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OBJECTIVE: SELECTION AS PRINCIPAL, LANE TECHNICAL COLLEGE PREP HIGH SCHOOL

PROFESSIONAL EXPERIENCE

Jones College Preparatory High School (CPS)	2012-present	Chicago, IL
<i>Assistant Principal: Serve as deputy to Principal in all aspects of administration and instruction of highly regarded selective enrollment high school during a period of rapid ascent to present ranking of #3 in CPS system and # 3 in State of Illinois.</i>		
Roger C. Sullivan High School (CPS)	1995–2012	Chicago, IL
<i>Mathematics Department Chairperson 2005-2012: oversee 11 mathematics teachers providing instructions to grades 9-12 inclusive.</i>		
<i>Instructional Leadership Team Chairperson June 2007-2012: oversee professional development efforts for faculty 70 teachers</i>		
<i>Mathematics Teacher 1995-2012: subjects included Calculus, Statistics, Advanced Algebra & Trigonometry, Algebra</i>		
<i>Activities Director 2010- 2011: directed activities for student enrollment of 1000 engaged in varying school clubs and activities</i>		
<i>Athletic Director 2007- 2009: directed approximately 300 students on 20 interscholastic athletic teams competing in CPS League.</i>		
Robert Morris College	1995–1998	Chicago, IL
<i>Mathematics Instructor – night school: subjects included Calculus, Statistics, Advanced Algebra & Trigonometry</i>		
Hubert Humphrey Middle School	1994–1995	Bolingbrook, IL
<i>Mathematics/ Science Teacher 7th and 8th grades: subjects included Algebra, Pre-Algebra, Physics and Chemistry</i>		
Good Counsel Catholic High School	1993–1994	Chicago, IL
<i>Science Teacher: subjects included Physics and Chemistry</i>		
Valley View School District 365U	1991–1993	Romeoville, IL
<i>Task Force Substitute Teacher</i>		

EDUCATION

Loyola University of Chicago 2018	Chicago, IL
Ed.D., Educational Leadership-Administration and Supervision	
Dissertation: Administrator Support of Social-Emotional and Academic Needs of Students at a Selective Enrollment High School.	
DePaul University 2009	Chicago, IL
Administrative Certificate Program-Educational Leadership	
DePaul University 2000	Chicago, IL
M.Ed., Teaching and Learning – Secondary School Mathematics.	
Marquette University 1989	Milwaukee, WI
B.S., Biomedical Engineering. (Studies included physics, chemistry, biology, anatomy and engineering.)	

Attachments:

Exhibit A: Professional Certifications

Exhibit B: Professional Conferences

Exhibit C: Achievements and Recognition as Assistant Principal, Jones College Prep HS (2012 to Present)

Exhibit D: Achievements and Recognition at Roger G. Sullivan High School (1995 to 2012)

Exhibit E: Personal and Biographical Information

Exhibit A: Professional Certifications

Professional Educator License 1939835

General Administrative K-12

Superintendent certification

RECH Certified 2012

NBPTS: Adolescence & Young Adulthood/Mathematics 6-12

Mathematics Senior HS 9-12

Mathematics Middle School 6-8

General Science Middle School 6-8

General Science Senior HS 9-12

Secondary Education 6-12

Exhibit B: Professional Conferences

Harvard University -Instructional Rounds Institute- Level 2 – May 2012

National Board Certified Teacher- 2010

Presenter Coalition of Essential Schools Fall Forum 1998 – Kansas City

Presenter Coalition of Essential Schools Fall Forum 2000. – Washington D.C.

