



**CASH Maintenance Management
Certificate Program
Participant Application**

Cohort 4: April 2020 – February 2021

CASH Maintenance Management Certificate Program

About CASH

The Coalition for Adequate School Housing (CASH) was founded in 1978 to advocate for state funding to build and modernize K-12 public schools. CASH is the largest statewide organization focused exclusively on school facilities issues, with more than 1,000 entity members from both the public and private sectors.

Overview

California's investment in public school facilities represents an acknowledgment of the key role buildings serve in education, as well as an enormous ongoing challenge in management and maintenance. Since the inception of the School Facility Program in 1998, State and local communities have spent billions for new construction, modernization, and maintenance of school facilities. It is anticipated that approximately \$117 billion will be needed for capital investments over the next decade to ensure all students are educated in modern, clean, and safe learning environments.

To fulfill the trust of California's taxpayers and meet the expectations of parents, teachers, and students, the CASH Maintenance Management Certificate Program (CMMCP) was established to give Maintenance & Operations (M&O) professionals the unique opportunity to learn best practices and technical skills from today's experts.

The CMMCP is designed and implemented by CASH. The scope of learning is wide-ranging, and includes comprehensive facility maintenance and repair, building systems, engineering, legal issues, and public speaking. Graduates of the CMMCP will be prepared to deliver exceptional services in school facilities maintenance management and provide extraordinary leadership and stewardship of public school resources.

CASH is now accepting candidates for the fourth cohort of the CMMCP.

Program Objective

The CMMCP will provide participants with the knowledge necessary to develop a Comprehensive Maintenance Plan (CMP) for K-12 school facilities.

Learning Outcomes

The following learning objectives are emphasized throughout the curriculum:

- The link between school facilities maintenance and student achievement
- The legal requirements for school facility maintenance in California
- The development of maintenance department budgets
- The relationship between M&O funding and the Local Control Accountability Plan (LCAP)
- Written and verbal communication, including professionally presenting to the school board, cabinet, and public
- Knowledge of building systems and engineering
- Leadership, including integrity, influence, character, inspiring a vision, and motivation
- Management, including personnel issues, operational systems, and efficiencies
- Technical competence and best practices
- Developing and implementing a Comprehensive Maintenance Plan

Who Should Apply

- Maintenance Supervisors/Directors
- Facilities Directors
- Superintendents/Chief Business Officials (with maintenance area of responsibility)
- Purchasing Directors

Qualifications

A successful applicant should meet the following criteria:

- Current role in a facet of school facility maintenance
- Basic proficiency in email communication and Microsoft Word; ability to learn basic Excel and PowerPoint
- Support from employing organization and immediate supervisor to participate in the CMMCP
- Desire to develop leadership skills within current role

Program Format, Meetings, and Timeline

To reduce time away from the office and travel costs, the CMMCP curriculum is delivered online; written assignments and quizzes are posted to the online learning system and due each week. The program is enhanced by three mandatory in-person meetings:

- April 14-17, 2020: Boot Camp at the UCLA Lake Arrowhead Conference Center
- October 2020: Mid-Year Meeting
- February 2021: Final Presentations and Graduation Ceremony at the CASH Annual Conference on School Facilities in Sacramento

Boot Camp is an intensive three-day meeting where participants will engage in team-building activities, learn from guest speakers and hone their skills using the online learning system.

Participants are required to attend all three in-person meetings in order to meet the eligibility requirements for graduation. Participants are responsible for travel costs to and from Boot Camp and CASH conferences. Please note: dates and locations are subject to change.

Tuition

- CASH Members: \$6,325
- Non-Members: \$6,875

Tuition is non-refundable and includes:

- All instructional materials and resources
- Access to the online learning system
- April 2020 Boot Camp attendance, including meals and lodging
- October 2020 Mid-Year Meeting attendance, including meals
- February 2021 CASH Annual Conference Full-Conference Registration Fee

2020–21 CMMCP Participant Application

Application Requirements

1. CMMCP Participant Application Form (this page)
2. One-page Personal Statement, addressing the required questions listed on the Application Form
3. One-page resume or curriculum vitae
4. One-page letter of recommendation from your direct supervisor

Application Deadline: Friday, December 13, 2019

Incomplete applications will not be reviewed. All applicants will be notified of acceptance on/before January 31, 2020.

Questions?

If you have any questions, please contact Melissa O'Campo at the CASH office, (916) 448-8577 or mocampo@m-w-h.com.

