#### Experience

## 2022-2024 **Deputy Superintendent,** Oldham County Schools, Crestwood, Kentucky

Responsibilities: to provide leadership and expertise in assessing, identifying, formulating, and implementing district educational goals and objectives; to create and implement well-functioning systems in Oldham County Schools; to collaborate with the Assistant Superintendent of Student Support and Assistant Superintendent of Student Learning to ensure progress is made toward achieving the goals and objectives of the district; to contribute to strategic planning processes and establish a district plan; to provide supervision and evaluation of district administrators under his/her supervision and assist the Superintendent in evaluating building principals; to facilitate and provide leadership development opportunities based on individual needs; to serve, as necessary, in the absence of the Superintendent, as the chief administrative officer of the school district; to provide formative input regarding strategic planning to support the Board of Education and the Superintendent; to facilitate the development of processes, strategies, and feasibility planning to ensure the necessary human and monetary resources are appropriately utilized to achieve the designated outcomes of the district; to recommend to the superintendent policies under his/her supervision that would support achieving district goals and objectives; to research and gather information on a variety of evidence-based programs and high-quality instructional resources to enhance the instructional programming of schools; to respond to open records requests; to review and approve contracts for schools and district; to attend and represent district in meetings, conferences, and trainings through regional, state, and national organizations.

## 2021-2022 Deputy Superintendent, Franklin County Schools, Frankfort, Kentucky

<u>Responsibilities:</u> to perform all duties listed under assistant superintendent in Franklin County; additionally, to oversee communications, technology, and college and career readiness departments; to provide leadership and supervision in long and short-range planning; to ensure all programs are conducted in compliance with policies and procedures of the Board of Education, The Kentucky Department of Education, and all state and federal statutes.

#### 2016-2021 Assistant Superintendent, Franklin County Schools, Frankfort, Kentucky

Responsibilities: to serve as a district instructional leader and contribute to student achievement; to facilitate district curriculum alignment processes and oversee the district's PK-12 curriculum; to analyze and evaluate data regularly; to supervise district assessment processes; to facilitate the certified evaluation plan; to manage and oversee the district Title I, Title II, Title III, and Title IV budgets; to approve and provide funding for parent/family engagement activities in district; to oversee the district Gifted and Talented budget and programs; to train School-Based Decision Making (SBDM) councils in Franklin County and serve as the district point of contact for SBDM; to oversee Multi-Tiered Systems of Support (MTSS) processes and serve on district MTSS committee; to oversee preschool programming and special education services; to participate in district strategic planning processes and district improvement planning; to plan and organize professional learning opportunities for our new teacher network, thinking strategies cadres, aspiring leaders, and all teachers; to collaborate with and support, mentor, and coach principals and members of our district leadership cadres: to perform curriculum calibration checks, to oversee and facilitate the work of district instructional coaches; to observe teachers and provide tiered support to schools; to evaluate central office instructional staff; to conduct screening interviews; to suggest board policy revisions as appropriate; to perform all duties as assigned by the superintendent.

## 2013-2016 **Director of Elementary/K-12,** Franklin County Schools, Frankfort, Kentucky

<u>Responsibilities:</u> to serve as a district instructional leader and contribute to student achievement; to analyze data consistently and regularly, to manage and oversee the district Title I budget and school-wide programs; to manage and oversee the district Gifted and Talented budget and programs; to train SBDM councils in Franklin County and serve as the district point of contact for SBDM; to serve as KTIP district coordinator and Teacher Educator on multiple KTIP committees; to participate in district strategic planning processes; to facilitate the annual administration of Brigance and analyze results; to plan and organize professional learning opportunities for our new teacher network, thinking strategies cadres, and teachers; to collaborate with and support, mentor, and coach principals; to oversee the work of district instructional coaches; to observe teachers and provide constructive feedback; to perform all duties as assigned by the superintendent.

2007-2013 **Elementary Principal,** Collins Lane Elementary, Franklin County Public Schools, Frankfort, Kentucky

<u>Responsibilities:</u> to serve as instructional leader and contribute to student success; to perform all duties of the site administrator; to analyze and

evaluate data regularly; to monitor data of all sub-group populations; to serve as school assessment coordinator; to organize and manage use of facility resources; to interview and hire highly qualified employees; to create a positive school culture committed to student achievement; to communicate effectively with all stakeholders; to serve as chairperson of School-Based Decision Making Council and work collaboratively with SBDM members; to facilitate the Comprehensive School Improvement Planning process and implement CSIP; to write and implement grant programs; to make connections with community; to organize events; to implement program reviews; to supervise and evaluate approximately 75 certified and classified employees; to assist students in goal-setting and discovery of their talents; to accept responsibility for the education of 585-600 elementary students; to perform all duties as assigned by the superintendent.

