

**CITY OF SAN ANTONIO
OFFICE OF COUNCILMEMBER ANA E. SANDOVAL
INTERDEPARTMENTAL MEMORANDUM**

TO: Leticia M. Vacek, City Clerk

FROM: Councilmember Ana E. Sandoval

COPIES: Brandon Smith, Boards & Commissions Coordinator

SUBJECT: Boards & Commissions Appointment

DATE: July 3, 2018

I wish to nominate the following person to the Commission on Education:

Rebecca Zertuche

The application of the individual is on file with the Office of the City Clerk. Please forward this nomination for Council Approval at the next Council Meeting.



Ana E. Sandoval
City Council District 7

RECEIVED
CITY OF SAN ANTONIO
CITY CLERK
18 JUL 10 PM 3:13

SA2020 Commission on Education District 7	Application No: No: 20180701230637_7019
ELIGIBILITY	
Are you a qualified voter in the City of San Antonio?	Yes
PROFILE	
Prefix	Ms.
Last Name	Zertuche
First Name	Rebecca
Middle Name	Ann
Suffix	
Preferred Name	Rebecca A. Zertuche
Gender:	Female
Ethnicity:	Hispanic
Title	Community Liaison
Address Type?	Residence
Address	427 Club Dr Apt1
City	San Antonio
State	TX
Zip	78201
Phone Type?	Cell
Phone number	2108632601
Phone 2 Type?	
Phone 2 number	
eMail	beckyann0172@msn.com
Employer	SAISD
Job Title	Paraprofessional
Occupation	Community Liaison
Board/Commission/Committee Name	SA2020 Commission on Education~District 7~~01
QUESTIONS	
If this board position requires residency within Bexar County, the City of San Antonio city limits or within a particular council district,	Yes

do you meet those residency requirements?	
Are you a City of San Antonio resident?	Yes
San Antonio Resident Length - Years	36
In which City Council District do you reside?	07
How many years have you lived in the City Council District where you reside?	36
Do you or any of your immediate family members or any businesses that you or they own currently have any direct or indirect financial interest in any contract(s) with the City, including subcontracts?	No
Will you or any of your immediate family members or any businesses that you or they own seek a contract (s) with the City in the foreseeable future?	No
Do you or any of your immediate family members or any businesses that you or they own have any financial interest, direct or indirect, in any sale to the City of any land, materials, supplies, or service?	No
Does your employer or an employer of your immediate family members have a contract with the City?	No
Do you or any of your family members currently serve or in the past year served as an administrative aide to a Councilmember?	No
Do you currently serve in any elected or appointed public government office?	No
Are you a member and/or officer and/or employee of any boards, commissions, corporations, non-profit entities, agencies, or other entities?	Yes
	Board Secretary- Urban Soccer Leadership Academy- 2014

Give the title and dates of any position which you have held in such organization:	
Do you receive any compensation for service on this entity(ies)?	No
Do you intend to seek election or appointment to any public office or board or commission in the foreseeable future?	No
Have you ever been hired for a position with the City of San Antonio?	No
Have you had any convictions of criminal offenses other than parking or traffic tickets?	No
Describe your Educational history.	High School Graduate- 1999- Thomas Jefferson High School Associates Degree- 2011- San Antonio College Bachelors Degree- 2013 - Texas A and M San Antonio University
Describe your Professional History & Certification designations (Current and historical).	Unlimited Health Services, San Antonio, TX - November 2008-2009 Office Clerk-Responsibilities include answering multi-line phone, in-take application, distribute employee checks. Other administrative duties include setting appointments, record keeping, filing, copying, and faxing documents. Little Learning Center, San Antonio, TX November 2009 August 2010 Head Teacher/Team Leader- Developed daily lesson plans. Observed and assessed each child"s development. Planned, prepared and executed two week units based upon a theme to develop social, cognitive and physical skills. Administrative duties include: planned employees schedules, answered phone, reviewed registration packets for parents, administered childrens medication. Maintained facility when Director was out. Mission Academy, S.A.I.S.D., San Antonio, TX- August 2010-2016 Pre-K Teacher Assistant- Responsibilities included: Preparing the classroom for lessons Supervising creative activities Giving support to pupils (individually or groups) who need to finish a particular task Helping children to learn through play Helping children to progress through reading (to them or by them) Offering support and understanding to those who are upset Setting up equipment for the teacher Supervising sports events or outings Various admin tasks A teachers assistant works with a teacher who is often called out of the class to attend to other duties. During her absences, the teacher delegates to the

