

Print

**Application for Appointment to Board, Commission, Committee, Task Force or Position -
Submission #787**

Date Submitted: 3/6/2019

Applicants appointed by the Board of Supervisors will be required to take an oath of office. All applications will be kept on file for one year from the date of application.

Public Records Act

Applications are public records that are subject to disclosure under the California Public Records Act. Information provided by the applicant is not regarded as confidential except for the addresses and phone numbers of references and the applicant's personal information including home and work addresses, phone numbers and email address.

Form 700 Conflict of Interest Code

[California Fair Political Practices Website](#)

Please note that appointees may be required by state law and county conflict of interest code to file financial disclosure statements.

Application for Appointment to:

Napa County Commission on Aging

Name of Board, Commission, Committee, Task Force or Position.

Category of Membership for Which You Are Applying*

Commission member - Organization Concerned with Older Adults bf

This information can be found on the news release announcing the opening. You may apply for more than one category if more than one position is open.

Personal Information

The following information is provided in confidence, but may be used by the Board of Supervisors when making the appointment, or be used by the Committee/Commission/Board/Task Force following appointment for purposes of communicating with the appointee.

Full Name*

Donna Altes

Supervisorial District in Which You Reside*

2

Home Address***City***

Napa

State*

California

Zip*

94558

Phone***Email Address*****Work Address*****City***

Napa

State*

California

Zip*

94558

Work Phone***Current Occupation***

Teacher and also concierge

Within the last 12 months

Current License

Teaching - life credential (1967)

Professional or occupational, date of issue, and expiration including status

Education/Experience

UCLA BA

Resume

Resume Final.pages

Attach a resume containing this and any other information that would be helpful to the Board in evaluating your application.

Community Participation

Napa Community Foundation founding member, Napa City/County Library Commission, Aldea Board member, Leadership Napa Valley Class III, Girl Scout Board member, Parks and Rec Commission member, Napa Valley College Foundation Board and Napa Solano Area Agency on Aging Advisory Council. bf

Nature of activity and community location

Other County Board/Commission/Committee on Which You Serve/Have Served

See above

Public Actions that may impact Credit Rating

None

List all court or other public administration actions impacting your credit rating within the past ten (10) years.

Provide names, addresses and phone numbers of 3 individuals who are familiar with your background.

Reference 1**Name***

[REDACTED] Monica Stevens bf

Phone*

[REDACTED]

Address*

City*

St. Helena

State*

CA

Zip*

94574 bf

Reference 2

Name*

Lindsey Low

bf

Phone*

Address*

City*

Berkeley

bf

State*

CA

Zip*

94704 bf

Reference 3

Name*

Brendan Connaughton

Phone*

Address*

City*

San Rafael

State*

CA

Zip*

94901

Name and occupation of spouse within the last 12 months, if married.

None

For Conflict of Interest purposes

Please explain your reasons for wishing to serve and, in your opinion, how you feel you could contribute.*

I am a senior citizen and have begun to personally realize how important services are for seniors who live alone. We have an increased number of seniors in Napa County and the need to fill their needs is incremental. I want to help fill this gap.

Responded☐ Yes**Completed**☐ Yes**I declare under penalty of perjury that the foregoing is true and correct.***☒ Yes☐ No**Electronic Signature Agreement**

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☒ I agree.**Electronic Signature**

Donna R. Altes

Date

3/6/2019

1:00 PM

VITAE

Donna Ruth Altes

Napa, CA 94558

EDUCATION

Touro University-California
Masters of Arts in Education (February 2008 to present)
Sonoma State University, Rohnert Park, California
Graduate Counseling Program (1991-no degree awarded)
Administrative Services Credential (1987)
California Community College Service Permit (1977)
University of California at Los Angeles
Masters of Arts in Education (no degree awarded)
Multiple Subjects Credential (1967)
Bachelor of Arts (1966)

PROFESSIONAL EXPERIENCE

2008-present - Adjunct faculty at Pacific Union College

Instructor of TPA course for teacher credential candidates

2009-present - Adjunct faculty at University of Berkeley Extension

6/06 - present Touro University of California, Pacific Union College, Alliant University

6/06 - 6/10 **Field Supervisor**

-Supervise, evaluate & assess Student Teachers and Interns during Field Experience portion of Credential Program

- 9/06-present **TPA Assessor** for CalTPA Tasks Subject Specific Pedagogy, Designing Instruction, Assessing Learning & Culminating Teaching

2006-present Heinle/Cengage Publishers (National Geographic Learning)
Galley Editor, Teacher trainer of textbooks

9/2006-2008 Houghton Mifflin Publishers
Teacher In-service with curriculum

1996 - present Consultant/Trainer of Teachers for certification to instruct ESL students (CLAD)

- 2009- present **UC Berkeley Extension, UC Berkeley**
Adjunct instructor for teachers of CTEL
- 2008 - 2012 **Sonoma COE & Solano COE**
Instruct Teachers for certification for CTEL
- 2002 - present **Sonoma COE, Solano COE, San Joaquin COE & California Teachers Assn**
Instruct Teachers for certification for SB 1969, SB 395 & AB2913
- 1998 - 2002 **California Teachers Association/ West Ed**
Instruct Teachers for certification for SB 1969
WestEd Test Scorer for SB 1969

