gteran@vcoe.org • (805) 437-1374

Health Education and California Healthy Youth Act
The Comprehensive Health and Prevention Programs serve as the Regional Lead for the delivery of the 2019 Health Education Framework. Health education has evolved to become a powerful, theory-driven, evidence-based platform from which to educate and empower youth to make well-informed health decisions. Professional learning and networking opportunities are provided to guide and assist teachers and administrators in
implementing quality, skills-based health education and the mandatory California Healthy Youth Act. Leadership and technical assistance are provided to schools and districts to assess, build capacity, and implement the California Healthy Youth Act, Health Education Framework, and Student Wellness policy.

Dawn Anderson, Director • DaAnderson@vcoe.org • (805) 437-1370

Health Services Standards and Practices Committee (HSSPC)
HSSPC provides leadership on standards and best practices for quality health care services to support the lifelong educational achievement of students. The committee develops policies, protocols, standards of practice and standardized forms used countywide. The committee is open to school nurse representatives from each district, and school partners, including Public Health, community agencies, Ventura County Schools Self-Funding Authority, VCOE Technology Services and SELPA. Information about Epi-Pen and Naloxone ordering and other policies can be found at: https://www.vcoe.org/Comprehensive-Health-and-Prevention-Programs/School-Nurse-Support/HSSPC

Dawn Anderson, Director • DaAnderson@vcoe.org • (805) 437-1370

Mental Health and Social-Emotional Learning
Recognizing the need for pupil personnel service training in mental health and wellness, the Healthy Safe Supportive Schools (HS³) workshops and the Counselor's Collaborative were created out of a necessity for countywide collaboration and innovative approaches addressing mental health, wellness, and social-emotional learning in schools. The workshops and Collaborative provide coordinated educational and community resources and expertise for schools and districts to address mental health and wellness topics and social-emotional learning. Services also include providing technical assistance and data-driven action planning to identify gaps and address needs through evidence-based programs and practices which address the whole child.

Cathy Puccetti, Prevention Coordinator • cpuccetti@vcoe.org • (805) 437-1378

Suicide Prevention
This department offers suicide awareness and prevention trainings and technical assistance on policy development for school districts and community agencies. VCOE offers safeTALK, a three-hour, no-cost training providing youth and adults with the knowledge of how to identify people with thoughts of suicide and how to connect them to suicide first aid resources. Another offered training is suicideTALK, a 60-90 minute training, which provides an exploration into suicide awareness. safeTALK and suicideTALK are supported by Ventura County Behavioral Health, Prevention and Early Intervention Programs. Information about suicide policy and programs can be found at:
https://www.vcoe.org/Comprehensive-Health-and-Prevention-Programs/Suicide-Prevention

Maritza Garcia, Administrative Assistant • mgarcia@vcoe.org • (805) 437-1370

Tobacco Use Prevention Education (TUPE)
Comprehensive Health and Prevention Programs provides leadership, administrative oversight, training, and technical assistance to all schools and districts on tobacco-use prevention education. The purpose of the TUPE grant program is to reduce youth tobacco-use through policy development and enforcement, the delivery of tobacco-specific research-validated student curriculum, teacher training, parental and family involvement, cessation programs, and program assessment. Technical assistance includes oversight of TUPE grant compliance, California Healthy Kids Survey administration, tobacco-free certification, tobacco-free policy development, grant writing, and the coordination of curriculum trainings, events and meetings related to tobacco-use prevention.

Amber Macias, Project Specialist Technician • amacias@vcoe.org • (805) 437-1365
The Curriculum and Instruction Department serves school and district administrators, teachers, counselors, librarians, instructional coaches, certificated and classified educators by providing quality customized professional learning and development in standards-based instruction leadership network meetings for curriculum and instruction administrators, math, NGSS and arts leadership, program directors, and English learner program administrators, regular state legislative updates regarding curriculum and instruction, and, upon request, an in-depth achievement analysis of instructional practices and recommendations for school and district reform. In addition, the department identifies current research and best practices and makes them available to district leaders for easy dissemination. Classroom instruction is supported with professional learning based upon California Content Standards, ELD Standards, B.E.L.I.E.F. EL Modules, EL Toolkit of Strategies, Next Generation Science Standards, 21st Century Learning Skills, Step Up to Writing, Arts Integration, Dual Language Guiding UDL Principles, EAP, MTSS/ RtI/PBIS, SEL Professional Learning Communities (PLCs), and Data Analysis Teams. Coaching and modeling for the classroom and Leadership Team training are available from CI Directors, Coordinators and Content Specialists.

Through collective capacity, the Curriculum and Instruction Department works collaboratively with districts and schools to help all students achieve at or above rigorous grade level content standards. This includes support for Local Educational Agency Plans revision, and LCAP priorities implementation and support, and Differentiated Assistance for districts and schools. Matching school reform strategies to specific needs of each school site and district is the goal of the department.

VCOE focuses on all students and their achievement and in particular preparing students for the increased rigor and academic demands of the 21st century.

Administrator Coaching/Professional Learning Partner (PLP)
Ventura County Office of Education offers instructional and cognitive leadership coaching for site and district administrators. The Coach/PLP provides coaching and support to principals and/or district administrators. VCOE coaches are highly experienced CI Directors and former administrators from school sites, district offices, and county offices of education. Flexible State (LCAP) Funding, Title I, Title II or Title III funds are all possible funding sources for on-going professional development.

California Content Standards
The California Standards provide California’s kindergarten through 12th grade students the same high academic expectations as children in other states. The California Standards are the result of a states-led effort to increase rigor and build agreement on what students should know as they advance from kindergarten through high school, so they will graduate better prepared for college, civic life and the modern workplace. The standards are for math, English/language arts and literacy in various content areas. The new standards are deeper and require more critical thinking. In order to prepare students who are college, career and civic life ready, the VCOE Curriculum and Instruction Team provides coherent professional learning opportunities to support the development of a system-wide collaborative California Standards implementation process that creates a shift in student, teacher, and administrator learning and practice. Professional learning and development opportunities include, but are not limited to standards-based Unit/ Lesson Design, Depth of Knowledge (DOK), CAASPP and Smarter Balanced Assessments, Performance-Based Assessments, Technology Integration, Project Based-Learning, Universal Design for Learning (UDL) and Administrator and Teacher Leadership.
California Principals’ Support Network
VCOE is proud to offer this six-part, multi-year cohort series for K-12 principals, as the UC Davis southern cohort. Facilitated by Dr. Cynthia Pilar with Dr. Tom Many and curriculum staff, participants will develop leadership skills to analyze the needs of their school, develop evidence-based action plans to address those needs, and take effective action to improve student outcomes.

Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

Classroom Instructional Support
The Curriculum and Instruction content specialists, support teachers in the delivery of California Standards based instruction through a variety of customized support models including classroom instructional demonstration lessons, model lessons, coaching for teachers and follow-up implementation support and on site content professional learning based on student achievement data and school goals.

Anna Belitski, Judy Bowers, Stephanie Enriquez, Nathan Inouye, Echo Lee, Victoria Weiss

Curriculum Content Specialists
Ventura County Office of Education Content Specialists provide specialized district, school and classroom professional learning and development. All professional development provided by VCOE Content Specialists can include follow-up coaching and modeling in the classroom; including, but not limited to ELA, ELD, Math, NGSS, History/Social Science, PBIS/CHAMPS, SEL, Restorative Justice and Arts. In addition, administrators can request specific strategies to look for during walk-through observations and visitations to support training implementation.