Brown University - Coalition of Essential Schools/NSRF Inquiry Based Learning Conference 1997

National Council of Teachers of Mathematics member 1994- presenter

Participated in NSRF portfolio conference 1999 – New York

Presenter at Area 19 Best Practices Conference 2003, 2004 and 2005

Exhibit C: Achievements and Recognition as Assistant Principal, Jones College Prep HS (2012 to Present)

- Facilitator of Instructional Leadership Team: Provided the team with data and led the team in analyzing data to address varying academic and social/emotional needs of priority groups resulting in an increase of student growth on EPAS and Freshman on Track rate.
- Student Development Team Facilitator responsible for first implementation of MTSS, created a process for teachers to refer students and for the team to be able to progress monitor and give feedback to the teachers resulting in all students receiving required intervention and Freshmen on Track rate of 99%.
- Assisted in the implementation of the alternating block schedule. Also, worked to pioneer the development of Academic Lab time so all students could benefit from enrichment and intervention activities.
- Development of School Based Professional Development for teachers: Worked with teacher leaders to create a school based professional development plan that would meet the varying professional development needs of the faculty. This resulted in teachers adjusting their instructional practice to differentiate instruction to meet the varying needs of all students.
- Worked to apply for grants and develop partnerships with local universities to offer extended academic and enrichment opportunities for all students; including the Loyola University Dual Credit Program and University of Chicago Bridge program where students receive college credit, Columbia College After-School Art Enrichment and DePaul University providing mentorship for our pre-law students.
- Developed the Acceptance, Commitment, Empowerment (ACE's) programing by collaborating with general education and diverse learner teachers to ensure the inclusion of diverse learners in all aspects of the school.
- Collaborated with Network to improve the quality of the Diverse Learner programs at Jones. Provided professional development opportunities for teachers and paraprofessionals. Created schedules and systems for accountability for teachers and paraprofessionals
- Evaluation of teachers using the CPS Framework for Teaching-provided the opportunity to work with teachers to refine their practice to address the varying needs of all students, from the first to the second observation 90% of teachers used feedback provided to improve instruction that would impact student achievement.
- Freshman Connection Coordinator-Program to assist Jones students transitioning from over 150 elementary schools to Jones College Prep High School resulting in 96% percent of students attending program reporting a smoother transition to HS and feeling better prepared than their peers academically, socially and emotionally to start HS.
- Working with Friends of Jones (parent organization) to assist in their fundraising efforts to ensure the needs of all Jones' students are fulfilled. Acted as liaison between the parent and the teachers to use funds to appropriately address the needs of all students, including providing scholarships for the dual-credit program, funding of diverse learner, technology and extracurricular needs including the arts and athletics.
- Responsible for ensuring alignment of Jones Core Curriculum with the College Readiness Standards and the Common Core State Standards.
- Facilitating Grade Level Team meetings- Focus: implementation of integration of literacy across the content areas, differentiating instruction to meet the needs of all students, developing regular communication from grade level teams to be shared with families.
- Leading the ILT to write the Continuous Improvement Work Plan (CIWP)
- Assist the principal in aligning the budget to the CIWP
- Faculty advisor for Student Government Association-supervised and facilitated the planning of homecoming, social justice week and other student activities.
- Recruitment, admissions and public relations duties: Planning open house, scheduling representing Jones at various elementary schools and high school fairs. Creating Jones School profile and recruitment materials.
- Implementation of Eagle Lab which is a time built into the schedule for all students to assist in the facilitation of addressing the Social Emotional (SEL) learning needs of all students.

Exhibit D: Achievements and Recognition at Roger G. Sullivan High School (1995 to 2012)

Mathematics Department Chairperson 2005-2012

- During time as Chairperson, Sullivan students made significant gains on PSAT mathematics test (percentage of students meeting or exceeding state standards increased from 17.6% in 2005 to 27% in 2008).
- Analyzing data (common assessments, state tests, class grades.) to assess and better meet the needs of Sullivan H. S. students.
- Member of Steering Committee which involved making decisions on school policies and procedures.
- Responsible for implementing the use of TI-83 technology in every junior and senior level class which helped teachers to differentiate contributed to students understanding abstract ideas at higher level and as a result being better prepared for post-secondary success.
- Initiated the teaching of AP Statistics and AP Calculus at Sullivan High School for the first time in 10 years.
- Facilitated the implementation course teams and the use of department wide common assessments for Algebra, Geometry and Advanced Algebra with Trigonometry to better analyze student learning and align the curriculum across the department to the Illinois State Standard, College Readiness Standards and most recently the Common Core State Standards.
- Participated in and responsible for involving other department members in Critical Friends Groups which involved peer coaching to improve teaching practice.
- Responsible for writing a grant to fund an after school Algebra Help Center for 2005-2006 school years. The funding providing classroom resources and to provide interventions for students struggling with Algebra which resulted in a 18% high pass rate for Algebra 1 which increased the Freshmen on Track rate for our school.
- Supervising of Math department teachers.
- Curriculum decisions.
- Math department budget (tutoring, supplies and textbooks)
- Planning professional development for department (implementing technology in the classroom, using tuning protocols to look at student work, planning peer observations and coaching within the department to improve teaching practices).
- Collaborating with the student scheduler on the scheduling of Math classes for the school.

