



Resolution No. 2021/22-52
Date: May 11, 2022

Resolution Proclaiming the Recognition of Administrative Professionals in May 2022

WHEREAS, May 2022, is designated to recognize Administrative Professionals; and,

WHEREAS, Administrative Professionals are the backbone of the school and district organization. They are the link between parents, teachers and administrators; and,

WHEREAS, the work of the Administrative Professional today requires advanced knowledge and expertise in communications, computer technology and software, office technology, project management, organization, customer service and other vital management skills; and,

WHEREAS, every day in Santa Rosa City Schools, Administrative Professionals work in operations behind the scenes to ensure bills are paid, attendance tracked, repairs scheduled, phones answered, maintain administrative calendars, and a host of other critical functions are fulfilled; and,

WHEREAS, every day in the District offices and school sites, Administrative Professionals also work directly with principals, teachers, students and families to ensure everything is in place for each student to have the most successful education experience.

WHEREAS, Administrative Professionals are the face of the school and district and are usually the first contact that parents and community members have with our school district. It is through them that community members and parents form positive impressions of our schools and the work that is accomplished in the district; and,

WHEREAS, Administrative Professionals listen to students, parents, community members as well as staff members and guide them in finding resolution to their concerns; and

WHEREAS, Administrative Professionals are the lifeblood of the everyday ebb and flow of activity in the school and district offices. Administrators, teachers, other classified staff, students, parents, and community members depend on Administrative Professionals on a daily basis.

WHEREAS, the District’s Administrative Professionals play an invaluable role as “essential workers” not only during the COVID pandemic, but also during recent fires, floods and power outages while

maintaining high standards of service, commitment to the values of achievement, accountability and equity; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of the Santa Rosa City Schools District does hereby recognize Administrative Professionals in May 2022.

PASSED AND ADOPTED at the regular meeting of the Governing Board of the Santa Rosa City Schools on May 11, 2022, by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

ABSTAIN: _____

I hereby certify that the foregoing is a true and correct copy of a Resolution of the Governing Board of the Santa Rosa City Schools of Sonoma County, California, adopted by said Governing Board at its meeting on May 11, 2022.

Stephanie Manieri, Clerk

Date