Anna Belitski, Judy Bowers, Stephanie Enriquez, Nathan Inouye, Echo Lee, Victoria Weiss

Data Analysis Teams
The Curriculum and Instruction Department provides district and site training on creating and sustaining Data Teams. Teams of teachers focused on their students’ achievement learn how to use data to target their instruction to the students’ skill needs.

Jeremy Resnick, Jim Short, Dr. Vicki Vierra

Dual Language Network and Professional Development Series
The Ventura County Dual Language Network has established a Dual Language Professional Development series to support the growing number of dual language programs in Ventura County. These programs integrate native English speakers and English learners for academic instruction and aim to promote bilingual proficiency, high academic achievement, and cross-cultural awareness in all students to prepare them for today’s global society. The participants engage in professional development and meet three times a year to review current research and best practices and discuss critical implementation issues. In addition, the network organizes a bi-yearly Dual Language Institute to address the professional development needs of teachers and administrators who are implementing or planning to implement a program. The goal is to provide training, professional learning, and networking opportunities for dual language educators and parents.

Echo Lee, Content Specialist • elee@vcoe.org • (805) 437-1345

English Learner Institute for Teaching Excellence (ELITE)
The Curriculum and Instruction Department offers school administrators and districts a customized four-module half day elementary and/or secondary series that provides an opportunity to refine current knowledge and deepen understanding of current ELD best
practices in order to support an effective and comprehensive ELD program that promotes successful language acquisition and academic achievement.

**Echo Lee • elee@vcoe.org, Victoria Weiss • vweiss@vcoe.org • (805) 437-1330**

**English Learner Leadership Network**
The English Learner Network is composed of educational leaders who support English Learners from districts throughout the county. The purpose of the network is to:

• Deepen understanding of designated and integrated ELD
• Utilize ELD standards, frameworks, guidance documents and tools to inform instruction for English Learners.
• Determine the professional development needs of staff
• Share information regarding English Learner policies, programs, services and assessments.

The committee meets five times a year at the VCOE to address critical issues, share best practices and resources, and read and discuss research.

**Anna Belitski • Content Specialist • abelitski@vcoe.org • (805) 437-1346**

**English Learner Support Services**
The Curriculum and Instruction Department provides leadership in English Language Development with a focus on Integrated and Designated ELD. Services include TK-12 district/site support by the CI ELD specialists and directors. ELD instruction, which can be presented within the context of primary language instruction, is imperative in order to equitably qualify all students for academic-track courses in middle grades and high school, and graduation. This office provides leadership to address the academic learning needs of Ventura County students in all academic disciplines including English/Language Arts, English Language Development, and specialized programs for English learners. Because one in five Ventura County students is an English learner, special emphasis is placed upon the Modes of Communication and academic vocabulary, and ELD learning needs of English learners. Through the coordination of this office, a high level of sharing and cooperation is promoted between local districts to identify and implement the most effective instructional practices.

**Anna Belitski • abelitski@vcoe.org, Echo Lee • elee@vcoe.org • (805) 437-1330**

**Family Engagement Programs**
VCOE’s Family Engagement Program offers support to districts desiring to improve their school-home-community partnerships for the benefit of student achievement. Workshops and presentations are based on the Harvard Family Engagement Institute model and informed by the latest research in the field. Family Engagement workshops target teachers, liaisons, and administrators in a collaborative shared-learning format. Family Engagement participants will continue to:

• Explore the best and most recent research about Family Engagement
• Learn and be able to share strategies, activities, and best practices of partnership schools
• Collect data and use it to inform their school/district Family Engagement program
• Implement Family Engagement at their sites

Teachers, administrators, and school leadership teams learn how to engage in activities that satisfy requirements related to the LCAP, including the Title I Parent Meeting and the family-school compact.

**Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301**
Instructional Rounds (IR)
Instructional Rounds introduces educational leaders and teachers to the key principles and practices of an effective evidence-based approach to observing, analyzing, and improving teaching and learning. The Instructional Rounds process is an explicit practice with a set of protocols designed to bring discussions of instruction directly into the process of school improvement. Participants learn and utilize the protocols to improve student learning at scale in their district and schools.

Jeremy Resnick • jresnick@vcoe.org, Victoria Weiss • vweiss@vcoe.org

L³: Learn, Lead, Launch
L³: Learn, Lead, Launch is a professional learning series designed for school-based learning teams including administrator and teacher-focused events. The L³ Professional learning presenters are nationally known experts and leaders in critical areas of educational leadership and student achievement. Schools/districts are encouraged to send teams to the trainings, as recommended by the latest professional learning research.

Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

Legal Forum Series
VCOE offers a Legal Forum Series each school year for school site and district office administrators. This professional learning series is comprised of six separate sessions which address a variety of topical and important legal matters pertinent for today’s educational administrator. The series represents a professional development partnership between VCOE and Professional Law Corporations and is offered at no cost to participating districts. Each session is developed in concert with VCOE and is provided by partners and/or associates and supported by their respective firms.

Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

Learning Resource Display Center & Professional Library
The Learning Resource Display Center provides public access to state-adopted instructional materials in all subject areas grades K-8. Out-of-Cycle Legal Compliance review of supplementary instructional materials is also coordinated through this office. On display are state budget reviewed materials that bridge the Common Core State Standards and the California State Standards. The VCOE Professional Library maintains a comprehensive up-to-date collection of professional journals, books and media focusing on education. An online journal database offering topics in education supports the need for research in peer reviewed materials. Books written by nationally known authors presenting at the Conference Center are on display. Patrons must be residents of Ventura County or work in a school in our county to check out materials.

Rene Hohls, Learning Resource Specialist • rhohls@vcoe.org • (805) 437-1340

Positive Behavior Interventions and Support (PBIS)
Curriculum and Instruction staff provides training and techniques for teachers on how to work on essential classroom management competencies, including teaching expectations, designing schedules, using positive interactions, and establishing consequences for misbehavior.

Anna Belitski, Stephanie Enriquez, Jeremy Resnick, Victoria Weiss

Response to Instruction and Intervention (RtI³) and Multi-Tiered Systems of Support (MTSS)
The Curriculum and Instruction Department offers support to schools and districts to develop and maintain Response to Instruction and Intervention (RtI³) and Multi-Tiered Systems of Support (MTSS).
Systems of Support (MTSS). Strategies and resources designed to increase the academic, social, emotional and behavioral achievement of all students are incorporated into a variety of professional learning and development trainings including: “SUMS” Scaling Up CA MTSS Statewide Initiative Support RtI²/MTSS overview; universal screening and assessment tools; curriculum instruction prevention and intervention materials to support Tiers 1, 2, 3; building school/district pyramid of instruction and intervention, and creating master schedules that allow time for RtI²/MTSS delivery. In addition to direct support, CI presents annual RtI²/MTSS/PBIS events with nationally known speakers and provides collaborative opportunities for districts and schools through the quarterly RtI²/MTSS Administrators’ Network Series, and PBIS Network. The Ventura County recommended RtI²/MTSS model and resources including academic and behavioral supports and web and print resources can be found at: www.vcoe.org/Rti²-MTSS

Judy Bowers, Echo Lee, Jeremy Resnick, Victoria Weiss

Restorative Justice Approaches (RJ)
VCOE offers RJ overview, legal perspectives, restorative practices, restorative discipline, and facilitator training. RJ is an integral part of the school culture and provides a constructive alternative to suspensions. RJ provides a proactive approach for building school community based on cooperation, mutual understanding, and respect. RJ also provides processes for holding students accountable for their actions and behavior while at the same time building a nurturing school environment.

Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

School Recognition - Distinguished Schools
Leadership Support Services supports school recognition through professional development to promote program excellence, preparing applications, leadership and coordination of team validation visits, and facilitation of networking opportunities. Each year Ventura County is well-represented by Distinguished School/Gold Ribbon and Blue Ribbon School awards.

Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

Senior History Experts Program (SHEP)
Senior History Experts Program is an intergenerational educational program bringing senior citizens who volunteer to come into the classroom for presentations on various subjects. To enhance curriculum being taught and to help build their students’ background knowledge, teachers invite the senior experts and speakers. The seniors share first-hand life experiences, careers, hobbies and interests spanning over 60 years. These include historical accounts of World War II, adventures in global travel, careers in medical research and health, science and technology, experience in the arts, knowledge about agriculture and world hunger, community service, antiques and their significance and much more. Sharing these treasures of the past links our diverse students to former generations, and helps build a community that bonds young and old of many cultures. The Curriculum & Instruction Department emphasizes the alignment of Senior History Experts presentations to specific California State content standards.

Alice Sweetland, Consultant • asweetland@vcoe.org • (805) 437-1347

Social Emotional Learning (SEL)
The SEL Task Force supports schools and districts in SEL implementation. SEaAL (Social Emotional and Academic Learning) includes a SEaAL Task Force and a SEaAL Community of Practice. SEaAL hosts events and provides coaching in collaboration with
other departments and has a website of resources. SEaAL integrates Trauma Informed Care, Restorative Justice Approaches, and SEL Guidelines and CASEL competencies. Claudia Frandsen, Director • cfrandsen@vcoe.org • (805) 437-1301

Transitional Kindergarten (TK)
Transitional Kindergarten is the first of a two-year kindergarten program that is developmentally appropriate and aligned with the Preschool Learning Foundations. VCOE offers professional development for TK teachers and administrators, Curriculum & Instruction • (805) 437-1330, Early Childhood Programs • (805) 437-1510

Universal Design for Learning (UDL)
The Curriculum and Instruction Department offers support throughout the year to educators in Universal Design for Learning, (UDL) a research-based framework for designing curriculum—including goals, methods, materials, and assessments—that enables all individuals to gain knowledge, skills, and enthusiasm for learning. UDL provides curricular flexibility to reduce barriers, provide appropriate supports and challenges, and maintain high achievement standards for all students, including those with disabilities. Judy Bowers, Echo Lee, Jeremy Resnick, Victoria Weiss

Early Childhood Program
Mabel Muñoz, Director • mmunoz@vcoe.org • (805) 437-1511 • www.vcoe.org/ecp

Encompasses several projects designed to provide assistance to early childhood professionals and programs ensuring high quality early learning programming for the children of Ventura County. Early Childhood Programs includes Rising Stars: Quality Rating and Improvement System (QRIS), California State Preschool Program (CSPP), Local Planning Council of Ventura County (LPC), Pay for Success (PFS) California Preschool Instructional Network (CPIN) and Inclusive Early Learning and Care Coordination Program (IELCCP). The Early Childhood Programs Department also collaborates with Curriculum and Instruction to support school districts implementing Transitional Kindergarten.

California Preschool Instructional Network (CPIN)
California Preschool Instructional Network provides professional development and technical assistance on the California Early Learning Development System for preschool teachers and transitional kindergarten teachers, and administrators. Alicia McFarland, Coordinator • amcfarland@vcoe.org • (805) 437-1510

California State Preschool Program (CSPP)
The California State Preschool Program (CSPP) provides developmentally appropriate educational activities designed to foster intellectual, social, physical and emotional growth in a safe and healthy environment for 4-year olds in a preschool setting. Participating CSPP sites receive ongoing training, technical assistance and on-site coaching to provide high-quality early childhood services. CSPP also provides responsive and culturally sensitive family education, literacy training, and activities so that families can develop the skills they need to improve their lives and help their children be successful in school. Alicia McFarland, Coordinator • amcfarland@vcoe.org • (805) 437-1510

Inclusive Early Learning and Care Coordination Program (IELCCP)
The Inclusive Early Learning and Care Coordination Program is designed to support the inclusion of children with disabilities and other exceptional needs, including children with severe disabilities, in early learning and care settings. The primary goals of this program are: to ensure greater rates of enrollment in early learning and care settings, increase and build capacity for inclusive early learning programs, increase access to care for children
representing a broad range of disability types and differing levels of severity, and improve outcomes for children with disabilities and other exceptional needs by focusing on coordination, collaboration and leveraging existing and new partnerships and programs.

**Regan Bynder, Operations Specialist • rbynder@vcoe.org • (805) 437-1510**

### Local Planning Council of Ventura County (LPC)
The Local Plan Council acts as the united voice for early care and education in Ventura County and is comprised of 25 members appointed by the County Superintendent of Schools and the Board of Supervisors. With a focus on high quality programming, the Council is tasked with assessing local child care needs, developing a countywide strategic plan, setting priorities for use of state funds, and facilitating the voluntary temporary transfer of funds between state funded programs.

**Mandy Friel, Project Specialist • afriel@vcoe.org • (805) 437-1373**

### Pay for Success (PFS)
Pay for Success is a U.S. Department of Education grant funded feasibility study to determine the viability of using the Pay for Success model to finance increased access to preschool spaces.

**Mabel Muñoz, Director • mmunoz@vcoe.org • (805) 437-1510**

### Rising Stars: Quality Rating and Improvement System (QRIS)
Rising Stars Quality Rating and Improvement System (QRIS) works to expand quality early learning opportunities for children ages birth through five. The System offers program assessments and technical support with a focus on increasing teacher effectiveness and improving environments. The QRIS five tier Matrix identifies quality elements and describes rigorous standards related to high-quality. The System provides a unified effort to prepare children for success in school and life.

**Alicia McFarland, Coordinator • amcfarland@vcoe.org • (805) 437-1510**

### Transitional Kindergarten (TK)
Transitional Kindergarten is the first year of a two-year kindergarten program that is developmentally appropriate and aligned with the Preschool Learning Foundations. VCOE offers professional development for TK teachers and administrators.

**Early Childhood Programs • (805) 437-1510, Curriculum & Instruction • (805) 437-1330**

### Educator Support and Effectiveness
The primary mission of Educator Support and Effectiveness is to support the Ventura County Office of Education, local districts, other teacher employers, and local universities in the recruitment, hiring, assigning, and retaining of highly effective teachers and administrators. Educator Support and Effectiveness has established an integrated system to provide skilled, credentialed teachers and administrators in Ventura County.

