

Jean Martin, Ph.D.

Curriculum Vitae

EDUCATION

Ph.D., Education, Elementary and Secondary Educational Administration 2006
Capella University, Minneapolis, Minnesota

Dissertation: *Parent Satisfaction with the Preschool Special Education Program in the Corona-Norco Unified School District Based on IDEA Regulations*

Master of Arts in Special Education 1992
Chapman University, Orange, California

Bachelor of Science in Education, Major: Special Education 1986
Ohio State University, Columbus, Ohio

WORK EXPERIENCE

University of Toledo 2022 – 2023
Visiting Assistant Professor

- Instructed graduate and undergraduate level courses in person and online
 - SPED 4080/5080 Curriculum Adaptations and Strategies in Early Childhood Education
 - SPED 4250 Teaching Career and Vocational Skills to Youth with Disabilities
 - SPED 4980 Special Topics
 - SPED 5170/7170 Supporting Youth and Adults with Disabilities Living and Working in the Community
 - SPED 6940 Transition to Work Externship
- Provided advisement in the development of a Dual Licensure Program, including developing the curriculum for five courses.
 - SPED 6110 Practices of Teaching Learners with Exceptionalities
 - SPED 6130 Advanced Practices for Inclusive and Specialized Teaching
 - SPED 6190 Policy, Context, and Hallmarks of Special Education
 - SPED 6210 Practicum for Teaching Learners with Exceptionalities
 - SPED 6230 Internship for Inclusive and Specialized Teaching

North Orange County Special Education Local Plan Area (SELPA) 2013 – 2022
Director

- Assumed management responsibility for the services and activities of the SELPA Unit.
- Executed the SELPA Local Plan and local agency agreements.
- Recommended, within Division policy, appropriate service and staffing levels.
- Recommended and administered SELPA policies and procedures.
- Met regularly with Superintendents' Governance Council, District Special Education Directors, District Business Officials, and Community Advisory Committee

Representatives.

- Continuously monitored and evaluated the efficiency and effectiveness of service delivery methods and procedures throughout the SELPA.
- Supervised, selected, trained, motivated, and evaluated SELPA personnel (Early Start Coordinator, Autism Coordinator, Assistive Technology Coordinator, Behavior Coordinator, Adapted Physical Education Teachers, Audiologists, Brailist, Deaf/Hard of Hearing Itinerant Teachers, Orientation and Mobility Specialists, Vision Teachers).
- Managed and participated in the development and administration of the SELPA annual budget; directed the forecast of additional funds needed for staffing, equipment, materials, and supplies; directed the monitoring of and approved expenditures; directed and implemented adjustments, as necessary.
- Supervised State data reporting through CASEMIS and SEIS systems.
- Interpreted and guided stakeholders for the implementation of state and federal mandates.
- Served as liaison for the SELPA Unit with other Department units, divisions, and outside agencies; negotiated and resolved significant and controversial issues.
- Served as a liaison to the Community Advisory Committee and parents in the SELPA.
- Arranged and provided staff development for district staff on topics of need.
- Conducted a variety of organizational studies, investigations, and operational studies; recommended modifications to SELPA programs, policies, and procedures as appropriate.
- Participated in a variety of boards and commissions; attended and participated in professional group meetings; stayed abreast of trends and innovations in the field of special education.

Additional Responsibilities:

- Coalition for Adequate Funding for Special Education Individual with Disabilities Education Act (IDEA) Member 2013 – Present.
- Association of California School Administrators (ACSA) Executive Leadership Team of the Student Services and Special Education Council 2017 - Present
- Association of California School Administrators (ACSA) Leadership Team, Region 17 Member at Large 2015 – Present.
- Association of California School Administrators (ACSA) Leadership Team, Student Services Special Education Council Executive Board, 2016 - Present.
- Association of California School Administrators (ACSA) Leadership Team, *Every Child Counts Symposium*, Committee Member 2016 - Present.
- Orange County Special Education Alliance Committee Member 2016 – Present.
- California Special Education Local Plan Area Administrators of California, *Multi-District SELPA*, Committee Chairperson 2018 – Present.
- California Special Education Local Plan Area Administrators of California, *Parent Engagement*, Committee Chairperson 2019 – Present.
- California Special Education Local Plan Area Administrators of California, *Evidence-Based Practices*, Committee Chairperson 2016 – 2020.
- California Special Education Local Plan Area Administrators of California, *Due Process Committee*, Member 2014-2016.

