

# MILTON HALL, ED.D

**ACCOMPLISHED, HIGH ENERGY AND HARD-WORKING PRINCIPAL AND INSTRUCTIONAL LEADER** known for innovation, strategic thinking, instructional and administrative leadership. It is my intent to seek opportunities in the Department of Human Capital Management that will allow me to bring about energy, insight, dedication and a proven track record of taking on multiple and challenging tasks of planning, organizing, recruiting and hiring of district personnel , utilizing both my educational background and experience.

## KEY ACCOMPLISHMENTS & SPECIAL SKILLS

- 8.5 Pt. Gain in FTE Through Effective Student Scheduling
- Infinite Campus Student Scheduling & Master Scheduling
- Graduate of DeKalb County's First "Aspiring Leaders Academy"
- DeKalb Summer Leadership. Conference Presenter
- Recruitment & Interviewing of Potential Certified and Classified Staff
- Facilitated RTI data Mtgs. to increased student achievement through teacher awareness/Reduce student failure rate
- Managed STAR student achievement data - Teacher Support in alternative teaching strategies
- Testing Coordinator/Discipline AP / Former Mathematics Coach
- 16 % Gains in CCRPI for Yr. 2013-14

## EDUCATION

<b>2010 – 2023</b>	<b>Dual Program: Ed.D.</b> Major: Curriculum Instruction and Development Major: Instructional Leadership Nova Southeastern University, Ft. Lauderdale, FL <b>Expected Graduation Date: ABD</b>	<b>2005-2007</b>	<b>Program: M.Ed.</b> Major: Early Childhood Education Major: Educational Leadership Albany State University, Albany, GA <b>Graduation: Summer 2007</b>
<b>1991 – 1993</b>	<b>Bachelor of Science Degree</b> Major: Business Finance Clark Atlanta University, Atlanta, GA <b>Graduation: May 1993</b>	<b>1990 - 1991</b>	<b>Associates of Science</b> Major: Business Admin. South Georgia College, Douglas, GA <b>Graduation: August 1991</b>

## PROFESSIONAL EXPERIENCE

<b>Principal</b> , Elizabeth Andrews High School – Stone Mountain, GA EAHS Duties and Responsibilities		2021-Current
<ul style="list-style-type: none"><li>• Responsible for school operations, school safety, student discipline, student attendance, instructional leadership, and community/parent engagement</li><li>• TKES &amp; LKES evaluator for department chairs and assistant principals</li><li>• Responsible for managing the following budgets:<ul style="list-style-type: none"><li>▪ FTE</li><li>▪ Title I</li><li>▪ Local School</li></ul></li><li>• School Improvement</li><li>• Responsible for all staff including 53 certified, and 26 classifieds.</li><li>• Triple digit gains in graduation rate in year one</li><li>• Dropped chronic absenteeism from 20.6% to 14.8% in year one.</li></ul>		
<b>Assistant Principal</b> , Chamblee Charter High School – Chamblee, GA Sequoyah Middle School – Doraville, GA		2018 - Current 2016 - 2018
<ul style="list-style-type: none"><li>• Grade Level Instructional Leader</li><li>• Title I On-site Facilitator (Budgeting and Linking CSIP to the Current Year's Title I Budget)</li><li>• Conducted Teacher Observations to ensure proper execution of State Standards</li><li>• Manage student disciplinary issues, Developed School-wide Discipline Plan</li><li>• Recruitment and Interviews of Highly Qualified Teachers and Classified Staff Members</li></ul>		
<b>Assistant Principal of Instruction</b> , Dresden Elementary School – Chamblee, GA		2013 - 2016

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As the Asst. Principal of Instruction, I work along-side the building administrator to manage and maintain the business aspects of school management in order to create an environment conducive to effective teaching and learning. I supervise a team of professionals including paraprofessionals and other support staff. I oversee a student body of approximately 1200 students of which 92% are English Language Learners. I am responsible for both student and master scheduling in which several colleagues view me as resource. Additionally, I serve as the site Testing Coordinator for both district and state testing. Other highlights include, but are not limited to:

