

PID: 46742

Application Date: 07/01/13 at 09:56 AM

**Beaufort County School District**

P. O. Drawer 309  
1300 King Street  
843.322.2300  
[www.beaufort.k12.sc.us](http://www.beaufort.k12.sc.us)

**Administrative Application**

**CONTACT INFORMATION**

Social Security Number: [REDACTED]  
 Last Name: **Almond** First Name: **Bonnie** Middle Initial: **N**  
 Former Last Name(s): **Nielsen**  
 Present Address: [REDACTED]  
 City: [REDACTED] State: [REDACTED] Country: **USA** Zip Code: [REDACTED]  
 Home Phone: [REDACTED] School/Business Phone: [REDACTED] Cell Phone: [REDACTED]  
 E-Mail Address: [REDACTED]  
 Permanent Address (if different than present address):  
 City: [REDACTED] State: [REDACTED] Country: [REDACTED] Zip Code: [REDACTED]  
 Permanent Phone: [REDACTED]  
 Alternate / Emergency Contact:  
 Name: [REDACTED] Address: [REDACTED] Phone: [REDACTED]  
 How did you first learn about the Beaufort County School District? **Other**

**ADDITIONAL INFORMATION**

Date available for employment: **08/01/2013**  
**Yes**  
 If presently employed, why do you wish to change jobs? **Have a strong desire to move to Beaufort S.C. Looking to make a change in my career from building level administrator to a stronger focus on curriculum.**  
 Are you currently under contract in a certified position with another school district in South Carolina? **Yes**  
 If Yes, please state school/department, type of contract, and state if you can be released from your contract: **My current contract requires a 60 notice but could be relased if there is a good candidate to fill my current principalship.**  
 Have you ever been employed by the Beaufort County School District? **No**  
 If Yes, state position(s) and date(s):  
 Are you legally authorized to work in the United States on a full-time basis? (If employed, you will be required to complete an Employment Eligibility Verification Form (Form I-9) and produce documentation of your identity and authorization to work.)  
**Yes**  
 Can you perform the essential functions of the position? **Yes**  
 If no, what reasonable accommodations would be required to enable you to perform the job related responsibilities?  
 Do you have any relatives employed by the Beaufort County School District? **No**  
 If yes, please provide name(s) and work location(s):

**EMPLOYMENT PREFERENCE(S)**

Administrative positions for which you have already applied in the last 30 days:  
**00003070 - Director DIRECTOR OF SECONDARY ACADEMIC INTERVENTION**

Administrative positions you are adding:

**EDUCATION**

Total number of Graduate Hours: **120**

Date From	Degree	Degree Date	College / University	Major	Minor
01/2001	Masters	05/2003	NORTH CAROLINA STATE	ADMINISTRATION (EDUCATION)	
08/1975	Bachelor	05/1977	MEREDITH COLLEGE	MUSIC	

08/1973	Associates	05/1975	** Not Listed NC	Peace College Raleigh	ART	MUSIC
<b>CERTIFICATION / LICENSURE</b>						

List any other last name used on an official document, i.e., last name in teaching certificate: **Bonnie Lynn Nielsen**

Grade Level	Certification / Endorsement	Certification Type / Number	Issue Date	Expiration Date	State
Masters	ADMINISTRATOR	Professional / [REDACTED]	07/01/2011	06/30/2016	NC
Bachelors	MUSIC EDUCATION - PIANO Music K-12	Professional / [REDACTED]	07/01/2011	06/30/2016	NC

**WORK EXPERIENCE**

Have you ever been dismissed from a position? **No**  
 Have you ever been asked to resign from a position? **No**  
 Have you ever resigned from a position because you were going to be fired? **No**  
 Have you ever resigned rather than face disciplinary action and/or nonrenewal by an employer? **No**  
 Have you ever been disciplined for any reason which resulted in suspension from work (with or without pay)? **No**  
 Has your educator's certificate ever been suspended or revoked? **No**  
 Details to YES answers:

<b>Teaching / Supervisory / Administrative Experience</b>
Do you have ANY Teaching / Supervisory / Administrative work experience? <b>Yes</b>
Total Years Administrative Experience: <b>10</b>
Total Years Teaching Experience: <b>18</b>

✓ **Date From - To:** 12/2009 - 07/2013      **Name of School / District:** Lee County Schools      **State:** NC      **Accredited:** Yes  
**Grade / Subjects / Title:** Principal 9-12  
**Supervisor Name:** Dr. Jeff Moss      **Email:**      **Phone Number:** (919)774-6226  
**May we contact this supervisor:**      **If No, please explain:**  
**Reason for Leaving:** Looking to relocate

