



MARTINEZ UNIFIED SCHOOL DISTRICT

BOARD OF EDUCATION CANDIDATE INFORMATION SHEET

APPLICATION PACKETS MUST BE DELIVERED AND RECEIVED IN HARD COPY WITH ORIGINAL SIGNATURE TO THE MARTINEZ UNIFIED SCHOOL DISTRICT OFFICE BY

January 17, 2025, AT 4:00 PM

Application packets may be delivered by email and in person to the District Office 921 Susana Street, Martinez, CA 94553. Please call 925-335-5908 with any questions.

GENERAL INFORMATION

NAME: Brittany Ayala

HOME ADDRESS: 1261 Veale Ave Martinez CA 94553

TELEPHONE NUMBER: 925 - 839 - 6008

How long have you been a resident of the Martinez Unified School District? Eight Years

EMPLOYMENT INFORMATION: (This information will be redacted when documents are made available to the public)

Occupation: Community College Transfer Specialist

Name of current employer: UC Berkeley

Address of Employer: 1 Hearst Field Annex, Building C, Berkeley CA 94720

PLEASE ANSWER THE FOLLOWING QUESTIONS:

You may attach up to two (2) additional typed pages, which must be formatted at no less than 12 point font, one (1) inch margins and single spacing. Responses longer than two (2) additional typed pages, as specified above, will not be allowed as material for board consideration.

1. Have you been a member of any district or school-based committee(s)? Yes No
If so, please list the name of the committee(s) and your role:

please see attached

2. List past or present membership(s) in any community service, civic or youth organization(s):

please see attached

3. Why do you want to be a school board member?

please see attached

4. What do you see as the basic purpose of the public schools?

" "

5. What is the role of the school board in the fulfillment of that purpose?

" "

6. How would you build relationships and establish communication between the board, staff, students, parents, and community?

" "

7. What should be the relationship between the board members and the administration in the handling of school concerns?

" "

8. In what area of function as a board member would you have a particular interest or skill (i.e. public relations, budget, negotiations, evaluation, long-range planning, facilities, policy etc.)?

“ ”

9. What do you see as the strengths of the Martinez Unified School District?

“ ”

10. What do you see as the area most needing improvement in Martinez Unified School District?

“ ”

CERTIFICATION OF CANDIDATE:

I Brittany Ayala hereby certify I am a qualified voter and resident of Trustee Area No. 3 of the Martinez Unified School District in the County of Contra Costa, in the State of California, and wish to be considered for appointment to fill a vacancy on the Governing Board of the District. The individual appointed to fill the vacancy will hold the seat until the November 2026 election. The appointee may seek re-election at that time.

I hereby certify that I meet all legal requirements to be a member of the Governing Board of the Martinez Unified School District.

I hereby certify that the information I have presented in the submitted application packet is complete, accurate and true to the best of my knowledge, and hereby authorize the Governing Board to verify this information as may be required. I understand that all application materials I have submitted are subject to the laws governing public information.

I understand that the District will review my status in the “Megan’s Law” database. I further agree that if I am appointed to fill the Board vacancy, I will obtain fingerprint clearance through the Department of Justice and Federal Bureau of Investigation within one month of appointment and prior to visiting any District school sites when students are present.

Signature of Candidate:  Date: 01.17.2025

1. Have you been a member of any district or school-based committees?

- Member on the MUSD Parent Teacher Association
- Member on the District English Learner Advisory Committee
- Member of the Lambda Theta Alpha Sorority Incorporated
- Former Room Mom at John Swett Elementary (2018-2019)

2. List past or present membership in any community service, civic or youth organizations?

- Former Congressional Internship with Congressman Mark DeSaulnier (2016)
- Former Internship with Civil Rights Attorney (2017 - 2018)
- Former Internship with M. Torlakson State Assembly Election Campaign (2016)
- Former College Adviser Fellow at Mt. Diablo Unified School District (2020-2023)
- Currently a University of California Transfer Specialist supporting transfer students at all three of our district community colleges (Diablo Valley, Los Medanos, and Contra Costa)

