

Penny Mosley Ed.D

Professional Summary

Motivated instructional leader with 25 years of experience in the field of education. Enthusiastic about building brighter futures for all students by providing equitable opportunities. Demonstrated accomplishments in organization, operations and instruction at the local and district level. Strengths include leadership development, academic improvement and development of processes and procedures for sustainability.

Work History

Newton County School System - Director of Elementary

03/2019 - Current

- Supports and participates in the evaluation process of 14 elementary principals.
- Visits schools, observes classroom performance, conducts walkthroughs, and consults with principals to identify and coordinate opportunities for professional growth.
- District point of contact for federally identified schools. Supports and monitors consolidated school improvement plans.
- Provides assistance with personnel matters for building principals and management staff for the purpose of providing professional support and ensuring consistent and accurate personnel practices.
- Designs and facilitates monthly professional development for the elementary curriculum team, principals, assistant principals, and instructional coaches.
- Informs and advises the Chief Academic Officer, school board, staff and community on matters related to curriculum and instruction in grades PreK through five.
- Acts as advisor to the Chief Academic Officer and reports on the status of programs and services including staffing needs.
- Manages budgets exceeding \$1 million dollars.
- Supervises elementary curriculum and instruction personnel and coordinates district and school level curriculum and instruction professional learning.
- Coordinates the development and revision of elementary curriculum maps, course syllabi, handbooks, and textbook adoption.
- Fields telephone calls, reviews email and resolves stakeholders' concerns.

Principal Center Georgia State University - Principal Coach Consultant

03/2019 - Current

- Build leadership capacity of first- and second-year principals.



Skills

- Closing instructional gaps
- Policy and procedure adherence
- Budget creation and process improvements
- Communication and community relations
- Group facilitation and presentations
- Staff Development

Education

2015

Argosy University

Atlanta, GA.

Doctor of Education: Teaching and Learning

2012

Argosy University

Atlanta, GA

Specialist of Education: Educational Leadership

2005

Georgia State University

Atlanta, GA

Master of Science: Educational Leadership

1999

Tennessee State University

Nashville, TN

Bachelor of Applied Science: Early Childhood Education

- Visit schools, observe classroom performance, conduct walkthroughs, and consult with principals to identify and coordinate opportunities for professional growth.
- Facilitate monthly coaching sessions targeted to support identified SMART goal(s).
- Share resources and co-plan building leadership team agendas, critical conversations, and data talk protocols.
- Serve as thought partner who guides principals to discovery.
- Demonstrate and model leadership skills.

Rockdale County Public Schools, Hightower Trail Elementary School - Principal

08/2015 - 03/2019

- Analyzed and assessed school wide data and developed school improvement plans that promote continuous growth for all students.
- Planned, updated, and monitored Title I plan, budget and purchasing of materials.
- Led school improvement that increased overall CCRPI score by 8%.
- Received superintendent award for increase in CCRPI progress points.
- Increased student achievement in all content areas (ELA 12%, Math 10%, Science 21% and Social Studies 23%)
- Closed achievement gap of the lowest quartile of students by implementing flexible learning program, progress monitoring of student success and providing interventions.
- Implemented school wide instructional framework.
- Facilitated reading achievement teams that lead to over a 200+ increase in Lexile scores on all grade levels
- Built leadership capacity by providing teacher leaders opportunities to facilitate professional learning.
- Effectively communicated a shared vision and mission.
- Provided teachers with authentic feedback using TKES electronic platform.
- Created an atmosphere of trust and collaboration by creating professional learning communities and implementing the collaborative planning process.
- Served as member of district's guiding coalition for leadership development.
- Served as principal mentor to first- and second-year principals.
- Led principal professional learning communities and served as liaison to assistant superintendent.

DeKalb County School District, Edward L. Bouie Traditional Theme School - Assistant Principal

06/2010 - 08/2015

- Evaluated curriculum and teacher's instruction according to TKES.
- Established Saturday and Summer Math Academy for grades k-5.
- Coordinated and monitored after-school tutorial program for level one students.
- Observed and evaluated staff performance and coordinated professional development to meet building and individual needs

including Ipad training, Pearson Math, Common Core Standards, IDMS, and PD360.

- Established cohesive Response to Intervention (RTI) procedures.
- Coordinated scheduling for all students in accordance with state and district guidelines.
- Organized and maintained a safe, orderly, and engaging learning environment which reflects all district policies and procedures.
- Provided support to parents with their children's academic and behavior concerns.
- Planned and facilitated grade level, data, and staff meetings.

Georgia Piedmont Technical College - Adjunct Instructor

Covington, Decatur

01/2008 - 01/2014

- Developed course syllabi for Curriculum and Assessment, Math and Science for Young Children, Language and Literature, Art for Young Learners, Human Growth and Development II, and Curriculum and Development.
- Created assessment tools to examine student's comprehension based on course content.
- Modeled effective teaching strategies.
- Led /conducted lectures and class discussions on current trends and issues in education, and educational pedagogy and philosophies.
- Evaluated individual students' implementation of the standards-based curriculum in terms of rigor and relevance.

DeKalb County School District, Traditional Theme School - Teacher

07/1999 - 06/2010

- Taught grades pre-kindergarten, kindergarten, first, third and fifth.
- Implemented Georgia Performance Standards and created a standards-based classroom setting.
- Differentiated classroom instruction to meet individual needs.
- Implemented curriculum and developed lesson plans that offered challenging experiences and obtainable objectives.
- Conducted balanced assessments through classroom instruction, review of given tasks and assignments, tests, projects, and portfolios.
- Restructured and created documentation for school wide after school tutorial program.
- Provided effective classroom management.
- Actively participated on committees created to enhance student learning, promote staff development, and coordinate school-wide activities.
- Assisted in planning and implementation of instructional programs as a member of the building leadership team.
- Conducted professional development for Georgia Performance Standards and customer service.
- Reviewed school wide assessment data to identify strengths and weaknesses across content areas to develop school improvement action plans.
- Communicated and carried out the established district and school policies.

- Sponsored chorus and etiquette club.
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Affiliations

National Educators Association (NEA)

Georgia Association of Educational Leadership (GAEL)

Association for Supervision and Curriculum Development (ASCD)

Leadership Experience

Member of AASA Aspiring Superintendent Academy for Female Leaders

AdvancED External Review Member

Member of Advisory Board Georgia State Principal's Center

Principal Coach Consultant

Led Reopening of Schools- Newton County Schools Elementary Design Team

Member of Guiding Coalition for Rockdale Public School's Leadership Development Programs

Presenter: Future Educators Conference Georgia Piedmont Technical College

Teacher of the Year 2007