- Special Education Administrators of County Offices (SEACO), Liaison to California Special Education Local Plan Area (State SELPA) 2015 – 2016
- Orange County Children's Partnership (OCCP), Orange County SELPA Liaison 2014 - 2018.

Concordia University

2017 – 2020

Adjunct Professor

- Instructed graduate-level online courses.
 - EDUA 517 Curriculum Design and Evaluation, Summer 2017
 - EDU 542 School, Community, and Diverse Family Structures, Fall 1 2017
 - EDUT 521 Leveraging Technology for All Students, Fall 2 2017
 - EDU 586 Educational Technology Level II, Spring 1 2018 & Spring 2019
 - EDU 547 Brain-Based Teaching and Learning, Spring 2 2018
 - EDUT 520 Curriculum Design & Assessment, Summer 2018 & Fall 1 2019
 - EDU 595 Developing Character and Ethics, Fall 2019 & Winter 2020

American Public University

2015 - 2016

Adjunct Professor

- Instructed graduate-level online courses.
- Developed Course Curriculum
 - EDUC 522 Supervision of Instruction
 - EDUC 544 Literature for Elementary School Children
 - EDUC 636 Effective Instruction for the Inclusive Classroom
 - EDUC 637 Meaningful Inclusive Instruction and Co-Teaching
 - EDUC 690 Student Teaching

Etiwanda School District

2009 - 2013

Administrator of Special Programs/Director of Special Education

- Administered the planning, preparation, and implementation of district-wide curricula for special programs.
- Formulated and implemented staff development for Special Programs personnel.
- Coordinated all staff development and training for the Special Education staff, certificated and classified.
- Provided consultant services to teachers and principals regarding Special Education.
- Supervised the articulation of Special Education programs' curricula with the district's adopted course of study.
- Assisted teachers and administrators in the development and implementation of instructional strategies for students with special needs.
- Worked collaboratively with site administrators in the development of school-wide RtI models.
- Interviewed and recommended personnel for employment in Special Programs.
- Developed budgets for specially funded programs.
- Prepared reports for the State and Federal governments.
- Collaborated and communicated with County Special Education Personnel and Student Services.
- Administered, as the Superintendent's designee, the pupil discipline policies related to

suspension and expulsion.

- Completed special assignments as directed by the Superintendent.
- Managed and coordinated Psych services.
- Managed and coordinated Educationally Related Mental Health Services.
- Managed and coordinated District Occupational Therapy Services.

West End Special Education Local Plan Area

2006 - 2009

Program Manager

- Coordinated services from the SELPA Program Specialist and Behavior Specialist.
- Coordinated and managed the educational programs of students who require placement in a Non-Public School as either a day student or a residential student.
- Coordinated and facilitated individual education program meetings addressing requests for Non-Public Agency services.
- Worked in a collaborative relationship with all parents and district staff to ensure that students receive appropriate services in the least restrictive environment.
- Functioned as an independent facilitator for district individual education program meetings.
- Supported District Special Education Directors.
- Facilitated Alternative Dispute Resolution with area districts.
- Provided support for strong instructional programs.
- Provided support for compliant special education programs.

