

Education

Education Specialist Candidate- Education Administration
University of Massachusetts, Amherst

September 2007- present
Amherst, MA

Master's of Education- School Administration
Westfield State College

May 1994
Westfield, MA

Bachelor's of Arts- Mathematics
Western New England College

May 1984
Springfield, MA

Experience

Boston Public Schools

Boston, MA

August 2021 – present

*Assistant Superintendent
Office of Secondary School Education*

Duties and Responsibilities:

District-wide coordination of Secondary School support:

- Supports the overall development of Secondary School Redesign
- Supports the development of individual schools' culture that is driven by student interest and student success.
- Supports in the planning and implementation in the Career Institutes for Secondary School Redesign.
- Assists School Leaders with the development of the Quality School Plans, specifically for Secondary School redesign:
 - Reviews, monitors, and audits school targets
 - Ensures that schools execute system initiatives with integrity
 - Conducts gap analysis/needs assessments against school-based targets
 - Assist School Leaders with the development of action plans that improve student achievement
 - Visits classrooms and interacts with school leadership to understand school needs
 - Creates a culture of inquiry and mutual accountability
- Supports the development of instructional leadership of School Leaders with particular focus on data analysis, intervention, and developing capacity for High School Redesign
- Collaborates with departments to provide the appropriate system resources that address the needs of Secondary School Redesign
- Plans and leads differentiated professional learning experiences for School Leaders and their respective leadership teams for Secondary School Redesign
- Provides, in concert with School Leaders, support and guidance for school staffing and budgeting decisions through the Probable Org and Budget Checkout processes
- Participates in Class Size Review to determine appropriate staffing levels
- Provides support around the enrollment projection process that drives school-based budget
- Works with professional community organizations and provides networking opportunities for secondary schools for student's internships and CTE learning experiences.

Liaising with central office departments:

- Liaises with and interfaces with all central office departments related to operations, and programming of the schools for High School Redesign
- Provides feedback from schools to inform district policy
- Leads the team in capturing and disseminating knowledge to and from schools as well as across networks and departments
- Assists with the recruitment, interviewing, selection and matching of outstanding teachers for the school
- Assists BPS by serving as a senior ambassador or representative of BPS leadership at public events, community meetings, and other gatherings of BPS stakeholders
- Works with the Office of Engagement to assist in building partnerships with families and the community that support student learning
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SKILL-SPECIFIC RESPONSIBILITIES:

- Support high schools transition to a 7-12 grade configuration and programming for Secondary School Redesign
- Provide CTE program for middle school-age students
- Support BPS Athletics Department to enhance middle school athletics
- Provide support for Career Institutes planning and development district-wide
- Provide support for Work-Based Learning opportunities across the district
- Support increased dual enrollment opportunities across the district
- Support the BPS Counseling Office
- Support CTE and STEM partnerships across schools
- Assist and support schools with NEASC accreditation
- Provide support to Adult Education to expand CTE opportunities to Boston residents
- Workforce Development initiatives
 - Special Projects (i.e., Neuro-Diversity Center of Excellence per the Superintendent, STEM & CTE events, etc.)

Boston Public Schools

Boston, MA

*July 2015 – July 2021**Executive Director**Madison Park Technical Vocational High School***Duties and Responsibilities:**

- Connects the mission of Madison Park with programs and resources throughout the City of Boston
- Supervise and evaluate Principal
- Frequently observes and interacts with Principal
- Reviews, monitors, and audits school targets
- Ensures that school executes school and system initiatives with integrity
- Conducts gap analysis/needs assessments against school-based targets
- Supports the development of instructional leadership of Principal with particular focus on instruction, data analysis, intervention, and developing capacity
- Assists Principal with the development of action plans that improve student performance
- Collaborates with departments to provide the appropriate system resources that address the needs of school
- Plans and leads differentiated professional learning experiences for Headmaster and leadership team
- Creates a culture of inquiry and mutual respect
- Cultivates partnerships with business and employers to provide career technical learning experience for Madison Park students
- Provides support around the enrollment project process that drives school-based budget
- Ensures that all personnel are supported, supervised, and evaluated
- Liaison to Central Office departments
- Build and maintain strong relationships
- Strong verbal and written communication
- Lead recruitment and marketing efforts for school
- Liaison to state Department of Elementary & Secondary Schools
- Oversee NEASC accreditation process
- Oversee development of Madison Park's Turnaround Plan 2.0
- Oversee and chair the Roxbury Massachusetts Academic Post-secondary Pathway initiative (RoxMAPP)
- Project Leader for Boston Public Schools' High School Redesign initiative
- Participation, inclusion, and active engagement in local, state, and national organizations, working groups, and advisory committees

Hartford Public Schools

Hartford, CT

*July 2014- June 2015**Director of Operations,
Athletics, & Special Projects*

- Assist Chief Operating Officer in the day-to-day operations of HPS
- Oversee Transportation and Health Department for HPS
- Oversee Montessori expansion projects
- Oversee Weaver HS renovation project
- Monitor Culinary Arts Academy/Lincoln Culinary Institute project
- Manage District's NEASC accreditation process for district schools
- Oversee Athletics programming of Hartford Public Schools

- Serve as District Coordinator for the National Academies Foundation
- Oversight and administration of district Summer Enrichment Program (elementary & secondary)
- Design & monitoring career technical programs for the HPS
- Oversee GHYMCA Power Scholars Summer Academy/HPS partnership
- Serving on school construction projects
- Serving on district architect selection committee for school building projects
- Data analysis of enrollment trends, average daily attendance, health services compliance, & departmental budgetary trends

