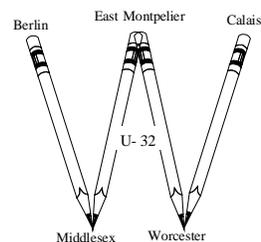


Washington Central Supervisory Union

1130 Gallison Hill Road
Montpelier, VT 05602
Phone (802) 229-0553
Fax (802) 229-2761

William Kimball
Superintendent



WCSU exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

Executive Committee of the WCSU Supervisory Union Board Meeting Agenda **5.23.19 at 5:00 pm**

Location: Central Office Conference Room, 1130 Gallison Hill Road, Montpelier VT

- 1.0 Call to Order
 - 1.1 Agenda Revisions
 - 1.2 Public Comments and Correspondence
 - 1.3 Executive Committee Comments
 - 1.4 Approve Minutes of 5.2.19 - pg. 2

- 2.0 Discussion Agenda
 - 2.1 WCUUSD Update
 - 2.2 Build Agenda for May 29th WCSU SU Board Meeting

- 3.0 Action Items
 - 3.1 Approve Board Orders
 - 3.2 Accept Math Program Bid – pg. 5
 - 3.3 Accept Resignation– pg. 6
 - 3.4 Accept New Hire – pg. 8

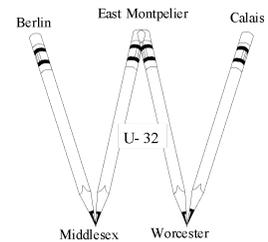
- 4.0 Interim Superintendent Interviews (Executive Session) - pg. 9

- 5.0 Adjourn

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William Kimball
Superintendent



WCSU exists to nurture and inspire in all students the passion, creativity and power to contribute to their local and global communities.

Executive Committee of the WCSU Supervisory Union Board Meeting

5.2.19

4 pm – 5:30 pm

Unapproved Minutes

Location: Central Office Conference Room, 1130 Gallison Hill Road, Montpelier VT

Administrators and Committee Members Present: Bill Kimball, Lori Bibeau, Matthew DeGroot, Dorothy Naylor, Chris McVeigh, Kari Bradley, Vera Frazier, and Flor Diaz-Smith, Stephen Looke

Others Present: Jerome Lipani (ORCA), David Delcore (Times Argus), Mark Andrews

1.0 Call to Order: Matthew DeGroot called the meeting to order at 4:01 p.m.

1.1 Agenda Revisions: none

1.2 Public Comments and Correspondence: none

1.3 Executive Committee Comments: none

1.4 Approve Minutes of 4.4.19: **Flor Diaz Smith moved to approve the minutes of April 4, 2019. Seconded by Dorothy Naylor, this motion carried unanimously.**

2.0 Discussion Agenda

2.1 Superintendent Search Update: Mark Andrews updated the committee about the search process. He thanked Flor, Chris and Matthew for their leadership in the process. He noted that, this being an “interim” position, the process was approached slightly differently. He reviewed some of the steps to date: developed ad for Schoolspring and ran for four weeks; has met with stakeholder groups to identify key priorities. He has invited leadership of labor management teams to collaborate, via email. He has drafted interview questions and is shaping them to meet the needs of WCUUSD; has assembled a ten member interview team; will meet on May 13th and 16th to interview three candidates. Twelve have applied, six from Vermont. He noted that Superintendent Certification is not reciprocal in other states, and that, given this timeline, current Vermont certification is a requirement. The three that he would like to bring forward are from Vermont; he intends to call them tomorrow to invite them to participate in the initial interview process. He stated that if two finalists come from the initial interview process, they will be made aware that references will be called and their consideration will be more public.

Matthew DeGroot spoke about planning for the process going forward, after the first round of interviews. He noted that the question of “who does the hiring” is complicated, given the changes on July first, in light of Act 46. He recommends that the existing WCSU

Supervisory Union board make the offer for employment. Committee members are in agreement. He suggested that the Executive Committee should do second round interviews (possibly May 22nd?), and carry out site visits. If the Executive Committee decided to bring a candidate forward to the WSCU Board, then they would have to meet to interview the candidate, and take action. Matthew DeGroot suggested that the WCSU meeting scheduled for June 5th be moved back to May 29th. Superintendent Kimball spoke about the frantic schedule that is required over the next two months, to be ready for July 1st. Decision was made, in light of Transition Board meeting on May 22nd: Executive Committee meeting/site visit on May 23rd and (tentatively), WCSU Carousel meeting May 29th.

