

FRANCIS A. ROJAS

FRANCIS.ROJAS@BERKELEY.EDU ▪ FREMONT, CA

Experienced public school administrator with a wide breadth of demonstrated leadership at large, culturally diverse, comprehensive high schools. Skilled in Curriculum and Instruction Improvement, Culturally Responsive Practices, Climate and Culture Development, Leadership Coaching, Professional Development, Community Outreach and Organizing, Master Scheduling, Restorative Justice Practices, Event Planning and Project Management, Student Activities, Budget and Finance, and Equity and Social Justice in Schools. Strong instructional leader and education management professional with a Master of Arts in Educational Leadership from the Principal Leadership Institute, and is currently a graduate student in the Leaders for Equity and Democracy Doctor of Education Program, both at the University of California, Berkeley, Graduate School of Education.

EXPERIENCE

2017-current **Milpitas Unified School District** **Milpitas, CA**

Principal, Milpitas High School – July 2017-current

- Provide, administer, direct and manage school and LCAP-aligned district-initiated programs involving curriculum, extra- and co-curricular activities, budget operations, guidance, students and staff. Manage and oversight of \$1.4+ million site budget, including student body accounts.
- Coordinate curriculum development with department chairs and ensured articulation with district-wide initiatives and efforts. Create and implement various professional development opportunities for 250+ certificated and classified staff.
- Organize and facilitate \$80+ million bond construction projects together with site and district staff, community members, architects, contractors, and consultants.
- Partner with community and business leaders to increase internship and extended learning opportunities for students, donations of resources, and to discuss the role and opportunity for economic and workforce development initiatives through the high school and Milpitas Alliance Partners for the MUSD Innovation Campus.
- Maintain effective communication with parents and community members; provided information of new policies and procedures in the District; Increased parent engagement in school events and committees – PTSA membership has tripled to 400+ members over the last 3 years; Respond to and resolve difficult and sensitive inquiries and complaints from parents and the general community.
- Serve on Santa Clara Valley Athletic League and Central Coast Section Athletics Board of Managers.

2001-2017 **New Haven Unified School District** **Union City, CA**

Schoolwide Vice Principal, James Logan High School – July 2015-June 2017

- Design, program, and implement Master Schedule for 200 teachers and 4,000 students including working with a team of 11 school counselors, 12 department heads, and 7 administrators to collect teacher preferences, plan teacher assignments, develop and approve new courses at the school, district and university levels, coordinate common collaboration periods, and assign 175 classrooms and other facilities.
- Advocate for teaching staff and best-practices for student learning by collaborating with teacher union leadership, district directors and superintendents to reduce teacher-student ratios, yielding in a 10% reduction in class size schoolwide, especially in areas of need, special populations, and targeted interventions.
- Support and coordinate district initiatives through the \$29 million federal Race-to-the-Top Grant in areas of professional development, 1:1 student device technology integration, literacy in all content areas, project-based learning, college and career

readiness, equity and access to rigorous instruction, mental health support for students, restorative justice practices, instructional coaching, parent and community involvement, and full-service community schools.

- Manage and support school counselor team in providing comprehensive and innovative college and career readiness guidance to students, parents, and community through mass communication and outreach events, including grade level specific parent nights, school orientations, student personalized learning plan workshops, financial aid planning workshops, college and career fairs, and college recruitment presentations and tours.
- Manage and support Career Technical Education (CTE) Perkins Federal Grant and CTE academies by serving as a liaison between CTE academy teachers, local Region Occupation Programs, and community and business advisory committees.
- Coordinate and manage stakeholder input with architects and contractors and provide administration oversight for facility bond projects, including a \$2.9 million Video Arts Production Studio completed in 2016 and a \$5 million new track and field, football stadium upgrade with new team room building, scoreboard and ADA modernizations completed in 2017.
- Continue roles in Science, Facilities, and Student Activities from tenure as House Principal.

