

Office of Education

Mentoring Students for Jesus

Vice President for Education:

Elder James P. Willis II

Associate Superintendents:

Mrs. Nancy L. Garcilazo

Dr. Winston R. Bob Dennis



2022-2023

OFFICE OF EDUCATION

1535 E. Chevy Chase Drive
Glendale, CA 91206

Phone: 818-546-8451

scc.adventist.org/departments/education

Our Mission:

The mission of the Southern California Conference school system is to glorify God through academic excellence in nurturing Christian environments. Here, students establish a lifelong friendship with Jesus Christ while preparing for a lifetime of devoted service to Him and to humanity. The system pursues this mission by ***educating for eternity.***



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Academic Calendar

2022-2023

August 8	Teachers Report
August 15-19	School Begins
September 5	Labor Day Holiday
September 12-23	MAP Assessment Test Weeks
October 14	End of 1st Quarter (44 Days)
November 21-25	Thanksgiving Break
December 16	End of 2nd Quarter (40 Days)
	End of 1st Semester (84 Days)
Dec. 19-Jan. 2, 2023	Christmas Vacation
January 3	School Resumes
January 16	Martin Luther King Holiday
January 23-February 3	MAP Assessment Test Weeks
February 20	President's Day Holiday
March 17	End of 3rd Quarter (52 Days)
March 20-24	Spring Break (Optional Week)
March 27-31	Spring Break (Mandatory Week)
April 3	School Resumes
May 8-19	MAP Assessment Test Weeks
May 29	Memorial Day Holiday
June 2	End of 4th Quarter (44 Days)
	End of 2nd Semester (96 Days)
June 3,4	Graduation Weekend

Directory of Schools

Elementary & Academy

	<u>SCHOOL NAME & ADDRESS</u>	<u>PRINCIPAL</u>	<u>TELEPHONE</u>
1.	Adventist Education Simi Valley (K-8) 1636 Sinaloa Rd., Simi Valley 93065-3034	Terry Tryon	(805) 583-1866 Fax (805) 526-7657
2.	Adventist Union School (K-8) 15548 Santa Ana Ave., Bellflower 90706-3599	Judah Amargo	(562) 867-0718 Fax (562) 866-9968
3.	Antelope Valley Adventist School (K-8) 45002 Fern Ave., Lancaster 93536	Samantha Macias	(661) 942-6552 Fax (661) 942-5699
4.	Conejo Adventist Elementary (K-8) 1250 Academy Dr., Newbury Park 91320	Jennifer Lew	(805) 498-2391 Fax (805) 498-1816
5.	East Valley Adventist School (K-8) 3554 Maine Ave., Baldwin Park 91706-5153	Elizabeth Negrete	(626) 960-4751 Fax (626) 960-4752
6.	Glendale Adventist Academy (K-12) 700 Kimlin Dr., Glendale 91206-1641	Oscar Olivarria, TK-12 Elementary TK-8	(818) 244-8671 Fax (818) 546-1180 (818) 246-4867 Fax (818) 247-5871
7.	Linda Vista Adventist Elementary (K-8) 5050 Perry Way, Oxnard 93036	Jonathan Fox	(805) 647-2220 Fax (805) 647-3971
8.	Los Angeles Adventist Academy (K-8) 846 E. El Segundo Bl., Los Angeles 90059-3398	Carol Todd	(323) 743-8818 Fax (310) 715-6924

Directory of Schools - continued

Elementary & Academy

	<u>SCHOOL NAME & ADDRESS</u>	<u>PRINCIPAL</u>	<u>TELEPHONE</u>
9.	Newbury Park Adventist Academy (9-12) 180 Academy Dr., Newbury Park 91320-1199	Sheldon Parris	(805) 498-2191 Fax (805) 499-1165
10.	Ridgecrest Adventist Elementary School (K-8) 555 Las Flores Ave., Ridgecrest 93555	Nancy Danelson	(760) 375-8673
11.	San Fernando Valley Academy (K-12) 17601 Lassen St., Northridge 91325-1295	Oscar Withmory	(818) 349-1373 Fax (818) 773-6353
12.	San Gabriel Academy (K-12) 8827 E. Broadway, San Gabriel 91776-2113	Angela Nair, TK-12 Bonnie Iversen 9-12	(626) 292-1156 Fax (626) 285-4949
		Roselaine Gorospe, K-8	(626) 286-6170 Fax (626) 286-1799
13.	South Bay Christian School (K-8) 4400 Del Amo Bl., Torrance 90503-2198	Adrienne Rowe-Saulsbury	(310) 370-6215 Fax (310) 793-8665
14.	West Covina Hills Adventist School (K-8) 3528 E. Temple Way, West Covina 91791-2393	Donald Shelton	(626) 859-5005 Fax (626) 859-5724