Kari Bradley stated that he is curious about how the contract will be worded, especially around the concept of “separation.”

Matthew DeGroot will draft something with input from Chris and Flor, regarding communication to WCSU about the superintendent hiring process/ updates. He will share this on Monday, May 6th.

2.2 WCSU Board

2.2.1 Timing of Next Meeting: This was discussed above.

2.2.2 Agenda: Superintendent Kimball stated that assessment data will not be ready for the June agenda. He also suggested that he has heard a request from boards, administrators, staff, to plan some sort of celebration of the work of the boards over the past years. He suggested an additional carousel meeting during the second part of June, to consider financial reports and to make decisions about moving funds to Capital Fund.

Matthew DeGroot suggested the possibility of a carousel meeting for the end of May and again at the end of June. May 29: interview/ hire of superintendent; then settle on a date for carousel meeting in June. Superintendent Kimball will work with Matthew DeGroot to try to settle on the June date.

2.3 WCUUSD Update: Matthew DeGroot updated his understanding: the Senate has voted to disband the conference committee that has been working on possible delays to the merger timeline. The house, however, has not followed suit. Currently this issue is at an impasse. A second round of filings occurred last week, around the lawsuit regarding Act 46. Election planned on May 21, 2019; candidate forum is being coordinated by the League of Women Voters, Tuesday, May 7 from 6-8 p.m. at Berlin School. Matthew DeGroot is currently drafting an informational piece for Front Porch Forum.

Superintendent Kimball stated that Lori Bibeau continues to work on the financial aspects of a July 1st start date for WCUUSD board. Kari Bradley asked, on the business side, what are the biggest concerns? Superintendent Kimball stated that summer work is the biggest concern right now, and keeping operations going through the summer, for example, summer services.

Matthew DeGroot thanked Lori Bibeau and Superintendent Kimball for the challenging work they've done, preparing for this transition. Superintendent Kimball suggested that governance issues will be topics of discussion for the new board; he suggested that the committee might want to hire a facilitator for these discussions.

2.4 Annual Fiscal Management Questionnaire: Lori Bibeau shared this requirement from the state auditor. The committee discussed and reviewed this questionnaire.

3.0 Action Items

3.1 Approve Board Orders: **Dorothy Naylor moved to approve the board orders in the amount of: \$676,254.69, and \$437,822.87. Seconded by Flor Diaz Smith, this motion carried unanimously.**

3.2 Approve ESP Contract for Academic Year 2019-2020 as Negotiated by the Negotiations Committee: **Dorothy Naylor moved to approve the ESP Contract for Academic Year 2019-2020 as Negotiated by the Negotiations Committee. Seconded by Chris McVeigh, this motion carried unanimously.**

3.3 Approve Non-Bargaining Contracts: **Chris McVeigh moved to approve contracts for non bargaining administrators at an increase of 3.1%; all others in central office who are not administrators, increase of 3.5%, for the 2019-20 school year. Seconded by Dorothy Naylor, this motion carried unanimously.**

3.4 Accept Retirement: **Kari Bradley moved to accept the retirement of Jane Caswell, with appreciation and thanks. Seconded by Dorothy Naylor, this motion carried unanimously.**

3.5 Accept New Hire: **Flor Diaz Smith moved to accept the hires: Emily Heckler, SLP, and Deborah Gale, Early Ed Teacher. Seconded by Chris McVeigh, this motion carried unanimously.**

4.0 Reports to the Board

4.1 Superintendent: Superintendent Kimball had presented a written report. Some discussion followed around the Educational Benefit Review Process. Superintendent Kimball spoke about the need for equitable services across the supervisory union. Superintendent Kimball spoke about the need for progress monitoring data included in IEPs. Some discussion followed around Act 173.