Corona-Norco Unified School District

1994 - 2006

Program Specialist/ Teacher on Special Assignment/ Resource Specialist/ Special Day Class Teacher

- Facilitated Individualized Education Program meetings with attorneys and advocates.
- Supported site administrators with special education issues/concerns.
- Supervised preschool speech and language classrooms (ROCKET).
- Supervised preschool special education classrooms.
- Coordinated Early Start Infant services.
- Worked collaboratively with Inland Regional Center, California Children's Center, Head Start, State Preschool, Riverside County Office of Education, Braille Institute, and Early Start.
- Developed and presented in-services at the school site, district, and community college level.
- Assisted in developing and updating the CNUSD Special Education Procedural Handbook.
- Worked collaboratively with CNUSD Charter School Special Education Department.
- Collaborated/team taught with general education teachers.
- Taught 1st – 3rd-grade special day class students.
- Taught elementary resource students.
- Developed after-school reading, math, and homework clubs at the site level.
- Chaired Student Study Team committees at the site level.
- Supported general education and special education teachers with special education issues/concerns in the classroom.

- Supported fully included students in the general education classroom.
- Supported teachers with full inclusion of students.

Fullerton School District

1989-1994

Special Day Class Teacher/ Full Inclusion Consultant/ Gang Consultant

- Collaborated/team taught with general education teachers.
- Taught 4th-6th-grade special day class.
- Supported fully included students in general education classrooms.
- Consulted with general education teachers regarding neighborhood gangs.

Toledo Public School District

1986-1989

Special Day Class Teacher

- Taught preschool special day class students.
- Taught 4th – 6th-grade special day class.

LICENSES AND CREDENTIALS

Educator Authorization (Autism) – Initial issue date 2/11/12

Administrative Services Credential – Initial issue date 11/20/06 (Current)

Passed School Leaders Licensure Assessment 6 /10/06

California Professional Clear Multiple Subject Teaching Credential – Initial issue date 6/3/92 (Current)

California Clear Specialist Instruction Credential in Special Education – Initial issue date 2/28/90 (Current)

California Clear Resource Specialist Certificate of Competence – Issue date 6/3/92 (Current)

California Clear Cross-Cultural, Language and Academic Development Certificate – Issue date 10/28/99 (Current)

Ohio Special Education Teaching Credential Intellectual Disabilities (1735397) – Issue date 7/24/86

Ohio Special Education Teaching Credential Learning Disabilities/Behavior Disorders (1784412) – Issue date 7/24/86

TRAININGS/PRESENTATIONS

The Special Education Journey presented at Association of California School Administrators (ACSA) Pupil Services Academy, Ontario, California, November 2014, November 2015, November 2016, November 2017, October 2019, March 2020, March 2021, March 2022.

The Collaborative Individual Education Plan (IEP) Meeting for Administrators and Case Carriers presented at the Buena Park School District, Fullerton School District, Fullerton Joint Union High School District, La Habra City School District, Lowell Joint School District, North Orange County, California, August 2016, September 2016, October 2016, November 2016, January 2017, September 2017, October 2019, March 2022.

Students with Dyslexia: A Panel Discussion on AB 1369 presented at Orange County Department of Education (OCDE), Costa Mesa, California, May 2016.

Section 504 presented at Fullerton Joint Union High School District, Fullerton, California, July 2015, July 2016, August 2017, November 2019.

Special Education Administrator Training (SEAT) presented at the Buena Park School District, Fullerton School District, Fullerton Joint Union High School District, La Habra City School District, Lowell Joint School District, North Orange County, California, July 2014, October 2014, April 2015, June 2015, September 2015, May 2016, June 2016, October 2019, January 2021.

Special Education Administrator Training (SEAT) was presented at the West End SELPA in Rancho Cucamonga, California, and in the Etiwanda School District, Etiwanda, California. October 2008, November 2008, December 2008, January 2009, September 2010, October 2010, November 2010, January 2011, February 2011, March 2011, April 2011, January 2012, February 2012, March 2012, April 2012

Alumni Panel Presentation presented at the Doctoral Residential Colloquium, Capella University, Anaheim, CA, December 2008

Speech and Language Strategies to Use in the Classroom (Paraprofessional Institute) presented at the West End SELPA, Rancho Cucamonga, California, April 2008, December 2008