	<p>assistant the task of completing the lesson and helping the class work through planned exercises. Mission Academy, S.A.I.S.D., San Antonio, TX August 2016-2017: Parent and Family Liaison- Serve as a liaison and assist district, school staff, parents and community in gaining an appreciation of the added value of parent education and parent involvement and engagement program perform home visits. Participate in scheduled training as required. Assist campus in the recruitment of parents, families and community members to assist with school activities and program needs. Schedule, coordinate and facilitate parent meetings that provide parents information regarding participation under Title I, Part A and to explain Title I, Part A including parent educational meetings. Assist principal in identifying and recommending campus parent educators. Submit referrals to principal or counselor of individuals in need of social services. Collect, prepare, maintain and distribute materials relating to parent involvement policy, to be distributed to parents and maintain parent resource room. Thomas Jefferson High School- October 2017-present Parent and Family Liaison-Serve as a liaison and assist district, school staff, parents and community in gaining an appreciation of the added value of parent education and parent involvement and engagement program perform home visits. Participate in scheduled training as required. Assist campus in the recruitment of parents, families and community members to assist with school activities and program needs. Schedule, coordinate and facilitate parent meetings that provide parents information regarding participation under Title I, Part A and to explain Title I, Part A including parent educational meetings. Assist principal in identifying and recommending campus parent educators. Submit referrals to principal or counselor of individuals in need of social services. Collect, prepare, maintain and distribute materials relating to parent involvement policy, to be distributed to parents and maintain parent resource room.</p>
<p>Describe your Volunteer Experience & Community Service</p>	<p>Board Member-Secretary of (USLA) Urban Soccer Leadership Academy- Was a registrar with Jefferson United Soccer League previous for about 4 years and currently I am the Secretary with (USLA) Urban Soccer Leadership Academy organization: stenography for meetings, office machine operation, answering telephones, schedule appointments, bookkeeping, and filling previous and current documents with our soccer organization. My experience is mentoring our USLA players through sports and education to direct them on a</p>

	college pathway towards the end of their high school year.
Please provide a brief narrative outlining your reasons for seeking appointment to this board or commission:	I believe to bring future career leaders you would need to enhance your understanding of the community as well, as your education. The best way to do that is to educate not only the child, but the family that they were within. Giving the parents as well as the children the options to understanding to build their education not just as in the community, but as well as the college and understanding for the future of our generation.
APPLICATION SIGN-OFF	
As a board, commission, or committee member, you will be asked to adhere to: Code of Ordinances, City of San Antonio, Part II, Chapter 2, Article IX, Sec.2-534. All board and commission members must file a Financial Disclosure Report with the Office of the City Clerk upon appointment, and annually thereafter, throughout the member's term. Failure to file a Financial Disclosure Report within the time required by the City's Ethics Code will be considered an automatic removal.	
I understand that if any member of the public makes a request for information included in this Application for Appointment, most of the information must be disclosed under the Public Information Act. I understand that the City of San Antonio will attempt to maintain the confidentiality of highly private matters by seeking an Attorney General's opinion in accordance with the Public Information Act. I understand that it may not be legally possible to maintain the confidentiality of such information, and I hereby release the City of San Antonio, and its agents, employees and officers, from any and all liability whatsoever if the information must be released pursuant to the Public Information	Acknowledged

Act or any other law requiring its release.	
OATH: I have read and understand the guidelines set out in this application. The foregoing statements are true, accurate, and complete. I agree that any misrepresentation or omission of facts may result in my disqualification for appointment.	Acknowledged
Enter Your Name	Rebecca Zertuche
Date of submission.	7/1/2018
The Texas Public Information Act provides that each government official may choose whether to allow the public access to the information in the custody of the City that contains your home address, home telephone number, or reveals whether you have family members. Please note that this does not apply to business addresses, which are subject to public disclosure. If an open records request is filed requesting to view or obtain records that contain your personal information, the City will take steps to protect your personal information as authorized by the Texas Public Information Act, but only if you have elected to protect personal information.	
I want the public to have access to my Home Address.	No
I want the public to have access to my Home Telephone Number.	Yes
I want the public to have access to my Social Security Number.	No
I want the public to have access to my Emergency Contact Information.	Yes
I want the public to have access to my Family Information.	No
Please attach any additional information, such as a current	

resume, using the Attachments panel
at the bottom of this page.

