

Anika Wright

1455 Akamai St
Kailua, HI 96734
(202) 280-8182
wrightanika@gmail.com

CAREER SNAPSHOT

- 10 years of commended performance in key business support roles.
- Expert in strategic communication, relationship building, problem solving, training and support.
- MS Office “power-user” with superior proficiencies in software databases.

TECHNICAL SKILLS

Microsoft Project, SharePoint, Adobe, Visio, Word, Excel, PowerPoint, Access, Outlook, JD Edwards, CRM, SAP ECC 5.0 ERP BW/BI, P2P, Oracle, PeopleSoft, Blackline, CorpTax

EDUCATION

UNIVERSITY OF WISCONSIN
Madison, WI
Bachelor of Arts, 2001

MISSION STATEMENT

Ensure successful system implementations and operational process improvements. Exceed expectations by delivering compelling results.

PERFORMANCE REVIEW EXCERPTS

“...Anika has proven able to jump into a difficult project very quickly and deliver results. She diagnosed and fixed our problems with specific large customers and with our Export Division. All customers and SOLO employees who come in contact with Anika are impressed by her enthusiasm, drive and intelligence.”
“Anika [is] a tremendous asset”
“Anika has excellent

PROJECT MANAGER

Professional Experience

INTERNATIONAL CONSULTANT, 2010-PRESENT

COMPANY INITIATIVES & TRANSITIONS

TRANSITION MANAGER, 2010-2011 MADISON, WI USA

- BOARD LEVEL PARTICIPATION AND RECOMMENDATIONS
- PROJECT MANAGER
- PERFORMANCE ASSESSMENTS AND EVALUATIONS
- PRIMARY SPOKESPERSON AND LIAISON FOR ALL INTERNAL AND EXTERNAL TRANSITION RELATED COMMUNICATIONS

IMPLEMENTATION CONSULTANT & HEADMISTRESS, 2011 GHANA, WEST AFRICA

- NEW PROGRAM IMPLEMENTATION
- COMMUNITY RELATIONSHIP BUILDING WITH LOCAL OFFICIALS & RESIDENTS
- SITE SELECTION FOR TEACHER RESIDENCE
- ADVISED PROGRAM DIRECTOR AND ADMINISTRATORS ON PROJECT STATUS

REBRANDING & COMMUNITY OUTREACH CONSULTANT, 2011-2012 BRAZIL S.A.

- IN-DEPTH DISCUSSIONS & COLLABORATION ON REBRANDING
- LEAD FOCUS GROUP ON DEFINING TARGET AUDIENCE & MARKET STRATEGY

My broad professional experience and skill sets have allowed me to work with diverse organizations on non-permanent consultative projects. I have influenced organizational direction and generated stakeholder buy-in for change initiatives.

CONSTELLATION ENERGY GROUP, 2008-2010

EXECUTIVE ASSISTANT - BALTIMORE, MARYLAND

- DIRECT REPORT TO THE GENERAL COUNSEL, CORPORATE VICE PRESIDENT
- LIAISON TO BOARD & COMMITTEE MEMBERS, OUTSIDE COUNSEL AND INTERNAL CUSTOMERS

Board Meeting materials preparation and official tax filings including federal property, income, sales tax returns. Drafting and routing of highly confidential materials such as letters of credit, originating documents, organization charts and correspondence. Domestic and international travel arrangements.

SOLO CUP COMPANY, 2007-2008

PRICING ANALYST – BALTIMORE, MARYLAND

- MATRIX REPORTING COLLABORATION WITH PRICING MANAGER, SALES EXECUTIVES, VENDORS, CORPORATE AND EXPORT ACCOUNT MANAGERS
- ESTABLISHED PRICING AND REDRESSED PRICING DISCREPANCIES

Resolved issues specifically related to exported products and nationwide distributors utilizing SAP and integrated legacy software data to provide GAP analysis and operational process improvements.

CITIFINANCIAL, 2006-2007

PROCUREMENT – BALTIMORE, MARYLAND

- PROCESSED PURCHASE REQUISITIONS
- SPECIAL PROJECTS INCLUDED DATA COMPILATION, INVOICE AUDITING, SPREADSHEET DEVELOPMENT AND MAINTENANCE

Facilitated new branch openings purchasing office equipment, forms, and marketing items.

JOHNS HOPKINS BAYVIEW MEDICAL CENTER, 2007

EXECUTIVE SECRETARY – Baltimore, Maryland

- PRIMARY LIAISON FOR THE DIRECTOR OF NURSING
- DEVELOPED AGENDAS FOR POLICY REVIEW COMMITTEE MEETINGS
- INVOLVEMENT WITH ADVISORY BOARD MAGNET NURSES APPLICATION

Worked with policy review committee members, administrative staff, and Clinical Nurses throughout revision process and formatted policy revisions. Assisting end-users with SAP HopkinsOne and budget spreadsheet maintenance.

communication skills... she is extremely organized, reliable and [goes] above and beyond [to] provide solid support to anyone that works with her.”
“...Her people management skills are excellent. Her project management skills are well developed and her follow-through is consistent”
“...Anika truly made a difference. She tackled the most difficult jobs, followed through on each of them and enthusiastically suggested process changes.”
“...I have no doubt that she will be successful...”
(2006-2008 Performance Reviews).

REFERENCES

Mary Ann Greene
PhD,MS,RN,CNAA,BC
Director of Nursing, Education and Practice
Johns Hopkins Bayview Medical Center
Telephone: [\(410\) 550-7632](tel:(410)550-7632)
email: mamag55@verizon.net

Lauren Resnick
Director, Institute for Learning Distinguished University Professor, University of Pittsburgh
Professor, Psychology and Cognitive Science, University of Pittsburgh Department of Psychology
Adjunct Faculty, University of Pittsburgh School of Education
Senior Scientist, Learning Research and Development Center
Telephone: [\(412\) 624-7485](tel:(412)624-7485)
email: resnick@pitt.edu

BIERER, MARGOLIS & CURTIS, P.A., 2007

BANKRUPTCY PARALEGAL – Baltimore, Maryland

- PREPARED & SUBMITTED CASE FILINGS TO THE UNITED STATES DISTRICT COURT, THE DISTRICT OF MARYLAND AND THE UNITED STATES BANKRUPTCY COURT

Liaised between staff attorneys, trustees, clients, creditors, prosecutors, defendants and other related parties. Managed attorney calendars and appointments, provided call screening for large call volume.

ALFALIGHT, INC., 2005-2006

SUPPLY CHAIN MANAGER – MADISON, WISCONSIN

- REPORTED DIRECTLY TO THE CFO
- IDENTIFIED OPPORTUNITIES FOR BILL OF MATERIALS COST REDUCTION
- REVISE PARTS FORECASTING AND DEVELOP A TURNKEY PROCESS FOR PRODUCTION AND NEW PRODUCT INTRODUCTION

Worked closely with Production, Engineering, Operations, and Marketing executives. Cultivated strategic partnerships with vendors, negotiated pricing and contract terms, and submitted quote requests. Monitored supply usage data via JD Edwards SAP software, conducted detailed month end inventory and reconciled variances. Conducted invoice audits and verification.

UNITED STATES PEACE CORPS, 2004

HEALTH VOLUNTEER – Senegal, West Africa

- WORKED DIRECTLY WITH COMMUNITY MEMBERS, HEALTH CARE PROVIDERS, NGOS, AND GOVERNMENT OFFICIALS

Top of class participant in intensive language and sector training program. Worked within a group environment to provide leadership, guidance, and support to other volunteers. Supported the coordination of sustainable development efforts; examples include education program grant extension, increased supply of medical equipment, petition by local residents for official township status, and community coordination of construction and repair to multiple homes.

THE WISCONSIN STATE PUBLIC DEFENDER, 2002-2004

LEGAL SECRETARY – MILWAUKEE, WISCONSIN

- CONDUCTED INTERVIEWS TO DETERMINE APPLICANT ELIGIBILITY FOR PUBLIC DEFENDER REPRESENTATION
- RESEARCHED NON-CASE MATTERS

Formatted legal documents for submission to the Wisconsin Court of Appeals. Maintained client records using electronic and traditional filing systems. Prepared materials for office management staff. Responded to written and verbal inquiries submitted by court officials, attorneys, and clients. Processed incoming mail and correspondence to insure that time sensitive materials were mark and routed for timely responses.

MY HOME YOUR HOME, INC., 2001-2002

RESIDENT MANAGER – Milwaukee, WI

- DEVELOPED PROGRAM POLICIES AND PROCEDURES
- ORGANIZED AND FACILITATED PROGRESS MEETINGS
- PROVIDED NEW HIRE TRAINING

Managed a transitional housing facility. Conducted orientation sessions for new program participants. Met with each participant to assess her financial status to help her identify and set appropriate financial goals, develop a budget and encourage her to utilize money management skills.

My professional vision is integrally aligned with the core concept of Lycee Francais; therefore I eagerly submit my curriculum vitae for your review. I have recent Head Mistress experience working with an international charter educational program and greatly enjoyed providing leadership and direction during the program implementation process. In addition, I am pursuing a Global Executive MBA at the renowned Georgetown University McDonough School of Business.

My consultative approach incorporates methods regarding how to contribute critical perspective, influence organizational direction, and build productive partnerships with key stakeholders. I am results oriented and I fully utilize a broad spectrum of professional skills in a serious pursuit of innovation within the rapidly re-calibrating international sphere of business. This requires, in my opinion, real-time exposure to relevant business partners and organizations within established and emerging international markets. The value of this exposure has granted me a uniquely advantageous perspective regarding key methodological and operational approaches to today's international markets.

My international consultative experience has involved working with representatives of localities and potential constituencies to obtain buy-in and implement project initiatives as well as mitigate issues prior to declines in performance. I very much enjoy providing consultative services and have had great success working on international projects. I look forward to an opportunity to contribute to the continuous development of international business connectivity between emerging and established markets. I am poised to bring all of my market knowledge to bare and personally engage the ambitious undertakings incumbent to project assignments with dedication equal to that of my colleagues.

I appreciate the time you invest in pursuing top talent for your organization, thank you for your consideration.

Best Regards,

Anika Wright

(202) 280-8182

Anthony Bardoux

Marié, 4 enfants

Né le 14.09.1969

Via dei Fossi Vecchi,7

00600 FORMELLO-ROME- ITALIE

HEAD OF SCHOOL

TEL: (0039) 338 534 51 01

Mail: anthony.bardoux@gmail.com



professional skills

-Animation, drafting and project monitoring and establishment of the educational project. Very careful to articulate the school leadership around the axes of its educational project.

Implementation and monitoring of project assets. (During my two missions headteacher I was the bearer of real estate projects).

Craftsman network operation: President, Director of various partner organizations in the world of education, CFA, union, Athletic ...

Management, Human Resource Management (Operational capabilities, control of the organizational, legal and psycho-sociological)

Design and monitoring of budget. (Operational capabilities in accounting, management and financial analysis).

Pedagogic: Mastery of concepts., Implementation of several interesting models of team size.

Development of a computer network and intra Internet (Fairly good mastery of these topics interest in computer science).

Quality: Implementation of a quality certified to ISO 9001 for all structures directed (institutions St Roch).

professional experience

2009 - Today: Headmaster of St. Dominic Institute in Rome. From kindergarten to high school. International section over the entire structure, European section in middle and high school, boarding with a capacity of 100 seats. Establishment approved a partnership agreement with AEFÉ. (www.institutsaintdominique.it)

2004 - 2009: Head of School of the entire school and MECS St Roch (foundation of Auteuil). College, vocational school, UFA, Internat educational structure host of newcomers (17 nationalities) and MECS. (www.fondation-auteuil.org)

2007 - 2009: Chairman of the CFA Regional Midi-Pyrenees. (www.aspect-mipy.fr)

2006-2009: Departmental Delegate SNCEEL. (www.snceel-mipy.fr)

2000 - 2004: Executive Assistant to the whole school St Roch, head of school, teacher and teacher SVT.

1995 - 2000: Teacher of SVT, teacher, responsible for the cycle LPPH St Antoine in Essonne (91).

Qualifications-Education

Since 2011: Elected as representative institutions approved for the CPM of South East Europe (Teacher Training).

2012: Master, psychology and social sciences (VAP course).

2010: Training of principals for implementation of the project area Europe South East AEFÉ.

2006 - 2009: Diploma of Training and Director of school education in the Catholic IFSEC / ECM Paris (75).

2008: Training in financial analysis and design budget (CAP RH Angers).

2006: Training in management at IRFEC Angers.

1995 -2009: various engineering courses teaching adolescent psychology.

1998: Validation (Certification EN) CAPETA for agricultural education.

1993: CS Biotechnology Lyon (69).

License Cell Biology UVSQ Versailles (78). CAP, BEP, BT, BTS, (Horticulture and Plant Biotechnology).

B.F mountain climbing.

-Various Interests

Organization and participation in international trade and humanitarian projects in Bosnia and Moldova Romania between 1992 and 2000. Good knowledge of computer. Sport. Interest in psychology and sociology. License B and E. Mastery of the Italian masters partial English, Spanish concept.

March 14, 2013

*Anthony Bardoux
Via dei fossi vecchi,7
00060 Formello
Rome - Italie*

Objective : Application for the head of school position

To whom it may concern,

It is with great interest that I am applying for the position of head of school at Lycee Français de la Nouvelle Orleans.

I have a degree in Educational Administration from "ECM de Paris" and I have enjoyed working as the head of school for 8 years in "Enseignement catholique". Currently in Rome, I am living a unique experience in many ways as a seasoned head of school, however I have to think about the next step in my career since I have to move in 2 years. That's why I am looking for opportunities like the one at your school.

I currently manage a team in a prestigious school with an international influence, where the pedagogy takes precedent and I am willing to continue my career in an institution of the same nature.

The job description you have proposed meets a number of my goals and motivations, especially by the nature of the responsibilities required of a head of school.

Finally, the perspective of living in the United States of America corresponds to a Personal and family project.

I submit my application with great enthusiasm and the hope that I meet your requirements.

Thank you in advance for your time and consideration, I look forward to hearing from you soon.

Anthony Bardoux

Benjamin Orillon

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Seattle, WA 98040
USA

Phone: 1 415 816 7487 • E-Mail: borillon@hotmail.com

February 15, 2013

Dear Search Committee Members,

It's with great enthusiasm that I propose my candidacy for the Principal/CEO position at the Lycée Français de la Nouvelle Orléans. I would like to bring to your school my years of experience as head of international schools, my interpersonal and management skills and my solid foundation in education. My international experience in multilingual school settings in France, Asia and North America as well as my familiarity with various diverse cultures, have enabled me to become a culturally aware manager with a global perspective. Over the course of my career, I have gained experience with a wide range of educational institutions from a start-up school (Kyoto, Japan) to larger established organizations (Lycée Français de San Francisco - LFSF) and have acquired expertise in working with a variety of curricula and teaching practices (French, Japanese, American, Canadian, IB). I have also successfully carried out the entire spectrum of administrative duties including human resources, recruitment, financial management, fundraising, curriculum development, and evaluation.

As a school administrator, I possess the ability to manage with long-term vision, the objectivity necessary to identify positive and negative aspects of the workplace, and the motivation and initiative to implement solutions to problems when necessary. Recently, I assisted the LFSF Head of School and board of trustees in reviewing the school vision, mission and values. This process led to a name change and the development of new strategic goals that addressed student population and master planning, and an administrative restructuring for the departments of IT, admissions and development. Similarly, at the beginning of my tenure as the Head of the Lycée Louis Pasteur (LLP), when faced with the challenge of a pre-existing turbulent history between teachers and administration, I immediately set out with the board of directors to implement a strategic plan to remedy the situation and to shift the focus of the school back on the students.

The pursuit of solid financial sustainability has been a constant factor throughout my administrative career and has led to my current proficiency in financial management. At LLP in Calgary, I assumed a lead role in developing an 8 million dollar expansion project to accommodate new student growth. This construction project doubled the size of the school and enhanced the facilities with a state of the art gymnasium, additional classrooms, and specialized labs. As part of this process, I was deeply involved in formalizing fundraising activities (including capital campaign), which I initiated after financial analysis, and planning, and was instrumental in obtaining financial support from the community as well as local and international companies. At LFSF, I'm currently leading the renovation and move to a new campus that will include classrooms, updated new technology and playgrounds for a 3.8 million USD.

As head of a school, I consistently strive to maintain a sense of fairness as well as dynamic communication with all of the school's stakeholders. This approach to school leadership engages delegation as a key process in ensuring smooth operations and effectiveness between students, teachers and administrators, parents, and the broader school community. With this in mind, I make it a point to be a visible school leader and to create opportunities for interaction with students, teachers, and parents on a formal and an informal basis. On a technology note, I believe that information and communication technologies need to be better integrated in curriculum as society emerges as a collaborative culture of continuous learning within networked communities. In my current position, my expertise in new technologies has allowed me to organize a school-wide IT restructuring, including personnel and resources that lead to the deployment of new programs.

Throughout my career, I have worked directly with a wide range of organizations such as the California Association of Independent Schools and the Canadian Association of Independent Schools to achieve accreditation and participate in other schools accreditation visiting committee such as the Independent Schools Association of Central States. Additionally, I served as president of the Association of French Schools in North America (AFSA) until 2010, an organization of approximately 45 schools throughout North America.

I firmly believe that my experiences in administration have given me the organization and management skills necessary to assume the role of Principal/CEO at the Lycée Français de la Nouvelle Orléans and to run it successfully. If selected, I will diligently facilitate the pursuit of academic excellence, and the well-balanced social development for all students, enabling them to move forward with international perspective and experience, and the confidence necessary to succeed in the 21st century.

Sincerely yours,

Benjamin Orillon

Experience

Lycée Français de San Francisco, CA, USA Chief Administrative Officer, Pre-K to Grade 12	2011-present
Lycée Français de San Francisco, CA, USA Interim Campus Director, Pre-K to Grade 12	2010-2011
Lycée Louis Pasteur, French International School, Calgary, AB, Canada • Head of School, Pre-K to Grade 12	2005-2010
International School of the Peninsula, Palo Alto, CA, USA • Lower School Principal, Pre-K to Grade 5	2001-2005
Ecole Française du Kansai, Kyoto, Japan • Head of School, Pre-K to Grade 9	1998-2001
Toulon, France • Special Education Teacher: ITC, English, Mathematics Campus International ltd. • FSL Teacher Trainer, “Université de la Méditerranée”,	1995-1998
French International School, Hong Kong • Elementary Teacher, IB FSL Teacher • DELF Exam Jury Member	1993-1995
Toulon, France. • Kindergarten-Junior High School Teacher	1991-1993
Nice, France • Boarding School Student Supervisor	1989-1991

Education

• B.A. in Linguistics & FSL, University of Rouen, France	2004
• Administrator Credential from the French Ministry of Education	2001
• Teaching Diploma, France • Endorsements: Occitan Civilization and Culture - Provençal Literature and Language, University of Nice, France	1993
• Biology Degree, Science University of Nice, France.	1990
• Biology Baccalaureate, Hyères, France.	1987

Professional development/ Training

• National Association of Independent Schools Conference, www.nais.org	Since 2009
• Canadian Association of Independent Schools Conference, www.caiss.org	
• Annual Conference of the Association of French Schools in North-America	Since 2004

• Leadership in Education, University of Manitoba, Canada	2008
• Directors Administrative Credential Designation, National Institute of Child Care Management, San Francisco.	2003
• Methodology Professional Development Course, Centre International d'Etudes Pédagogiques (CIEP) Ingénierie de formation, Méthodologie de projet, Paris	2002
• ITC, Video-Teaching, France	2001
• Manager of Windows NT's network, France	1998
• ITC, internet in the classroom, France	1998
• Implementing Tools for FSL Differentiated Learning, France	1997
• FSL through Film and Video, Hong -Kong	1993

Presentation

• Summer Institute, Faculty of Education, University of Calgary	2007
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Professional Organizations

• Association of French Schools in North-America, AFSA, President http://www.aefa-afsa.org	2006-2010
• Association of French Schools in North-America, AFSA, Vice-President	2005-2006

Personal Interests

- Soccer
- Jazz, Blues and American Folk music
- Travel

Other Skills

French/English Bilingual
Basic Japanese
Apple and Windows Operating System, Office Suite, Adobe Suite.

Statement of Educational and Leadership Style

As an educator, I believe that meeting the individual needs of each and every student is essential for the development of confident young minds. Students need to be given the opportunity to realize their full potential within an environment that promotes critical thinking, analytical skills and mutual respect. It is important to recognize the unique needs of students by providing diverse approaches to learning while setting rigorous learning objectives and performance criteria aimed at producing lifelong learners.

As an administrator, I believe that an effective head of school, like an effective teacher, must remain focused on the students. It is essential to provide an environment where students are encouraged to independently manage their own academic and social achievement with the support provided through the sustainable management of the school.

An effective leader must ensure that all managers, teachers and support staff strive to contribute to achieve these goals through dynamic communication between students, teachers, and parents. It is also important to develop challenging and motivating context for faculty and staff and to provide ample opportunity for professional growth in order to provide a cutting edge educational program. It is the role of the school administrator to facilitate the pursuit of academic excellence and well balanced social development for all students, enabling them to move forward with the knowledge, experience and the confidence necessary to succeed in the 21st century.

BENJAMIN ORILLON

DEBRA L. FOUNTAIN

985-265-4142 504-729-0166 ♦ dlfountain@att.net

PROFESSIONAL PROFILE

A creative and "take-charge" type administrator/educator dedicated to advancing all aspects of district/program operations; fosters high employee self-expectations with proven management background.

EDUCATION

Ed. D. – Educational Leadership, Nova Southeastern University, FL 33301 (*currently pursuing*)
M. S. Ed. - Educational Leadership/Instructional Technology, Nova Southeastern University, FL 33301
B. S. Ed. – Education/Language Arts, Duquesne University, PA 15280

PROFESSIONAL EXPERIENCE

- St. Andrew the Apostle School, New Orleans, LA** 3/18/11-7/31/12
Principal (PK3-8) Non-profit urban school – 650 students, new priest hired his own principal
- ✓ Provided leadership for planning, development, and implementation of school's (PK3-8) curriculum; managed recruitment of staff, personnel selection and staff assignments; evaluated teacher/staff performance; facilitate and deliver staff in-service programs; established schedules and procedures; supervised in a fair and consistent manner with effective discipline policies.
- Houston Community College/Northeast, Houston TX** 1/10/09-12/22/10
GUST Professor/Curriculum Designer – HCC/Early College/Dual Credit/High School
- ✓ Designing and implementing student success courses; preparing students for tomorrow's work-force, especially in the fields of science, technology, engineering and mathematics; providing low-income youth, first-generation college students, English language learners, students of color, and other young people underrepresented in higher education the opportunity to earn a high school diploma and an Associate's degree or up to two years of credit toward a Bachelor's degree-tuition free.
- Our Mother of Mercy School, Houston TX** 2007-08
Principal (3K-8) Non-profit, urban school – 5th Ward, 180 students, closed its doors
- ✓ Provided leadership for planning, development, and implementation of school's (3K-8) curriculum; managed recruitment of staff, personnel selection and staff assignments; evaluated teacher/staff performance; facilitate and deliver staff in-service programs; established schedules and procedures; supervised in a fair and consistent manner with effective discipline policies.
- Focus Education Consultants, Houston TX** 2005-09
Leadership Coach/Education Consultant – part-time projects
- ✓ Provided behavioral and curriculum support for students with learning disabilities and neurological impairments; coordinated boys-town/tribes program services to at-risk youth and developed subsequent plans throughout care assessments; provided ESL remedial reading/math tutoring services, ACT/SAT preparation services, substitute teacher training, discipline training, career coaching and resume writing services, proofreading and editor services.
- North Harris College – Lone Star College System, Houston, TX** 2003-05
Manager, Alternative Teacher Certification Program, program tripled from 300-900 candidates (2004-05)
- ✓ Responsible for the entire alternative teacher certification program – alternative route to teacher certification; integrated new curriculum requirements for pedagogy courses, internships, and professional development; recruited and supervised 32-45 staff/personnel; worked as the state board for educator certification officer and recommended clients for their Texas probationary and standard teaching certificates; planned budget for future growth; provided training workshops for teaching certification field exams through the Texas Education Agency.
 - ✓ *Adjunct Instructor, Developmental Studies & Education Department (2003-04)*
 - ✓ Taught developmental and education courses (developmental reading/writing, introduction to education, special populations, and student success); coordinated the program for success initiative including developing course syllabi, stating learning outcomes; accessed student readiness and monitored progress with technology and diagnostic tools; collaborated with other faculty to design new student success course; served on college library/literacy development committees; participated in various college activities including student advising, placement, and registration.
- Conroe Independent School District, Conroe, TX** 2002-03
Teacher, 4th Grade – all subjects
- ✓ Developed age-appropriate lesson plans and led classroom instruction for all subject areas; built strong bond with students, parents, and colleagues to inspire a shared commitment to quality education; employed differentiated instruction to reach all students in the way they learn best.
- Brainfuse Online Instruction/Trustforte Education Corporation, New York, NY** 2000-03
Online Tutor/Curriculum Writer, Distance Education, 3rd. College level, 8-12 students per hour
- ✓ Tutored (3rd grade through college level) students in Mathematics, Language Arts, Reading, English and Writing for numerous state programs; developed, assessed and evaluated online/hybrid ESL course curriculum and its delivery; created related tutorial and technical documents and materials; presented innovative ideas for adapting existing programs to the internet environment.
- St. Ann's Catholic School, Tomball, TX** 1997-01
Principal (PK4-8) Non-profit School, 490 students
- ✓ Headed a capital campaign fund drive for building a new school; met with architectural committee and planned school design; responsible for the direction and effective performance of certificated and non-certified personnel serving the school; mentored new teachers; organized school operations around improving instruction; implemented accountability system and aligned instruction with Texas standards including the accreditation process; managed financial school budget and established public school relationships for students with special needs.

