

# DR. LINDA D. FRAZER

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## CAREER PROFILE

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Accomplished teacher, school administrator, and district administrator with extensive experience in educational environments. Committed to creating high-quality educational standards and providing leadership for continuous improvement.

## EDUCATION

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2000	Doctor of Education in Educational Administration, <i>University of Sarasota</i>
1997	Specialist of Education in Educational Administration, <i>Georgia State University</i>
1995	Master of Education in Educational Administration, <i>Georgia State University</i>
1990	Bachelor of Science in Education, <i>Georgia State University</i>

## EXPERIENCE

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July 2019-Present	<p>Interim Associate Superintendent, Office of Accountability, <i>DeKalb County School District</i></p> <ul style="list-style-type: none"><li>• Complies with state reporting mandates and provides analysis of data.</li><li>• Analyzes and communicates data to all stakeholders.</li><li>• Directs and monitors district assessment administration and reporting.</li><li>• Oversees school innovation, to include charter schools, school governance, school turnaround, and Strategic Waivers School System (SWSS) contract.</li><li>• Implements Strategic Planning for the district.</li><li>• Oversees and supports student advancement and family engagement initiatives.</li><li>• Directs and monitors grants, partnerships, and accreditation for the District.</li><li>• Manages the division budget and grants.</li></ul>
2015-Present	<p>Director, Strategic Management and Accountability, <i>DeKalb County School District, GA</i></p> <ul style="list-style-type: none"><li>• Plans, supports, communicates, and leads the development of the DCSD Strategic Plan. Ensures that the district has a clear Strategic Plan that is the driver of the work across the district.</li><li>• Provides communication to internal and external stakeholders regarding the mission, vision, beliefs, goal areas, performance objectives, and measures of the district.</li><li>• Develops communications materials pertaining to the Strategic Plan for distribution to stakeholders.</li><li>• Leads strategic conversations with Division Heads and their teams to ensure understanding and implementation of the district's strategic goals and objectives.</li><li>• Facilitates development of the Division Plans and ensures they are aligned to the district Strategic Plan. Ensures that each Strategic Plan initiative has a clear implementation plan</li></ul>

that can be monitored. Facilitates ongoing reviews for senior leadership to review and update Division Plans.

- Ensures that the Strategic Plan is driven by clear outcomes and associated targets.
- Works with Division Heads and Initiative Owners to evaluate district performance measures and district's progress toward goals. Leads divisions in quarterly monitoring cycles, including a Mid-Year Review and Comprehensive Review.
- Collects data and analyzes it for each monitoring cycle.
- Monitors and reports the implementation and progress of the Strategic Plan through verbal and written reports, this includes a Mid-Year and Comprehensive Review for the Superintendent and Board of Education. Manages the overall timeline of strategic planning and reporting.
- Creates the district's Balanced Scorecard on eBoard.
- Maintains the district's Division Plans on eBoard.
- Leads and trains principals and school teams in two Monitoring Cycles to review results, reflect on processes, and identify resources needed to refine the Continuous School Improvement Plans (CSIP).
- Monitors department budget, staff concerns, and personnel actions.
- Keeps current with advances in strategic planning and project management to increase effectiveness.

2012-2015

Coordinator, Leadership Development, *DeKalb County School District, GA*

- Coordinated the leadership development initiatives and academies.
- Planned and consulted with internal and external presenters regarding content and engaging learning opportunities for academy participants.
- Planned and consulted with Performance Coaches regarding support for induction phase principals.
- Developed application criteria and rubrics used in determining eligible candidates for participation in the aspiring academies.
- Collaborated with partners and other field experts to work on projects, grants, and initiatives; assisted in administering any grant applications and corresponding requirements; assisted in managing grants once awarded.

2008-2012

Manager, Human Capital Management, *DeKalb County School District, GA*

- Supervised departmental staff and the hiring and staffing of certified and classified employees; stayed current with federal and state laws relative to fair hiring practices.
- Supported all new teachers through on-site school visits.
- Ensured the eligibility of applicants prior to offering a position, including certification requirements, security issues, and references.
- Recruited educators from various colleges and universities.
- Developed, gathered, analyzed, and maintained a variety of staffing correspondence regarding recruitment; compiled statistics and reports on relevant data.
- Coordinated, planned, and implemented district job fairs; interacted with internal and external customers, and suppliers.
- Facilitated the process of identifying and posting positions on external websites.
- Developed, assessed, revised, and implemented procedures relative to staff placement, i.e. transfers, reassignments, summer school staffing.
- Led and facilitated administrator interview panel discussions.

- 1999-2008      Principal, Elementary School, *DeKalb County School District, GA*
- Ensured quality education by supervising and supporting teachers, designing educational programs tailored to student needs based on data, developing and implementing a Continuous School Improvement Plan, and providing ongoing professional development.
  - Created and maintained a positive school culture, fostering an environment of respect, collaboration, trust, and high expectations among all stakeholders.
  - Engaged parents in a partnership to build a strong school community.
  - Maintained a safe and secure campus and learning environment.
- 1996-1999      Assistant Principal, Elementary School, *DeKalb County School District, GA*
- 1991-1996      Teacher, Elementary School, *DeKalb County School District, GA*
- 1984-1990      Assistant Supervisor, Business Office, *Emory Clinic, Atlanta, GA*

#### SCHOLASTIC HONORS

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Summa Cum Laude graduate, Georgia State University

Recipient of the Mortar Board Award for Outstanding Scholarship, Georgia State University

Recipient of the Dean’s Scholarship Key, Georgia State University

Nominated by the Division of Student Affairs to represent Georgia State University at the State Legislature

Student of the Quarter in Mathematics, DeKalb College

#### ACTIVITIES AND RECOGNITIONS

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Presented at several leadership conferences and workshops, including the GSBA Annual Conference

Served on an External Review Team for AdvancED

Named as a “High Performing Principal” from the offices of Governor Sonny Perdue and State Superintendent Kathy Cox (3 years)

Featured in PDS-TV 24 DeKalb Schools television program for receiving the “High Performing Principal” Award

Guest speaker for DeKalb Schools Today Comcast television program

Recipient of the Mentoring Award

Mentored aspiring administrators through the Shadowing Experience for the Leadership Academy

Recipient of the CDC/ATSDR Partnership in Education Award for Outstanding Service

Georgia Tech Teacher of the Year

Phi Kappa Phi Honorary Society

Omicron Gamma Chapter of Kappa Delta Pi International Honor Society in Education

Golden Key National Honor Society