✓ **Date From - To:** 07/2004 - 11/2009      **Name of School / District:** Lee County Schools      **State:** NC      **Accredited:** Yes  
**Grade / Subjects / Title:** Principal K-5  
**Supervisor Name:** Dr. Jeff Moss      **Email:**      **Phone Number:** (919)774-6226  
**May we contact this supervisor:**      **If No, please explain:**  
**Reason for Leaving:** Looking to relocate

✓ **Date From - To:** 08/2003 - 06/2004      **Name of School / District:** Lee County Schools      **State:** NC      **Accredited:** Yes  
**Grade / Subjects / Title:** Assistant Principal K-5  
**Supervisor Name:** Dr. Carol Chappell      **Email:**      **Phone Number:** (919)774-6226

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Looking to relocate**

✓ **Date From - To:** 03/1994 - 06/2003 **Name of School / District:** / Lee County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Music Teacher K-5

**Supervisor Name:** Dr. Carol Chappell **Email:** **Phone Number:** (919)774-6226

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Took Administrative position**

✓ **Date From - To:** 08/1995 - 06/1996 **Name of School / District:** / Lee County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Music Teacher for 1 year, 1 day a week K-age 21

**Supervisor Name:** Betsy Sloan **Email:** **Phone Number:** (919)774-6226

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Broadway School enrollment went up**

✓ **Date From - To:** 08/1989 - 06/1991 **Name of School / District:** / Moore County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Chorus and Music Grades 4-8

**Supervisor Name:** Bill Moore **Email:** **Phone Number:** (910)947-3011

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Stayed home with children**

✓ **Date From - To:** 08/1989 - 06/1990 **Name of School / District:** / Lee County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Music Teacher K-6

**Supervisor Name:** Eric Pittard **Email:** **Phone Number:** (919)774-6226

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Wanted to return to middle school**

✓ **Date From - To:** 08/1978 - 06/1985 **Name of School / District:** / Lee County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Cultural Arts Teacher/ Chorus Grades 7-9

**Supervisor Name:** Ben Bullock, Dr. Jon Burwell **Email:** **Phone Number:** (919)774-6226

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Had baby- stay at home mother**

✓ **Date From - To:** 08/1977 - 06/1978 **Name of School / District:** / Henderson County Schools **State:** NC **Accredited:** Yes

**Grade / Subjects / Title:** Music Teacher Grades K-5

**Supervisor Name:** deceased **Email:** **Phone Number:** (828)697-4733

May we contact this supervisor: *If No, please explain:*

Reason for Leaving: **Moved to Sanford NC to get married**

Total Years Administrative Experience: 10

Total Years Teaching Experience: 18

### General Work Experience

#### PROFESSIONAL REFERENCES

Name: Carol Chappell Title: Director of Elementary Ed  
 School / University / Company: Lee County Schools  
 Work Phone: (919)774-6226 Home Phone:  
 Mobile Phone: E-Mail Address: cchappell@lee.k12.nc.us

Name: Glenda Jones Title: Assist Sup. Human Resources  
 School / University / Company: Lee County Schools  
 Work Phone: (919)774-6226 Home Phone:  
 Mobile Phone: (919)774-7477 E-Mail Address: gjones@lee.k12.nc.us

Name: Jeff Moss Title: Supertintendent  
 School / University / Company: Lee County Schools  
 Work Phone: (919)774-6226 Home Phone:  
 Mobile Phone: (919)770-4623 E-Mail Address: jmoss@lee.k12.nc.us

#### ADMINISTRATIVE EXPERIENCE / HONORS

DESCRIBE IN DETAIL THE NATURE AND LENGTH OF ANY EXPERIENCE OR TRAINING IN YOUR PROFESSIONAL DEVELOPMENT WHICH WOULD EXEMPLIFY YOUR QUALIFICATIONS FOR SERVICE IN THE Beaufort County School District, (i.e., business, industrial or military training courses, seminars, professional certifications, or licenses).

During my tenure as an educator I have served as a teacher and administrator at all levels K-12. As a teacher for 18 years, my role as a music/ arts teacher allowed me the opportunity to work collaboratively with core teachers to align music instruction with the standards and objectives in the core subjects, reading, math, social studies and science. Through this work, and specific training, I developed a strong understanding of student developmental levels, how to align instruction with specific objectives, assess student learning appropriately using formative and summative assessment, and through specific goal setting provide a plan to ensure high student achievement and growth for all students. As an administrator, I have had the responsibility to guide, direct, supervise and lead at the elementary and high school levels.