- SAM (School Administrator Manager) – Supporting the Principal by taking on building management tasks to allow the principal to shift her focus towards that of instructional leadership and involvement. As a **SAM**, I'm afforded opportunities of taking on administrative tasks that would not normally be provided until the role of principal has been acquired. In this role, I was assigned to supervise classified staff members and work collaboratively with Director of Budgeting, Staffing & Scheduling in managing our school operations.
- Facilitated RTI Data Talk Meeting – Identifying at-risk students and developing alternative strategies and documentation necessary to meet individual student needs and potential identify services necessary to facilitate student achievement.
- Served as the site administrator for the 2014 Title I Summer Reading Program
- Implemented and facilitated the Dresden Volunteer Tutor Program
- Conducted Teacher Observations
- Managed student disciplinary issues

## **Math Specialist**, Montclair Elementary School – Atlanta, GA

2008 - 2013

As a graduate of the DeKalb's Aspiring Leadership Academy, I served as a teacher leader in multiple facets. I provide leadership in the areas of grade level responsibilities, data, and serve as a lead teacher in the area of Mathematics, English Language Arts and Science. During the year of 2009-10, I served as the director of the Title 1 After-school program, supervising a staff of 20 teachers, 128 students and the standards-based curriculum. I have facilitated the Promethean software, Mimio, and Activ Studio training to the MES Staff and other DCSD personnel. Prior to administration, I served as the point of contact for major technology installation and training at my site. I worked closely with DCSD coaches and administration to develop effective and student enriched-based curriculums in the area of mathematics and reading. I completed the Principal Intern during the summer of 2011 at Rowland Elementary School with on-going site training and development at Montclair Elementary School. I completed my Principal Residency Component at Meadowview Elementary under the tutelage of Mr. Norman Thomas and Dr. Amelia Jefferson.

## **Educator and System-wide Trainer**, Dougherty County School System – Albany, GA

2004 - 2008

I provided instruction that enabled students to learn as well as provided them with the tools, explanations, and encouragement that facilitated the best learning experience. I provided Promethean software, CPS and Activ Studio training to DCSS personnel. I served as a part-time administrator and served as the Summer School Testing & Evaluation Coordinator at the elementary level for more than 3 years. I served as a district-wide Mathematics Coach and was assigned to a school cluster within the county. I served on the textbook adoption team and worked closely with the curriculum department to develop the system's curricula in the area of Mathematics and English Language Arts.

## **Industrial Engineering Tech / Forecasting**, Procter & Gamble Paper Products Co. – Albany, GA

1996 - 2004

I served as the point of contact for fiscal year budgeting and forecasting. System owner for process and reliability tracking that reported to the entire global business unit. I worked with Engineers to manage cost centers and operating budgets.

## **Retail Executive**, Target Stores – Albany, GA

1994 – 1996

I was the Executive for Hardlines in which I was solely responsible for its daily operations, budgets, recruitment and hiring.

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## LEADERSHIP ROLES

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### **AdvancED 5-Yr Accreditation Representative**- Region I / Dresden Elementary School

(2016 - Current)

- Establishing/Meeting with teams to compile artifacts and narratives to support AvancED Standards for Quality Schools.

### **Title I On-site Facilitator** – Sequoyah Middle School and Chamblee Charter High School

(2016 – Current)

### **DeKalb Summer Leadership Conference Presenter** – Sheltering Writer's Workshop for English Learners

(Summer 2015)

### **Chairperson, School Improvement Team** - Montclair Elementary & Dresden Elementary School

(2008- 2012)

- Led a team of teachers, administrators, and parents in analyzing student achievement data and determining action plans that addressed areas of weaknesses. Monitored the implementation of action plans.
- Assisted in formulating the SWIP (School-wide Improvement Plan) & Consolidated School Improvement Plan (CSIP).

### **Real Men Teach Panel Member** - DeKalb County School District

- Panelist for DeKalb's Minority male recruitment initiative presented to the students of Winston Salem Univ. (2010–2012)

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## REFERENCES

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Available Upon Request