**Kim Uebelhardt, Executive Director • kuebelhardt@vcoe.org • (805) 437-1320**

[www.vcoe.org/ess](http://www.vcoe.org/ess)

### Academic Advisement Services
Certification and Advisement Services is comprised of various grants and services to provide support and assistance to individuals working toward a teaching or administrative services credential, and to meet specific credential requirements. Experienced credential analysts are available to assist individuals with credentialing and program questions. For information about Academic Advisement programs and services, contact:

**Diana Westbrook, Sr. Academic Advisor • academicadvise@vcoe.org (805) 437-1320**

**Kathy Friel, Academic Advisor • academicadvise@vcoe.org (805) 437-1320**
Administrator Induction Program
The Administrator Induction Program is administered by the Ventura County Office of Education (VCOE) for administrators who possess a Preliminary Administrative Services Credential. Over the two-year program, candidates work closely with a leadership coach to gain practical skills based on context of their leadership role. The program is customized to each organization’s needs and includes personalized professional learning selected by each candidate. The program is job-embedded and includes both online and face-to-face opportunities based on the California Professional Standards for Educational Leaders (CPSEL). Upon satisfactory completion of all program requirements, candidates are recommended for the Clear Administrative Services Credential.

Dr. Marcia Russell, Director • mrussell@vcoe.org • (805) 437-1320

California Classified School Employee Teacher Credentialing Program (CSEP)
The Ventura County Office of Education is offering the California Classified School Employee Teacher Credentialing Program (CSEP) grant. CSEP is a state-funded career pathway program for classified employees, leading to a teacher preparation program and teaching credential. Eligible program participants may receive stipends for up to $3,000 to cover tuition, fees, and books. Enrolled participants who meet all the requirements must complete one school year of classroom instruction in the school district, charter school, or county office of education for each year that financial assistance was received.

Erika Singletary, Operations Specialist • esingletary@vcoe.org • (805) 437-1320

Designated Subjects Credential Program
The Ventura County Designated Subjects (DSC) Credential Program is approved by the Commission on Teacher Credentialing (CTC) to recommend and train eligible Career Technical Education, Special Subjects and Adult Education teachers for the DSC Preliminary and Clear Credentials. This program blends online, self-paced, and face-to-face course work along with feedback and support for teachers from industry, General Education teachers looking to teach in CTE Pathways, and teachers who need to update Vocational Education credentials.

Sally Serles, Coordinator • sserles@vcoe.org • (805) 437-1320

Language and Academic Development (LAD) Credential Program
The Ventura COE LAD Program is accredited by the Commission on Teacher Credentialing (CTC). The LAD credential authorizes special education teachers to provide instructional services to individuals with identified communication and academic language deficiencies across the federal disability areas and from grades Pre-K to 12 and up to age 22. Program content is delivered online and can be completed in one school year. Nine(9) Professional Development Units are available for completion of the program.

Kim Uebelhardt, Executive Director • kuebelhardt@vcoe.org • (805) 437-1320

Orthopedic Impairment Added Authorization in Special Education (OIAASE) Credential Program
The Ventura COE OIAASE Program is accredited by the Commission on Teacher Credentialing (CTC). The OIAASE is an additional authorization added to a special education credential. It authorizes teachers to conduct assessments and provide instruction and special education-related services to individuals with a primary disability of orthopedic
impairment within the grade and age levels authorized by the teacher’s special education credential. Program content is delivered online and can be completed in one school year. Six (6) Professional Development Units are available for completion of the program.

Kim Uebelhardt, Executive Director • kuebelhardt@vcoe.org • (805) 437-1320

Teach Special Ed CA Grant
This program is tailored to recruit and authorize future teachers of Special Education. The Consortium (Kern, San Luis Obispo, and Ventura counties) pursue a “Build Your Own” model by focusing recruitment efforts on local residents with roots in the community, thereby better ensuring retention as the Consortium builds a sustainable pipeline of special education teachers. Tuition assistance is available to educators who wish to obtain or clear an Education Specialist Credential or an intern in a special education classroom and to those who want to add an Orthopedic Impairment (OI) Added Authorization or a Language and Academic Development (LAD) credential to an existing Education Specialist Credential.

Erika Singletary, Operations Specialist • esingletary@vcoe.org • (805) 437-1320
Diana Westbrook, Sr. Academic Advisor • academicadvise@vcoe.org • (805) 437-1320

Teacher Induction Consortium
The Teacher Induction Consortium program is approved by the Commission on Teaching Credentialing (CTC) to recommend holders of Preliminary single subject, multiple subject, and Education Specialist credentials for the Clear Credential. The Induction Consortium Program assists K-12 beginning teachers, experienced teachers, and school site administrators to ensure beginning teacher success and retention. The induction program emphasizes mentoring from an experienced educator trained in providing ongoing, job-embedded support to new teachers. Induction provides the essential support, resources, and collegial planning required for new teacher classroom effectiveness, enhanced teaching strategies for students from diverse backgrounds, focused professional growth, and increased awareness of teaching as a profession. The program is in a countywide consortium between the Ventura County Office of Education, local school districts, charter and private schools, and universities, including California Lutheran University, CSU Northridge, CSU Channel Islands, La Verne University, Grand Canyon University, and National University.

Dr. Marcia Russell, Director • mrussell@vcoe.org • (805) 437-1320

Teaching Permit for Statutory Leave
The Ventura County Office of Education is offering online modules that meet the 45 hours of preparation required for a current or prospective substitute teacher to obtain an initial Teaching Permit for Statutory Leave (TPSL). The modules are ongoing and may be taken at any time. The TPSL allows an employing agency to fill a position where the teacher of record is unable to teach due to a statutory leave with a temporary teacher of record for the duration of the leave. The TPSL requires 45 hours of preparation for each of the first three issuances of the permit. Each issuance is valid for one year, and permits a TPSL holder to remain in a classroom for one calendar year.

Erika Singletary, Operations Specialist • esingletary@vcoe.org • (805) 437-1320

Test Preparation
Teacher examination preparation services are offered for Reading Instruction Competency Assessment (RICA) and the California Teachers of English Learners (CTEL) series. Please visit the department website at https://www.vcoe.org/test-prep for current offerings.

Jackie Lozano, Administrative Assistant • jlozano@vcoe.org • (805) 437-1320
Expanded Learning Services
Ernesto Durán, Director • eduran@vcoe.org • (805) 437-1379

The Expanded Learning Services (ELS) Department serves as the hub for Out-of School Time (OST) learning, including after-school, summer, and inter-session programming and tutoring, as well as professional development opportunities for informal educators. Programs and services under the ELS umbrella include: Region 8 Expanded Learning Technical Assistance, and professional development for informal educators that include: Classroom Management, STEAM, and Social Emotional Learning workshops throughout the region.

Region 8 Expanded Learning Technical Assistance

The Region 8 Expanded Learning Technical Assistance Office provides grant compliance support and technical assistance to after school expanded learning programs in four counties: Kern, San Luis Obispo, Santa Barbara, and Ventura, serving over 270 school programs. In an ongoing effort to support the development, implementation, and coordination of structurally sound, high quality expanded learning programs, the Region 8 Technical Assistance office provides support to state funded After School Education and Safety (ASES) grantees, federally funded 21st Century Community Learning Center (CCLC) grantees, and federally funded After School Safety and Enrichment for Teens (ASSETs) grantees. The Region 8 office provides support in planning and coordinating regional workshops, conferences, and professional learning opportunities, as well as regional network meetings.

