



TIPS

Substitute

Handbook

2008-2009

5340 Skylane Blvd, Santa Rosa, CA 95403
707-524-2730

PROGRAMS

Special Education: These are specialized classrooms for students preschool through age 22 who have learning, physical, emotional, or mental disabilities and also include community based instruction for students in transition. These students are first and foremost learning handicapped but may or may not be physically/emotionally handicapped. Students are referred to our programs from individual school districts, when they have a student whose needs cannot be met by their existing curriculum. Within their own schools and various business offices, we have 80+ sites throughout Sonoma County.

These classrooms typically consist of a teacher and one or more instructional assistants who are employed by SCOE. There may also be one or more assistants for students who require more individualized assistance. Some students may require diapering or other unique care.

Youth Development, Support and Leadership Division:

Court Schools: These schools provide instruction for school-aged children residing in court-supervised programs.

- **Juvenile Justice Center:** The classrooms are located at the Juvenile Justice Center facility at Los Guilicos. Currently there are six (6) classrooms in session inside the hall. The six classroom teachers are supported by two instructional assistant, all of whom are employed by SCOE. In addition, each classroom/housing unit is supported by probation department staff. Students in these classrooms are juvenile offenders approximately 7th – 12th grade. These classes have up to 21 students. This is a locked facility.
- **Probation Youth Camp:** This is a self contained classroom for youth offenders (boys) on formal probation age 16- 18, grade 9-12. Both academic and vocation programs are offered. This program is located on Eastside Road, in Forestville. This is not a locked facility.
- **Sierra Youth Center:** This is a self contained classroom for youth offenders (girls) on formal probation age 16-18, grade 9-12. This is not a locked facility.
- **Dependent Unit - Valley of the Moon Children's Center:** This school is located on Pythian Road in Santa Rosa. These students are neglected and/or abused in grade K- 12. Educational programs are individualized for up to 20 students. Classroom is divided into (2) classes, pre-teens and teens.

Community School Programs: These classrooms provide an alternative learning environment for students who are experiencing difficulties in a traditional school setting, who are at risk, on formal probation or have been expelled from their school district. Included in the Community School programs is the CALSAFE classroom for pregnant and parenting teens and the Clean and Sober program for students recovering from substance abuse.

Career Development – Workforce Preparation / ROP: This program offers High school students practical job training in a wide variety of occupations. Some classes offered are video communication, desktop publishing, automotive technology, retail merchandising, culinary arts, drafting along with many other programs. Training is designed to help students secure entry-level positions with businesses in the community. This program is also a part of the Sonoma County Work Ready Certification program

GENERAL POLICIES AND PROCEDURES

Definition of a Substitute:

A substitute employee is one hired with the understanding that his/her association with the Sonoma County Office of Education will be on a substitute basis, as needed, because of the absence of a permanent or probationary employee. Substitute employees are paid hourly or a daily rate. They are not eligible for insurance benefits, holiday pay, and do not accrue vacation or sick leave during the period they are employed as Substitutes. Substitutes do not ever achieve permanent status.

Requirements:

All Substitute Teachers are required to have a valid teaching credential or an Emergency 30 Day Substitute Permit. To qualify for an Emergency 30 Day Sub permit you must have earned a minimum of Bachelor's Degree and successfully passed the CBEST test. To apply for an Emergency 30 Day Sub Permit please contact the Credentials Office at the Sonoma County Office of Education (707-524-2681). It is the responsibility of the Substitute Teacher to insure that all required documentation is current. When you renew your Substitute Permit, Teaching Credential or TB a **new sub card** issued by the Credentials Department must be faxed or delivered to the SCOE Sub Tech. Mail to SCOE Sub Tech, 5340 Skyline Blvd, Santa Rosa CA 95403 or Fax to: 707-524-2950

To qualify as a Substitute Teacher Assistant, the applicant must have a high school diploma or GED certificate and also pass the Sonoma County or school district Teaching Assistant's Basic Skills Proficiency Test. Fingerprinting clearance, TB testing, and a pre-employment physical is also required.

Work Day:

The normal working day for substitutes corresponds with that of the Teacher/Teacher Assistant for whom he/she is substituting for. Class hours are detailed in this handbook under individual school sites and in Aesop listed by the Teacher/Teaching Assistant requesting the absence. The Tips Book is also available to download from Aesop.

JOB-RELATED INJURY/ILLNESS/EXPOSURE REPORTING PROCEDURE:

The Substitute must **immediately report** every work-related injury/illness/exposure, no matter how slight, to the SCOE Human Resource Technician at 707-524-2730 prior to the completion of the workday in which the incident occurred. The technician will complete an injury report. You **must immediately call** Redwood Empire Schools Insurance Group (RESIG) Early Intervention Nurse at 707-836-7457. The nurse will take your claim information over the phone and if needed, assists you in obtaining immediate medical care from an occupational health specialist.

Pay and Payroll Procedures:

The pay periods run from the 1st working day of the month through the last working day of the month. Paychecks are issued on the 10th day of the month following the end of a pay period. Should the 10th fall on a Saturday or a Sunday checks will be paid on the preceding Friday. The paychecks include compensation for all days worked during the pay period. Checks will not be issued until necessary tax and personnel forms have been completed and are on file in the Human Resources Department. Paychecks will be mailed at noon on payday to the home address you have indicated on employment forms. Substitutes are not reimbursed for mileage.

Change of Personnel Information:

Any change in name, address, or telephone number should be given to the Human Resource Technician at 524-2730. Keeping this information current will insure that your checks reach you promptly.

Calling of Substitutes:

As a substitute, you can expect a call from Aesop the night before (between the hours of 3:30pm and 9:30pm), or the morning of (between the hours of 6:00 am and 8:30 am).

Website:

You may also log-on to aesoponline.com to view open sub assignments and to accept sub assignments. Or, you may call the Aesop toll-free phone number, (800) 942-3767. In both cases, your PIN number is the last four digits of your Social Security number, and your ID number is your 10-digit phone number.



5340 Skylane Boulevard
Santa Rosa, CA 95403-8246
(707) 524-2600 ■ www.scoe.org

FREQUENTLY CALLED NUMBERS

Superintendent	Carl Wong	524-2603
Assistant Superintendent (Special Education)	Gary Moe	524-2710
Director Youth Development, Support and Leadership	Georgia Ioakimedes	524-2884
Director Career Development – Workforce Prep	Stephen Jackson	524-2720
Director Special Education	Linda Patterson	524-2712
Director Certificated Human Resources	Jeff Heller	524-2729
Executive Director Classified Human Resources	Debbie McKay	524-2684
Credentialing	Elisa Regalado Kathi Williams Susie Truelove	524-2987 524-2794 524-2681
Payroll Info Teachers	Bob Gordon	524-2645
Payroll Info Assistants	Debbie Babcock	524-2637
Retirement (PERS)	Nancy Stoltenberg	524-2655
Retirement (STRS)	Sharon Battaglia	524-2651
HR, Technician	Elsa Sullivan	524-2730
Worker's Compensation	Patti Springer	524-2634



Special Education
707-524-2710

Assistant Superintendent: Gary Moe
Director: Linda Patterson
Administrative Specialist: Debbie Rasmussen

Preschool	Region 1	Region 2	Region 3	Region 4
El Collegio Preschool Room 1	Petaluma CBI	Casa Grande High School – Portable R24	Bellevue Elementary Room 11	Altimira Middle School – Room S-1
El Collegio Preschool Room 2	Rohnert Park CBI	Creekside Middle School – Room C-14	Bernard Eldridge Elementary Room 24	Altimira Middle School – Room S-2
Flowery School Room 5.6	Santa Rosa CBI	Creekside Middle School – Room C-12	Jack London Elementary Room A-7	Cook Middle School – Room 48
Flowery School Room 5.7	Windsor CBI	Doyle Park School – Room 9	JX Wilson Elementary	Creekside Middle School – Room C-15
Flowery School Head Start 5.4		Doyle Park School – Room E	La Tercera Elementary - Portable	Dunbar Elementary School – Room 1
McKinley School - Portable		El Colegio School – Room 6	Matanzas Elementary – Room 20	Dunbar Elementary School – Room 15
Meadow School - Portable		Piner High School – Room H-79	Monte Vista Elementary – Portable A	Maria Carrillo High School – Room L-1
Olivet School Room 25		Rancho Cotati High School – Room G2	Monte Vista Elementary – Portable B	Petaluma High School - Portable
Olivet School Room 24		Rancho Cotati High School – Room G3	Olivet Elementary School - Room 10	Petaluma Junior High School – Room C-5
Piner High School Room B48		Rancho Cotati High School – Room G4	Piner Elementary School – Room 19	Santa Rosa High School – Room 102
Rohnert Park Head Start		Schaefer Elementary School – Room 13	San Miguel Elementary School – Room 21	Sonoma Valley High School – Room SC-2
Rohnert Park Preschool Room 5		Windsor Middle School – Room E-112	San Miguel Elementary School – Room 22	Sonoma Valley High School – Room SC-1
Roseland Children's Center – Head Start Room 5				Windsor Middle School – Room H-103
Roseland Children's Center – Preschool Room 6				



Special Education : Pre-School

2008 – 2009

Principal / Administrator: Debbie Blanton

School Office Coordinator: Sarah French
707-522-3272

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EL COLEGIO (Pre-School Classroom), Rm.1

1059 Camino Coronado, Rohnert Park 94928

Classroom phone: 792-4886

Office phone: 522-3272

Teacher: Bev Caven

Instructional Assistant: Patricia McKenzie

SHAPE Assistant: TBD

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 - 1:15

Teacher Hours: 8:30 - 1:45

Assistant Hours: 9:00 - 1:30

Student description: The preschool classes on this site serve three to five-year-old preschool students, with a range of learning needs. This class focuses primarily on language and social development and also incorporates lots of kindergarten readiness activities. Students' verbal abilities range from single word utterances to simple sentences. Students are working on developing language concepts, improving speech intelligibility and developing appropriate social interactions. Many students need assistance with developing more appropriate, positive behaviors. Many students also have sensory issues related to tactile stimulation, auditory sensitivity and overall sensory organization. Students may need assistance with toileting, eating, and other self-care activities. Students have snack and or lunch at school. The daily schedule includes a group time circle), learning centers, free choice activities (with facilitated social interaction), fine/gross motor development activities, and outdoor play. Students receive support from a classroom team of specialists including the Speech, Language Therapist, Occupational Therapist, Adapted P.E. Specialist, Physical Therapist, School Psychologist, Autism Education Specialist and Nurse.

Suggestions for assistants: Please wear clothing suitable for active and/or messy FUN!

Directions: 101 to Rohnert Park Expressway exit, go east onto Rohnert Park Expressway. Turn right on Country Club Drive. Take the first left after the creek onto Camino Coronado. Go about a quarter of a mile until you see a crosswalk and a green El Colegio sign and then turn right into the driveway that is situated between two houses.

EL COLEGIO (Preschool Classroom), Rm.2

1059 Camino Coronado, Rohnert Park 94928

Classroom phone: 792-4883

Office phone: 522-3272

Teacher: Karen Iezza

Instructional Assistant: Laura Vance

Instructional Assistant: Elvira Lugauer

SHAPE Assistant: Ashleigh Reynolds

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 - 1:15

Teacher Hours: 8:30 - 1:45

Assistant Hours: 9:00 - 1:30

Student description: The preschool classes on this site serve three to five-year-old preschool students, with a range of learning needs. This class also has an emphasis on language and social development and also incorporates lots of kindergarten readiness activities. Students' verbal abilities range from single word utterances to simple sentences. Students are working on developing language concepts, improving speech intelligibility and developing appropriate social interactions. Many students need assistance with developing more appropriate, positive behaviors. Many students also have sensory issues related to tactile stimulation, auditory sensitivity and overall sensory organization. Students may need assistance with toileting, eating, and other self-care activities. Students have snack and or lunch at school. The daily schedule includes a group time circle, learning centers, free choice activities (with facilitated social interaction), fine/gross motor development activities, and outdoor play. Students receive support from a classroom team of specialists including the Speech, Language Therapist, Occupational Therapist, Adapted P.E. Specialist, Physical Therapist, School Psychologist, Autism Education Specialist and Nurse.

Suggestions for assistants: Please wear clothing suitable for active and/or messy FUN!

Directions: 101 to Rohnert Park Expressway exit, go east onto Rohnert Park Expressway. Turn right on Country Club Drive. Take the first left after the creek onto Camino Coronado. Go about a quarter of a mile until you see a crosswalk and a green El Colegio sign and then turn right into the driveway that is situated between two houses.

FLOWERY SCHOOL (2 Pre-School Classrooms), Rm: 5.6

17600 Sonoma Highway, Sonoma 95476

Classroom Phone: 935-6824

Office phone: 522-3272

Teacher: Lori Fabian

Instructional Assistant: Rosie Rodriguez

SHAPE Assistant: TBD

(Monday thru Friday)

Class Hours: 9:00 – 1:00

Teacher Hours: 8:15 – 1:45

Assistant Hours: 8:45 – 1:15

Student Description: Three-to-five year old preschool students with a range of ability levels, this is a bilingual English and Spanish classroom. Most of these children have communication delays. Children eat snack and lunch in the classroom, and participate in a wide range of preschool activities. Appropriate dress for messy play and outdoor activities.

Directions: Take Hwy. 12 to Boyes Hot Springs; at the signal just past Agua Caliente Rd. make a right on to Depot Street (street dead ends).

