



# County of Santa Cruz

## BOARD OF SUPERVISORS

701 OCEAN STREET, SUITE 500, SANTA CRUZ, CA 95060-4069

(831) 454-2200 FAX: (831) 454-3262 TDD: (831) 454-2123

**JANET K. BEAUTZ**  
FIRST DISTRICT

**ELLEN PIRIE**  
SECOND DISTRICT

**MARDI WORMHOUDT**  
THIRD DISTRICT

**TONY CAMPOS**  
FOURTH DISTRICT

**JEFF ALMQUIST**  
FIFTH DISTRICT

AGENDA: 11/20/01

November 6, 2001

BOARD OF SUPERVISORS  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, CA 95060

RE: AT-LARGE APPOINTMENT TO THE WORKFORCE INVESTMENT  
BOARD (REPRESENTING EDUCATIONAL AGENCIES)

Dear Members of the Board:

I recommend the appointment of the following person to the Workforce Investment Board, as an at-large representative of educational agencies, in accordance with County Code Chapter 2.110, Section 20, for a term to expire June 30, 2004:

Bob Harper  
294 Green Valley Road  
Watsonville, CA 95076  
458-5061 (H)  
786-2160 (B)

Sincerely yours,

TONY CAMPOS, Supervisor  
Fourth District

TC:ted

cc: Bob Harper  
Workforce Investment Board

2834A4

APPLICATION FOR APPOINTMENT TO THE SANTA CRUZ COUNTY  
WORKFORCE INVESTMENT BOARD  
FOR  
WORKFORCE INVESTMENT ACT

0218

INSTRUCTIONS

If you are interested in serving on this board, please complete the following application and supplement and return to the Interim Workforce Investment Board, c/o Human Resources Agency/CareerWorks, 1040 Emetine Avenue, Building E, Santa Cruz, California 95060. This application will be forwarded on your behalf to the Board of Supervisors for their consideration and final approval.

Thank you for your interest in County Government.

Name

BOB HARPER

Address

294 GREEN VALLEY ROAD

WATSONVILLE, CA 95076

Phone

(Home)

(831) 458-5061

(Business)

(831) 786-2160

Supervisory District

FOURTH DISTRICT

Length of Residence in Area

PREVIOUS COMMISSION OR COMMITTEE SERVED (Please specify)

Advisory Body

Term

(SEE ATTACHED)

EDUCATION

Institution

Major

Degree

Year

(SEE ATTACHED)

# WORKFORCE INVESTMENT BOARD - APPLICATION SUPPLEMENT

Name: BOB HARPER

Date: 8-29-01

0219

Please provide the information requested below as it relates to the category of the Workforce Investment Board (WIB) nomination you are seeking.

Workforce Investment Board areas for nominations - Please check one box:

1. ☐ Business (Private Sector/Non-Governmental)
2. ☐ Employment Development Department
3. ☐ Economic Development Agency
4. ☐ Community Services Block Grant
5. ☐ Title V of the Older Americans Grant
6. ☐ Migrant and Seasonal Farmworker Programs
7. ☐ Representatives from Local Jurisdictions
8. ☐ Vocational Rehabilitation
9. ☐ Organized Labor
10. ☐ Community Based Organization
11. ☐ Economic Development Agency
12. ☐ Public Assistance Agency (Welfare to Work, CalWORKs)
13. ☒ Education
 

Adult Education

}

Circle One

Post-Secondary Education

}

Local School Board

If you checked box 1, please complete question 14. If you checked box 2-13 please go to question 15.

14. What is the name of your business?

WATSONVILLE/APTOS ADULT SCHOOL

Name of Business

- (a) Are you the Chief Executive or Owner Yes ☒ No ☐
- (b) Are you the Chief Operating Officer Yes ☒ No ☐
- (c) Do you have substantial management or policy responsibility Yes ☒ No ☐

(If you answered no to a, b, and c your application cannot be considered by the Board of Supervisors)

(d) Number of employees at the Santa Cruz County facility 130

(e) Is the business minority owned or operated Yes ☐ No ☐

(f) Please check the box indicating which Chamber of Commerce is nominating you:

- |   |                                     |
|---|-------------------------------------|
| <input type="checkbox"/> Aptos              | <input type="checkbox"/> Capitola   |
| <input type="checkbox"/> San Lorenzo Valley | <input type="checkbox"/> Santa Cruz |
| <input type="checkbox"/> Scotts Valley      | <input type="checkbox"/> Soquel     |
| <input type="checkbox"/> Pajaro Valley      |                                     |

- 15) What is the name of organization which nominated you? This organization may also be your employer.

WATSONVILLE/APPOS ADULT SCHOOL

Organization Name

WORK/VOLUNTEER EXPERIENCE

Organization                      Address                      Position                      Year

(SEE ATTACHED)

STATEMENT OF QUALIFICATIONS

Please attach a brief statement indicating why you are interested in serving on the advisory body in question and why you are qualified for the appointment.

CERTIFICATION

I certify that the information on this application and supplement is true and correct and I authorize the verification of the information in the application in the event I am a finalist for the appointment.