Ernesto Durán, Director • eduran@vcoe.org • (805) 437-1379

Hearing Conservation and Audiology Services
Leslie Comstock, Director • lcomstock@vcoe.org • (805) 437-1380
www.vcoe.org/hearing

The primary purpose of the Hearing Conservation and Audiology Services Program is to provide comprehensive screening, assessment, referral and intervention services to minimize the impact of educationally significant hearing loss. Services include on-site and school-based screening, identification and evaluation of hearing loss in children from birth through their school years; parent education, referral to community resources for medical diagnosis, treatment, and hearing aids; assistance with program modifications and educational access for deaf and hard of hearing children; and the management of hearing assistive technology in educational settings.

Research and Evaluation
Heidi Christensen, Ph.D., Director • hchristensen@vcoe.org • (805) 383-1919
www.vcoe.org/research

The Department of Research and Evaluation provides program evaluations and other applied educational research services on a cost-recovery basis to Ventura County school districts as well as organizational units within VCOE. The department helps clients collect, organize, and understand available student and program data, and provides guidance on how such information can be utilized to improve programs and service. Consultation and support is provided to local educators and community-based or government agencies to assist in the understanding and analysis of local school data, with a focus on mandated student performance data (e.g., standardized testing results, progress in English language proficiency, high school graduation rates) and indicators identified in districts’ Local Control and Accountability Plans. Services provided by the Research and Evaluation Department include:

- Fully customized school data reports capable of integrating data from diverse sources
- Assistance with identification and analysis of outcome, engagement, and school climate data for LCAP
• Comprehensive evaluation of targeted programs and grant projects
• Quantitative and qualitative data collection, analysis, and interpretation
• Assistance with the development and writing of effective evaluation plans for grant proposals
• School data management, support, and consultation
• Survey development, analysis, and reporting (paper and web-based)

**FISCAL AND ADMINISTRATIVE SERVICES**

**Misty Key, Associate Superintendent • mkey@vcoe.org • (805) 383-1906**

**Facilities and Maintenance**

**N. David Fateh, Director • dfateh@vcoe.org • (805) 383-1943**

www.vcoe.org/facilities

The Facilities Department oversees all facilities operations including the planning and oversight of new construction and renovation activities; development of short and long-range plans related to site acquisition and facilities usage; planning and coordinating all major maintenance projects and ongoing building and grounds maintenance activities; executing effective property management policies to promote a safe learning/working environment for students, staff and other agencies utilizing VCOE facilities; and promoting county-wide opportunities for districts’ staff to share information, problems and solutions in job alike groups.

**Conference and Educational Services Center (CESC)**

Our state-of-the-art Conference and Educational Services Center is open to serve you. We are a fully equipped Conference Center offering ten rooms of varying size for meetings, workshops, and conferences with the ability to accommodate large groups. The center is used by the Office of Education staff as well as local school districts and outside groups. Each conference room is equipped with a high-definition laser projector, screen, Ethernet access, wireless presentation system, and wireless Internet access. All of our rooms are also equipped with video-conferencing capability (for educational purposes only) and some rooms are equipped with wireless microphones. Use of the Conference Center promotes the County Office mission statement of providing quality services and support for life-long learning opportunities. Our Conference and Educational Services Center is located at 5100 Adolfo Road in Camarillo.

**Reservations: vcoe.reservations@vcoe.org**

**Video Conferencing**

The Ventura County Office of Education has video conferencing capabilities available using Polycom equipment in order to facilitate conferences and meetings with other Polycom sites. This equipment must be reserved along with room rental in advance and includes assistance by our technical staff.

**Manny Ruiz, Conference Facility Technician • eruiz@vcoe.org • (805) 437-1309**

**Reservations: vcoe.reservations@vcoe.org**

**Human Resources**

**Teri Gern, Chief Human Resources Officer • tnerg@vcoe.org • (805) 383-1910**

**Darlene Avalos, Director • davalos@vcoe.org • (805) 383-1911**

www.vcoe.org/hr

The primary purpose of the Human Resources Department is to plan, coordinate and manage personnel activities and risk management/safety functions for VCOE. The Risk
Management Services reduces frequency, severity, or unpredictability of accidental losses, thereby protecting students, staff, and resources to ensure continuation of the educational process. The Human Resources Department also coordinates services to districts such as neutral interest-based facilitation, administrator evaluation training, credential in-service and other programs and activities that support Ventura County districts and schools. Electronic fingerprinting services are available for the Substitute Teacher Clearinghouse as well as all other employment and licensing needs.

**Credentials**
Operating under the Human Resources Department, the Credentials team is responsible for the registration of credential documents for all certificated employees in Ventura County. The credentials staff provides credential information and counseling to candidates and in-service to all of the school districts with regard to the credential process and legal assignments. The department processes credential applications to the California Commission on Teacher Credentialing. The department is responsible for managing the credential database, monitoring of certificated assignments, and the audit of the monthly payroll with reference to valid credentials.

**Janet Faherty, Credentials Manager** • jfaherty@vcoe.org • (805) 383-1934

**Live Scan Fingerprint Processing**
Live Scan Fingerprinting services are provided to VCOE employees, to Districts in and out of the County, and to the general public. The Live Scan Technicians submit fingerprints to the appropriate agencies for Clearinghouse applicants interested in substitute teaching for any district in the county. Credential fingerprints are also submitted to the California Commission on Teacher Credentialing. Certificated and Classified employees’ fingerprints for VCOE employment and individual district employment are submitted as well.

**Fingerprinting Hours:** Monday - Thursday 1:00 - 4:00 p.m. First come first served.

**Corrina Tripp,** HR Assistant/Live Scan Technician • ctripp@vcoe.org • (805) 383-1914

**Sominique Tami,** HR Assistant/Live Scan Technician • stami@vcoe.org • (805) 383-9338

**Internal Business Services**
Lisa Cline, Executive Director • lcline@vcoe.org • (805) 383-1942

www.vcoe.org/ibs

The primary goal of Internal Business Services is to support the business and accounting needs of all departments within VCOE and to work cooperatively with school districts’ staff to maximize available educational resources through efficient and effective utilization of funds. Major services include VCOE payroll, purchasing, accounting, accounts payable and receivable, budget development and monitoring, state reporting, and records management. Cooperative services to school districts are varied depending on current needs and activities, and are represented typically by group quotes, bids and purchases, and interdistrict communications including VCOE courier services.

**Graphics Services**
Graphics Services is a full service design and printing center providing in-house publishing to the County Office of Education, school districts and other educational entities. It is the intent of Graphics Services to produce the highest quality design and professional printing for educators at a cost which will financially benefit educational programs. Services include high volume printing, color printing, large format printing, design/typesetting, print ordering online, and mailing preparation. We design/print such products as logos, business cards, letterhead, all VCOE forms, books, flyers, brochures and posters.

