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OFFICE OF THE CITY CLERK
OAKLAND

Letter of Nomination

2011 MAR 25 AM 8:58

April 5, 2011

The Honorable City Council
One City Hall Plaza, Second Floor
Oakland, CA 94612

Dear President Reid and members of the City Council:

Pursuant to City Charter section 601 the Mayor hereby appoints the following persons as members of the following Board or Commission, subject to the City Council's confirmation:

HEAD START ADVISORY BOARD

Krishen Laetsch Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat he previously held,

Jo-Ellen Spencer Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat she previously held,

Dr. Stacy Thompson Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat she previously held.

Aisha Brown Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat she previously held.

Alexandra J. Carballo Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat she previously held.

Robert Beggs Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat he previously held.

Dr. Linda Perez Mayoral appointment to serve the term beginning March 12, 2011 and ending March 11, 2014, filling the seat she previously held.

Thank you for your assistance in this matter.

Sincerely,

Jean Quan

2011 MAR 25 AM 8:57

OAKLAND CITY COUNCIL

RESOLUTION No. _____ C.M.S.

RESOLUTION CONFIRMING THE MAYOR'S RE-APPOINTMENT OF KRISHEN LAETSCH, JO-ELLEN SPENCER, DR. STACY THOMPSON, AISHA BROWN, ALEXANDRA J. CARABALLO, ROBERT BEGGS, AND DR. LINDA PEREZ TO THE HEAD START ADVISORY BOARD, TERM BEGINNING MARCH 12, 2011 AND ENDING MARCH 11, 2014.

WHEREAS, Section 601 of the City Charter provides that members of City boards and commissions shall be appointed by the Mayor subject to confirmation by the affirmative vote of five members of the City Council; and

WHEREAS, the City of Oakland has been a grantee of the Head Start Program since 1971 and is required to have an established policy group and a well functioning governing body that share responsibility for overseeing the delivery of high quality services to children and families in accordance with Head Start Performance Standards; and

WHEREAS, the City Council passed Resolution No. 76996, approved March 12, 2002, confirming the creation of the Head Start Advisory Board to assist the Council in its role as the Head Start Governing Body by overseeing, monitoring and reporting on the implementation of the Oakland Head Start/Early Head Start programs; and

WHEREAS, the City Council determined that the Head Start Advisory Board would consist of at least six members, recommended by the Life Enrichment Committee to the Mayor; and

WHEREAS, there are currently seven existing Head Start Advisory Board members and one Policy Council member/Parent liaison; and

WHEREAS, the existing Head Start Advisory Board members are Mr. Krishen Laetsch, Program Officer of Education at the San Francisco Foundation; Ms. Jo-Ellen Spencer, Financial Officer of Bananas Child Care, Resource and Referral Agency; Dr. Stacy Thompson, Dean of Humanities and Social Sciences at Merritt College and Visiting Assistant Professor in the School of Education at Mills College; Ms. Aisha Brown, Senior Legislative Aide/Field Representative for Supervisor Keith Carson, Alameda County; Ms. Alexandra J. Caraballo, Manager of Charitable Contributions at the Kaiser Foundation Health Plan; Mr. Robert Beggs, Educational Consultant, and Dr. Linda Perez, Professor of Education and Child Development at Mills College and California Licensed Psychologist., for whom re-appointment for the term beginning March 12, 2011 and ending

March 11, 2014, is being requested; and

WHEREAS, funding to cover the cost of staff time to support the Head Start Advisory Board is budgeted under the Department of Health & Human Services Fund (2159), Head Start Organization (78231), Head Start Project (G358320); now, therefore, be it

RESOLVED: That the City Council approves the Resolution to confirm the re-appointment of Krishen Laetsch, Jo-Ellen Spencer, Dr. Stacy Thompson, Aisha Brown, Alexandra J. Caraballo, Robert Beggs, and Dr. Linda Perez, to the Head Start Advisory Board for the term beginning March 12, 2011 and ending March 11, 2014.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 20_____

PASSED BY THE FOLLOWING VOTE:

AYES- BROOKS, DE LA FUENTE, KAPLAN, KERNIGHAN, NADEL, QUAN, REID and
PRESIDENT BRUNNER

NOES-

ABSENT-

ABSTENTION-

ATTEST: _____
LATONDA SIMMONS
City Clerk and Clerk of the Council
of the City of Oakland, California

