

Jessica S. Donovan

Education

Columbia University – Klingenstein Center for Independent School

Leadership – MA in Independent School Leadership

National University – Teaching Credential Program - California, Preliminary Single Subject - English (expired)

University of California at Santa Cruz – BA in English and American Literature

UC Santa Cruz Extension - Certification program for Educational Therapy

Leadership and Education Experience

Head of School

Sheridan School - July 2015 to Present

Grades K-8 Co-ed 225 Students

- Developed and implement 6-year strategic plan with input from all constituents
- Completed 5-year financial and facility plan
- Upgraded facilities both at Mountain and City Campuses
- Significantly increased fundraising in both dollar amount and participation percentage
- Implemented DEI professional development for all staff
- Significantly increased diversity of students and staff
- Significantly increased staff satisfaction in the workplace, as documented by surveys
- Increased family trust and satisfaction with the School, as documented by surveys
- Restructured finance and operations, advancement, and communications to better align with program
- Re-established outdoor and experiential education as a cornerstone of the program
- Devised and implemented curriculum review process
- Achieved full-day, full-week, healthy, in-person learning during the pandemic

Assistant Head of School for Advancement

The Athenian School – October 2013 to June 2015

Grades 6-12 Co-ed Boarding and Day 530 Students

- Led the advancement department in the planning and implementation of a \$15-million capital campaign and 50th anniversary commemoration
- Worked closely with board of trustees, including facilities master planning and leading advancement committee of the board
- Stewarded and participated in “asks” of major donors
- Evaluated and restructured stewardship and cultivation programs
- Oversaw budget and management of advancement department
- Charged with promoting stability, leadership, and accountability in the department
- Served as boarding advisor and on-campus faculty, including dorm duties

Head of Middle School

The Athenian School – August 2010 to June 2015

- Director of Middle School consisting of 29 faculty, staff, and administrators and 165 students
- Oversaw curriculum and instruction in all areas, including adding a design and engineering department
- Developed and managed operating budget
- Guided school through strategic planning process, one-to-one iPad implementation, facilities master planning, schedule change process, teacher evaluation overhaul for grades 6-12
- Created and implemented administrator evaluation system for grades 6-12
- Articulated scope and sequence of equity and justice curriculum grades 6-12
- Implemented recommendations from Challenge Success study
- Board committees: Facilities, Strategic Planning, Marketing and Communications
- School committees: Equity and Justice, Technology, Administrative Committee, Senior Administrative Team, Admissions, Hiring, Facilities
- Worked closely with admissions, development, and business offices
- Leadership and knitting teacher

Middle School Administrator

Gateway School – June 2008 to June 2010

Grades K-8 Co-ed 250 Students

- Oversaw middle school program, including schedule overhaul
- Ensured curriculum alignment K-8 across disciplines
- Created new admissions events to decrease 5th to 6th grade attrition
- Created and administered advisory curriculum
- Mentored new teachers
- High school placement advisor
- Student discipline
- Coordinated with Head of School, Director of Admissions, Director of Development, Director of Finance, and Learning Specialist

Middle School Teacher

Gateway School – September 2001 to June 2010 (with two years off for maternity leave)

- 6th grade self-contained class 2001-2003; 8th grade American history and English class 2005–2009; algebra and geometry teacher 2009-2010
- Created new curriculum history and English for 8th grade
- Member of Head search committee, hiring team, diversity committee, restructuring committee, transition team, WASC CAIS accreditation team, library committee
- Literary magazine advisor teacher, student council advisor

Sixth Grade Teacher

Ida Price Middle School– January 1999 to June 2001

Grades 6-8 Public, Co-ed 450 students

- Accelerated 6th grade math, science, social studies teacher
- 6th grade representative for math articulation team; developed new 6th grade standards-based curriculum and assessments
- Member of school leadership team and site council

Professional Development and Presentations

Professional Presentations:

Hear Us Roar: Authentic Female Leadership

The Path to School Leadership

Using Design-Thinking to Restructure the Middle School

Teaching Healthy Relationships as Part of the Sex Ed Curriculum

Using Project-Based Learning to Promote Enduring Understandings

Promoting Cultural Competence Across the Curriculum

Hiring for Diversity in Independent Schools

AISGW Head's Retreat: Co-chair

Professional Service and Affiliation

Association of Independent Maryland Schools: Board Member and Chair of Commission on Accreditation

Association of Independent Schools of Greater Washington (AISGW): Board Member, Chair of DEI

Committee, Member of Legislative Oversight Committee

Capital Area Progressive Schools: Head's Group Member

Administrators of Color in the DMV: Member

Heads Collegiate Forum: Member

AISGW Aspiring Heads Mentor