- Island Trees School District, Levittown, NY** 1995-97
District Gifted and Talented Program Director, Grades 4-12, 60-140 students
- ✓ Responsible for planning, developing and implementing gifted and talented services; provided teacher and principal professional development; monitored program budget; tested and identified gifted and talented students; evaluated program effectiveness and recommended revisions and improvements; served as the central office contact and community liaison for the gifted and talented program; represented the school district at regional and state level conferences; promoted the program on WRHU – HOFSTRA University Radio on a weekly education show.
- Central Texas College/American Preparatory Institute, Killeen, TX** 1993-95
HS Principal/Alternative Education Director, Grades 9-12 adult public high school on college campus, 80-195 students
- ✓ Acted as principal and evaluated teachers and staff; created, promoted and improved the operation of the alternative high school program that served a broad range of school district's at-risk students; collaborated with school district personnel in gathering and utilizing data on a case-by-case basis; served as a member of school district leadership teams; interviewed and recommended all teachers for various hospital, residential, prison, alternative schools, pregnancy centers, Army/Navy schools at national and international sites; monitored financial condition of sites; delivered school board presentations regarding alternative high school curriculum; secured funding and grants for alternative education programs in Texas.
- Temple Independent School District, Temple, TX** 1992-93
Teacher, 5th Grade – Math and Science, 210 students
- ✓ Guided the learning process toward the achievement of the Math and Science district goals; established clear objectives for all lessons, units and projects; develops lesson plans and instructional materials for subject matter; provided individualized and small group instruction to adapt the curriculum to the needs of the students; translates lesson plans into developmentally appropriate learning experiences; used current technology to enhance instruction; created a learning environment in which all students were actively engaged and contributing members; evaluated student academic and social growth; prepared progress reports, referrals, and individualized educational plans.
- Broward County School Board, Ft. Lauderdale, FL** 1989-92
Teacher, 2nd & 5th Grades – all subjects, urban schools, Title I, at-risk, self-contained
- ✓ Provided all academic instruction to youth and immigrant students; prepared daily lesson plans utilizing textbook and supplemental materials; delivered ESL methods and approach to content learning; scheduled parent/guardian conferences and confers with school personnel as necessary; provided behavioral and academic intervention for students as needed; evaluated students through the utilization of teacher-made tests, standardized tests and observations; participated in co-curriculum and school community activities.
- Florida College of Business, West Palm Beach, FL** 1988-89
Dean of Academics/Instructor
- ✓ Hired, trained and mentored new instructors for the evening business school program and ensured compliance with Florida accreditation policies; conducted group training sessions, in-service training and regular department meetings; evaluated updated academic courses for the evening school programs; ensured timely completion and submission of required reports; monitored pedagogy, materials and textbooks used to achieve the educational objectives; set up computer labs; taught courses: technical writing, business math, leadership development and various computer science courses.
- Tall Pines School, West Palm Beach, FL** 1987-88
Lead Teacher, Grades K-12 – private school, 295 students
- ✓ Performs duties of an instructional team member, including developing a standard-based, student-centered, project-based curriculum; implemented lesson plans to enhance affective and cognitive development of students; perform advisor duties to students; ensured service learning opportunities; assessed student performance frequently and objectively; taught classes: language arts, computer science, math, social studies and creative writing.
- Palm Beach County School Board, West Palm Beach, FL** 1986-87
Teacher, 4th Grade – Pahokee Elementary - all subjects, ESL, at-risk, self-contained (37 students)
- ✓ Worked with small groups of students and taught one-on-one; performed a needs assessment of the students to determine student strengths and weaknesses; prepared lesson plans and taught English to speakers of other languages; including English grammar, writing, reading, speaking and listening skills, including teaching pronunciation and accent reduction; introduced cultural aspects to ESL students, especially to my students who were new to the English-speaking country; prepares lesson plans to meet specific student needs and delivers the lessons; acted as a resource for the students and gave information to help the students survive and thrive in the community.

CERTIFICATIONS

Louisiana OSP1 and Texas Principal (EC-12), Teaching (1-6) and Special Education Supervisor; New York School District Administrator and Teaching (PK, K, 1-6); Florida Teaching (PK-6, 8-12 ELAR); Pennsylvania Teaching (PK, K-8, 9-12 ELAR).

PUBLICATIONS

FOUNTAINS AND WISHES, ISBN# 1424123810 – 2007
THE FOUNTAIN FOCUS: A CLASSROOM MANAGEMENT APPROACH FOR TRADITIONALLY AND ALTERNATIVELY CERTIFIED TEACHERS, ISBN# 1424123763 – 2006
MASTER'S THESIS – CURRICULUM AND MANAGEMENT GUIDE: SETTING UP (ALTERNATIVE HIGH SCHOOLS) AT NATIONAL AND INTERNATIONAL SITES – 1995

HONORS AND AWARDS

Kappa Delta Epsilon Honor Society Member
Women's Social (Mynx) Society Co-Founder & President
Miles Bryant Teaching Quality Award
Teacher of the Year "Rookie" Award
TOPS Administrator Program Award
"Golden Apple" Excellence in Teaching Award
STAR Educator Distinction Award
Association for Supervision and Curriculum Development

Career Highlights:

- Conducted research to evaluate areas of need related to school performance and learning conditions.
- Knowledge of current workforce and technological trends; proven skills in program development, budget administration and team leadership.
- Developed comprehensive plans and strategies for entire school districts and college programs, both with specific and actionable goals.
- Substantial experience developing and leading teacher professional development and curriculum design.
- Designed, implemented and managed fundraising activities including annual giving, endowment and a capital campaign fund drive to build a new elementary school.
- Expert level - working with computers/strong working knowledge of the Microsoft Office suite.
- Maintained contacts with and developed grant proposals for foundations and corporations.
- Developed "Student Success" curriculum and have outstanding record of raising student achievement.
- Successful experience at managing and developing teachers and staff.
- Superb project management/organizational/leadership/facilitation skills.
- Worked as a student advocate concerning distance learning needs and magnet program content; developed independent programs that went through the accreditation process.
- Met with administrators, counselors, parents, and students of constituent high schools to facilitate the admission, testing, and registration of students in the ITSD District Director – Gifted and Talented Enrichment Program.
- Supervised and assisted in the admission and registration processes.
- Served as a liaison to the administration, staff, faculty, and parents of dual credit/early admission students attending public, private, and home schools.
- Delivered ESL informational and promotional materials to constituent high schools and facilitates Parent/Student Orientation Sessions on the college campuses as well as on high school campuses.
- Met with other college directors to coordinate, standardize, and synchronize efforts.
- Prepared and administered the Enrichment Program Plan and subsequent budgeting for operational and discretionary needs.
- Made presentations at professional meetings, college fairs, and college nights regarding the Admission to the ITSD Gifted & Talented Enrichment Program, including radio shows on Hofstra University – WHRU 88.7FM.
- Worked collaboratively with instructional deans to develop new opportunities for dual credit courses.
- Evaluated requests for Tech Prep articulated college credit; works collaboratively with high school faculty teaching AP courses; communicated the comparable Dual Credit courses offered by the college program.
- Addressed student complaints and discipline issues with appropriate contacts as needed in a timely manner.
- Assessed educational functioning, academic achievement, and learning style preferences; taught ESL courses to children and adults; wrote grants for technology and magnet Math/Science enrichment program initiatives.
- Developed and maintained Individualized education plans (IEP and 504 Accommodation Plans) which incorporated student functioning and performance, academic achievement, learning style preferences, and strategies for remediation.
- Designed and supervised program evaluations, developed evaluation instruments, collected data, conducted statistical research, reported evaluation findings and test data in both oral/written presentations.
- Directed and managed the budget, accounting and payroll operations for a variety of school district programs, business schools, college programs, public/private and schools.
- Provided evaluation and performance data to educators, school boards, administrators, community representatives, and the media.
- Disseminated information to candidates and to the public-at-large related to assessment designs and results.
- Prepared and presented information regarding testing programs, administration methodology, and appropriate analytic procedures for test results to various audiences in a number of states.
- Interpreted and explained data to various manufacturing industry corporate and union representatives.
- Used accurate data to develop strategic plans to improve teacher and program quality.
- Managed operations, strategic planning, and budgeting, and provided consultation services in a variety of education, technology training, program evaluation, and assessment areas.
- Determined research needs, design studies, delegated and supervised work; conducted research projects for the evaluation of matriculation activities and outcomes.

WORKSHOPS PRESENTED:

Blackboard/Web CT certification courses
TEKS and the Successful Classroom
Having Focus in you Classroom
TAKS, Technology and You
Investment in Teacher Excellence
Six Strands of Life-Long Learning
Putting Pizzazz in your Power Point Presentations
CATCH-IT (Computers Assisting Teachers in Teaching)
Mobile Learning for At-Risk Youth
Making Sense of Optical Technologies
TXBESS Mentoring Program
Leadership Academy Training for Principals/Teachers
Using BASIC Technology (in Texas prison system)
Interactive Real-World Principles
Interviewing for a Teaching Position
Leadership is Not Giving Orders
Collaborative Video Conferencing
Project-Based Curriculum
Legal Implications for Teachers
Principals as Instructional Leaders
How Students Perceive Teacher Effectiveness
World Wide Web for Educators

COURSES TAUGHT:

**Student Success, Lone Star College – North Harris Campus;
Houston Community College – Northeast, Early College/Dual Credit High School**

Introduction to Education, North Harris College, ACP Program

Web CT/Blackboard Certification, North Harris College, ACP Program

Leadership Development, North Harris College, ACP Program

ELAR (8-12) Content TExES Exam, North Harris College, ACP Program

History (8-12) Content TExES Exam, North Harris College, ACP Program

Curriculum Planning & Development, (K-12), ACP Program

Technology Integration Applications, (K-12) ACP Program

Special Needs Classroom, (elementary/secondary) ACP Program

Organization, Planning & Management, Central TX College

It is with **great interest** that I am applying for the CEO/Principal Position. I am qualified for this wonderful and challenging opportunity because of my extensive research knowledge, curriculum background and management experiences, including 7 years as a school Principal. I have had successful administrative experience, including recent experience - raising the test scores by 6.5% in 8 months - last school 2011-2012 year at SAS. My Master's degree is in Educational Leadership/Instructional Technology from Nova Southeastern University and my Bachelor's degree is in Education/Language Arts from Duquesne University. I was trained and have extensive knowledge of Common Core State Standards and have utilized the COMPASS evaluation tool with all of my teachers. Since my school was accredited by SACS, the school board and I felt that it was crucial to begin with the new performance model from the LDOE. My school volunteered for the COMPASS pilot program with the Catholic Schools Office and the Orleans Parish School Board.

I have synchronized technology implementation at numerous colleges and school districts; coordinated student enrollment at my school sites while utilizing local marketing advantages and demographic investigations; initiated student recruitment marketing strategies with school boards and college programs; responded to and resolved routine inquiries with parents, employees and school organizations; supervised and provided quality assurance for facilities maintenance and security; trained/implemented HR policies and procedures; hired and evaluated personnel; managed food services at my schools and supporting the Federal School Lunch Program; managed transportation services while ensuring appropriate routes, timeliness and discipline.

My tenure with the Archdiocese of New Orleans, North Harris College, Central Texas College, Trust Forte Education Corporation, Island Trees School District, Florida College of Business, and the Catholic Diocese of Galveston-Houston allowed me to have a vast number of experiences with providing support for the development of staff and administrator programs. I have directed the instructional and curriculum services to meet students' needs therefore creating, implementing, and evaluating instructional programs. I have developed and implemented curricular needs assessments of teachers and programs, conducted field tests on curricular materials and provided training to teachers in the use of the curricular materials, and pedagogy. I have applied research and data to improve content, sequence, and outcomes of learning processes, revised CTE curriculum, and involved my staff in evaluating and selecting instructional materials to meet student's needs. I ensured the strong use of technology in the instructional process in intermediate and secondary classrooms, coordinated staff development programs, and recruited quality staff members. I have worked with diverse populations and school communities in LA, TX, FL, CA, PA, and NY.

I have developed curriculum, conducted staff development, facilitated policy development and conducted research in these areas to enhance learning in the fields of mathematics, science and technology. In 2004, I became the Director of Teacher Certification and Education at North Harris College and had responsibility for program development, fiscal matters, and personnel management. While I was the Director, the ACP office was responsible for policies and procedures related to teacher certification candidates: general advisement, admission to the alternative teacher certification program, clinical experiences, student teaching, and verification of certification program completion.

I have written (THECB) Teacher Quality proposals for Educational Technology, Mathematics, Science, Bilingual, and Special Education. I worked with Elizabeth Powers while I was the ACP Director. I collaborated with Dr. Hebert from Texas A&M University on "Inquiry Method" teaching in secondary sciences and mathematics: Biology, IPC, Physics, Chemistry, Algebra, Geometry, Trigonometry, and Calculus. NHMCCD collaborated with SHSU and OLLU on Teacher Quality Grants – Algebra I and Elementary and Middle School Sciences. NHMCCD collaborated with SHSU and OLLU on ALT and CREST Grants from the NSF.

If you are interested in a "passionate" education professional with the required credentials, confidence, creative vision, and positive attitude, please contact me. I am certain that I can make an immediate and valuable contribution. I am available to meet with you. Thank you for taking the time to review my resume and credentials and I look forward to a favorable reply.

Respectfully,
Debra L. Fountain
[\(985\) 265-4142](tel:9852654142) Home
[\(504\) 729-0166](tel:5047290166) Cell

dlfountain@att.net

Dennis S. Mone
451 School Street, Bldg 9-Unit 4
Marshfield, Ma. 02050
781-837-3967

Licensed Elementary School Teacher, Grades 1-6

EXPERIENCE

Teacher Coordinator
Old Colony, YMCA, Brockton, MA

2002-2010
(508)587- 4242

- Processed students' transcripts, certificates of attendance, and tabulated monthly reports for DYS along with the general education duties.
- Taught Youth At Risk: primarily female students between the ages of residential 11-21 in a secure residential environment.
- Structured math classes to meet individuals need. Focused on Number Sense, Algebra and Geometry.
- Taught Chemistry and Biology classes focused on cellular metabolism, human and animal physiology along with ecosystems.
- In Language Arts, taught the contents of parts of speech, the use of punctuation, and reading, comprehension along with informal and formal writing.
- Used computer software to individualize the learning experience of students.

EDUCATION/LICENSES

Licensed XXX Teacher, Grades XXXX, Commonwealth of Massachusetts,
Current: ****381128
Masters, Education, University of Massachusetts Boston, Boston, MA, 2008
BA, Human Development, University of Massachusetts Boston, Boston, MA,
02125

Dennis S. Mone
451 School Street, Bldg 9-Unit 4
Marshfield, Ma. 02050

Dear Sirs or Madam,

I am writing you to express an interest in applying for the position within your organization. I am currently a licensed teacher in Elementary Education, and I believe my organizational skills will assist me in such a position. I have read the responsibilities of the positions I am interested in, and I find them to have a rewarding potential to meet my career goals. I would like to thank you for considering me for the position posted with your organization.

Sincerely,
Dennis Mone

Didier BOUYSSE (Codofil application for 2013)

20 rue des Dames-15000 Aurillac - phone:+33678647961- montal15@wanadoo.fr

Objective: A challenging Managing position utilizing communication and a true desire to educate

Experience: Education

- School teacher** 19 years
sept.95 to 2013
- Certified French civil servant for teaching in Elementary class school:
PreK, Kindergarten, and every grades experience. Actually in third grade since 2 years.
 - Immersion Teacher in ISL-New Orleans: 3rd grade for 3 years
- Former Teacher** sept.04 to 2006
- in Universitary Institute of Teacher Formation: *Assess, Train and Manage new or experimented teachers.*
- Support Teacher** sept.06 to 2007 & 2010
- Help network in elementary school: *Evaluate students difficulties, build help program, assess, implement and help.*
- Training Advisor for GRETA (State adult professional training)** oct.94 to aug.95
- *Analyse Social and economical environment, design new plan in formation.*
 - *Rebuild the graphic chart of Greta*
 - *Build and follow about languages training and specific ones.*
 - *Manage the internal Greta network.*

Economical Development

- CEO&Associate for TOPBIS engineering** 5 years
6 months & 15 years
- *Business manager and CEO for 20 employees & 3million € of turnover*
 - *Implement the European Renewable Energy Day to promote 2nd agency in its area.*
 - *Represent firm in professional trade-show, ENR'PLAN national board syndicate*
 - *Procurement contracts*
- Project leader for Public Economical Development Committee** sept.93/94
- *Implement touristic project about local and heritage for European Program Leader*
 - *Help for provider of project; Realize a booklet; Install craftsman.*
- Sales Manager & Marketing for Arjo-Wiggins Appleton** sept.1991/93
- *Operational Marketing department of fine papers for national retailers*
 - *Promote Products, train and inform sales department of 10 retailers of 200 sellers.*
 - *Get market information; Present promotional tools; Create product argument; Stimulate sales team by creating action approved by business manager.*
- Others Experiences:** *Firm Event(open Remy Martin); TV marketing; School fundraising...*

Instruction:

CAPES social studies (writing agreement)	2004
Professional degree CRPE extern	1995
Bachelor of Geography/Layouts territory: Paris VIII university	1991
Master in Business school (IGS group-ICD)	1990
Associate degree BTS with emphasis in business	1988
D Baccalaureate with emphasis in sciences	1986

Honors :

Federal rugby coach- Teen diploma (13-19 years old) & Young (5-12)	since 14 years
Rugby practice (national)	26 years
Tulane Coach	2009/10
Ex JCEF (JCI) →until 40 years old	2000/06
History	
Guesthouse owner since 2004	

Skills : Languages: French & English; German basic Computer: Microsoft office; Open Office

March, Monday the 4th

Didier BOUYSSE
Teacher
French National Education
20 rue des Dames
15000 Aurillac
montal15@wanadoo.fr

To LFNO Search Committee,

I am writing to express my interest in the position of CEO/ principal of Lycée Français. My eighteen year career in education, as well as my experience in business is the perfect blending of needed skills .Today, I'm totally available to challenge a real project who needs my relational way, my negotiating abilities to obtain membership of a group and support of financial people.

As my resume indicates I have not only spent years as teacher in the French education system, but also as a teacher in New Orleans at International School of Louisiana. I am familiar with both the requirements of the French and American systems as well as some of the unique challenges faced in the New Orleans education landscape. In addition, my experience as a developer and associate in business of a firm, provide me with the financial expertise that is needed.

I have reviewed the all the relevant facts related to Lycée Français, including visiting the school, speaking with school personnel, reviewing publically available financial documents. I feel that despite the current crisis, I can bring a level of leadership and expertise that could provide the confidence that the CODOFIL French teacher seek to renew their contracts, which will in turn allow more CODOFIL teachers to be hired.

I already maintain positive relationships with the French Ministry in New Orleans, as well as with other school leaders in the area such as Melanie Tennyson, Principal and Sean Wilson, CEO /Head of School of ISL, both of whom, I am sure, would be available to mentor me as I move into this role. Moreover I know Audubon charter and Ecole bilingue where my children were and my wife worked.

Not only do I bring years of business and education experience to this position, but I am also the father of three children. I feel that it is as a parent that I can best understand the needs of the Lycée Français parents.

As a French citizen and civil servant, familiar with the French curriculum, a former immersion teacher at one of Louisiana's most successful public charter schools, ISL, as a businessman, and a parent I think I will be able to restore the public confidence in Lycée Français so that the school can work towards achieving its objectives of the school : providing the opportunity for students to achieve both a French Baccalaureate and a Louisiana high school diploma in an academically challenging and culturally diverse educational environment.

I look forward to meeting with you and discussing my qualifications in more detail.

Sincerely,

Didier BOUYSSE

ELIZABETH A. CHAPONOT, Ph.D.

19031 HAMLIN STREET #2, RESEDA, CA 91335

PHONE: (818) 804-7773 E-MAIL: CHAPONOT@GMAIL.COM

EDUCATION

- 2007 – Ph.D. in Education, Policy Planning and Administration, specializing in international/intercultural education; minor in Applied Linguistics - University of Southern California
- 2000 – Master’s in International Intercultural Education – University of Southern California
- 1992 - Bachelor of Arts in English - California State University, Northridge - *cum laude*
- 1987 - French *Baccalauréat*, philosophy/math specialization - *cum laude*

AWARDS, MEMBERSHIPS & AFFILIATIONS

- 2008 – Award: *Chevalier dans l’Ordre des Palmes Académiques*
- 1999 - Present – Participated as visiting committee member for WASC (Western Association of Schools and Colleges) accreditation teams; WASC visiting committee chair, spring 2013.
- 2007 - Present – Active member in MLF (Mission Laïque Française) regional training program for teachers and administrators in North America
- 1992 - Present – Member AFSA (Association of French Schools in America)
- 2001- Present – Member Phi Beta Kappa

PROFESSIONAL EXPERIENCE

- 2006 - Present – Head of School at Lycée International de Los Angeles (LILA)
 - Managed steady growth of school to increase student population 25% in the last 6 years
 - Currently oversee the operation of a Preschool through 12th grade dual-immersion school with 165 employees, 5 campuses, and 950 students
 - Areas of focus in last 6 years include:
 - Administrative restructuring:
 - Increased staffing on each campus
 - More focused job descriptions and documented procedures throughout all areas of the organization
 - Improved employee retention through better compensation, collaborative involvement in program deployment, and stronger continuing education

- Pedagogy:
 - Introduced a team-based approach to education that places the student at the center of the learning process
 - Created a college counseling department
 - Hiring of more qualified faculty: 86% have a Master's/teaching credential or better
 - Creation of a pedagogical team of 6 full-time employees to oversee teacher education, curriculum development and implementation, technology integration, and management of school-wide projects
 - Ensure adequate budget allocations for implementation of technology (Smartboards in all classrooms, teacher laptops, and iPad pilot project) and ongoing training to support integration of new tools
 - Oversee the organization and coordination of a yearly 3-day full faculty retreat; 5 teacher in-service days and regular staff meetings to allow for projects and staff training to improve communication and pedagogy
 - Creation of a department to oversee extra-curricular activities and athletics to increase availability of enrichment activities on-site and generate an additional revenue stream
- Admissions and Marketing:
 - Establish admissions office on each campus to harmonize and streamline admissions process, including the individual testing of all incoming students
 - Integration of open house orientations to educate prospective incoming parents about immersion programs and to screen families more systematically to ensure a proper fit
 - Track departures and survey parents yearly to improve quality of program and to better meet the needs of the community and to reduce student attrition
 - Communicate with other French-American schools, educational officials from the French Ministry of Education, and the International Baccalaureate Organisation (IBO) to raise awareness of our programs in the international school community
- Fundraising:
 - Established and continue to oversee a fundraising program incorporating an annual giving campaign which has raised almost \$500,000 since 2008
 - Worked with Board of Trustees to create and run a 6-week Capital Campaign in 2011-2012 that led to the raising of 3.4 million dollars for the purchase of a new secondary site in Burbank
- 2005 - 2006 – Full-time English teacher for Lycée International de Los Angeles
 - Spent a year in the classroom full-time teaching Junior High English and Tech & Skills
 - Created a student-driven yearbook produced annually by the 9th graders
 - Provided debate opportunities for English students to increase verbal and written communication skills

- Worked with colleagues to create and launch a new LILA tradition of the “Grand Jeu”- a surprise day where all students from 6th through 12th grade compete along with the Secondary teaching staff in a community-building academic Olympics

- 1997 - 2005 – Campus Director and part-time English teacher for Lycée International de Los Angeles
 - Oversaw day-to-day operations of Preschool – 12th grade campus and was responsible for curriculum supervision of secondary school (6th through 12th)
 - Participated in strategic planning for the school’s future
 - Represented the Head of School when needed
 - Part of the WASC coordinating team in 1998; oversaw the curriculum chapter in the self-study
 - Taught Honors English on a part-time basis at the middle school level
 - Was a key participant in the accreditation process which resulted in being named a full IB Diploma programme school in 1998, the only one in Southern California which also offers the opportunity to study for the French Baccalauréat

- 1994 - 1997 – Business Manager & part-time English teacher for Lycée International de L.A.
 - Taught English in junior high and high school
 - Responsible for planning and overseeing maintenance and improvements on 6 campuses
 - Performed all bookkeeping and billing
 - Planned physical school growth and expansion of curriculum options
 - Active participant in English curriculum development for the **International Baccalaureate** classes

- 1991-1994 – Bookkeeper and Payroll Clerk for Lycée International de Los Angeles
 - Responsible for computerizing the accounting and billing system
 - Prepared payroll and payroll taxes for 40 employees
 - Active in planning for school growth

- 1988 - 1991 – Bookkeeper/Clerk in Law Offices of John D. Mickus
 - Responsible for preparation of accountings in probate, conservatorships, and trust estates
 - Prepared State and Federal income tax returns

CONTINUING EDUCATION

- Yearly participation in AEFÉ, AFSA conferences since 1992
- Regular attendance at IB world conferences since 1998
- Attendance of MLF world conference in Beirut 2009, Paris 2010, Morocco 2011

- Courses at local universities as follows:

Dates	Length	Institution	Department	Title of Course
April 6, 2010 – June 1, 2010	9 weeks	UCLA Extension	Communication	Essentials of Successful Grant Proposals
Nov 5, 2010	1 day	UCLA Extension	Management	Creating Quality Leadership
June 5, 2010 – June 6, 2010	2 day	UCLA Extension	Communication	Special Event Planning
July 10, 2010 – Aug 5, 2010	6 weeks	UCLA Extension	Communication	Managing and Growing Fundraising Programs
July 10, 2010 – Aug 24, 2010	8 weeks	UCLA Extension	Art	Introduction to Digital Photography
June 21, 2011 – July 26, 2011	6 weeks	UCLA Extension	Communication	Day to Day Non-Profit Operations
Aug 29, 2011 – Dec 23, 2011	14 weeks	Cal State University, Northridge	English	Graduate Seminar in Literary Periods: Pop Culture Title of Final Project: “Family, the Child and the Not-So- Gleeful Perception of Education in Popular Culture”

PUBLICATIONS

« La voie numérique pour des élèves différents » *Le Café Pédagogique*: (Feb 13)

<http://www.cafepedagogique.net/lexpresso/Pages/2013/01/24012013Article63494595311848779.aspx>

PERSONAL

- Bilingual: French/English
- Dual National: French and American

Elizabeth Chaponot Personal Statement

Education is part of my DNA. My family tree as far back as I can trace is filled with a long line of educators. Teachers, college professors, school administrators. I grew up living and breathing schools. My unique personal, educational and professional experiences have given me the foundation for effective leadership. Having held a variety of positions and seen school life from every angle gives me a 360 degree view of the inner workings of a school. My passion for wanting to understand the needs of each learner, my profound sense that being an educator is a crucially important social role, and my understanding that education is a team sport have led to the principles that guide my educational and leadership philosophy.