**Stephanie Lesly,** Graphics Manager • stmagdaleno@vcoe.org • (805) 437-1315

www.vcoe.org/graphics
School Business and Advisory Services
Paula Driscoll, Executive Director • pdriscoll@vcoe.org
Dannielle Brook, Director • dbrook@vcoe.org
(805) 383-1982 • www.vcoe.org/sbas

School Business and Advisory Services provides many services mandated by the California Education Code. In addition to these mandated services, this program also provides services designed to enhance fiscal management in Ventura County school districts. The primary goal of this department is to promote sound fiscal management through responsive technical and financial advisory services. The School Business and Advisory Services team also publishes the annual Selected Pupil Enrollment and Financial Data Reports, and the annual Ventura County school districts calendar.

Centralized Business Systems Support
The Business Systems Support Team provides local school districts and charter schools in Ventura County with a comprehensive centralized business system. This system includes: general ledger, budgeting, purchasing, fixed asset and inventory, payroll, and personnel subsystems. The primary role of the systems support team is to provide direct support to our clients in the day to day use of the centralized business systems. This includes: Ongoing user training, system design, system testing, and system integration. Regularly scheduled user group meetings are held to discuss important issues relating to the systems.

Anne Mercer, Business Systems Manager • amercer@vcoe.org • (805) 383-1986

Retirement Reporting
The Retirement Team of School Business and Advisory Services provides support and guidance to local educational agencies in Ventura County to assist them in implementing CalSTRS and CalPERS rules and regulations.

Dorrie Perrin, Retirement Specialist • dperrin@vcoe.org • (805) 383-1992

School Business Operations and Support
The Operations and Support Team provides the following services to local school districts: fiscal oversight, expenditure review, disbursement of school district revenues and business advisory services. Regularly scheduled chief accountant meetings are held to discuss important fiscal issues relating to K-12 education.

Williams Oversight
School Business and Advisory Services provides implementation resources and mandatory oversight related to the Williams Lawsuit Settlement. Williams Lawsuit oversight includes, but is not limited to: monitoring and reviewing teacher assignments, annual facility inspections and sufficient instructional material inspections for those schools ranking in Deciles 1, 2, and 3 of the 2012 Academic Performance Index.

Technology Services
The purpose of Technology Services (TS) is to provide local educational agencies with technology services for the classroom and administration. TS provides many centralized services that would otherwise be duplicated at each local educational agency, resulting in substantial cost savings for the LEA. TS provides the following services to VCOE and other local educational agencies in Ventura County: Business Systems; Networking; Internet Access; Application Hosting and Support; Data Protection and Educational technology integration. TS also provides the following programs:

Computer Training Center
VCOE Technology Services staff provides training for individuals to learn many computer
software applications. Customized classes can be developed for special groups. Classes are hands-on with each student working at a PC. VCOE Computer Training Center is available both at the VCOE Administrative Services Center at 5189 Verdugo Way, Camarillo and at the Conference and Educational Services Center at 5100 Adolfo Road, Camarillo. For more information on current class offerings, or lab rental, contact the Technology Services Department at (805) 383-1978.

**School District Financial and Payroll Business System**
Technology Services hosts consolidated services for financial, payroll, and personnel, enabling local districts to benefit from reduced software costs. Included in the agreement are highly qualified technical support, and state and federal reporting for teacher credentials. Services include large scale printing, check processing, interest allocations and synchronization with County Treasurer.

**Student Information System Hosting and Support (SIS)**
Through local consortium, Technology Services offers local support, professional project management, data base administration, and professional development opportunities. QSIS, a full student management system, incorporates a web based application for teachers, administrators, parents and students. QSIS is available as a hosted application through VCOE and includes anytime/anywhere access. The QSIS system has a fully integrated child nutrition, communication outreach, and student body accounting in addition to the base applications.

**Ventura County Education Network (VCEdNet)** provides Internet access services between districts and the County Office. Services include point to point, licensed microwave and fiber connectivity. The service is continuously monitored through our Network Operations Center (NOC). VCedNet is a fully qualified E-rate provider with a USAC authorized SPIN.

**Educational Technology**
VCOE Technology Services supports the effective use of educational technology in teaching and learning. We provide information, guidance, training and technical support for school districts:
1) to develop education technology plans; 2) to manage technology effectively; 3) to meet program compliance and reporting requirements and 4) to understand and implement existing and emerging trends, such as Professional Learning Communities, Digital Citizenship and Acceptable Use Policies, and 21st Century learning environments including online and blended learning. Our services include:
- Professional Development for teachers and administrators in a variety of areas
- Google Apps for Education and Office 365 comprehensive classroom and office applications
- Leading Edge Certification: Digital Educator
- Planning, Training, Support and Evaluation with educational technologies
- Digital Citizenship including CA Digital Citizenship online course
- Student Privacy Best Practices, Policies and Compliance
- Media and Information Literacy

**Student Assessment Management System and Support**
Technology Services supports a county-wide consortium focusing on student assessment for learning. Integrating the district’s current Student Information System with the student assessment system creates a single sign-on portal with the ability for one-click reports to help facilitate conversations that result in modification of instructional strategies that improve student learning. Professional development services provided by VCOE Technology Services offers opportunities to explore and learn how current technologies can be successfully integrated into 21st Century learning environments and how data can be used to support district LCAP goals.

For more information about VCOE Educational Technology services, please visit our website at [www.vcoe.org/technology services](http://www.vcoe.org/technology services).
“Commitment to Quality Education for All”

SELPA

SPECIAL EDUCATION LOCAL PLAN AREA

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The Ventura County SELPA office is responsible for the implementation of the Ventura County Special Education Local Plan, and for ensuring a free appropriate public education to all students with identified disabilities according to the Individuals with Disabilities Education Act PL 94-142 (amended by PL 108-446, 2004). The Ventura County SELPA is the third largest multi-district SELPA in the State, serving over 18,000 students with disabilities in the 19 school districts in Ventura County, the Ventura County Office of Education and the Las Virgenes Unified School District in Los Angeles County.

Areas of focus for the staff members of the SELPA are:
- Identification and assessment of children with disabilities
- Procedural safeguards for children/families
- Program review
- Personnel Development
- Local Plan review
- Interagency agreements
- Required reporting to the California Department of Education
- Facilitation of a Community Advisory Committee
- Coordination of career and vocational education

Adapted Physical Education, Deaf & Hard Of Hearing, Orientation and Mobility, Occupational and Physical Therapy, Residential Placement and Social Emotional/Behavioral Services

The SELPA provides these services by agreements with local school districts. This is a benefit to districts who do not have enough need for full time positions and provides uniform monitoring and supervision by the SELPA.

Adaptive Technology Assessment Center (ATAC)

This SELPA program provides assessment and ongoing consultation regarding adaptive technology to districts upon request.

Community Advisory Committee

This is a quarterly forum for the community to give input to the special education administration. The majority of participants are parents of children with disabilities. Each school district designates a representative and representatives from community organizations serving people with disabilities are included as well.

Early Start Program

This program provides early intervention services to infants aged birth through two years of age who have or are at risk for development delays. This project is collaboratively operated with the SELPA and the Tri-Counties Regional Center.

Yanka Ricklefs, Director • yricklefs@vcoe.org
Personnel Development Program
Based on the annual assessment of need, the SELPA offers personnel development events and training for administrators, special and general education professionals, paraprofessionals, parents and community members. The SELPA offers several certification programs in the areas of Autism and Behavior.