LIST PROFESSIONAL MEMBERSHIPS (INCLUDING OFFICES HELD), HONORS RECEIVED, PUBLICATIONS, CIVIC AND COMMUNITY ACTIVITIES.

Sandhills Leadership Academy 2011-2013 Principal Mentor in licensure program North Carolina High School Athletic Association 2009-2013 North Carolina Association of School Administrators 2003-2013 Southern Regional Education Board: High Schools That Work 2009-2013 Association of Supervision and Curriculum Development 2005-2013 North Carolina Association of Educators 1995-2013 Lee County Schools Mentor Training 2002-2003 Broadway Elementary School Technology Administrator 2001-2003 Broadway Elementary School Teacher of the Year 1999-2000 Lee County Schools Principal of the Year 2007-2008 First Baptist Church Sanford N.C. 1995-2013

#### AGREEMENT

I declare that all statements contained in this application are true and that any misrepresentation or omission is cause for rejection of my application to be employed or volunteer.

In connection with my application for employment, my continued employment, or in connection with my desire to engage in volunteer activities, I have been advised and I hereby consent and authorize Beaufort County School District and its agent, at any time during or subsequent to my application process, to conduct an investigative consumer report that may include, but are not limited to, a criminal record check, employment and education

verifications, personal references; personal interviews; my personal credit history; and driving record. I do hereby consent to Beaufort County School District's use of any information provided on this form or during the application process in performing the investigative consumer report. Beaufort County School District has informed me that I have the right to review and challenge any negative information that would adversely impact a decision to offer employment or volunteer opportunities. I agree to release, indemnify and hold harmless Beaufort County School District and any reporting agency used with regard to any information reported by the reporting agency. According to the Fair Credit Reporting Act, I am entitled to know if employment or the opportunity to volunteer is denied because of information obtained from a consumer reporting agency. If so, I will be notified and given the name, address, and phone number of the agency which provided the information. In addition, I have been informed that I will have a reasonable opportunity to clear up any mistaken information reported within a reasonable time frame established within the sole discretion of Beaufort County School District. Under the Fair Credit Reporting Act, I have been advised that upon request I will be provided the name, address and telephone number of the reporting agency as well as the nature, substance and source of all information. I acknowledge that facsimile, copy or email shall be as valid as the original.

I hereby authorize Beaufort County Schools to conduct a personal and professional background check for the purposes of my application of employment/volunteering at Beaufort County Schools. Beaufort County Schools may contact any references, past and current employers, church, youth organizations, agencies where volunteer service has been completed, and any individual or organization which might be relevant to my desired position. I hereby release all of the above stated persons from any and all liability for damages that might occur during the Beaufort County Schools contact with the individuals for purposes of employment or volunteer services.

I understand that confidential information about a student may be shared with me. I further understand that any information about a student is not to be discussed with anyone other than teacher or other staff members responsible for the education of the student.

I also hereby give complete permission for Beaufort County Schools to conduct a criminal background check, arrest records check, abuse registry check, and driving record check for the purposes of employment/volunteering.

I waive any right that I may have to inspect any information provided about me by the persons previously mentioned. I have also read and understood the above stated information within this release and am signing below of my own free will.

I understand that a criminal background check will be conducted prior to and during my service. I authorize investigations of all statements contained within my application.

I agree to observe all of Beaufort County School's guidelines and policies.

**I UNDERSTAND AND ACKNOWLEDGE THAT THE BEAUFORT COUNTY SCHOOL DISTRICT EXPECTS EMPLOYEES TO MAINTAIN A PROFESSIONAL RELATIONSHIP WITH STUDENTS AT ALL TIMES. NO EMPLOYEE WILL ENGAGE IN IMMORAL OR CRIMINAL CONDUCT OR COMMIT OR ATTEMPT TO INDUCE STUDENTS OR OTHERS TO COMMIT AN ACT OR ACTS OF IMMORAL OR CRIMINAL CONDUCT. IF IT APPEARS AN EMPLOYEE MAY HAVE VIOLATED THE LAW, THE DISTRICT WILL COOPERATE WITH THE LAW ENFORCEMENT AGENCIES.**

I declare that I have not perpetrated physical abuse, sexual abuse, emotional abuse, or neglect against a minor or a vulnerable adult and that I have never been accused of these acts

I understand that I can withdraw my application from the employment/volunteer process at any time.