Leading by Example

If we expect students to be excited about learning and completely invested in their education, they must have teachers who are as committed to learning and engaged in their teaching. If we expect our teachers to be 100% committed to their mission, they must have leaders who model this behavior as well. A leader is not someone who is always right or has all the answers. A true leader is someone who himself embodies the behaviors expected of the staff and the students... someone who continues to learn, who goes above and beyond and who puts the institution's needs ahead of her own.

Being a Team Player

No man is an island and if a school is going to move forward for the best of its students, all members of the educational community must work together. My role as a school administrator is not to dictate law but to create an environment that provides the needed resources and support to allow teachers, staff and administrators to be successful in their mission. Individuals must be able to take pride in their work and feel they make a difference. As an administrator, my job is to make everyone else's possible. If that requires me to roll up my sleeves and lend a hand, then that is what I will do. I am there to be a problem-solver when needed, an advisor when sought out, and a guide to making sure the organization stays on its set course.

Understanding Best Practice

Understanding why we do things and the impact our choices have on students is central to being an educational leader. There will always be exciting projects and wonderful initiatives, as educators are creative people. Unfortunately, resources are limited and measuring the impact that programs have on academic achievement and student well-being is a pivotal part of an administrative leader's role. Being able to critically analyze, plan for the future, and make the "hard choices" can only be done with a big picture approach.

Evolving and Growing

Societies evolve. The rapid development of technology and communication tools has a direct impact on education. The students of today are not the same as the students of yesterday. The way we communicate has literally transformed the way we learn as human beings. This means that as educators we too must continually adapt. Fortunately, education is a research-rich field; there is a world of research from dynamic educators documenting important advancements. Understanding how scientific research on learning is applicable or how new technologies can positively impact classroom practice is vital. Distinguishing between potential best practice and change for the sake of change, or technology for the sake of technology, with no real rhyme or reason is crucial. Finally, being able to support teachers and staff and provide the adequate resources and training to help them grow and see the new systems as tools for success and not hurdles to clear is fundamental.

Ergin Beceren

Cell: 00905339347331, Email: erginbeceren@gmail.com, Address: Yesilkoy/Istanbul/Turkey

- ✓ International Business Development
- ✓ Investment Planning / Feasibility Analysis
- ✓ International Networking / Fundraising
- ✓ Partnership Development & Management
- ✓ Strategy & Organizational Development
- ✓ Strategic Planning / Project Management
- ✓ Corporate Communications & Marketing
- ✓ Idea Creation / Innovation Management

Career Highlights

Executive Director (Board Member) – ICYEN – 09.2011/-

ICYEN (Islamic Countries Young Entrepreneurs Network) is a diplomatic, entrepreneurship organization, under ICYF-DC (Islamic Countries Youth Forum for Dialogue and Cooperation), affiliated to OIC (Organization of Islamic Cooperation). ICYEN HQ is located in Istanbul/Turkey, regional offices in 6 regions (Africa, Asia, Eurasia, Europe, Gulf, and MENA) and focal points in 57 OIC countries.

- Global management of ICYEN network, projects, investments and fundraising (ranging \$20K-\$30M) reporting to General Secretary of ICYF-DC (Minister of Religious Affairs of Azerbaijan) and Foreign Affairs of Turkish Republic.
- Director of Youth Entrepreneurship department of ICYF-DC.
- Executive Board Member of YESF (Young Entrepreneurs support Fund), which is the financial arm of ICYEN and supported by IDB (Islamic Development Bank).
- Dealing with the governments, global institutions, and investment bodies for their high level of support for young entrepreneurs in more than 90 countries.
- Lead the ICYEN's regional coordinators and the country teams in all major activities and decisions.

Business Development Manager – Anadolu Holding/ ABH (Information Services) – 06.2008/04.2011

ABH is the information services company of Anadolu Holding. ABH gives managed services; information management and software consultancy to inside and outside customers. ABH is a strategic partner of Microsoft and SAP.

- Managed
 - Strategy in product and company based, designed the 2020 vision of the company.
 - Business development for investment, partnerships, and customer opportunities.
 - Partnerships (Microsoft, SAP, Turkcell, Superonline, Netapp, IBM, Cisco, HP),
 - Life-cycle management and pricing of products, ERP/CRM consultancy and support,
 - Feasibility analysis and market research for existing and prospect products/services.
- Lead marketing department; marketing, PR, social media activities and with \$400K budget.
- Project management of data center services, cloud, ERP/CRM consultancy (ranging \$50K-\$4M).
- Member of the organizational change and development team of the company.
- Reported and worked directly with GM and the Executive Board.

Strategy Director – Pure Interactive New Media, Istanbul (Yirmiyedi, Pure, Think) – 2005/2008

Pure is one of the top 5 digital marketing and social media agency in Turkey.

- Strategy management of the group companies by reporting to CEO.
- Strategy consultancy to the customers on product/service management, marketing and PR.

Business Development Manager (Partner) – Berfim Ltd., Bursa – 2003/2005

Berfim is a licensed apparel sportswear manufacturer of Nike, Reebok, Adidas, and Marks & Spencer etc. brands in Turkey. More than 300 employees work for Berfim in Bursa industrial zone location.

- Managed business development, marketing and partnership activities by reporting Chairman.

Ergin Beceren

Projects & Content Manager (Freelance) – Kampus Information Services, Istanbul – 2000/2003

Kampus information services, with its well-known “Akampus” brand, is a youth marketing company for university students in Turkey.

- Lead the content team and the web portal projects of Akampus & Akariyer by reporting to GM.

Research Assistant & Lecturer – Marmara University/ Industrial Engineering, , Istanbul – 2000/2003

- Gave courses of strategy, decision making, marketing, project management, and TQM.

Performance Tester & Reporter (Freelance) – IXIR A.S. (for Siemens Business Services) – 1998/2000

IXIR was one of the leading ISP's in Turkey, and Siemens Business Services was giving the technical support of IXIR.

- Internet connection and web performance testing by SPSS by reporting to test team.

Education

PhD: Engineering Management; Marmara University, 2008/2013

- Thesis: Integrating Intellectual Property into Strategic Planning and Company Valuing

MS: Industrial Engineering; Galatasaray University, 2007/2012

- Thesis: Modeling of Digital Marketing Strategies

MS: Industrial Engineering; Marmara University, 2003/2006

- Thesis: A B2B E-Business Model for Online/Offline Printing Business

BS: Economics; Anadolu University, 2007 - 2011

BS: Industrial Engineering; Osmangazi University, 1996/2000

- Graduation Project: Artificial Neural Networks in Strategic Decision Making

High School: Bursa Anatolian High School, 1988/1995

Publications

- IGI Global (2010): Change Management Strategies for ERP Implementation in SME and a Case Study in Turkey.
- Production Researches Symposium (2009): Integration Based Productivity Measurement on ERP Service Processes.
- IFAC (2007): A B2B E-Business Model for Printing Business.

Languages

English (fluent), French/German and Arabic (intermediate).

Personal & Additional Information

- Executive Board Member, International Cooperation Platform (UIP-ICP).
- Advisory Council Member, Harvard Business Review (HBR).
- Technology Council Member, Gerson Lehrman Group.
- Consultant (HRS Judge), Appen Butler Hill.
- Member of Youth Development Board, Islamic Development Bank (IDB).
- Coach at Toplum Gonulluleri Vakfi.
- Memberships of Project Management Institute, GSUMED, Galatasaray Scuba & Sailing Clubs.
- Born on January 9, 1977 in Eskisehir, Turkey.

FLORENCE DUBESSY

230 Storey Road Lexington, SC, 29072, United States 803 673 7202 fdubessy@lexington1.net

PROFESSIONAL EXPERIENCE

Lexington School District I, Lexington, SC, United States

French Immersion teacher August 2008 - Present

- 3rd grade French Immersion Teacher.
- Administer standardized ability and achievement tests to elementary students in French Immersion Program.
- Confer with other staff members to plan and schedule lessons promoting learning French thought Math and Sciences following Carolina curricula.
- Confer with parents, administrators and other professionals to develop the French Immersion Program 5K to 5th grade.
- Translate and create French Educational School Material.

Académie d'Auvergne, Clermont-Ferrand, France

Elementary School Teacher and Principal September 1992 - July 2008

EDUCATION

IUFM Auvergne, Clermont Ferrand, France

Certificate in Early Childhood and Elementary Education, Master , June 1992

Lyon 2 University, Lyon, France

Bachelor of Arts in Education , July 2000

Blaise Pascal University, Clermont Ferrand, France

Master in English , July 1990

Académie d'Auvergne, Clermont Ferrand, France

Certificate in School Administration , September 1995

ADDITIONAL SKILLS

- South Carolina Certified Teacher's Mentor, 2011.
- South Carolina ADEPT/SAFE T obtained in 2010.

Sent in email

Dear Sir or Madam,

I am writing to apply for the position of Principal of the New Orleans Lycée Français for the 2013-2014 academic year.

I am currently completing a 5 year provisional overseas teaching assignment in a French Partial Immersion School in Lexington SC. This position was created under a provisional overseas assignment between l'Académie de Clermont- Ferrand (Puy de Dôme) and the Department of Education of the State of South Carolina. This program is coming to its conclusion and along with it, my American J1 work visa assigned to that exchange agreement. However my desire to continue promoting the French language in the US coupled with my experience as a principal in France has me very interested in the positions open at your school, particularly that of Principal.

I have 20 years experience teaching and serving as an Elementary School principal in the French National Education system. My work experience in France was both in rural and at risk semi-urban elementary school settings, including 13 years serving as a Kindergarten-5th grade Elementary Teacher and School Principal, 9 as head of Perrier Elementary which was ta pilot school for the modification of the traditional elementary school schedule.

My 5 years at Midway Elementary have provided a solid experience of American life, particularly that of the South, and the same high levels of professional rigor and institutional work ethic expected of the Lycée Français de La Nouvelle Orléans . Single and without children, I am open to change and have a proven record of adapting to new cultures and would make it a point of honor fulfill the Francophone and educational missions of theLycée Français de La Nouvelle Orléans and uphold the values of thereof.

Please find enclosed my resume in English with references and do not hesitate to contact me should you have any further questions. I look forward to your response and thank you in advance for considering my application for this distinguished position.

Sincerely,

Florence Dubessy

GISCARD ABDOU MFOKUE Salif, Ph.D

393 East 152nd Street

Bronx, NY 10455

(646) 363-7279

agiscard@yahoo.fr

Objective

Seeking a challenging position in your French Department that utilizes my unique experience and talents while offering opportunity to grow intellectually in exchange for sincerely dedication, consistent productivity and unbreakable integrity.

- Effective problem solver; thorough researcher
- Unbreakable integrity
- Smart and personable; interact easily with the public
- Highly motivated for career advancement: consistent productivity.
- Articulate writer and excellent oral communication skills
- Sincerely dedicated
- Firsthand knowledge of cultural differences; travel with in Africa, Europe and America

Professional Experiences in Educational Program Development and presentation

- Adjunct Assistant Professor of French at the City University of New York : LaGuardia Community College
- French Instructor, Bronx, NY: Provide didactic and instructional lessons in French to variety of students
- June 15, 2012: Participation in the ACTFL/ILF Workshop, Developing and assessing Students. Language Performance. 7 hours of Professional Development, LaGuardia Community College.
- Taught French as a second language to international visitors on different levels:
 - Beginning, intermediate and advanced students
- Mentored student teachers in the classroom, and conducted seminars focusing on academic research and linguistics skills enhancement
- Developed curriculum materials for the UNIVERSITY of DOUALA and PARIS 8th, FRANCE:
 - Taught French as a second language
 - Critical analysis of Jean Paul Sartre and Albert Camus novels and others
- Designed and led workshops at the University of Douala for:
Inner-city teachers, college of education students, fellow faculty and adults re-entering the job market
 - French Teacher in Bilingual high school, Yaounde, Cameroon
 - French Teacher in Plus-Value, Paris, France

EDUCATIONAL BACKGROUND

- 2006: Ph.D in French Language and literature (with honors), University Paris 8, France
- 1999: Masters in French Literature University of Yaounde 1, Cameroon
- 1997: Masters in Modern Letters, University of Yaounde 1, Cameroon
- 1997: Secondary and high school Teacher's Diploma, College of Teacher Education, Yaounde - Cameroon
- 1995: Bachelors' Degree in French, University of Yaounde 1, Cameroon

PUBLICATIONS

- 2010:** **Sartrean Existentialism and Negritude: The Black as the Other:**
Memory habilitation research, prepared under the scientific supervision of
Professor François Noudelmann, University Paris 8, France
- 2009:** **The notion of space and subject in the writings of Sartre and Camus:**
Published in Mutibé, Annals of the Faculty of Humanities and Social Sciences,
University of Douala, Cameroon
- 2007:** **The idea of justice in a few works of Albert Camus: "The Stranger, The
Righteous, and The Myth of Sisyphé"**
Published in Intel Present, Journal of the Faculty of Arts and Humanities at the
University of Dschang, Cameroon
- 2004:** **Hugo and the Death Penalty: reading the Last Day of a Condemned:**
Published in the Annals of the Faculty of Arts, Humanities and Social Sciences,
University of Yaounde I, Cameroon

Collaboration in Research Teams:

- Littéformes : Literature and forms of knowledge, University of Paris-Est, France
- Multiple Aesthetic, University Paris 8, France
- Sartre Task Force Research Team Sartre, ENS Rue D'Ulm, Paris, France
- Institut du Tout Monde, Maison de L'Amérique Latine, Paris, France

References furnished upon request

List of references

Francois Noudelmann, Professor;

Email : fnoudelmann@noos.fr

Tel : 033 6 75 22 97 64

Mabel Gonzalez – Quiroz, Ph.D;

Email: magonzalez@lagcc.cuny.edu

Tel : 718 482 6064

Bart O. Ernest MA, PSY, PLMHP;

Email : shalom1000@hotmail.com,

Tel : 646 234 8090

Moluh Alain, MA;

Email: alainmoluh@yahoo.fr

Tel: 301 213 9445

Bondol Jean Claude, Ph.D ;

Email: jcbondol@yahoo.fr

Tel : 214 859 0239

Giscard Abdou Mfokue Salif, Ph.D
393E 152 ND ST APT BSMT
BRONX, NY, 10455-2501
Mobile: 646 363 7279
Email: agiscard@yahoo.fr

March 19, 2013

Dear Mr/Mrs,

This letter is to express my interest in discussing the French's position posted on your web site. The opportunity presented in this listing is very appealing, and I believe that my experience and education will make me a competitive candidate for this position. I am currently an Adjunct Assistant Professor of French at the City University of New York, LaGuardia Community College.

Prior to completing my Ph.D in French Language and Literature at the University of Paris 8, France, in 2006, I was a full time French Professor at the University of Douala, Cameroon. While there, I taught both undergraduate and graduate students until 2003.

In 2003, I was awarded a research grant, and travelled to France where I conducted my doctoral research on "Sujet et Spatialité dans les oeuvres romanesques de Sartre et de Camus" (*Subject and Spatiality in Sartre and Camus Novels*). While in France, I held the position of Assistant Professor in French Language and Literature for first and second year's students at the University of Paris 8. These valuable experiences have afforded me the opportunity to:

- Develop lesson plans on a wide range of topics and varying levels of academic learning.
- Implement effective classroom management approaches.
- Tailored for the school setting, and student's developmental learning.
- Design an innovative method of teaching French that focuses on phonological and syntactical pedagogy.

These experiences and my publications have enriched my teaching skills in a school setting, as well as the implementation of appropriate pedagogical methods and materials. My background would enable me to make a difference in a multicultural and urbanized school like yours.

I enthusiastically look forward to putting my knowledge and extensive experience into practice in your school system.

Sincerely,

Giscard Abdou Mfokue Salif



03. I am a Gujarat State Champion 2008 in Lawn Tennis Women's single.

Dr Heena Rachh



Educationist

Trained and qualified Reiki Master and Crystal healer

Lawn Tennis player

Trainer for educators, resource speaker at Ahmedabad Management Association

Have a vast experience and expertise in the field of education, having been associated with schools and community programmes in various capacities over the past 24 years.

Professional Journey

Started out with a career in education in the year with a modest yet remarkable beginning with the Dalmias School in the coastal town of Veraval in Gujarat and learnt the craft of teaching and learning While working there as a teacher for five years.

Moved on to be the Academic Supervisor at Bharatiya Vidya Bhavan's School, Wardha (Maharashtra) from 1997 to 2004.

Promoted to the position of School Principal in the year 2004 at Bhavan's Nadiad (Gujarat)

Since 2010 till date associated as Principal with Zydus School for Excellence, a CSR initiative of the Indian pharma major Zydus Cadila, at Ahmedabad.

Reflecting over the last two decades of my active involvement with education and the community as a whole I look back upon the journey with a deep sense of satisfaction and pride. To begin with, I have always had to establish myself in difficult circumstances and each role that I took up,- whether as a kindergarten teacher to kids who did not know any language other than Telugu which was not

known to me or fighting with the fury of nature during the 2005 floods in Gujarat when Bhavan's School was almost submerged in water for three months,- was a big challenge in itself and the fact that I could come out victorious in these trying times, speaks volume of my innate strength, grit and determination and most of all my team spirit and qualities of leadership without which these success stories could not have been written.

Among the many accomplishments of the past I cite a few of them below:

Acquired affiliation to CBSE for Bhavan's School, Nadiad soon after taking up the mantle of Principal in 2004

- Took measures to increase the school strength from 650 to 1130 with staff of 70.
- As mentioned earlier, successfully dealt with severe floods that had the school campus under water for three months. Liaisoned with government authorities and sought relocation to another campus keeping in mind the interest of students. A bigger challenge was to retain the faith and goodwill of parents in the school which I could successfully do by regular interactions and PTA meetings with parents. To have been able to leave a mark as a school amidst the mushrooming international schools in the vicinity at this critical time was a big feat in itself.
- Under my leadership and my passion for excellence we as a team of educators in school have been producing outstanding laurels by our students at District, State, National as well as international level in curricular, co-curricular & extra-curricular activities.
- We groom students for academic excellence as well which is validated by the fact that at Zydus School for Excellence, we have been giving State toppers and City toppers for last three years consistently at ISC & ICSE examinations. The students passing out from the school are making their mark in some of the most coveted higher education universities and colleges in India and abroad alike.
- Won the International School Award, accredited to the British Council in 2010.

But to my belief, my biggest accomplishment has been to reach out to the community- the parents, students and management alike with the sheer sincerity of thoughts and ideas which are instrumental in the true holistic growth of a child. I believe every child is a star in its own right and schools play a vital role in shaping the future of our nation. Hence orientation and

counselling sessions with parents and students are major ingredients in my success story.

A person with a constant hunger for excellence, I am always looking out for innovative practices not only in class room teaching but in administration and leadership as well. I believe in empowering every individual of the school community be it a pupil or an educator to be able to learn something new each day. I take pride in saying that every calendar year that we plan at school is different and unique from any other. This not only keeps monotony away but also fills enthusiasm in the school atmosphere and students and educators look forward to each day in school.

We organized SLAMS [Science, Language, Arts, Math & So-science] fair at State- level.

We hosted National Level Teacher's Training Program.

We also have teacher and student quality circles in school to discuss and evolve better teaching learning methods.

We introduced the "no junk food" concept in campus and enforced healthy food habits among students by insisting on healthy food to be sent in lunch boxes from home. At Bhavan's Nadiad fixed menu concept also became a hit with parents.

- At the pre primary level we believe in teaching the kids through fun activities, thus theme based teaching is the core method. At my initiative the educators at the pre primary level at Zydus school are working upon developing our own curriculum and books. We aim to have this implemented by the next academic session.

Our regular features include Annual Concerts, Sports-Meet, Inter-house activities, inter-house presentations, assembly, medical checkups, outdoor learning experience in the form of field trips, nature camps, career guidance sessions by experts, workshops for students and educators, shram yagya and many more.

Personal dimension to my personality:

From 1998 I have been associated with Value Education project. We had launched a forum "Srajan Bharati" which had got recognised by Maharashtra Govt. Under the forum I trained around **800** teachers, conducted workshops for many schools took up the value-based projects like Indian Culture Quiz at State Level & National Level I am associated with **IIMBS** (Indian Institute of Mind, Body & Soul).

I also took up Personality development projects & imparted public speaking training not only to professionals but also house-wives.

I conduct seminars & workshops on Attitude- Engineering , Life- Skills , NLP (Neuro Linguistic Program) & Training programs for teachers, principals & corporate sectors. I am **Reiki Master** A crystal healer.

I am **state champion** of 2008 and 2009 in Women Singles Lawn Tennis.

In 2006 I was conferred upon with the **Best Educator Award** by District Medical Association.

I was awarded a very prestigious **UNO – 2007 International Award** for excellence in the field of education.

I am a recipient of **Rajiv Gandhi** (2011) award for excellence in Education.

I was a Guest on **TV9** for a Live -show as an academic expert and interacted with tv audience about examination related preparation and methods of beating stress during exams. This session can be viewed on youtube (<https://www.youtube.com/watch?v=yQKHm0-d8pY>)

I was sponsored by the **NASA** for a base camp at the USA.

I am a resource speaker and a trainer at AMA, Ahemadabad Management Education.

I am member on the board of AMA for Program development Committee.

I am Vice-president of ICSE schools, north- west region.

Have attended the ICSE Principals' conference at IIM Kolkata and at Hyderabad.

Have done the "Landmark Educational Programme- forum, advanced, SELP"

Have attended a 6-day residential programme at IIM A, B and C (Ahemadabad, Bengaluru and Kolkata) on " Strategic Leadership in schools.

Strengths:

My greatest strength is my faith in myself. I believe anything can be achieved through purity of thoughts and nobility of action and intention.

I have a flair for writing and the gift of the gab, an orator par excellence & a writer.

Being a sportsperson at heart, I value team spirit, positive fighting spirit, self discipline, and believe in the motto- "win like you are used to and lose like it is good for a change".

There are many other Innovations and achievements which I can share in person.

My Hobbies and Interests: Reading, Sports & Music

My Possession: Positive Attitude and My daughter

I am proud that despite being a single parent I could mould her into a well-balanced , value-based individual who is an asset to the society. I am a pragmatic dreamer and with a never-say-die spirit achieve whatever I perceive. The respect, regard & love my staff, students, Parents & the Management for me speak volumes of my work & worth.

Now that I am ready and prepared to innovate, experiment and explore even more, I would like to use my experience and wisdom to create a world class school and contribute to the cause of education with an equally innovative and a noble group.