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SIRAS/IEP Development
The Ventura County SELPA IEP Program was custom designed by SIRAS Systems to meet the needs of professionals serving students with disabilities within Ventura County SELPA. An IEP developed using SIRAS and its unique features is legally compliant, reader friendly and reflects the commitment of the IEP Team to services and goals for the student. The Ventura County SELPA SIRAS IEP Program is available only to staff, contractors, non-public schools and agencies who serve our students within Ventura County SELPA.

Joanna Della Gatta, Director • jdellagatta@vcoe.org

WorkAbility Program
This project provides pre-employment development and employment services to over 1000 special education secondary students. Pre-employment skills training, on-the-job training, and post-school follow-up are provided as well.

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STUDENT SERVICES
Dr. Cesar Morales, Associate Superintendent • cemorales@vcoe.org
(805) 383-1921

Alternative Education Principals’ Network
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This network consists of administrators from each continuation high school in Ventura County, the VCOE-operated community schools and juvenile court schools. This network is an opportunity for VCOE to provide service and support to alternative education administrators through a county-wide, interdistrict network. The network provides a forum to communicate interests, address concerns, and share expertise within a collegial setting. This group meets throughout the school year and sponsors sports competitions for students and the annual “Alternative Education Summit” for faculty members at the start of the school year.

Gateway Community School
www.vcoe.org/gateway
Gateway, a county community school formed by the Ventura County Office of Education in 1980, serves students in grades 6-12 from throughout Ventura County. The purpose of Gateway Community School is to empower students to become healthy, productive members of the community by providing high quality classroom learning opportunities in a safe, supportive, and challenging educational environment. The educational program is offered in Camarillo. Students may be recommended for enrollment by the local school districts, the Probation Department, School Attendance Review Boards (SARBs), or Human Services Agency.

Providence School (Juvenile Court School)
(805) 981-5809 • www.vcoe.org/providence
Providence School provides educational services to the students incarcerated in the Detention and Commitment Housing areas within the Ventura County Probation Agency Juvenile Facility. The school staff work in conjunction with Probation, Behavioral Health staff
and Community Based Organizations (CBOs) to enable each student to rejoin their family and make positive choices in support of living a healthy and productive life. The students are also offered after school programming that includes art and music lessons.

**Detention School Program** - The state of the art Juvenile Facility includes a 180-bed detention facility with 12 classrooms. The students range from (12-18) years of age with an average detainment period of three weeks. The security nature of this facility necessitates the utilization of specific security procedures and precautions, which makes this program different from any other program operated by the Ventura County Office of Education.

**Commitment School Program** - There are three 60-bed commitment facilities with 12 classrooms. The students range from (12-18) years of age serving a commitment period of 45 days to 12 months. The commitment housing provides a unique blend of services to each student. In addition to a complete school day, a variety of intensive support services are also conducted throughout the week, such as building groups, treatment teams, family counseling and aftercare. While incarcerated, some students gain employment, leave the facility on a regular basis to work, and pay restitution with their earnings.

**Career Education Center**
Laurie Arnold, Executive Director • larnold@vcoe.org • (805) 437-1421
www.vcoe.org/cec

The Career Education Center (CEC) works with districts to develop programs and services to help students transition into post-secondary education and/or meaningful employment. Career education courses in a multitude of industry areas are offered at the CEC and at high schools throughout the county. CEC partners with business and community members to enhance classroom instruction by providing work-based learning opportunities that include job shadowing and internships; opportunities to work with mentors and do field work; articulation with post-secondary education; and contacts for potential employment. CEC works in close collaboration with members of the local business community in order to operate its programs according to current industry standards. CEC provides excellent opportunities for all students interested in preparing themselves for high-skilled, high-wage careers. The primary goal of the CEC is to prepare students for such careers by providing innovative and compelling career education programs for all students throughout Ventura County.

**Charter School Support and Oversight**
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www.vcoe.org/charter

VCOE currently serves as the oversight agency for five charter schools located in Ventura County authorized by the Ventura County Board of Education (VCBE). In addition, VCOE is charged with reviewing any new petitions brought to the VCBE by petitioners seeking to establish a county-wide charter school, or petitions on appeal after being denied by local school districts. Support is also provided to local districts that receive charter school petitions or are charter school authorizers.

**County Program Support and Accountability**
Dr. Consuelo Hernandez Williams, Director • cwilliams@vcoe.org • (805) 437-1939

The Director of County Program Support and Accountability leads all efforts related to state and federal accountability for VCOE-operated schools and programs. This includes the development of VCOE’s Local Control Accountability Plan (LCAP), WASC, State testing, School Accountability Report Cards (SARCs), Federal Program Monitoring (FPM), Local Education Agency Plans (LEAP), and Single Plan for Student Achievement (SPSA) accountability initiatives. Supports include data collection, analysis and presentation in support of meeting targeted student outcomes.
SARB
Ventura County School Attendance Review Board
Dr. Cesar Morales, Associate Superintendent • cemorales@vcoe.org • (805) 383-1920

The Ventura County SARB meets one time per month to combine and utilize their expertise and resources county-wide to address issues relative to student attendance and behavior problems. The Ventura County SARB addresses concerns, shares information, develops and promotes guidelines, identifies and resolves problems, and advocates for school attendance. The County SARB also provides support and resources to local school district SARBs which work directly with students and families to alleviate severe truancy and behavior problems at the school site. County SARB has formed a program with the Ventura County District Attorney’s Office to address severe cases of student truancy entitled The Truancy Referral and Prosecution Program. Per the Education Code, County SARB membership consists of representatives from school districts, public agencies and the community at large. The Ventura County Office of Education supports and coordinates the County SARB on behalf of the local school districts and public agencies.

Special Education
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The VCOE Special Education Department provides vital services in Ventura County by serving students from all of the 19 local school districts within the county and the SELPA, including the Las Virgenes Unified School District in Los Angeles County for a total of 20 school districts; currently the Department operates 83 classes on 20 different school sites throughout Ventura County. These services include:

- Self-contained classes with specialized academic instruction for students with moderate to severe disabilities ages 3 through 22.
- Self-contained classes with specialized academic instruction with students social-emotional and behavioral needs, kindergarten through high school.
- Highly specialized program for students on the autism spectrum, elementary through high school.

Support services including:
- Behavioral Specialists
- Mental Health Clinicians and Specialists
- Nurses
- Occupational Therapists
- Paraeducators
- Physical Therapists
- Psychologists
- Spanish Interpreter
- Speech Therapists
- Transportation
- Vision and Hearing Specialists

VCOE Operated Special Education Sites:
A.C.C.E.S.S. Program, Moorpark
Balboa Middle School, Ventura
Boswell School, Ventura
Conejo/Triggs School, Thousand Oaks
Douglas Penfield School, Ventura
Dwire School, Oxnard
Emily Ritchen School, Oxnard
Fred L. Williams Preschool, Oxnard
James Foster, Jr. School, Oxnard
The Special Populations Educational Support Department provides oversight for a number of specialized programs that address unique student populations and their educational needs in school districts within Ventura County. Among the programs are Cal-SAFE for minor parents, Foster Youth Services Coordinating Program, Migrant Education, Homeless Education Program, Migrant Education School Readiness, Cyber High, and Mini-Corps. Each program promotes the cooperation and coordination of school and community agencies to meet the needs of students by increasing access to resources, expanding prevention and intervention services, enhancing community awareness and empowering youth and families. Each program offers staff development, educational materials, and supplementary instruction to eligible students.