4.2 Directors

4.3 WCSU Financial: Lori Bibeau had presented a written report; it did not reflect any changes from the previous report.

4.4 Policy Committee: no report

4.5 School Quality Committee: no report

Superintendent Kimball stated that more hires will be forthcoming; he noted that with the changes in boards and governance, the approval of hires will continue to be the work of the Executive Committee until July 1st.

5.0 Adjourn: The committee adjourned by consensus at 5:15 p.m.

Respectfully submitted,
Lisa Stoudt, Committee Recording Secretary

Kindergarten Through Eighth Grade Math Program Bid
Tuesday, April 30, 2019 at 2:10 p.m.
Bid Opening Minutes

Present: Michelle Ksepka and Jen Miller-Arsenault

The bid was sent to 2 vendors and was advertised in the Times Argus on Thursday, April 18, 2019. We received one bid from Curriculum Associates for Ready Classroom Math. The bid specifies a 1-year option for \$25,410 or a 5-year option for \$74,062.10. The proposal includes grades K-8. More details are included in the bid specifications.

Next Step: We need the board to award the bid at their next meeting.

WASHINGTON CENTRAL SUPERVISORY UNION
EMPLOYEE SEPARATION FORM

Name: Patricia Taffel Date: May 2, 2019

School: WCSU Position: SLP

Reason for leaving (check one):

VOLUNTARY SEPARATION

Another position with: _____

New employer

Relocating/moving _____

New address (to forward tax information)

Retirement _____

Other--please specify: Declined 1.0 FTE position

INVOLUNTARY SEPARATION

Position eliminated

Other--please specify: _____

Comments: _____

Last work day: 6-30-19

Employee signature: _____

ADMINISTRATIVE USE ONLY:

Board action date: _____ Position posting date: _____

Employee eligible for rehire: Yes

No

With conditions (specify): _____

Administrator signature: Kelly Bushey

cc: Superintendent/Personnel File Payroll

Please confirm

3 messages

Carla Messier <cmessier@u32.org>
To: Patricia Taffel <ptaffel@u32.org>
Bcc: bill kimball <bkimball@u32.org>

Good Afternoon Patty,

I recently received information that you were offered a 1.0 FTE SLP position by Kelly Bushey during a phone call. It is my understanding that you later returned the SLP position offer.

I would appreciate your time to respond to my question regarding this offer. Thank you.

Kind regards,

Carla Messier

Human Resources Coordinator
WCSU
1130 Gallison Hill Rd
Montpelier, VT 05602
(802) 229-0553, x302

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Patricia Taffel <ptaffel@u32.org>
To: Carla Messier <cmessier@u32.org>

Thu, May 2, 2019 at 9:29 AM

Hi Carla,
It is correct that Kelly offered the 1.0 FTE full time SLP position to me in a conversation over the phone. I did decline that offer. Let me know if you have any other questions.

Thank you for checking.

Patti Taffel

[Quoted text hidden]

--

Patti Taffel
M.S. SLP CCC

Washington Central Supervisory Union
Employee Nomination Form

Name: Madeleine Dougherty

School: WCSU Employer (if different): WCSU

Position: Alternative Program Special Educator

Department/Area: Special Ed

Type: Permanent One-Year Non-Renewable Temporary

Contract: Faculty Educational Support Personnel Non-Bargaining Unit

Reason for vacancy: Resignation/Retirement Leave of Absence New Position

[If leave of absence or resignation, name of terminated employee: Jessica Johnson

Educational Preparation:
College _____ Degree _____ Date Attained _____
see attached resume

Experience: _____
see attached resume

Years of Related Experience: 4 yrs (email KB)

Salary Schedule Placement: _____ Start Date: _____
Step E OK 5/15 Aug 2019

Salary or Wage Rate: _____ Date of Board Appointment: _____
\$ 51,717

FTE: 1.0 Days / Year: 190 Hours / Day: _____

Interviewed by: Kelly, Bill D., Brian F., Kenna

This candidate is recommended for employment by: Bill Kimball, Superintendent

cc: (check as appropriate):
 PERSONNEL PAYROLL SPED UNION BUILDING PRINCIPAL

Interim Superintendent - 1 year

<u>Donald Van Nostrand</u>	1
<u>Résumé</u>	1

Donald S. Van Nostrand

70 Partridge Drive Essex Junction, Vermont 05452
(802) 535-2108 dsvannostrand@gmail.com

Education

Franklin Pierce University

West Lebanon, New Hampshire

Doctor of Philosophy

Major: Leadership Studies: Public Sector, Non-Profit, Education

Graduated February 2015

Degree conferred May 2015

Plymouth State University

Plymouth, New Hampshire

Certificate of Study (Postgraduate)