FLOWERY SCHOOL (Pre-School Classroom), Rm: 5.7

17600 Sonoma Highway, Sonoma 95476

Classroom Phone: 996-9581

Office phone: 522-3272

Teacher: Shelia Spero

Instructional Assistant: TBD

SHAPE Assistants: Betsy Baird, Laura Mavakis

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:00 – 1:00

Teacher Hours: 8:15 – 1:45

Assistant Hours: 8:45 – 1:15

Student Description: This is a preschool classroom serving children with a variety of needs, including communication, behavioral and physical disabilities, and some students have a diagnosis of autism. Adults supervise meals and outdoor activities. Appropriate dress is required for outdoor play, floor time and preschool art.

Directions: Take Hwy. 12 to Boyes Hot Springs; at the signal just past Agua Caliente Rd. make a right on to Depot Street (street dead ends).

FLOWERY HEAD START PROGRAM (Pre-School Classroom), Rm. 5.4

17600 Sonoma Hwy., Sonoma

Classroom Phone: 996-5464

Office phone: 522-3272

Teacher: Troy Hyatt

Instructional Assistant: Beatrice Anguiano

SHAPE Assistant: Erica Akers

(Monday, Tuesday, Thursday, Friday)

Class Hours: 8:00 – 12:00

Teacher Hours: 7:30 – 12:30

Assistant Hours: 7:45 – 12:15

Student Description: Three to four year old preschool students with a range of ability levels. Head start co-enrolled Program is team taught with Head start staff. Breakfast and lunch are provided and are part of the curriculum, adults are expected to sit and eat with the children. There are 5 students with IEP's in the classroom of 20 and these children are supported by SCOE so that they are successful in their participation in the Head Start curriculum. Appropriate dress is required for floor time, messy play and outdoor activities.

Directions: Take Hwy. 12 to Boyes Hot Springs; at the signal just past Agua Caliente Rd. make a right on to Depot Street (street dead ends).

MCKINLEY SCHOOL (Pre-School Classroom), Portable

110 Ellis Street, Petaluma 94952

Classroom Phone: 775-2518

Office phone: 522-3272

Teacher: Marilyn Hewitt

Instructional Assistant: Connie Dunbar

Shape Assistant: Tracy Malkassian`

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 - 1:15

Teacher Hours: 8:45 - 1:45

Assistant Hours: 9:00 - 1:30

Student Description: Some students in this class have orthopedic and/or medical needs. Intensive interventions from movement and ambulation are part of the daily instruction. Emphasis is also on communication and social development. Students' verbal abilities range from single word utterances to simple sentences. Students are working on building language concepts, improving speech intelligibility and developing appropriate social interactions. Many students need assistance with developing more appropriate, positive behaviors. Students may also have sensory issues related to tactile stimulation, auditory sensitivity and overall sensory organization. Students need assistance with toileting, eating, and other self-care activities. Students have snack and/or lunch at school. The daily schedule includes a group time (circle), learning centers, free choice activities (with facilitated social interaction), fine/gross motor development activities, and outdoor play. Students receive support from a classroom team of specialists including the Speech, Language Therapist, Occupational Therapist, Adapted P.E. Specialist, Physical Therapist, School Psychologist, Autism Education Specialist and Nurse.

Suggestions for assistants: Please wear clothing suitable for active and/or messy FUN!

Directions: 101, exit Washington Street. Go west. Turn left on Ellis. School is ½ block on left side of street.

MEADOW SCHOOL (Preschool classroom), Portable

880 Maria Drive, Petaluma 94954

Classroom Phone: 769-8507

Office phone: 522-3272

Teacher: Ellen Sweeney

Instructional Assistant: Pam Moore

Instructional Assistant: Lindsay St. Peter

SHAPE Assistant: TBD

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:00 – 1:00

Teacher Hours: 8:30 – 1:30

Assistant Hours: 8:45 – 1:15

Student Description: Some students in this class may have orthopedic and/or medical needs. Intensive interventions for movement and ambulation are part of the daily instruction. Emphasis is also on communication and social development. Students' verbal abilities range from single word utterances to simple sentences. Students are working on building language concepts, improving speech intelligibility and developing appropriate social interactions. Many students need assistance with developing more appropriate, positive behaviors. Students may also have sensory issues related to tactile stimulation, auditory sensitivity and overall sensory organization. Students need assistance with toileting, eating, and other self-care activities. Students have snack and/or lunch at school. The daily schedule includes a group time (Circle), learning centers, free choice activities (with facilitated social interaction), fine/gross motor development activities, and outdoor play. Students receive support from a classroom team of specialists including the Speech, Language Therapist, Occupational Therapist, Adapted P.E. Specialist, Physical Therapist, School Psychologist, Autism Education Specialist and Nurse.

Directions: 101 to Petaluma Blvd North Exit; left on Petaluma Blvd Nr. to Ely right on Ely to Columbarry follow Columbarry around to back of school. Go through gate portable is on left.

OLIVET (Preschool Classroom), Rm. 25

1825 Willowside Road, Santa Rosa 95401

Classroom Phone: 579-3594

Office phone: 522-3272

Teacher: Vicki Amtower

Instructional Assistant: Frances McAleer

Instructional Assistant: Debra Reed-Fife

SHAPE Assistant: TBD

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 – 2:15

Teacher Hours: 8:45 – 2:45

Assistant Hours: 9:00 – 2:30

Student Description: Spanish speaking three to five-year-old preschool students with a range of abilities, most of whom have physical and or medical needs. This class is supported by a curriculum called MOVE, which provides students with physical needs mobility opportunities. There are many students with medical needs who are administered medication daily. This class is considered a class with medically fragile students, and is supported by the preschool nurse.

Directions: From Highway 101, take the Steele Lane/Guerneville Road exit and go west. Go past Coddington and continue west on Guerneville Road. Turn right on Willowside Road and the school will be on the left side of the road.

OLIVET (Preschool Classrooms), Rm. 24

1825 Willowside Road, Santa Rosa, 95401

Classroom Phone: 579-5264

Office phone: 522-3272

Teacher: Karen Rhoades

Instructional Assistant: Rachel Medina

SHAPE Assistant: Chrissy Fincher

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 - 1:15

Teacher Hours: 8:45 - 1:45

Assistant Hours: 9:00 - 1:30

Student Description: This is a preschool class of three to four year olds.

Directions: From Highway 101, take the Steele Lane/Guerneville Road exit and go west. Go past Coddington and continue west on Guerneville Road. Turn right on Willowside Road and the school will be on the left side of the road.

PINER HIGH SCHOOL (Preschool Classroom), Rm. B-48

1700 Fulton Rd., Santa Rosa 95401

Classroom Phone: 524-2676

Office phone: 522-3272

Teacher: Laura Temple

Instructional Assistant: Patricia Lara

Instructional Assistant: Ana Zavala

SHAPE Assistant: TBD

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 - 1:15

Teachers Hours: 8:45 - 1:45

Assistant Hours: 9:00 - 1:30

Student Description: This class also has an emphasis on language and social development. Students' verbal abilities range from single word utterances to simple sentences. Students are working on developing language concepts, improving speech intelligibility and developing appropriate social interactions. Many students need assistance with developing more appropriate, positive behaviors. Many students also have sensory issues related to tactile stimulation, auditory sensitivity and overall sensory organization. Students may need assistance with toileting, eating, and other self-care activities. Students have snack and/or lunch at school. The daily schedule includes a group time (Circle), learning centers, free choice activities (with facilitated social interaction), fine/gross motor development activities, and outdoor play. Students receive support from a classroom team of specialists including the Speech, Language Therapist, Occupational Therapist, Adapted P.E. Specialist, Physical Therapist, School Psychologist, Autism Education Specialist and Nurse.

Suggestions for assistants: Please wear clothing suitable for active and/or messy FUN!

Directions: From Hwy 101, take the Steel Lane/Guerneville Road, Go west on Guerneville Road. Turn right on Fulton Road, school is on the right.

ROHNERT PARK HEADSTART (Pre-School Classroom)

1290 Southwest Blvd. Rohnert Park 94928

Classroom: 664-8870

Office phone: 522-3272

Teacher: Troy Hyatt

Instructional Assistant: Olivia Guzman

SHAPE Assistants: Angela O'Rourke, Laura Mavrakis

(Monday, Tuesday, Thursday, Friday)

Class Hours: 8:00-12:00

Teacher Hours: 7:30-12:30

Assistant Hours: 7:45-12:15

Student Description: This is a Head Start classroom with five students with IEPs who are fully included into their program. There are twenty children in the classroom, breakfast and lunch are provided and staff is expected to eat with the students and participate in all aspects of the curriculum. The children with IEPs are supported by SCOE to ensure that full participation and success is achieved by everyone in this integrated environment. This is an active class and appropriate dress for messy play and outdoor activities is required.

Directions: 101 to Hwy 116 West. Turn left onto Hwy 116. Go to second signal; turn right on East Cotati Avenue. Turn left on Southwest Blvd. 1290 Southwest Blvd.

ROSELAND HEADSTART (Pre-School Classroom), Rm. 5

1931 Biwana Drive
Santa Rosa 95407
Classroom: 566-4725
Office phone: 522-3272

Teacher: Troy Hyatt
Instructional Assistant: Irma Contreras
SHAPE Assistant: TBD

(Monday, Tuesday, Thursday, Friday)

Class Hours: 8:00 – 12:00
Teacher Hours: 7:30 – 12:30
Assistant Hours: 7:45 – 12:15

Student Description: This is a Head Start classroom with five students with IEPs who are fully included into their program. There are twenty children in the classroom, breakfast and lunch are provided and staff is expected to eat with the students and participate in all aspects of the curriculum. The children with IEPs are supported by SCOE to ensure that full participation and success is achieved by everyone in this integrated environment. This is an active class and appropriate dress for messy play and outdoor activities is required.

Directions: From Highway 101 take Highway 12 exit, go west toward Sebastopol. At Dutton Ave. exit, left on Dutton; right at first stop light onto Sebastopol Road. Left at first stop sign onto West Ave. Proceed past Sheppard Elementary (approximately 1/4 of a mile), turn right just beyond the school onto Liana, turn right again on Biwana.

ROSELAND CHILDREN'S CENTER (Pre-School Classroom), Rm. 6 PRESCHOOL

1931 Biwana Drive
Santa Rosa 95407
Classroom: 546-0784
Office phone: 522-3272

Teacher: TBD
Instructional Assistant: Eva Stillman
Instructional Assistant: Elena Vasquez
SHAPE Assistant: Monica Martinez

(Monday, Tuesday, Thursday, Friday)

Class Hours: 9:15 – 1:15
Teacher Hours: 8:45 - 1:45
Assistants Hours: 9:00 - 1:30

Student Description: Spanish-speaking three to five year old preschool students with a range of ability levels.

Directions: From Highway 101 take Highway 12 exit, go west toward Sebastopol. At Dutton Ave. exit, left on Dutton; right at first stop light onto Sebastopol Road. Left at first stop sign onto West Ave. Proceed past Sheppard Elementary (approximately 1/4 of a mile), turn right just beyond the school onto Liana, turn right again on Biwana.



Community Based Instruction Region 1

2008 – 2009

Principal: Sue Nieuwenhuijs
Office Coordinator: Janice Magnoli
707-522-3208

Petaluma CBI	Petaluma Hospital	G&G Market												
Rohnert Park CBI	El Camino Continuation H.S.	Oliver's Market	Kaiser Medical Center	Double Tree Hotel										
Santa Rosa CBI	Costco	Round Table Pizza – Coddington	Olivers	Cost Plus	Whole Foods	Kaiser Hospital	Rite Aid	Park Point Health Club	Warrack Hospital	Memorial Hospital	Sutter Medical Center	SCOE	Santa Rosa Plaza	
Windsor CBI	Round Table Windsor													

Petaluma Community Based Instruction

Work Sites: Petaluma Valley Hospital, 400 North McDowell Ave., Petaluma
G&G Market, 701 Sonoma Mountain Parkway, Petaluma

Teacher: Glenn Huffaker

Instructional Assistant: Janet Maurer (Petaluma Valley Hospital)

Instructional Assistant: Bonnie Sanchez (G&G Market)

Class Hours: 7:35 – 1:35

Teachers Hours: 7:05 – 2:20 (or until bus leaves)

Assistants Hours: 7:20 – 1:50

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: All staff convenes at Petaluma Valley Hospital in front of main entrance – Hwy. 101 to Washington Blvd. exit; left over freeway; left onto North McDowell. Hospital is on east side of McDowell.

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Rohnert Park Community Based Instruction

Classroom Site: El Camino Continuation H.S., Portable P-6, 1290 Southwest Blvd., Rohnert Park 94928

Classroom Phone: 793-1193

Work Sites: Oliver's Market, 546 E. Cotati Avenue, Cotati

Kaiser Permanente Medical Center, 5900 State Farm Drive, Rohnert Park

Teacher: Gloria Powers

Instructional Assistant: Andrea Yates

Instructional Assistant: Nancy Todd

Class Hours: 7:35 – 1:35

Teachers Hours: 7:05 – 2:05

Assistants Hours: 7:20 – 1:50

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day:

Kaiser:

Monday: El Camino Continuation H.S., Portable P-6 – Hwy. 101 to Rohnert Park Expressway exit; east on Expressway; south onto Country Club; east onto Southwest Blvd., turn left into parking lot west of El Camino.

Tuesday-Friday: Hwy 101 to Rohnert Park Expressway exit; north on State Farm Drive; parking lot of Kaiser Permanente at 5900 State Farm Drive.

Oliver's Market:

Monday, Wednesday, Thursday, Friday: Hwy. 101 to Hwy. 116 Cotati exit; south on Old Redwood Hwy. to East Cotati Ave.; east on East Cotati Ave. to Oliver's Market at 546 East Cotati Ave., Cotati

Tuesday: El Camino Continuation H.S., Portable P-6 – Hwy. 101 to Rohnert Park Expressway exit; east on Expressway; south onto Country Club; east onto Southwest Blvd., turn left into parking lot west of El Camino.

