

# **SHELDON K. SMITH, ED.D.**

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## **Updated Experience**

### ***San Luis Obispo County Office of Education***

Assistant Superintendent, Business Services

October 2015 – July 2024

- Provide Fiscal Oversight to a 30,000 student, 10 school district county.
- Facilitated/guided two school districts with negative budget certifications to solvency without any senior district staff being removed from their positions.
- Facilitated two school districts moving from negative budget certification to qualified budget certification by partnering with the district and the Fiscal Crisis and Management Assistance Team (FCMAT).
- Upskilled a 22-person business services department by offering focused professional development into the office and providing job ladders for employee career growth.
- Increased school business knowledge and capacity by facilitating three Chief Business Officials academies by partnering with the California School Business Officials (CASBO) and Association of California School Administrators associations.
- Published an Emergency Recovery Guide for county offices of education by partnering with the Business Advisory Services Committee (BASC) and the California County Superintendents Education Services Association (CCSESA).
- Member of California Polytechnic State University President's Economic Vitality Roundtable.
- President of the California School Administrators (ACSA) Business Services Council.
- Serve as Chair of the County of San Luis Obispo Redevelopment Agency dissolution committee; a subcommittee of the San Luis Obispo County Board of Supervisors.
- Serve as Chair of the County of San Luis Obispo County Treasury Oversight Committee; a subcommittee of the San Luis Obispo County Board of Supervisors
- Serve as a member of the Fiscal Crisis & Management Team (FCMAT) AB1840 County Office Review Team.

## **Updated Awards and Acknowledgements**

- Association of Education Services Agencies (AEZA) E. Robert Stevens award for advancing research at a national level; 2020
- Association of California School Administrators (ACSA) Business Services Administrator of the Year; 2018
- Recipient of the California County Superintendents Education Services Association (CCSESA) STAR Award; October 2019
- Published: "Position Control – a hidden war;" EdCAL October 9, 2019
- Published: 'But I don't do numbers' is not an excuse; EdCAL November 4, 2019
- Published: Deadlines in the business office demand focus: EdCAL March 25, 2019

# Sheldon K. Smith

**Residence**  
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## EDUCATION & CREDENTIALS

**Doctor of Education**, August 1998  
**California Administrative Second Tier Clear Credential**  
University of Southern California, Los Angeles, California

**Masters of Arts in Educational Administration with Distinction**, June 1991  
California Polytechnic State University, San Luis Obispo, California

**Bachelors of Arts in English**, June 1988  
California Polytechnic State University, San Luis Obispo

**Superintendent's Academy Certificate**, April 2013  
Association of California School Administrators

**Chief Business Officials Certificate**, November 2007  
University of Southern California, Los Angeles, California

**Certified Chief Business Official**, Apr 2008, Jan 2015 (#563), July 2019 (#E7016)  
California Association of School Business Officials (CASBO)

**California Professional Clear Administrative Credential**, February 2015  
**California Professional Clear Teaching Credential: English**, February 2015  
California Polytechnic State University, San Luis Obispo

**California School Leadership Academy (CSLA)**, November 1998

## EXPERIENCE HIGHLIGHTS

### Assistant Superintendent Business Services

August 2009 - October 2015

Lompoc Unified School District, Lompoc, California

- Provide fiscal stewardship to a 99 million dollar budget for a 16 school, 10,076 student K-12 unified school district operating in two cities and Vandenberg Air Force Base.
- Certified positive budgets and interim reports to the County Education Office.
- Lead a business staff comprising of six managers, 10 departments and over 210 payroll, budget, maintenance, child nutrition, and 30+ transportation staff.
- Wrote LUSD's successful 2014 Local Control Accountability Plan (LCAP) and assisted with developing LUSD's 2015 successful LCAP Plan.
- Oversee the completion of a 80 million dollar capital facility general obligation bond and state modernization projects for upgrading 16 school sites.
- Successfully argued a Facility Hardship appeal to the Calif. State Allocation Board.
- Chair, Oversight Board of the dissolution of the Lompoc Redevelopment Agency.
- Chair of the Santa Barbara County Self Insurance Program for Employees (SIBE).
- District Negotiations Chair for both certificated and classified bargaining units; successfully negotiated multiple CBA's/MOU's utilizing Interest-Based Bargaining (IBB) principles.
- Successfully oversaw over four million dollars of expenditure reductions during the Great Recession without public and district dissent.
- Initiate and oversaw the district Fiscal Policy committee charged with advising the district superintendent on budget reductions.
- Exercised fudiciary oversight of a K-6 public charter school.
- Clearly communicated with the Board of Education and the public on all budget matters.
- Initiated the revision of the district safety plan and brought school and district safety procedures to National Emergency Management Standards (NEMS).
- Initiated and implemented parent and public communication technologies
- Acted as the Director of Technology overseeing a 12 member technology staff and a wide area fiber optic network, VoIP phone system, and network server cluster.
- Act as the district liason to Vandenberg Air Force Base and the City of Lompoc on issues of student safety, facilities, traffic, and security.
- Awarded the ACSA 2012 & 2014 Regional Chief Business Official of the Year

**Director, Student Information and Technology  
Public Information Officer**      July 1999 - August 2009  
Paso Robles Public School District, Paso Robles, California