Positions

Independent Contractor, Kensington, CA	2009-Present
Recent Clients: The San Francisco Foundation, Thomas J. Long Foundation, Oakland Unified School District, Tara Treks and Tours, and Bhutan Royal Education Council	
East Bay Community Foundation, Oakland, CA	2006-2008
<i>Senior Program Consultant for Education – On-Loan Program Officer to The San Francisco Foundation to work on the West Oakland Initiative, McClymonds Youth and Family Center, and other East Bay grantees in the areas of Early Childhood, Youth Development, and Family Support;</i>	
<i>Program Officer: EBCF - Education and Youth Development including Donor Advised Fund, Community Schools, Early Childhood Education, the Oakland Unified School District;</i>	
<i>Program Officer: The Clorox Company Foundation – Youth Development, Education, Art & Culture</i>	
Assemblywoman Wilma Chan, Oakland, CA	1/2005-10/2006
<i>Senior Field Representative – 16th Assembly District Focus area includes: Universal access to pre-school; Children's Health; Intergovernmental relations; All School Districts; Education policy and Adopt-A-School programs in Oakland and Alameda; City of Oakland; and Constituent Assistance</i>	
Mills College, Oakland, CA	1993-2005
• Cross City Campaign for Urban School Reform (Head Office) Chicago, IL	2001-2005
<i>Director - Oakland Office - Mills College, Office of the President</i>	
• Mills Community Link	2003-2005
<i>Director/Coordinator - Mills College, Office of the Provost</i>	
• Oakland Education Cabinet	1998-2002
<i>Director/Co-Director - Mills College, Office of the President</i>	
• Mayor's Education Council	1997-1998
<i>Council Administrator - Mills College, Office of the President</i>	
• LITES (Leadership for Teaching Elementary Science) Oakland, CA	1993-1998
<i>Director - Mills College, Education Department</i>	
Business (A. J. Fritz & Co., BreakThrough Solutions, Matton & Co., ScanFreight, Inc.) Oakland & San Francisco, CA	1985-1994

Fellowship

Urban Health Initiative, Seattle, Washington 2001-2006

Education

Completed all coursework for the Ed.D in Educational Leadership, Mills College	In Progress
M.A., in Education, Mills College	2001
B.A., in History, University of California at Berkeley	1987

Volunteering

Current: Associations, Boards, Commissions, and Committees:

The 100 Club	Member	2007-Present
Alameda County Child Care Planning Council	Steering Committee	2008-Present
Berkeley Breakfast Club	Member	1993-Present
Bay Area Early Childhood Funders	Leadership Team	2006-Present
BlueSkies for Children, Inc.	Board	2008-Present
Center for Ecosystem Survival/Savenaturc.org	Board	2009-Present
City of Oakland Head Start Advisory Panel	Advisor (Chair '09-Present)	2005-Present
Girls Inc. of Alameda County	Prospect Review Task Force	2010-Present
McClymonds Youth and Family Center	Advisory Board	2004-Present
Mills College Leadership Program in Early Childhood,	Advisory Board	2008-Present
Rotary Club of Oakland No. 3	Educadon Committee	2006-Present
“	Entertainment Committee	2009-Present
“	Economic Dev. Committee (Co-Chair)	2010-Present
United Way: EamIt!KeepIt!SaveIt!	Steering Committee	2009-Present

Previous Volunteering: Boards, Commissions, and Committees:

Work related Boards, Commissions, and Committees -

Alameda County Early Care & Education For All	Staff	2006-2006
Bay Area Early Childhood Funders	Member	2006-Present
Child Care Planning Council	Member	2005-2006
Helpers Engaged in Reaching Oakland's Excelling Schools	Advisory Board	2005-2006
Oakland State Building Kids Corporation	Board	2005-2006
Oral Health Advisory Committee	Member	2005-2006
Youth Development Funders Group	Member	2006-2009

