

EDUCATOR AND AN EXECUTIVE MANAGEMENT PROFESSIONAL

*Policy Development & Implementation / Change Management / Institutional Image Advocacy
Staff Recruitment, Training and Supervision / Program Design / Technology Implementation*

Astute Management Executive, offering excellent educational foundation, complemented with impeccable management, administrative, and teaching experience. Consistently successful in introducing new ideas in student development to enhance the student experience and strengthen the institutional image. Strong leadership, communication, student and institutional advocacy skills. Committed to holistic student development and learning. Expertise in critical phase restructuring and realignment of educational efforts providing a decisive course of action to implement effective and assertive educational programs.

AREAS OF EXPERTISE

Change Management Process	Classroom Management	Diversity Classroom Management
Communication Vision & Strategy	Curriculum Development	Special Education
Improving Student Achievement Score	Technology Use in Classrooms	Special-Needs Student Assessments
Creating Professional Learning Communities	Creative, Well-Rounded Lesson Planning	Improving Classroom Cultural Experience
Enhancing Institutional Image	Standardized Testing	Test Proctoring
Creating Professional Collaboration	Student-Centered Learning	Creative Questioning

EDUCATION

Western Kentucky University, 2007

Rank I- School Superintendent, Director of Pupil Personnel

Western Kentucky University, 2001

Master of Science, Educational Administration Certification

Murray State University, 1996

Bachelor of Science, Special Education

Career Com Business College, 1988

Associate Degree, Business Administration

CERTIFICATIONS

Professional Certificate in Instructional Leadership

School Superintendent

Director of Pupil Personnel

Professional Certificate for Instructional Leadership

Principal - All Grades, Level 2

Professional Certificate for Special Education K-12

Professional Certificate for Business Administration

Priority School and PLC at Work
PLC at Work
Transforming School Culture
Modern Classroom Teaching Certificate

LEADERSHIP DEVELOPMENT

Leadership Training, Harvard University, 2022
Learning Forward Leadership, Learning Forward, 2021
Racial Equity Training on Implicit Bias, 2020

PROFESSIONAL EXPERIENCE

JEFFERSON COUNTY PUBLIC SCHOOLS

Assistant Superintendent, 2013 – Present

Principal (Seneca High School), 2011 – 2013

Principal Intern (Seneca High School, Atherton High School), 2009 – 2010

Assistant Principal (Jeffersontown High School), 2007 – 2009

Progressively responsible and decision-making positions providing leadership and direction in implementing schools mission and vision. Oversee day-to-day educational programs, finance, staff, and facilities. Provide a creative and insightful approach to formulate innovative ideas and techniques to achieve organizational goals. Uphold high standards of professionalism, moral character, integrity, and work ethic, while ensuring win-win results through relationship building and collaboration.

- Oversees districts curriculum and instruction
- Developed the PLC framework that was used as the model for the entire Jefferson County Public Schools. ● Serves on the JCPS District Instructional Cabinet that analyzes instructional practices, data, and culture and climate in the district middle schools.
- Leads coaching sessions with middle school principals on MAP data analysis.
- Leads various middle school principals meetings to incorporate the six systems and three pillars work. ● Leads vital signs meetings with middle school principals using culture and climate data; along with learning data to create a plan of action to improve the data in their schools.
- Created documents for the CCV (Collaborative Calibration Visits to assess the six systems and three pillars work in the JCPS schools.
- Helped develop middle school pathways for the 2020-2021 school year.
- Coached principals on leading NTI 1.0 and 2.0 work during the COVID-19 pandemic within their schools. ● In 2015-2016 the last time the state established AMO (Annual Measurement Objective) goals for schools, Dillard's area scored higher than any other Area in JCPS. Seventeen schools (68%) met their AMO goal. ● 100% of Area 4 elementary schools performed above the District average for total Novice Reduction for Reading and Math points.
- 40% of the Area 4 Middle Schools performed above the District average of 17.4 total Novice Reduction Reading points.
- 100% of the Area 4 Middle Schools performed above the District average of 14.3 total Novice Reduction Math points.
- 100% of the Area 4 High Schools performed above the District average of 19.5 total Novice Reduction Reading points.
- 33% of the Area 4 High Schools performed above the District average of 80.6 total Novice Reduction Math points.
- Recognized for improving Seneca's student achievement test scores by a nationally acclaimed author Anthony Muhammad in his book *Overcoming the Achievement Gap Trap*.
- Educational pioneer, the late Rick DuFour, recognized Seneca's PLC practices as a model for the rest of the country. This recognition can be found on the Solution Tree "AllthingsPLC" website.
- Serves as a consultant for Solution Tree; travels nationally to low performing schools to improve student achievement. ● Adjunct professor for University of Louisville helping to teach teachers in the Teacher Residency about the six systems