- Directly reported to the superintendent on matters of district assessment and accountability including API and AYP.
- Directly reported to the superintendent on matters of public information, media, and crisis communication.
- Oversaw the budget of two eRate projects that totaled over 3.2 million dollars.
- District liaison to the City of Paso Robles (Police Chief, City Manager) for the Amgen Tour of California, an event with 20,000 spectators, and million of TV viewers.
- Communicated with the PRPS Board of Trustees on matters of state and federal assessment and accountability.
- Planned, managed, procured, and deployed computer and network technologies for a 6900 student K-12 school district.
- Deployed and oversaw a \$150,000 T-1 and a \$500,000 100MB fiber optic district wide-area network that served all office staff and students.
- Deployed and oversaw a \$100,000 student data management system.
- Implemented Enhancing Education Through Technology (EETT) federal grants and multiple EETT formula grants totaling over \$800,000.
- Member of the California Commission on Teacher Credentialing Professional Technology Panel.
- Western Association of Schools & Colleges (WASC) review team member.
- Named 2006 Paso Robles Public Schools Management Employee of the Year

**Lecturer, California Polytechnic State University - SLO**      September 2000 - June 2007  
University Center for Teacher Education, San Luis Obispo, California

- Taught 37 quarter units of Education 480, Computer Based Curriculum course for candidates pursuing a California multiple or single subject teaching credential.
- Active participant in the University Center of Teacher Education Computer Education Advisory Committee to implement strategies for meeting CCTC standards.

**Technology Program Coordinator**      August 1997 - July 1999  
San Luis Obispo County Office of Education, San Luis Obispo, California

- Planned and implemented a region-wide technology certification program.
- Garnered \$60,000 of sponsorship, and implemented MobileLAN, a traveling computer inservice program.
- Implemented and led regional Cisco Training Academies.
- Member of the A.B. 1023 State Technology Standards Committee of the California Commission on Teacher Credentialing.

**Assistant Principal, Atascadero Junior High School**      August 1995 - June 1997  
Atascadero Unified School District, Atascadero, California.

- Wrote district's first successful California Distinguished Schools award and coordinated a 1000 participant celebration parade.
- Collaborated with PTA and formed a Drug Free Zone near the AJHS campus.
- Facilitated the formation of the Atascadero police bicycle patrol program.
- Responsible for the office conversion of student data to a new SIS.
- Facilitated the passage of a 7:1 student to computer ratio goal by the Board of Trustees.
- Awarded the PTSA Very Special Person (VSP) Honorary Service Award.

**English Teacher, Atascadero Junior High School**      October 1991 - June 1995  
Atascadero Unified School District, Atascadero, California.

- Developed and implemented instructional units that utilized computers, telecommunications, and desktop publishing.
- Designed and coordinated *Project Ecology*, an early Internet project linking schools in six countries for a international art exchange.
- Designed and coordinated *A Day in the Life* project, a project linking 5000 students from 125 schools in eight countries through the early use of the Internet.
- *Telementor*, selected as one of 19 state Telementors by the California Department of Education to lead telecomputing & networking training to educators.

## CONFERENCE PRESENTATIONS

### What the Tech Guy Is Not Telling the Superintendent

A presentation on technology infrastructure, planning, and policy given at the 2007 Leadership 3.0 conference; November 2007

### Utilizing PalmOS in School Settings

A presentations on utilizing PalmOS handheld computers in classroom, school and administrative given between 2001 to current at ASCA Superintendents Symposium, Computer Using Educators Conferences, and regional ACSA conferences.

### Cart Before the Horse

A presentation on changing the course for district technology acquisition, training, and deployment given at the California School Board Annual Education Conference; December 2000.

### Classroom Based Telecomputing

A presentation given at five conferences between 1991 and 1995 including the International Reading Association Conference, the Computer Using Educators Conference, and the California Association of the Teachers of English.

### Telecommunications in a One Computer Classroom

A presentation given at over 10 conferences including the Computer Using Educators Conference, the SLO Chamber Electronic Village Conference, and the Redesigning Learning and Teaching for the 21st Century Conference.

### Hands-on Telecommunications inside the Telemation Mobile Unit

Hands on presentations in the Telemation Mobile Unit on telecomputing given at various conferences including the Computer Using Educators and the International Reading Association conferences.

## WORKS PUBLISHED

### My Office is Wherever I Happen to Be.

An article describing school administration applications on handheld computers. OnCue. Computer Using Educators. April 2002

### Safe Internet Use in Schools.

An article describing a three - pronged approach for safe student Internet use. Thrust for Educational Leadership. Association of California School Administrators. Mar-Apr. 1999

### Why You Need a Pager: Now there is no excuse for being out of touch with your office.

An article detailing the advantages of pagers for school administrators. Thrust for Educational Leadership. Association of California School Administrators. Feb-Mar. 1998

Never Out of Touch. An article discussing the issues with administrative paging. Electronic School Magazine, National School Board Assoc. March 1997

Administrative Paging. An in-depth article on pagers used by administrators in public schools. Technology Connection Magazine. November 1996

Pagers Provide the Link. An article describing the advantages of using pagers in administrative settings. CUE Statewide Newsletter, Volume 18, Number 2, March/April 1996

Classroom - Based Telecommunications. An article on implementing telecomputing in a regular classroom. California English. Volume 30, Number 2, Summer, 1994

## COMMITTEES & ORGANIZATIONS

- Chair, Oversight Board of Dissolution of the City of Lompoc Redevelopment Agency
- Lompoc 805 Criterium Committee Asst. Chair.
- City of Paso Robles Local Organizing Committee - Amgen Tour of California
- Association of California School Administrators (ACSA), Charter President, Vice President
- Member of the California Commission Teacher Credentialing Professional Technology Panel.
- Phi Delta Kappa, Chapter Treasurer