# 2006-2007 **State Reading First Co-Coordinator,** Kentucky Department of Education & Franklin County Public Schools, Frankfort, Kentucky

<u>Responsibilities</u>: to provide leadership to 73 Reading First schools in Kentucky, to facilitate the design of professional development for Reading First and non-Reading First schools; to plan and provide professional development institutes for Reading First principals; to facilitate professional development for state Reading First coaches; to assist state coaches in analyzing data; to oversee Reading First budgets at school and state levels; to assist in preparation of briefing materials, reports, and publications for Reading First; to collect and report evaluation data to the United States Department of Education and all stakeholders; to perform all duties as assigned by the Kentucky Department of Education.

#### 2003-2005 **State Reading First Coach,** Kentucky State University, Frankfort, Kentucky

<u>Responsibilities</u>: to provide leadership to eight schools in the implementation of Reading First; to design and provide professional development to Reading First and non-Reading First schools; to co-facilitate an online professional development module for state coaches; to assist in developing, organizing, and/or presenting Reading First professional development institutes, to assist school and district coaches in analyzing data; to conduct site visits, observations, and coaching conferences at Reading First schools and Kentucky Reading Project Sites; to collaborate with Kentucky Reading Project Directors and the Collaborative Center for Literacy Development; to participate in the Kentucky Reading Project at Kentucky State University; to assist in preparation of briefing materials, reports, and publications for Reading First; to assist the Collaborative Center for Literacy Development in collecting data for state evaluation; to perform all duties as identified by the Kentucky Department of Education and Kentucky State University.

#### 2002-2003 **Instructional Specialist,** Franklin County Public Schools, Frankfort, Kentucky

<u>Responsibilities</u>: to provide instructional support by mentoring first, second, and third year teachers, emergency-certified special education teachers, and those identified by building principals; to provide various networking opportunities for teachers; to build an electronic mentor system for interns; to coordinate summer professional development activities in Franklin County Public Schools; to provide professional development activities for teachers, and assistants in the areas of differentiated instruction, active learning strategies, and open response assessments; to share Kansas Learning Strategies with teachers; to assist in disaggregating school and district data; to assist in the District Comprehensive School Improvement Planning Process; to serve as a district team member for Scholastic Audits; to perform all duties as identified by the Assistant Superintendent for Curriculum and Instruction.

2001-2002 **Director of Instructional Support,** Kentucky Educational Development Corporation, Ashland, Kentucky

> Responsibilities: to provide instructional support services for 66 school districts; to facilitate monthly Kentucky Principals' Network Sessions for cooperative members; to assist in grant writing for the cooperative and member districts; to secure reading academy funds and implement professional development for middle and high school teachers; to oversee programs within the cooperative which include the following departments: Professional Development, Public Relations, Grants, Adult Education, and Special Education; to build teams within the cooperative that are capable of using the Standards and Indicators for School Improvement to conduct Guided Review Self-Studies; to serve as team leader in Guided Review Self-Studies: to implement a performance measurement system within our cooperative; to design and secure professional development for schools and districts; to participate in the Kentucky Leadership Academy (KLA); to build communication networks for principals and instructional supervisors; to create KEDC listserv for members; to serve as project director for various grant programs; to perform all duties as assigned by Executive Director.

1999-2001 **Primary/Literacy Consultant,** Kentucky Department of Education, Frankfort, Kentucky

<u>Responsibilities</u>: to provide on-going support for Regional Service Centers, school districts, schools, principals, and teachers; to assist schools implementing literacy initiatives; to collaborate with all members of preschool, primary, and literacy teams of the Early Childhood Branch, Division of Extended Learning; to serve on cross-agency teams; to contribute

to planning meetings of the Kentucky Literacy Partnership and the Governor's Literacy Summit, Early Reading Steering Committee, Regional Service Center Primary Consultants, Regional Literacy Support Teams, and the Collaborative Center for Literacy Development; to obtain, collect, review, and share educational data; to prepare reports and develop products from data for necessary stakeholders; to build network of model cadres and link electronically; to write and contribute as necessary for KDE publications; to serve as Federal Reading Excellence Project Manager for Kentucky; to oversee Early Reading Incentive Grant Projects and Reading Excellence Grant Projects in Kentucky; to conduct site visits and monitor on-going literacy projects; to organize and provide training necessary for grant programs and issues in primary/literacy; to schedule and solicit reviewers for grant applications; to oversee submission and scoring of grant applications; to process grant selections; to coordinate Division Activities which foster a positive work environment; to perform all duties as assigned.

1997-1999 Principal, Grassy Elementary School, Inez, Kentucky

<u>Responsibilities</u>: to perform all duties of site administrator; to serve as instructional leader; to organize and manage use of facility resources; to communicate effectively; to facilitate the Consolidated Planning process; to write grants; to perform all duties as assigned.

1990-1997 Primary Teacher, Martin County Schools, Inez, Kentucky

<u>Responsibilities</u>: to teach all subjects to primary students; to perform all duties as assigned.

