

School districts in Lassen County operate autonomously with their own elected Governing Board and appointed District Superintendent.

The Lassen County Office of Education is a service organization and an intermediary between local school districts and the California Department of Education.



## Mission Statement

### Lassen County Office of Education

The mission of the Lassen County Office of Education is to provide essential and necessary resources, services, support, and leadership to all public schools in Lassen County that will assist in the improvement of programs and development of all children in reaching their fullest individual potential.

## Lassen County School Districts and Superintendents

### Big Valley Joint Unified School District

*Paula Silva,*  
Superintendent/Principal  
(530) 294-5266  
[www.bigvalleyschool.org](http://www.bigvalleyschool.org)

### Fort Sage Unified School District

*Michael Altenburg,*  
Superintendent/Principal  
(530) 827-2129  
[www.fortsage.org](http://www.fortsage.org)

### Janesville Union School District

*Ed Brown,*  
Superintendent/Principal  
(530) 253-3660  
[www.janesvilleschool.org](http://www.janesvilleschool.org)

### Johnstonville Elementary School District

*Dr. Gary McIntire,*  
Superintendent/Principal  
(530) 257-2471  
[www.johnstonville.org](http://www.johnstonville.org)

### Lassen Union High School District

*Bill McCabe,*  
Superintendent/Principal  
(530) 257-5134  
[www.lassenhigh.org](http://www.lassenhigh.org)

### Long Valley Charter School

*Sherri Morgan, Director*  
(530) 827-2395  
[www.longvalleycs.org](http://www.longvalleycs.org)

### New Day Academy

*Laura Van Acker,*  
Executive Director  
(530) 233-3861  
[www.newdayacademy.net](http://www.newdayacademy.net)

### Ravendale-Termo Elementary School District

*Jason Waddell,*  
Superintendent/Principal  
(530) 257-8200  
[www.juniperridge.org](http://www.juniperridge.org)

### Richmond Elementary School District

*Vicky Leitaker,*  
Superintendent/Principal  
(530) 257-2338  
[www.richmondelementary.com](http://www.richmondelementary.com)

### Shaffer Elementary School District

*Terri Daniels,*  
Superintendent/Principal  
(530) 254-6577  
[www.shafferschool.org](http://www.shafferschool.org)

### Susanville School District

*Jason Waddell,*  
District Superintendent  
(530) 257-8200  
[www.susanvillesd.org](http://www.susanvillesd.org)

### Westwood Unified School District

*Randy Bobby,*  
District Superintendent  
*Marci Johnson, Principal*  
(530) 256-2311  
[www.westwoodusd.org](http://www.westwoodusd.org)

### Westwood Charter School

*Jason Theobald, Director*  
(530) 256-2995  
[www.wcschool.net](http://www.wcschool.net)



Lassen County Office  
of Education



472-013 Johnstonville Road, North  
Susanville, California 96130  
(530) 257-2196 [www.lcoe.org](http://www.lcoe.org)

## Services and Programs



**Business Services** include such functions as budget approval and monitoring, fund apportionment and distribution, payroll, retirement and financial accounting services, auditing and issuance of warrants, legal advisory services, processing and collection of statistical and financial reports and data, and general management team assistance and reporting. The Business Office issues approximately 10,500 payroll warrants, valued in excess of \$22,300,000, to approximately 850 school district employees. In addition, warrants are issued for payment of non-payroll related school district expenses. These expenditures total approximately \$10,000,000 annually.



The **Human Resources Department** provides leadership and support to local school districts and other County Office divisions to maximize productivity through the use of modern technology and strong personnel practices. Services include teacher and staff recruitment, collective bargaining, professional development, and strategic planning.

The Human Resources Department provides human resource services for Lassen County Office of Education programs and operating units. It serves as a resource for school district staff and provides up-to-date information on recruitment, job description requirements, interview/selection, and human resources data such as salaries and employee benefit information.



**Health Services** are provided to direct service districts, including hearing and vision screening, scoliosis screening, HIV/AIDS training, and other mandated services. Services are provided by a credentialed school nurse and school nurse assistants.

**Juvenile Court School** provides a fully-accredited educational program for school age youth who are incarcerated.



The **Credential Analyst** provides school districts, charter schools, and the California Department of Corrections current information on California teacher credentialing and assignment requirements. Specialized services are also provided for first-time and renewal credential applicants. Ongoing monitoring of credentials for certificated staff in all county districts is also provided.



**Special Education** provides a variety of support services to 10 school districts and three independent charters within Lassen County. Traditional mild/moderate and moderate/severe programs are provided, along with programs for emotionally disturbed students, infants and toddlers, and preschoolers. Services are provided by school psychologists, speech and language pathologists, an occupational therapist, a physical therapist, and credentialed special education teachers.



Comprehensive **Technology Services** include planning, installation, and support of audio visual systems, bell/PA systems, wireless systems, and network design; installation, repair, and maintenance of phone and server systems and fiber and copper cabling; security planning, installation, testing, and maintenance; website assistance, hosting, and maintenance; Data integration services; desktop and end-user support and training; E-rate ISP provider; IT systems and program evaluation and consulting services; and IT systems and program evaluations. Services are also provided on a contracted basis to other entities as requested and appropriate.



**Prevention Programs** are provided to all students year-round and include Red Ribbon Week, tobacco cessation, drug and alcohol awareness, and bullying prevention.

**Special Events** coordinated by the Lassen County Office of Education that benefit students countywide. Events include Sober Graduation, Lit Jam, 3<sup>rd</sup> Grade Lassen County History Day, 4<sup>th</sup> Grade California History Day, 5<sup>th</sup> Grade Day in the Desert, Science Fair, and the Lassen County Children's Fair—the largest single-day event in the county.



**Educational Support Services** are provided to school districts to ensure professional development to both certificated and classified personnel. Services include California Standards training; compliance support; Williams Oversight support; assistance with Local Control and Accountability Plans and Title 3; Regional System of District and School Support (RSDSS) services; and curriculum support.



**Child & Family Resources** offers a variety of information and resources to meet the needs of children, parents, childcare providers, agency personnel, and the general public. Programs include Child Care Resource and Referral, and subsidized childcare services, as well as many other services. Lassen Child & Family Resources strives to serve all eligible families. Eligibility for program services is based upon the amount of family income and number of family members. Additionally, specific need and eligibility criteria must be met.



**Preschool Opportunities** The Rainbow Learning Center provides a high-quality blended program for General Education and Special Needs students.

The **After-School Education and Safety Grant Program** provides after-school services to participating districts and schools. Services include supervision of programming, personnel, and finances. Project funds are received from the California Department of Education's (CDE) After School Education and Safety (ASES) program. Program funding is for the purpose of supporting participants in being successful students. This is accomplished through offerings that include academic interventions, tutoring, and homework assistance; recreation, and enrichments.



Lassen County Office of Education has continuous **Employment Opportunities** at various school locations in the County. We employ full-time, part-time and substitutes in our classrooms and Expanded Learning Programs. If you are interested in a rewarding position supporting students, please contact our office at 530-257-2196 or visit our website [www.lcoe.org](http://www.lcoe.org) for available listings and applications.