Other details:

Name: Dr Heena Rachh

Date of Birth: 07-05-1968

Educational Qualification: M.A.[English] / M.Ed. / Ph.D. [Alt. Medicines]

Current Designation : Principal

Address : Zydus School for Excellence, Ahmedabad

Contact Detail:

E-Mail: rachh_heena@yahoo.co.in

Cell No: 09427084751

Website: www.zydusschool.org

Dr. Heena Rachh)
Principal



01. I m the recipient of UNO- 2007 award for excellence in education - 2007
02. I was awarded District award for Best Educator by Nadiad Medical Education - :



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JOSEPH DASCHBACH
5700 Garfield Street
New Orleans, Louisiana 70115
(504) 881-4046
joe.daschbach@gmail.com

EDUCATION

Teachers College, Columbia University, New York, New York

Ed.D Candidate, Leadership, Policy & Politics

- Coursework completed 2009; Dissertation in progress

University of New Orleans, New Orleans, Louisiana

Orleans Parish Teaching Fellow, 2002

- Practitioner Teacher Program, Secondary Mathematics

Trinity University, San Antonio, Texas

B.S. Engineering Science, 1995

- Senior thesis: Designed and built instrumentation for simulating and measuring wear in artificial joints in partnership with University of Texas Health Science Center.

PROFESSIONAL EXPERIENCE

Educational Consultant, New Orleans, Louisiana

Self-employed, January 2012 - present

- Perform general financial and operational functions of school management
- Manage school performance and compliance data for charter schools
- Assist in design and implementation of school and CMO level Compass tools
- Evaluate, interview and recommend action on grant applications for private funder

Lagniappe Academies of New Orleans, New Orleans, Louisiana

Chief Operations Officer, July 2009 – January 2012

- Managed staff, operations and finances of Type 5 public charter school
- Designed and managed internal professional development opportunities
- Designed and managed school technology plan
- Coordinated data and compliance with local and state education officials
- Directed community engagement efforts
- Designed and implemented long-term strategic plan
- Collaborated on fundraising and development

Lagniappe Project of New Orleans, New Orleans, Louisiana

Management Consultant, August 2008 – June 2009

- Assisted in start-up phase of Type 5 public charter school
 - Charter school application
 - Facilities acquisition
 - Organizational planning
 - Budget and financial management
 - Personnel and benefits planning

National Center for the Study of Privatization in Education, New York, New York

Research Associate, August 2006 – February 2009

- Researched educational policy issues in post-Katrina New Orleans
 - School choice and information provision
 - Charter school networks and system governance
- Co-authored grant proposals, research and writing
 - The Ford Foundation
 - The Smart Family Foundation

New Schools for New Orleans, New Orleans, Louisiana

Policy Consultant, June 2006 – August 2006

- Researched educational policy issues in post-Katrina New Orleans
- Collaborated on preparation of initial business plan for NSNO
- Evaluated and recommended educational quality services
 - Comprehensive school review models
 - Interim assessment models
- Co-authored grant applications to fund core services

Humanities Preparatory Academy, New York, New York

Faculty, September 2005 – January 2006

- Designed and taught inquiry-based Physics and Astronomy curriculum.
- Mentored daily student advisory group.
- Collaborated with faculty on school governance committee.

New Orleans Center for Science and Mathematics, New Orleans, Louisiana

Faculty, 2002 - 2005

- Taught Algebra I, Algebra II, Geometry, Physics, and Robotics.
- Served as team founder, faculty sponsor of the FIRST Robotics Competition Team.
- Mentored students in a competitive national engineering design competition.
- Functioned as School Data Manager, PowerSchool SIS.
- Created and managed student class schedules, grade reports, and data for student body and school district.

T.C. Spangler Consulting Civil Engineers, Hammond, Louisiana

Junior Design Engineer, 1996 - 2001

- Designed solutions for a variety of municipal projects including water distribution systems, municipal sewer systems, roads, bridges, and drainage collection.
- Prepared construction cost estimates, specification documents and construction details to precisely depict design solutions.
- Analyzed budgets, financial statements, and rate structures to manage funding of projects and to provide alternate methods of financing.
- Co-authored successful Community Development Block Grants for the construction of public works facilities.

RESEARCH PUBLICATIONS

Levin, H.M., Daschbach, J.L., and Perry, A (2010). "A Diverse Education Provider: New Orleans". *Between Public and Private: Politics, Governance, and the New Portfolio Models for Urban School Reform*. Ed. Bulkley, K.E., Henig, J.R. and Levin, H.M. Cambridge, MA: Harvard University Press. 165-191.

Daschbach, Joseph (2007) *Information Dissemination for New Orleans Schools* (New York: National Center for the Study of Privatization in Education, Teachers College, Columbia University).

Daschbach, Joseph and Levin, Henry M. (2007). *Background Issues for Design of a School Information System for New Orleans*. New York: National Center for the Study of Privatization in Education, Teachers College, Columbia University.

PARTICIPATION IN PROFESSIONAL MEETINGS

Diverse Provider/Portfolio Models Conference, December 2009

The Spencer Foundation, Chicago, Illinois

- Participant and contributing author

Taskforce for Comprehensive Educational Opportunity, November 2008 - Present

Campaign for Educational Equity, Teachers College, Columbia University

- Member and taskforce participant

American Educational Research Association Annual Meeting, March 2008

Post Katrina: Services for and Outcomes of Students and Schools

- Session Chair and Discussant

ADDITIONAL COURSEWORK

Institute for Educational Leadership, Washington, D.C.

Federal Policy Institute, January 2007

- Examined federal educational policy and met with policy makers from the legislative and executive branches of government, along with representatives from key professional, advocacy, think tank, and member organizations.

Columbia Law School, New York, New York

School Law Institute, Summer 2006

- In depth analysis of laws, policies and educational practice affecting public elementary and secondary education in the United States.

Expeditionary Learning Outward Bound, New York, New York

Curriculum Development Institute, Summer 2005

- Developed cross-curricular learning expeditions in collaboration with ELOB staff and participant educators.

Literacy and Writing Institute, Summer 2005

- Developed 'writing across the curriculum' instructional plans in collaboration with ELOB staff and participant educators.

Project Adventure, Beverly, Massachusetts

Introduction to Adventure Programming, Summer 2003

- Participated in and debriefed a wide variety of leadership development, community building, problem solving, and trust building activities in a group setting.

PROFESSIONAL SERVICE

Bringing Louisiana Science and Technology, New Orleans, Louisiana

Board Member, 2003 – Present

- Designed and implemented the creation of a non-profit organization focused on expanding opportunities for elementary and secondary students interested in science and technology in Louisiana.
- Recruited local university faculty and administration.
- Recruited Mayor's Office of Technology.

Chairperson, Senior Robotics, 2003 – 2005

- Recruited professional engineering mentors from community.
- Recruited and trained high school teachers as team leaders.
- Designed career fair for student participants.

New Orleans Charter Science & Math High School, New Orleans, Louisiana

School Governance/Futures Committee, August 2005-December 2005

- Assisted in development plan for conversion of New Orleans Center for Science & Mathematics to Type 3 Louisiana Charter School.
- Advised school leadership team on curriculum and instruction program.

New Orleans Robotics, New Orleans, Louisiana

Project Founder, Program Coordinator, May 2004-July 2005

- Appointed by OPSB Superintendent Amato to recruit and train teachers for participation in FIRST (For Inspiration and Recognition of Science and Technology) Robotics Competition.
- Designed and coordinated student and teacher workshops in coordination with Tulane University, University of New Orleans, and Xavier University and Mayor's Office.
- Co-authored project grants for District-wide program funding – \$6,000 FIRST Robotics; \$2,500 Best Buy Teach Award; \$40,000 NASA Space Grant.

RoboEducators, National Robotics Engineering Consortium, Pittsburgh, Pennsylvania

Curriculum Developer, August 2004

- Participated in NSF funded grant to create an engineering design curriculum integrated into a high school science and math course.

CERTIFICATION

Secondary Mathematics, Physics, Chemistry, and General Science Level I (Louisiana)

HONORS

Dell Technology Award for Teaching Excellence, June 2004

- Honored at National Educational Computing Conference in recognition of New Orleans Robotics program.

COMPUTER SKILLS

LEADS; SPSS Statistical Analysis Software; Microsoft Office; Desktop Publishing; HTML; SAGE; QuickBooks

JOSEPH DASCHBACH
5700 Garfield Street
New Orleans, Louisiana 70115
(504) 881-4046
joe.daschbach@gmail.com

March 13, 2013

Lycée Français de la Nouvelle-Orléans
5951 Patton Street
New Orleans LA 70115
VIA EMAIL: lfno.jobs@gmail.com

Principal/CEO Selection Committee:

Please accept this letter and the attached curriculum vitae as my application for the position of Principal/Chief Executive Officer of Lycée Français de la Nouvelle-Orléans. Having worked in urban public education as a teacher and leader, I offer a unique set of skills and experience to Lycée Français. The school needs a dynamic leader with strong management and communication skills, expertise in school finance and operations, a deep understanding of effective instructional practice, and inexhaustible energy. I bring precisely the combination of experience and enthusiasm needed to succeed in this role.

First, I am a seasoned school leader and teacher. As the founding Chief Operations Officer of Lagniappe Academies of New Orleans, a K-8 charter school, I was responsible for the creation and oversight of the school's operational systems, including financial management, fundraising, human resources, school facilities, and school support services. I helped to design the school's organizational structure and to grow the school from conception to a staff of over 20 full-time and part-time employees. As a teacher in non-selective public high schools in both New Orleans and New York City, I assumed mid-level leadership responsibilities in addition to my role as a mathematics and science instructor. I bring extensive experience in elementary, middle, and high school settings and am a proven problem solver in the school start-up environment. Strong leadership skills and an acute understanding of the daily challenges that educators face are critical to being a successful school leader.

Second, I am experienced in educational research, evaluation, and policy. I have worked with leading educators and researchers to author working papers, book chapters, and successful research grant applications. I possess an extensive base of knowledge in school finance, school law, school politics, and policy analysis, as well as a strong foundation in qualitative and quantitative research skills and data analysis. I understand the importance of using research and data to solve real world problems for students, teachers and schools and I will use that expertise to help guide decision-making at Lycée Français.

Third, and finally, I understand the politics of urban school reform, both nationally and in New Orleans. I recognize the importance of developing strong connections with stakeholders at all levels. I appreciate the significance of working with local parents and families to support and strengthen students' academic and personal success. I maintain relationships with a diverse group of community organizers, education leaders and policymakers, non-profit partners, and national education foundations. These relationships ensure that my understanding of the salient issues in education remains up-to-date, and they will help me contribute positively to the mission and vision of Lycée Français as it continues to grow.

My skills and experience as an educator and leader will help guide the continued growth and success of Lycée Français de la Nouvelle-Orléans. Thank you for your consideration. I look forward to speaking with you soon.

Sincerely,

A handwritten signature in black ink, appearing to read 'Joe Daschbach', with a long horizontal flourish extending to the right.

Joe Daschbach

I.D.

Last name : Bonardi

First name : Laurent

Address : 885 Avenue of the Americas, Apt. 40 A, New York, NY, 10001

Cell : 914-703-2497

E-mail : lbonardi@lyceumkennedy.org

INITIAL EDUCATION (University of Provence, France)

2006	Doctorate in Romance Studies
2002	Master's degree in Romance Studies
2000	B.A. in Spanish and Latin American Studies

CONTINUING EDUCATION

- * French as a Foreign Language, University of Tours, France (1 year, distance education).
- * Educational Innovation (1 semester), Harvard University
- * International Baccalaureate (IBDP) workshops, category I, Memphis, TN.

EMPLOYMENT HISTORY

*2011- : Headmaster, Lyceum Kennedy – French American School, New York (K-12, accredited by the French Ministry of Education and the New York Department of Education). For Profit school / Parents profile: Diplomats, Business, Artists...

- Supervision of teaching and non-teaching staff
- Budget preparation
- In charge of the relationships with the French Embassy, French Ministry of Education, French Ministry of Foreign Affairs, AEFÉ and the NYS Department of Education
- Ambassador role
- Implementation of a new strategic plan
- Implementation of a new communication strategy (internal and external)
- Implementation of the International Baccalaureate (IB.DP)
- Implementation of the Alumni network
- 25% enrollment / increase in Secondary School (between AY2011-2012 and AY2012-2013)
- Implementation of a new guidance counseling strategy

-Partnership with the United Nations and the European Union Delegation to the United Nations

-Member of the Board of Directors “Comité de Pilotage de la mutualisation” (AEFE) and Society of French Schools in North America.

*2009-2011: Secondary School Principal, French International School, Washington D.C.(Accredited by the French Ministry of Education)

- director of Middle School (300 students) and High School (250 students)
- supervision of teaching and non-teaching staff (IT, guidance counselors, heads...)
- staff evaluation
- supervision of the pedagogical projects
- implementation of the *Prépa Sciences Po* (Political Sciences School prep)
- member of the academic committee of the Board
- implementation of a new PSAT and SAT prep
- supervision of the communication with families and students
- follow-up of A.P.P. and A.P.O. (AEFE)
- co-supervision of the strategic plan task force
- co-management of the French Exams Center in the USA
- management of French and American exams
- implementation of *Alumni* strategy
- member of the fundraising and development committee

*2008-2009 : Spanish teacher, French International School, Washington D.C.

*2007-2008 : Associate professor, University of Avignon (France), Department of Spanish and Latin American studies.

*2006-2007 : Associate professor, University of French polynesia, Department of Spanish and Latin American studies.

*2003-2006 : Associate professor, University of Provence, Department of Spanish and Latin American studies.

* 2002-2003: Instructor, University of Provence, Department of Spanish and Latin American studies.

REFERENCES (email addresses available upon request)

-Mr. Eric Veteau, Headmaster, Lycée Rochambeau-French International School, Washington DC.

-Mr. Ioannis Vrailas, Deputy Chief of Mission, European Delegation to the United Nations, New York.

- Mrs. Nicole Agenor, Assistant to the Director of Secondary School, Lycée Rochambeau-French International School, Washington DC.
- Mrs. Isabelle Walsh, Director of Admissions, Lyceum Kennedy, New York.

PROFESSIONAL ASSOCIATIONS

- Official member of the Harvard Principals' Center
- Research associate, University of Buenos Aires
- Member of the A.E.C.I. (Spain, International studies association)

FELLOWSHIPS

- 2003 : fellowship of the Spanish AECI Agency for foreign researchers.

LANGUAGES

- Trilingual : French (mother tongue), English, Spanish

Selection of papers presented at Professional Meetings

- « Las relaciones Perón / Franco (1946-1955) », Universidad de Buenos Aires, Seminar of Contemporary History, December 4th, 2001.
- « Les intellectuels argentins face au franquisme (1946-1950), Seminar 'France, Espagne, Amérique Latine', Aix en Provence (MMSH), March 22nd, 2002.
- « La 'cadena oficial' peronista ante el franquismo », Universidad de Buenos Aires, 'Seminars and lectures program', January 16th, 2003.
- « Los intelectuales españoles exiliados en la Argentina ante las relaciones Perón / Franco », X rencontres des latino-américanistes espagnols, symposium AT5, Salamanca, May 13th and 14th, 2004.
- «La política alimentaria en la Argentina », European Congress of Latin American Studies, Bratislava, July 2004.
- « Hispanité versus Latinité dans l'Argentine péroniste », journée d'études UMR TELEMME, Aix en Provence (MMSH), April 29th, 2005.
- « La prensa durante el peronismo », international seminar of the SLAS, Derby, April 8th to 11th, 2005.
- « El Consejo Asesor Indígena de Río Negro », Colloque international sur la Patagonie, Manchester, September 2 to 5th, 2005.
- « L'immigration en Espagne », lecture, Aix-en-Provence, March 2005.
- « Franquisme et antifranquisme au Congrès argentin », Seminar, Université de la Sorbonne / Assemblée nationale, Paris, 2007.

-« L'Hispanité dans l'Argentine péroniste », University of Amiens, 2008.

-« Eva Peron et les relations hispano-argentines », colloque *Femmes et stratégies transnationales*, Université de Cergy-Pontoise, September 2008.

PUBLICATIONS

Books

La communauté espagnole d'Argentine face au régime franquiste (1946-1955), Paris, 2008, éditions du Manuscrit, 175 p.

-*Franquisme et antifranquisme dans l'Argentine péroniste*, Lille, A.N.R.T., 2009, 620 p. (ISBN : 978-2-72957486-4)

Articles

-« El nacionalismo panameño en los años 90 », *Revista de historia panameña*, Panama, 2003, pp. 37-51.

-« L'Argentine péroniste dans la presse espagnole », *El Argonauta español* (revue bilingue d'histoire en ligne), June 2004.

-« Les intellectuels espagnols exilés dans l'Argentine péroniste », *Revista de Historia Actual* (revue trilingue d'histoire en ligne), Cadix, September 2004.

-« Culture et propagande franquiste dans l'Argentine péroniste », *Amnis* (revue d'histoire en ligne et en version papier), Université de Brest, January 2005, pp. 39-51.

-« El Telégrafo mercantil de Buenos Aires (1801-1802) », *El Argonauta Español*, February 2005.

-« El Centro Gallego de Buenos Aires durante la década peronista. Un ejemplo de la lucha entre franquismo y antifranquismo en Argentina », *Iberoamericana* (revue d'histoire en version papier), Berlin, March 2006, pp. 182-191.

-« Les relations économiques entre l'Espagne franquiste et l'Argentine péroniste », *Historie(s) de l'Amérique latine* (revue d'histoire en ligne), vol. 2, art. 1, Paris, 2007, pp. 2-13.

-« La presse de la communauté espagnole dans l'Argentine péroniste », *Revista de Historia Actual*, Cadix, June 2007, pp. 163-167.

-« La communauté basque d'Argentine : la lutte antifranquiste depuis l'exil sous l'ère péroniste (1946-1955) », *Euskonews*, n° 406 à 408, San Sebastian, 2007.

-« L'énergie éolienne en Argentine », *Visages d'Amérique latine* (revue en ligne et en version papier), n°5, Paris, Institut d'Etudes Politiques, 2007, pp. 83-87.

-« Perón et la communauté juive d'Argentine », *Revue des Etudes Juives*, Paris, 2008.

-« Le parti radical argentin : une résistance antifranquiste dans l'Argentine péroniste », *Pandora*, n° 8, Paris, 2009, pp. 157-170.

-« La Guerre Civile espagnole dans la presse argentine », *Revista de Historia actual* (version revue papier), Cadix, n° 7, 2010, pp. 105-112.

-« L'Armée argentine face aux relations hispano-argentes », *Revue historique des Armées*, Ministère de la Défense, Paris, 2010, n° 259.

* *Critical reviews*

-Compte-rendu de l'ouvrage de David RECONDO, *La démocratie mexicaine en terres indiennes* pour *La revue internationale et stratégique*, Paris, n° 75, 2009, pp. 155-156.

-Compte-rendu de l'ouvrage d'Yvon LE BOT, *La grande révolte indienne* pour *La revue internationale et stratégique*, Paris, n° 76, 2009, pp. 217-218.

-Compte-rendu de l'ouvrage de Michela MARZANO, *Le fascisme : un encombrant retour ?* pour *La revue internationale et stratégique*, Paris, n° 77, 2010, pp. 207-208.

-Compte-rendu de l'ouvrage de Patrick SAVIDAN, *Le multiculturalisme* pour *La revue internationale et stratégique*, Paris, n° 77, 2010, pp. 221-222.

-Compte-rendu de l'ouvrage de Gilbert ACHCAR, *Les Arabes et la Shoah* pour *La revue internationale et stratégique*, Paris, n° 78, 2010, pp. 163-164.

-Compte-rendu de l'ouvrage de Jean-François SOULET, *L'Histoire immédiate : historiographie, sources et méthodes* pour *La revue internationale et stratégique*, Paris, n° 79, 2010 pp. 169-170.

-Compte-rendu de l'ouvrage de Vijay PRASHAD, *Les nations obscures* pour *La revue internationale et stratégique*, Paris, n° 79, 2010, pp. 168-169.

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-Compte-rendu de l'ouvrage de Francis Hallé, *La condition tropicale* pour *La revue internationale et stratégique*, Paris, 2011, n° 83, pp. 202-203.

New York, February, 18th

I have the honor to apply for the Principal/CEO position. After several years as an Associate Professor (Latin American Studies), I became a Secondary School Principal in a famous French international school in Washington D.C (Lycée français de Washington). I was then hired as a headmaster of Lyceum Kennedy French American School in New York (K-12). These schools welcome students from more than 32 different countries. I was able to demonstrate my skills, particularly in the areas of leadership, curriculum (French, IB and US curricula), management, communication with staff, families and French institutions (French Embassy, Ministry of Education, Ministry of Foreign Affairs, AEFÉ).

I am a former student of French schools abroad and I remain very committed to the core values of these institutions, in particular the open mindedness and the academic excellence.

Thanking you in advance for your attention,

Sincerely,

Dr. Laurent Bonardi

RESUME

Lawrence Gregory DeHarde

dehardcap@yahoo.com 985-360-7372 6113 Clearwater Dr. Slidell, LA 70460 985-259-2076

EXPERIENCE

2009-Present

Physical Education Teacher at Abramson in New Orleans

1. Acting Principal when principal has to leave school
2. Designed lesson plans and taught classes in Physical Education in accordance with state standards, including students with special need.
3. Taught classes in "LifeSkills" a health and wellness program for Middle School Students.
4. Designed lesson plans and taught classes in Power Point, Excel, Publisher and Word.
5. Integrated technology into curriculum by introducing several cross curricular project with the new teachers.
6. Coached after school sports including Flag Football

2007-

Principal Lynn Oaks Private School

1. Headed School Board
2. Design and conducted professional development training for school personal
3. Created School Handbook, and Teacher's Handbook
4. Pursued and received a Free School Bus for school use.
5. Devised and implemented new policies form carpool to homework,
6. Increased amount of student time w/technology integration.
7. Oversee compliance to federal, state, local and contractual requirements
8. Developed curriculum to meet state and national standards
9. Modified curriculum to meet the needs of disadvantage students
10. Hired June 1, 2007 without a staff, and started school August 2, 2007 with a full staff and a 30 percent increase in enrollment.
11. Added eight new programs within six months.

2006-07

Assistant Principal of Riverside Academy, Reserve, LA

1. Managed computer for school issue
 - a. Managed all teacher, student and parent computer concerns
 - b. Initiation of Standard Base Curriculum training with teachers
2. School Board Member
3. Ensure effective implementation of student support systems

2005Jan- (Katrina) **Executive Director of Middle School Curriculum Development for St. Bernard Parish Catholic Schools**

1. Designed a process for the assessment of current Middle School environment/achievement at each school.
2. Evaluated teachers and design professional development to meet their needs
3. Developed district wide curriculum base on state and national standards.
4. Developed and implemented a school wide plan for each school to put into practice a "school with in a school" for middle school students.
 - a. With the emphasis on curriculum improvement to meet the needs of all students.
5. Reviewed and recommended improvements schools policies, teaching techniques, and in-service for the schools. Updated directives for teaching methods, report cards, dress code, and discipline
6. Conducted classroom visitation and made the final decision concerning continued employment for teachers.
7. Expanded extra curricula activities to meet the needs of Middle School Students and supplied training to support each activity.

8. Responsible for handling all Media events, TV and newspaper interviews for program.

April 2005 **National Middle School Association Presenter** (in Baton Rouge)
The topic was improving parent, teacher, and student communication.

2002 - 2005 **Louisiana Technology Council Board of Directors**

2002 - 2004 **Parish Council Board Member St. Catherine of Siena**
Worked on School and Parish Budget

1988 - 2004 **Vice Principal, St. Catherine of Siena School, Metairie, LA**
Standardize achievement test for grades 3-7 average over the 80th percentile during my tenure.

ADMINISTRATIVE WORK, St. Catherine of Siena School

1. Develops and implements a program of student discipline which focuses on a safe and respectful school climate
2. Responsible for the administration of the school budget to achieve school wide objectives
3. Develop and manage the athletic and school budgets
4. Designed and started school within a school program for middle school students
5. Developed and planned professional development classes.
6. Developed Safety/Security programs "Lock Down" for all
7. Managed various school administrative functions (e.g. student disciplinary policy, school schedule, assigned personnel, etc.) for the purpose of enforcing school, district and state policy and maintaining safety and efficiency of school operations
8. Implement School Organizational Structure including culture, staffing, scheduling, and Student Management Plan
9. Supervise and evaluate staff to ensure quality instruction and student
10. Started Pre-K program and increased enrollment to over 100 students.
11. Started full day Kindergarten program and increased enrollment to over 120 students.
12. Wrote job description for several positions
13. Develops and implements an administrative organization with clear lines of responsibility
14. Facilitated communication between personnel, students and/or parents for the purpose of evaluating situations, solving problems and/or resolving conflicts
15. Conducted classroom visitation, and supervision.
16. Evaluated the teachers, textbooks, and curriculum.
17. Taught Computer and Physical Education classes.
18. Coached team sports
19. Conducted all safety evaluation and state fire reports.
20. Received SACS accreditation during my tenure.
21. Developed and implemented a school-wide network computer program that managed student record, grading and report card
22. Maintains effective community relationships with parents and other interested parties in order to both receive and share information regarding issues which effect the education of students
23. Developed a risk management plan and school safety policies that reduced injuries to students
24. Met with the principal, counselor, teachers and parents for School Building Level committees to improve curriculum.
25. Met with principal for hiring of teachers and for signing of contracts.
26. Developed paid teacher training in technology for Title V.
27. Set up and attended conferences with the teachers and parents.
28. Determined final evaluations of book orders
29. Developed paid Professional Development Classes through Title II to continue

SBE at the school level.