Directory of Schools - continued

Early Childhood Education Centers

SCHOOL NAME & ADDRESS	DIRECTOR	TELEPHONE
A+ ADVENTIST CHILDREN'S CENTER Glendale City Adventist Church 234 North Isabel Street, Glendale 91206	Malisa Smith	(818) 241-9353
AESV PRESCHOOL Adventist Education Simi Valley 1636 Sinaloa Rd., Simi Valley 93065	Tammy Grodt	(805) 210-8353
CHILD DEVELOPMENT CENTER San Fernando Valley Academy 17601 Lassen Street, Northridge 91325	Alma Wesley	(818) 206-2117
CONEJO ADVENTIST PRESCHOOL Conejo Adventist Elementary School 1250 Academy Drive, Newbury Park 91320	Teresa Cabrera	(805) 498-2391
DISCOVERYLAND CHILD CARE CENTER South Bay Junior Academy 4400 Del Amo Boulevard, Torrance 90503	Violet Edwards	(310) 371-4503
IRUKA YOCHIEN Hacienda Heights SDA Church 2120 South Stimson Avenue, Hacienda Heights 91754	Chisato Chiu	(626) 330-0730
L.A. DISCOVERYLAND PRESCHOOL Los Angeles Adventist Academy 846 East El Segundo Boulevard, Los Angeles 90059	Cassandra Hudson-Johnson	(323) 321-2585
3 ANGELS' PRE-SCHOOL AND INFANT CTR. Ventura SDA Church 6300 Telephone Road, Ventura 93003	Mary Wiggins	(805) 639-0363

SOUTHERN CALIFORNIA CONFERENCE OF SEVENTH- DAY ADVENTISTS

Wage Scale

Salary-Step Placement Schedule—Elementary & Secondary Certificated Instructional Personnel

Degree	Certificate	Year of Experience and Percentage Factor					
		1st	2nd	3rd	4th	5th	6th or More
None	None (a)	67%	67%	67%	67%	67%	67%
None	Designated Subject	68%	69%	70%	71%	72%	73%
Bachelors	None (a)	72%	72%	72%	72%	72%	72%
Bachelors	Conditional (a)	77%	79%(d)	79%	79%	79%	79%
Bachelors	Designated Subject	77%	80%	83%	86%	89%	93%
Bachelors	Basic (a)(b)	83%	85%	87%			
Bachelors	Standard (a)(b)				89%	92%	95%
5th Yr or 60 qtr. hrs.	None (a)	74%	74%	74%	74%	74%	74%
5th Yr or 60 qtr. hrs.	Conditional (a)(c)	77%	79%(d)	79%	79%	79%	79%
5th Yr or 60 qtr. hrs.	Designated Subject	78%	81%	84%	87%	90%	93%
5th Yr or 60 qtr. hrs.	Basic (a)(b)	83%	85%	87%			
5th Yr or 60 qtr. hrs.	Standard (a)(b)				89%	92%	95%
5th Yr or 60 qtr. hrs.	Professional (a)(b)				95%	97%	102%
Masters	None (a)	74%	74%	74%	74%	74%	74%
Masters	Conditional (a)(c)	77%	79%(d)	79%	79%	79%	79%
Masters	Designated Subjects	83%	86%	89%	92%	95%	99%
Masters	Basic (a)(b)	84%	86%	88%			
Masters	Standard (a)(b)				90%	93%	95%
Masters	Professional (a)(b)				96%	98%	102%
EdS, PhD, EdD	None (a)	74%	74%	74%	74%	74%	74%
EdS, PhD, EdD	Conditional (a)(c)	77%	79%(d)	79%	79%	79%	79%
EdS, PhD, EdD	Designated Subject	83%	86%	89%	92%	95%	99%
EdS, PhD, EdD	Basic (a)(b)	85%	87%	89%			
EdS, PhD, EdD	Standard (a)(b)				91%	93%	95%
EdS, PhD, EdD	Professional (a)(b)				96%	98%	102%