House Principal, James Logan High School – July 2010-June 2015

- Support the Science Department by establishing and guiding the Science ILT to foster teacher leadership in planning professional and curriculum development using Common Core and Next Generation Science Standards, Rigorous Curriculum Design, Reading Apprenticeship, and Math Studio.
- Facilitate science department staff in developing equitable four-year articulation pathways for students in science from foundational science courses, to elective and Advanced Placement courses based on student skills and interests rather than prerequisites that create barriers for underrepresented students.
- Support the Visual and Performing Arts, and Career Technical Education departments with professional and curriculum development using Common Core and Reading Apprenticeship to improve student literacy skills through various art media, production, performance, technical processes, and critique rather than supplemental reading materials. Nurtured arts teachers to believe that their elective courses have just as much impact on student learning and literacy as core academic courses.
- Redesign of outreach events such as student orientation, school site council, and open house to increase student and parent involvement and relevance to support the needs of families. Developed the concept of Academic Achievement Night to help educate families about higher education, financial aid, college applications, resources for undocumented students, and collegiate athletics.
- Contribute to and facilitate the WASC accreditation process with stakeholders to provide input and feedback for the self-study report and goal-setting that earned a six-year accreditation. Also, coordinated and facilitated district and site CDE Office of Civil Rights Compliance Review with full compliance and no findings.
- Oversee student activities, student government and co-/extra-curricular programs to ensure equitable access to activities and student leadership opportunities inclusive of students from all cultural and socioeconomic backgrounds. Partnered with Fiscal Services Director to reduce findings in annual internal and external audits in ASB accounts. Manage and monitor annual budget of \$500,000.00+ student funds. Negotiate and uphold agreements between ASB and vendors, including school photography, graduation products, caterers, and event planners.
- Manage the facilities of a 60+ acre campus including event scheduling, school use and outside rentals planning, architectural and construction planning, liaison between staff

and vendors, OSHA and fire marshal visits, conflict mediation, and general maintenance. Partnered with Maintenance and Operations Director and site supervisor to address health and safety issues, streamline processes and optimize resources, and advocate for staff needs around capacity and sustainability.

- Other responsibilities include: certificated and classified staff evaluations and hiring, student discipline, schoolwide testing, and special education support.

Ninth Grade Family Coach – September 2009-June 2010

- Facilitate the development of professional learning communities in the ninth grade family structure by providing professional development, observations and coaching around creating norms and common values, using student work samples to inform teaching practices and student interventions, research-based practices, and collaborative inquiry.
- Collaborate with district and site administration to gather quantitative and qualitative data using walk-throughs, multiple-measures data, and teacher and student interviews to assess the effectiveness of the small learning communities and teacher collaboration meetings and professional development consultant.

Student Activities Director – August 2006- June 2010

- Advise and supervise the James Logan High School ASB Student Council and Leadership classes in the planning, budgeting, implementation, and evaluation of student activities including freshman orientation, school dances, assemblies, rallies, proms, senior grad trip, graduation ceremony and other school wide events for a 4,000+ student body.
- Develop procedures for ASB activities, including logistical details and supervision and discipline protocols for dances, assemblies, and rallies.
- Worked with school photography, graduation products, and other school-related vendors to negotiate agreements and facilitate school-company partnerships.
- Oversee ASB finances and fundraising activities, manage athletic event ticket sales, and enforce FCMAT guidelines and laws involving ASB.

Classroom Teacher – August 2002- June 2010

- Biology teacher, including Freshman Biology, ELD Biology, Biology (Grades 10-12), and Summer School. Developed course specific curriculum in collaboration with science teachers including lessons, common formative and summative assessments, and laboratory activities. Member of Biology textbook selection committee.
- 2008 Summer Bridges program teacher – transition intervention program for incoming ninth grade students. Developed curriculum and coordinated program activities such as goal setting, mental and emotional health support, and career planning.
- Long-term substitute for honors and regular Anatomy & Physiology classes.
- Advisor of Class of 2006 (all four years), Pre-Medical Club, Gardening Club.

Site Strategic Planning Committee – March-December 2006

- Developed the James Logan High School Mission Statement and four specific tactics focusing on small learning communities, research-based teaching practices to ensure student achievement and proficiency, cultural awareness and character building, and accountability among stakeholders.

District Strategic Plan Action Team – September 2005-January 2006

- Contributor to Action Team #2: Create effective internal and external communications to build trust by involving members of the staff and community in the decision-making process. Together with district and site administrators, developed the initial models for

Inclusive and Responsible Decision-making Process and Superintendent's Community Forum.

