

# Luz Maria Castillo

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## ***Summary:***

Twenty-three years of experience working in the K-12 education as an instructional leader always seeking to enrich the lives of students, families, staff and the community. I ground my leadership in serving others and focusing on the needs of students by way of valuing the opinions of others, cultivating a culture of trust, building capacity, and encouraging others to make a difference each and every day in their personal and professional life.

## **Education and Certifications**

- **Ph.D. Leadership in Higher Education expected December 2019**  
University of Phoenix, Los Angeles, California
- **M.S. Educational Administration January 2009**  
National University, Los Angeles, California
- **School Administration Credential April 2006**  
National University, Los Angeles, California.
- **Professional Clear Administrative School Credential September 1, 2014 – September 1, 2019**
- **Professional Clear Single Subject Credential- Biological Science with CLAD 2004**  
National University, Los Angeles, California
- **B.S., Biological Science September 1994**  
University California Irvine, Irvine, California

## **Administration Experience:**

### **Coordinator III**

**September 2018- Present**

#### **Los Angeles County Office of Education**

##### **Charter School Division**

- Disaggregate school data to determine charter school effectiveness.
- Monitor and assess LACOE-authorized charter schools with respect to the implementation of their approved charter and meeting student achievement goals; select appropriate assessments; interpret results, and write or oversee the writing of assessment reports.
- Presentation of reports to the Board of Education; Coordinate and facilitate charter school petition analysis and preparation of reports; write and oversee the writing of technical reports that are presented to the County Superintendent, County Board, and other stakeholders.

### **Principal**

**July 2015- June 2018**

#### **Lynwood Unified School District**

- Provide leadership to the staff in assessing and evaluating educational program effectiveness.
- Ensure staff meets the expectation of district and state guidelines
- Develop, implement, and monitors school site plans and procedures that ensure all staff and students are safe.
- Plan and supervises and directs school business operations including management of all assigned district and budgets.
- Continually analyze site data and adjust accordingly to ensure that all students are supported.

### **Assistant Principal**

**July 2012- June 2015**

#### **Lynwood High School**

##### **Lynwood Unified School District**

- Working with the Math Department to develop lesson and assessments.
- Overseeing Special Education and Math Department
- Oversee school culture thru California Safe and Supportive Schools 3 year Grant.
- Positive Behavior Intervention and Support lead- leading a team to implement PBIS.
- The 11<sup>th</sup>-grade administrator is overseeing social, emotional, and academic achievement.
- Create a Master Schedule

### **Assistant Principal/ Instructional Leader**

**July 2011 – June 2012**

#### **Serrano Middle School**

##### **Ontario Montclair School District**

- Science Department
- Special Education
- Discipline and Attendance
- 8<sup>th</sup> Grade Administrator

**Assistant Principal/ Instructional Leader  
Markham Middle School  
Los Angeles Unified School District**

**September 2008 – June 2011**

- Science Department
- Special Education
- Attendance
- 8<sup>th</sup> Grade Administrator

**Assistant Principal  
Heritage College-Ready Academy –  
Alliance for College-Ready Public Schools**

**July 2007 - June 2008**

- Athletic Director- CIF affiliation
- Knowledgeable in the WASC initial application process
- Master Schedule Design
- Maintain Student Records using Power School
- Promoting curriculum design by using a variety of teaching strategies and ensure teachers are following district pacing guides and state standards
- Student recruitment and orientation
- Summer school duties
- Oversee day to day operations
- Collaborating with Los Angeles City College Outreach program to offer college courses on our campus.

### **Teaching Experience:**

**High School Biology II Teacher -**

**July 2006 - June 2007**

**Hawthorne Math and Science Academy Hawthorne Elementary School District**

- California Distinguished Schools- collaborated with the leadership team to put together the initial application.
- Teacher of Advanced Placement (AP) Biology and AP Environmental Science courses.
- AP College Board Trained, attended 31 hours of professional development in laboratory and course development. (*AP Summer Institute 2006*)
- Utilize PowerPoint, Smart Board, and a projector to create thought-provoking and engaging lessons that adhere to the college board curriculum and standards.
- Girls Soccer coach -
- Students Run Los Angeles – Marathon Leader and runner. Trained 6 students to compete in the Los Angeles Marathon.

**Curriculum Reviewer**

**July 2005- June 2010**

**Pearson Publication Prentice Hall**

- California Advisory Board- reviewed text material for scientific accuracy, age appropriateness and the depth of coverage of the California Science Standards.
  - Forensic Science textbook for middle school students- Published 2006.
  - Biology Textbook (high school) - Published 2006
  - Physical Science, Life Science and Earth Science Textbooks (middle school)– Published 2006

**High School Biology Teacher**

**Summer 2005 & Summer 2006**

**Hawthorne Math and Science Academy Hawthorne Elementary School District**

- High school biology teacher for 6 weeks, covering 2 semesters.
- Utilizing PowerPoint, Smart Board, and projector to create thought-provoking and engaging lessons.