Major: K-12 Principal Endorsement Program

Graduated November 2004

Degree conferred November 2004

University of New England

Biddeford, Maine

Master of Science in Education

Major: Education

Graduated May 2001

Degree conferred May 2001

State University of New York at Potsdam

Potsdam, New York

Bachelor of Arts

Major: (Dual) Mathematics & Secondary Education

Graduated December 1995

Degree conferred December 1995

Experience

Burlington School District

Aug 2018 - Jun 2019

Interim Principal

J. J. Flynn Elementary School

Pre-Kindergarten through grade five elementary school. Approximate enrollment of 315 students.

- Supporting Continuous Improvement Plan's Plan-Do-Study-Act protocol.
- Supporting redesign of grade level Professional Learning Community.
- Developing Student and Family Handbook.

Supervisor: Bonnie Johnson-Aten, Lead Principal (bjaten@bsdvt.org)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Grand Isle Supervisory Union

Jul 2017 - Jun 2018

Interim Superintendent

North Hero, Vermont

Six school districts, five elementary schools and single unified union school district, seven school boards and 21 school board members. Approximately \$20 million total budgets and enrollment of 950 students.

- Led finance team to analyze audit report and fiscal monitoring improvement plans to develop action plan for fiscal compliance across supervisory union and districts.
- Supported grants manager to develop fiscally appropriate procedures to be compliant with Agency of Education.
- Implemented coordinated hiring procedures.
- Supported local districts with Vermont's Act 46 and Act 49 reports and meetings with Agency of Education.
- Developed and proposed board policy and procedures to ensure compliance with statutes and state rules.

Supervisor: GISU Board of Directors (Mason Maltias, Chair) (masonleemaltias@gmail.com)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Orleans Central Supervisory Union

Jul 2014 - Jun 2017

Superintendent

Barton, VT

Eight school districts, six elementary schools and a union high school, a unified pre-kindergarten program across two sites, ten school boards and 34 school board members. Approximately \$22 million total budgets and enrollment of 1150 students.

- Led the development and implementation of multi-year strategic plan.
- Redesigned supervisory union web site.
- Implemented walk-through protocols and coaching support for school principals.
- Initiated social media presence and development of social media plan
- Supported school board through Vermont's Act 46 community forums and voting.

- Created Education Identity Team to support educator and community conversations regarding diversity.
- Served as Trustee and President of Regional Superintendent Organization.

Supervisor: OCSU Board of Directors (Amy Leroux, Chair) (aleroux@ocsu.org)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Essex-Caledonia Supervisory Union

Jul 2013 - Jun 2014

Ass't Superintendent of Curriculum and Instruction

Concord, VT

Eight school districts, four elementary schools and single re-kindergarten through grade 12 school, nine school boards and 36 school board members. Approximate enrollment of 750 students.

- Implemented new mathematics program aligned to Common Core State Standards.
- Developed grade level Professional Learning Communities designed to study effectiveness of mathematics curriculum implementation using student data and differentiated instruction.
- Served as principal mentor through the Upper Valley Educator Institute.
- Redefined professional development including creating the Kickoff Academy using teacher leaders as workshop facilitators.
- Transitioned supervisory union to Google Apps for Education.
- Developed and implemented professional development opportunities for school board members.
- Developed and supported supervisory-wide union Technology Plan.
- Led implementation of NWEA's MAP tool across supervisory union and included school board data review.
- Served as CFP Grants manager.

Supervisor: Brian Rayburn, Superintendent (brayburn@limaschoolmt.org)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Essex-Caledonia Supervisory Union

Jul 2005 - Jun 2013

Principal, Waterford School

Waterford, VT

Pre-Kindergarten to grade eight elementary school. Approximately \$2 million budget and enrollment of 190 students.