Boards, Commissions, and Committees -

Bay Area Consortium for Urban Education, UCB -Mills College Representative		2000-2002
Bay Area School-to-Career Action Network, Region 4 -Advisory Board		2000-2001
Bay Area Science Technology Collaboration, Oakland -Advisory Panel		1993-1997
BACUE Teacher Recruitment, Preparation, Retention Task Force - Mills College Representative		2000-2001
Beacon Day School, Oakland -Board of Directors		1995-1998
-Vice President & Chair Nominating Committee, Board of Directors		1996-1998
Berkeley Breakfast Club, Berkeley, -Board of Governors		1996-1998
-Program Committee		1999-2005
Bridging the Racial Divide, Oakland -Education Circle		1998-1999
California Ecosystem Education Consortia -Charter Member		1991-1993
California State Parks, Marin Education Advisory Council		2004-2005
Chabot Observatory & Science Center, Oakland:		
-Board of Directors		2003-2006
-Vice Chair Board, Program & Exhibit Committee		2004-2005
-Advisory Council		1994-2002
-Vice Chair, Advisory Council		1997-1999
-Chair, School to Work Committee, Advisory Council		1997-1998
-Environmental Education, Sub Committee		2000-2002
Children's Hospital Oakland, Community Relations Committee		2002-2004
Commonwealth Club, San Francisco, -East Bay Host Committee		1999-2001
CPMSA, Oakland Unified School District, Oakland -Chair, Advisory Board		1999-2000
DesignWorlds: Science Museum Collaboratory Pilot, San Jose, Advisory Board		2002-2004
Extended Opportunity Programs & Services, Merritt College -Advisory Board		1999-2003
Friends of the University of California Botanical Garden -Board of Directors		1993-1997
-Chair, Program Committee, Board of Directors		1994-1996
-Fundraising Committee, Board of Directors		1995-1997
Holy Names College, Community Advisory Committee		2002-2004
Kingdom of Bhutan Royal Education Council, Advisory Board		2008-2009
Jepson Herbarium, UCB -Pre-college Educational Outreach Advisory Committee		2001-2001
Julia Morgan Center for the Arts -Education Advisory Committee		2000-2002
Lindsay Wildlife Museum, Walnut Creek -Public Policy Task Force		1995-1996
Mayor's Education Commission on Education, Oakland -Staff (5 month volunteer)		1999-1999
Mills College Alumnae Association: -Board of Governors:		
-Executive Committee		2004-2007
-Core Committee		2004-2005
-Chair, Graduate Committee (Graduate Committee Member 2001-1006)		2003-2006
-Chair, Awards Committee		2007-2007
Oakland Unified School District, Oakland:		
-Academic Mentoring Institute, Planning Committee		2001-2002
-Helpers Engaged in Reaching Oakland's Excelling Schools, Advisory Board		2001-2003
-OCO, Cross City Campaign Indicators Project, Oakland, Advisory Committee		2000-2001
-School-Based Management Steering Committee, Ex-officio Member		2001-2004
-Results Based Budgeting Task Force, Ex-officio Member		2004-2005
Rotary Club of Oakland, Program Committee (Co Chair '08/9)		2007-2009
-Youth & Education (Chair)		2007-2010
- President's Inauguration Committee (Chair)		2010-2010
- President's Select Committee		2008-2010
San Francisco Insect Zoo, San Francisco,-Advisory Board		1990-1998
Spectrum (partnership of zoo, college, schools), Chair, Oakland -Charter Member		1997-1997

Jo-Ellen Spencer

Present Employment: Financial Officer
BANANAS Child Care Information & Referral
5232 Claremont Avenue, Oakland, CA 94618 (1977-present)

- Related Experience:**
- Member, Head Start Advisory Panel, City of Oakland (2006-present)
 - Commissioner, Aging, Health & Human Services Commission, (1997-2005)
 - Commissioner, Child Care Commission, City of Oakland, (1989-1997)
 - Member, Superintendent's Advisory Committee on Child Development Programs, Oakland Unified School District, (1989)
 - Member, Child Care Advisory Committee, Alameda Unified School District (1988)
 - Chair, Child Care Advisory Committee, City of Oakland (1985-1987)
 - Chair, Oakland Community Child Care Impact Committee, endorsed by the Oakland City Council, (1982-1984)
 - Chair, Mayor's Task Force on Children and Youth, City of Oakland, (1980-1981)
 - Secretary, Oakland Early Childhood Association, (1980-1983)
 - Member, Governor's Advisory Committee on Child Development, Subcommittee on Income Disregard, State of California, (1980)
 - Member, Child Care Expansion Task Team, Oakland Unified School District, (1978)
 - Member, Children's Centers Program Planning Advisory Committee, Oakland Unified School District, (1979)

- Past Employment:**
- Executive Secretary-Treasurer, Children's Centers Employees Union, (1975-1977)
 - Vice-President, American Federation of Teachers, Local 771, Oakland, (1974-1975)
 - Elementary School Teacher, Oakland Unified School District, (1972-1975),
Los Angeles Unified School District, (1964-1968)

- Education:**
- B.S., Education, University of Missouri, (1964)
 - M.A., English, San Fernando Valley State University, (1970)

STACY THOMPSON

EDUCATION

MILLS COLLEGE, Oakland, CA, *Doctorate*, Educational Leadership, 2004
MILLS COLLEGE, Oakland, CA, *Master of Arts*, Educational Leadership, 2000
MILLS COLLEGE, Oakland, CA, *Master of Arts*, Early Childhood Education, 1993
LEWIS AND CLARK COLLEGE, Portland, OR, *Bachelor of Arts*, Political Science, 1979

PROFESSIONAL EXPERIENCE

Merritt College, Oakland, CA

Dean, Humanities and Social Sciences

2008-present

- Supervise, plan, implement and coordinate development of instructional programs for the Humanities and Social Sciences Division.
- Collaborate with administrators, faculty, staff, students and shared governance committees and councils to assure that the instructional goals and delivery systems of the Divisions are meeting student needs.
- Develop, supervise and monitor divisional budgets
- Monitor budget and reporting requirements for Career and Technical Education programs (CTE) in the division
- Initiate scheduling of classes and facilities designed to meet the instructional goals of the college
- Initiate grant proposals for county, state and federal agencies for of instructional programs
- Supervise the evaluation of faculty and classified personnel.
- Supervise library and learning center operations to include the purchase of books, periodicals and other study materials related to the curricula of the Division and that of other administrative units of the college.