SOUTHERN CALIFORNIA CONFERENCE OF SEVENTH- DAY ADVENTISTS

Wage Scale - continued

Southern California Conference SDA
 Elementary and Secondary Personnel
 Monthly Salary Rate for High Desert Area

Percentage	Ten-Month		Twelve-Month	
	Yearly	Monthly	Yearly	Monthly
67%	\$40,390	\$3,366	\$42,380	\$3,532
72%	\$43,392	\$3,616	\$45,552	\$3,796
74%	\$44,610	\$3,718	\$46,826	\$3,903
77%	\$46,406	\$3,837	\$48,698	\$4,058
79%	\$47,612	\$3,968	\$49,972	\$4,165
80%	\$48,202	\$4,017	\$50,596	\$4,217
81%	\$48,830	\$4,069	\$51,246	\$4,270
82%	\$49,420	\$4,118	\$51,870	\$4,322
83%	\$50,036	\$4,170	\$52,520	\$4,377
84%	\$50,626	\$4,219	\$53,144	\$4,429
85%	\$51,242	\$4,270	\$53,794	\$4,483
87%	\$52,434	\$4,370	\$55,016	\$4,585
89%	\$53,640	\$4,470	\$56,290	\$4,691
90%	\$54,256	\$4,521	\$56,940	\$4,745
91%	\$54,846	\$4,571	\$57,564	\$4,798
92%	\$55,436	\$4,620	\$58,788	\$4,849
93%	\$56,052	\$4,671	\$58,838	\$4,903
95%	\$57,270	\$4,773	\$60,112	\$5,010
97%	\$58,450	\$4,871	\$61,334	\$5,111
100%	\$60,272	\$5,023	\$63,258	\$5,272
102%	\$61,490	\$5,124	\$64,532	\$5,378

SOUTHERN CALIFORNIA CONFERENCE OF SEVENTH- DAY ADVENTISTS

Wage Scale - continued

Southern California Conference SDA

Elementary and Secondary Personnel

Monthly Salary Rate for Los Angeles, Ventura and Santa Barbara Counties

Percentage	Ten-Month		Twelve-Month	
	Yearly	Monthly	Yearly	Monthly
67%	\$48,346	\$4,029	\$50,882	\$4,240
72%	\$51,946	\$4,329	\$54,678	\$4,557
74%	\$53,398	\$4,450	\$56,212	\$4,685
77%	\$55,558	\$4,630	\$58,474	\$4,873
79%	\$56,998	\$4,750	\$59,982	\$4,999
80%	\$57,718	\$4,810	\$60,762	\$5,064
81%	\$58,450	\$4,871	\$61,516	\$5,126
82%	\$59,170	\$4,931	\$62,270	\$5,189
83%	\$59,890	\$4,991	\$63,050	\$5,254
84%	\$60,610	\$5,051	\$63,804	\$5,317
85%	\$61,330	\$5,111	\$64,558	\$5,380
87%	\$62,756	\$5,230	\$66,066	\$5,505
89%	\$64,196	\$5,350	\$67,574	\$5,631
90%	\$64,916	\$5,410	\$68,354	\$5,697
91%	\$65,636	\$5,470	\$69,108	\$5,760
92%	\$66,356	\$5,530	\$69,862	\$5,822
93%	\$67,076	\$5,590	\$70,642	\$5,887
95%	\$68,528	\$5,711	\$72,150	\$6,013
97%	\$69,968	\$5,831	\$73,658	\$6,138
100%	\$72,128	\$6,011	\$75,946	\$6,329
102%	\$73,580	\$6,132	\$77,454	\$6,455

*Southern California Conference of Seventh-day Adventists
Office of Education*

Full-Time Employee Benefits Outline 2023

Education:

Children's Tuition coverage at our K-16 schools –
35% provision for day students
70% provision for boarding students

Employee Coverage

Fully paid tuition for courses needed to acquire and maintain teacher certification. Such tuition support translates into acquiring a Master's degree or additional teacher certification endorsements in education in the fields of Curriculum & Instruction, Administration Leadership, and Education Psychology.