Substitute Teacher – November 2001-July 2002

Over 350 hours experience at Elementary through High School levels.

EDUCATION & CERTIFICATION

2021-current	University of California	Berkeley, CA
	<ul style="list-style-type: none">▪ Graduate School of Education – Leaders in Equity and Democracy Doctoral Program▪ Ed.D. anticipated completion 2023	
2010–2013	University of California	Berkeley, CA
	<ul style="list-style-type: none">▪ Graduate School of Education – Leadership Support Program▪ Clear Administrative Services Credential	
2009–2010	University of California	Berkeley, CA
	<ul style="list-style-type: none">▪ Graduate School of Education – Principal Leadership Institute▪ M.A. Educational Leadership and Preliminary Administrative Services Credential	
2004-2006	University of the Pacific	Stockton, CA
	<ul style="list-style-type: none">▪ Development for Beginning Teachers courses taken at New Haven USD▪ Biological Sciences Clear Credential with Introductory Science Supplement	
2002-2004	California State University	Hayward, CA
	<ul style="list-style-type: none">▪ CSUH/New Haven Unified School District Single Subject Program▪ Biological Sciences Preliminary Credential with Introductory Science Supplement	
1997–2001	University of California	Berkeley, CA
	<ul style="list-style-type: none">▪ B.A. Integrative Biology with emphasis in Human Physiology and Neuroscience	
1993–1997	James Logan High School	Union City, CA
	<ul style="list-style-type: none">▪ High School Diploma – Summa Cum Laude	

PROFESSIONAL ASSOCIATIONS & TRAININGS

Stuart Foundation Fellows – “Change Makers” Principal Sustainability Project

- UC Berkeley and UCLA Principal Leadership Institute research study about common issues resulting in the high turnover of principals and the need for support for principals throughout the state of California to inform state programs and policy.

21st Century California School Leadership Academy (21 CSLA)

- Contributed to grant writing process for UC Berkeley to become 21CSLA State Center. Guest lecturer, panelist, and contributor to 21CSLA Webinar series.

Western Association of Schools and Colleges (WASC)

- Volunteer for Accrediting Commission for Schools. Visiting Committee member and chair for accreditation process for several high schools in California, including Los Gatos High School, Jefferson High School in Daly City, Amos Alonzo Stagg High School in Stockton, and James Logan High School in Union City.

Advancement Via Individual Determination (AVID)

- Completed 2 years of School Leader/Administrator Training for AVID Schoolwide implementation in San Diego, CA and Seattle, WA.

Transcend - Silicon Schools Design Collaborative

- Participated in 3 Bay Area convenings with MUSD leaders as a design team member. Explored community mapping, future trends, innovative schedules and practices, and development of graduate aims and vision for the future of education in MUSD.

Summit Learning

- Completed 2 years of School Leader and Administrator Training for AVID Schoolwide implementation in San Diego, CA and Seattle, WA.

Reading Apprenticeship – Literacy through Metacognitive Conversation

- Participated in WestEd trainings and facilitated professional development for site administration, teachers and staff based on a unique framework of four interacting dimensions of learning that support both academic and SEL learning: social, personal, cognitive, and knowledge-building through metacognitive conversation that explores students' thinking processes.

Targeted Leadership – Developing Instructional Leadership Program

- Completed 2 years of training and professional development on how to increase shared and strategic leadership in schools through transformative and sustainable systems for instructional leadership that include data, site and district level classroom observations, sharing of research-based best-practices, and continuous cycles of inquiry and improvement around student learning.

Human Systems Dynamics Institute (HSD)

- Member of Cohort 38. Trained and certified in education reform through adaptive action grounded in inquiry resulting in setting patterns for generative teaching and learning.

California Association of Directors of Activities (CADA)

- Area B Council Member since 2008 representing Alameda County, Site Coordinator for annual Area B Student Conference (2,000 attendees), and workshop presenter. 2012-13 Area B Activities Director/ASB Advisor of the Year Award recipient.

New Haven Pilipino-American Society for Education (NH PASE)

- Member of organization of educators that supports equity and advocacy for diversity, and provides students of Filipino descent with college and career awareness opportunities and over \$20,000.00 of scholarships from alumni and local benefactors.