Key Results

- Developed the first Merritt Kids College summer camp program designed to serve middle school age students. The program generated funds for the college.
- Collaborated with student services and community partners to apply for and receive funding from the Department of Labor for programs supporting ex-offenders and displaced workers.
- Coordinated with community partners to establish contract education classes to meet the demand for professional development of employees and to generate revenue for the college.

- Coordinated the East Bay Career Advancement Academy creating contextualized English and Math courses for three vocational programs. The retention rate for participants significantly exceeded the college average.
- Collaborated with college faculty and administrators to apply for and receive title 5 funding for the Maximum Achievement Program (MAP) grant to increase the retention and transfer rates of African American students. Established learning communities for MAP students and assisted in the planning and implementing the first annual MAP conference.
- Instituted monthly meetings and weekly division updates for faculty within Division I and developed departmental faculty handbook that included policies and procedures for the division. Satisfaction level of faculty increased.
- Developed and coordinated innovative proposals for funding including the Professional Providers Program, a program to create learning communities for ESL students at the basic skills level.
- Supervised the development of a needs assessment survey in the Fruitvale community resulting in the college offering off site classes to meet the stated needs of the Spanish speaking community and developed a basic skills proposal to fund a Saturday College that focuses on CIS and Math.
- Implemented classified evaluations and classified division meetings resulting in higher employee satisfaction.
- Coordinated the development of a BA degree in Child Development at Holy Names, a 4-year institution. Established a 2+2 program between Merritt College and Holy Names.
- Developed and maintained partnerships with faith based institutions. Collaborated with Allen Temple Baptist church to develop a satellite campus at an off-site location.

Merritt College, Oakland, CA
Department Chair, Human Development

2004-2008

- Monitor and maintain four (4) department budgets.
- Represent the department at appropriate college, community and district meetings.
- Resolve student inquiries and complaints about department members and services.
- Lead student recruitment and community outreach efforts.
- Collaborate with community partners to create new programs.

Key Results

- Collaborated with other community colleges in Alameda County to develop a reciprocity agreement to facilitate child development students' completion of educational requirements for teaching permits.
- Developed departmental brochures and various campus and community wide promotional material used to recruit students.
- Initiated contact with key community partners to establish a departmental open house event that provided a nexus for students to employment opportunities and community/campus resources.
- Established course offerings in Spanish and Mandarin to better meet the needs of Child Development students.

Merritt College, Oakland, CA

Faculty, Child Development

1999-2008

Classes Instructed

- Child, Family, and Community; Human Growth & Development; Anti Bias Curriculum
- Children's Literature; Supervising Adults; Administration of Preschool Programs;
- Diversity Issues in Early Childhood Settings: Black Parenting

Key Results

- Developed curriculum for 3 diversity classes so that ECE students could more easily obtain a specialization certificate in diversity.
- Established a countywide community college collaborative of child development faculty, Teacher Teaching Teachers workshops, resulting in funding that institutionalized the practice.

County Supervisor, Mary King, Oakland, CA

1997-1999

Education Policy Analyst

Reported directly to the Supervisor:

- Represented the Supervisor at community ECE committees and reported back key issues for implementation
- Made recommendations to Supervisor on education policies related to funding.
- Attended Health and Human Services committee meetings to provide informational support.

Key Results

- Established and participated in the selection process for the First 5 Commissioners funded by Proposition 10 (tobacco tax).
- Coordinated the implementation of information dissemination from the Alameda County Child Care Planning Council.
- Assisted in the creation of the First 5 stipend program, CORPS, to provide financial incentives for ECE professionals to encourage employment stability/retention and participation in professional development activities.

