
Executive Profile

Dedicated and passionate educator with over 30 years of educational experience. Service arena includes classroom instruction, administrative and supervisory roles as well as regional consultant.

Skill Highlights

- Leadership
- Staff Development
- Budget Development
- Communication Skills

Core Accomplishments

- Comprehensive Needs Assessment Team Evaluator NCDPI
- Regional Educational Consultant and Trainer for NCDPI (3.5 years)
- Opened two new classrooms for students with Autism
- Serve as member of four county mental health and juvenile justice collaborative

Professional Experience

Assistant Professor for Special Education

January 2022 to Present

- Plan and deliver instruction for undergraduate and graduate-level classes in education and special education topics
- Collaborating with colleagues to develop curriculum predicated on evidence-based and practical application
- Create assessment tools for students aligned to learning goals and objectives
- Serve as educational committee member
- Serve as student advisor
- Continue active engagement in professional development opportunities

Exceptional Children's Director

August 2010 to December 2021

- Supervision and programming of Exceptional Children's Department, compose, submit, monitor and maintain multiple budgets for the district.
- Meet with stakeholders to discuss, modify and maintain Continuous Improvement Performance Plan, conduct class room observations, conduct teacher meetings, collaborate with district and school administrators and parents, monitor and maintain compliance of records Work with regional consultants, and other colleagues to enhance program and build teacher capacity through professional development Serve as district coordinator for Section 504 as well as former coordinator for Responsiveness to Instruction, Member of district MTSS team. I have served in this capacity in the following districts: Bertie and Jones County. I have served in this capacity with Greene County Schools since 2013.

Reading Consultant /Instructional Facilitator

July 2007 to Aug. 2010

- Assist with design, implementation, technical support and monitoring of the educational programming Identify/ recommend strategies to improve student achievement' Work collaboratively with school principal reading coach, local education agency contacts and teachers to support consistent and effective use of scientific based reading research strategies through classroom observations, dialogue, and professional development training sessions.
- Monitor budget to ensure compliance of federal grant provisions.
- Provide written documentation of school visits identifying strengths and areas of opportunities for growth.
- Work collaboratively with regional team members to provided regional meetings for eight school districts monthly.

Principal

July 2005 to June. 2007

- Served as instructional leader, supervision of faculty, staff, and students.
- Conduct parent meetings, conduct staff evaluations and observations Interpret/disseminate and monitor data and monitor instructional strategies Intervention strategies, budget, disciplinary issues, inventory school supplies, Facilitate school improvement team meetings, monitor/maintain culture of high expectations conducive to learning, Conduct PTO meetings, curriculum night meetings, parent/teacher/student conferences.

Assistant Principal

July 2003 to July 2005

- Assist principal with duties of running school of 531 students Handled discipline, buses, drivers, served as active member of SIT, SSMT LEA rep, facilitator of PTO programs, attend conferences share information Work with principal on data disaggregation and interpretation, plans developed Based on need, set-up after-school tutorial programs, conduct parent/student Conferences and teacher observations K-12 Exceptional Children's Teacher (Edgecombe & Pitt County Schools).

Exceptional Children's Teacher

November 1990 to July 2003

- Facilitate committee meetings, develop and implement IEP's and behavioral plans based on data receive Assess/monitor student progress Develop student portfolios for state assessment Prepare lesson plans Conduct committee meetings on students Interpret testing information in placement decisions Conduct Blood borne Pathogens/Hazardous Materials Staff Development Supervise classroom assistants Serve as cooperating teacher for student teacher. Also served as EC Department Chair

Education

High Point University Spring 2021

High Point NC

Doctorate of Education, Educational Leadership

East Carolina University Spring 2003

Greenville, NC

Master's Degree School Administration and Supervision

East Carolina University Spring 1990

Greenville, NC

Special Education

Bachelor of Science

Certification

North Carolina Superintendent License North Carolina Department of Public Instruction (2021)

School Administrator: Principal (2003)

Curriculum Instructional Specialist (2003)

Exceptional Children Program Administrator (2011)

Exceptional Children Teacher Mentally Disabled K-12 (1990): Learning Disabled (1997): EC General Curriculum K-12 (2005)