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EDUCATIONAL LEADERSHIP EXPERIENCE

Natick Public Schools

Assistant Superintendent of Schools

Natick, Massachusetts July 1999 – Present

Community Leadership

- Actively involved on the Redistricting Committee
- Participated in the successful campaign to secure a Prop. 2½ debt exclusion override to build a new middle school
- Actively involved with the High School Building Committee
- Facilitated the building of partnerships with Jordan's IMAX Theater, Boston Scientific, and other area businesses

Administrative Leadership

- Actively involved in the entire budget process
- Participated in the design phase of the building of the new Wilson Middle School
- Provided legal guidance to the school district in the areas of special education, §504, Title IX, student records, child custody, student discipline, student rights, employment, and school district liability
- Worked with Town Counsel, Labor Counsel, and Special Education Counsel to ensure that the interests of the Natick Public Schools were well represented
- Reviewed school committee policies and suggested appropriate revisions
- Coordinated the planning, drafting, coordination, and administration of competitive and non-competitive grants
- Aggressively recruited and hired teachers and other DOE licensed educators
- Actively involved in the hiring of principals, assistant principals, and curriculum coordinators
- Supervised and evaluated principals, directors, and coordinators
- Participated in resolution of grievances and collective bargaining sessions
- Actively involved in the day-to-day management and operation of the school district

Instructional Leadership

- Developed, published, and implemented a Curriculum Writing Guide that yields written curriculum that unites the Massachusetts Curriculum Frameworks and the NEASC Standards for Accreditation
- Led K-12 curriculum review, revision, and alignment using an *Understanding by Design* approach
- Led the implementation of a progressive middle school model for the district's two middle schools
- Implemented a Looking at Student Work initiative that is now institutionalized in the district
- Encouraged and modeled the use of differentiated instruction
- Encouraged and supported the implementation of senior projects and middle school common writing prompts
- Coordinated the implementation of the requirements of the *No Child Left Behind* Federal Legislation
- Facilitated the development of core recommendations to improve educational technology
- Supervised the coordination of professional development
- Actively involved in numerous issues and decisions regarding pupil services and special education
- Taught a course in law to high school students and co-coached the high school mock trial team

Dennis-Yarmouth Regional High School

Principal

South Yarmouth, Massachusetts July 1996 – June 1999

Community Leadership

- Orchestrated the development of a shared vision for Dennis-Yarmouth Regional High School via input from the entire school community
- Encouraged and supported the Dennis-Yarmouth Regional High School Council to be the "keeper" of the school's vision and to develop a school portfolio to assess and document the school's journey to attainment of the vision
- Established the tradition of the State of the School Address
- Presented to numerous community groups on various topics in education
- Established and nurtured a very strong relationship between Dennis-Yarmouth Regional High School and the Yarmouth Rotary Club that resulted in many exciting projects and partnerships

Administrative Leadership

- Recruited, hired, and supervised assistant principals, department chairs, teachers, and staff
- Built the school budget using a priority based, team oriented approach

Principal Dennis-Yarmouth Regional High School, continued**Instructional Leadership**

- Instituted an assessment cycle to ensure that subject area curriculums were aligned with the Curriculum Frameworks and Dennis-Yarmouth Regional High School's Statement of Purpose
- Encouraged the use of innovative teaching strategies to effectively address all learning styles
- Encouraged and supported the incorporation of diverse methods of assessment
- Encouraged and supported the use of technology in the classroom
- Empowered students to take leadership roles
- Established the *Academic Leadership Academy*, a program for incoming freshmen
- Co-taught the mock trial course and co-coached the high school mock trial team

Reading Memorial High School**Assistant Principal**

Reading, Massachusetts September 1986 - June 1996

Instructional Leadership

- Initiated the goal to implement appropriate technology throughout the curriculum
- Worked closely with teachers to improve classroom instruction and student assessment
- Facilitated the development of cross-discipline and thematic curriculum initiatives
- Developed, implemented and co-facilitated highly recognized programs:
 - The Reading Memorial High School Peer Coaching Program
 - The Reading Memorial High School/UMass at Lowell Professional Development School Partnership
- Co-coached the high school mock trial team

Administrative Leadership

- Hired, supervised, and evaluated teachers and department chairs
- Coordinated the course scheduling process including building the Master Schedule
- Instituted programs and published guidelines to effectively deal with adolescents in crisis