30. Evaluated and Trained new teachers
31. Developed forms and modified computer software to simplify reporting.
32. Increased the amount of Required Services money collected
33. Set up parent orientation with the teachers and the parents.
34. Filed all E-Rate forms and documentation.
35. Served as Middle School Advisor Advisee group facilitator.

- 1988 – 2004 **Director of Administrative, Student, And Teacher Computer Program**
Developed a comprehensive database to reduce workload of the office staff by 60% and trained administrative staff and teachers on the use of the software and hardware.
- 1998-2005 **Developed Facilities Security Program for St. Catherine Parish**
Development and implementation of a security plan for 10 buildings, 6 acres of open ground, for 1200 students, and over 100 personnel.
- 1995- 2005 **Network Administrator**
Maintained over 300 computers as well as the schools network and internet, and installation all new hardware and software.
- 1995 – 2004 **Facility Managers**
Directed all maintenance at the school plant improved basic school hygiene. Worked with contractor, Archdiocese, and local school committees to insure completion of work, reduced the use of outside contractor by 30 %.
- 1995 **Archdiocese of New Orleans Computer Instructor**
Developed curriculum held Professional Development classes for the Archdiocese of New Orleans office staff in Spreadsheet, Data Base Management, and Word Processing.
- 1990 -2004 **Capital Campaign and all Fundraisers**
Developed a comprehensive database that manages a three-year, three million dollars campaign, as well as worked with all fund raising groups.
- 1984 – 1988 **Athletic Director**
St. Catherine of Siena School
Design school's Curriculum for their P. E. program for all K – 8 grade classes, which consisted of 1250 students and coached all sports.
- Certifications**
Certified Principal for State of Louisiana
Louisiana “A” Life Time Certification 470796 Grades K-12, Physical Education, Computer Literacy, Health, and Safety Principal and Elementary Principal
Qualified Principal of Southern Association of Colleges and Schools (SACS)
Trained in Curriculum Development
Experience implementing Standard Education
Scored in the 91st percentile on National Teacher Exam
Security/ Safety training by Secret Service, FBI, and the States Attorney Generals
- Academic Honors**
M.ED GPA: 3.92
Computer Certification 4.00
Undergraduate GPA: 3.0
- 1991-2005 **DeHardCap Medical, LLC. Managing Partner DeHardCap Medical**
Invented, patented, designed, built, and marketed a syringe to prevent accidental Needle Sticks.
10,000 hours of design work on every part of the device.

Holder of three United States Utility Patents.
Developed budget and controlled all expenditures.
Project managed the development of the safety syringe device.
Designed the device to meet a demanding market.
Showed device at the National APIC Convention.
Designed marketing material.
Evaluated and hired all OEM companies.
Out-sourced several parts through OEM.
Conducted presentations to focus groups and hospital administrators to ensure the efficacy of the device.
Worked with injection molders to economize the device for mass production.
Worked with automated assemblers to insure simple and high-speed assembly.
Researched and Developed a Business Plan for the "DeHardCap Safety Syringe."
Met with the University of Virginia personnel to improve design.
Marketed at industry trade show.
Received NASA Innovative Design Award.
Received American Capital Award.

EDUCATION

Graduate School

Master in Education Administration and Supervision

Our Lady of Holy Cross College
New Orleans, LA

Computer Literacy Certification

University of New Orleans
New Orleans, LA

Undergraduate

Bachelors of Science Physical Education Health and Safety

University of New Orleans
New Orleans, LA

REFERENCES

Upon Request

To Whom it May Concern:

My name is Lawrence DeHarde. I am interested in CEO/Principal position. I have 27 years of experience as a teacher and administrator. I was both a Catholic School and a Private School administrator for over 17 years. I am a person who can come in and get things moving. I also ran my own medical company in my spare time where I design and patented a medical device.

I am an administrator of action my first year I updated my schools security program and put in place a review team to evaluate the curriculum. Within a year the school had one point of entry for the school. I started standard base curriculum and held professional development classes for the teachers. I paid both the teachers and presenters with funds from the federal Title II program. My plan went so well the entire Archdiocese of New Orleans followed my lead and did the same thing next year for the other 98 schools in the Archdiocese. I was soon promoted to executive director of 5 catholic schools.

I patented, designed, and produced, three medical safety devices, provided me with a great opportunity to work with people all over the world. I worked with doctor, engineers, nurse, designers and investment capital individual. These experiences have provided me with an outstanding back ground that will be a great assets to anything I do in the future

I feel all my experience will be a great asset to your school.

Sincerely,

Lawrence DeHarde, M.Ed
985-259-2076 cell



Madhup Mishra

387/284 A B.H.S Labour Chauraha,
Allahpur, Allahabad, U.P. India. 211006

E-mail: tmadhup@rediffmail.com

Mobile+919305838641,+918127100404

Objective

To grow with the organization through knowledge and experience.

Work Experience

Summary:

Total Experience: 09 years

Administrative: 09 years

Training: 01 year

Major Strengths

- Working knowledge of Computer Hardware and Software.
- Knowledge of Quality Management Systems (Establishment and Implementation).
- Effective Leadership.

Educational Qualification

<i>Qualification</i>	<i>Institute/University</i>	<i>Year</i>	<i>Subjects</i>
MBA	EIILM University, Sikkim	2011	Human Resource
M.Com	Kanpur University	2005	Commerce
B.Com	University of Allahabad	2003	Insurance and Public Administration as Optional
Intermediate	Boy's High School & College, Allahabad (ISCE Board)	2000	Commerce stream
High School	Boy's High School & College, Allahabad (ICSE Board)	1998	Science, Social Science, English, Hindi, Commerce

Professional Qualification

- Post Graduate Diploma in Computer Application from IICM, Allahabad, 2002

Computer Knowledge

<u>Packages</u>	—	MS Office,
<u>Data Base</u>	—	MS Access
<u>Operating Systems</u>	—	Windows 98 Second Edition, Windows 2000, Windows XP ,7, Windows N.T. Professional

Professional Experience in Detail

Administrative

1. Vishnu Bhagwan Public School, Jhalwa, Allahabad, as Chief Administrative Officer from 3rd April, 2003 to 30th March, 2004

Nature of Work

- Keeping Liaison with the parents of the existing students.
 - Frame and execute strategies for growing popularity of the College.
 - Statistical Analysis of trends (Students pass/fail, Students Attitude/Attribute, Comparison with other Colleges)
2. Head of Vishnu Bhagwan Public School, Jhalwa, Allahabad, since 2nd April 2004 till the current date.

Nature of Work

- Teaching Economics & Business Studies to class 11th & 12th & English to Classes 8th, 9th & 10th.
- Maintaining Administration.
- Employee Selection, Appointment & Training.
- Maintaining Employee Welfare including Insurance, Cafeteria & etc.
- Keeping Liaison with the parents of the existing students.
- Frame and execute strategies for growing popularity.
- Statistical Analysis of trends (Students pass/fail, Students Attitude/Attribute, Comparison with other Colleges).

Training

1. Qualite Professionals, Ghaziabad as Educational Trainer from 1st January, 2007 till date (on contract basis).

Nature of Work

Planning and Delivering Educational Training Programme of the firm (at school level).

Laurels Achieved

- Best Marksmanship Gold Medal, NCC
- B' Certificate in NCC.
- A' Certificate in NCC.
- Duke of Edinburgh Silver Medal, NCC.

Extra-Curricular Activities

- **Attended the Seminar on Education system of Different Continent, & described the American Education System in September 2012 organized by IIT Delhi & Eduexcellence.**
- **Delegated the 3rd international Conference at New York USA, State University Of New York (SUNY) in June 2012**
- **Delegated the conference at University of Hull, Hull UK East Yorkshire, by Aspire Trust in June 2011**
- **Attended the 2nd International conference At N. Delhi, organized by IIT Delhi in 2010**
- **In the delegate members of conference at Liverpool in UK organized by Aspire Trust June 2010.**
- **Attended the 1st International conference at N.Delhi, organized by IIT Delhi in Oct 2009**
- **Attended "Principal's Conference & Training Workshop" at Army School, on CCE, Allahabad conducted by CBSE, New Delhi (8th September, 2009)**

- Attended “Principal’s Conference” at St. Mary’s Convent, Ghoorpur, Allahabad conducted by CBSE, New Delhi (8th September, 2008)
- Attended Workshop on “Bamboo as a Resource for Environmental & Socio-Economic Sustainability” conducted by UTTHAN, Allahabad and INBAR, Japan; Co-sponsored by IDRC-CRDI and NABARD (19th September, 2007).
- Attended “Principal’s Conference” at Tagore Public School, Allahabad conducted by CBSE, New Delhi (8th September, 2007).
- Attended International Conference on “Jatropha – Bio-Diesel Plant (Cultivation & Oil Extraction)” organized by UTTHAN, Allahabad (August, 2007).
- Attended “ISO Awareness Training Programme” conducted by Qualite Professionals, Ghaziabad in 21st December, 2006
- Attended Workshop on “Bamboo Plantation and Products” conducted by UTTHAN and INBAR, Japan at Allahabad (year 2003).
- Attended Eight National Camps of NCC

References

Dr. D.N. Tiwari

(Vice. Chairman Planning Board, Chattisgarh)
Ex. Member Planning Commission Govt.of
India
Ph 0532 - 2552134

Dr. Kaushal Tiwari

Secretary UTTHAN-Centre For Sustainable
Development & Poverty Alleviation. “A
National N.G.O. and A Mother N.G.O.
Mob: 09335154677

Date:

Madhup Mishra

Place:

Personal Details

1. **Name** : **MADHUP MISHRA**
2. Date of Birth : 26th May, 1980
3. Father's Name : Late. Madan Gopal Mishra
4. Mother's Name : Late Madhuri Mishra
5. Marital Status : Married
6. Permanent Address : 387/284 A B.H.S Labour Chauraha,
Allahpur, Allahabad
7. Languages Known : English, Hindi
8. Nationality : Indian
9. Passport Number : G3419062
Lucknow (U.P).

Madhup Mishra

MICHAEL J. RICHARD

2215 Octavia Street • New Orleans, Louisiana 70115 • (504) 289-3156 • michaeljrichard0000@gmail.com

- EDUCATION**
- New Schools for New Orleans – School Incubation Fellowship** *New Orleans, Louisiana*
Summer 2008 to Summer 2009
- Invited to one-year fellowship to study practices of high-performing charter school operations and leadership
 - Successfully completed program culminating in the opening of Pride College Prep
- Summer 2003 to Summer 2005 **National Louis University** *Chicago, Illinois*
- Awarded Illinois teaching certificate for elementary education kindergarten through ninth grade
 - Earned Masters of Education with specialization in curriculum and instruction
- Fall 2000 to Spring 2002 **San Jose State University** *San Jose, California*
- Investigated ancient philosophy and classics as part of graduate program in philosophy
 - Awarded the Pinto Prize recognizing excellence in philosophy and commitment to social justice
- Fall 1993 to Spring 1997 **Northwestern University** *Evanston, Illinois and Paris, France*
- Earned Bachelor of Arts with departmental honors in philosophy - June, 1997
 - Studied with Sweet Briar College Junior Year in Paris program consisting of courses at the Institute of Political Studies, The Catholic Institute, and the Sorbonne
- Fall 1992 to Summer 1993 **Lycée Privé Jeanne d’Arc** *Millau, France*
- Selected for Rotary International Youth Exchange program by Rotary Club of Renton, Washington
 - Earned Baccalauréate Série B in economics and social sciences

PROFESSIONAL

- EXPERIENCE**
- Pride College Preparatory Academy** *New Orleans, Louisiana*
Fall 2009 to Present *Founding School Director*
- Moved school from concept into operation over one year incubation period which included successful charter school application approved by BESE in December 2008. Pride is currently a K-5th grade school serving 330 scholars.
 - Oversaw transformation project to take over the lower four grades of a direct-run Recovery School District school. This resulted in a 23-point gain in overall achievement index score in 2011 and another 9 points of cohort growth in 2012.
 - Grew school from \$1.6M to \$3.4M budget, maintaining A+ financial performance rating with the state
 - Built and currently lead school team of 40. In November, this team reported an average of 3.3/4 in Q12 engagement survey results
 - Collaborated with instructional leadership to launch rigorous coaching program in partnership with the NOLA Teacher Incentive Fund grant. Implementation and leadership resulted in average 3.3/4 on Compass Leader rubric
 - Successfully transitioned school from modular trailers into new construction, welcoming 100+ new families and building relationships with local community
- Fall 2006 to Summer 2008 **American School of Guatemala** *Guatemala City, Guatemala*
Fourth Grade Exchange Teacher
- Led students to an average of 2.5 grade levels growth in reading (as measured by 28 point average gain in DRA scores)
 - Collaborated as part of four person fourth-grade teaching team, writing units and assessments derived from Wiggins and McTigue model for backwards design
- Fall 2003 to Summer 2006 **Chicago Public Schools – Henderson Elementary** *Chicago, Illinois*
Teach for America Corps Member - Fourth Grade Teacher
- Conducted a balanced literacy program using Fountas and Pinnell model for guiding readers and writers, directing students to achieve our classroom goals of 100 hours of in-class reading
 - Created and led “Homework, Hip-Hop, and Hoops,” a voluntary after-school tutoring program
 - Initiated and chaired the Professional Personnel Leadership Committee
 - Secured grants from Chicago Foundation for Education and Rochelle Lee Fund to launch multi-grade literacy programs
- Fall 2002 to Summer 2003 **21st Century Urban Schools – Alain Locke Charter Academy** *Chicago, Illinois*
Kindergarten Teacher
- Lead instruction and activities for full day self-contained kindergarten class
 - Planned and executed lessons based on Metro Early Reading Program and Everyday Mathematics
- Spring and Fall 2001 **San Jose State University** *San Jose, California*
Teaching Associate - Department of Philosophy
- Developed curriculum and guided class discussion for Philosophy 57 – Logic and Critical Thinking

Dear executive search committee,

I am writing to formally apply to the School Leader/CEO position at Lycee Francais de la Nouvelle-Orleans. I have watched with great interest as your school has developed with the promise to offer young scholars such a high quality education. More importantly, your board has determined to do this within the structures that serve children in Louisiana's public school system. This ambitious plan is no small challenge, but one I cannot help be interested in.

The Executive Director at Lycee must have strong strategic and financial planning skills, a firm grasp of both French and American Common Core curriculum standards, investment in the New Orleans community, and enthusiasm to work within the current charter school landscape. After a review of my education and experience, you'll find I present these qualities and more.

I came to New Orleans in the summer of 2008 to participate in the New Schools for New Orleans school incubation fellowship. At that time, the Recovery School District still directly ran 33 schools. There was an enormous need for charter leaders to transform direct-run schools. In December of '08, BESE approved the charter I wrote for Pride College Preparatory Academy. At Pride, we equip each of our scholars with the habits and skills to excel in college and life. The charter outlined the gradual transformation of F.W. Gregory Elementary School, a pre-kindergarten through 8th grade RSD direct-run school that had a School Performance Score of 38. In the fall of 2009, we opened with a staff of thirteen serving 120 scholars in grades pre-k through second. In the spring of 2011, our first year of testing, we more than doubled the iLEAP passage rate and added 26 points to the school's SPS. After our second year of testing, though our composite SPS declined, our grade-level cohorts in both third and fourth grade continued to show significant growth. Now in our fourth year of operation, Pride is serving 330 scholars in grades kindergarten through fifth. We have grown the school to a \$3.4 million budget, maintaining an A+ financial rating with the state. We have grown the staff to a team of 40 that is mission-driven, supported and well coached. At the beginning of this year, we transitioned our school community into a newly constructed 95,000ft² facility in the Kenilworth Park neighborhood. Since there, we have established relationships with the local recreation department and homeowners association, as well as welcomed over one hundred new families from the neighborhood.

Leading a school through this transformation has meant participating in the growth of a city's reform efforts at the ground level. The autonomy to lead afforded us by charter status has been instrumental in driving scholar performance at Pride. In our school development, we consulted with industry leaders such as The High Bar and Nancy Euske's Leading for Excellence programs. We were among the first partners to utilize academic tools such as the STEP assessment (Strategic Teaching and Evaluation of Progress) and Achievement Network assessments. We consulted with teacher training and development programs such as Teach for America, Louisiana's Practitioner Teacher Program, MATCH teacher coaching, and NSNO's Teacher Incentive Fund, which aligns performance pay with meaningful evaluations and coaching. We have supported and implemented home-grown tools such as Kickboard and Whetstone.

Having graduated with a French Baccalaureate myself, I have an extremely high regard for the French educational approach, particularly the manner in which young scholars are taught to be critical thinkers early on. Applying my leadership and educational entrepreneurship skills to this ambitious venture would be both a challenge and a pleasure.

I look forward to hearing from you regarding next steps in your process.

Thank you,

Michael

Résumé / Curriculum Vitae

Mireille RABATÉ

1310 Jones St # 205
San Francisco, CA 94109 USA
CELL: 00-1-571- 315-1833
HOME: 00-1-301- 946-0995
mrabate@hotmail.com

Dual **citizenship**.(French and American)

1. Skills and leadership style:

- Enthusiastic and passionate about international education, with sophisticated understanding of the challenges of independent schools and strong commitment to bilingual education.
- Actively promoting 21st century learning initiatives
- In-depth knowledge of the French and American educational systems, and independent schools
- Providing accessible, efficient, and positive support to faculty and staff
- Focus on interpersonal relationships with parents and students
- Capable of providing clear vision and in-depth reports for Board Members
- Demonstrated social skills in a diverse and multicultural environment
- Creative mind to promote the school and find alternate sources of revenues
- Experience with budget and overview of financial operations
- Extensive experience in construction, expansion and renovation of school buildings.
- Extensive experience of managerial software for education (scheduling, grading, etc.)
- Fluent in French (native language) and English; proficient in Spanish; conversant in Norwegian
- Impeccable work ethics and presentation

2. Education, credentials and certifications:

- Chevalier dans l'Ordre des Palmes Académiques
- Chair of the CIS accreditation team for Colegio Alfonsino de San Pedro in Monterrey (Mexico) Spring 2013
- IB training workshops for PYP, MYP and DP, Singapore March 2012
- Academy for International School Heads Summer Program, July 2011 with Bambi Betts
- Participation in CIS accreditation team visit in Santo Domingo Spring 2010
- Concours des Personnels de Direction (Head of School Certification) 1993
- Secondary School Teaching Certification in Classics. Université de Paris 4-Sorbonne. 1982
- MA in Classics with Highest Honors. Université de Paris 4-Sorbonne 1981
- BA in Classics. Université Michel-de-Montaigne-Bordeaux-3 1980
- Associate Degree in Philosophy. Université Michel-de-Montaigne-Bordeaux-3 1979
- Classes Préparatoires au concours d'entrée de l'Ecole Normale Supérieure de Sèvres (option Lettres Classiques) 1977 -1979

3. Experience in Education:

• 18 years as Head, Deputy Head of School or Principal:

Since August 2009 : Assistant Head and Middle School Principal, French American International School, San Francisco, CA.

In charge of all the aspects of the MS operations for 160 students and 45 teachers.

Focused on internal and external communication, resulting in an increase of over 10% in our predicted enrollment.

Curriculum review and renovation of pedagogical practices, including the integration of IT in the daily classroom, as visible in the promotion and implementation of the iPad initiative for MS students, as part of our 21st Century school Initiatives.

2007-2008 : Head of School, College Public Georges Brassens, Taverny (France), grade 6-9, 600 students, 70 faculty and staff.

Responsible for all aspects of the operations of the school, academic and financial.

Reported directly to the county's superintendent.

Enrollment went up 5% due to new reputation of the school.

2001-2006 : Deputy Head of School, Lycée Rochambeau, Washington, DC

Expatriate for the Agence pour l'Enseignement Français à l'Étranger (AEFE).

Responsible for all aspects of the operations of the secondary school for over 550 students and 60 teachers. Curriculum review and faculty evaluations.

1999-2001 : Head of School, Collège Val d'Adour, Riscle, France.

Served as a Human Resources consultant for the GRETA d'Auch (a local agency providing adult education): creation and implementation of the first evaluation procedures for the 70 employees.

1998-1999 : Deputy Head of School, Lycée d'Artagnan, Nogaro, France.

1993-1998 : Principal, Lycée Gaston-Crampe, Aire-sur-Adour, France.

• 11 years as a teacher in France and abroad:

1987-1993: High School teacher: French Language and Literature, Latin and ancient Greek

1985-1987: College teacher: French as a Second Language, Romansk Institutt, **University of Oslo, Norway**

1983-1985: Lecturer in French, Department of Roman Languages, **Brandeis University, Waltham, MA.**

4. Other experience and interests:

Commitment to community and to the arts: I keep in touch with my southern roots and my own small village community in LUXEY (Landes) by participating in the organization of the Festival Musicalarue, almost every summer for the past 20 years; our 600-inhabitant village attracts more than 20,000 festivalgoers with theater, music, and performing arts.

Travels: In 2007, I enjoyed a sabbatical leave and I took advantage of this time to travel within the US and extend my knowledge and understanding of the country along the less-travelled paths of the Midwest, the Deep South, and the West, as well as the Caribbean.

Great passion for cinema: I attended the **Sundance Film Festival** in January 2007, and was a full-time volunteer for the **Miami Film Festival** in March 2007, the **Tribeca Film Festival** in New York City in April 2007, and **Silverdocs** in Washington, DC in June 2007.

STATEMENT OF EDUCATIONAL PHILOSOPHY.

Education has been my career for 29 years, because I truly believe that schools can shape the future of each nation and the world, as they help develop happy and strong individuals who believe in themselves and are committed to serve their community.

After eleven years of teaching in various institutions, I came to recognize the great influence of the style and manner of leadership of the Head, as I witnessed how he/she could make a difference for every student and in every aspect of the academic life. I therefore chose to serve as Head of School, feeling that this was a way for me to influence the entire educational process of a school, rather than only a few individual students.

Here are the values I have built over my career in which I strongly believe:

1. Knowledge: The mission of any school is to provide a serene, healthy, supportive, and conducive environment for students to learn and develop. I always remind educators that their primary objective must be to spread and share the joy of learning, and pass it on to their students. Therefore, teachers and employees should also be encouraged to broad their own knowledge and question their professional practices on a regular basis.

2. Teamwork: I believe in the diversity of talents; every individual employee can be proud of being part of the educational process. Moreover, students shall benefit from a coherent, although diverse, academic team, as they regard the adults of the school as role models and look up to them in shaping their own behavior. Teamwork emphasizes the unique part that each of us can play in the world and encourages students to find out how they are uniquely invaluable in their own way. It also brings trust, confidence, and a sense of accountability to every member of the community.

3. Diversity: Encouraging the expression and coexistence of various opinions and cultures, making room for changes and nurturing the individual development of each student as a unique and valuable person, is a major goal for me. This prepares them to be self-confident and respectful adults, conscious of the rich heritage of each culture. Therefore, I strongly believe that international schools can play a key role in the future of education.

4. Enthusiasm: I cannot think of teaching or educating young people without it! Enthusiasm from the leadership of the school becomes infectious and affects teachers and students who can follow that lead almost effortlessly. I am therefore committed to maintaining a joyful and personable style of leadership, capable to federate energies throughout a shared vision of the community.

6. Optimism and creativity: Optimism, a good sense of humor, and creative thinking help us acquire distance and perspective, thus enabling oneself to think outside the box. I believe that positive thinking and creative learning methods prove paramount to enhance the learning experience of our students.

Every day, over the past twenty-eight years, I have taken pride and joy in observing the students growing up, leaving their childhood, and becoming confident, creative, happy, young adults. Because I am committed to keeping connected with the students and the school community, I believe in small signs that help everyone feel part of it, such as greeting students and teachers every morning at the gate as part of my routine: I want to make sure that they know I am there and available for them.

Mireille Rabaté.

PROFESSIONAL REFERENCES

Present position:

Jane Camblin, Head of School, French American International School, San Francisco, CA.
janec@frenchamericansf.org

Aaron Levine, Chief Financial Officer, French American International School, San Francisco, CA.
aaronl@frenchamericansf.org

Florence Richard, Director of Human Resources, French American International School, San Francisco, CA.
florencer@frenchamericansf.org

Richard Ulfers, High School Principal, French American International School, San Francisco, CA.
richardu@frenchamericansf.org

Dan Harder, English literature teacher, French American International School, San Francisco, CA.
danh@frenchamericansf.org

From previous positions:

Kate Burke Walsh, Head of The Willow School, Gladstone, NJ. (Chief Administrative Officer, Lycée Rochambeau, Washington, DC (2003 to 2007) kwalsh@willowschool.org

Sylvie Juvé, Directrice de l'Ecole Primaire, Lycée Français d'Athènes, Greece (Director of Elementary school, Lycée Rochambeau, Washington, DC: 2002-2008) sylviejuvenal2003@yahoo.fr

William Fabvre, Secrétaire général de la Commission Française pour l'Unesco. Paris. (previously business manager, Lycée Rochambeau from 2003 to 2006) commissionfrance.unesco@diplomatie.gouv.fr

Parents and students:

Stephanie Lima, Former Chairman of the Middle School Parents Board, French American International School, San Francisco, CA. tomandstephanie@sbcglobal.net

John Cate, Chairman of the Middle School Parents Board, French American International School, San Francisco, CA. johncate@att.net

Larson Holt, Student Council President, French American International School, San Francisco, CA.
larsonholt2@gmail.com

Esteban Cubillos-Torres, student at University of Maryland. Esteban was a student at Lycee Rochambeau and Student Representative in the School's committees from 2001 to 2008.
noname22k@hotmail.com

NATACHA S SSE
Disponible sur la région PACA
natachasophie3@gmail.com

FORMATRICE TRILINGUE : ANGLAIS ESPAGNOL ET FRANÇAIS FLE
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EXPERTISE PROFESSIONNELLE

- **Depuis 2007 : Formatrice et organisatrice de workshops, auteur de flipped classes destinées à tout public d'apprenant (groupe ou individuel)**

Secteur d'activité: Télécoms, Aéronautique, Nucléaire, Distribution, Centre de sécurité nucléaire, Ministère de l'intérieur Ministère des affaires étrangères, Ministère du travail et des affaires sociales. Utilisation des méthodes FLE pour l'enseignement du Français, préparation aux examens du Cambridge, TOEFL ,TOEIC ,GMAT , DCL(Diplôme de compétences en langues étrangères).