Special Instructions: Kaiser dress code – no jeans, no shorts, no logos, no open-toed shoes.

Oliver's Market – no open-toed shoes.

Rohnert Park Community Based Instruction

Classroom Site: El Camino Continuation H.S., Portable P-5, 1290 Southwest Blvd., Rohnert Park 94928

Classroom Phone: 793-1169

Work Site: DoubleTree Hotel, 1 Doubletree Drive, Rohnert Park 94928

Teacher: Kelly Monk

Instructional Assistant: Julie Ellis

Instructional Assistant: Elizabeth Gonzalez

Class Hours: 8:00 – 2:00

Teachers Hours: 7:30 – 2:30

Assistants Hours: 7:45 – 2:15 (duty-free lunch)

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day:

Monday-Friday: DoubleTree Hotel – Hwy. 101 to Wilfred Ave. exit toward Golf Course Drive; right onto Redwood Drive, right onto Commerce Blvd.; left onto Golf Course Drive; left onto Doubletree Drive. Students meet staff at loading dock at north end of hotel parking lot.

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes. Dress appropriately for the weather.

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite C, Santa Rosa 95401

Classroom Phone: 522-3081

Work Sites: Costco, 1900 Santa Rosa Avenue, Santa Rosa

Round Table Pizza, Coddington Mall, 1003 Guerneville Road, Santa Rosa

Teacher: Scott Griffin

Instructional Assistant: Bryce Williams (Round Table Pizza)

Instructional Assistant: Cheryl Fitzgerald (Costco)

Class Hours: 8:50 – 2:50

Teachers Hours: 8:20 – 3:20

Assistants Hours: 8:35 – 3:05

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: Staff and students convene at Mendocino Classroom – 101 to College Avenue exit; east onto College, north onto Mendocino. 1006 Mendocino is on east side of Mendocino, across from Ridgway Avenue.

Special Instructions: Cheryl Fitzgerald's sub leaves the Mendocino office at 9:40 and drives to meet students in front of Costco at 9:50. Bryce Williams' sub leaves the Mendocino office at 9:40 and drives to meet students at Round Table Pizza at 9:45 a.m. Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite C, Santa Rosa 95401
Classroom Phone: 522-3042
Worksites Olivers, Cost Plus, Whole Foods

Teacher: Dottie Downing
Instructional Assistant: Mardy Phillips

Class Hours Olivers: 8:20 – 2:20
Class Hours Cost Plus: 7:50 – 1:50
Class Hours Whole Foods: 8:15 – 2:15
Teacher Hours 30 minutes before, 30 minutes after
Instructional Assistant Hours: 15 minutes before, 15 minutes after

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite C, Santa Rosa 95401
Classroom Phone: 576-7926
Work Site: Kaiser Permanente Medical Center, 401 Bicentennial Way, Santa Rosa

Teacher: Pia Hamilton
Instructional Assistant: Lily Chang
Instructional Assistant: Lola Johnson

Class Hours: 7:35 – 1:35
Teachers Hours: 7:05 – 2:05
Assistants Hours: 7:20– 1:50

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: Staff and students convene at bus stop at Kaiser – 101 to Bicentennial; follow the signs to the hospital

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite A, Santa Rosa 95401

Classroom Phone: 543-6719

Work Site: Rite-Aid – 1551 Farmers Lane, Santa Rosa
Park Point Club – 1200 Dutton Avenue, Santa Rosa
Warrack Hospital – 2442 Summerfield Rd., Santa Rosa

Teacher: Karl Strandjord

Instructional Assistant: Hattie Smith

Instructional Assistant: Patrice Kaffun

Class Hours: 8:50 – 2:50

Teachers Hours: 8:20 – 3:20

Assistants Hours: 8:35 – 3:05

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: Sub for Hattie Smith starts at Rite Aid on Monday, Tuesday, Thursday, and Friday; on Wednesdays, sub starts at Mendocino Office. Sub for Patrice Kaffun starts at Park Point on Monday & Friday and at Mendocino office on Tuesday, Wednesday, Thursday. Sub for Karl Strandjord starts out at Mendocino Avenue classroom and proceeds to various work sites from there.

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite B, Santa Rosa 95401

Classroom Phone: 568-5380

Work Site: Memorial Hospital, 1165 Montgomery Drive, Santa Rosa

Teacher: Linda Williams

Instructional Assistant: Yolanda Reyes

Instructional Assistant: Cathy Wells

Class Hours: 8:50 – 2:50

Teachers Hours: 8:20 – 3:20

Assistants Hours: 8:35 – 3:05 (duty free lunch)

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day:

Monday & Wednesday – All staff and students meet at Memorial Hospital, 1165 Montgomery Drive – 101 to Downtown Santa Rosa exit, east onto 3rd Street, east onto Montgomery Drive.

Tuesday & Thursday – All staff meet at Mendocino classroom – Hwy. 101 to College Avenue exit; east onto College, north onto Mendocino. 1006 Mendocino is on east side of Mendocino, across from Ridgway Avenue. Staff walks to SRJC to meet students at Analy Village.

Friday – All staff and students meet at Mendocino Classroom – 101 to College Avenue exit; east onto College, north onto Mendocino. 1006 Mendocino is on east side of Mendocino, across from Ridgway Avenue.

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Santa Rosa Community Based Instruction

Classroom Site: 1006 Mendocino Avenue, Suite B, Santa Rosa 95401

Classroom Phone: 576-7918

Work Site: Sutter Medical Center of Santa Rosa, 3225 Chanate Road, Santa Rosa

Teacher: Merrysue Mosconi

Instructional Assistant: Scott Boone

Instructional Assistant: Maureen Petersen

Class Hours: 7:25 – 1:25

Teachers Hours: 6:55 – 1:55

Assistants Hours: 7:10 – 1:40

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: Sutter Hospital – 101 to Bicentennial; south onto Bicentennial to Mendocino; east onto Chanate and follow signs to hospital; first entrance, north side of Chanate Road. Turn right at stoplight and park in employees' parking on south side of Chanate Road. Cross at stoplight and walk east to the first hospital entrance; walk through lobby (past coffee cart); turn left into hallway and follow signs to cafeteria. Staff meets in Cafe.

Special Instructions: Dress code – no jeans, no shorts, no sleeveless shirts, no logos, no open-toed shoes. Sweat pants/casual clothes are not allowed. Please dress in an appropriate manner.

Santa Rosa Community Based Instruction

Classroom Site & Work Site: Sonoma County Office of Education, 5340 Skylane Blvd., Santa Rosa 95403

Classroom Phone: 524-2739

Teacher: Nance Burton

Instructional Assistant: Nathan Griffin

Instructional Assistant: Sheri Roberg

Class Hours: 7:40 – 1:40

Teachers Hours: 7:10 – 2:10

Assistants Hours: 7:25 – 1:55

Student Description: Severely-handicapped students, ages 18-22. Training emphasis is on vocational training and functional skills that are related to being successful at work, home, and in the community.

Directions for Start of Instructional Day: Monday & Thursday: Meet at Sears at the Santa Rosa Plaza in the south parking lot at A Street and First Street. Tuesday, Wednesday, Friday: Meet at SCOE – 101 to Airport Blvd exit; west on Airport to Skylane Blvd; north on Skylane.

Special Instructions: Dress code – no jeans, no shorts, no logos, no open-toed shoes.

Windsor High School - Room K101

8695 Windsor Road, Windsor 95492
Classroom Phone: 837-7767 ext. 164
Teacher's Cell Phone: 484-0715

Teacher: Susan Anderson
Instructional Assistant: Merle Holtzen
Instructional Assistant: Rhonda Farrell

Class Hours: 7:40 - 1:50
Teacher Hours: 7:10 – 2:20 (plus 30 min. lunch)
Assistant Hours: 7:25 – 1:55 (including 30 min. lunch)

Student Description:High School students, 14 to 19 years old who require training in vocational and daily living skills in addition to functional academics utilizing CBI (Community Based Instruction) in the work, school and local community environments. Students work at Round Table Pizza in Windsor.

Directions for Start of Instructional Day: **Monday through Thursday – Join the staff at Windsor High School in the middle of the south parking lot. All staff park and meet directly to the left of the “Do Not Enter” sign to take one car to the worksite at exactly 7:30. Do not meet us at the worksite. Call Susan's (teacher) cell phone 484-0715 if you have any questions.

**Friday - come to Room K101 on the south side of the high school campus

**Dress according to current weather conditions

Directions: 101 to Central Windsor exit. At end of off-ramp, turn west onto Old Redwood Hwy. (Turns into Windsor River Road). Pass McDonalds, turn left on Windsor Road at the railroad tracks; go several blocks, school is on the right. Go to furthest (south) parking lot.



**Special Education
Region 2**

2008 – 2009

**Principal: Melinda Susan
Office Coordinator: Kelli Rasmussen
707-524-2868**

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CASA GRANDE HIGH SCHOOL, Portable R24

333 Casa Grande Rd.
Petaluma, CA 9495
Classroom: 789-0568 Classroom
Office: 524-2868

Teacher: Roxanne Campbell
Instructional Assistant: Tyson Barbera
Instructional Assistant: Vacant

Class Hours: 8:20-2:20
Teacher Hours: 7:50-2:50
Assistant Hours: 8:05-2:35 (w/ ½ hr lunch)

Student Description: High School ED Classroom. Students are 9th-12th graders who have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: Take 101 – South go 22.5 miles take the CA-116 East exit toward NAPA/SONOMA go 0.2 miles turn left on Lakeville St. go 0.2 miles Lakeville St. becomes Lakeville Hwy to 0.7 miles turn left on Casa Grande Rd. go 0.6 miles arrive at 333 Casa Grande Rd. School located on left.

CREEKSIDE MIDDLE SCHOOL, Room C-14

5154 Snyder Lane, Rohnert Park, CA 94928
Classroom Phone: 585-6283
Office Phone: 524-2868

Teacher: Jerry Block
Instructional Assistant: Cindy Glazzard
Instructional Assistant: Dan Porter

Class Hours: 8:00-2:05
Teacher Hours: 7:30-2:35
Assistant Hours: 7:45-2:15 (w ½ hr lunch)

Student Description: Middle School ED Classroom. Students are 6th-8th graders who have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: 101 to Rohnert Park Expressway. Go east approx. 2 miles on Rohnert Park Expressway. Turn Left on Snyder Lane. Go approx. three blocks, and school will be on Right side of street. The SCOE classrooms are located in the back of the campus next to the basketball courts.

CREEKSIDE MIDDLE SCHOOL, Rm., C-12

5154 Snyder Lane, Rohnert Park, CA 94928

Classroom Phone: 584-3685

Office Phone: 524-2868

Teacher: Marsha Kreinkamp

Instructional Assistant: Joan Thompson

Instructional Assistant: Josh Crook

Class Hours: 8:00-2:05

Teacher Hours: 7:35-2:35

Assistant Hours: 7:45-2:15 (w/ ½ hr lunch)

Student Description: Middle School Autism Classroom. Students diagnosed with Asperger's, High Functioning Autism, and Non-Verbal Learning Disability. These students have average to above-average intelligence but lack the social skills necessary to be successful in mainstreamed classes.

Directions: 101 to Rohnert Park Expressway. Go east approx. 3 miles on Rohnert Park Expressway. Turn Left on Snyder Lane. Go approx. three blocks, and school will be on Right side of street. The SCOE classrooms are located in the back of the campus next to the basketball courts.

DOYLE PARK RM 9

1350 Sonoma Ave

Santa Rosa, CA 95405

Classroom: 524-2774

Office: 524-2868

Teacher: Rose McConnell

Instructional Assistant: Barbara Hall

Instructional Assistant: Deb Burchmore

Class Hours: 8:10 – 2:10

Teacher Hours: 7:40 – 2:40

Assistant Hours: 7:55 – 2:25

Student Description: Elementary ED Classroom Grades 2-4. Students have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: From 101 take the College Ave exit going east. Go past Santa Rosa Middle School, make right on Brookwood Ave., make left onto Sonoma Ave. School will be on the right side.

DOYLE PARK RM E

1350 Sonoma Ave
Santa Rosa, CA 95405
Classroom: 524-2770
Office: 524-2868

Teacher: Lael Tensfeldt
Instructional Assistant: Erin Britton
Instructional Assistant: Natalie Petersen

Class Hours: 8:10 – 2:10
Teacher Hours: 7:40 – 2:40
Assistant Hours: 7:55 – 2:25

Student Description: The PEBLL (Positive Emotional Behavioral Learning Launch) class serves K-1 students with significant emotional and behavioral challenges. This early intervention program is designed to teach positive social skills, self-regulation strategies, and academics. The class size is typically 8-10 students with one teacher and two classroom assistants. The therapeutic and in-home behavioral services are provided by Lifeworks.

Directions: From 101 take the College Ave exit going east. Go past Santa Rosa Middle School, make right on Brookwood Ave., make left onto Sonoma Ave. School will be on the right side.

EL COLEGIO, RM. 6 (Portable at back right corner of school site)

1059 Camino Coronado
Rohnert Park, Ca 94928
Classroom: 792-4574
Office: 524-2868

Teacher: Carolyn Hoy
Instructional Assistants: Joanne Hanson
Instructional Assistants: Ray Belik
Instructional Assistants: David Joslyn

Class Hours: 7:55-1:55
Teacher Hours: 7:25-2:25
Assistant Hours: 7:40-2:10

Student Description: 12-22 SH Classroom. Students are severely handicapped with disabilities such as autism, mental retardation, hard of hearing, and orthopedic impairments. Most students have behavioral difficulties. Curriculum is centered on communication/social skills training, grooming, pre-vocational adaptive technology/switch work, sensory integration, behavior management, and community interaction.