As a Principal for Seneca High School, the scope of responsibilities was diverse and included: overseeing

administrative, policy directives, staff, accreditation, development of educational programs, and enforcing state statutes, board policies, and procedures, etc.

- Instrumental in turning around and improving “State Assessment Score” by 300% in three years. • Led various training initiatives including: “Leadership Training Through Solution Tree”, “Leadership Training – High Schools That Work” and “School Turnaround Training.”
- Implemented Human Resources Policies and Procedures—responsible for staff supervision, development and performance evaluation.
- Oversaw the development and implementation of SOSs (School of Study).
- Enforced state statutes, board policies, administrative directives and oversaw quarterly report facilitating policies and procedures.

Assumed Principal Intern responsibilities over Seneca High School and Atherton High School. Planned, implemented supervised and maintained educational programs. Served as a leader that guided, facilitated, and supported the curriculum, instruction, and assessment. Maintained records of local, state and federal affairs.

- Coordinated Professional Career Theme Academies.
- Led “Instructional Leadership Team” and “Faculty” meetings.
- Analyzed NCLB results and IPR (Interim Progress Report).
- Designed Comprehensive School Improvement Plan (CSIP).

CHRISTIAN COUNTY CAREER AND TECHNICAL SCHOOL

Principal, 1997 – 2007

Assumed full management responsibility for the school and its academic performance. Supervised all employees, including teachers, maintenance workers, and administrative staff. Ensured that the school policies, procedures, and controls were implemented, and the school provided a safe, and an excellent learning environment for the students. Facilitated communication between employees, students, parents, and the community.

- Served as educational leader over 1000 students.
- Responsible for staffing, training, development and performance evaluation of staff.
- Administrator for \$600,000.00 in educational funds, involving allocation and resource planning. •

Prepared bell and Master Schedule for the Career and Technical Center.

- Prepared students for CATS (Commonwealth Accountability Testing System).
 - Implemented Thoughtful Classroom Practices with teachers and implemented State Curriculum Guides. •
- Presented CATS Data yearly to the Board Office.
- Supervised field trips and fundraising events.

CHRISTIAN COUNTY HIGH SCHOOL

Teacher, Cooperative Education, 1997 – 1999

INDIAN HILLS ELEMENTARY SCHOOL

Teacher, Special Education, 1996 – 1997

HONORS

Department of Equity Woman King Award, 2023 Baird Excellence Award, 2022

District School Support Administrator of the Year, 2022

Metro Council Community Leadership Award, 2016

Woodman of the World, Kentucky Outstanding Community Leadership Award, 2015

Hilliard Lyons Principal of The Year, 2013

Named Kentucky Colonel, 2012

Academic Honors Award, Murray State University, 2006

Who's Who Among Administrators, 2002 and 2005
Keynote Speaker for Christian County High School Graduation, 2000
Omicron Delta Kappa Honor Society, 1996
Outstanding Non-Traditional Student Award, 1996
Sister of the Year –Alpha Kappa Alpha Sorority, 1995
Murray State Dean's List, 1994 – 1996
NAACP Leadership Award, 1994
Who's Who Among College and University Students, 1992 – 1996

COMMITTEES SERVED

Committees Served — District Level:

- NTI 2.0| Virtual Academy| Pandemic Response Team| Racial Equity| Literacy | Area 4 Principals PLC | Student Assignment | Advisory Council | Ford Next Generation Learners | Intervention/Enrichment

Committees Served — Principal Intern:

- Budget Committee | Accountability Team | Instructional Leadership Team | Learning Team | Literacy Team | Design Team for Human Services | Principal Liaison Committee | District Calendar Committee 2010-2012

Committees Served — Assistant Principal:

- Attendance Committee Chairperson | Math/Science Committee Contact | SBDM (Administrator) | CSIP Committee Chairperson