I understand and agree that false statements and/or omissions regarding past conduct and/or present situation may be grounds for denial to be employed or serve as a volunteer and that refusal to inform Beaufort County Schools of the contents of a sealed criminal record will result in the automatic denial of my employment/volunteer application.

Type "YES" if you agree to the above: **Yes**

Saturday, June 29, 2013

Beaufort County School District  
Human Resources Department  
P.O. Drawer 309  
Beaufort, SC 29901-0309

Dear Dr. Jackie Rosswurm,

My name is Bonnie Almond and I am submitting my application for the Director of Secondary Academic Intervention position #00003070. During my tenure as an educator I have served as a teacher and administrator at all levels K-12. As a teacher for 18 years, my role as a music/ arts teacher allowed me the opportunity to work collaboratively with core teachers to align music instruction with the standards and objectives in the core subjects, reading, math, social studies and science. Through this work, and specific training, I developed a strong understanding of student developmental levels, how to align instruction with specific objectives, assess student learning appropriately using formative and summative assessment, and through specific goal setting providing a plan to ensure high student achievement and growth for all students.

As an administrator of 10 years, I have had the responsibility to guide, direct, supervise and lead at the elementary and high school levels. During my tenure as principal at J. Glenn Edwards Elementary School, we served approximately 700 students with a free and reduced lunch rate of 85%, and a diverse student population with 42% Hispanic, 24% Caucasian, and 29% African American. In my tenure at J. Glenn Edwards, we implemented school uniforms with 80+ percent of our parent population approving the decision. I was instrumental in the implementation of RTI at the school and district level, and led the school to the highest student growth in the district, meeting or exceeding the state achievement rates in many areas for five years.

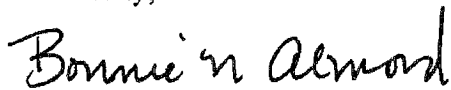
At Southern Lee High School where I am the current principal, we serve 1125 students, with 47% Caucasian, 28% African American, and 23% Hispanic. Southern Lee is a turnaround school that has shown great success the past four years. We have shown significant growth academically, improved the process for hiring and the status of our teachers tremendously, changed the school culture and community perceptions. Through the school improvement process, we have effectively planned and solidified specific measurable short and long range goals, implemented the Common Core and the 1:1 laptop initiative school wide, used the High Schools That Work Key Practices to address all areas of need in a comprehensive high school. We have implemented an Advisor Advisee program focusing on training teachers and parents to assist in the registration process for student schedules. Each Advisor meets with their assigned students and their parent annually to develop a five year plan for enrollment in classes that are appropriate, specific to individual student needs, with a goal of pushing them to graduate career and college ready at the highest possible level. At SLHS, we have growing programs such as

STEM, AVID, Teacher Cadet/ PEPI, a NAF Academy being implemented for the 2013-2014 school year, CTE opportunities, and various partnerships within our district to prepare students for the work force upon graduating high school such as our Caterpillar- Central Carolina Community College partnership.

Our goals at Southern include the implementation of high level learning for all students using twenty first century teaching and learning skills, a strong focus on literacy, writing, and math skills, technology, department and multidisciplinary professional learning communities, formative and summative assessments, data analysis that drives instruction, building capacity in our school through professional development and providing leadership opportunities for our stakeholders.

Through this work, I believe I am prepared to guide, support, and lead teachers and administrators in our schools to success in working with and showing growth for At Risk student populations. I would enjoy the opportunity to meet with you to discuss my credentials in further detail. I look forward hearing from you soon.

Sincerely,

A handwritten signature in black ink that reads "Bonnie n Almond". The signature is written in a cursive, flowing style.

Bonnie N. Almond

## Bonnie Nielsen Almond



### EDUCATION

North Carolina State University, Raleigh N.C. Masters of School Administration May 2003  
Meredith College, Raleigh N.C. Bachelor of Music May 1977  
Peace College Associate of Arts May 1975