- Implemented iPad and Chromebook program with corresponding professional development for teachers.
- Developed information technology infrastructure including seeking high speed Internet connection, installing windows server and managing user profiles in Active Directory.
- Utilized research and design to support classroom model change for grades kindergarten to grade three.
- Led professional development on various educational technology tools including email and learning management systems.
- Managed complex capital improvement projects.
- Implemented school-wide vertical Professional Learning Communities.
- Transitioned science curriculum and instruction to reflect Vermont Learning Standards.
- Ensured solid fiscal operation and management leading to enhanced community support.
- Re-energized local parent-teacher group through leadership redesign.
- Team leader for supervisory union's social studies curriculum development team.
- Trainer for Nonviolent Crisis Intervention.

Supervisor: Steve Sanborn, Chief of Operations (ssanborn47@gmail.com)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Northumberland School District

Jul 2003 - Jun 2005

Assistant Principal, Groveton High School

Groveton, NH

Grades 7-12 Junior/Senior High School. Approximate enrollment of 225 students.

- Developed middle school study skills program for at-risk students, utilizing high school National Honor Society as student mentors.
- Transformed attendance and student conduct process from manual to digital using MMS Student Information Platform.
- Supported at-risk students by redesigning high school mathematics program of studies.

Supervisor: Pierre Couture, Principal (p.couture@sau35.org)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Teaching Experience

High School Mathematics Teacher

- Concord School District, Concord School
Calculus, pre-calculus, geometry, algebra, grades 6-8 math
2002-2003
- Littleton School District, Littleton High School
Probability and statistics, pre-algebra, algebra, geometry
2001-2002
- Northumberland School District, Groveton High School
AP calculus, pre-calculus, geometry, algebra, basic math, mechanical drawing, study skills
1996-2001

Adjunct Faculty

- Lyndon State College
Education Technology (Graduate), Problem Solving with Mathematics, Intermediate Algebra, Basic Algebra
2008-2012
- Community College of Vermont
Fundamentals of Mathematics, Intermediate Microsoft Office Applications, Basic Microsoft Office Applications
2000-2001

Leadership Seminars

- New England Municipal Clerks Institute & Academy
The New England Municipal Clerks Institute and Academy is an annual week-long seminar for municipal clerks to earn their Certified Municipal Clerk certification. Seminars included Leadership Management, Conflict Resolution, Effective Communications, Emotions in the Workplace, Media Relations, Microsoft Excel and Word.
Salve Regina University (1999-2001) and Plymouth State University (2012, 2014-2015)

Leadership Enhancement

Social-Emotional Learning and the New ESSA: Current State of Research, Policy, and Practice

- Sponsored by the New England Association of School Superintendents, this conference focused on current research showing that social-emotional skills impact college, career and life outcomes; and discussion of opportunities to advance social-emotional learning through ESSA.

Business Manager 101

- Arranged by the Vermont Association of School Business Officials (VASBO), this is a year-long series of workshops covering the variety of fiscal concepts including school account structure, special education reporting, budgeting and revenues, Consolidated Federal Programs, and compliance with FLSA, FMLA, ADA, WC, HIPPA, Unemployment and other HR Issues.

Nonviolent Crisis Intervention Trainer

- Through the Crisis Prevention Institute, with a focus on prevention, this training program equips staff with proven strategies for safely defusing anxious, hostile, or violent behavior at the earliest possible stage.

Enhancing Verbal Skills: Advanced Instructor Training

- Another Crisis Prevention Institute program, focusing on applications of Life Space Crisis Intervention (LSCI), giving participants expanded skills for communicating with individuals in conflict.

Professional Learning Communities at Work Institute

- Sponsored by Solution Tree, this conference provides opportunities to delve deep into the three big ideas of a PLC - focus on learning, build a collaborative culture, and results orientation - providing specific, practical, and inspiring strategies for transforming the school or district into a place where all students learn at high levels.

Superintendent Leadership Academy - Part I and II

- Sponsored by the Vermont Superintendents Association are two year-long seminars focused on key leadership and management topics including working with media, education technology, human resources management, and curriculum development and implementation.

Risk Management for School Leaders

- Hosted by the Vermont School Board Insurance Trust (VISBIT) and the Vermont Superintendents Association, this four-day program reviewed legal and regulatory frameworks associated with finances, individual and institutional credibility, school and community culture with a focus on student learning.