COLLEGE COMMITTEES AND LEADERSHIP

- Chancellors Innovation Fund Committee, *Member*
- Accreditation Steering Committee, *Chair*
- CDC Works! Program Facilitator
Child Development Careers Works program
- Staff Development Committee, *Chair*
- Facilities Committee, *Member*
- Tenure Review Committee, *Chair*
- Basic Skills Task Force, *Member*
- Tide III Committee, *Member*
- Equity for All Project, *Member*

SPECIAL TRAINING/HONORS

Training

- Equity and Diversity Institute, *Certificate* 2010
- University Of Oklahoma, *Certificate*, Diversity Trainer 1998
- Harvard School Of Public Health, *Certificate*,
Violence Prevention Trainer 1996

Leadership Development

- Chancellor's Leadership Succession Program 2010
- White Water Institute 2010
- Breaking the Glass Ceiling, AACC 2010
- The Leadership Development Institute for Administrators 2008
NCBAA an affiliate of AACC

Honors

- President's Award, *Teacher of the year* 2007

Computer skills

- Microsoft Office (Word, Excel, PowerPoint)
- Internet
- Email
- People Soft

PROFESSIONAL & COMMUNITY ORGANIZATIONS

- Western Region Council of Black American Affairs, *Board Member*
- Oakland Head Start Advisory Committee, *Board Member*
- Peralta Association of African American Affairs, *Member*
- American Association of University Women, *Member*
- National Association for the Education of Young Children, *Member*

WORKSHOP DEVELOPMENT & PRESENTATION

- Leadership Institute for Program Directors, *Oakland Head Start, 2010*
- Professional and Ethical Behavior at Work, *Berkeley Head Start, 2009*
- How to Work Effectively with TANF students, *California Mentor Teacher Program, 2006-present*
- African American Vernacular English: Strategies for Teachers working with African American Families: Marin Child Development Center & California Head Start Conference, 2008
- Cultural Responsive Symposium for Early Care and Education Leaders, *Alameda County First 5, 2006*
- Parenting Biracial Children, *AMEA National Conference, Arizona, 2005*
- Diversity Issues in Early Childhood Education, *East Bay Assoc. for the Education of Young Children, 2002*
- Raising Biracial/Multiracial Children, *Child Care Resource and Referral Agency, 2001*

FUNDED PROGRAMS

- Maximum Achievement Program~ *Increase retention and transfer rate of African American Men*
- Department of Labor~ *Increase to success rate of ex offenders and displaced workers who are at the basic skills level*
- Professional Providers Program~ *Basic Skills Cohort for Family Child Care Providers*
- Emergent Teacher Program ~ *General Education Cohort for ELL child care providers*
- Child Development Careers Works! ~ *Child Development TANF students*

Aisha Brown

- Experienced in conceptualizing, planning and executing multifaceted projects
- Strong community relations
- Outstanding analytical ability
- Excellent interpersonal, written and oral communication skills
- A sophisticated knowledge of public policy

Experience:

Supervisor Keith Carson, Alameda County

2001- Present

Senior Legislative Aide/Field Representative

- Conduct research and policy analysis across a broad range of subjects. Develop and maintain relationships with elected officials, community-based organizations, school districts and media. Responsible for tracking State and federal legislation. Prepare detailed written memoranda and analytical reports. Responsible for developing a broad range of progressive policy and legislative initiatives. Research constituent issues. Develop communications strategy and implementation plan. Train and supervise interns. Convene and facilitate community and inter-department meetings. Manage legislative, political activities, community relationships, and attend various meetings for an assigned region of the County. Develop and produce community engagement initiatives.

Regional Technical Training Center

2004-2006

Trainer/Instructor

- Design and develop curriculum. Counsel students on training programs. Organize training sessions. Research new program initiatives. Plan, coordinate and participate in events. Facilitate meetings with community college administrators. Research grants and write proposals. Develop and maintain relationships with funders.

Williams Wallace Management Consultant

1999-January 2001

Marketing Consultant/Business Development

- Responsible for marketing development assignments, project screening, analysis and research assignments. Strong experience in public sector programs and issues. Responsible for tracking, monitoring and cost-control for systems integration projects. Planned and executed promotional activities, including presentations for trade shows and conventions. Actively researched potential new partnerships with companies to further strategic alliances and investments.

Project Manager

- Responsible for tracking and reporting cost hours and staffing on a full scale PeopleSoft Financial, HR Payroll implementation effort. Responsible for varying elements of project management including development of a work plan, tracking procedures, project timelines, deliverables and updates to monthly progress reports and facilitation of meetings.

Alameda County, Department of Social Services

1996-1999

Eligibility Support

- Responsible for facilitating job searches, focus groups and case management for clients. Developed knowledge of state and federal legislation, TANF, Medi-Cal systems and CalWorks.