### PROFESSIONAL EXPERIENCE

- ✓Principal: Southern Lee High School, Lee County Schools  
2301 Tramway Road, Sanford, NC 27332 December 2009- Present
- ✓Principal: J. Glenn Edwards Elementary School, Lee County Schools  
3115 Cemetery Road, Sanford, NC 27332 July 2004- November 2009
- ✓Assistant Principal: Greenwood Elementary School, Lee County Schools  
1127 Greenwood Road, Sanford, NC 27330 August 2003- June 2004
- ✓Music Teacher: Broadway Elementary School, Lee County Schools  
307 South Main Street, Broadway NC 27330 March 1994- June 2003
- Music Teacher: Floyd Knight Children's Center, Lee County Schools (1 day a week)  
607 McIntosh Street, Sanford, NC 27332 August /1995- June 1996
- ✓Music and Choral Teacher: Aberdeen Middle School, Moore County Schools  
5277 Hwy. 15-501, Carthage NC 28327 August /1989- June /1991
- Music and Choral Teacher: Broadway Elementary School, Lee County Schools  
307 South Main Street, Broadway NC 27330 August 1989- June 1990
- Cultural Arts Teacher: East and West Jr. High Schools, Lee County Schools  
106 Gordon Street, Sanford, NC 27332 August 1978- June 1985
- Music and Choral Teacher: Balfour and Fletcher Elementary, Henderson County Schools 414  
4th Ave. West, Hendersonville, NC 28739 August 1977- June 1978

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## **PROFESSIONAL MEMBERSHIPS**

Sandhills Leadership Academy 2011-2013 Principal Mentor in licensure program

North Carolina High School Athletic Association 2009-2013

North Carolina Association of School Administrators 2003-2013

Southern Regional Education Board: High Schools That Work 2009-2013

Association of Supervision and Curriculum Development 2005-2013

Lee County Schools Principal of the Year 2007-2008

North Carolina Association of Educators 1995-2013

Lee County Schools Mentor Training 2002-2003

Broadway Elementary School Technology Administrator 2001-2003

Broadway Elementary School Teacher of the Year 1999-2000

First Baptist Church Sanford N.C. 1995-2013

## **REFERENCES**

Dr. Jeff Moss, Superintendent Lee County Schools

106 Gordon Street, Sanford, NC 27332

[jmoss@lee.k12.nc.us](mailto:jmoss@lee.k12.nc.us)

(919)774-6226

Glenda Jones, Assistant Superintendent Lee County Schools

106 Gordon Street, Sanford, NC 27332

[gjones@lee.k12.nc.us](mailto:gjones@lee.k12.nc.us)

(919)774-6226

(919)774-7477

Dr. Carol Chappell, Director of Elementary Education

106 Gordon Street, Sanford, NC 27332

[cchappell@lee.k12.nc.us](mailto:cchappell@lee.k12.nc.us)

(919)774-6226

Bill Tatum, Chairman, Lee County Schools Board of Education

106 Gordon Street, Sanford, NC 27332

(919)770-1201



# Certification Portal System

Division of School Effectiveness



**SOUTH CAROLINA**  
STATE DEPARTMENT  
OF EDUCATION

Users Guide <b>(being revised)</b>
Reports
Forms
District Contact

Summary | **Certification** | Credentials | Documents | Experience  
Change Address | Renew Certificate | Renew Credits | Log Out

Last 4 SSN digits: XXXXXXXX  
 Name: **Bonnie Nielsen Almond**  
 Educator ID: **492672**  
 Certificate No. **269027**

Select CID or SSN then enter a CID or SSN

CID  SSN



## Certification

Years of Experience: 27.2

<b>Academic Information</b>
Program: Professional Certificate
Class: Masters
Effective: 07/01/2014
<b>Content Competent in the following area(s) based on Transcript review</b>
Music

Academic Areas				*History
Area	Begin Validity	End Validity	Proviso	HQ
Music Ed. - Piano	07/01/2014	06/30/2019		«HQ»
Tier 1 - Elementary Principal	07/01/2014	06/30/2019		
Tier 1 - Secondary Principal	07/01/2014	06/30/2019		

[View HQ Details](#)

<b>Career/Tech Information</b>
No Data available.

<b>Career/Technology Areas</b>		
Area	Begin Validity	End Validity
No data available.		

<b>College Information</b>		
Degree	Year	College
Bachelor	1977	North Carolina
Master's	2003	North Carolina

Approved Program	Approved College
R - Reciprocity	NC - North Carolina

Email [CPS Administrator](#) regarding any technical difficulties.