Directions: 101 to Rohnert Park Expressway exit, go east onto Rohnert Park Expressway. Turn right on Country Club Drive. Take the first left after the creek onto Camino Coronado. Go about a quarter of a mile until you see a crosswalk and a green El Colegio sign and then turn right into the driveway that is situated between two houses. Room 6 (portable) is located at the back right corner of the school site.

PINER HIGH SCHOOL, Rm. H-79 (Portable, located at back of campus close to field)

REGION 2

1700 Fulton Rd. Santa Rosa, CA 95403

Classroom: 528-8160

Office: 524-2868

Teacher: Elena Parolini

Instructional Assistant: Freddy Vargas

Instructional Assistant: Bonnie Peterson

Class Hours: 7:55-1:55

Teacher Hours: 7:25-2:25

Assistant Hours: 7:40-2:10

Student Description: High School ED Classroom. Students are 9th-12th graders who have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: From Hwy 101, take the Steel Lane/Guerneville Road, Go west on Guerneville Road. Turn right on Fulton Road, school is on the right.

RANCHO COTATE HIGH SCHOOL, Rm. G2

5450 Snyder Lane

Rohnert Park, CA 94928

Classroom: 792-4785

Office: 524-2868

Teacher: Mike Webb

Instructional Assistant: Diana Thomas

Instructional Assistant: Terry Connolly

Class Hours: 8:05-2:15

Teacher Hours: 7:35-2:45

Assistant Hours: 7:50-2:20

Student Description: Students are severely handicapped with disabilities such as autism, Down Syndrome and epilepsy along with some behavior difficulties. Curriculum is centered on communication/social skills training, pre-vocational and vocational training, some basic math, reading and writing skill development, and sensory integration.

Directions: 101 to Rohnert Park Expressway go east. Continue on Rohnert Park Expressway approx. 2 miles, turn right on Snyder Lane. Go ¼ mile, and school is on left side.

RANCHO COTATE HIGH SCHOOL, Rm. G3

5450 Snyder Lane
Rohnert Park, CA 94928
Classroom: 792-6506 or 792-4893
Office: 524-2868

Teacher: Jens Oetiker
Assistants: Janice Rojas
Instructional Assistant: James Whitaker

Class Hours: 8:05-2:05
Teacher Hours: 7:35-2:35
Assistant Hours: 7:45-2:15

Student Description: High School ED Classroom. Students are 9th-12th graders who have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: 101 to Rohnert Park Expressway go east. Continue on Rohnert Park Expressway approx. 2 miles, turn right on Snyder Lane. Go ¼ mile, and school is on left side.

RANCHO COTATE HIGH SCHOOL, Rm. G4

5450 Snyder Lane
Rohnert Park, CA 94928
Classroom: 792-4520
Office: 524-2868

Teacher: Scott Morris
Instructional Assistant: Megan Flowers
Instructional Assistant: Kelly Ayala

Class Hours: 8:05-2:05
Teacher Hours: 7:35-2:35
Assistant Hours: 7:50-2:20

Student Description: Students are severely handicapped with disabilities such as autism, mental retardation and hard of hearing. Most students have behavioral difficulties. Curriculum is centered on communication/social skills training, grooming, pre-vocational adaptive technology, sensory integration, behavior management, and community interaction. The class works on functional academics.

Directions: 101 to Rohnert Park Expressway go east. Continue on Rohnert Park Expressway approx. 2 miles, turn right on Snyder Lane. Go ¼ mile, and school is on left side.

SCHAEFER ELEM SCH, Rm. 13 (On right side of center of campus, adjacent to quad)

1370 San Miguel Ave, Santa Rosa, CA 95403

Classroom: 524-2688

Office: 524-2868

Teacher: Valerie Spizarsky

Teaching Assistant: Vanessa Lee-Hodson

Teaching Assistant: Jose Perez

Class Hours: 8:05 – 2:05

Teacher Hours: 7:40 – 2:40

Assistant Hours: 7:50 – 2:20

Student Description: Elementary ED Classroom Grades 4-6. Students have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: From Santa Rosa, exit Bicentennial, turn left onto Bicentennial (west). Turn right on Range, and make immediate left onto Piner Rd. Go down Piner approx. 1 mile, turn right on Coffey Lane. School will be on the right.

WINDSOR MIDDLE SCHOOL, Rm. E-112

9500 Brooks Rd. South, Windsor, CA 95492

Classroom: 836-7109

Office: 524-2868

Teacher: Ian Coleman

Teaching Assistant: Cathy Freeman

Teaching Assistant: Nancy Deroko

Class Hours: 8:00-2:07

Teacher Hours: 7:30-2:35

Assistant Hours: 7:45-2:15

Student Description: Middle School ED Classroom. Students are 6th-8th graders who have emotional & learning disabilities that interfere with learning in a traditional classroom setting. Most students display significant behavioral challenges. Curriculum is centered on communication/social skills training, pre-vocational work, academics, mainstreaming, behavior management, and community interaction. Counseling is a component of this program.

Directions: 101 North to the Downtown Windsor exit. At off-ramp signal, go straight, and immediately get in the left turn lanes. Turn left on Brooks Road South. Go straight (pass Safeway shopping center) and the school will be on the right side.



Special Education : Region 3

2008 – 2009

Principal / Administrator: Mimi Carroll
School Office Coordinator Heather Boone
707-524-2940

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BELLEVUE, RM 11

3223 Primrose Ave
Santa Rosa, CA 95407
Classroom Phone: 707-528-8519
Office Phone: 707-524-2940

Teacher: Nikki Lessard
Instructional Assistant: Eleanor Blair
Instructional Assistant: Jill Greenwood
Instructional Assistant: Susan Limberg-Boykin

Class Hours: 9:00-3:00
Teacher Hours: 8:30-3:30
Assistant Hours: 8:45-3:15

Student Description: K/1/2nd grade students with severe disabilities who receive instruction in academics, motor development, communication, social skills, and self-help skills. Lifting and some diapering.

Directions: Located between Hearn Ave & Todd Rd: If coming from North take the Hearn Ave exit, head south on Corby Ave which will turn into Bellevue Ave going West. Turn left on Primrose, school is on right. If coming from South, take the Todd Rd. exit going West, turn right on Primrose, school is located on the left.

BERNARD ELDREDGE, Rm. 24

207 Maria Drive, Petaluma 94954
Classroom Phone: 762-4340
Office Phone: 524-2940

Teacher: Nancy Baum
Instructional Assistant: Joyce Kemp-Faulkner
Instructional Assistant: Christina Matthews
Instructional Assistant: Bette Jo Baker

Class Hours: 9:10-2:40
Teacher Hours: 8:40-3:10
Assistant Hours: 8:55-2:55

Student Description: K/1/2nd grade students with autism. A highly structured environment designed to follow language-based curriculum. Students receive education in pre-academics, motor skill development as well as skills which are functional at school, home, and in the community. Some diapering.

Directions: Take Hwy 101 to Washington Ave. Exit; go east on Washington, then left on Maria Drive.

JACK LONDON SCHOOL, Rm. A-7

2707 Francisco Avenue, Santa Rosa 95403

Classroom Phone: 524-2619

Office Phone: 524-2940

Teacher: Beth Dondlinger-Whatford

Instructional Assistant: Jenni Stewart

Instructional Assistant: Nancy Backus

Instructional Assistant: Margaret Quinlan

Class Hours: 8:10-2:10

Teacher Hours: 7:40-2:40

Assistant Hours: 7:55-2:25

Student Description: 3/4/5th grade students with severe disabilities who receive functional curriculum in communication, self-help, and pre-academic skills/academic skills.

Directions: Hwy 101 to River Rd. Go West on River Road. Turn left on Fulton Road. Take Fulton to San Miguel Road, turn left on San Miguel and left on Francisco.

JX WILSON,

246 Brittain Lane, Santa Rosa, Ca. 95401

Classroom Phone: 528-6372

Office Phone: 524-2940

Teacher: Monica Pudill

Instructional Assistant: Candye DeSelle

Instructional Assistant: Nancy Le

Instructional Assistant: Holly West

Class Hours: 9:15 - 2:45

Teacher Hours: 8:45 – 3:15

Assistant Hours: 9:00 – 3:00

Student Description: 3/4/5 grade students with autism. A highly structured environment designed to provide learning in communication, academic and motor development as well as skills that will be functional at school, home, and in the community.

Directions: Highway 101 to Highway 12 exit toward Sebastopol (west). Turn right on Stony Point Rd., left on West Third Street and left on Brittain. Classroom is located across from the cafeteria.

LA TERCERA, Portable

1600 Albin Way, Petaluma 94954

Classroom Phone: 766-6913

Office Phone: 524-2940

Teacher: Tim O'Brien

Instructional Assistant: Meena Mathews

Instructional Assistant: Karla Santellan

Class Hours: 9:10 - 3:10

Teacher Hours: 8:40 - 3:40

Assistant Hours: 8:55 - 3:25

Student Description: K-6th grade students who have significant health/physical disabilities. Students are instructed in adaptive technology, communication, self-help, and mobility. Some students are medically fragile and require specialized health care procedures, lifting, positioning and diapering.

Directions: Go South on 101 to Washington exit, turn east on Washington to McDowell. Turn right on McDowell, left on Caufield, right on Crinella and left on Albian. Classroom is a blue portable with ramp on the eastside of the campus.

MATANZAS SCHOOL, Rm. 20

1687 Yulupa Ave. Santa Rosa 95405

Classroom Phone: 535-2095

Office Phone: 524-2940

Teacher: TBD

Instructional Assistant: Diana White

Instructional Assistant: Judy Gibson

Instructional Assistant: Linda Hasse

Class Hours: 9:15 - 3:15

Teachers Hours: 8:45 - 3:45

Assistant Hours: 9:00 - 3:30

Student Description: K-6th grade students with severe disabilities. Students are instructed in adaptive technology, communication and mobility. Some students are medically fragile and require specialized health care procedures. Lifting, positioning and diapering.

Directions: Hwy. 101 to College Ave. exit, go east on College Ave. and continue on College. Turn left on Fourth Street. Turn right on Farmers Lane, and left on Montgomery. Turn right on Yulupa.

MONTE VISTA ELEMENTARY, ROOM 34

1400 Magnolia Avenue, Rohnert Park 94928

Classroom Phone: 792-6505

Office Phone 524-2940

Teacher: Carin Cutler

Instructional Assistant: Mary Gomez

Instructional Assistant: Audre Steinhoff

Class Hours: 8:10 – 2:10

Teacher Hours: 7:40 – 2:40

Assistants Hours: 7:55 - 2:25

Student Description: K/1/2 grade students with severe disabilities who receive education in academics, motor development, communication and self-help skills. Some diapering.

Directions: South on 101 to Hwy 116 Rohnert Park; turn left on 116, turn left on 116, right on Old Redwood Hwy. Left on East Cotati, right on Camino Colegio, left on Magnolia.

MONTE VISTA ELEMENTARY, ROOM 33

1400 Magnolia Avenue, Rohnert Park 94928

Classroom Phone: 792-6505

Office Phone 524-2940

Teacher: Cathy Gascon

Instructional Assistant: Sophia Garcia

Instructional Assistant: Thaum Pham

Instructional Assistant: Wayne Levie

Class Hours: 8:10 - 2:10

Teacher Hours: 7:40 - 2:40

Assistants Hours: 7:55 - 2:25

Student Description: 3/4/5th grade students with severe disabilities who receive functional curriculum in communication, self-help, and pre-academic skills/academic skills.

Directions: South on 101 to Hwy 116 Rohnert Park; turn left on 116, turn left on 116, right on Old Redwood Hwy. Left on East Cotati, right on Camino Colegio, left on Magnolia.

OLIVET Rm. 10

1825 Willowside Road, Santa Rosa 95401

Classroom Phone: 575-8956

Office Phone: 524-2940

Teacher: Nancy Friedman

Instructional Assistant: Rosa Salas

Instructional Assistant: Maryetta Whitt

Class Hours: 8:00 – 2:00

Teacher Hours: 7:30 – 2:30

Assistant Hours: 7:45 – 2:15

Student Description: K/1/2 grade students with severe disabilities. Students have curriculum in adaptive technology, communication, social skills and mobility. Some students are medically fragile and require specialized health care procedures. Lifting, positioning and diapering.

Directions: From Highway 101, take the Steele Lane/Guerneville Road exit and go west. Go past Coddington and continue west on Guerneville Road. Turn right on Willowside Road and the school will be on the left side of the road.

PINER ELEMENTARY SCHOOL, Room 19

2590 Piner Road, Santa Rosa, 95401

Classroom Phone 525-0594

Office Phone 524-2940

Teacher: Tasha Ritter

Instructional Assistant: Ginny Burris

Instructional Assistant: Nassu Borne

Instructional Assistant: Linnea DeMartini

Class Hours: 7:55 – 1:25

Teacher Hours: 7:25 – 1:55

Assistant Hours: 7:40 – 1:40

Student Description: K/1/2nd grade students with autism. Intensive communication based instruction integrating academic, motor, social skills and self-help skills.

Directions: From Hwy 101, take the Steel Lane/Guerneville Road, Go west on Guerneville Road. Turn right on Fulton Road, then turn left onto Piner Road. School is on the left.