Housing Assistance:

Available if eligible:
Rental Assistance
House Purchasing Assistance for First Time Buyers

Insurance:

Basic Life
Health Care Assistance Plan (HCAP) –
Anthem Blue Cross Medical Anthem Blue Cross
Dental Anthem Blue Cross Vision
Refer to the Summaries of Benefits;
Employee contribution (\$75 per unit/per month)

Retirement: – NAD Defined Contribution Plan-Empower

Employee is automatically enrolled at 3%.
There is an automatic escalation of 1% of retirement contribution each July 1 until employee reaches 7%.

(Full outline of employee benefits is available at time of new employee orientation through HR Department)

Employment Application

PACIFIC UNION CONFERENCE OF SEVENTH-DAY ADVENTISTS



OFFICE OF EDUCATION

2686 Townsgate Road, Westlake Village, CA 91361
Phone (805) 413-7314

MAILING ADDRESS:

P.O. Box 5005, Westlake Village, CA 91359

VISIT US ONLINE AT:

www.puconline.org/education

EMPLOYMENT APPLICATION FOR CERTIFICATED POSITIONS

LOCAL CONFERENCE OFFICES OF EDUCATION	
ARIZONA	P.O. Box 12340, Scottsdale, AZ 85267 Phone (480) 991-6777
CENTRAL CALIFORNIA	P.O. Box 770, Clovis, CA 93613 Phone (559) 347-3059
HAWAII	2728 Pali Highway, Honolulu, HI 96817 Phone (808) 595-7591
NEVADA-UTAH	P.O. Box 10730, Reno, NV 89510 Phone (775) 322-6929
NORTHERN CALIFORNIA	P.O. Box 23165, Pleasant Hill, CA 94523 Phone (925) 685-4300
SOUTHEASTERN CALIFORNIA	P.O. Box 8050, Riverside, CA 92515 Phone (951) 509-2307
SOUTHERN CALIFORNIA	P.O. Box 969, Glendale, CA 91209 Phone (818) 546-8400

PACIFIC UNION CONFERENCE EMPLOYMENT APPLICATION FOR CERTIFICATED POSITIONS

(An Equal Opportunity Employer)

Seventh-day Adventist conferences are religiously qualified Equal Opportunity Employers, with the right to prefer Seventh-day Adventists in hiring. It is the policy of Seventh-day Adventist conferences to recruit and promote for job classifications on various factors including qualification, competence, attitude and spiritual commitment. Seventh-day Adventist conferences do not discriminate against qualified applicants on account of race, color, gender, age, national origin, medical or physical handicap/disability, ancestry, marital status, arrest, or court records. Seventh-day Adventist conferences reasonably accommodate the known disabilities/handicaps of qualified applicants, unless to do so would be an unreasonable hardship.

INSTRUCTIONS FOR COMPLETION

1. Type or print (using black or dark blue ink).
2. Attach additional sheets if explanations are needed for any items.
3. Attach additional sheets to list related experience, such as student missionary, summer camp, or other that you believe contributes to your qualifications for this position.
4. Remove this page from the Application Form before mailing.
5. Mail the completed application to the Conference(s) you select.

PACIFIC UNION CONFERENCE

EMPLOYMENT APPLICATION FOR CERTIFICATED POSITIONS

Position applied for: _____ Date of application: _____

Indicate any personal preferences you have for working in specific geographic areas within the Pacific Union Conference.

PERSONAL DATA:

Name: _____ Social Security Number: _____

Home Address: _____

Telephone: _____ Other contact number: _____

Have you used other name(s) in prior employment, school or other circumstances? Yes No If yes, please provide details.

