

CHERYL A. PLOTKIN, CPA
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EDUCATIONAL PREPARATION

2006 University of Southern California,
School Business Management Certificate Program

2003 CASBO-CBO Boot Camp

1997 Attended Graduate Management Classes,
Cal Poly Pomona

1972 University of Southern California, Accounting
Bachelors of Science degree

EXPERIENCE

Feb, 5, 2019-
June 30, 2019 Consultant
El Rancho Unified School District

October 18,2017-
June 20, 2018 Interim Chief Business Officer
El Rancho Unified School District

August 17, 2016-
April 6, 2017 Interim Chief Business and Financial Officer
Glendale Unified School District

Sept 1, 2009-Retired
July 31, 2015 Assistant Superintendent Business Services,
Montebello Unified School District

2006-Aug. 30, 2009 Assistant Superintendent Business Services,
Beverly Hills Unified School District

2002- 2006 Director of Business Operations,
Beverly Hills Unified School District

2000-2002 School District Senior Audit Manager
Vavrinek, Trine & Day, LLP, Rancho Cucamonga,
CA.

1996-2000 General Manager, DDN/Obergfel Pharmaceutical Distribution
Company, Los Angeles CA.

1982-1996 Treasurer, Controllor and General Manager, Obergfel
Brothers Pharmaceutical Distribution Company, Los

Angeles

1973- 1982

Audit Manager, Guill, Blankenbaker and Lawson, C.P.A. Pasadena, CA

RELATED PROFESSIONAL ACTIVITES

Professional Development

- Served as President, President Elect, Director 1 and Past President for the Southern Section of California Association of School Business Officials (CASBO). Currently serving as Southern Section Treasurer.
- Chaired the 2019 CASBO Annual Conference Volunteer Task Force.
- Participated in the rewrite of the CASBO Records Retention Manual
- Maintain active CPA and CASBO Certified Chief Business Official status through continual education including: School Services of California workshops, CASBO workshops and the California CPA Educational Foundation conferences on Governmental Accounting and Auditing, School Districts and Not-for-Profit Organizations
- Provided one on one training to the site administration/department managers on preparing, understanding and using their budgets to help promote the goals of the District
- Attended the Professional Learning Committee (PLC) training provided by Learning Tree
- Participated in the development of a Comprehensive Learning and Accountability Framework for Montebello USD. I participated in the writing of the Celebration and Support section and on the implementation committee
- Participate in the writing of El Rancho's Strategic Plan: 21st Century Facilities to Enhance Learning and Allocation of Resources.
- Facilitated the writing of the Local Control and Accountability Plan (LCAP) for the 2014-15 and 2015-16; Parent meeting; LCAP advisory committee; and Principal meetings. Prepared the budget figures for the LCAP
- Worked with Glendale USD administrative staff on their LCAP and the revised template
- Participated in the writing and monitoring of the \$6 million Pathway Trust Grant, including serving on its advisory committee. Attended training on Pathways provide by Stanford Center for Opportunity Policy in Education (Scope).
- Worked with Glendale USD staff and their attorneys to prepare presentation in response to a petition to transfer part of their district to another school district. This included presenting before the Los Angeles County Committee on School Districts and at Public Hearings.

