

EDUCATION:

Ph.D., Educational Leadership, Indiana State University, Terre Haute, Indiana, 2010

Ed.S., School Administration - Indiana State University, Terre Haute, Indiana, 2006

M.S., Education, Secondary School Administration and Supervision - Indiana University, Indianapolis, Indiana, 1996

B.S., Secondary Education, Social Studies - Indiana University, Bloomington, Indiana, 1990

CERTIFICATES/LICENSES HELD:

Indiana School Administrative Superintendent's License, August, 2006-present

Indiana Secondary School Administration and Supervision, 1996-present

Indiana Professional Teaching License, 1991-present, Secondary and Middle School Education, Social Studies, Grades five through twelve.

PROFESSIONAL EXPERIENCE:

Superintendent of Schools, Metropolitan School District of Lawrence Township, Indianapolis, Indiana- 9th Largest School District in the State of Indiana

- Chief Executive Officer for the entire School Corporation
- Serving 23 buildings, 2400 employees and 15,200 students
- District Rating of an "A" School by the Indiana Department of Education in 2014.

January 2014 to present

Superintendent, Metropolitan School District of Lawrence Township, Indianapolis, Indiana

November 2011 to December 2013

Assistant Superintendent of Secondary Education, Metropolitan School District of Pike Township, Indianapolis, Indiana

Administrative Responsibilities:

- Provide leadership and monitoring of academic progress for secondary schools.
- Serve as the primary District administrator to establish partnerships with other agencies and businesses in the District.
- Serve as the primary point of contact for all secondary level school based parent complaints.
- Serve as a liaison/mentor for secondary principals.
- Supervise and direct: Secondary Alternative Programs and Guidance Counselors.
- Review and coordinate secondary handbooks.
- Coordinate and provide leadership for the district data integrity committee.
- Assist in the recruiting, interviewing, screening and recommending candidates for certified positions at the secondary level.
- Report directly to the Superintendent of Schools.

July 2011 to November 2011

Assistant Superintendent of Student and Community Services, Metropolitan School District of Pike Township, Indianapolis, Indiana

July 2008 to June 2011

Director of Student/Community Services, Metropolitan School District of Pike Township, Indianapolis, Indiana

Administrative Responsibilities:

- Serves as the primary District administrator to establish partnerships with other agencies and businesses in the District.
- Serves as the primary point of contact for all secondary level school based parent complaints.
- Serves as the primary Director for Classified Staff.
- Supervise and direct the District alternative education programs.
- Supervise and direct the District adult education programs.
- Supervise and direct the District guidance counseling programs.
- Supervise and direct the District school nurse program.
- Supervise and the District social workers.
- Coordinate and monitor Pike High School Career Academies.
- Conduct monthly meetings with the Middle School Principals.
- Supervise and direct the District Graduation Coaches.
- Report directly to the Superintendent of Schools.

July 2003 to July 2008

Principal, Metropolitan School District of Pike Township, Pike High School Freshman Center, Indianapolis, Indiana

Administrative Responsibilities:

DISTRICT

- Chaired District Middle School Committee, 2006 – 2007
- Chaired District Freshman Development Committee, 2003-2004

SCHOOL

- Oversee the total operations of the entire 9th grade program.
- Opened the Pike Freshman Center, Fall 2004.
- Involved in the construction of the new building (230,000 sq. ft. new construction project)

- Hired all staff.
- Handle all school communication.
- Supervisor of Instruction.
- All building Finances.

- Evaluation of all staff to include:
 - High School Department Chairs (Math, Social Studies, Science, Performing Arts, Business and World Language)
 - Teachers
 - Counselors
 - Secretaries
 - Building Foreman
 - Cafeteria Manager
 - Classified Staff
- Advisor to the Pike High School Parent Organization with the High School Principal.
- Chair, School Improvement Committee.
- All District Reports.

August 1998 to 2003

Principal, Metropolitan School District of Washington Township, Eastwood Middle School, Indianapolis, Indiana. State of Indiana Four Star School 1999-2000, 2000-2001, 2001-2002, and 2002-2003 under my leadership.