**Science Teacher / Special Project**

**July 1998- June 2006**

**Prairie Vista Middle School Hawthorne Elementary School District**

- Taught eighth-grade Physical Science, stressing creative and critical thinking skills, performing in and out of the classroom lab activities and experiments.
- *Science Fair/ Science Night Coordinator*- coordinated with 6-8<sup>th</sup>-grade staff on the implementation and coordination of the science fair/night.

*Student Activities-* dances, fundraisers, trimester rewards, student athletics

- Welcome Everybody (WEB), Mathematics Engineering Science Achievement (MESA-USC), Builders Club (Kiwanis), Teaching Love and Compassion (TLC) a program through SPCA, Girls Athletic Coach

Science Teacher

July 1994- June 1995

Lennox Middle School Lennox Elementary School District

- 8th-grade physical science teacher
- Girls basketball coach
- Participated in various programs on campus: Adopt-a- Student, ESPEJO and others.

### ***Specialized Training and Certifications***

- National Association of Charter School Authorizers- Authorizer Bootcamp
- California Charter Authorizers (CARS net) boot camp
- The Cambrian Group- Strategic Thinking/Planning/Action- School/Site Planning
- Parent Project Certification
- BRIEF Intervention Trained – Adolescent substance abuse program
- Leading Edge Certification
- AVID Administrators Elementary and Secondary Training
- Adaptive Schools
- Cognitive Coaching
- Boomerang Project Link Crew and WEB
- Positive Behavior Intervention Support

### ***Professional Recognition***

- United States House of Representatives Recognition
  - Leadership Students Run Los Angeles – Maxine Waters, US Representative California’s 43<sup>rd</sup> Congressional District
  - Leadership parents and students – Nannette Barragan, US Representative California’s 44<sup>th</sup> Congressional District
- Disney Teacher Awards nominee 2006
- Who’s Who Among America’s Teacher 2005, 2006, 2007
- Southern California Society of Women in Engineering –
  - 2 former students and they were awarded full scholarships to attend a week-long expedition to NASA space camp in Huntsville, Alabama. 2002/03 and 2003/04.
- Hawthorne School District Certificate of Recognition
  - Students Run Los Angeles 2004-05 and 2005-2006
  - Future Cities Competition, California Science Center 2003-04
- University of Southern California MESA, *Advisor Certificate of Appreciation 1998-2005*
- Society of Women Engineers Los Angeles Section,
  - *Commendation – Encouraging students to pursue a career in the sciences. June 2003*
- Probation Education Athletic League – *Certificate of Achievement Coaching, 2001-2005*
- Los Angeles County of Education- *Certificate of Training Science Laboratory Safety October 2000*
- Hawthorne School District, *Prairie Vista Middle School Teacher of the Year 2000-2001*
- Hawthorne School District, *Prairie Vista Middle School Rookie of the Year 1998-1999*
- Technology for Learning Los Angeles County Office of Education– *Dorothy Chandler Pavilion – June 1999*

### ***Professional Development***

- PBIS Positive Behavior Intervention Support Summer 2014 – June 2018
- Link Crew Training Summer 2014
- Adaptive Schools Training Summer 2010
- Cognitive Coaching Summer 2009
- PowerSchool University Training Summer 2007
- College Board Advanced Placement, 31 hours of A.P. Biology laboratory and course development workshop AP Summer Institute in 2006. Palos Verdes High School.

- **BTSA Coach**, September 2005-June 2006 Hawthorne School District
- **Language!** November 2005 Level 1 and Level 2
- **Accelerated Math Training August** 2004
- **KCET Workshop**, July 1999- Using Video in the Classroom K-8

### ***Community Involvement***

- ***Builders Club Kiwanis International***
- ***Children's Hospital Los Angeles.***
- ***Museum of Tolerance, Cesar Chavez Service-Learning Project City of Hawthorne 2002.*** – Coordinated with 2 other middle schools and the city of Hawthorne to create a service learning project that encompassed students, parents, staff and the community members.
- ***Society for the Prevention of Cruelty to Animals, Los Angeles (SPCALA)***- Teaching Love and Compassion – a violence prevention program that works with @ risk youth. Through the use of animal's children develop coping skills, increased self-esteem & empathy toward living beings.
- ***Students Run Los Angeles*** – leader 2007, support leader 2006 and 2005. Los Angeles Marathon trained with students and parents to run the Los Angeles marathon during a 6-month period beginning in September to March.