Personal Relations

- Served as a member of the Executive Board of the Alliance of Schools for Cooperative Insurance Programs (ASCIP)
- Served on the Redevelopment Agency Oversight Boards for Montebello, City of Commerce and Bell Gardens representing the School District
- Served on the Redevelopment Agency Oversight Board for the City of Monterey Park representing County residences
- Served as a member of the interest based negotiating teams with CTA certificated and CSEA classified for Beverly Hills USD. Served on traditional negotiating teams for Montebello Unified School District, Glendale Unified School District and El Rancho Unified School District
- Worked with administration and the Board of Education to prepare a solvency plan for Glendale Unified School District including collecting input from Principals, staff, parents and the Unions.
- Providing supervision as well as working to implement technology and improved procedures in the Facilities, Maintenance and Operations, Risk Management, Procurement, Logistics and Fiscal Services departments of Montebello Unified School District
- Provided supervision for the Facilities and Support Operations, Planning Development & Facilities, Financial Services, Procurement & Contract Services for Glendale Unified School District
- Provided supervision for Maintenance and Operation, Purchasing, Fiscal, and Instructional Technology for El Rancho Unified School District
- Participated in the closing down of the Pupil Transportation Cooperative on behalf of El Rancho USD
- Worked with facilities staff, attorneys and consultants to fund and contract for solar at 7 school sites
- Mentored Director of Fiscal who was attending the CBO program at the University of Southern California
- Mentored District staff who were attending the CBO program at University of California at Riverside
- Participant in the monthly Revenue and Expense meetings with unions providing updates on the budget, enrollment, facilities, grants and other areas of interest to the members
- Supervised audit teams at over ten different school districts from multiple location community colleges to K-12 with over 77,000 enrollment
- Participated as an advisor to the Community College Chancellor's Audit and Accounting Committee for the implementation of GASB 35

- Attended and provided information for Cabinet and Principal meetings on enrollment, staffing, budgets and District policies
- Hired and worked with Food Service Manager to improve quality of food served, increase sales and expand revenue potentials
- Participated both in person and on the phone in rating meeting with Moodys and Standard and Poor's

Budget and Finance

- Reviewed a charter school request as to the financial feasibility of the school being able to open in the Glendale School District boundaries and testified regarding this before the State Board of Education.
- Reviewed the Charter Schools request for Proposition 39 use of District facilities as to the thresholds that must be met to qualify.
- Worked with administration, staff and the Board of Education to prepare a solvency plan to reduce \$34 million for the Montebello Unified School Districts budget for 2011-12 and 2012-13
- Worked with administration, staff and the Board of Education to reduce \$16 million from the 2010-11 budget by offering early retirement, furlough days and reduction in supplies and services thus avoiding certificated layoffs and limiting classified layoffs
- Prepared enrollment and ADA projection for both Montebello Unified, Beverly Hills Unified and El Rancho Unified
- Audited K-12 school districts and community colleges as a senior audit manager, including management projects, fraud audits, federal and state program audits and preparation of audit reports
- Chaired Beverly Hills School District's health insurance committee to evaluate health plans and select providers. Participate in Montebello Unified School District's insurance committee
- Coordinated audits of Beverly Hills Unified School Districts and Montebello Unified School District's year-end financials and the Proposition 39 Bond programs
- Corrected Beverly Hills' dysfunctional business department with a staff of eleven and converted it into an efficient and effective business department that responds to the needs of everyone. This included a staff reduction to a seven person department

Facilities

- Supervised the Facility department during the construction of an Applied Technology Center which will be the first public high school in Southern California to be built with Proposition 1D funds and offering integrated technical training with college preparation. Also the addition of a two story building at the District's K-5 school
- Responsible for the opening of the Beverly Hills Unified School District's Science and Technology building with Digital classrooms and the upgrade of the District technology center
- Participated in Citizen's Oversight Committee ("COC") meetings
- Prepared district wide disaster drills, established EOC procedures and prepared the Beverly Hills School District emergency plan

Professional Affiliations and other activities

Memberships

- American Institute of Certified Public Accountants (AICPA)
- California Certified Public Accountants Society.
- California Association of School Business Officials (CASBO)
- Association of California School Administrators (ACSA)

Community activities

- Served as President, Vice-President and Treasurer of American Association of University Women, Alhambra-San Gabriel Branch.
- Auditor Alhambra AYSO
- Board of Director YWCA of Los Angeles 1987-1993, Chair of Program Committee and participant in United Way funding presentations.
- Served on the Friends of Montebello Unified School District Foundation Board

Honors or Licenses

Certified Public Accountant

Recipient of 2005 CASBO Southern Section scholarship

Certified Chief Business Official from California Association of School Business Officers (CASBO)