SAN MIGUEL ELEMENTARY, RM. 21

5350 Faught Road Santa Rosa 95403

Classroom Phone: 527-9104

Office Phone: 524-2940

Teacher: Matthew Miller

Instructional Assistant: Laura Morales

Instructional Assistant: Jessica Dittmore

Instructional Assistant: Karen Ammerman

Class Hours: 8:00 – 1:30

Teacher Hours: 7:30 – 2:00

Assistant Hours: 7:45 – 1:45

Student Description: K/1/2nd grade students with autism. Intensive communication based instruction integrating academic, motor, social skills and self-help skills.

Directions: Take 101 to River Road exit, go east on River Road to Old Redwood Hwy. Turn left on Old Redwood Hwy (north), turn right on Faught Road, school is on the right.

SAN MIGUEL ELEMENTARY, RM. 22

5350 Faught Road Santa Rosa 95403

Classroom Phone: 545-0310

Office Phone: 524-2940

Teacher: Mary Cheese

Instructional Assistant: Jane Luong

Instructional Assistant: Shelly Vargas

Instructional Assistant: Mariah Weyhmiller

Class Hours: 8:00 – 1:30

Teacher Hours: 7:30 – 2:00

Assistant Hours: 7:45 – 1:45

Student Description: 3/4/5th grade students with autism. Intensive communication based instruction integrating academic, motor, social skills and self-help skills.

Directions: Take 101 to River Road exit, go east on River Road to Old Redwood Hwy. Turn left on Old Redwood Hwy (north), turn right on Faught Road, school is on the right.



Special Education : Region 4

2008 – 2009

Principal / Administrator: Kathryn Hill
School Office Coordinator : Melinda Tamba
707-524-2862

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ALTIMIRA MIDDLE SCHOOL, Rm. S-1

17805 Arnold Dr., Sonoma 95476

Classroom Phone: 935-1568

Office Phone: 524-2862

Teacher: Laura Connors

Instructional Assistant: Maryann Neumann

Instructional Assistant: Maribel Tinker

Class Hours: 9:00-3:00 WED 9:00 – 12:00

Teachers Hours: 8:30-3:30

Assistants Hours: 8:45-3:15

Student Description: Students have multiple disabilities. Most students are in wheelchairs or are fragile ambulatories and all students are non-verbal. Toileting/changing/diapering required. Curriculum is focused on mobility, adaptive technology/switch work, communication, dining/eating (some students are tube fed), tabletop vocational activities, and community trips.

Directions: Take 101 to College Ave. exit; go east on College Ave. to Fourth Street; turn left on Fourth St.; go out Fourth St. (It becomes Highway 12 east on Sonoma Highway) to Agua Caliente Rd. turn right on Agua Caliente Rd. Go to Arnold Dr.; turn left (south) on Arnold Dr.; school is on the left. Take 1st driveway and drive all the way to the end.

ALTIMIRA MIDDLE SCHOOL, Rm. S-2

17805 Arnold Dr., Sonoma 95476

Classroom: 938-4761

Office Phone: 524-2862

Teacher: Caryn Prince

Instructional Assistant: Susan Montoya

Instructional Assistant: Ibolya Ligotti

Class Hours: 9:00 - 3:00 WED: 9:00 – 12:00

Teacher Hours: 8:30 - 3:30

Assistant Hours: 8:45 - 3:15

Student Description: Students are severely handicapped and all are ambulatory. A very heterogeneous grouping with some high functioning academic students to very low functioning non-verbal students. Curriculum is focused on academics, grooming, communication/social skills, self-help, and gross motor along with some behavior management.

Directions: Take 101 to College Ave. exit; go east on College Ave. to Fourth Street; turn left on Fourth St.; go out Fourth St. (It becomes Highway 12 east on Sonoma Highway) to Agua Caliente Rd. turn right on Agua Caliente Rd. Go to Arnold Dr.; turn left (south) on Arnold Dr.; school is on the left. Take 1st driveway and drive all the way to the end.

COOK MIDDLE SCHOOL, RM. 48

2480 Sebastopol Rd., Santa Rosa, 95401
Classroom Phone: 575-1938
Office Phone 524-2862

Teacher: Marcia Sheaves
Instructional Assistant: Hilda Natividad
Instructional Assistant: Helen Kobayashi

Class Hours: 9:15 - 3:15 WED: 9:15 – 12:15
Teacher Hours: 8:45 - 3:45
Assistant Hours: 9:00 - 3:30

Student Description: Students have multiple disabilities. Most students are in wheelchairs or are fragile ambulatories and most students are non-verbal. Toileting/changing/diapering required. Curriculum is focused on mobility, adaptive technology/switch work, communication, dining/eating (some students are tube fed), tabletop vocational activities, and some community trips.

Directions: Take Hwy. 101 to Hwy 12 Exit; go west on Hwy 12 to Stony Point Road. Turn left on Stony Point and then right at second stoplight, which is Sebastopol Road. The school is about a half mile on the left.

CREEKSIDE MIDDLE SCHOOL, RM. C-15

5154 Snyder Lane, Rohnert Park, CA 94928
Classroom Phone: 585-2306 OR 585-2926
Office Phone: 524-2862

Teacher: Christine Minhondo
Instructional Assistant: Laurie Ballentine
Instructional Assistant: Tawni Capeheart
Instructional Assistant: Gail Bunte

Class Hours: 8:00-2:05 WED: 8:00 – 11:10
Teacher Hours: 7:35-2:35
Instructional Asst. Hours: 7:50-2:20

Student Description: Middle School SH Classroom. Students are severely handicapped with disabilities such as autism, Downs Syndrome, hard of hearing, and orthopedic impairments. Curriculum is centered on communication/social skills training, grooming, pre-vocational work, academics, mainstreaming, behavior management, and community interaction.

Directions: 101 to Rohnert Park Expressway. Go east approx. 2 miles on Rohnert Park Expressway. Turn Left on Snyder Lane. Go approx. three blocks, and school will be on Right side of street. The SCOE classrooms are located in the back of the campus next to the basketball courts.

DUNBAR ELEMENTARY, RM. 1

1170 Dunbar Road, Glen Ellen 95442
Classroom Phone: 939-0124
Office Phone: 524-2862

Teacher: Norma Yukich
Instructional Assistant: Cynthia Carr
Instructional Assistant: Christy Rister
Instructional Assistant: Rachel Yukich

Class Hours: 8:00 - 2:00 WED: 8:00 – 11:00
Teachers Hours: 7:30 – 2:30
Assistant Hours: 7:45 - 2:15

Student Description: Elementary severely handicapped students ages 5-8, who receive training in pre-academic/academic skills, motor skill development, as well as skills which are functional at school, home and in the community.

Directions: Highway 101 to Highway 12. Highway 12 east toward Sonoma. Turn right on Dunbar Rd. between Kenwood and Glen Ellen.

DUNBAR ELEMENTARY, RM. 15

1170 Dunbar Road, Glen Ellen 95442
Classroom Phone: 939-1612
Office Phone: 524-2862

Administrator: Kathryn Hill
Teacher: Valerie Jones
Instructional Assistant: Yenzenia Orellana
Instructional Assistant: Kim Mikkelson

Class Hours: 8:00 - 2:00 WED: 8:00 – 11:00
Teachers Hours: 7:30 - 2:30
Assistant Hours: 7:45 - 2:15

Student Description: Severely handicapped students ages 8-12 years. Instruction is provided in the use of skills that are functional in school, at home, and in the community environment.

Directions: Highway 101 to Highway 12. Highway 12 east toward Sonoma. Turn right on Dunbar Rd. between Kenwood and Glen Ellen.

MARIA CARRILLO HIGH SCHOOL, Rm. L-1

6975 Montecito Boulevard, Santa Rosa 95409

Classroom Phone: 547-5865

Office Phone: 524-2862

Teacher: Eva Starkey

Instructional Assistant: Mary Wolfe

Instructional Assistant: Dave Kent

Classroom Hours: 9:10 - 3:10

Teacher Hours: 8:40 - 3:40

Assistant Hours: 8:55 - 3:25

Student description: Students have multiple disabilities. Some students are in wheelchairs or are fragile ambulatories and are non-verbal. Toileting/changing/diapering required. Curriculum is focused on mobility, adaptive technology/switch work, communication, dining/eating (some students are tube fed), tabletop vocational activities, and community trips. Students ages 14-22.

Directions: Hwy. 101 to College Ave. exit; go east on College Ave. Left on Fourth Street. Fourth Street becomes Hwy. 12. Turn left on Mission and then right on Montecito. Class is in back of school.

PETALUMA HIGH SCHOOL, (Portable)

201 Fair Street, Petaluma 94952

Classroom Phone: 763-4521

Office Phone 524-2862

Teacher: Sandy D'Angelo

Instructional Assistant: Debbie Anacleto

Instructional Assistant: Susan Long

Class Hours: 9:10 – 3:10

Teacher Hours: 8:40 – 3:40

Assistant Hours: 8:55 – 3:25

Student Description: Students have multiple disabilities. Some students are in wheelchairs or are fragile ambulatories and are non-verbal. Toileting/changing/diapering required. Curriculum is focused on mobility, adaptive technology/switch work, communication, dining/eating (some students are tube fed), tabletop vocational activities, and community trips. Students ages 14-22.

Directions: Hwy 101 to Washington Street exit, go west on Washington. Left on Petaluma Blvd., right on D St. Right on Fair; school is on left.

PETALUMA JUNIOR HIGH SCHOOL, Rm. C-5 (Portable)

700 Bantam Way, Petaluma 94952

Classroom Phone: 769-8789

Office Phone 524-2862

Administrator: Kathryn Hill

Teacher: Linda Ransom

Instructional Assistant: Denise Hass

Instructional Assistant: Connie Crider

Class Hours: 7:50 – 1:50 WED: 7:50 – 10:50

Teacher Hours: 7:20 - 2:20

Assistant Hours: 7:35 - 2:05

Student Description: Students are severely handicapped and all are ambulatory. A very heterogeneous grouping with some high functioning academic students to very low functioning non-verbal students. Curriculum is focused on academics, grooming, communication/social skills, self-help, and gross motor along with some behavior management. Ages 12-14 middle school.

Directions: Take 101 South to East Washington Street exit; turn right on E Washington and continue on Washington street turn left on Petaluma Blvd N right on Western Ave. to Bantam Way.

SANTA ROSA HIGH SCHOOL (DEAF AND HARD OF HEARING CLASS), Rm. 102

1235 Mendocino Ave., Santa Rosa, 95401

Classroom: 528-5473

Office: 524-2862

Teacher: Sandy Feldhorn

Class Hours: 8:00 - 3:00

Teacher Hours: 7:30 - 3:30

Student Description: Regional Deaf and hard of hearing high school program (DHH). Students are mostly Deaf and use sign language to communicate. Students are in the regional classroom for a variety of academic classes along with directed studies. Academics include English, history, directed studies and life skills. Classroom is more like a resource class with a variety of academic and grade levels. Interpreters available when given notice.

Directions: Take 101 to the Steele Lane exit; go east on Steele Lane to Mendocino Ave; turn right (south) on Mendocino Ave., high school is on the right.

SONOMA VALLEY HIGH SCHOOL, Rm. SC-2 – Portable

20000 Broadway, Sonoma 95476

Classroom Phone: 935-8782

Office Phone: 524-2862

Teacher: Heather Rooney

Instructional Assistant: Dena Hadden

Instructional Assistant: Liz Morrison

Class Hours: 7:50 – 2:00

Teacher Hours: 7:20 - 2:20

Assistant hours: 7:35 - 2:05

Student Description: Students diagnosed as severely handicapped but current population is very high functioning. Curriculum is focused on academics, mainstreamed classes, social/emotional, and vocational jobs in the community.

Directions: Take 101 to Highway 12; go east on Highway 12 to Farmer's Lane; turn north on Farmer's Lane to Fourth Street; turn right on Fourth Street it becomes Highway 12 go east toward Sonoma; turn left on Napa Street and go to Broadway; turn South on Broadway school is on the left.

SONOMA VALLEY HIGH SCHOOL, Rm. SC-1 – Portable

20000 Broadway, Sonoma 95476

Classroom Phone: 939-9605

Office Phone: 524-2862

Teacher: Bill Kenney

Instructional Assistant: Rebecca Stevens

Instructional Assistant: Meldean Anderson

Class Hours: 7:50 – 2:00

Teacher Hours: 7:20 - 2:20

Assistant Hours: 7:35 - 2:05

Student Description: Students are severely handicapped with disabilities such as autism, Down Syndrome, epilepsy along with some behavior difficulties. All students are ambulatory. Curriculum is centered on communication/social skills training, pre-vocational and vocational training, some basic math, reading and writing skill development, and sensory integration.

Directions: Take 101 to Highway 12; go east on Highway 12 to Farmer's Lane; turn north on Farmer's Lane to Fourth Street; turn right on Fourth Street it becomes Highway 12 go east toward Sonoma; turn left on Napa Street and go to Broadway; turn South on Broadway school is on the left.

WINDSOR MIDDLE SCHOOL, Rm. H-103

9500 Brooks Rd. South, Windsor, CA 95492

Classroom: 836-7110

Office: 524-2862

Teacher: Cathy Loftin-Donovan

Teaching Assistant: Kate Patchett

Teaching Assistant: Gemma Atkinson

Class Hours: 8:00-2:07 WED: 8:00 – 11:20

Teacher Hours: 7:30-2:30

Instructional Assistant Hours: 7:45-2:15

Student Description: Students are severely handicapped 6th – 9th graders with disabilities such as autism, mental retardation, and orthopedic impairments. Some students have behavioral difficulties. Curriculum is centered on communication/social skills training, grooming, pre-vocational adaptive technology/switch work, sensory integration, behavior management, and community interaction. Toileting/changing/diapering may be required.