Additional Experiences

Transracial/Cross-Cultural Training
Building Empathy and Addressing Racial Oppression Training
Schoolwide Integrated Framework for Transformation (SWiFT) Training
Northeast Regional Administrators Standards Board (Chair 2009-2014)
New England Association of School Superintendents Board of Directors
High School Soccer and Basketball Official
Elementary, Middle and High School Coach - Soccer, Basketball, Baseball, Softball
Experience with MMS, PowerSchool, Munis, Lighthouse SMS

Thesis Publications

Franklin Pierce University - Dissertation
<i>A Challenge to Increase Student Achievement: A Study of Vermont Principals' Leadership in Developing Trusting Relationships with Parents.</i>
University of New England - Master's Thesis
<i>An Assessment of Mathematics Homework Policies and Practices.</i>

Interim Superintendent - 1 year

<u>Debra Taylor</u>	1
<u>Résumé</u>	1

Debra Joan Taylor

PO Box 18 Bristol, Vermont 05443
802-777-0227 debra.taylor2012@gmail.com

Education

University of Wisconsin-Madison

Madison, Wisconsin
Doctor of Philosophy

Major: Curriculum and Instruction, **Minor:** Educational Administration and Policy Development

GPA: 3.970

Credit Hours: 67

Attended August 1997 to May 2003
Degree conferred May 2003

George Washington University

Washington, DC, District of Columbia
Master of Arts

Major: Special Education, **Minor:** Early Childhood

GPA: 4.000

Attended July 1978 to August 1979
Degree conferred August 1979

Lee

Fairfield, Connecticut
Bachelor of Arts

Major: Political Science

GPA: 3.400

Attended September 1974 to May 1978
Degree conferred May 1978

Experience

Greater Rutland County Supervisory Union

Jul 2011 - Present

Superintendent

16 Evelyn Street, Rutland, Vt. 05701

- Serve as chief executive officer and instructional leader for school staff and students in 1800 student supervisory union with eight schools, four districts, 350 employees, and a budget of \$38 million.
- Led multifaceted regional Act 46 Unification Process and Plan resulting in unifying two supervisory unions and merging eight districts to four.
- Implemented a comprehensive school safety initiative including facility updates, crisis plan, and training with positive results.
- Support school board governance through policy as evidenced by achievement of ends.
- Develop an collaborative school culture conducive to improved student learning demonstrated by progress toward implementation of the School Improvement Plan, and associated school based action plans.

- Effect change through collaborative leadership, teacher development and and shared responsibility resulting in improved student achievement.
- Achieve excellent audit results - without material deficiencies and with no management directives.
- Implement several technology upgrades including a one-to-one student computer program
- Support for teachers' integration of technology tools and strategies in their classrooms through professional development and coaching.
- Utilize blended and distance learning as well as global classroom initiatives in robust 21st century learning environment.

Reason for leaving: Employed and under contract.

Supervisor: Greater Rutland County Supervisory Union Board (802-775-4342)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Castleton State University

Aug 2016 - Present

Adjunct Professor

Castleton, Vermont

Graduate Education Instructor

Supervision, Evaluation and Professional Development for Principals

Hybrid Distance Learning

Reason for leaving: Still employed.

Supervisor: Dr. Ric Reardon ((802)-468-1234)

Experience Type: Other, Part-time

It is **OK** to contact this employer

Lamoille North Supervisory Union

Aug 2008 - Jun 2011

Superintendent

Hyde Park, Vt.

- Serve as chief executive officer and instructional leader for school staff and students in 1800 student supervisory union with 400 employees, and budget of \$35 million
- Implementation of the Long Range Strategic Plan, and associated school based action plans.
- Provide instructional leadership to improve student achievement through a PreK-12 system of curriculum, assessment, instruction and professional development.
- Develop the leadership of others through mentoring, professional development opportunities and teacher leadership.
- Demonstrate strong communication and collaboration skills as evidenced by progress toward indicators of the SU Communication Plan.
- Collaborate with local, regional and statewide educational leaders to leverage enhanced partnerships, technology and grant opportunities.
- Advocate for policies, regulations and legislation for the benefit of students in the supervisory union through committee work and legislative testimony.
- Carry out the legal and statutory requirements and support efforts of school boards to govern through policy as evidenced by achievement of ends.