3. Why do you want to be a school board member?

My professional and educational experiences have allowed me to gain a plethora of knowledge in supporting students to successfully transition into the University of California system as well as other four-year colleges and universities. I work with students to help prepare them for professions in the trades. I would like to share my knowledge and resources with the district to continue to add to the work that has already been done that secures and ensures a bright and foundational future for our students. Furthermore, I have a very strong sense of community and partnership building with parents and families in the communities I serve which in turn has given me the opportunity to establish trust, transparency and a culture of teamwork. In addition, as an analytical thinker, I use data to inform my everyday decisions and practices that serve to improve and strengthen my approach to my work. I am highly motivated to apply my skills to making a significant impact in the various sectors of our MUSD community.

4. What do you see as the basic purpose of public schools?

The basic purpose of public schools is to provide quality education that will expose students with the necessary tools to become engaged, aware, and active citizens in our community. By promoting a sense of community and civic responsibility, our public schools contribute to the goal of graduating well-rounded individuals prepared to make an impact in our society. In addition, public schools serve to provide the foundational learning blocks necessary for students to confidently and successfully transition into the workforce, higher education or any other professional career of their choice. By supporting the development of students' skills in critical thinking, problem solving, and decision-making, students gain a deeper understanding of their responsibilities and purpose. Overall, public schools promote and increase the public welfare and well-being of our communities.

5. What is the Role of the school board in the fulfillment of that purpose?

The role of the school board in the fulfillment of that purpose is to strategically and systematically ensure policies, procedures, budgets, deadlines, and laws are meeting the needs and helping the students in the district excel. More specifically, the school board works to set goals, standards, oversees the function of facilities, manages finances and maintains an

organizational structure. School boards also represent the community's voice in public education and must work closely with stakeholders to support the district's vision while at the same time empowering our parents, staff, and students to continue to share and amplify their voice. The school board must reflect accountability, advocate for students and create/adopt measures and policies to increase and support student success. The school board also collaborates with community partners to establish relationships that will serve to provide opportunities for our students and families as well as staff members.

6. How will you build relationships and establish communication between the board, staff, students, parents, and community?

Per my professional background, I will intentionally make myself visible, accessible, attend public events, respond to concerns, emails and phone calls to establish rapport with staff, parents and students in our community. My efforts will be intentional, professional and transparent.

7. What should be the relationship between the board members and the administration in the handling of school concerns?

The relationship between the board members and the administration in the handling of school concerns should be one of collaborative oversight. In other words, the board sets goals, updates and or amends policies and provides strategic direction to the superintendent and the superintendent gives directive to the administration to implement those decisions. To effectively deal with school concerns, board members and the administration should establish open communication between all parties/stakeholders, mutual respect must be provided so that effective problem solving, information sharing, and programming transpires. It is important to identify the proper channel by which to communicate depending on the level or severity of school / district concerns. It is important to allow the staff involved in the concern an opportunity to resolve the issue before it is escalated to the board.

8. In what area of a function as a board member, would you have a particular interest or skill? (i.e. public relations, budget, negotiations, evaluation, long range planning, facilities, policy, etc.)

I have a particular interest in public relations, long range planning, and evaluation. As a person who values relationship building and understands the importance of being relational and humanistic.

9. What do you see as a strength of the Martinez unified school district?

Quick to respond to incidents of concern, the district is highly responsive, high levels of transparency, the restorative justice program, strong counseling teams, supportive staff, district prioritizes mental health, the diversity and inclusion programs, the SLAM programs at MJHS & AHS, the Equity Audit that was conducted at Alhambra, college career counselor at Alhambra, the programs at Vicente, Martinez and Briones.

10. What do you see as the area most needing improvement in Martinez unified school district?

I read the MUSD Alhambra High School Systemic Equity Review and per this review an improvement would be to take the key findings and work to make tangible changes district wide.