Effective Math Strategies (Paraprofessional Institute), presented at the West End SELPA, Rancho Cucamonga, California, March 2008, November 2008

Hot Topics in Special Education presented at West End SELPA, Rancho Cucamonga, California, November 2007, May 2008, November 2008

Walking Through the IEP Process (Strategies for Successful Teaching Series) presented at West End SELPA, Rancho Cucamonga, California, October 2008

Understanding Disabilities (Strategies for Successful Teaching Series) presented at West End SELPA, Rancho Cucamonga, California, October 2008

Writing Goals and Objectives (Strategies for Successful Teaching Series) presented at West End SELPA, Rancho Cucamonga, California, October 2008

15 Most Common IEP Mistakes (Strategies for Successful Teaching Series) presented at West End SELPA, Rancho Cucamonga, California, October 2008

Educational Benefit presented at the Alta Loma School District, Central School District, Chaffey School District, Chino Valley Unified School District, Cucamonga School District, Etiwanda School District, Mt. Baldy School District, Mountain View School District, Ontario-Montclair School District, Upland Unified School District, July – October 2008

What is an Individual Education Plan? (Paraprofessional Institute) presented at the West End SELPA, Rancho Cucamonga, California, January 2007, September 2008

What Can I Do If I Am Not Happy with My Child's IEP presented at Open Doors Now – Parent Support Group, Alta Loma, California, February 2008

Using Literature to Reinforce Language and Academic Concepts presented at the Corona-Norco Unified School District, Norco, California, May 2006

Relationship Building for Collaborative/Inclusive Programs presented at the Corona-Norco Unified School District, Norco, California, March 2006

Meeting the Needs of Diverse Learners presented at the Corona-Norco Unified School District, Norco, California, November 2004 & November 2005

IEP Facilitation presented at the Corona-Norco Unified School District, Norco, California, October 2005

New Teacher Training presented at the Corona-Norco Unified School District, Norco, California, July 2003, September 2003, July 2004, September 2004, July 2005, September 2005, & July 2006.

Diversity Training for Children presented at Elementary Schools in the Corona-Norco Unified School District, Norco, California, July 2004, November 2004 & September 2005

READY, S.E.T., GO! Facilitated at the Corona-Norco Unified School District, Norco, California, September 2004

Preschool Special Education presented at Riverside Community College, Norco, California, February 2004 & September 2004

Accommodations/Modifications in the Special Education Classroom presented at the Corona-Norco Unified School District, Norco, California, March 2004

Accommodations/Modifications in the General Education Classroom presented at the Corona-Norco Unified School District, Norco, California, February 2004

Preschool Special Education - Disability Awareness - Accommodations & Modifications presented at Head Start, Norco, California, February 2004

The ROCKET Program presented at Every Child Counts! ACSA Symposium, Monterey, California, January 2004

Processing Disorders presented at the Corona-Norco Unified School District, Norco, California, December 2003

Writing Goals to Standards presented at the Corona-Norco Unified School District, Norco, California, October 2003

Anti-Drug/Gang Violence presented at an Elementary School Student Teacher Seminar at California State University, Fullerton, Fullerton, California, March 1993

Gang Resistance Education presented at the Education Committee of the Chamber of Commerce, Fullerton, California, February 1993

Gang Resistance Education, presented at the Fullerton School District, Fullerton, California, November 1992

PROFESSIONAL ASSOCIATIONS

- Association of California School Administrators (ACSA)
 - Attended ACSA Business Academy
 - Attended ACSA Superintendent Academy
- Special Education Local Plan Area (SELPA) Administrators of California
- Coalition for Adequate Funding in Special Education
- Orange County Alliance for Special Education
- Orange County Children's Partnership (OCCP)
- National Association of Special Education Teachers (NASSET)
- Council for Exceptional Children (CEC)
- California Association of Program Specialists (CAPS), Previous Board Member
- Parent Teacher Association (PTA), Previous Board Member
- Learning Disability Association (LDA)
- Kappa Phi Kappa

