


*El Dorado County*  
*Chief Administrative Office*  
*Interoffice Memorandum*

June 2, 2014

**TO:** Kimberly Kerr  
**FROM:** Vickie Sanders   
**SUBJECT:** Summer Institute 2014 Agreement

I was approached by Los Rios Community College District to host two teachers for an externship program. The program is very exciting and I will be submitting the service agreement to County Counsel for review.

One of the teachers that I have been given is my daughter Amber Garcia. She is a Junior High School teacher from Gold Trail. She teaches math and science. Her project will be working on the Rubicon Trail. She will be working on the monitoring of the BMP's and how they reduce sediment from entering the waters of the State.

The other teacher is Adele Montgomery. I have not met her yet, but will be scheduling something next week. She has expressed interest in working with Technology, so I will have her help with our website.

The agreement is that they will each work 40 hours and prepare lesson plans based on what they have learned. I think this is a very exciting program and the collaboration will be a benefit to the County and the students of these teachers.

Please let me know if there are any issues with my daughter participating in this program with me and I will make other arrangements for her to work with someone else in our division.