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR** for **260 Days** during the **2018 - 2019** School Year. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, *i.e.*, a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **BCSD Administrative Regulation HRS-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. § 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410, *et seq.*, as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or his/her agent, pursuant to **S.C. Code § 59-25-420** by **May 10, 2018**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie N Almond  
Employee

Jeffrey C. Moss  
Jeffrey C. Moss, Ed.D, Superintendent

4/5/18  
Date

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR** for **260 Days** during the **2017 – 2018** School Year. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, i.e., a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **BCSD Administrative Regulation HRS-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. § 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410, et seq., as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or his/her agent on or before **April 25, 2017**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie N Almond  
Employee

Jeffrey C. Moss  
Jeffrey C. Moss, Ed.D, Superintendent

April 5, 2017  
Date

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR for 260 Days** during the **2016 – 2017 School Year**. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, i.e., a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **BCSD Administrative Regulation HRS-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. § 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410, et seq., as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or his/her agent on or before **April 25, 2016**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie n Almond  
Employee

Jeffrey C. Moss  
Jeffrey C. Moss, Ed.D, Superintendent

4-8-2016

Date

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR** for **260 Days** during the **2015 – 2016** School Year. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, i.e., a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **Policy HRS-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410 et seq., as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or his/her agent on or before **April 25, 2015**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie N Almond  
Employee

Jeffrey C. Moss  
Jeffrey C. Moss, Ed.D, Superintendent

April 10, 2015  
Date

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR** for **260 Days** during the **2014 – 2015** School Year. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, *i.e.*, a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **Policy HRS-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410 *et seq.*, as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or her agent on or before **April 25, 2014**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie Almond  
Employee

April 8, 2014  
Date

Jeffrey C. Moss, PhD  
Jeffrey C. Moss, PhD, Superintendent

STATE OF SOUTH CAROLINA

COUNTY OF BEAUFORT

CERTIFIED ADMINISTRATIVE  
EMPLOYMENT CONTRACT

**BONNIE ALMOND**

Name of Employee

This is to notify you of your employment as a/an **ADMINISTRATOR** for **260 days** during the **2013 - 2014** School Year. The following conditions of employment have been stipulated by the Beaufort County School District Board of Education and are hereby a part of this contract:

1. The Employee shall maintain throughout the life of this contract a valid and appropriate certificate for the position specified. Failure to maintain professional qualifications during the contractual period shall constitute grounds for termination of the contract. Proof of these qualifications shall be filed with the District Office.
2. The Employee agrees to discharge faithfully all duties and responsibilities imposed upon him/her by the rules and regulations of South Carolina and the District.
3. The District agrees to pay the Employee according to the salary schedule adopted by the Board. This salary schedule will be made available as soon as practicable. Loss or reduction in any amount of anticipated or appropriated state, local or federal funding may, at the discretion of the District, require a pro-rata reduction of salary, a reduction in the term of this contract and pro-rata reduction in salary, i.e., a furlough, a reduction in contract days in accord with state law, or a termination of this agreement. Furthermore, any decline in student enrollment, elimination or change in course programming, financial emergency, or temporary closing of school or District operations because of emergency circumstances may require a pro-rata reduction in salary. Any such reduction will take place only upon the recommendation of the Superintendent and approval by the Board after reasonable notice has been provided to the affected parties. Any position eliminations will be handled in accordance with **Policy H-30: Professional Staff Reduction in Force**.
4. The Employee shall receive a performance evaluation in accordance with District policy. This evaluation, if conducted during the term of this contract, shall be conducted by the Superintendent or the Superintendent's representative and shall be based in part upon a written instrument approved by the Superintendent and reviewed with the Employee. The Superintendent or her representative shall confer with the Employee concerning the evaluation received and reasons therefor. The Employee shall be given an opportunity to respond to the evaluation in writing.
5. The District's administrative assignments are discretionary with the Superintendent. In the event of any change in the District's organizational chart, reduction in force, or whenever it is deemed in the best interest of the District, the Superintendent may reassign the Employee. Further, the District reserves the right to make reassignments, upon notice to and consultation with the affected employee, consistent with S.C. Code Ann. 59-24-15, as amended.
6. This contract shall be terminated by:
  - (a) mutual agreement of the parties;
  - (b) discharge for cause consistent with S.C. Code Ann. § 59-25-410 et seq., as amended; or
  - (c) death.
7. An initial offer of employment is subject to receipt of a criminal record history report from the South Carolina Law Enforcement Division, which reveals no good and just cause for its withdrawal.
8. If, during the term of this contract, it is found that a specific clause of the contract is illegal under either federal or state law, the remainder of the contract not affected by such ruling shall remain in force.

Please indicate your acceptance of this contract by signing below and returning the original to the Superintendent or her agent on or before **JULY 24, 2013**. This contract is not valid unless approved by the Board of Education and signed by the Superintendent.

Bonnie Almond  
Employee

[Signature]  
Superintendent

7/24/2013  
Date