Administrative Responsibilities:

DISTRICT

- District School Improvement Committee member.
- District Strategic Planning Committee member.
- Chairman, District alternative and Vocational Education Committee.
- District Bargaining Team member 2001-2003.
- District GT Program Education Committee.
- Mentor District Leadership Academy 2000, 2001, 2002, 2003.
- District Middle School Budget Reduction Committee.

SCHOOL

- All school communications.
- Editor, School Newsletter.
- Supervisor of Instruction.
- All building finances.
- Evaluation of all staff to include:
 - Department Chairs/Athletic Director
 - Teachers
 - Secretaries
 - Counselors
 - Building Foreman

- Cafeteria Manager
- Classified Staff
- 5 Million dollar renovation project.
- Supervise all Team activities.
- School/Community Relations.
- Chair, School Advisory Committee.
- Oversee all curricular areas.
- All State, Local, National Accreditation.
- Advisor to the Eastwood PTO.
- Supervisor of building and grounds.
- All district reports.
- Student scheduling.

August 1998 to August 1999

Assistant Principal, Metropolitan School District of Washington Township, Eastwood Middle School, Indianapolis, Indiana. Indiana Four Star School, 1998-1999

Administrative Responsibilities:

- Responsible for 6th, 7th, and 8th grade teams. Evaluation of teachers, student discipline, and all team activities.
- Responsible for the evaluations of nineteen teachers, Guidance Counselors, Math and English Department Chairs and Athletic Director.
- Co-Chairman of PBA/NCA Steering Committee. Responsible for overseeing the state and North Central Association School Improvement and accreditation processes.
- Chairman of Building Committee: Building Support Team (Special Education).
- Participated on District Committees: Chaired District Summer School Committee 1998-1999.
- Developed and constructed a master calendar and schedule.
- District Administrative Salary Committee 1999.
- Responsible for all buses and field trip requests.
- System administrator of building telephone system.
- District Speakers Bureau Middle School presentation of Character Values.
- Organized building security system, as well as monitored the upkeep of the building and its surrounding areas.

Summer 1997 to 1999

Principal, Metropolitan School District of Washington Township, District Middle School Remedial Summer School Program, Westlane Middle School, Indianapolis, Indiana

Administrative Responsibilities:

- Supervised 30 plus teachers and 550 students for grades five, six, seven and eight.
- Coordinated all curriculum and ISTEP remediation.

August 1995 to 1998

Assistant Principal, Metropolitan School District of Washington Township, Northview Middle School, Indianapolis, Indiana

Administrative Responsibilities:

- Department Chairman for the following departments: Special Education and Foreign Language, 1996 to 1998. Art, Music, Home Economics, Industrial Technology, 1995 to 1996.
- Chairman of Building Committee: Building Support Team (Special Education), School Climate Committee, Drug Free School Committee.
- Participated in District Committees: Co-Chaired District Social Studies Program Evaluation Committee, 1995-1996. Special Education Task Force, District School Climate Committee, District Attendance and Policy Revision Committee, 1996-1998.
- Coordinated all building Special Education programs.
- Developed and constructed a master schedule.
- Evaluated teachers, instructional assistant and secretaries.
- System administrator of building telephone system.
- Monitored all student discipline and attendance.
- Coordinated and organized all new technology (new phone system and computers).
- Organized the building security system, as well as monitored the upkeep of the building and its surrounding areas.

August 1991 to June 1995

Teacher, Northview Middle School, Metropolitan School District of Washington Township, Indianapolis, Indiana

Responsibilities:

- Social Studies teacher, grades seven and eight.
- Coach, seventh grade football, 1991-1995, seventh grade baseball, 1991-1995.
- Teacher, seventh grade Gifted and Talented Program, Teacher for remedial Summer School Program and Alternative Program.
- PBA/NCA Steering Committee, 1993-1994.