- **2001-2003 Adjointe Consulaire Administrative : Ambassade du Canada à Madrid**

Gestion des affaires consulaires, Visites Protocolaires. En relation permanente avec le Ministère des Affaires Etrangères et le Ministère de la Défense Espagnol et les Affaires étrangères Canadiennes. Préparation et organisation de la visite des membres officiels de l'OTAN à Madrid .

- **1998-2001 Chargée d'affaires Internationales: Natexis Banque Populaire, Paris**

Encadrement d'une équipe de cinquante personnes (back-office International)
Réunions commerciales sur une trentaine d'agences en région Parisienne. Prospection, gestion de compte et animation des formations pour les conseillers en Agence. Clientèle grandes entreprises .Conseil en trésorerie internationale, achats à terme, placements de devises.

- **1996-1998 Conseillère de Clientèle Particulière : Bank Fund Staff Credit Union, Washington D.C**

En alternance avec l'obtention de mon MBA, poste de responsable clientèle particulière d'un portefeuille clients fonctionnaires de la Banque Mondiale ou du Fonds Monétaire International.

- **1993-1994 Assistance Export : Boehringer Ingelheim Paris**

En charge de la zone export Afrique Francophone et DOM-TOM .Suivi des ventes marketing, mise en place des dossiers pour l'obtention des autorisations de mise en place sur le marché

PASSIONS : Ma famille, la randonnée, le ski, la moto, la musique

FORMATION UNIVERSITAIRE: EDHEC Lille 1993; MBA 1998 the George Washington University.

FORMATION INDEPENDANTE: ATELIER FAMILY COACHING LYON 2009

Natacha Syty: Curriculum Vitae

m: +34 619 807 143
email: natachasophie3@gmail.com

Date of Birth: 28 May 1972
Nationality: French

PROFILE

I am currently working as an English French and Spanish teacher in Spain and France. I have taught weekly intensives teaching company CEOs. My aim is to develop my teaching skills sharing my corporate international experience furthering my TEFL career. I have an energetic and creative approach to teaching. My main strength as a teacher is in connecting with my students and building confidence in their abilities. Other relevant strengths developed in my financial and management background involved designing client focused programmes and assisting in the realisation of their objectives. With proficiency in music and multimedia I offer a creative approach to teaching.

Since 2008

- Teaching Business English from elementary to advanced levels
- One-to-ones with senior directors and small groups
- Course book based classes in addition to use of a wide range of other resources
- Conversation classes

Teaching in companies such as Atento, Acciona, Telefonica and Eads, Bureau Veritas

EDUCATION

EDHEC Business School France (1989 - 1993)
The George Washington University (1996-1998)
University of Hartford (Summer 1992)
City College of San Francisco (1991)

Other skills, experience & qualifications

Spanish	I have been living 12 years in Spain , Madrid, and outside of my classes have deliberately accustom myself to life and work in Spain. .
Teaching French	Teaching at Alliance Francaise to advanced group level, Madrid
Family Coaching	I have attended courses on Family Coaching with Atelier Family Coaching In France.
Public Speaking	I have experience of giving speeches as a public speaker with company groups

REFERENCES

Available on request.

Pablo J Baqués

Summary: *Math teacher and creative writer. Blogger. Web designer. Avid user of technology: Blogs, web site design, Google Apps. Author of Numerycles, a four-phase, math-based learning package. Significant international work experience as entrepreneurial educator, editor and VP and CEO of NGO's. Multilingual.*

US permanent address

4035 Locust St
Philadelphia, PA 19104
US Mobile: +1 401 324 9551

Paris address (till May 9 2013)

18, Rue Des Gobelins, Ve
Paris, (75005) FRANCE
France mobile: +337 62 06 78 69

e-mail, Skype

e-mail: pbaques@gmail.com
Skype name: pbaques

- 2011 – to date **Entrepreneur**, developing a market for **Numerycles**, a self-authored learning package. Currently in Dominican Republic. Writer, editor: math, fiction and technical topics related to Numerycles.
- 2010 - 2011 **Editor, Victory Productions, Worcester, MA, USA.** Chief mathematics specialist and science writer, Common Core grades 4–12, Pearson's Standardized Test Item Bank, for Puerto Rico's Ministry of Education. Recruited and managed writers who worked remotely. Managed bilingual assignments. Wrote, edited or reviewed over 3,000 Math, Physics and Chemistry items.
- 2009 **Professor of Information Technology, Saint George's College, Quilmes, Argentina**
- Fall 2008 **Professor of Mathematics, Community College of Rhode Island, Newport, RI, USA**
- 2006 - 2008 **Professor of Mathematics, Benjamin Franklin Institute of Technology, Boston, MA, USA**
- 2006 - 2008 **Tutor of Mathematics, Physics and Chemistry, Pearson Tutoring Center, Boston.** Distance tutoring using technology.
- 2003 - 2005 **Entrepreneur, Numerycles**, taught the math and creativity cycle in Newport, RI, public schools.
- 2003 - 2005 **Sales representative, Marratech.** Marratech technology trainer. (Later acquired by Google+)
- 2001 - 2002 **Professor of Spanish, Salve Regina University, Newport, RI.** Advanced courses and literature.
- 2000 - 2001 **Professor of IT including C++ programming, St. George's School, Newport, RI.** High school
- 1999 - 2000 **Professor of Mathematics, Naval Academy Preparatory School, Newport, RI.**

Management of international organizations

- 1993 –1995 **Vice President, International Relations, Organizing Committee of the XII Pan American Games, Mar del Plata, Argentina.**
- 1989 - 1993 **Executive Director, American Chamber of Commerce in Argentina**
- 1989 - 1992 **Representative for Argentina, ISL Olympic Marketing Lausanne, Switzerland.**
- 1987 - 1988 **Director of Marketing (fundraiser), Argentinean Olympic Committee.** Developed sponsor base.
- 1986 - 1987 **Vice President, International Affairs. Organizing Committee of the X Pan American Games, Indianapolis, IN, USA.**

Education

- 1984 - 1986 **Master of Arts in Teaching, 1986, DePauw University, Greencastle, Indiana.**
- 1969 - 1975 **Bachelor of Science (equivalent) Universidad de Buenos Aires, Argentina.**

Languages: **Spanish (native), English (native)** Conversational level in Portuguese and French
Basic competence in German and Italian.

Legal resident of the USA (Green card) since 1990
Personal and professional references upon request.

FROM EMAIL

Bonjour, my name is Pablo Baqués.

I am writing to you from Paris, with a great interest in finding out more about your search for a CEO for LFNO.

My resume is attached.

I have a Master's degree in teaching mathematics, and I have a solid experience as teacher and educator. I speak (and constantly improve) French while I am fluent in English, Spanish and Portuguese.

But perhaps even more interesting to you than my education background will be my history of CEO of the American Chamber of Commerce in Argentina and my experience as VP International Relations for the organizing committee of the Pan American Games in Indianapolis (1987). I think they will provide the experience that you are looking for to fill the position, and which seems to go beyond the academic and administrative functions.

In both situations I dealt with delicate political issues and found solutions that impacted favorably the bottom line.

With the AmCham Argentina, I navigated uncharted waters of increasingly productive relations between Argentina and the USA under President Menem's first term (1989 - 1994). Within this completely new frame of friendship between the two countries I harnessed the favorable circumstances in favor of the Chamber's bottom line: our operating budget saw a five-fold increase after I lead the Board of Governors to support a diversification of Chamber activities, including a broad overhaul of its communications and marketing tools.

In the case of the Pan American Games in Indianapolis (PAXI), I was a strategist in a group whose mission was to secure Cuba's participation in the Games, while American sponsors of the event were still offered an attractive package of sponsorship rights. I applied the sponsorship experience I gained with PAXI when in their aftermath I became the Marketing Director for the National Olympic Committee in Argentina.

My sojourn in Paris, which is scheduled to end May 9, could be a productive time of preparation for the position of CEO of LFNO.

I would very much welcome the opportunity to discuss your search in a phone conversation. I am available to travel to New Orleans when and if that is deemed appropriate. I have legal resident status in the USA since 1990.

warm regards

Paul J. Eichelkraut

**546 Chatham Court
Neenah, Wisconsin**

**920-216-9575
p1j2c3@yahoo.com**

PROFESSIONAL OBJECTIVE

My professional objective is to continue being a transformational education administrator in providing collaborative and research-based 21st century school leadership within a cultural, caring, safe, and nurturing school district.

EDUCATION LEADERSHIP EXPERIENCE

Superintendent Internship

7/12 – 12/12

Milwaukee Public Schools, Milwaukee, Wisconsin

- *Under direction of the Superintendent & Assistant Superintendent promoted great leaders for great schools in MPS
- *Learned MPS data systems, administrative ethics, site-based budgeting, school operations, & administrative training
- *Shadowed central office personnel (school administration, student services personnel, special education directors)

Head of Schools / Principal

Atlas Preparatory Academy, Milwaukee, Wisconsin

8/11 – 6/12

- *Head of three school campuses (P4-P5, 1-5, and 6-12) and four campus administrators
- *Oversaw Common Core and BuildYourOwnCurriculum (BYOC) curricular implementation
- *Directed all professional development programs
- *Responsible for aggregating data for district improvement plans
- *Served as **Campus Administrator / Assistant Principal / Dean of Students**

11/11 - 12/11

- Oversaw 6-8 campus program
- Managed campus-wide student discipline system
- Recommended/assisted with Student Support Teams for students with academic and behavior concerns.
- Managed payroll

Assistant Principal / Director of Teaching and Learning / Master Teacher / Academic Supervisor

St. John the Baptist County Alternative School-Excel Alternative Schools in St. John County

8/09 – 7/10

- *Improved student academics, behavior and reestablished positive relationship with County and Excel administration
- *Awarded LA Alternative Model Site for 2010-2011 school year
- *Improved school climate and promoted a caring, structured, and safe learning environment
- *Developed and administered school improvement plan
- *Fostered student reintegration and mainstreaming while emphasizing individuality and diversity
- *Served as a resource to identify appropriate instructional strategies and interventions to improve student achievement
- *Developed a 40-day Improvement Plan for state testing
- *Provided and self-lead extensive staff professional development in effective teaching and learning

Data Coordinator of Louisiana Excel Alternative Public Schools and Programs, State of Louisiana

4/09 - 9/09

- *Managed all student accounts in EARS (Excel Associate Recording System) at our 11 schools and site programs
- *Prepared qualitative and quantitative EARS summary reports for all Excel model schools and programs
- *Provided insight on the EARS reporting process, data managing, and storing

Assistant Lead Academic Specialist (Assistant Regional School Administrator)

Ascension-Assumption-St. James-St. John Counties, Excel Alternative Schools in LA River Counties

2/09 - 8/09

- *Promoted to Assistant Regional Administrator after two month hire
- *Assisted in developing and administering four school improvement plans
- *Ensured academic specialists and their alternative programs were in compliance with the Excel policy, county policy, and the data-proven, successful alternative school model
- *Recommended interventions/problem-solving solutions
- *Worked with all county public schools and Excel administration to implement a bi-lateral student success program
- *Informed and cooperated with students' home schools to ensure student success upon reentry
- *Worked with Reading and Math intervention software companies to implement computer assisted instruction programs

EDUCATION LEADERSHIP EXPERIENCE continued...

Assistant Principal / Academic Specialist

Ascension County Alternative School / Excel Alternative Schools in Ascension County, Darrow, LA 12/08 - 2/09

- *Improved site's LA Positive Behavior Initiatives & Support grade from A- to A
- *Established Excel Alternative Schools first model school
- *Reached and exceeded target goals in four months

National Council for Accreditation of Teacher Education Board Examiner, Washington, DC 10/04 – 7/07

- *Oversaw collegiate Department of Education teaching candidacy programs when college/university established or renewed NCATE accreditation
- *Created and presented institutional reports for the NCATE Board of Directors and cited program concerns

German Language and Culture Department Head, German-American Partnership Program

Director/Coordinator (GAPP), Neenah Joint School District, Neenah, WI 7/98 - 12/08

- *Mapped and scaffolded 7-12 German curricula to local, state and national standards and benchmarks
- *Sponsored district's Elementary World Language Enrichment Programs and monitored budgets
- *Promoted sister-city student exchanges between Neenah, Wisconsin ~ Osnabrueck, Germany
- *Planned, coordinated, and managed on-site and overseas student programs and budget

-Neenah Joint School District K-12 Literacy Improvement Council

- Addressed K-12 literacy concerns in examining socio-economic, minority, ELL, gender, at-risk, achievement gap, and building/grade change issues and student test scores
- Discussed, developed, and implemented K-12 literacy plan

-Neenah Joint School District Data Leadership Team

- Quantified and qualified district data for program improvements for AYP state test scores
- Discussed, developed, and wrote district reading and math, and state test score goals

-Neenah Joint School District School Redesign Advisory Council

- Reviewed and applied successful frameworks and research in school redesign
- Worked in concert with NHS action teams, the State Advisory Consultant, and the Wisconsin DPI

-NJSD Online Learning Planning Team

- Developed a vision and purpose for online secondary learning alternatives
- Established budget

-City of Neenah/NJSD Olweus Bullying Prevention Committee

- Created city and school-wide bullying prevention plan and symbol
- Established school and citywide bullying 'safe zones'

ELL Program Coordinator, Neenah Joint School District, Neenah, WI 7/94 -8/96

- *Coordinated and orchestrated K-12 ELL student programs with district interpreter
- *Initiated family support system between the Neenah School District, the Neenah Police Department, and ELL families

ELL Program Coordinator, Watertown Unified School District, Watertown, WI 8/93 -7/94

- *Provided in-class educational support and counseling for ELL learners
- *Implemented mainstream program and career advising for high school students

Fulbright Scholar - ELL Teacher-Pedagogy Methodology Advisor, Ministry of Education, Austria 9/92 - 6/93

- *Introduced, implemented and assisted in all-sensory, multi-intelligences teaching and learning
- *Held out-of-school informal conversational activities between students, faculty, staff, and administration

United States Delegate to World Peace Convention, Wannsee, Germany 5/92 - 5/92

- *One of four United States representatives to the 1992 World Peace Convention in Wannsee, Germany
- *Helped create international peace treaty and proclamation for the Helsinki Accords, Helsinki, Finland that fall

INSTRUCTIONAL EXPERIENCE

Adjunct Faculty , University of Wisconsin-Oshkosh, Oshkosh, WI	9/04 – 12/08
*Instructed University of Wisconsin - Oshkosh German 204 language and culture course	
*Maintained positive relations between UW-O Cooperative Academic Partnership Program (CAPP) and Neenah HS	
German Language and Culture Instructor (7-12) , Neenah Joint School District, Neenah, WI	8/94 – 12/08
*Instructed within an immersion language learning atmosphere using balanced literacy	
*Managed budgets and grants for German Club and German Exchange Program	
ELL Instructor (P4-12) , Watertown Unified School District, Watertown, WI	8/93 – 7/94
*Implemented district's first ELL program	
*Assisted students with in-class ELL support and out-of-class literacy skills	

CERTIFICATIONS

PK-12 Superintendent	Applied Madison, Wisconsin
PK-12 Principal	7/01/12 - 6/30/17
PK-12 Director of Curriculum and Instruction	Madison, Wisconsin
PK-12 English as a Second Language Instructor	
7-12 German Instructor 7-12, #151466	
Wisconsin Department of Public Instruction	
Educational Leadership, ALL LEVELS # 1117657	7/01/09 – 7/01/14
Florida Department of Education Tallahassee, Florida	

EDUCATION

Ph.D. Candidate, Doctorate in Educational Leadership , Capella University, Minneapolis, MN	12/13
Post-Masters, Education Leadership & Policy Analysis Licenses , UW-Madison, Madison, WI	7/07
*Obtained administrative licenses as PK-12 Director of Instruction and PK-12 Principal	
*Recommended to the UW-Madison Executive PhD Cohort in Educational Leadership	
MSE, Master of Science in Education, Curriculum & Instruction , UW-Oshkosh, Oshkosh, WI	12/01
*Awarded the UW-Oshkosh Chancellor Award for area leadership and community service	
BA, Bachelor Degree, German and Education , UW-Stevens Point, Stevens Point, WI	5/92
*Recipient of the UW-Stevens Point Chancellor's Medallion, Peter Kroner Award (German Major of the Year), two Margret Schmauss Awards (Outstanding Work in German Studies), Who's Who Among College Students, Dean's List, and UW-Stevens Point Teaching Book Award	
*Inducted into UW-Stevens Point Education Honor Society (Kappa Delta Pi) and UW-Stevens Point Foreign Language Honor Society (Alpha Mu Gamma)	
*President of UW-Stevens Point Alpha Mu Gamma Chapter, German Club, and International Dance Society	

PROFESSIONAL SKILLS (Training/Experience)

~ATODA student assistance	~Virtual education / Online Learning	~State Lobbyist
~Grant writing (100 percent success)	~Human Relations / Minority Issues	~Board of Directors
~Response to Intervention (RtI)	~JPAMS / Power School / SASI	~Negotiations
~State Education Representative	~Power School / Infinite Campus	~Accreditation / PI-34
~Positive Behavior Initiatives & Support (PBIS)	~Microsoft Office / Moodle	~Drama Director
~Non-Violent Crisis Interventionist (CPI)	~ASPIRE / School Master	~Windows/Apple Platforms
~State Educational Assessment Program Administrator	~Challenge Day Leader	~Prof. Development Planning

AWARDS

~Assistant Principal of the Year	~Data Manager of the Year
~Academic Specialist of the Year	~Who's Who Among Educational Professionals
~Who's Who Among Distinguished Executive Professionals	~Kohl Teacher Fellow State Finalist
~Strathmore's Who's Who	~Presidential Award for Educational Excellence
~Eagle Scout	~Technology Wise Teacher Award

Paul J. Eichelkraut

546 Chatham Court
Neenah, WI 54956

(920) 216-9575
p1j2c3@yahoo.com

Dear Lycée Français de la Nouvelle Search Committee,

With this cover letter I am enthusiastically applying for your Principal/CEO position. In concert with my personal philosophy in education and my successful school leadership experiences working with urban youth and their families, my qualifications well reflect your commitment to providing an opportunity for NO students to obtain both a LA high school diploma and the French Baccalaureate through advocacy of being multi-lingual.

Experience in Educational Leadership

For the past 19 years I have served children, parents, schools, and communities in providing national and international excellence in educational leadership at the elementary, middle, secondary and post-secondary levels. My capacities have been a Principal/Head of Schools, Campus Administrator, Assistant Regional School Administrator, Assistant Principal, Dean of Students, Fulbright Teaching Scholar, PK-12 ELL Program Teacher and Coordinator, PK-12 German Instructor-German Department Head, Adjunct Professor, and German-American Partnership Program Director/Coordinator. In the past I have held the following leadership roles: K-12 Literacy Council, Data Leadership Team, the School Redesign Advisory Council, Online Learning Planning Team, and the Olweus Bullying Prevention Coordination Team. Some of my responsibilities included addressing NCLB and AYP benchmarks in quantifying and qualifying district data; exploring, evaluating and implementing best practices to include rigor, relevance and relationships in redesigning our schools; providing training in and promoting the importance of balanced literacy and numeracy; literacy across all content areas; ridding our school and community environments of bullying behavior; grant writing; Title I; RTI; PBIS, and envisioning/developing online learning alternatives. Throughout my entire career I have advocated for bi-lingual education and the importance of learning other cultures to lessen ethnocentric barriers.

My most recent position was Head of Schools over three campuses and four administrators in an urban, high-poverty district in Milwaukee, Wisconsin. One hundred percent of our students were minorities and qualified for free and/or reduced lunch. Our district recently went through accreditation after which we received a standing ovation from the accreditation board. Under my district campus administrators, my schools were able to show improvement in academics, behavior management and attendance (quantitatively) and qualitatively showed improvement in our school's climate and commitment to producing lifelong learners and productive global citizens. I have 100 percent success in turning around failing schools and have the data to prove my achievements.

Philosophy in Education

My educational philosophy is simple, yet encompasses the needs of today's 21st century schools: Safety, Respect, and Responsibility. As administrators, faculty, students, parents, and community members, we must collaboratively (1) provide a safe environment in which individual student strengths are nurtured and celebrated while continuing to address student weaknesses and disabilities through data-driven intervention programs; (2) reciprocate respect for one another to allow student fruition of their limitless potentials; and (3) be responsible in producing positive, diverse, and successful future global citizens and lifelong learners. It is essential that all educational stakeholders buy into and feel a part of their schools as its success lies in the hands of those who believe in it.

It is my wish, and would be my honor, to provide leadership and instructional excellence as your future Principal/CEO at Lycée. I look forward to an interview during which I could share my educational successes with you.

Respectfully yours,

Paul

Paul J. Eichelkraut

"Success is not an option. It's an expectation." ~pje

Philip M. Martin, Jr.
69-18 62nd Avenue, Middle Village, NY 11379
Phone: 917-426-3580 Email: pmmjr19@gmail.com

Professional Profile

Education Administration Experience

New York City Department of Education 2009 – Present
Principal, Norman Thomas High School

- Directly oversee and facilitate a school budget of \$16,000,000
- Collaborate with NYU to improve teacher performance
- Created three distinct small learning communities within the building
- Lead and supervise a ten member administrative team
- Lead and supervise 150 member staff and 2000 students
- Increased student graduation rate by 13% in two years
- Design and delivery of professional development workshop for teachers
- Disaggregation of school performance data to identify causal relationships and best practices. Findings were used to identify barriers to success and design relevant professional development workshops.
- Teacher observations and coaching for teacher improvement plans

Cynyrgy, LLC. 2011 – Present
Founder and Chief Operations Officer

- Online/iPad app Teacher/Employee evaluation tool

Shenendehowa Central School District, Clifton Park, New York 2006 – 2009
Associate Principal, Shenendehowa High School

- Managed a student cohort population of 700 students
- Managed all special education compliance and testing

Buffalo Public Schools, Buffalo, New York 2002 - 2006
Assistant Principal, Lafayette High School
Assistant Principal, Hutchinson Central Technical High School
Assistant Principal, Summer School, School #53

- Facilitated the creation of HCTHS.com and student information system

Teaching Experience

Math Teacher, Depew High School, Depew Union Free School District 2001 – 2002
Math Teacher, Bennett High School, Buffalo Public Schools 1999 – 2001
Math Teacher, St. Joseph's Collegiate Institute, Buffalo New York 1998 – 1999

Adjunct Professor

College of Saint Rose Educational Leadership program for CITE 2011 – Present

- School Budgeting for both urban and suburban schools
- School Curriculum

Private Industry

1993 – 1998
Sales Executive for ANR Transportation Corporation
Dispatcher and Dock Manager for APA Transport
Dispatcher and Technician for United Parcel Service
Assistant Project Estimator for Midstate Construction Services

Educational Profile

Education

M.S.	Educational Administration, Canisius College, Buffalo New York	2000
M.S.	Secondary Education, Canisius College, Buffalo New York	1998
B.S.	Wood Products Engineering, State University of New York Environmental Science and Forestry, Syracuse New York	1993

Certifications

New York State School District Administrator	2001
New York State Secondary Mathematics	2001

Workshops presented

“Understanding student behaviors”	November 2010
“Teaching in a CTT (Collaborative team teaching) team”	September 2010
“Snapgrades” (Student information system)	July 2010
“A Vision of the ideal graduate”	June 2010
Small Learning Communities (Norman Thomas High School)	Spring 2010
“Using Daedalus (SIS) to promote student achievement”	February 2010

Workshops coordinated

Norman Thomas High School professional development retreat Topic included: Small Learning Communities Classroom Management Differentiated instructional strategies	July 2010
“Professional Learning Communities” “A powerful strategy and structure to increase, expand, and improve quality teaching.”	October 24, 2010

Workshops attended

Michael Fullan's <i>Six Secrets of Change</i> , NYS Council School Superintendents	December 2010
Iplan for New York City Department of Education	October 2011
NYC DOE Student information system training	September 2011
CEP Development	September 2011
Situational Leadership, New York University	August 2009
Kouzes and Posner's <i>The Leadership Challenge</i> , New York University	March 2009
Ongoing professional development workshops and trainings Student motivation, Differentiated instruction, Bilingual Education...	