Bob Hansen  
Signature

8-29-01  
Date

For Private Sector Representatives Only:

Single Slate Nominee of local Santa Cruz County  
General business organization

\_\_\_\_\_  
Nominating Organization

\_\_\_\_\_  
Authorizing Signature

\_\_\_\_\_  
Date



# **Watsonville/Aptos Adult Education**

**Bob Harper, Director**

**Kathy Frye - O'Neill, Assistant Director**

0221

August 2<sup>9</sup>, 2001

To: Kathy Zwart, Director, Workforce Investment Board, Santa Cruz County

From: Bob Harper, Director, Watsonville/Aptos Adult School

Subject: Application for Membership in the Workforce Investment Board

In July, 2001 I was appointed Director of Watsonville/Aptos Adult School, replacing Claudia Grossi, past Member of the Workforce Investment Board. It is my enthusiastic request that our school, serving over 8,000 adult learners in the south Santa Cruz County area annually, continue to be represented on the WIB. Our school continues to work in partnership with the WIB. Of course, in serving a diverse population in south county, with our largest program devoted to helping immigrant adults acquire English, basic skills, and vocational training, we interact with Workforce Santa Cruz and the One Stops in making and receiving referrals. We also have a tangible presence in the Watsonville One Stop, supporting on-site classes in office skills training, workforce readiness, and Vocational English as a Second Language. We connect with other vocational education providers, local businesses, the Pajaro Valley Chamber of Commerce and the Latino Chamber of Commerce, and other county agencies. Although with a varied offering of classes, our institution focuses our resources on the underserved adult learners of our community, the limited English proficient, the un- and underemployed, and the economically disadvantaged.

I believe my own history as an adult educator with years of experience with employment preparation programs, and my position as director of an educational institution that serves students no one else serves, would make me a good contributor to the Workforce Investment Board and the effort to develop the workforce of Santa Cruz County.

# Harry Robert (Bob) Harper

294 Green Valley Road  
0222 Watsonville, CA 95076  
(831)786-2160, bob-harper@pvusd.net

## Employment History:

July 2001 to Present - Director of Watsonville/Aptos Adult School - Pajaro Valley Unified School District

### Sept. 1997 to 2001 - Assistant Director of Adult Education - San Mateo Union High School District

I supervised the vocational skills, ESL, distance learning, parent education, substantially handicapped, older adult and community education programs for a school of 14,000 students and over 40 locations. I managed all budgets, grants, and statistical reports. I managed the technical support for all classrooms and sites. I supervised the computerized attendance system. I managed publicity; designing and creating both the brochure and the website. I hired instructors and supervise instruction. I was primary supervisor for a classified staff of over 30 employees. I have implemented a peer coaching and review staff development model. I have coordinated and written the WASC self study, CCR, and all documentation for categorical programs. I started and facilitate student councils and have daily contact with students in all programs. I coordinated articulation with the county Workforce Investment Board and participation in local One Stops.

### Aug. 1994 to Aug. 1997 - Assistant Principal, Adult Education - District Grants Coordinator Pacific Grove Unified School District

My duties included managing all budgets and statistical reports, supervising instruction and staff development. I was Chief GED Examiner, adult secondary and ESL Coordinator, and adult secondary counselor. I was Grants Coordinator/writer for the unified school district and in this role I had direct contact with K-12 sites, curricula, and personnel, and I articulated with community foundations, business and industry.

### Sept. 1986 - Aug. 1986 - Assistant Principal, Adult Education, Los Angeles Unified School District

I worked as assistant principal at three different adult schools in east, central and southeast Los Angeles. I managed budgets, categorical funds, and statistical records; directed student advisement and registration; acquired, coordinated and supervised various branch facilities; scheduled and marketed class offerings; organized and implemented staff development; managed clerical staffs; coordinated personnel management and payroll systems; handled purchasing and instructional materials; directed plant maintenance staffs; implemented new technology in management and instruction; participated in formalized shared-decision making/school-based management; articulated with elementary and secondary schools, and always maintained direct contact with students and local community organizations. I supervised employment preparation programs including a large CalWorks Center in south central Los Angeles.

### Aug. 1984 - Aug. 1986 - Curriculum/Personnel Specialist, Adult Education, LAUSD

I wrote curricula, evaluated instructional materials, designed and implemented district-wide inservice models, wrote and produced multi-media materials, evaluated personnel records, credentials and documentation.

### Aug. 1981 - Aug. 1984 - Teacher Adviser, Adult Education, LAUSD

I was a bilingual counselor: advised, assessed and placed students; wrote student assessments; maintained student records; and evaluated transcripts. I was a mentor teacher and coordinated the ESL instructional program.

### Sept. 1972 - Aug. 1981 Instructor, Adult Education, LAUSD

Tenured teacher in ESL, VESL, Citizenship, adult secondary subjects, GED preparation, adult basic education and pre-vocational skills.

## Education:

1972	UCLA	BA Honors (English/Creative Writing)
1972	UCLA	Designated Subjects Credential (lifetime)
1974-76	UCLA	Graduate Studies (English Ph.D. program)
1986	CSULA	MA Educational Administration - Adult Education
1986	CSULA	Administrative Credential
1992	CSULA	Second Tier Administrative Credential