Brittany K Ayala

Dear Martinez Unified District School Board,

I am submitting this application to express my interest in the Area 3 board member position. With numerous years of professional experience as an educational professional and having been a product of the California public school system, I possess a wealth of knowledge that will contribute to the school board's mission. As a professional in education, I am equipped with a strong foundation to make informed decisions, utilize data-based evidence, and offer valuable insight on how to strengthen our relationships with students, educators, staff, parents, community partners and stakeholders.

Throughout my professional career, I have been committed to advocating for students, supporting our families, collaborating with educators, and staying current of the policies at our disposal to ensure students (and educators) have the tools and resources necessary to become successful individuals. I will lean on my analytical skills and detailed oriented approach to research, investigate, and negotiate the course of action that offers our students, parents, staff and community an optimal outcome.

Furthermore, my profession has afforded me a thorough understanding of the multifaceted functions and day-to-day programming that occurs in our public schools. Being aware of these functions has enabled me to be more receptive, connected, and interested with the everyday activities and routines that make our schools engaging, enjoyable and effective. As a board member I will use this to build and strengthen relationships and communication with our MUSD students, parents, staff, administration & community members.

Additionally, as a mother of young children in the Martinez Unified School District, I am prepared to be fully engaged in policies, programs, and measures that will positively impact all our students.

I would be honored to receive your vote. Thank you.



Brittany Ayala

Brittany K. Ayala

brittanyayala@berkeley.edu

PROFESSIONAL SUMMARY

Accomplished education professional with years of experience seeking to leverage growing background in education, public relations, planning, evaluation and policy. As a committed and dedicated education professional, I am extremely motivated to be able to help improve the quality of education and resources in our community. I am mission-driven, data-oriented, analytical and a collaborative individual with a diverse scope of knowledge aiming to contribute in innovative ways to support my team and the community that enables our success.

EDUCATION

SAINT MARY'S COLLEGE OF CALIFORNIA

- Masters of Arts Degree: Counseling, Higher Education and Student Affairs (*Expected Spring 2026*)

UNIVERSITY OF CALIFORNIA, BERKELEY

- Bachelor of Arts: Double Major, Political Science and Chicano Studies
- Senior Thesis: Conducted a year-long research project centering the stories of young student mothers pursuing higher education.
 - ["En La Zona de Batalla – Young Student Mother's Pathway Towards a Post-Secondary Education."](#)
 - [Ethnic Studies Annual Honors Thesis Presentations](#)
- Graduate Course: Ethnic Studies 240 – Series in Comparative Transnational Theories and Methods—"Bodies in Motion: Theories, Concepts and Issues in Critical Refugee, Diaspora, and Transnational Studies"

DIABLO VALLEY COLLEGE

- Associate of Arts in History
- Associate of Arts in Political Science

PROFESSIONAL EXPERIENCE

UNIVERSITY OF CALIFORNIA, BERKELEY - Center for Educational Partnerships (CEP)

Community College Transfer Services and Transfer Alliance Project (CCTS/TAP)

UC Transfer Specialist

[August 2023 – Present]

- Community College transfer specialist at five community colleges (Diablo Valley College, Los Medanos College, Contra Costa College, Chabot College, and College of Marin)
- Support a cohort of 100+ community college students from across all five colleges in their transfer process to the University of California system
- Provide general advising support to 300+ community college students through our non-cohort program: Community College Transfer Services (CCTS)
- Provide intensive support with course articulation, transcripts, college units and credits, and course requirements
- Work closely with community college staff, counseling department, and transfer center to develop and create avenues to connect students with our program
- Work closely with community college programs like First Year Experience, Punentz, Umoja, Extended Opportunity Program Service, and Math, Engineering and Science Achievement programs to provide workshops and presentations focusing on the transfer pathway, college requirements, college units, and college applications
- Provide support to community college counselors and transfer center staff with course articulation and eligibility requirements for transfer students

- Develop and implement curriculum with program colleagues to provide a webinar series covering a multitude of topics related to the transfer pathway servicing community college students throughout the State of California
- Collaborate with other CEP programs like Destination College Advising Corps (DCAC), Early Academic Outreach Program (EAOP) and NAF Future Ready Scholars at Berkeley to increase community college readiness and awareness among high school students
- Collaborate and work with UC Berkeley's Office of Undergraduate Admissions