Reason for leaving: Appointed to position of Superintendent in Rutland, Vermont.

Supervisor: Lamoille North Supervisory Union Board (802-851-1177)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

School District of Shorewood

Aug 2000 - Aug 2008

Director of Instruction & Interim HS Principal
Shorewood, WI 53211

- Led strategic planning initiatives to establish and implement the identified goals of the district and the school.
- Maintained effective relationships with stakeholders in the school and community.
- Mediated conflicts and oversee resolution of legal disputes
- Prepared clear school communications for website, listserv and bulletins that align with the public information plan
- Coordinated curriculum, instruction, assessment, professional development and instructional technology
- Successfully implemented and expanded district Charter School
- Directed student services programs including special education
- Managed ESEA, Open Enrollment, Chapter 220 and several grant programs
- Supervised principals, evaluated staff and provided new teacher support
- Prepared and presented executive reports to school board and community
- Developed and monitored \$8 million budget
- Served as a member of board/administration teacher negotiations teams
- Led all district curriculum, inquiry and planning committees
- Facilitated implementation of several district-wide innovations that improve student achievement such as assessment for learning, differentiation, enrichment, curriculum mapping, and teacher mentoring
- Served as Interim High School Principal for one year

Reason for leaving: Accepted appointment as Superintendent of Schools in Vermont**Supervisor:** Dr. Blane McCann (414-963-6901)**Experience Type:** Public School, Full-timeIt is **OK** to contact this employer

Cardinal Stritch University

Aug 2000 - Jul 2008

Adjunct Professor
Milwaukee, WI

- Provide courses to undergraduate and graduate educators in curriculum, instruction, assessment and school improvement
- Provide courses to graduate students in preparation for school and district level educational administration
- Provide courses to teachers and administrators in Shorewood School District in a variety of areas including assessment for learning, technology integration, differentiated instruction, literacy and numeracy.

Reason for leaving: Left area to take another position**Supervisor:** Dr. Jack Linehan and Education Outreach Department ((414) 410-4000)**Experience Type:** Other, Part-timeIt is **OK** to contact this employer

Cooperative Educational Service Agency # 1

Aug 1985 - Jul 2000

Director of Instructional Services
Brookfield, WI

- Coordinated collaborative systems change projects with 45 member districts in Southeast Wisconsin serving 250,000 students.
- Led team of educators who supported school organizational development and produced positive results in student learning.
- Provided Curriculum and Instructional Leadership to contracted districts in support of improved student achievement
- Enhanced student achievement by leading data retreats, determining desired outcomes, and setting attainable goals.
- Designed effective curriculum and instruction plans and programs
- Facilitated implementation of educational improvement initiatives
- Conducted student achievement data analysis retreats/planning sessions
- Supervised and evaluated licensed professional and support staff
- Provided training and program audit services
- Secured grants, conducted research and published outcomes

Reason for leaving: Accepted position in Shorewood School District as Director of Instructional Services

Supervisor: Dr. Timothy Gavigan ((262)-787-9500)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Fleet Mortgage

Sep 1982 - Jun 1985

Manager
Milwaukee

- Trained, supervised and evaluated personnel.
- Served as project manager for training system implementation.
- Completed evaluations and assisted personnel development including improvement plans.
- Developed and implemented department training and manual.
- Assisted department with efficiency study and restructuring.

Reason for leaving: Accepted position as Director of Instructional Services at CESA # 1

Supervisor: Personnel (414-359-9318.)

Experience Type: Other, Full-time

It is **OK** to contact this employer

Lamoille North Supervisory Union

Aug 1980 - Jun 1982

Director of Special Education & Consulting Teacher
Hyde Park, VT.