2020-21 CMMCP Participant Application Form

Please compile the four required documents and upload to the CASH website: cashnet.org/cmmcp

Part I: Applicant Information

Full Name: _____

Job Title: _____

Entity: _____

Office Address: _____

Email: _____

Office/Work Phone: _____

Mobile Phone: _____

Supervisor Information

Full Name: _____

Title: _____

Email: _____

Office Phone: _____

Office Address: _____

Applicable Registration Fee (check one):

☐ CASH Member \$6,325 ☐ Non-Member \$6,875

Part II: Personal Statement

Please write a one-page personal statement, addressing the following:

- Why do you think you would make an excellent candidate for the CMMCP?
- Describe your career background and current role in public school facilities maintenance.
- Describe your professional goals over the next five years.

Part III: Resume or Curriculum Vitae

Please limit your resume or curriculum vitae to one page.

Part IV: Letter of Recommendation from Immediate Supervisor

Please include a one-page letter of recommendation from your immediate supervisor, describing their support of your participation in the CMMCP, as well as your qualifications for acceptance.

2020–21 CMMCP Core Instructors



Joe Dixon

Joe Dixon is the owner and founder of consulting firm Dixon SmartSchoolHouse, LLC. He is the former Assistant Superintendent, Facilities & Governmental Relations, for Santa

Ana USD, where he oversaw facility planning, construction, and maintenance. Dixon is a Past Chair of the CASH Board of Directors and Californians for School Facilities, successfully advocating for public school programs at the State and Federal levels. He is a Board Member for Green Schools, a member of the School Energy Coalition, and has worked with the California Energy Commission and Public Interest Energy Research on innovative school energy projects. He served as a member of the Santa Ana Chamber of Commerce, Government Affairs Council, as well as the City of Santa Ana Oversight Committee for the Successor Agency to the former Redevelopment Agency. Dixon was an instructor for more than a decade at California State University, Fullerton, in the School Business Management program, where he taught maintenance, operations, transportation, facilities, and property management. He has conducted workshops throughout California focusing on school facilities and the process necessary to fund, build and maintain public schools.



Fred Diamond, MBAx, CSI, ACIA

Fred Diamond is the Director of Facilities and Construction for Citrus Community College District. He has been in the educational

facilities industry for more than 20 years, both at the community college and K-12 levels; and in the architecture, engineering and construction industry for over 30 years. Diamond's broad educational background includes dual MBAs in Executive Management and Marketing, supporting his continued commitment to bettering educational facilities and leadership. He holds certifications through the Construction Specifications Institute and the Northwest Energy Efficiency Council. Diamond is the national school committee chair for the American Construction Inspectors Association; serves on the Registered Construction Inspectors Board; the Inland Empire Construction Specifications Institute Board; and in various capacities for CASH. He is also on the Community College Facility Coalition Board of Directors and works closely with the California Community Colleges Chancellor's Office regarding facilities leadership, management and sustainability via the California Community College Investor Owned Utility Partnership.



Cathy Allen

Cathy Allen began her career in planning more than 29 years ago and retired in 2019 as the Chief Operations Officer for Sacramento City USD. She is a Past Chair of the CASH Board of

Directors. Allen's planning experience includes small and large districts, as well as, growing and declining enrollments. In her role as COO, Cathy was responsible for facilities planning and construction, Maintenance & Operations, nutrition services, and transportation services. The successful partnership between SCUSD facilities and maintenance departments is what prompted her to become a CMMCP instructor. Allen has a degree in Business Administration from California State University, Sacramento. She lives in Auburn with her family and has served as a local school board member and on the board of a local park and recreation district.



Noemi Avila-Zamudio

Noemi Avila-Zamudio is the CEO and President of NIAIZ Building Program Advisors, LLC, providing consulting services in all aspects of educational facilities planning, finance, bond program management, construction,

and Maintenance & Operations management. As former Chief Facilities Officer for Saddleback Valley USD, she brings more than 22 years of experience in K-12 public schools. Avila-Zamudio has a degree in Business Administration, with a Minor in Project Management. She holds Certifications in Educational Facilities Planning, Maintenance Management and Chief Business Official. Avila-Zamudio has an Executive Master of Leadership from the School of Public Policy at the University of Southern California. As a champion for school facilities and equity, she is actively engaged in the implementation, analysis, and monitoring of State programs and regulations affecting school districts in California.