Computer Skills

High level Proficiency with MS Word, Outlook, Excel, Powerpoint, Acrobat, Moviemaker, Smartboard

Professional Affiliations

Association for Supervision and Curriculum Development
Council for Supervisors and Administrators

References

Tamika Matheson	Superintendent District 2 New York City Department of Education 333 7th Avenue New York, NY 10001	212-356-7563
Steven Chernigoff	Network Leader, Children First Network 610 New York City Department of Education	917-364-0431
Anthony Orzo	Office of School and Youth Development, NYC DOE Deputy Chief Executive Officer/Superintendent	212-374-6777
Patricia Black	Former Superintendent Manhattan High Schools, NYC DOE 11 Riverpointe Road Hastings on Hudson, NY 10706	H: 646-298-8974 C: 914-591-0260
Eugene Blaufarb	Former Director Guidance, Stuyvesant High School 9 Renfrew Road New City, NY 10956	H: 845-634-7925 C: 845-671-0221
Mychael Willon	Former NYC Director for Principal Hiring New York City Department of Education	713-377-2956

March 2013

Dear Interested Educators:

I am applying for selected challenging positions knowing that I possess the ability, skills, and experience to do an effective job. I have been the principal of a New York City high school since 2009. As I reflect on the characteristics of my leadership, I believe that the most salient is my ability to motivate others to achieve excellence performance, whatever their roles.

Leadership can only develop in a culture where its shared vision focuses on a commitment to excellence. A leader develops and nurtures that culture through a process that encourages within each individual a sense of “ownership” based on support, participation, feedback of data, and modification of processes because of new information. A leader must have the ability to guide all members of the culture to “own” the shared goals, thereby ensuring that all their talents and contributions are used wisely and openly appreciated.

As a leader myself, I am “results” oriented. At every level of the organization accountability drives every decision and every action—including my own. I have designed sophisticated computerized systems that provide feedback at all levels so that informed changes are based on data.

I believe that students should be presented with a challenging curriculum; that their talents should be celebrated in multiple ways through clubs, sports, awards, etc. I believe that appreciation of diversity is a mindset that should be possessed by all and that every segment of the student population---Ell’s, special education, etc.---should participate to their fullest capacity in the “life” of the school. Moreover, the “life” of the school must include parents as vital partners in the effectiveness of the school culture.

It would be my privilege to interview for your advertised position so that I may share, in person, in greater depth my background, experience, and interest. I look forward to hearing from you.

Yours in education,

Philip M. Martin, Jr.

Robert Allen

Rallen328@yahoo.com

(301) 795-5552 Cell

To Whom It May Concern:

I am applying for the Principal position. I am a poised school leader with the zeal to create a progressive learning environment. My resume will display extensive expertise with developing relationships with stakeholders. As principal, school culture is priority. School culture is the determining factor cognitive and linguistics skills. A successful school climate creates a highway for expectations. Education is more than a platform to express ideals, but rather an opportunity to reverse the general perception that educators are no longer innovative.

As Principal, I know academic deficits are the result of the lack of differentiated instruction. I work hard to eliminate academic deficits and increase higher order thinking skills. I will never circumvent the time required to cultivate minds of students. Over the course of my career, I have modeled for teachers how to create a learning culture in the classroom.

Instruction should emerge freely when goals are clear and the principal has created a climate for learning. As Principal to teach children to think beyond the classroom is the ultimate goal. This will elevate decision-making skills and determine how students process information. Instructional excellence is a team-required mission, which must be consistent and predictable. Academic excellence is the catalyst for behavior change and the acquisition for higher order thinking skills. Teaching is a life-altering journey that should be enjoyed.

In closing the learning environment is orderly, safe, and focused on high but achievable academic goals, which will be demonstrated in both words and actions accentuated by my leadership. Professional development is a tool to improve instruction, and overall culture for student growth.

Sincerely,

Robert Allen

Enclosure

Robert Allen

RALLEN328@YAHOO.COM

(301) 797-5552 CELLPHONE

SUMMARY

I am well versed in school culture, special education, and data driven instruction. Building parental support is one my strong attributes. Highly effective at driving instruction and keeping teachers motivated to exceed goals, while stimulating long-term growth spurts for students above and below grade point average.

PROFESSIONAL EXPERIENCE

Instructional Coach (Grades K-3)
02/2013- Present

DC Scholars

Washington, DC

- ❖ Designed lesson plans with teachers to accommodate learning disabilities
- ❖ Modeled for teachers how to differentiate lesson plans for students with multiple learning disabilities
- ❖ Observed classroom culture to improve instruction and classroom management
- ❖ Created a proactive system to grow three academic years in one school year

Principal (Grades 6th-12th)
06/2010 -01/2012

Options Public Charter School

Washington, DC

- ❖ Pioneered innovated approach to classroom management
- ❖ Exceptional at creating a progressive school culture beyond the classroom
- ❖ Mandated extensive classroom practices for differentiation of lesson plans
- ❖ Skilled at commandeering parental concerns and hiring talented educators
- ❖ Increased PTO participation on an average of 90 percent
- ❖ Strong communicator and writing skills
- ❖ Organized school based athletic programs to support school culture
- ❖ Innovative approach to reverse challenging behavior
- ❖ Well versed in special education accommodations especially for inclusive settings
- ❖ Coordinator for Response To Intervention and Student Support Teams
- ❖ Created a model classroom to display how to create a culture of learning
- ❖ Eliminated suspensions with a **Positive Alternative School Solution** room otherwise known as **PASS**
- ❖ Systematically established a culture of leadership for students to create a safe learning environment
- ❖ Conducted professional develop for instruction and classroom management
- ❖ Established a parent support room to ensure student attendance remain above 90 percent
- ❖ Held parents accountable to attend all scholar IEP meetings and parent conferences
- ❖ Instructed teachers how to differentiate lesson plans as it pertains to lesson plans
- ❖ Utilized Data to increase scholar achievement

Founding Dean Solutions (Grades 4th-8th)

07/2008-06/2010

Achievement Preparatory Academy

Washington, DC

- ❖ Founding Dean created all systems, which lead to a progress school culture
- ❖ Responsible for creating a safe learning environment for 240 scholar
- ❖ Utilized data to increase instructional support for teachers
- ❖ Various skill sets to disarm challenging behavior
- ❖ Lead a collaborated effort to increase automaticity in mathematics
- ❖ Observed classroom instruction and modeled on classroom management techniques
- ❖ Coordinated professional development to eliminate conflict cycles
- ❖ Established parent workshops on how to use words that disarm and produce results
- ❖ Clear and concise understanding of how create a lesson plan to increase learning
- ❖ Administrative awareness to ensure and increase parental participation in school activities

Dean of Culture (K-8th)

07/2006- 06/2008

People for People Charter School

Philadelphia, PA

- ❖ Managed school culture for 540 scholars
- ❖ Increased scholar attendance rate
- ❖ Coordinated parent workshops
- ❖ Implemented Distinguished Men and Women program for scholar accomplishments
- ❖ Implemented parents as partners program to ensure scholar accountability

Social Studies Teacher/Testing Coordinator (Grade 8th)

07/2004-06/2006

Emily Fisher Prep Charter School

Trenton, NJ

- ❖ Modified and differentiated lesson plans for 80 scholars
- ❖ Worked with all levels of special education
- ❖ Implemented curriculum procedures for Social Studies
- ❖ Assisted in development of an after-school program for scholars with behavior disabilities
- ❖ Maintained a high level of accountability for all my scholars

Dean of Scholars (Grades 3rd -8th)

06/2003-06/2004

Explore Charter School

Brooklyn, NY

- ❖ Established a school culture with a school population of 420 scholars
- ❖ Collaborated with teachers to create a school-wide behavior policy
- ❖ Created a rewards system to promote positive behavior and scholar uniform compliance
- ❖ Investigated disciplinary situations and facilitated suspension process, as needed.
- ❖ Supervised and trained teachers in classroom management
- ❖ Directed and managed overall school safety and security procedures.

EDUCATION

- | | | |
|---|---|--|
| ❖ | North -Central University
Doctorate in Educational Leadership | Prescott Valley, AZ
Expected Graduation 2014 |
| ❖ | St. John's University
Professional Diploma in
School District Administration and Supervision | Jamaica, NY
Degree Award |
| ❖ | St. John's University
Masters Secondary Education in Social Studies | Jamaican, NY
Degree Award |
| ❖ | Metropolitan College
Bachelors in Human Services | New York, NY
Degree Award |

Professional Reference

Dr. Elise Johnson Instructional Specialist DCPS
(205) 657-0842 ltlrhytm@yahoo.com

Shirley Renfrow School Leader (Principal)
(301) 537-8707 shill1156@aol.com

Sonya Taylor (Special Education Teacher)
(301) 257-1934 SonyaTaylor1202@gmail.com

Extracurricular Activities

Commissioner for South Bowies Boys & Girls Lacrosse Program

Chairman for Education Program for Nathanael Michael Adams Lodge #29

Objective

Champion an organization executing its strategic vision to be the premier force in its specialty. Apply my leadership, logistics and mentoring skills to a complex, vibrant workforce to enhance and empower employees.

Summary

- Demonstrated ability to provide strong, visionary leadership and management in day-to-day operations for large, complex organizations.
- Extremely adept in planning, problem solving, team building, and executing people-based programs.
- Experienced and effective communicator in a wide range of subjects and venues.
- Twenty-seven years of honorable military service in the U.S. Army with many years of executive-level management experience, culminating in the rank of Colonel with current Government Top Secret/SCI Security Clearance.

Specialties: Strategic Planning • Project Management • Logistics • Policy Formulation • Operations • Training Development and Management • Human Resources • Instructing

Experience

Department of Defense

Commandant, Intelligence Community Support Office and Chief, Defense Intelligence Support Office -	May 2012 - Present
Chief, Operations Division at Defense Intelligence Agency	September 2011 – January 2012
Battalion Commander at U.S. Army	September 2008 - July 2011
Logistics Chief at HQ, First U.S. Army	September 2007 - August 2008
Senior Simulations Coach at U.S. Army	August 2002 - July 2007
Battalion Executive Officer and Operations/Training Officer at U.S. Army	February 1998 - July 2002

Universal Tape Co

Director of Operations	January 1992 - July 2005
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Visualize, Right-size and Liaise

- Fifteen years experience developing and monitoring strategic objectives; monitor and measure milestone accomplishments. Create and communicate corporate vision to customers and employees.
- More than 15 years experience developing organizational goals and objectives aligned with the organization's vision. Oversee and manage enterprise level transformation for global contingency operations.
- Influence enterprise for transformation, lines of business (A2R) and construction management.
- Balance separate stakeholder interests simultaneously in a dynamic environment.
- Daily multi-task, meet urgent deadlines, and handle multiple priorities while responding to changing needs in an expeditionary, high stress and fluid environment.
- Liaise with international and US partners on projects and policy. Establish and maintain working

relationships in a 360 degree method with customers, adjacent, higher and lower echelon parties.

- More than 15 years experience defining performance metrics and hiring against manpower requirements. Once hiring action is complete, enable personnel to make immediate impact.
- Direct rightsizing for tasks and personnel. Rebalance decremented resources so that customers do not see degradation of service. Resolve corporate issues timely with regard to wise use of resources, to include work force. Utilize Six Sigma methods where applicable.
- Maintain the morale and welfare of personnel in both high and low turnover environments. Collaborate with contractor representatives and set requirements.
- Advise and liaise with corporate departments of legal, EEO, ERISA and EO. Responsible for creating a diverse and respectful working environment.

Lead, Train and Mentor

- More than 15 years experience virtually managing widely varied teams, conducting multiple, multi-phase projects simultaneously in multiple locations. Travel extensively in support of concurrent missions in various phases of development.
 - Fifteen years experience assessing varied projects and develop resolutions to meet productivity, quality, and client-satisfaction goals. Review and select policy options for stakeholders to consider.
 - Build on the success of previous leaders; continue to enliven short-term plans. Quickly surmise situations, develop role in it and get to work.
 - More than 15 years training and mentoring direct reports and other staff in a very hands-on manner. Mentor and share best practices and create future leaders. Direct and mentor teams in program management, resource allocation, integration and contingency operations, continuous improvement and health and safety issues.
 - Military logistics subject matter expert utilized to train and mentor client logistic leaders. Consult and validate proficiency in decision-making and operational competency. Used multiple methods to raise learning quotient such as complex simulations. When developing training methods, created unique solutions for each organization. Expert at testing leadership in a stressful environment to assist them in crisis/emergency decision-making. Over three years, developed and executed full spectrum, combat-oriented logistics training for 27,000 Soldiers.
 - More than ten years experience serving as a consultant of organizational processes.
 - Empower direct reports to execute decision-making at their level of responsibility and utilize initiative. In a dynamic and fluid environment, encourage lean thinking and actions.
 - Recognize good performance and reshape poor performance creatively.
 - More than 15 years experience in employee relations role to assist personnel with individual issues with empathy and compassion. Implement problem resolution plans with retaining the employee as the objective.
- Gather, evaluate and utilize customer feedback. Determine risk and leverage corporate synergies to mitigate risk.
- Develop, counsel, promote, demote and remove employees.
 - Supervise subject matter experts with budgets ranging from \$.5 million to \$100 million.
 - Manage change processes, monitor milestones and evaluate effectiveness.

Stephanie A. Rivers

stephaniearivers@hotmail.com

82510 N Factory Road

Folsom, LA 70437

- Provide leadership and guidance to cross-functional teams, both corporate and volunteer, during all phases of lifecycle of projects to include planning, development, and in progress reviews.
- Communicate with customers to manage program progress. Internal changes and course direction corrections coordinated to meet evolving client expectations.
- Write and develop promotional materials to include catalogues, webpages, industrial periodical ads as well as perform market research.

Install, Operate and Maintain

- More than fifteen years experience managing and documenting interdependent activities related to customer requirements, budget challenges and plans for new business development. Significant contributor to setting and managing budgets and structuring limited resources.
- For 15 years managed and reviewed the status of projects and budgets as briefed by direct reports as well as conduct gap analysis on their schedules and prepared reports. Responsible to spot check and inspect equipment, structures, or material to be provided to clients.
- Served as master planner for a \$250 million platform providing time sensitive intelligence to the warfighter in an expeditionary environment. Installed, operated and maintained a classified area for DoD to enable the warfighter in a hostile area. Continued the build-out of the site, protecting government assets from the enemy. Enable in this unique environment, joint operations. Responsible to ensure the ten million dollar, 64TB secure repository of intelligence (data center) is fully operational. For one year, reviewed 50 projected construction projects and allocate available budget to priority projects.
- Centrally manage \$100 million of equipment belonging to other organizations. Also had oversight of logistics readiness of two army divisions and 16 brigades at 12 locations spanning the United States.
- Introduced state-of-the-art computer system to a manually-managed company. Overcame 100% resistance from key personnel. Conceptualized software package to support sales, accounting, inventory control and remote user access from manufacturing subsidiary. Managed all other operating functions including: financial and NAFTA issues, ISO 9000 compliance, marketing, purchasing, transportation and sales/customer service.
- For multiple organizations, eliminated emergency ordering by establishing effective re-order points. Manage transportation of goods. Initiate bulk purchasing from primary vendors to reduce costs and establish private labeling.
- Responsible for P & L. Manage slow-paying customers. Reduced percentage of over 90-day receivables from 20% to 1% of all open receivables.

Education

American Military University, CharlesTown, WV

Master of Arts, Organizational Leadership

U.S. Army Command and General Staff College, Leavenworth, KS

U.S. Army Combined Arms and Services Staff School, Leavenworth, KS

University of Florida, Gainesville, FL

Bachelor of Science, Business Administration

Certifications and Awards

Six Sigma Green Belt

Crisis Management

Senior Simulations Coach

Outstanding Young Woman of America, 1986

March 18, 2013
Human Resources Department
Lycée Français de la Nouvelle-Orléans Charter School
Via online application

Subject: Deputy CEO/Principal

Good afternoon.

I confidently apply to be the Deputy CEO/Principal for which you will likely have an immediate need. Possessing a proven record of accomplishment developing and implementing processes, policies, and best practices and maximizing operational efficiencies and effectiveness in both corporate and federal settings, I have honed strategic thinking and relationship building skills. Often responsible to report to a board of director-type organization, and have "dotted line" reporting to multiple interested parties, the political balance of managing multiple priorities is now part of my make-up. I would meld into the collaborative leadership team seamlessly. I look forward to an interview of examples that demonstrate the immediate impact I will make.

When asked what I would like to do with my talents when I leave the military, I invariably respond, "Change the way children learn". The precursor, or enabler, is to ensure the teachers have the right tool set for the student population they serve and the enthusiastic energy to apply that tool set. The administrators must provide clear and concise expectations, a safe environment, salary, and benefits to make the service to our future generations a viable living.

Having served as a Director of Operations as well a Commander in the military, aka the CEO, I am comfortable serving as the standard-bearer. I thrive in a goal-oriented, fast-paced, and entrepreneurial environment. I have a track record of building enduring operational systems that increase project efficiency. My change management experience is broad and includes start-up operations as well as blending technology and human capital in right-sizing efforts. I especially excel in evaluating the efficacy of the systems used to capture and analyze data. I personally like to apply myself to conflict resolution, employee coaching, and training thus maintaining effectiveness and efficiency of operations at a high level.

I am available to interview immediately.

Sincerely,

//original signed//

Stephanie A. Rivers

Folsom, LA 70437

Cell: 985-237-5497 or 609-513-0158

Stephen M. Goodly, Sr.

www.mathalate.com

sgoodly@mathalate.com

7732 Edward St.

New Orleans, La. 70126

smgoodly@yahoo.com

(504) 812-9371 mobile

EDUCATION:

- New Leaders for New Schools, 2010
- Master of Administration and Supervision with a focus Educational Technology Leadership, Southeastern University, Spring 2007
- A+ Core and Operating Systems, Comp TIA, May 2003
- Microsoft Certified Systems Engineer Windows 2000 (all tracks completed), ITCAREERS Microsoft IT Academy Program, 2002-2003
- Bachelor of Science, Secondary Mathematics: Southern University at New Orleans, 1994

ADMINISTRATIVE EXPERIENCE:

- Assistant Principal, Miller McCoy Academy for Mathematics and Business (July 2011- August 2012)
 - Responsibilities included: Operations of the fifth through twelfth grades; Professional Developments(Delivered to Whole School, Middle/High School teachers, Team Leaders, Departments Chairs. and Leadership Team; topics included Data Driven Instruction, The Write Tools, Reading Implementation Program, Schoolnotes.com, Discipline data, RTI, Classroom management strategies, Book Study – “Teach Like a Champion”, Doug Lemov; etc); Evaluation of teachers using frequent mini-observations; Modeling researched based strategies to improve instruction and management strategies; employment and termination of personnel, Champion the vision and mission while supporting a positive academic and behavioral school culture.
- Resident Principal, McDonogh City Park Academy (August 2010 – June 2011)
 - Responsibilities included: Operations of the fifth through eighth grades; LEAP/iLEAP testing coordinator; Professional Developments; Evaluation of teachers using Teacher Advancement Program (TAP) rubric; Champion the vision and mission while supporting a positive academic and behavioral school culture.
- I CAN Learn Customer Support Manager (Job responsibilities covered the CT, RI, WV, NJ, VA, DC, and NY area). (November 2005 – August 2008)
 - Responsibilities included: Evaluation, Training, and Technical Support of I CAN Learn Classrooms, Teachers, and Students; Maintain partnerships with administrators, teachers, and students at the school district level and state level; Analyzing high stakes testing data and developing a plan of action to drive the curriculum toward student achievement.
- Instructional Support Team Technician, New Orleans Public Schools (June 2005 - Sept 2005)
 - Responsibilities included: Evaluation, Training, and Technical Support of I CAN Learn Classrooms and Teachers (58 schools, 99 classrooms)
- Numeracy Team Leader, New Orleans Public Schools (August 2003 - June 2005)
 - Responsibilities included: Evaluation, Training, and Technical Support of I CAN Learn Classrooms and Teachers (39 schools, 54 classrooms)

TEACHING EXPERIENCE:

- Fannie C. Williams Elementary School, Recovery School District New Orleans, August 2012 – present
 - Subjects taught: 7th, 8th Grade Mathematics
- Fannie C. Williams Elementary School, Recovery School District New Orleans, August 2009 – 2010
 - Subjects taught: 6th, 7th, 8th Grade Mathematics
- College of Southern Maryland, La Plata, Maryland, Adjunct Professor, August 2008 – 2009
 - Subjects taught: Pre Algebra/Geometry and Computational Mathematics (Hawkes Learning Educational Software)
- Westlake High School, Charles County, Maryland, Teacher, August 2008 – May 2009
 - Subjects taught: Algebra I Cognitive Tutor
- Edison Senior High School, Fairfax County Virginia, teacher, October 2005 - November 2005
 - Subjects taught: Algebra I and Algebra II
- McDonogh 35 Senior High School, New Orleans Public Schools (NOPS), teacher, 1995 - 2003;
Department chairperson; Subjects taught: Algebra I, Algebra II, Geometry, Pre-Algebra
□LEAP tutor; Tennis Coach 1995-2000
- Andrew Jackson Elementary School, NOPS, teacher, 1994-1995
Subjects taught: Self Contained
- Edward Livingston Middle school, NOPS, student teacher, May 1993
Subjects taught: Pre-Algebra and Algebra I

Certifications:

- Principal Endorsement, New Leaders for New Schools
- Type A Teaching Certificate (A476279)
- Educational Technology Facilitator
- Educational Technology Leader
- Secondary Mathematics (grades 6 – 12)
- A+ Core and Operating Systems

ACTIVITIES:

Professional Organizations:

- National Association of Secondary School Principals
- National Staff Development Council
- International Society for Technology in Education
- Association for Supervision and Curriculum Development
- United Teachers of New Orleans
- American Federation of Teachers, intern, 1991
- Louisiana Council of Teachers of Mathematics
- National Council of Teachers of Mathematics
- Greater New Orleans Teachers of Mathematics
- Louisiana Federation of Teachers

Services to District:

- Correlated Curriculum for I CAN Learn with District, State and National Standards
- Created I CAN Learn Technology Action Plan
- Created Web-based Lessons, Evaluations, and Surveys for I CAN Learn Teachers
- Created and presented PowerPoint Presentations for District Superintendent
- Worked consistently with Communications Department for presentations
- Webmaster for Numeracy Department
- Webmaster for I CAN Learn Teachers

Services to School:

- 6th, 7th, 8th Grade Team Leader
- HSA Tutor
- Math LEAP tutor
- Curriculum Advisory Council
- Math Team Member/Webmaster
- School Improvement Committee
- Texas Instruments Calculator (83+84 Plus)Trained
- Student Retention Committee
- School Improvement Team (School Spirit and Pride Committee)

Computer Skills:

- Website Development
- Microsoft Exchange
- Schoolnotes.com
- Microsoft Office: Excel, Power Point, Word, and Frontpage
- Hawkes Learning Systems
- Cognitive Tutor Educational Systems
- I CAN Learn Educational Software
- Classroom Performance Systems
- IGPro
- Class XP
- Blackboard
- WebCT

Awards and Recognitions:

- Teacher of the Year, 2002
- Mathematics Teacher of Distinction, 2001
- Outstanding Teacher, Tandy Technology Scholars, 1996

“Leave No Child Behind”

Stephen Matthias Goodly, Sr.
7732 Edward Street
New Orleans, La. 70126

March 1, 2013

To Whom It May Concern,

I am greatly interested in applying for a Assistant Principal, or Principal, position at your school. I have a Master's Degree in Administration and Supervision with a focus on Educational Technology Leadership. I have a Bachelor of Science Degree in Secondary Mathematics, and New Leader for New Schools principal endorsement. I also have certifications in computer technology. I have enjoyed 18 years in the educational system, where I have served as an Elementary School Teacher, Middle School Teacher, High School Teacher, and College Adjunct Professor.

I have a firm commitment to student centered learning. My vast experience as an educator and an instructional leader have strengthen my ability to optimize student learning. I have summarized some of the skills I possess to be an asset to your school:

Leadership Skills

- I will promote collaborative problem solving and open communication between stake holders.
- I will collect, analyze, and use data to identify school needs and plan for needed changes in the instructional program.
- I will implement and monitor the school improvement plan.

Critical Beliefs

- The proposition that all students can achieve high standards of learning.
- Student learning is the fundamental purpose of schooling.
- The belief that all students have the right and the ability to learn.

Knowledge

- I understand the relationships of assessment to improving student outcomes and strengthening instruction.
- I understand how technology should be implemented to organize and analyze data in monitoring progress.

- I can offer and model strategies for classroom teachers to monitor student understanding and progress.

I welcome the opportunity to discuss with you how my extensive experience, collaborative nature, and data driven instructional strategies can improve student achievement. Thank you for your time and consideration, and I look forward to interviewing with you.

Sincerely,

Stephen M. Goodly, Sr.

Steven D Baker
3400 Kent Ave H101
Metairie, LA 70006
Phone: 504-252-7963 sdbaker10@gmail.com

Objective

I look to leverage my training as a physicist and engineer to implement creative solutions.