Directions: 101 North to the Downtown Windsor exit. At off-ramp signal, go straight, and immediately get in the left turn lanes. Turn left on Brooks Road South. Go straight (pass Safeway shopping center) and the school will be on the right side.



COMMUNITY SCHOOLS

2008 – 2009

Director: Georgia Ioakimedes

Principal: Jay Craney

Assistant Principal: Cliff Schlueter

COMMUNITY SCHOOLS

Director: Georgia Ioakimedes
PHONE: (707)524-2884 - SCOE

CLEAN AND SOBER CLASSROOM PETALUMA

Address: 1355 Industrial Petaluma 94952, Rm. 2
Classroom Phone: 789-9073

Principal: Jay Craney (cell 415-246-4767)

Assistant Principal: Cliff Schlueter (cell 548-2779)

Teacher: Eric Wright

Instructional Assistant: Vacant

Class Hours: 8:00 – 2:00/Th 8:00 – 12:00

Sub Teacher Hours: 7:45 – 3:00

Assistant Hours: 7:45 - 2:15/Th 8:00 – 12:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Students are males and females 9th to 12th grade. They are referred by School Districts, Probation Department or self-referral. All have history of substance abuse.

Directions:

Take Hwy. 101 South to Petaluma Blvd North Exit; turn right on Petaluma Blvd. North and go to Industrial turn left on Industrial. School is on the right hand side (second building). Enter classroom from courtyard.

CLEAN AND SOBER CLASSROOM SANTA ROSA

Address: 3559 B Airway, Santa Rosa
Classroom Phone: 522-3088

Principal: Jay Craney (cell 415-246-4767)

Teacher: Becky Downard

Instructional Assistant: Bob Klahr

Class Hours: 8:00 – 2:00/Th 8:00 – 12:00

Sub Teacher Hours: 7:45 – 3:00

Assistant Hours: 7:45 - 2:15/Th 8:00 – 12:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Students are males and females 9th to 12th grade. They are referred by School Districts, Probation Department or self-referral. All have a history of substance abuse.

Directions: Take 101 North to Steele Lane off ramp; Steele Lane to Cleveland Ave. right on Cleveland to Piner; left on Piner to Airway right on Airway. Classroom is located in an industrial complex (next door to Napa Auto Parts, currently vacant).

ADERA PROGRAM

1911 B Santa Rosa Ave., Santa Rosa
Classroom Phone: 524-2969
Childcare: 524-2979

Principal: Jay Craney (cell 415-246-4767)

Teacher: Carol Keig

Instructional Assist: Sharon Tracy

Permit Teacher: Cheryl Mattoli

Permit Teacher: Vickie Whitehead

Infant/Toddler Caregiver: Veronica Carranza

Infant/Toddler Caregiver: Beverly Schwimmer

Class Hours: 8:00 -2:00/Th 8:00 – 12:00

SubTeachers Hours: 7:45 – 3:00

Infant/Tod Caregivers Hrs: 7:45 - 2:15/Th 8:00 – 12:00

Permit Teachers: 7:45 – 3:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Pregnant and parenting teens, referred by districts, Teen Parent Connections, or self-referral, with babies 0-3 years. Children are at the site under the supervision of the permit teacher and the infant toddler caregiver.

Directions: South on 101 to Santa Rosa Ave exit: across from Costco next door to Big and Tall. Note: Do not park in the Big and Tall parking lot you may park anywhere else.

PETALUMA COMMUNITY SCHOOL

Address: 1355 Industrial, Rm. 1, Petaluma 94952
Classroom Phone: 763-0690

Principal: Jay Craney (cell 415-246-4767)

Assistant Principal: Cliff Schlueter (cell 548-2779)

Teacher: David Hardin

Instructional Assistant: Keli Steinhoff

Class Hours: 8:00 - 2:00/Th 8:00 – 12:00

Sub Teacher Hours: 7:45 – 3:00

Assistant Hours: 7:45 - 2:15/Th 8:00 – 12:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Truants, offenders on formal or informal probation, expelled students, grades 7-12. Referrals are made by the probation department, school districts, or SARB (Student Attendance Review Boards).

Directions:

Take Hwy 101 South to Petaluma Blvd. North Exit; turn right on Petaluma Blvd. North and go to Industrial make a left on Industrial. School is second building on the right hand side. Enter classroom from parking lot.

ROHNERT PARK COMMUNITY SCHOOL

303 Jimmie Rogers Way, Rohnert Park
Classroom Phone: 586-2410

Principal: Jay Craney (cell 415-246-4767)

Teacher: Vacant

Instructional Assistant: Sophie Azevedo

Class Hours: 8:00 - 2:00/Th 8:00 – 12:00

Sub Teachers Hours: 7:45 – 3:00

Assistants Hours: 7:45 - 2:15/Th 8:00 – 12:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Truants, offenders on formal or informal probation, expelled students, grades 7-12. Probation department, school districts or SARB (Student Attendance Review Board) makes referral.

Directions:

Take Hwy.101 North to Rohnert Park Expressway left over overpass; turn right to Redwood Drive; left on Jimmie Rogers Way. Portable building inside chain-link fence. Shares parking lot with Animal Shelter.

SANTA ROSA COMMUNITY SCHOOL (McBride)

2934 McBride Lane, Santa Rosa 95403

Classroom Phone: 524-2879 (Kelly), 524-2878 (Sherbert-Scholze),

Principal: Jay Craney (cell 415-246-4767)

Teacher: Dyan Kelly Room A

Instructional Assistant: Lorinda Trujillo-Couture

Teacher: Roz Sherbert-Scholze Room D

Instructional Assistant: Karen Catalano

Class Hours: 8:00 - 2:00/Th 8:00 – 12:00

Sub Teacher Hours: 7:45 – 3:00

Assistants Hours: 7:45 - 2:15/Th 8:00 – 12:00

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Truants, offenders on formal or informal probation, expelled students, grades 10-12. Probation department, school districts or SARB (Student Attendance Review Board) makes referral.

Directions:

Take highway 101 North to Steele Lane off ramp; go west on Steele Lane; keep in far right-hand lane (Road will have "Y", stay to right of "Y") go straight; first street to right is McBride. School is on right hand side just before State Farm.

SANTA ROSA (AIRWAY) COMMUNITY SCHOOL

3559 A Airway Drive, Santa Rosa, CA
Classroom Phone 524-2959 (Rm. 2)

Principal: Jay Craney (cell 415-246-4767)

Teacher: Meri Luscombe

Instructional Assistant: Jeanine Pendergrass

Class Hours:	8:00 - 2:00/Th 8:00 – 12:00	Rm. 2
Sub Teacher Hours:	7:45 – 3:00	
Assistants Hours:	7:45 - 2:15/Th 8:00 – 12:00	

*****SPECIAL NOTE*** No shirts displaying slogans or drugs, alcohol, or violence. Student dress code is strictly enforced.**

Student Description: Truants, offenders on formal or informal probation, expelled student's grades 7-9. The probation department, school districts or SARB (Student Attendance Review Board) makes referrals.

Directions: Take 101 to Steele Lane off ramp; Steele Lane to Cleveland right on Cleveland to Piner; left on Piner to Airway right on Airway. Classroom is located in an industrial complex. (Access to classrooms is through parking lot.)



COURT SCHOOLS

2008 – 2009

Director: Georgia Ioakimedes

Assistant Principal: Cliff Schlueter

COURT SCHOOLS

Assistant Principal - Cliff Schlueter

PHONE: (707)524-2880 - SCOE, (707)565-8662 - JJC SITE, (707)548-2779 - cell

JUVENILE JUSTICE CENTER

Deforest Hamilton School, 7425 Rancho Los Guilicos Road, Dept. B, Santa Rosa, CA. 95409

Administrator: Cliff Schlueter

JJC Intake: 565-6219

SCOE JJC Office: 565-8637

Teacher: Unit 1: Jim Peterson - Boys Unit, General Population

Teacher: Unit 2: Celia Lamantia – Boys Unit, General Population

Teacher: Unit 3: Opened when needed

Teacher: Unit 4: Amada Colt – Girls Unit

Teacher: Unit 5: Richard Hargreaves - Boys Unit, High Security

Teacher: Unit 6: Jason Gassaway - Boys Unit, High Security

Teacher: Unit 7: Patsy Truxaw - Boys Unit – Dormitory, General Population

Instructional Assistant: Karen Wilkes

Instructional Assistant: Lourdes Medina

Class Hours:	8:00 – 2:00	(Thurs. 8:00 - Noon)
Sub Teacher Hours:	7:45 - 2:15	1/2 Hour Lunch Duty-Free
Sub Assistant Hours:	7:30 – 2:00	1/2 Hour Lunch Duty-Free

Student Description: Incarcerated youth (boys and girls) ages 11 – 18.

*****SPECIAL NOTE*****

1. No loose fitting clothes.
2. No long necklaces, chains or dangling earrings.
3. No opened toed shoes.
4. No dresses.
5. No sleeveless shirts.
6. No spandex or sweat pants.
7. You might want to bring a lunch, as the closest restaurant is 10 minutes away. Meals are for Probation staff only.

Directions:

Go east on Highway 12 towards Oakmont area; turn left on Pythian Road. Stay on road to left of "Y" and take middle road to Juvenile Hall parking lot marked "Visitors"; Go in front door of lobby turn to the left and go to the window and press the silver button. You will be asked for photo I.D. and SCOE sub card. There are lockers located behind the check in window for your personal items. You will need to wait in lobby for one of the SCOE staff to come and escort you to your location. It is important that you be on time.

PROBATION YOUTH CAMP

Deforest Hamilton School, 6201 Eastside Road, Forestville 95436

Main Phone: 565-8900

Classroom Phone: 565-8910

Administrator: Cliff Schlueter

Classroom Teacher: Tim Dimock

Shop Teacher: Ed Davis

Class Hours:	8:15 – 3:00	(Thurs. 8-Noon)
Sub Teacher Hours:	8:00 - 3:00	1/2 Hour Lunch Duty-Free

Student Description: Youth offenders (boys) on formal probation age 16-18, grades 9-12. Both academic and vocational programs are offered.

Directions:

Take Highway 101 north to River Road; go west on River Road to Wohler Road. Turn right on Wohler. Follow Wohler until Eastside Road. Turn right on Eastside and follow for 1 mile until the sign announcing Probation Camp, SRJC Shone Farm, and Ya-Ka-Ama. Turn left onto gravel road and follow up to Camp.

SIERRA YOUTH CENTER

Deforest Hamilton School (formerly Hood Mountain School), 538 Eliza Way, Santa Rosa CA 95409

Main Phone: 565-6306

Classroom Phone: 537-6370

Administrator: Cliff Schlueter

Teacher: Dane DeMattei

Instructional Assistant: Patty Hoffert

Class Hours:	8:00 - 2:00	(Thurs. 8-Noon)
Sub Teacher Hours:	7:45 - 2:15	1/2 Hour Lunch Duty-Free
Sub Assistants Hours:	7:45 - 2:15	1/2 Hour Lunch Duty-Free

Student Description: Youth offenders (girls) on formal probation, ages 14-17, grades 7-12. Class ranges from 15-20 students. This facility is under minimum security.

Directions:

Same as Juvenile Hall except stay on right- hand road by the vineyard and you will see a sign down the road to the left that says Sierra Youth Center located behind the old Juvenile Hall building. Turn on Eliza Way and take the paved road over the bridge and go past the brick buildings and once you pass portable look to the left you will see the Sierra Youth Center and the living facility. Check in at Sierra Youth Center, which has a mural with freedom on the side of the wall. You will check in with Patty or Dane.

DEPENDENT UNIT- Valley of the Moon

Valley of the Moon School, 7400 Rancho Los Guilicos Rd, Santa Rosa CA 95409

Classroom Phone: 538-8376

Children's Home: 565-8133, 565-8134, and 565-8135

Administrator: Cliff Schlueter

Teachers: Susan James

Carol Mc Laughlin

Class Hours: 8:30 - 2:30 (Thurs. 8:30-Noon)

Sub Teacher Hours: 8:15 - 2:45 1/2 Hour Lunch Duty-Free

Student Description: Neglected or abused children, grades K-12. Educational program is individualized for up to 20 students. Two classrooms: Teens and Pre-Teens.

Note: Teachers should bring a lunch when subbing at this facility the nearest restaurant is 10 minutes away.

Directions:

Same as Juvenile Justice Center. Stay on left-hand road to Valley of the Moon Children's Home. On left side of road, building stands alone. VOTM is rust colored and you park in front of the building and enter into the 1st door. If there are two subs, one will need to go down to the children's home, push the intercom button and get the keys to let yourself into the school.

Substitute Teacher at Juvenile Justice Center Special Instructions

This is a secured facility and to insure safety you will need to follow all rules.

1. Check in time is at 7:45am at the main lobby. Turn to the left and there will be a window, and you will see a silver circular button. Depress the button with your thumb, and someone will assist you. You will need to provide them with a photo I.D. which you will leave with them and a SCOE substitute card. Make sure you get a visitor tag before leaving. If it gets to be 7:35 and no one arrives to escort you call the SCOE JJC Office at 565-8637, or in the event no Instructional Assistants are available, contact Cliff Schlueter at 524-2880. There are (2) locker locations 1.) Behind the check in window place all personal items in the locker. 2.) Lockers are available in SCOE break room; you may use any locker that does not have a lock on it. There may be nobody available to give you directions, once escorted to the SCOE office go to the second door to the right in the office where you will find the teachers' room. Lockers are located here. You may place your hand-bag, cell phone, personal items in the locker. Be aware there are no locks available.

