

# Elin Peinado Cervantes

## Objective

To be in a leadership position in a setting that empowers students to work to their potential and beyond, collaboratively with staff, families and the community.

## Experience

Vice Principal- Guidance, Jefferson Union High School District, Oceana High School 08/2015-present

- ! Administrator in charge, counseling department, PE and Spanish department.
- ! Coordinated all testing including: CA Assessment of Student Performance and Progress (CAASPP), Advanced Placement Exams (AP), Practice SAT (PSAT 10 & 11) California English Language Development Test (CELDT).
- ! AP Coordinator: managed AP Course Audit and AP class enrollment.
- ! 504 plan coordinator: managed all 504 plans on campus including 504 plan requests.
- ! Planned and mapped out Master Schedule from start to finish; including creating a master scheduling

- ! Coordinated with district personnel around school culture and climate including: restorative justice, discipline referrals, suspensions and expulsions.

Academic Counselor, Grades 9-12, El Camino High School, SSFUSD

2013

- ! Academic, Personal/Social, and College/Career support for staff and students.
- ! English Language Development (ELD) co-coordinator.

Ed.D in Educational Leadership Mills College, Oakland CA	May 2017
Administrative Services Credential Mills College, Oakland CA	June 2013
M.A. Educational Leadership Mills College, Oakland, CA	June 2013
M.S. Counseling CSU East Bay, Hayward CA Marriage and Family Therapy Option Pupil Personnel Services Credential- School Counseling (K-12)	June 2007
B.A. Psychology, Minor: Sociology San Jose State University, San Jose CA	May 2005

**Skills-** Speak, read and write in Spanish. Knowledge of Google products: Gmail, Google drive and Google documents, using Microsoft products and different database systems including Infinite Campus and Aeries.