UNIVERSITY OF CALIFORNIA, BERKELEY - Center for Educational Partnerships (CEP)

Early Academic Outreach Program/Destination College Advising Corps (EAOP/DCAC)

College Adviser

[August 2020 – May 2023]

- College Adviser at Mt. Diablo USD
- Support a diverse group of up to 150 cohort students through one-on-one meetings, presentations, and workshops
- Provide whole-school services to increase college readiness, college knowledge and college-going culture on school campus
- Develop and facilitate college knowledge and financial aid presentations appropriate for each grade level in order to further build a college-going culture
- Evaluate students' transcripts for college eligibility; create and maintain College Success Plans to ensure student is meeting college admission eligibility and graduation requirements
- Advise students on course selection to ensure A-G eligibility is met by 12th grade
- Created, maintained, and implemented a scheduling system using calendly to increase efficiency of one-on-one appointments
- Identified students' academic needs and developed a course of action to support their immediate needs or their post secondary plans
- Provide parents/guardians support through 1:1s and workshops focusing on financial aid and college requirements
- Provide financial aid application support to parents/guardians and their student(s)
- Organize and maintain a master calendar of DCAC events for Mt. Diablo High School
- Promote events to students, staff, and families through various platforms
- Formulate and implement a recruitment plan for my program
- Communicate and collaborate with on-site partners (College and Career Center, Counseling department, teachers, Upward Bound, and ETS)
- Collaborate with Diablo Valley College to provide whole school services such as enrollment presentations, Cash for College (fafsa and Cadaa), and DVC Day at MDUSD
- Collect and maintain student data on college applications, financial aid applications, and workshop attendance in order to secure program success
- Utilized Microsoft Excel to gather and analyze data to ensure all cohort students are met with at least twice per semester
- Compile monthly reports; evaluate student data in order to improve programming and services
 - [Mt. Diablo HS Mid-Year Report 2022-2023](#)

UNIVERSITY OF CALIFORNIA, BERKELEY - Office of Undergraduate Admissions (OUA)

Admissions Adviser

[2022-2023]

- Managed a caseload of 650 admitted Freshmen student records in order to ensure proper matriculation into the University by fall semester
- Reviewed official transcripts and exam scores from high schools, college board, community colleges, and universities to verify the accuracy of self-reported applications
- Evaluated for completion of University of California admission requirements
- Provided recommendations to the Admissions Committee on complex cases involving students not meeting their conditions of admission and support and advise the student through the review process
- Successfully navigated between multiple data systems to complete freshmen finalization
 - **Slate** to view student application data and communicate with students

- **Campus Solutions** to finalize student's admission to Berkeley
- **Perceptive Content** to review final transcripts (high school, college, and exam scores)
- **Cal Central** to impersonate student checklists for required admission materials

UNIVERSITY OF CALIFORNIA, BERKELEY - Center for Educational Partnerships (CEP)

College Transition Adviser (SCT)

[2021]

- Provided support to 80 incoming UC Berkeley freshmen students into the College of Engineering to reduce student melt and ease transitions from high school to college
- Provided students with knowledge of College of Engineering resources, required coursework, clubs on campus, advising center, and the different subfields in the engineering department
- Worked with a team of advisers to provide and lead our cohort students with weekly webinars
 - [Weekly Webinar "What we wish we knew"](#)
- Updated advising website on a weekly basis to introduce our weekly focus theme
 - [SCT Advising Website](#)
- Developed and scheduled weekly reminders for upcoming deadlines, requirements, and webinars
- Maintained and updated a Summer Melt Tracker to ensure all students were receiving services
- Guided students through their individualized financial aid packages highlighting the different grants/scholarships, work study and/or loans available to them
- Supported parents/guardians with creating a payment plan for tuition payments
- Supported students with university healthcare, student housing, disabled student services and financial aid/scholarship documentation required
- Provided Covid-19 vaccine updates to students and parents/guardians as well as information on testing sites locations