Education:

- Master of Arts in Organizational Management, University of Phoenix 2000
 - Bachelor of Arts in Psychology, San Francisco State University
- Boards and Commissions:

**Foster Youth Alliance, Alameda County
Board Member**

2003-Present

**Alameda County Meals on Wheels, Five Star Night Dinner Committee
Committee Member**

2004- Present

References Available Upon Request

Alexandra J. Caraballo

HIGHLIGHTS

- Strong proficiency in grant making, including efficient operational processing
- Effective team player with high capacity to problem-solve, manage meetings, facilitate groups
- Action oriented, strategic leader
- Exceptional ability to work independently
- Excellent communication skills and ability to develop courteous professional relationships
- Bilingual: English and Spanish

PROFESSIONAL EXPERIENCE

Kaiser Foundation Health Plan

Oakland, CA

Manager, Charitable Contributions

5/2008 – present

- Track and manage pipeline of requests including grants and donations
- Track agency fund expenditures; facilitate distributions from East Bay Community Foundation including collaboration with Compliance & Planning to establish procedure
- Communicate and coordinate review and approval process with internal and regional staff as required by Sarbanes-Oxley compliance policy and practice

East Bay Community Foundation

Oakland, CA

Associate Program Officer

10/2006-2/2008

- Manage portfolio of 40 funds for donor stewardship, customer service
- Provide research, analysis, and assistance to donors to design and implement grant strategies across varied programmatic interests and giving capacities
- Negotiate and track large, complex, multi-year grants
- Responsible for oversight and administration of scholarship program
- Develop policies and protocols for compliance with Pension Protection Act of 2006
- Provide technical assistance to community nonprofits and donors
- Serve as liaison to Development and Finance Departments to refine work flow and communication process
- Present to Community Investment Committee of Board of Directors

Philanthropic Services Associate

07/2002 – 10/2006

- Conduct due diligence and grant processing and administration for all donor grants
- Provide administrative support to department director and officers
- Identify donor interests and resources to connect with community needs
- Develop content for information technology knowledge capture project, including Customer Relationship Management, and database upgrade recommendations

Program Assistant

10/2000 – 07/2002

- Provide technical assistance to grantees on grant applications, reports, grant agreements
- Conduct due diligence and grant processing and administration for all donor grants
- Prepare dockets for the Program Committee
- Respond to requests for information and other inquiries
- Provide administrative support to department director and officers

Center on Race, Poverty and the Environment

San Francisco, CA

Assistant to the Director

04/1999-10/2000

- Provide administrative assistance to Legal Director, Advisory Board and staff
- Conduct intake process for applicants
- Respond to requests for assistance and other inquiries
- Develop outreach and educational material
- Provide light tech support

EDUCATION

University of Oregon

Eugene, OR

Bachelor of Arts, Political Science

Spring 2008

Minor, Ethnic Studies

COMMUNITY SERVICE

Head Start

Advisory Policy Council member

2007- present

McClymonds Youth and Family Center

Advisory Board member

2007

Northern California Planned Giving Council

Member

2006-07

APPLICATION PROFICIENCY

- Financial Information Management Systems (FIMS) database
- Microsoft Office including Word, Excel, PowerPoint, Outlook
- Raiser's Edge database
- Working knowledge of MicroEdge GIFTS grants management database

Robert M. Beggs, MA

RESUME

Education

San Francisco State College BA – Social Welfare 1961
John F. Kennedy University MA – Family and Health Counseling 1986
John F. Kennedy – Alcoholism & Chemical Dependency Certificate 1987
Johnson and Johnson – UCLA – Head Start Management Institute selection 1996

Employment

Social Worker in New York City
Community Organizer in Venezuela (Maracay “barrio”) – Accion en Venezuela
Federal Government 30 years, 23 years Head Start Regional Office in SF.
Federal Team Leader on over 125 federal Head Start reviews nationwide & South Pacific

Most Recent Employment: 2000 - 2008

Expert Consultant to Head Start programs – Management and Governance
Conference Presenter on the PRISM Self-Assessment processes
Grantee Trainer (onsite) for PRISM preparation = board, pc, staff
Lead Participant on Grantee Self-Assessments, Report Writing
Federal Reviewer for PRISM under the Danya Contract– nation-wide experience
Faculty Trainer for the Center for Community Future – University of California –
Strategic Planning for a Federal (Head Start) Review

Special Skills

Expert Head Start administrative assessments, analysis and evaluations
Policy and Regulation interpretation
Spanish Speaking

Current Volunteer Activities:

Kaiser Hospital – Dept of Education, Oakland
Coalition of Concerned Medical Professionals

Contact:

CURRICULUM VITAE

Linda M. Perez, Ph.D.
California Licensed Psychologist
Professor of Education/Child Development
lmpez@millis.edu

EDUCATION

1987 University of California, Berkeley/California State University
Doctoral Program in the Department of Education (Special
Education and Educational Psychology)
Degree: Doctor of Philosophy (Ph.D.)