Rebecca A. Zertuche

427 Club #1

San Antonio, TX 78201

210-863-2601

beckyann0172@msn.com

PERSONAL STATEMENT

A caring teacher who believes that all children can learn and thrive in a learning and creative environment. Believe in bringing to fruition a child's potential through educational learning. Ability to establish rapport with students and parents, based on outstanding communication. Highly motivated and creative. Reliable and dependable in meeting objectives and hard-working. Excellent inter-personal and communications skills. Great team worker and highly flexible.

EDUCATION

Texas A&M San Antonio University, San Antonio, TX
Major: Bachelor of Science-Interdisciplinary Studies
EC-6 Generalist w/ESL Endorsement
Hours completed: 47 hours

Spring 2011-Graduate Fall 2013

Alamo Community College, San Antonio, TX
Major: Associates of Arts in Teaching EC-4; 4-8; EC-12
Associates Degree

Fall 2007 – Fall 2011

Thomas Jefferson High School, San Antonio, TX

June 1999

WORK EXPERIENCE

Thomas Jefferson High School, S.A.I.S.D., San Antonio, TX

October 2017- Present

Parent & Family Liaison:

Reasonability: Serve as a liaison and assist district, school staff, parents and community in gaining an appreciation of the added value of parent education and parent involvement and engagement program; perform home visits. Participate in scheduled training as required. Assist campus in the recruitment of parents, families and community members to assist with school activities and program needs. Schedule, coordinate and facilitate parent meetings that provide parents information regarding participation under Title I, Part A and to explain Title I, Part A including parent educational meetings. Assist principal in identifying and recommending campus parent educators. Submit referrals to principal or counselor of individuals in need of social services. Collect, prepare, maintain and distribute materials relating to parent involvement policy, to be distributed to parents and maintain parent resource room.

Mission Academy, S.A.I.S.D., San Antonio, TX

August 2016- October 2107

Parent & Family Liaison

Reasonability: Serve as a liaison and assist district, school staff, parents and community in gaining an appreciation of the added value of parent education and parent involvement and engagement program; perform home visits. Participate in scheduled training as required. Assist campus in the recruitment of parents, families and community members to assist with school activities and program needs. Schedule, coordinate and facilitate parent meetings that provide parents information regarding participation under Title I, Part A and to explain Title I, Part A including parent educational meetings. Assist principal in identifying and recommending campus parent educators. Submit referrals to principal or counselor of individuals in need of social services. Collect, prepare, maintain and distribute materials relating to parent involvement policy, to be distributed to parents and maintain parent resource room.

Mission Academy, S.A.I.S.D., San Antonio, TX

August 2010-August 2016

Pre-K Teacher Assistant

Responsibilities included: Preparing the classroom for lessons; Supervising creative activities; Giving support to pupils (individually or groups) who need to finish a particular task; Helping children to learn through play; Helping children to progress through reading (to them or by them); Offering support and understanding to those who are upset; Setting up equipment for the teacher; Supervising sports events or outings; Various admin tasks

A teachers' assistant works with a teacher who is often called out of the class to attend to other duties. During her absences, the teacher delegates to the assistant the task of completing the lesson and helping the class work through planned exercises.

Little Learning Center, San Antonio, TX

November 2009 – August 2010

Head Teacher/Team Leader

Developed daily lesson plans. Observed and assessed each child's development. Planned, prepared and executed two week units based upon a theme to develop social, cognitive and physical skills. Administrative duties include: planned employees schedules, answered phone, reviewed registration packets for parents, administered children's medication. Maintained facility when Director was out.

Unlimited Health Services, San Antonio, TX

November 2008 – November 2009

Office Clerk

Responsibilities include answering multi-line phone, in-take application, distribute employee checks. Other administrative duties include setting appointments, record keeping, filing, copying, and faxing documents.

SKILLS AND TRAINING

Typing, Microsoft Word/PowerPoint/Excel, Data Entry, Customer Service Skills, Stenography meeting minutes, Send Faxes, Bookkeeping, WPM: 35
CPR/First Aid Certified; CPI Certified

Board Member-Secretary of (USLA) Urban Soccer Leadership Academy- Was a registrar with Jefferson United Soccer League previous for about 4years and currently I am the Secretary with (USLA) Urban Soccer Leadership Academy organization: stenography for meetings, office machine operation, answering telephones, schedule appointments, bookkeeping, and filling previous and current documents with our soccer organization.

LSAISD -Alumni 2013

President – Thomas Jefferson Athletic Booster Club for 2years