2. Teachers will be escorted to the SCOE office by a staff employee. All substitutes need to sign in. Please collect the population sheets (POP Sheets) from the SCOE office. The POP sheets are located on the metal tower positioned at the far end of the main reception counter. Unit numbers are indicated on the right-hand side of each shelf on the tower. Hopefully a Teaching Assistant has shown up to escort you to your unit. You buzz yourself into your unit and go to the guard desk. Introduce yourself and ask for the classroom keys.

Please compare today's individual unit POP sheet from the previous day. You should be able to locate the Pop Sheets from the previous day amongst the teaching materials left for you in the classroom. Make note of new students, released students and transfer students directly on the individual unit POP sheet. If a student listed on the previous day's individual unit POP sheet does not appear on today's individual unit POP sheet, please consult today's facility-wide POP sheet to determine if the student is still in the facility. If the student's name no longer appears on this sheet, they have been released. If the student is still listed, please note the unit to which they have been transferred. This information is located to the far right of the student's name. Please make certain to retain all of the POP sheets and return them to the SCOE office for safekeeping – DO NOT leave them in the classroom! It is very important to remember that a student's entry date is the first day in which he/she appears on the POP sheet assigned to your unit and the exit date is the last day they appear on the POP sheet assigned to your unit.

3. At this point go into the classroom and very quickly try to find the seating chart from the previous day and the teacher's instructions. Look over the teaching instructions first then find all material needed for the first two periods. Open cabinet doors large and small to locate supplies – relock cabinets once supplies have been located! Seek out the location of the (2) red panic buttons these are for your safety should a situation arise - i.e. threats, fights, etc... The unit will be locked down and you will get immediate help.

To Start:

1. Paper
2. Whiteboard marker (Write on the Whiteboard the date, the day's schedule and your name, do not give your full name.)
3. Pen (your use only)
4. Pencil sharpener (Make sure pencils are sharp; do not allow students to sharpen pencils.) Make sure you get pencils back from all students. There should be 20 pencils - make sure and count.
5. Folders of each student's work
6. Make sure all items are out of reach by students.

Classroom Conduct:

1. Always remain calm, keep voice calm and low tone.
2. Do not flirt, use sarcasm or put any student down.
3. Do not ask about their incarceration.
4. Do not allow threats; call guard.

Before you go home:

1. All supplies should be put away.
2. All cupboards and file cabinets locked.
3. Points - students are given 20 points automatically, should they misbehave in the classroom points will be deducted. Ask the guard for the point book and put the points that the student is left with. On the back of the point sheet enter why points were taken away.
4. Make sure you mark on the weekly attendance sheet all the students that have exited your unit. There should be a sample for substitutes, if not the Instructional Assistant will be able to assist you.
5. Last job is to lock the classroom and give the keys to the guard at the guard desk.
6. Return to the SCOE office to sign out.

Mandatory Practices for Working in Juvenile Hall

Overarching Objective:

Preserve and maintain the safety and security of the environment – this includes yourself, staff, the residents, and the facility.

- Arrive on time! School starts at 8:00
- Leave personal belongings, including cell phones, in office locker or your car.
- Dress appropriately – closed toe shoes, no high heels, pants below knee, shirt sleeves.
- Do not bring forbidden items into the unit classroom – glass bottles, paper clips, staples, cd's, or anything that can break or be used as a weapon.

- Always maintain a safe personal space and don't reveal personal information.
- Use good judgment and common sense – ask if you are unsure about the appropriateness of an activity.
- Do not ask students about their incarceration.
- Interact with students in a calm and consistent manner.
- Do not allow residents behind the desk– establish an off-limits area.
- Keep whole class in view at all times
- Account for all classroom materials, especially pencils, and report missing items to the unit staff immediately.
- Nothing leaves the classroom.
- Allow only one resident to be up and out of seat at any given time.
- Have only one activity going at any one time
- Computers are off-limits – use the *alpha smarts* for word processing
- Inappropriate student behavior needs a consequence – timeout and deduct school points and document reason on back of point sheet. Do not allow threatening behavior to continue.
- Maintain and sign students' grade and credit sheets!
- Shred Daily Population Sheets that are more than 2 days old!
- Return classroom keys to the unit staff.



ROP
CAREER DEVELOPMENT

2008 – 2009

ADMINISTRATOR: Stephen Jackson

Administrative Assistant: Susan Wood
Phone: (707) 524-2720

ROP Classes

Administrator - Stephen Jackson
PHONE: (707)524-2720

ANALY HIGH SCHOOL:

6950 Analy Avenue, Sebastopol, 95472
Office Phone: 824-2300

Instructor: Ann Humphrey
Course: Video Communications
Class Hours: 7:35 a.m. - 2:45 p.m.

Course Description: Serves high school juniors/seniors. The students will learn the theories and techniques of single-camera video productions and apply these through "hands-on" exercises as well as several group projects. Course topics include video camera operations and techniques, video recordings and use of TV/VCR's, pre-production, lighting for video, audio for video, video programs, special effects generator, light for the TV/Video studio, basic video electronics and career survey.

Directions: Take 101 South about 6.4 miles take Hwy. 12 exit towards Sebastopol go about 5.2 miles Hwy. 12 west becomes Sebastopol Ave go 1.4 miles turn right on Petaluma Ave. go 0.1 miles turn L on McKinley St., go 0.1 miles turn right on N. Main St. go 0.3 miles turn right on Analy Ave. Go 0.1 miles, Analy High School on Left.

ANALY HIGH SCHOOL:

6950 Analy Avenue, Sebastopol, 95472
Office Phone: 824-2300

Instructor: Ron Luongo
Course: Automotive Technology
Hours: 8:10 a.m. – 2:45 p.m.

Course Description: Serves high school junior/seniors. Offers training in diagnostic tune-up services, electrical systems, wheel and brake adjustment, major overhaul work, safety and proper use of hand tools.

Directions: Take 101 South about 6.4 miles take Hwy. 12 exit towards Sebastopol go about 5.2 miles Hwy. 12 west becomes Sebastopol Ave go 1.4 miles turn right on Petaluma Ave. go 0.1 miles turn L on McKinley St., go 0.1 miles turn right on N. Main St. go 0.3 miles turn right on Analy Ave. Go 0.1 miles, Analy High School on Left.

ANALY HIGH SCHOOL:

6950 Analy Avenue, Sebastopol, 95472
Office Phone: 824-2300

Instructor: Michael Davis

Course: Introduction to Public Safety

Hours: 9:00 a.m. – 11:00 a.m.

Course Description: Students understand basic concepts designed to introduce them to Police, Fire, Emergency Medical Services and the 911 Communications Systems. Students will learn how each of these groups interacts and are interdependent. Instruction will focus on understanding the multitude of careers in the field of Public Safety and the various industry certifications available in the industry.

Directions: Take 101 South about 6.4 miles take Hwy. 12 exit towards Sebastopol go about 5.2 miles Hwy. 12 west becomes Sebastopol Ave go 1.4 miles turn right on Petaluma Ave. go 0.1 miles turn L on McKinley St., go 0.1 miles turn right on N. Main St. go 0.3 miles turn right on Analy Ave. Go 0.1 miles, Analy High School on left.

CASA GRANDE HIGH SCHOOL:

333 Casa Grande Avenue, Petaluma, 94954
Office Phone: 778-4677

Instructor: Charles Wade

Course: Desktop Publishing/Web Page Design

Class Hours: 8:20 a.m. - 3:00 p.m.

Course Description: Serves high school juniors/seniors. This individualized program is designed for students seeking computer/business skills. Students will be expected to produce work and conduct themselves in a business like manner, work with a minimum of supervision, and complete units of work. Students will be introduced to word processing, spreadsheet, database, desktop publishing and graphics applications using Word Perfect, Lotus 1-2-3 and DOS software.

Directions: Take 101 – South go 22.5 miles take the CA-116 East exit toward NAPA/SONOMA go 0.2 miles turn left on Lakeville St. go 0.2 miles Lakeville St. becomes Lakeville Hwy to 0.7 miles turn left on Casa Grande Rd. go 0.6 miles arrive at 333 Casa Grande Rd. School located on left.

CASA GRANDE HIGH SCHOOL:

333 Casa Grande Avenue, Petaluma, 94954
Office Phone: 778-4677

Instructor: Debra Armstrong

Course: Retail Merchandising

Class Hours: 8:20 a.m. - 10:00 a.m.

Course Description: Serves high school juniors/seniors. This class teaches skills in cash register operations, handling purchases, making sales operations and displays and conducting merchandise control and inventory. This course prepares students for employment in a variety of retail businesses from department and specialty stores to grocery.

Directions: Take 101 – South go 22.5 miles take the CA-116 East exit toward NAPA/SONOMA go 0.2 miles turn left on Lakeville St. go 0.2 miles Lakeville St. becomes Lakeville Hwy to 0.7 miles turn left on Casa Grande Rd. go 0.6 miles arrive at 333 Casa Grande Rd. School located on left.

CASA GRANDE HIGH SCHOOL:

333 Casa Grande Avenue, Petaluma, 94954

Office Phone: 778-4677

Instructor: Dana Dickinson

Course: Child Development

Class Hours: 12:30 p.m. – 3:00 p.m.

Course Description: Directly involves students with children in an actual school environment. Instruction is provided at are high schools and at selected work sites that bring enrolled students in contact with young children. Students may choose to learn in a day-care, nursery school, special education, or elementary school setting. On-site instructor support and supervision is given while students learn the skills and aptitudes necessary to work with children.

Directions: Take 101 – South go 22.5 miles take the CA-116 East exit toward NAPA/SONOMA go 0.2 miles turn left on Lakeville St. go 0.2 miles Lakeville St. becomes Lakeville Hwy to 0.7 miles turn left on Casa Grande Rd. go 0.6 miles arrive at 333 Casa Grande Rd. School located on left.

EL MOLINO HIGH SCHOOL

7050 Covey Road, Forestville 95436

Office Phone: 824-6550

Instructor: Rochelle Rose

Course: Culinary Arts / Hospitality

Class Hours: 7:35 a.m. – 2:45 p.m.

Course Description: Practical, professional culinary arts experience is provided in this course. Students learn as they rotate through the stations of a professional kitchen, refining culinary skills in hot and cold food preparation, presentation techniques, portion control, recipe conversion, and safety and sanitation. The concept of teamwork is reinforced throughout the course. The curriculum also introduces students to the business aspects of culinary arts, including restaurant management, dining room service catering, and menu planning.

Directions: Go west on River Rd., go 5.7 miles, turn left on Trenton Rd. go 0.2 miles turn left on Covey Rd. go 0.6 miles arrive at El Molino High School.

EL MOLINO HIGH SCHOOL

7050 Covey Road, Forestville 95436

Office Phone: 824-6550

Instructor: Rick Douglas

Course: Drafting Technology

Class Hours: 9:00 a.m. – 2:45 p.m.

Course Description: This course prepares students for entry-level employment in residential and mechanical drafting. Students are exposed to computer-aided traveling and design, geometric tolerance and drafting room techniques. Course involves Auto Cad software on a variety of computers.

Directions: Go west on River Rd., go 5.7 miles, turn left on Trenton Rd. go 0.2 miles turn left on Covey Rd. go 0.6 miles arrive at El Molino High School.

EL MOLINO HIGH SCHOOL

7050 Covey Road, Forestville 95436

Office Phone: 824-6550

Instructor: Seth Friesen

Course: Video/Media Production

Class Hours: 7:35 a.m. – 2:45 p.m.

Course Description: Serves high school juniors/seniors. The students will learn the theories and techniques of single-camera video productions and apply these through “hands-on” exercises as well as several group projects. Course topics include video camera operations and techniques, video recordings and use of TV/VCR’s, pre-production, lighting for video, audio for video, video programs, special effects, generator, light for the TV/Video studio, basic video electronics and career survey.

Directions: Go west on River Rd., go 5.7 miles, turn left on Trenton Rd. go 0.2 miles turn left on Covey Rd. go 0.6 miles arrive at El Molino High School.

ELSIE ALLEN HIGH SCHOOL

599 Bellevue Ave., Santa Rosa 95407

Office phone: 528-5020

Instructor: Carol Ivey

Course: Occupations with Children

Class Hours: 8:00 a.m. – 12:40 p.m.

Course Description: Directly involves students with children in an actual school environment. Instruction is provided at are high schools and at selected work sites that bring enrolled students in contact with young children. Students may choose to learn in a day-care, nursery school, special education, or elementary school setting. On-site instructor support and supervision is given while students learn the skills and aptitudes necessary to work with children.

Directions: 101 South, go 9.7 miles take exit #485/Todd Rd. onto Todd Rd. go 1.1 miles turn right on Primrose Ave. go 1.0 miles turn right on Bellevue Ave. go 0.1 miles arrive at Elsie Allen High School on the left.

ELSIE ALLEN HIGH SCHOOL

599 Bellevue Ave., Santa Rosa 95407

Office phone: 528-5020

Instructor: Henry Jourdain

Course: Construction/Engineering

Class Hours: 8:00 a.m. – 12:35 p.m.

Course Description: The course develops the vocational skills, which are fundamental to the building trades industry. Instruction emphasizes proper usage of materials and equipment. Practical, hands-on experience is provided. Students gain exposure to cabinet and furniture construction technology, and to all aspects of pre-employment/entry-level work preparation.

Directions: 101 South, go 9.7 miles take exit #485/Todd Rd. onto Todd Rd. go 1.1 miles turn right on Primrose Ave. go 1.0 miles turn right on Bellevue Ave. go 0.1 miles arrive at Elsie Allen High School on the left.