- Served as Consulting Teacher, K-12 throughout the school system.
- Performed personnel functions including recruitment, selection, supervision and evaluation of personnel
- Provided training to principals, teachers and instructional assistants
- Implemented school improvement efforts
- Secured and implemented grants
- Developed and implemented state and federal programs and compliance procedures related to Special Education
- Prepared and delivered reports to school board
- Implemented innovative classroom practices with students
- Coached faculty in regular and special education classrooms

- Managed Special Education Budget

Reason for leaving: Moved to Wisconsin
Supervisor: Mr. Gayle Utley ((802) 888-4261)
Experience Type: Public School, Full-time
It is **OK** to contact this employer

Johnson State College

Sep 1980 - May 1982

Adjunct Professor

Johnson, VT

Provided courses to undergraduate and graduate students in education including: curriculum, instruction and assessment, special education, student diagnostic evaluation

Reason for leaving: Moved to Wisconsin
Supervisor: Human Resources (800-635-2356)
Experience Type: Other, Part-time
It is **OK** to contact this employer

Prince William County Schools

Aug 1978 - Jun 1980

Teacher

Manassas, VA

Special education/elementary teacher

- Developed and implemented effective lessons, conducted assessments and served on multidisciplinary team
- Implemented innovative family school partnership program
- Worked effectively with colleagues, supervisor and parents.
- Established effective home school partnership initiative
- Participated in school improvement team

Reason for leaving: Accepted position of Special Education Director and Consulting Teacher in Vermont

Supervisor: retired (703-791-7200)

Experience Type: Public School, Full-time

It is **OK** to contact this employer

Professional Certifications- Highly Qualified Status

- PK-12 Superintendent, Vermont
- PK-12 Principal, Vermont
- PK-12 Director of Special Education/Student Services, Vermont
- PK-12 Special Education Teacher, Vermont
- PK-12 Consulting Teacher, Vermont
- PK-6 Early Childhood Teacher, Vermont

Leadership and Service

- Co-Chair Vermont Citizens Advisory Board to Department of Children and Families
- Vermont educator liaison to Learning Forward
- President, Southwest Vermont Regional Superintendent's Association, 2014-present

- Trustee, Vermont Superintendent's Association, 2011-14
- Secretary, Southwest Vermont Regional Superintendent's Association, 2013-14
- President, Winooski Valley Superintendent's Association, Vermont Superintendent's Association, 2010-11
- Secretary/Treasurer, Lamoille Area Professional Development Academy, Montpelier, VT, 2010-11
- Co-Chair, Vermont Teacher/Administrator Effectiveness Task Force, 2011-2013
- Coordinator, Statewide Testing Accommodations Development Project, Department of Public Instruction, Madison, WI, 2001-2003
- President, Teacher Education Division, Wisconsin Council for Exceptional Children, 2000-2002
- President, Wisconsin ASCD, Professional Development Committee, 1998-99

Awards and Honors

- Excellence in Teaching, Castleton University, 2018
- Exemplary status from Agency of Education for outstanding school quality, 2017
- Excellence in Service to School and Community, Lamoille North Supervisory Union, 2011
- Administrative Excellence Award for Leadership and Collaboration, Cooperative Educational Service Agency #1, WI, 2003
- Magna Cum Laude Graduate, Curriculum, Instruction and Educational Administration Doctoral Degree Recipient, University of Wisconsin, Madison, 2003
- Research Award, Department of Education, University of Wisconsin, Madison, 2000
- Excellence in Service Award, State of Wisconsin, Department of Public Instruction, 1995
- Leadership Award, Wisconsin Council for Exceptional Children, Teacher Education Division, 1990
- Excellence in Administration, State of Vermont, Department of Education, 1982
- Summa Cum Laude Graduate, Education Master's Degree Recipient, George Washington University, 1979
- Fellowship, Department of Education, George Washington University, 1978

Memberships

- American Association of School Administrators (AASA)
- National Association of School Superintendents (NASS)
- Association for Supervision and Curriculum Development (ASCD)
- Learning Forward: Professional Learning Association (LFPLA)
- American Educational Research Association (AERA)
- Vermont Superintendent's Association (VSA)

Publications - examples

- 2003 Dissertation
- 2005 Testing Accommodations- Equity and Accessibility
- 2007 Leadership and Service: Essentials in Public Education
- 2009 Women and the Superintendency
- 2010 Focal Points: Leading School Improvement
- 2009-14 Communique Newsletter
- 2009-19 Weekly Superintendent Commentary
- 2018-19 Superintendent Blog

Hobbies

Horseback Riding

Cross Country Skiing
Swimming
Mentoring