9/06-6/07 Calistoga Unified School District, Calistoga, California
Consultant/SAT Prep Course Trainer

8/1970-6/2006

- 9/75 - 6/06

Napa Valley Unified School District, Napa, California

Junior High/Middle School Teacher: Silverado Middle School

-Subjects Taught: 6th, 7th, 8th & 9th Grade Teacher of Calligraphy, Language Arts
Quest, Journalism, English as a Second Language, Schools to Careers, Reading
Enrichment, History, Leadership

-Leadership Experiences: English Language Development Supervisor

Coordinator After-School Intervention Program

Mentor Teacher

School Site Mentor Teacher

CTA Representative

Professional Standards Representative

GATE Coordinator Napa Valley Unified School District

PAR Consulting Teacher

CAHSEE review consultant

-Interim Assistant Principal (1999)

-Acting Counselor (1997)

- 6/70-8/06 ***Summer School Teacher*** at Elementary, Junior High/Middle & Secondary level

- 1991-1993

Summer School Principal

Plan, hire, administer all summer school sites (K-12 & Special Education)

- 8/70-8/75

4th Grade Teacher: Yountville Elementary School

1975-2008

Napa Valley College Community Education Program

Teach Calligraphy & Senior Citizen Seminars

1995.

Sonoma State University, Rohnert Park, California

Intern Advisor

9/68 – 6/70

South Lake Tahoe Unified School District, Lake Tahoe, California

4th, 5th & 6th Grade Teacher Meyers Elementary School

9/67 - 6/68

Las Virgines Unified School District, Westlake Village, California

4th Grade Teacher-White Oak Elementary School

2/67 -6/67

Los Angeles Unified School District

3rd Grade Intern Teacher, Haddon Avenue Elementary School

LANGUAGE EXPERIENCE

Bilingual in Spanish

RECENT CAREER-RELATED COURSE WORK/CERTIFICATION

2006-present

California Commission on Teacher Credentialing TPA Training

Cal TPA Assessor Training for Subject Specific Pedagogy, Designing Instruction, Assessing
Learning, Culminating Teaching Experience

RESEARCH

2000-2001

Presenter California League of Middle Schools Conference (San Diego)

“Success for English Learners in the Middle School Classroom”;

“Safety Programs for Middle Schools”

NON-EDUCATIONAL EXPERIENCE

- 8/06 – present

Napa Valley Marriott Hotel Concierge

- **1983-present** **Per diem work for DMC's (i.e. Wine and Dine)**
- **1983-2000** **Tour guide for Tradewind Tours**
- **1983** **Graduate of International Tour Management Institute (ITMI)**
- **1983-present** **Wine Tour Guide at Inglenook, Napa Valley, California**
- **1986 – 1990** **Journalism Liaison to Napa/ Sonoma Communities**
 - ***Movie Critic* for *Sonoma Index Tribune, Vallejo Times Herald & Napa County Record.***
- **1978-1980** **Better Homes Realty**
Real Estate Sales Representative

RECENT CIVIC/COMMUNITY INVOLVEMENT

- **2004-present** **Kaplan K-12 Learning Services**
Advisory Board Member
- **1990** **Napa Community Foundation**
Founding Member
- **1989-2000** **Aldea, Inc.**
Board member & Board President
- **1990-2002** **Napa City/County Library Commission**
Member/President of Board of Directors
- **1997-1999** **Napa City Recreation Commission**
Member Board of Directors
- **2006** **Girls Scout of America (Napa County Branch)**
Member Board of Directions
- **2006-2007** **Napa Valley College Foundation Board**



A Tradition of Stewardship
A Commitment to Service

NAPA / SOLANO AREA AGENCY ON AGING

275 Beck Avenue, Fairfield, CA 94533

(707) 784-8960

www.aaans.org



June 27, 2019

To Whom it May Concern:

Please accept this letter as a recommendation for Donna Altes to participate on the Napa Commission on Aging. Donna is a strong advocate for older adults.

I know Donna through her active participation on the Advisory Council on Aging for Napa/Solano Area Agency on Aging. Donna is passionate about senior issues including affordable housing. Donna's voice is critically needed. She is knowledgeable about local issues and engaged in advocacy work.

I especially appreciate that Donna talks about the work of the ACOA outside of meetings. Donna personally has brought two additional community members to the ACOA. Each of these individuals are applying for positions on the ACOA as a result.

As a member of the Key Issues and Communications committees, Donna is instrumental in creating the advocacy agenda and communications strategies for the AAA. The work of the ACOA is committee-driven. Donna is able to share her views while working with a team with additional, at times competing, voices and views. I appreciate her collaboration.

I believe Donna would be an asset to the Napa Commission on Aging. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Elaine Clark".

Elaine Clark

Project Manager

Napa/Solano Area Agency on Aging