Hartford Public Schools

Hartford, CT

July 2012- June 2014

Director of School Programming & Design

- Oversee redesign of several Hartford Public Schools
- Manage District's NEASC accreditation process for district schools
- Serve as administrator for the Commissioner's Network Schools: Jumo Academy @ Milner School & Clark Elementary School
- Oversee Athletics programming of Hartford Public Schools
- Co-chair the Graduation and GPA Requirements Work Group
- Create new structure for individual School Report Card
- Manage and oversee several school improvement grants
- Supervise new principals
- Serve as strategic planning liaison
- Build strong relationships and partnerships with key constituents in the community
- Serving on school construction projects
- Serving on district architect selection committee for school building projects
- Serving as District Coordinator for the National Academies Foundation
- Developing career technical programs for the district (Auto Technology and Construction Management)
- Developing district tool to measure viability of past school design models
- Grant oversight: School Improvement Grant, Small Learning Communities grant, Carl D. Perkins Grant
- Oversight of district Transportation Department
- Oversight and administration of district Summer Enrichment Program (elementary & secondary)

July 2011-June 2012

Director of Secondary Schools & School Design

- Supervised a Portfolio of Secondary School Principals
 - Increased overall District graduation rate by 7%
 - Oversaw Athletics programming of Hartford Public School
 - Built strong partnership community agencies, including Job Corps for student placements sites
 - Served as Coordinator for the National Academy Foundation the district
 - Aggregate gain of improvement for secondary schools supervised (as measured by the district's Overall School Index)
 - Assisted implementation Northwest Evaluation Association MAP assessment – initial year of implementation
 - Increase in secondary school attendance (2%)
 - Opportunity HS –Hartford Public Schools' alternative school recorded the second largest aggregate gain on the Connecticut Academic Performance Test (overall a 13 point increase)
 - Developed and implemented pilot Summer Enrichment Program for Secondary Schools
 - Manage District's NEASC process
 - \$100 million Weaver High School Renovation approved by Hartford Board of Education and Hartford City Council
 - Served on school construction projects
 - Co-chair of Strategic Operating Plan College Readiness Committee
 - Grant oversight: School Improvement Grant, Small Learning Communities Grant, Carl D. Perkins Grant

July 2010-June 2011

Director of School Design

- Created seven (7) successful school designs that were approved by the Board of Education
- Established strong partnerships with key constituents in the community, including CT Public Broadcasting Network
- Co-chair of Weaver High School Renovation Steering Committee
- Managed and oversaw School Improvement Grant for four schools
- Oversaw the Carl D. Perkins Grant for the district
- Supervised cohort of new & design principals
- Served as strategic planning liaison
- Assisted in implementation of the High School Graduation Initiative Grant (\$13.3 million federal grant)
- Three (3) new design schools designated in Goal/Proficient category of district Overall School Index)
- Interim Director of Elementary Schools
- Director of School Choice
- Developed and implemented Summer Enrichment Program for Elementary Schools
- Served on school construction projects
- School Choice Advisory Committee (Hartford Public Schools) Co-chairperson
- Established Summer Graduation exercises

**Springfield Public Schools
Springfield, MA**

July 2004-June 2010

Principal- Roger L Putnam Vocational Technical High School

- Increased graduation rate by nearly 40%
- Managed a team of teachers that raised state testing scores by over 50%
- Raised enrollment status of seniors in two and four-year colleges drastically
- Improved and increased number of vocational programs, student activities and athletics programs
- Increased staff & student attendance rates
- Increased the number of Mass Mutual Achievers by 222% over a six year period
- Created a school culture of hard work, dedication, respect and commitment to excellence

July 2002- June 2004

Principal- William N. DeBerry Elementary School

- Improved overall ranking of the school (moved from 28th performing elementary school to the 12th)

July 1994-June 2002

Assistant Principal- JFK Middle School; Forest Park Middle School

August 1988-June 1994

8th Grade Mathematics Teacher

Additional Experiences

1986-Current

IAABO Basketball Official

- Hampden County, MA Board #31

1986-2006

Head & Assistant Basketball Coach

- Springfield Technical Community College, Holyoke Community College, Springfield College
- Region 21 Coach of the Year – 1991 and 1998

Institutes Attended

Harvard Graduate School of Education

- July 2005- Redesigning American High Schools
- July 2006- Leadership: An Evolving Vision
- July 2007- National Urban Educators Institute
- July 2009- Project Zero

Professional Affiliations

- National Association of Secondary School Principals (NASSP)
- Association for Supervision and Curriculum Development (ASCD)
- Harvard University Principals' Center
- 2012 Delegate for the College Board Chinese Bridge for American Schools
- IAABO Basketball Board of Officials
- Coalition of Schools Educating Boys of Color
- New England Accreditation of Schools & Colleges – Vice Chair of the Commission on Public Schools and Commissioner of Career Technical & Career Institutions
- MA Dept. of Elementary & Secondary Education High Quality College & Career Pathways Stakeholders Group member
- Massachusetts Girls in Trade Steering Committee member
- Alliance for Vocational technical Education Advisory Board member
- Massachusetts Association for Vocational Administrators Board member
- Association for Career Technical Education (ACTE)
- Association of Career Technical Education Inclusion, Access, Equity, & Diversity Advisory Group mentor
- UMass Transportation Center Advisory Committee
- MA Department of Elementary & Secondary Education Early College & Career Technical Education Working Group

Local Affiliations

- Board of Directors – P.L.A.Y., Inc.
- Advisory Board member – Brighter Boston
- Advisory Board member – North Bennett Street School
- Advisory Board member – City of Boston Green Jobs Community Advisory Board
- Advisory Board member – The Possible Project Program Advisory Board
- Advisory Board member – Flare Education
- Past member of NAACP
- Past Board Member – Gifts of Love/Community Farm of Simsbury, CT
- Past Board Member – Menino YMCA of Hyde Park

References Available Upon Request