HEALDSBURG HIGH SCHOOL

1024 Prince Street, Healdsburg, CA 95448

Office Phone: 431-3420

Instructor: John Chevalier

Course: Automotive Technology/Video Communications

Class Hours: 8:15 a.m. – 10:05 a.m.

Course Description for Auto Tech Class: Serves high school junior/seniors. Offers training in diagnostic tune-up services, electrical systems, wheel and brake adjustment, major overhaul work, safety and proper use of hand tools.

Course Description for Video Communications Class: Serves high school juniors/seniors. The students will learn the theories and techniques of single-camera video productions and apply these through "hands-on" exercises as well as several group projects. Course topics include video camera operations and techniques, video recordings and use of TV/VCR's, pre-production, lighting for video, audio for video, video programs, special effects generator, light for the TV/Video studio, basic video electronics and career survey.

Directions:101 north, exit Dry Creek, turn right (east) onto Dry Creek. Turn Right on Healdsburg Ave., turn left on Powell, school is on left side.

HEALDSBURG HIGH SCHOOL

1024 Prince Street, Healdsburg, CA 95448

Office Phone: 431-3420

Instructor: Jim Ramsey

Course: Computer Science and Information/CISCO

Class Hours: 1:15 p.m. – 2:40 p.m.

Course Description: Serves high school juniors/seniors. In this course Science and Information Systems Course, students learn the information processing concepts necessary to gather create and analyze data. The class develops skills that will help students function in the rapidly changing technological environments found in most workplaces.

Directions:101 north, exit Dry Creek, turn right (east) onto Dry Creek. Turn Right on Healdsburg Ave., turn left on Powell, school is on left side.

HEALDSBURG HIGH SCHOOL

1024 Prince Street, Healdsburg, CA 95448

Office Phone: 431-3420

Instructor: Carla Trotter

Course: Preparing for Health Care

Class Hours: 8:00 a.m. – 10:05 a.m.

Course Description: This class provides a basic foundation in anatomy and physiology; in addition, students learn a common set of skills necessary to all health care employees. Job shadow opportunities will be available in local medical facilities in the following areas: Business Office, X-Ray Laboratory, Medical-Surgical, Physical Therapy, Occupational Therapy, and Emergency Room. Students must provide evidence of recent TB screening, a second MMR vaccine and the series of three Hepatitis B vaccines. A dress code is required and students must be able to provide their own transportation to and from job shadowing sites.

Directions:101 north, exit Dry Creek, turn right (east) onto Dry Creek. Turn Right on Healdsburg Ave., turn left on Powell, school is on left side.

MARIA CARRILLO HIGH SCHOOL

6975 Montecito Blvd., Santa Rosa, CA 95409

Office Phone: 528-5790

Instructor: Lonnie Harwell

Course: Automotive Technology

Class Hours: 8:00 a.m. - 3:05 p.m.

Course Description: Serves high school junior/seniors. Offers training in diagnostic tune-up services, electrical systems, wheel and brake adjustment, major overhaul work, safety and proper use of hand tools.

Directions: Hwy. 101 to College Ave. exit; go east on College Ave. Left on Fourth Street. Fourth Street becomes Hwy. 12. Turn left on Mission and then right on Montecito. Class is at the back of the school parking at the front.

PETALUMA FAIRGROUND

30 Gross Concourse #3, Petaluma 94952

Phone: 762-7774

Instructor: Jerry Loucks

Course: Retail Merchandising

Class Hours: 8:30 a.m. – 4:10 p.m.

Course Description: Serves high school juniors/seniors. Teaches skills in cash register operation, handling purchases, making sales operations and displays and conducting merchandise control and inventory. This course prepares students for employment in a variety of retail businesses from department and specialty stores to grocery.

Directions: 101 South, go 21.6 miles, take ramp toward E. Washington St. go 0.2 miles turn right on E. Washington St., go 0.3 miles turn left on Payran St., go 0.3 miles turn left on Golden Concourse, go 0.1 miles turn left on Gross Concourse go 0.1 miles, arrive at Fairgrounds located on the left.

PETALUMA HIGH SCHOOL:

201 Fair Street, Petaluma 94952

Office Phone 778-4651

Instructor: Tricia Stones

Course: Occupations with Children

Class Hours: 8:00 a.m. - 3:00 p.m.

Course Description: Directly involves students with children in an actual school environment. Instruction is provided at our high schools and at selected work sites that bring enrolled students in contact with young children. Students may choose to learn in a day-care, nursery school, special education, or elementary school setting. On-site instructor support and supervision is given while students learn the skills and aptitudes necessary to work with children.

Directions: Take 101 to the Washington Ave. exit; turn west on Washington Blvd. to Petaluma Blvd.; turn south on Petaluma Blvd. to B Street, turn right on B St., go to Fair St.; turn right on Fair St.; school is on the right. Portable is in the Fair Street parking lot on the south side.

PETALUMA HIGH SCHOOL:

201 Fair Street, Petaluma 94952

Office Phone 778-4651

Instructor: Rodger Francavilla

Course: Desktop Publishing/Web Page Design

Class Hours: 8:30 a.m. – 3:00 p.m.

Course Description: Serves high school junior/seniors. This individualized program is designed for students seeking computer/business skills. Students are expected to produce work and conduct themselves in a business like manner, work with minimum of supervision, and complete units of work. Students will be introduced to word processing, spreadsheet, database, desktop publishing and graphics applications using Word Perfect, Lotus 1-2-3 and DOS software.

Directions: Take 101 to the Washington Ave. exit; turn west on Washington Blvd. to Petaluma Blvd.; turn south on Petaluma Blvd. to B Street, turn right on B St., go to Fair St.; turn right on Fair St.; school is on the right. Portable is in the Fair Street parking lot on the south side.

RANCHO COTATE HIGH SCHOOL

5450 Synder Lane, Rohnert Park, CA 94928

Office Phone: 792-4750

Instructor: John Rossi

Course: Auto Body Repair and Paint

Class Hours: 7:50 a.m. – 2:50 p.m.

Course Description: This course will enable students to develop entry-level skills as auto body repair and refinish technicians with possible job placement for accomplished students. Students will learn the importance of safe work practices in a body shop. Students will develop a basic understanding of automobile construction (unibody, body-over-frame, space frame) and will learn basic repair techniques. Students will learn to identify and use power and hand tools necessary to perform basic repairs. This course offers a combination of in-class instruction and hands-on shop activities.

Directions: 101 to Rohnert Park Expressway go east. Continue on Rohnert Park Expressway approx. 3 miles, turn right on Snyder Lane. Go ¼ mile, and school is on left side.

SANTA ROSA HIGH SCHOOL:

1235 Mendocino Avenue Santa Rosa 95401

Office Phone: 528-5291

Instructor: Ron Pagano

Course: Retail Merchandising/Co-op

Class Hours: 1:00 p.m. – 4:00 p.m.

Course Description: Serves high school juniors/seniors. This class teaches skills in cash register operations, handling purchases, making sales operations and displays and conducting merchandise control and inventory. This course prepares students for employment in a variety of retail businesses from department and specialty stores to grocery.

Directions: 101 to Steele Lane exit. Go east on Steele Lane. Turn right on Mendocino Ave. go 0.6 miles. Santa Rosa High School is on the right.

SANTA ROSA HIGH SCHOOL:

1235 Mendocino Avenue Santa Rosa 95401
Office Phone: 528-5291

Instructor: Debra Armstrong

Course: Retail Merchandising

Class Hours: 1:00 p.m. – 4:00 p.m.

Course Description: Serves high school juniors/seniors. This class teaches skills in cash register operations, handling purchases, making sales operations and displays and conducting merchandise control and inventory. This course prepares students for employment in a variety of retail businesses from department and specialty stores to grocery.

Directions: 101 to Steele Lane exit. Go east on Steele Lane. Turn right on Mendocino Ave. Go ½ mile, and Santa Rosa High School is on the right.

SONOMA VALLEY HIGH SCHOOL:

20000 Broadway, Sonoma 95476
Office Phone: 933-4010

Instructor: Lucy Lucchesi

Course: Financial Services

Class Hours: 8:00 a.m. - 2:50 p.m.

Course Description: This class provides students with the opportunity to master basic skills necessary to establish entry-level employment in a Legal Career. Emphasis will be placed on developing marketable skills including, but not limited to: proficiency in computer software applications; keyboard production; legal document processing; vocabulary; records management; proofreading, and office procedures. Also included in classroom instruction is an overview of the court system and various areas of the law.

Further concentration will be placed on developing successful attitudes, interpersonal skills, critical thinking, advocacy and leadership skills, along with a strong work ethic and organizational/time management skills. This course will involve a variety of learning experiences including: classroom instruction, hands-on activities, projects, guest speakers, field trips, and industry involvement.

Directions: 101 to Downtown Santa Rosa Exit, Left on Third Street, left on Brookwood, Right on Fourth Street. Fourth Street will turn into Hwy. 12. Go approx. 25 miles. Turn right on Broadway, school will be on left side of street.

SONOMA VALLEY HIGH SCHOOL:

20000 Broadway, Sonoma 95476
Office Phone: 933-4010

Instructor: Susan Stenvers

Course: Retail Merchandising

Class Hours: 8:55 a.m. - 1:55 p.m.

Course Description: Serves high school juniors/seniors. Teaches skills in cash register operations, handling purchases, making sales operations and displays and conducting merchandise control and inventory. This course prepares students for employment in a variety of retail businesses from department and specialty stores to grocery.

Directions: 101 to Downtown Santa Rosa Exit, Left on Third Street, left on Brookwood, Right on Fourth Street. Fourth Street will turn into Hwy. 12. Go approx. 25 miles. Turn right on Broadway; school will be on left side of street.

SONOMA VALLEY HIGH SCHOOL:

20000 Broadway, Sonoma 95476

Office Phone: 933-4010

Instructor: Tricia Stones

Course: Occupations with Children

Class Hours: 8:00 a.m. - 3:00 p.m.

Course Description: Directly involves students with children in an actual school environment. Instruction is provided at are high schools and at selected work sites that bring enrolled students in contact with young children. Students may choose to learn in a day-care, nursery school, special education, or elementary school setting. On-site instructor support and supervision is given while students learn the skills and aptitudes necessary to work with children.

Directions:101 to Downtown Santa Rosa Exit, Left on Third Street, left on Brookwood, Right on Fourth Street. Fourth Street will turn into Hwy. 12. Go approx. 25 miles. Turn right on Broadway, school will be on left side of street.

WINDSOR HIGH SCHOOL

8695 Windsor Road, Windsor 95492

Office Phone: 837-7767 x104

Instructor: Alan Jackson

Course: Computer Science and Information/CISCO

Class Hours: 8:00a.m. – 12:15 p.m.

Course Description: Serves high school juniors/seniors. In this course Science and Information Systems Course, students learn the information processing concepts necessary to gather, create and analyze data. The class develops skills that will help students function in the rapidly changing technological environments found in most workplaces.

Directions: 101 north to Downtown Windsor exit. At off-ramp signal, turn left onto Old Redwood Hwy. (Turns into Windsor River Road.) Pass McDonalds, turn left on Windsor Road; school is on the right.

WINDSOR HIGH SCHOOL

8695 Windsor Road, Windsor 95492

Office Phone: 837-7767 x104

Instructor: Marie Ganister

Course: Culinary Arts

Class Hours: 8:00 a.m. – 2:10 p.m.

Course Description: Practical, professional culinary arts experience is provided in this course. Students learn as they rotate through the stations of a professional kitchen, refining culinary skills in hot and cold food preparation, presentation techniques, portion control, recipe conversion, and safety and sanitation. The concept of teamwork is reinforced throughout the course. The curriculum also introduces students to the business aspects of culinary arts, including restaurant management, dining room service catering, and menu planning.

Directions: 101 north to Downtown Windsor exit. At off-ramp signal, turn left onto Old Redwood Hwy. (Turns into Windsor River Road.) Pass McDonalds, turn left on Windsor Road; school is on the right.

WINDSOR HIGH SCHOOL

8695 Windsor Road, Windsor 95492

Office Phone: 837-7767 x104

Instructor: Pam Uchytel-Welasquez

Course: Baking and Pastry

Class Hours: 12:15 p.m. – 2:10 p.m.

Course Description: Practical, professional baking and pastry experience is provided in this course. Students learn as they rotate through the stations of a professional kitchen, refining culinary skills baking and pastry, presentation techniques, portion control, recipe conversion, and safety and sanitation. The concept of teamwork is reinforced throughout the course. The curriculum also introduces students to the business aspects of culinary arts, including restaurant management, dining room service catering, and menu planning.

Directions: 101 north to Downtown Windsor exit. At off-ramp signal, turn left onto Old Redwood Hwy. (Turns into Windsor River Road.) Pass McDonalds, turn left on Windsor Road; school is on the right.

WINDSOR HIGH SCHOOL

8695 Windsor Road, Windsor 95492

Office Phone: 837-7767 x104

Instructor: Greg Lands

Course: Agricultural Mechanics

Class Hours: 8:00 a.m. – 3:35 p.m.

Course Description: This competency-based course prepares students for entry-level positions in the Agriculture industry, specifically fabrication and welding. Students receive expanded experience in fabrication. Units of instruction are provided in gas welding, mig, braising, arc and gas cutting, and project layout. Also included are cost analysis, plan development and proper choice of materials. Teacher and self-designed projects will be used to assess student readiness needed in related occupations. Special emphasis for this class will be placed on work ethics, work quality and other job related skills. This course includes classroom instruction and lab work.

Directions: 101 north to Downtown Windsor exit. At off-ramp signal, turn left onto Old Redwood Hwy. (Turns into Windsor River Road.) Pass McDonalds, turn left on Windsor Road; school is on the right.