Dissertation Title: Comparison of Play Behaviors of Preschool Premature Infants
of Very Low Birthweight and Their Normal Peers

This investigation examined whether evidence can be found of
cognitive differences in the play behaviors of medically fragile
premature and full-term infants at age 4 years

1981 California State University, San Francisco
Masters Program in Psychology (Developmental)
Degree: Master of Arts in Psychology

1978 California State University, San Francisco
Degree: Bachelor of Arts in Psychology

INTERNSHIP IN PSYCHOLOGY

1987 - 1990 University of California Medical Center, San Francisco
Internship in Clinical Psychology - Provided psychological
services to medically fragile and premature infants, children, and
adolescents, and their families, including assessment and
therapeutic intervention under the supervision of a licensed
psychologist

PSYCHOLOGY LICENSE

1991 Medical Board of California/Board of Psychology
Licensed Psychologist - PSY 12402

RESEARCH FELLOWSHIP

1990 - 1992 Neurobehavioral Infant and Child Studies
Department of Psychiatry and Neurology
The Children's Hospital - Harvard Affiliated Teaching Hospital
Boston, Massachusetts

RESEARCH FELLOWSHIP, continued

Research training in developmental observation and assessment, and the effective delivery of intensive and special care in a neurodevelopmentally supportive, individualized, and family-centered approach

PROFESSIONAL CERTIFICATION

- 1992 Neurobehavioral Infant and Child Studies
Department of Psychiatry and Neurology
The Children's Hospital - Harvard Affiliated Teaching Hospital
Boston, Massachusetts
Certificate in the Assessment of Preterm and Fullterm
Infant Behavior
- 1991 Neurobehavioral Infant and Child Studies
Department of Psychiatry and Neurology
The Children's Hospital - Harvard Affiliated Teaching Hospital
Boston, Massachusetts
Certificate in the Naturalistic Observation of Newborn Behavior
- 1990 San Francisco State University
Department of Special Education
Graduate Certificate in Educational Therapy

EMPLOYMENT

- 1997 - present Professor of Education
Director of Infant Mental Health, Early Childhood Special
Education, and Child Life In Hospital Programs
Department of Education, Mills College
Mary and Richard Holland Chair (2006-2009)
Department Chair (2004-2006)
- 1990 - present Mt. St. Joseph/St. Elizabeth
San Francisco, California
Psychologist/Clinical Director of Mental Health Services
- 1997 - present San Mateo County Mental Health/Infant Mental Health
Psychological Consultant
- 1986 - 1997 Adjunct Professor in the Department of Special Education
San Francisco State University
- 1981 - 1987 University of California Medical Center, San Francisco
Psychologist for Medically Fragile Infants

GRANTS AND RESEARCH PROJECTS

- 2002 – 2008 Special Start Training Program (SSTP), Co-Director
Mills College – funded by a contract from California
Department of Social Services (\$300,000/yr. for six years;
\$1,800,000.00). The SSTP is a statewide medical and educational
project to train Community service professionals in the
developmental needs of Medically fragile newborns that graduate
from the neonatal intensive care nursery.
- 1999 Multicultural Developmental Grant Program, Mills College
Develop a broader conception of multiculturalism that directly
includes diverse learners with disabilities (\$4,000.00)
- 1996 - 1997 Family Support Services, San Francisco State University
Urban Community Service Program funded by a grant from the
Federal Government (\$543,891.00 for five years)
Responsibility: Project Director - Managed budget, wrote annual
report, hired staff, and provided support services to youth and
their families in the Mission Community of San Francisco

PUBLICATIONS (Selected)

- Perez, L. (In Press). The intergenerational dynamics of trauma. *Journal of Infant, Childhood, and Adolescent Psychotherapy*.
- Daly, L. & Perez, L. (2009) Television violence and its relationship to aggressive behavior in preschool children. *Early Childhood Research and Practice, 11(2)*.
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PAPERS IN PREPARATION

Perez, L. (2008). Teaching social emotional theory and emotional self-awareness. *Journal of Early Childhood Teacher Education*.

Peifer, K., Perez, L., & Newman, M., et al. (2008). Coordinated community interventions that promote early literacy behaviors.

Peifer, K., Perez, L., & Newman, M. (2008). Maternal depression is a public health concern.

SPECIAL START GRANT PUBLICATIONS

Perez, L. & VandenBerg, K. (2005). Spécial start training evaluation to capture the effects of the Special Start Training Program.

VandenBerg, K., Browne, J., Perez, L. & Newstetter, A. (2003). Getting to know your Baby. The Special Start Training Program.

VandenBerg, K., Perez, L. & Newstetter, A. (2008). Supporting your infant after the Neonatal intensive care nursery experience. The special Start Training Program.