PUBLIC SCHOOL TEACHING EXPERIENCE**Reading Memorial High School****Mathematics Teacher Grades 9-12**

Reading, Massachusetts September 1980 - June 1986

COLLEGE TEACHING EXPERIENCE**Framingham State College, Adjunct Professor in the Educational Leadership Program**

September 2002 – Present

Developed and taught a graduate course in Teacher Supervision and Evaluation

Massachusetts School of Law, Adjunct Professor

January 1995 - Present

- Developed and taught annually a course entitled Education Law to third-year law school students
- Taught writing and oral argument skills to students in the Moot Court course

University of Massachusetts at Lowell Graduate School of Education, Visiting Adjunct Professor

Summer Session 1995

- Developed and taught a graduate course entitled Legal Policy in Education Administration

RECOGNITIONS

Commonwealth of Massachusetts House of Representatives, 1999 – *“for your leadership and guidance of the students of Dennis-Yarmouth Regional High School”*

Town of Reading Board of Selectmen, 1996 – *“for outstanding community service and the honor that you have brought to yourself, your town and your community as Assistant Principal of Reading Memorial High School”*

EDUCATION**Massachusetts School of Law**

Juris Doctorate – 1994

Concentration of study in employment law and education law

Selected to serve on Law Review

Salem State College

Master of Education in School Administration – 1984

Salem State College

Bachelor of Science in Mathematics Education – 1980

Harvard University Graduate School of Education

- The Harvard Institute for School Leadership
- The Harvard Institute on Current Issues in School Law

Commonwealth of Massachusetts Leadership Academy

- Advanced Leadership Institute on Professional Development
- Leadership Institute on Teacher Supervision and Evaluation

Pertinent Professional Development

- Mediation training: Trained in alternative dispute resolution in accordance with M.G.L. Chapter 233 §23C
- Chaired eleven NEASC high school accreditation teams to schools throughout New England
- Research for Better Teaching – Observing and Analyzing Teaching
- NASSP Federal Relations Conference, Washington D.C.
- Mentored students in graduate degree programs in school administration
- Mentored 3rd year law school students interested in a career in education law
- Legal Intern for the Massachusetts Department of Education Legal Office

PROFESSIONAL CERTIFICATIONS AND ADMISSIONS

- Certified in the Commonwealth of Massachusetts as a superintendent of schools, high school principal, social studies teacher (7-12), and mathematics teacher (7-12)
- Admitted to practice law in the Commonwealth of Massachusetts and the United States District Court for the District of Massachusetts

POSITIONS HELD IN PROFESSIONAL ORGANIZATIONS

- Commissioner, New England Association of Schools & Colleges (NEASC), Commission on Public Secondary Schools
- State Legislative Committee Chair and Federal Legislative Relations Liaison, Massachusetts Secondary School Administrators Association
- Mock Trial Committee, Massachusetts Bar Association

PRESENTATIONS, PUBLICATIONS AND VIDEOTAPE CONTRIBUTIONS

- **School Restructuring and the Systemic Change Process**
Coalition of Essential Schools National Fall Forum, Albuquerque, New Mexico
National Association of Secondary School Principals Association National Convention, San Francisco, CA
Massachusetts Secondary School Administrators Association High School Restructuring Conference
- **Legal Issues**
Massachusetts Secondary School Administrators Association Conference on School Safety
Massachusetts School Counselors Association Annual Conference
- **Instructional and Assessment Strategies**
Co-taught Teachers 21 Differentiated Instruction course to teachers in the Natick Public Schools
Presented an annual workshop in teaching strategies to all teachers new to the Natick Public Schools
Conducted training in Looking at Student Work protocols for teachers in the Natick Public Schools
- **School and College Partnerships**
Contributed to the publication of *Creating Professional Development School Partnerships - A Resource Guide*.
Published by the Field Center for Teaching and Learning, UMass Boston
Presented on creating and sustaining a professional development school partnership:
Professional Development: Renewal and Reform, Field Center for Teaching and Learning, UMass Boston
- **Peer Coaching and Mentoring**
Contributed to the development of an ASCD video entitled *Peer Coaching: Opening Doors*
Presented workshops on Mentoring and Peer Coaching:
Yearly workshops for Natick Public School teachers engaged in the 4-Year Teacher Evaluation Cycle
ASCD National Curriculum Study Institute, San Francisco, California