Are you a member of the Seventh-day Adventist Church? Yes No Number of years, if member _____

Location/Name of Church: _____ Pastor: _____

JOB PREFERENCE: Check or list preferences.

TEACHING Child Development Center Elementary Secondary

ADMINISTRATION Child Development Center Elementary Secondary

ELEMENTARY Grade(s) _____

SECONDARY Subject-area(s) _____

CHILD DEVELOPMENT CENTER

EDUCATION: Complete the following for each college or university attended.

College / University	City and State	Curriculum or Major	Degree or Hours Completed

TEACHING/ADMINISTRATIVE EXPERIENCE: List in chronological order.

Dates From / To	School and Address	Conference or School District	Supervisor(s)	Position	Subject or Grade Taught	Reason for Leaving

CERTIFICATION:

Attach a photocopy of each current Seventh-day Adventist or State teaching certificate.

Has your denominational or state teaching certificate ever been limited, curtailed, suspended or revoked? Yes No

(If yes, attach details providing action(s) taken, dates(s) and circumstances.)

ADDITIONAL INFORMATION:

List any other experience or skill that you believe contributes to your qualifications for this position:

Do you speak, read or write any languages other than English? Yes No Specify _____

Have you ever been terminated, dismissed, or asked to resign from any Seventh-day Adventist denominational position or other employment? Yes No (If yes, attach details providing employer, dates, action taken, and circumstances.) _____

Have you ever pled guilty to or been convicted of any criminal offense? Yes No
 (If yes, attach details providing dates, circumstances and disposition.) Criminal convictions may not be an automatic bar to consideration for employment. You may be asked to authorize verification of any criminal record. Please exclude any convictions that have been judicially sealed or expunged pursuant to the state penal code or criminal status.

Are you currently serving probation for any criminal conviction? Yes No
 (If yes, attach details.)

REFERENCES: List at least four persons other than relatives who can provide both character and employment references.

NAME	POSITION	ADDRESS (complete)	PHONE

VERIFICATION OF APPLICATION INFORMATION

I hereby certify that all of the information on this employment application and any resumé or exhibit is true, correct and complete. I have not withheld any information requested on this application. I understand that false, misleading, incomplete or omitted information on this application or my resumé will result in disqualification for employment or, if I am hired, dismissal from employment. I authorize the employing organization and its agents to confirm information supplied on this application and my resumé and to investigate my suitability for employment. I agree to furnish additional information if requested. I release all parties and persons from any claims, liabilities and damages that may result from requesting or furnishing information about me to the employing organization, as well as from using such information in considering my employment application. I am a member in regular standing of the Seventh-day Adventist church, and abide by its teachings. I understand that if I receive a conditional employment offer, I may be asked to take a job-related medical examination with a physician selected by the employing organization. The results of this examination will be communicated to the employing organization and considered in evaluating my application. If I refuse to take such a medical examination, I understand that I will be disqualified from employment. I understand that if employed I must complete an I-9 form and provide satisfactory proof of my identity and legal authority to work in the United States. If employed, I agree to conform to the policies and standards of the employing organization. I acknowledge that by teaching in a Seventh-day Adventist school, I am under an obligation to further the beliefs and practices of the Seventh-day Adventist Church as set forth in the *General Conference of Seventh-day Adventist Church Manual*. I understand that no one other than the conference superintendent of schools or his/her designee is authorized to enter into any employment agreement for any specific time period, or to make any agreement contrary to the foregoing.

Signature of Applicant: _____ Date: _____

Office of Education

Staff Listing

Please contact us should you have any questions!

Name/Title	Email Address	Office Phone
James P. Willis II Vice President for Education	jwillis@sccsda.org	(818) 546-8457
Nancy L. Garcilazo Associate Superintendent - Elem., ECEC	ngarcilazo@sccsda.org	(818) 546-8458
Dr. W. R. Bob Dennis Associate Superintendent – Acad.	bdennis@sccsda.org	(818) 546-8452
Nelly Martin Registrar/Executive Assistant	nmartin@sccsda.org	(818) 546-8451
Andrei Toma Administrative Assistant	atoma@sccsda.org	(818) 546-8456