December 1990 to June 1991

Teacher, John Marshall Junior High, Indianapolis Public School, Indianapolis, Indiana

Professional and Civic Activities:

American Heart Association, Indianapolis, Board of Director 2016-present

Communities in Schools, Board Member 2016-present

Northeast Indianapolis Rotarian Club 2015 -present

Ft. Benjamin Harrison YMCA Advisory Board 2014- present

Conner Prairie Advisory Board 2015- present

Central Indiana Crossroads of America Indiana Boy Scout Advisory Board 2011-2015

Indiana University-Purdue University Library Board Member 2008-2014
Central Indiana United Way Campaign Cabinet 2008-2011
University of Phoenix School of Education Advisory Board 2008-2013
Indiana University School of Education Alumni Board President 2006-2007
Indiana University School of Education Alumni Board Vice-President 2005-2006
Indiana Association of School Principals District 7 President 2007-2008
Indiana Association of School Principals District 7 Treasurer 2006-2007
Indiana University School of Education Alumni Board Member 2002-2010
Indiana University School of Education Alumni Board Secretary/Treasurer 2003-2005
Indiana Principal Leadership Academy, Fall 2001-2003
Marion County Principals' Association Middle School Leader 2002-2003
Marion County Principals' Association Middle School Secretary 2001-2002
North Central Association Certified Chair, 2007
North Central Association, served on a NCA accreditation site visitation team, Fall 1997, Spring 2009

Honors:

Indiana Association of School Principals, District 7 Middle School Principal of the Year 2003

MSDWT School Board Recognition, May 2003
Nominee for Up and Coming Award, Center for Leadership Development 1999
Northview Middle School "Outstanding Administrator Award" 1998
MSDWT finalist for district "New Teacher of the Year Award" 1991-1992

Personal Affiliations:

Life Member Kappa Alpha Psi Fraternity, Inc. Initiated Alpha Chapter (Indiana University, 1988)
Scholarship Committee Chairman, Kappa Alpha Psi Fraternity, Indianapolis Alumni Chapter

Presentations:

Speaker, Steward Speaker Series 2013/2014 Panel, "The Importance of Inclusion in Intercollegiate Athletics and Higher Education", 2013
Speaker, Council for Educating Black Children, "A Successful Model for Educating Urban Male Students", 2013
Speaker, Council for Educating Black Children Panel "The Superintendency", 2012
Speaker, Purdue University Leadership Series "The Ninth Grade Dilemma", 2008
Speaker, Huntington University – School of Education 2007
Indiana High School Summit Conference June 2006 Large High School Freshman programs
State ACT Conference "Freshman" programs, Indianapolis, March 2006
Speaker, Leadership Conference, Indianapolis, 2004
Speaker, State 4-H "Diversity and Leadership", DePauw University, 2000
Speaker, Business Seminar, Indiana University School of Education, 2001
Speaker, Kappa League Leadership Development, 2002

References:

Mr. Nathaniel Jones, Superintendent, MSD of Pike Township
Dr. Eugene White, Former Superintendent, Indianapolis Public Schools and the MSD of Washington Township

Dr. Steve Gruenert, Chair, ELAF Department, Indiana State University
Dr. Rudy Wilson, Retired Principal, MSD of Washington Township
Mr. Joe Lampert, Director of Human Resources, MSD of Pike Township
Mr. Joe Erne, Retired Director of Personnel, MSD of Washington Township
Mr. Dan Kuznik, Principal, Lincoln Middle School
Mrs. Maggie Bishop, Principal, Guion Creek Middle School
Mr. Troy Inman, Principal, Pike High School
Mrs. Kim Mills, Principal, New Augusta North
Mr. Larry Grau, Former School Board President, MSD of Pike Township
Ms. Elaine Eilers, Former School Board Member, MSD of Pike Township
Mrs. Kathy Varie, Former Board President, MSD of Lawrence Township
Mr. Jeff McKean, Former Board Vice President, MSD of Lawrence Township
Mrs. Carol Helmus, Board President, MSD of Lawrence Township
Mrs. Wendy Muston, Board Vice President, MSD of Lawrence Township
Mr. Reginald McGregor, Board Secretary, MSD of Lawrence Township
Mr. Matt Brown, Board Member, MSD of Lawrence Township
Mr. Richard Freije, Jr. , Board Member, MSD of Lawrence Township

Additional References may be obtained from the Metropolitan School District of Lawrence Township, Metropolitan School District of Pike Township or Metropolitan School District of Washington Township, any staff member or parent at Pike Freshman Center or Eastwood Middle School.