TRAINING MANUALS

Perez, L. (2007). Silent voices speak. Digital story discussion guide for domestic Violence (foreword). *Zero Tolerance for Domestic Violence*

Wolfberg, P., Schuler, A., Perez, L. & O'Conner, T. (1993). Integrated play groups: A resource manual. (U.S. Department of Education Contract Grant No. H086D90016). Washington, D.C.

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PAPERS PRESENTED AT CONFERENCES AND MEETINGS (Selected)

July 2008 "The Healing Cycle: Supporting Infants and Mothers"
11th Annual Early Head Start and Infant/Toddler Conference
Vancouver, Washington

October 2007 "Zero Tolerance Against Domestic Violence – Keynote Speaker
Contra Costa Co., CA

June 2007 "Medical Trauma in High Risk Infants"
San Diego Mental Health

- March 2007 "Self-Regulation in High Risk Infants"
13th Infant Development Association
San Jose, California
- August 2006 "Development of Self Regulation
San Diego Unified School District
San Diego, California
- December 2004 "Diagnosing Trauma in Infancy"
Zero To Three: 19th National Training Institute
Washington, DC
- December 2004 "DC-03 and DSMIV Crosswalk"
Zero To Three: 19th National Training Institute
Washington, DC
- November 2004 "Child Life In the Neonatal Intensive Care Unit
Keynote Speaker
Mayo Clinic, Rochester, MN
- Jan. 2004 "Creating Healthy Places for Sick Children; Models for Child
Friendly Hospitals"; Children and the Mediterranean International
Conference, Genoa, Italy
- Oct. 2003 "Reflective Processing: Attunement, Connectedness and
Mindfulness: 14th Annual NIDCAP Trainers' Meeting
Denver, Colorado
- December 2002 "A Strength-Based and Early Relationship Intervention
Model of Service Integration: A Clinical Case Study of
An Infant and her Parents who have Schizophrenia"
Zero To Three: 17th National Training Institute
Washington, DC
- October 2002 "Development of Self-Regulation in High-Risk Infants"
All Day Preconference Session, San Francisco, CA
Developmental Interventions in Neonatal Care: 18th
- April 2001 "Developmentally Supportive and Relationship Based Care to
High Risk Infants"
Infant Mental Health Specialists Training Program
University of California, Los Angeles
- December 2000 "The Influence of Caregiving on the Development of the
Infant's Brain"
State of California, Prop 10 Commissioners

- December 2000 "The Effects of Trauma on the Developing Brain"
Infant Mental Health, San Mateo, California
- October 2000 "The Effects on Children who Witness Violence"
The Perinatal Council, San Mateo, California
- August 2000 "Combining Infant Mental Health and Developmental
Disabilities in the Home Environment"
Interagency Coordinating Council: Developmental Disabilities
Burlingame, CA
- June 2000 "Prenatal to Three Initiative: New Treatment Models of Depressed
Parents"
Head Start's Fifth National Research Conference
Washington, DC
- May 2000 "Early Brain Development and the Neurobiological Effect of
Stress"
Department of Special Education, San Mateo, CA
- November 1999 "The Role of Mental Health in Infancy & Early Childhood"
California Institute for Mental Health
Sacramento, California

HONORS AND AWARDS

- September 2006 Mary and Richard Holland Chair
- September 2004 Mills College Sarlo Award for the Academic Year 2004-2005
- February 2002 Mary Elizabeth Griffin Children's Award
San Mateo County, Community Recognition Award
- February 1995 Certificate of Appreciation, Epiphany Nursery
Mt. St. Joseph/St. Elizabeth, San Francisco, CA
- March 1991 Certificate of Appreciation, The Psychological Corporation
- May 1987 Certificate of Research Excellence, California State University
Student Research Competition
- May 1987 Graduate Student Award for Distinguished Achievement,
School of Education, San Francisco State University

May 1982 Outstanding Academic Achievement Award,
Department of Psychology, San Francisco State University

May 1982 Graduate Student Award for Distinguished Achievement
School of Behavioral and Social Science, San Francisco
State University

COMMUNITY SERVICE AND RESEARCH

Zero Tolerance for Domestic Violence -Contra Costa County
Contributed to educational materials and discussion guide

PROFESSIONAL MEMBERSHIPS

NIDCAP Federation International Association
American Psychological Association
Child Life Council
California Association of Professors of Early Childhood Special Education
Council for Learning Disabilities
San Mateo County Prenatal to Three Initiative

OFFICES HELD IN PROFESSIONAL ORGANIZATIONS

Commissioner for the Board of Psychology, Department of Consumer Affairs, State of
California