Instructional Leadership Team Chairperson June 2007-2012

- Lead the team in looking at data to make sound decisions to drive student achievement and progress.
- Setting agenda and leading the team in bi-weekly meetings.
- Ensuring that the Teacher Collaborative Teams throughout the school are functioning and successfully implementing the Targeted Instructional Area throughout the curriculum.
- Lead the team in writing a new vision for Sullivan High School that is aligned with the Priorities of the District and Area.
- Facilitated the Prioritizing and organizing the Sullivan all school Initiatives to be in aligned with the goals of the area. Additionally looked at several data sources to ensure that we would be able to measure outcomes effectively.
- Regularly attending workshops and meetings with the AIO/CAO to track the progress of our school in meeting its selected goals for improvement.
- Communicating successes and areas of concern to the administration and entire faculty regarding the freshman on track to graduation rate and the implementation of the Targeted Instruction Area to improve reading across the content areas.
- Preparing and giving a current status Quarterly Data Presentation to Faculty on based on the Prioritized goals of the school, area and district.
- Implementation of school wide professional development related to developing Powerful Practices in the classroom.
- Lead facilitator of implementing the Cycle for Professional Learning which involved designing appropriate PD for the faculty, working with the team to develop a problem of Practice and implementing the use Instructional Rounds at Sullivan High School.

Mathematics Teacher 1995- 2012

- Lead Teacher for High School Transformation Project 2008- 2011 resulting in the pass rate for Algebra 1 increasing by 23% for all 9th graders.
- Alternative learning Center Tutor 2010-2012, assisting and tutoring student who struggled with behavior in the classroom, this resulted in students being able to learn content and remain on track for graduation.
- Leader of team that facilitated the Cut Task Force and Hall Sweep Policy to improve attendance, this included tracking students with chronic attendance issues and working with the teachers and support staff in our school to improve attendance. 2009-2011 resulting in a 7.3% increase in attendance for the school.
- Attended Springboard training sessions and implemented the use of the College Board Springboard program to supplement all levels of Mathematics courses.
- Key Club Sponsor 1999 to 2005.
- Involved in Medical Careers Academy since its inception by ETC (Education to Careers) in 2000
- Soccer Coach for boys and girls 2001 - present (served as Varsity, JV and Assistant coach at different times).
- Tutor for Academic Decathlon Team.
- LSC (Local School Council) Teacher Representative 2004 to 2012
- SIPAAA committee member, 2006, 2009, 2010, 2011
- NHS Sponsor 1999 to 2012
- Taught Pre-Algebra, Algebra, geometry, Advanced Algebra with Trigonometry, Pre-Calculus, College Algebra and QBASIC Computer Programming all levels including inclusion and LEP classes.

Activities Director 2010- 2011

- Responsible for coordinating the school calendar and extracurricular activities.
- Coordination of graduation activities including, Commencement ceremony, Senior Luncheon, Prom and keeping parents informed of all activities.

Athletic Director 2007- 2009

- Responsible for starting softball teams for boys and girls.
- Responsible for the restarting swimming teams for boys and girls.
- Coordinating and scheduling of athletic teams for all three sports seasons.
- Budgeting of the athletic funds for supplies, equipment, uniforms and security for events.
- Calculating academic eligibility for all student athletes. (checking grades, status in school and medical compliance)
- Attending citywide Athletic Director Meetings.
- Responsible for coaching payroll.
- Collaborating with the administration on interviewing and hiring coaches to fill vacancies.