## **EDUCATION**

Rank I	Educational Leadership and Administration,	
	Morehead State University	2007
M.A.	Guidance and Counseling, Morehead State University	1996
B.A.	Elementary Education, Alice Lloyd College	1990

## CERTIFICATION

- 2016: Superintendent Certification
- 2007: Administration (K-12); Level II
- 1996: Guidance Counselor (K-8)
- 1990: Elementary Teacher (K-4, 5-6 in self-contained classroom)

## **PROFESSIONAL ORGANIZATIONS**

## Current:

Kentucky Association of School Administrators (KASA) Association for Supervision and Curriculum Development (ASCD)

## <u>Past</u>:

Kentucky Association of Elementary School Principals (KAESP) National Association of Elementary School Principals (NAESP) International Reading Association (IRA) Kentucky Reading Association (KRA) Kentucky Education Association (KEA) Martin County Education Association (MCEA)

# **OTHER EXPERIENCE**

- Co-Presenter Educational Leadership Conferences: What's Right in Education 2023, KASA Annual Leadership Institute 2024
- 2022 Graduate of KASA's 18-month programming in the 1<sup>st</sup> Kentucky Executive Leadership Academy (KELA) for future superintendents
- KASA District Ambassador for Franklin and Oldham County Schools
- 2021 to Present: KASA Education, Law, and Finance Committee Member
- Collaborates with colleges and universities to improve education programming at Eastern Kentucky University, Midway, Georgetown, Kentucky State University, Bellarmine, and the University of Louisville
- Co-Presenter with Federal Bureau of Investigations (FBI) at KSBA and KASA conferences in 2021, 2022, and 2023 on the topic of fraud and embezzlement
- Coordinates work and funding applications in Grant Management Application and Planning System (GMAP)
- Oversees ATSI work at Franklin County High School
- Teacher Tribunal Member (Administrator Representative) for the Kentucky Department of Education
- Non-Traditional Instruction (NTI) Point of Contact
- Collaborates with Focus on Race Relations (FORR) Frankfort to plan and facilitate diversity and inclusion professional development
- Organizes job-embedded professional learning systems: Learning Walks, Learning Labs, Thinking Strategies Institute Labs
- Coordinates ongoing work with Public Education Business Coalition (PEBC)
- Oversees National Board Certified Teaching preparation work in Franklin County
- Repeat participant in student book clubs at Franklin County High School
- Oversees Early Entry processes and Kindergarten Readiness initiatives
- Grant Writer: Kentucky Clean Diesel (2 years)/Awarded Propane Buses
- Facilitates Teacher of the Year Programming in Franklin County Schools
- Co-created "One-to-World" (one-to-one) structures for grades 6-12

- KTIP Trainer (KSU) for Kentucky's Revised KTIP Program and District Coordinator
- Teacher Educator for KSU/FCPS KTIP Committees
- Awarded Preschool Partnership Grant Funding-Two Cycles
- Served on Governor's Scholars Selection Committee
- Completed NISL's Executive Development Program 2014-15
- Attended Solution Tree's PLC's at Work, Summer 2014
- SBDM Trainer for Franklin County Public Schools
- Teach-scape Certified in Kentucky's Professional Growth Evaluation System
- Trained in PEBC's Thinking Strategies Model
- Trained in Adaptive Schools
- Brigance Trainer and Point of Contact for Kindergarten Readiness
- Appointed for second term on Governor's Reading Diagnostic and Intervention Grant Steering Committee
- Selected as Principal Representative on the Franklin County Superintendent's Advisory Committee: Spring 2012
- Selected to participate in Standard Setting Study of the Kentucky Principal Licensure Examination for Educational Testing Service (ETS): January 2012
- Principal representative for KLA/ISLN: 2010-11
- Kentucky Principals' Academy (KPA), University of Louisville: Summer 2008
- Presenter at Kentucky Teaching & Learning Conference: March 2008
- Represents Kentucky Reading First at USDOE meetings
- Attended state and national conferences with a literacy focus (KRA, IRA, National Reading First Conference)
- Trainer for Reading First Summer Institutes 2004 & 2005
- State Trainer for Coaches Model in Chicago 2005
- Participant in CKSEC Kansas Learning Strategies Cadre 2002-2003
- Presenter at AESA (Association of Educational Service Agencies) in Fall 2001
- Attended National Center for Family Literacy Conference in Dallas, Texas-March 2001
- Participant in Poster Session at the Federal Reading Excellence Project Directors' Meeting in Washington, D.C.-February 2001
- Participant in Title I and IDEA Collaboration Meetings in Washington, D.C.-December 2000
- Presenter at Improving America's Schools National Conference in Louisville, Kentucky-October 2000
- Funded writer of CSRD, Goals 2000, & School to Work Grants
- Moderator at the NAESP Annual Convention in San Francisco, California
- Volunteer for National Principal's Hotline featured in *Family Circle* Magazine's Back to School issue
- Featured in December 1997 Kentucky Teacher
- Featured on Inside Kentucky Schools, produced by KET
- Active participant in Goals 2000 Home Visitation Program
- Presenter at School to Work Conference in Louisville, Kentucky-1997
- School Technology Coordinator, School to Work Coordinator, Extended School Services Coordinator, Yearbook Editor
- SBDM Chair, SBDM Member and SBDM Committee Member
- Cheerleading Coach, Dance Team Coach, Tennis Coach