**Cal-SAFE/Teen Parent Program**
The Cal-SAFE Program provides school-based dropout prevention services to expectant/parenting teens and school readiness programs for their children. Teens (male and female) are eligible for support services through high school graduation, and their children are eligible for child development services from birth through five years. Teens receive instruction on nutrition, pregnancy/parenting education, and referrals to community agencies for health care needs. Infants and toddlers receive food and formula, on-site child care with trained child development staff and a curriculum designed to support healthy development and school readiness. All services are free.

Lisa Sadowsky, Cal-SAFE Coordinator • lsadowsky@vcoe.org • (805) 437-1528

**Foster Youth Services Coordinating Program (FYSCP)**
The Foster Youth Services Coordinating Program is designed to meet the educational needs of foster youths residing in licensed care institutions, foster homes, and county-operated juvenile detention facilities. FYSCP works in collaboration with foster Liaisons in each district in the county to ensure that the educational, physical, social and emotional needs of foster youth are identified, to determine gaps in educational and social support services, and provide those services, directly or through referral to collaborative partners. The program also seeks to facilitate the completion and timely transfer of school records, improve student academic achievement, reduce truancy, dropout rates and delinquent behavior, and provide advocacy to promote the best interest of foster youths throughout the county.

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Laura Welbourn, Coordinator • lwelbourn@vcoe.org • (805) 437-1525

**Homeless Education Program**
The Homeless Education Project (HESP) is a federally funded program that operates under the McKinney-Vento legislation. The program is designed to address the problems that homeless children and youth face in enrolling, attending and succeeding in school. HEP must ensure that each homeless child and youth has equal access to the same free and appropriate education,
including a public preschool education, as other children and youth. HEP strives through collaboration with each district’s Homeless Liaison to see that homeless children have access to educational and other services they need to enable them to meet the same challenging state student academic achievement standards to which all students are held. 

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Migrant Education Program
The purpose of the Migrant Education Program is to provide leadership and supplementary educational services to migrant students who are enrolled in regular core programs. While recognizing the Districts’ responsibility to educate all children, a function of the migrant program is to assure that migrant children receive the fullest benefit possible from both core and supplementary programs. This is the only program that provides educational, health and parent services based solely on the occupation of the family. To be eligible, a child must have moved across school district boundaries with a parent/guardian who has obtained temporary or seasonal employment in agriculture or fishing within the last three years.

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Migrant Education School Readiness
The purpose of the Migrant Education School Readiness Program is to provide literacy, parenting, and English language skills to migrant parents, as well as Early Childhood Education and kindergarten readiness skills to their children, ages 3 to 7. This is the only program in Ventura County that provides home and/or school-based family-centered services to assist migrant parents in improving their literacy and parenting skills so that they can in turn, prepare their children to become successful learners.

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Student Competitions and Fundraising
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www.vcoe.org/competitions

In cooperation with our many community partners, the Student Competitions program provides, promotes, and supports environments that result in world-class learning by hosting the Ventura County Science Fair, Mock Trial, VEX Robotics and Academic Decathlon. These educational experiences encourage and recognize our exceptionally talented young people in their pursuit of academic excellence.

Student Events
Academic Decathlon
The Academic Decathlon consists of ten academic events, and is designed to include students from all academic backgrounds. A team consists of nine full-time students from the 9th-12th grades of the same high school and is comprised of three students whose GPA fall into the “A” category, three students in the “B” category and three students in the “C” category. The mission of the United States Academic Decathlon is to Promote and recognize learning and achievement by emphasizing the value of academic excellence for all students.

Mock Trial
Mock Trial is a unique opportunity designed to clarify the workings of our legal institutions through first-hand experience. Student teams in grades 9 thru 12 study a hypothetical case, conduct legal research, receive guidance from volunteer attorneys in courtroom procedure and trial preparation, and present their case before volunteer judges.
Robotics
The Robotics competition offers students an exciting platform for learning about areas rich with career opportunities that span science, technology, engineering and math (STEM). Each year, an engineering challenge is presented in the form of a game. Students, with guidance from their teachers and mentors, design and build innovative robots designed to score the most points possible in qualification matches, elimination matches and Skills Challenges. In addition to having a great time and building amazing robots, through their participation in the Robotics Competition and their work within their team, students will learn many academic and life skills.

Science Fair
The Ventura County Science Fair brings students, teachers, and scientists together to develop an awareness in students of the importance of science in their lives. This program cultivates student’s interest in science and supports their acquisition of scientific knowledge and research skills, as well as extends and reinforces the Science Content Standards for California Public Schools. The Science Fair also recognizes and rewards outstanding achievement in science and motivates students to undertake and complete scientific inquiries in their special areas of interest.
Each year students in grades 6–12 complete science research projects at their schools and earn the right to compete at the Ventura County Science Fair. Approximately 75 of our top students are invited to the State Science Fair to compete with their peers from across California.

Teacher Events

Teacher of the Year
The Ventura County Office of Education (VCOE) invites school districts, charter schools, professional organizations, and private schools county-wide to participate in the California Teachers of the Year Program. This program highlights educational innovation, student learning, and the rewards of teaching. The county office identifies and honors an exemplary and highly qualified teacher in Ventura County who will effectively represent our county at the state level, focusing public attention on the positive accomplishments of Ventura County teachers and students.

Ventura County IMPACT II Program
The purpose of IMPACT II is to spread excellent teaching ideas throughout our county. Recognizing innovative teachers at the awards dinner is an opportunity to celebrate the true heroes and heroines in our communities. Over the years Ventura County IMPACT II has matured into the program that we envisioned at its inception. Business leaders, teachers, and administrators are becoming aware of the program and are participating in unprecedented numbers.
The Ventura County IMPACT II program is a partnership between, the Ventura County Office of Education, the Ventura County Star and local businesses and organizations. IMPACT II is cost effective. The County Education Office funds the day-to-day operation of IMPACT II, so contributions go directly to teachers and classrooms for student projects. IMPACT II puts cutting edge classroom projects into the mainstream, turning students on to learning.
This program enables excellent teaching ideas to reach all teachers in the county, and raises community awareness of exemplary classroom practices. IMPACT II boosts teacher morale by recognizing innovative teaching as well as enhancing teacher professionalism through local/national training and teacher presentations.
Transportation
Marc Sattler, Coordinator • msattler@vcoe.org • (805) 383-1918
Over 950 ambulatory and wheelchair special education students are transported daily throughout Ventura County to the following services/locations:
  • Home to VCOE Special Education Programs
  • Home to Intra-SELPA Special Education Programs
  • Home to Contracted District Special Education Programs
  • To Community Based Instruction Programs
  • To Special Events

The department uses computerized routing, on-board radios and Global Positioning Systems to insure a safe and cost-effective commute for students in special education. In addition to providing transportation for students in special education, transportation services are coordinated for approximately 700 students from Gateway and CEC as well as other contracted services.