Employment History

Financial Advisor

08/2012 - Present Morgan Stanley New Orleans, LA

- Series 7 and 66 certification
- Insurance licensed
- Develop Comprehensive financial plans for clients.
- Developed a diversified book of business.

Graduate Research Assistant

06/2008 - 2012 Pedro Derosa Ruston, LA

- Worked with other graduate student on projects of Interest to the Air force. Also lead a group of undergrads in a summer research program.
- Presented research at Teragrid conference in 2009.
- Utilized Monte Carlo methods for various class projects. Work on modeling the complexation and selectivity of various calix-crown species.
- This work has lead to three peer reviewed presentations.
- And one best graduate oral presentation award at Louisiana Academy of Science

Teacher

08/2011 – 8/2012 Einstein Charter New Orleans, LA

5th Grade teacher math and science/ 6th – 8th. PLTW Engineering Lecturer

I taught AutoCAD/Inventor to middle school students as a tool in the design process.

Adjunct Physics Instructor

07/2010 - 07/2011 Louisiana Tech Ruston, LA

- Director of Physics Lab
- Physics Instructor

NSF GK-12 Teaching Fellow

04/2009 - 04/2010

NSF GK-12 Latech/David Mills

Ruston , LA

- Participation in various STEM activities K-12 students and teachers. I have participated in judging science fairs, lesson planning, teacher development, teaching, and student enrichment activities.
- March 2010: Nano-Days: Lead group of 100 students through various activities that engaged them about concepts related to nano-technology.
- April 2010: Sciport Nano-Days: Introduced nano-technology concepts to K-12 students.
- April 2010: Research in the class room: Developed a lesson plan to introduce nano-composites to k-12 students.
- June 2009: Two week workshop on lesson planning GK-12 Developed 4 lesson plans in the areas of Physics, Chemistry, Biology, and Mathematics.
- June – July 2009: RET workshop: Lead teachers on conducting research projects in molecular modeling and developed approached to bring their research to the classroom.
- November 2009: SHELL MATERIALS SCIENCE WORKSHOP: lead a group of teachers on how to bring nano-technology ideas to the classroom

Manager

01/1992 - 05/2004

Sonic Industries

Various, OK

I held many hats while employed with Sonic. The obvious answers are preparing and implementing business plan to include hiring, scheduling, marketing, and P and L responsibilities. However, in more general terms I was involved in foster relationships between clients (customers) and employees using data from various sources. These sources for the fast food industry include average customer wait time, average sales, quality assurance metrics, Food Safety audits, and direct customer and employee feedback. I utilized each of these data points to not only build sales but create a fun work atmosphere for each individualized employee.

Education and Training

Issuing Institution

Qualification

Course of Study

Louisiana Tech

Doctorate Degree

Engineering _ Physics

Course work completed working on dissertation.

Louisiana Tech

Master's Degree

Applied Physics

Southern Arkansas University

Bachelor's Degree

Mathematics

Honors & Activities

2010 Louisiana Academy of Science Graduate Best Oral presentation award

2009 – 2010 LaSpace Fellow

2009 – 2010 NSF GK-12 Fellow

2009 – 2010 LONI Institute Graduate Fellow

2009 Louisiana Academy of Science Graduate Best Oral presentation finalist

Additional Information

Presentations and Papers

- Selective Complexation of Alkali Metal Cations with Calix[4]Crowns in Aqueous and Nonpolar Media: A Density Function Theory Study; Oral Presentation ACS South West Regional October 2008.
- Selective Complexation of Alkali Metal Cations with Calix[4]Crowns in Aqueous and Nonpolar Media: A Density Function Theory Study; Selected for graduate oral presentation finalist at Louisiana Academy of Science in February 2009.
- Molecular Modeling-based Assessment of Nanocomposites Electrical Properties; Poster presentation at Tera-Grid conference in June 2009.
- Molecular modeling scheme to efficiently determine the selectivity of various calix- crown molecules with Cs, K, and Na ions.; Winner graduate oral presentation at Louisiana Academy of Science in February 2010

Detailed References

Lee Sawyer

Louisiana Tech

600 West Arizona

Ruston, LA 71272

318-257-4053

Business reference known for 4 year(s).

John Shaw

Louisiana Tech

600 West Arizona

Ruston, LA 71272

318-791-9227

Business reference known for 4 year(s).

Lawrence Sisung

504-913-0676

Personal reference known for 1 year(s).

FROM EMAIL

Steven Baker

3400 Kent Ave H101

Metairie, LA 70006

February 28, 2013

Mr. Giambellucam:

I am writing in response to your advertisement for the position of CEO/Principle. After reading your job description, I am confident that my broad-ranging skills make me a natural for this position. Here are some of my skill highlights:

My relevant qualifications include my work as Adjunct at Louisiana Tech University. Most recently I worked as Graduate Research Assistant and LASpace fellow. In these roles, I was responsible for research, team development, innovative solutions, and weekly reports. Here I refined my ability to analyze data, prioritize jobs, meet deadlines, develop innovative solutions, and train subordinates. I utilized my management skills acquired from the restaurant industry to be a successful graduate student. In addition to these skills and qualifications my unique background would make me a great addition to Lycée Français de la Nouvelle-Orléans Charter School.

Here are some of my recent professional highlights demonstrating inter cultural success:

-
- Molecular modeling scheme to efficiently determine the selectivity of various calix- crown molecules with Cs, K, and Na ions.; Winner graduate oral presentation at Louisiana Academy of Science in February 2010
- Sciport Nano-Days: Introduced nano-technology concepts to K-12 students.
- Louisiana Academy of Science Graduate Best Oral presentation award

I would welcome the opportunity to further discuss this position with you. If you have questions or would like to schedule an interview, contact me by phone at [504-252-7963](tel:504-252-7963) or by e-mail at sdbaker10@gmail.com

Sincerely,

Steven Baker

[504-252-7963](tel:504-252-7963)

2008 Hancock Avenue
North Bellmore, N.Y. 11710
Cell - (347) 666 - 7432

Theresa Picciano

Objective: Administrative Position

Certification: New York State Certification - Administration and Supervision
New York State Certification – Elementary Education and Mathematics

Professional Experience:

Intermediate School 347 - Brooklyn, New York

September 2005 – Present

Assistant Principal:

- ❖ Closely monitored instruction in all subject areas, to ensure maximum effectiveness of teaching methodologies.
- ❖ Sixth and Seventh Grade Academy Supervisor
- ❖ Supervisor of the Mathematics and Language Arts Department
- ❖ Graduation Coordinator
- ❖ Testing Coordinator for all City and State Assessments
- ❖ Programmer
- ❖ Data Specialist/ Inquiry Team Member
- ❖ Plan monthly department meetings and staff development
- ❖ Summer School Coordinator
- ❖ SES Coordinator
- ❖ Generate Report Cards using the Hsst/Stars Program
- ❖ Member of the Curriculum and Instruction Committee

Junior High School 237 Flushing, New York

September 2004 – September 2005

Mathematics Staff Developer/ Coach:

- ❖ Trained various teachers in the use of the Workshop Model
- ❖ Member of the School Leadership Committee
- ❖ Member of the Curriculum and Instruction Committee
- ❖ Attended Impact Mathematics Staff Development

January 2004 – Present

Saturday Prep Academy Teacher

Intermediate School 61 Corona, New York

September 2001 to August 2004

Mathematics Staff Developer/ Coach:

- ❖ Developed a math plan and standard based lessons
- ❖ Planned and presented workshops in the America's Choice Model for the district schools
- ❖ Wrote the Mathematics component of the schools CEP
- ❖ Planned all weekly Math Staff Development Workshops
- ❖ Reorganized the scope and sequence for Mathematics
- ❖ Supervised and managed all city and statewide standardized tests
- ❖ Coached the Math A class
- ❖ Planned and attended Superintendent Math Coach visits
- ❖ Member of the Curriculum and Instruction Committee

September 1988 to June 2001

Alternative Education Coordinator

- ❖ Responsibilities of this position included the supervision of children who have been suspended to the in-house suspension program by the principal, articulating with each student's subject teacher to obtain work, thereby ensuring the children remain up to date with the rest of their class. Preparing suspension letter and other disciplinary reports for the school and the District Office.
- ❖ Contact and meet with the parents of the students placed in the Alternative Education Program.
- ❖ Programmed and maintained both teachers and students programs
- ❖

September 1995 to June 1998

Dean of Students

- ❖ The responsibilities entailed working closely with parents, teachers, guidance
- ❖ counselors, supervisors, and other service personnel to bring about positive student
- ❖ behavior modification
- ❖ Created a system of various reports related to behavior, attendance and lateness
- ❖ Supervised school aides and students in the cafeteria
- ❖ Organized Student Portfolio Assessment Folders
- ❖ Organized class placement for incoming students
- ❖ Senior advisor for the graduating class
- ❖ Programmed assemblies for the grade
- ❖ Assisted in the implementation of Project Stop

September 1989 to June 1995

Mathematics Specialist

- ❖ Developed and implemented daily lessons reflecting the NCTM standards for students who
- ❖ scored below the twenty-fifth percentile on the citywide test
- ❖ Presenter of District Wide "Family Math"

Testing Coordinator

- ❖ Supervised and managed citywide exams for I.S. 61 (2,200 students)
- ❖ Prepared and developed schedules for each citywide exam

Summer School Instructor

- ❖ Developed and instructed daily lesson plans addressing the individual needs of each student
- ❖ Maintained monthly progress reports for each student

January 1995 to June 1995

Administrative Intern

- ❖ Implemented the ATS report card system
- ❖ Assisted in assigning coverage's for all absentee teachers
- ❖ Developed testing bulletins for all city-wide exams
- ❖ Coordinated workshops for parents whose students were receiving remedial services
- ❖ Developed the Mathematics Component for the Inclusion Program
- ❖ Member of the Compact for Learning Committee

January 1989 to September 1989

Elementary Teacher – Grade 3

Developed and instructed daily lesson plans addressing the individual needs of each student

Private Tutor

Ensuring that individual needs of each student are met by one on one instruction

Professional Preparation

Queens College – Flushing, New York

May 1995 - Professional Certificate – School Administration and Supervision

May 1992 – Master of Science in Mathematics and Elementary Education

AUBRIET-MORETTI Valérie
Sherbrooke
aubriet.vale@hotmail.com
819-919-2713
819-791-7518

Goal :

To use my pedagogical, administrative and relational skills within a dynamic team.

14 years of experience in education, human resources and management that make me versatile and also blessed with strong adaptability.

Diplomas

- Quebec teaching permit (preschool, elementary and special education .Québec- April 2007
- « Diplôme de professeur des écoles de l'éducation nationale française ».-France, sept 1996
- Graduate degree in child psychology-France, sept 1995
- Graduate degree in elementary education and special education - MICC -May 2006
- BAFAD (« Brevet d'Aptitude aux Fonctions d'Animations et de Direction ») -France,1998
- Certificate in school administration –France, nov 2011.-
- Teacher certificate of Newfoundland (Newfoundland and Labrador)-St John's, nov 2008

Main functions

-pedagogical-

- Elementary school administrator : 400 students
- Elementary teacher.
- Pedagogical and educational program development for activity centers, for a center for adults with handicaps
- Pedagogical training for teachers (french community school)

-administrative-

- Elementary school administrator : 400 students
- Administrative and pedagogical management of an elementary school
- Secretarial duties (greeting, customer service, fax, phone)
- Relational and computerized management of student files and parent contact (special education, individualized education plan)
- Development of graphic elements for culture activity promotion

-psychological and relational-

- Integration assistance for students with handicaps, dyslexia and learning difficulties, family assistance.
- Direction of a team of 15 bilingual teachers in a community school (including an elementary and a secondary sector, Managing a staff of 15 bilingual teachers in community schools, primary and secondary (planning and organization of the work of teaching assistants or other stakeholders)
- Executive Assistant-General Youth camps, Val Estrie (Waterville): responsible for sales, training and evaluation of staff coordination, monitoring customer ...
- Educational Consultant in community school (non-Francophone mother tongue, differentiated instruction etc ...)

Employment history

August 2012 to March 2013 : School principal, Ajagutak school, Kativik school board, Nunavik

March 2012 to June 2012 : Special education teacher for the Sherbrooke school board.

September 2011 to February 2012 : Teacher in Bamako.

September 2010 to June 2011 : Planning and opening of a bilingual school in Phnom Penh, interim school principal, special education, psychomotricity and project planning for asian area.

September 2009 to June 2010 : Kindergarten teacher, Phnom Penh and interim school principal.

November 2008 to June 2009 : Education consultant, french school, Saint John's, Newfoundland, interim school principal.

September 2008 : Co-founder and educator in a house of respite for children, teenagers and adults with severe developmental challenges.

September to November 2008 : Substitute teacher for the Sherbrooke school board.

January 2008 to June 2008 : Special education teacher and teacher in an elementary school and in a respite center for drop-outs, Sherbrooke.

April 2007 to June 2007: Coordinator « conseil du Loisir Scientifique de l'Estrie » : Management and organisation of animator and class activities. Responsible for the « Débrouillards » science day camp (summer 2007)

October 2006 to April 2007 : Assistant to the general administration of « Camps Espaces Jeunesse inc. »:

09 /2001 to 2006 : Teacher, all levels, France: Administrative assistant

09 /2000 to 09/2001 : Specialized teacher with children with behavior disabilities or physical handicaps,

09/1999 to 09/2000 : Teacher, Sensory institute of education

09/1997 to 09/1999 : Support position in a low-income regional school.

Other assets...

Languages : Spoken and written French an English, basic Spanish

Good computer skills

Use of information technologies (smartboard, projector, etc)

Driver's permit

Independant, resourceful and versatile.

FROM EMAIL

Madam, Sir

For the last few years, I have oriented myself towards training, coordination and management in education.

As I've been living away from my native country for a few years, I have been able to experience and integrate various pedagogical practices and systems in different organization settings. These rich and complimentary experiences enable me to manage with confidence a francophone school abroad.

Being bilingual and convinced rapidly of the benefits of bilingual classes in school, I have reoriented my training towards this philosophy of teaching. I notably had the opportunity to work for the opening of the bilingual college of Lycée Descartes in Phnom Penh in 2010.

Differentiated learning and competency based evaluation are also an integral part of my pedagogical philosophy and they guide my actions on a daily basis.

Also, my interpersonal skills have been consistently growing through my varied experiences. I am able to work collaboratively with an administration, a management and parent committees.

Furthermore, I am a thoroughly organized person and I am used to coordinate various types of teams. I am a demanding, efficient and dedicated worker who does not quantify my efforts and time.

Finally, my experiences have shaped the lively, understanding and motivated person that I have grown to be.

Regards,
V. Aubriet

Victoria Geyer
PO Box 1594
Kodiak, AK 99615
248-321-2898
v_geyer969@yahoo.com

OBJECTIVE

Creative person with several years public school teaching experience; many years as a musician, artist and fluent in French. Technologically savvy with most current trends in classrooms. Interested in a career where creativity is a plus.

WORK EXPERIENCE

Teacher, Kodiak Island Borough School District, Kodiak, AK **2011-2012**
Teach 8th Grade Remedial Reading, 8th Grade Remedial Writing, 8th Grade Language Arts, Intermediate Orchestra, Advanced Orchestra, Homework Club, Team meetings, etc.

Teacher, Lower Kuskokwim School District, Bethel, AK **2007-2010**
Teach grades 6-12 Reading, Writing, Spanish, Baking, Sewing, Music, Consumer Life Skills; Teach 2nd grade ESL; Fund raising; Prom; Graduation; Student Council; Homework Club; Awards; All Home Game Cooking; AR Manager; Student Store; Cooked Village feast at Thanksgiving; Cooked Prom dinner; Student Council Sponsor; etc.

ESL Tutor, Noriko Rosen, Farmington Hills, MI **2005-2007**
Taught ESL lessons to Japanese businessmen, their wives and children from ages 4 through 60-ish. Each lesson specialized for that student and the desired outcome. Several successful TOEFL tutorings and scores.

Account Manager, Hutchinson Seal, Plymouth, MI **2001-2003**
Team networking; Setting prices on goods; Travel; Sales; Presentations; On-site IT support; Training of new employees; Helped to implement vision of Sales Manager Xavier Ovize, etc. Job lost due to Automotive cut-backs. Business no longer in operation.

Inside Sales Rep, FCI Automotive, N.A., Livonia, MI **1998-2001**
Team networking; Sales; Multiple facilities (5) in North America; Monthly Financial Reports; 5-year Strategic Action Plan; Yearly Budget; Liaison with French parent company; Presentations; Spreadsheet design; Budget and SAP database creation and maintenance; Liaison between Sales and Accounting departments; Auditor at Physical Inventories, etc. Job lost due to Automotive cut-backs. Business no longer in operation.

Victoria Geyer
PO Box 1594
Kodiak, AK 99615
248-321-2898
v_geyer969@yahoo.com

Page 2/...

EDUCATION

Master of Arts in Teaching
Wayne State University, Detroit, MI

May 2007

Master of Music
Bowling Green State University, Bowling Green, OH

December 1998

Thesis: Bohuslav Martinu's *Three Madrigals for Violini and Viola*: A Stylistic Analysis

Bachelor of Music
Bowling Green State University, Bowling Green, OH

August 1992

SKILLS

Differentiated Instruction, Customer Service, Budgeting, Fund Raising, Grant Writing, Sales Presentations, Strategic Planning, Physical Inventory, Interdepartmental Organization and Communication, Typing, Proofreading, Editing, Tutoring, Pricing, Research Writing, Database Applications (Windows Access), Data entry, Staff development, Data organization, PC, Macintosh, ipads, Aver Projectors, 10-Key, Office machines

LANGUAGES

French – fluent
Spanish – intermediate

INTERESTS

Family
Arts and Crafts
Performing
Reading
Swimming

29 March, 2013

To Whom It May Concern:

I saw your posting for Principal/CEO for Lycée Français in New Orleans via the ACTFL website. I attained my Master of Arts in Teaching from Wayne State University in 2007, and have since been working with students from all areas of the world.

As part of my education I studied in France and as a result I have my Certificat des Etudes Françaises. I have worked with budgets and strategic plans in my former life in the office world as well as dealt with data and its interpretation. I love working with students, their parents and other teachers.

Should my skills match what you are seeking, I would enjoy hearing from you.

Sincerely,

Victoria Geyer

Jammie Poole, Jr.

6745 S. Paxton Ave Apt #3 Chicago, Illinois 60649 jpoolejr@rich227.org
(h) 708-679-5648 (c) 708-473-0749

SCHOOL EXECUTIVE DIRECTOR

PRINCIPAL – MANAGING DIRECTOR - COO

SUMMARY

A proven high school principal with a commitment to student growth development and academic excellence. Oversight of 1600 students, 141 staff members and an annual budget in excess of 15.3 million. Exemplary turnaround school leader and change agent providing schools with positive school culture, guaranteed and viable curriculum, and engaging and personalized instruction. Implemented and developed district policies and programs that challenges and motivates students toward life-long achievements and enhanced educational experiences.

- Turnaround School Leadership
- Strategic Planning
- Operations Management
- Data Driven Decision Making
- Performance Management
- Curriculum Development
- Diverse/Minority Community Relations
- Staff Development

PROFESSIONAL EXPERIENCE

Principal/Rich Central High School
Rich Township School District
District 227
Olympia Fields, Illinois

2011 - Present

Principal leader of Rich Central High School noted as one of the nation's top schools by US News and World Report in 2011. Improving the school in 2012 to an overall school ACT of 18.1. School maintains less than 2% drop out rate with a 97% graduation rate of which 84% of students are accepted into four year colleges and universities. Established university partnerships in 2012 with local colleges to create college credit opportunities for senior students of Rich Central to create college credit opportunities. Responsibilities include:

- Manage the development of specific administrative procedures and programs to implement the intent established by Board policies, directives and formal actions.
- Maintain adequate records for the school, including a system of financial accounts, personnel records, school population and scholastic records. Act as custodian of such records and all contracts, securities, documents, books of records, and other papers belonging to the board.

- Provide for the optimum use of the staff of the school. See that the school is staffed with competent people who are delegated authority commensurate with their responsibilities.
- Manage the development throughout the school of high standards of performance in educational achievement, use and development of personnel, public responsibility, and operating efficiency.

Principal/Orr Academy High School
Chicago Public Schools
District 299
Chicago, Illinois

2008 – 2011

Provided transformational leadership to planning, launching and managing of Chicago's first turnaround high school (Orr Academy). This included implementing the AUSL Turnaround Model which focuses on high student achievement; building a positive school climate that supports the whole student; leveraging research and data to drive initiatives and instruction; and building a high-performing staff and leadership team to achieve the school's vision and goals.

- Developed school-wide post-secondary program, resulting in 92% of all seniors graduating and taking the ACT with 63% scoring as college-ready and 74% accepted into college
- Raised student attendance with a two year average that outperformed selected control neighborhood schools with the same population and demographics as Orr Academy Turnaround School by an average of 13-16 percentage points
- Implemented a new curriculum which integrated the Illinois State Standards with the College Readiness Standards for all core classes which resulted in a .5 increase in both PSAE and ACT test scores
- Implemented weekly CDAS (classroom diagnostic assessment system) and quarterly interim assessments to produce positive gains in Explore and Plan state assessments in Mathematics and Reading
- Decreased student misconducts by 25% in 2008-2009 and by 20% in 2009-2010 and established a district modeled high school parent patrol and incurred a \$260,000 grant for Culture and Calm to improve the school's entry/exit plan.
- Developed in-house district-business partnership with external partners such as City-Year, Youth Guidance, the Chicago's Mayors Office, Upward Bound, Near North Development and UMOJA to create strong advisory for 100% of Orr Academy students, Math and Reading tutorial programs for off-track students, as well job shadowing and student internships for 60% of senior students.
- Implemented an Instructional Leadership Team which facilitated bi-weekly performance management around assessment data dialogues, grade level dialogues, Charlotte Danielson Teacher Development dialogues, and Attendance Initiative dialogue meetings to drive targeted areas of focus and create time tabled action plan for outcomes.

**Resident Principal, New Leaders for New School
Chicago Public Schools/Christian Fenger High School
Chicago, Illinois**

2007-2008

**English/AVID Teacher
Melrose High School
Memphis City Schools
Memphis, Tennessee**

2000 – 2007

EDUCATION

Master of Arts, Administration and Supervision, National Louis, Chicago, IL 2007

Bachelor of Arts, Education, English, Rust College, Holly Springs, MS 1995

PROFESSIONAL RECOGNITION

- Featured in New York Times June 2, 2008 *Former Failing School Serves as a National Model*
- Featured on National Public Radio (NPR) August 18, 2008 *Entrepreneurs Transforms Chicago Schools*
- Featured on Bloomberg August 4, 2009 *Duncan Wields 100 Billion to Make U.S. Schools Like Chicago's*
- State Recognition for Highest FAFSA Completion Rate (out performing the district in 2010)

PROFESSIONAL ASSOCIATIONS

- National Association of Secondary School Principals
- New Leaders for New School
- Academy For Urban School Leadership
- Illinois Principal Association
- National Education Association

Jammie Poole Jr.
6745 S. Paxton Ave Chicago, Illinois 60649
M: [708-473-0749](tel:708-473-0749) | jammiepoole@yahoo.com

March 27, 2013

Dear CEO/Principal Selection Committee:

It is with great interest and experience that I am applying for the position of principal/CEO for Lycee Francais. My education experience includes 9 years as a high school teacher and 6 years as a building principal. I am a product of New Leaders for New Schools, one of the nation's premiere principal preparation groups. I have also been trained as a turnaround principal with the Academy for Urban School Leadership to lead the nation's first turnaround high school in Chicago, IL. I worked extremely hard to build a school that has gone from being labeled as one of Chicago's worst to what the New York Times published in 2008 as a "National Model for Turnarounds."

I have consulted with chief area officers in Chicago Public Schools and various charter school organizations to work with new principals on school design, organizational leadership, performance management, and parent and community partnerships. I bring experience in closing the achievement gap, and in building strong instructional leadership teams which develops school-wide instructional initiatives aligned to ACT College Readiness Standards and those of Common Core. I have proven leadership in developing teacher capacity that delivers high quality and relevant instruction, facilitates research-based professional development around best practices, established a school culture that embrace teacher and student learning, and I have implemented systems of accountability that support shared goals and objectives for the vision and mission set for the school.

As a leader that supports data driven instruction and decision making, I have designed and facilitated bi-weekly performance management sessions that fostered grade-level dialogues, student performance data dialogues, and Charlotte Danielson teacher development dialogues where strengths, areas of growth, goals and action plans were discussed and created. I also facilitated a teacher training residency site through the AUSL teacher residency program. We have successfully trained over twenty teachers who are now working in some of the most challenging schools in Chicago.

I am currently in my second year as a suburban principal of Rich Central High School which has been noted by US and World News Report as one of the nation's best high schools in 2012. I have the proven ability to lead schools systems into measurable growth and accountability.

Sincerely,

Jammie Poole Jr.

Mark A. Vaughn

824 Valmont Street
New Orleans, LA 70115
504-782-8634
mvaughn@lfno.org

Objective

Special Ed. Coordinator

Education

1979-2007 University of New Orleans New Orleans, LA

M. Ed., Educational Administration (December 1990)

- Secondary School Principal, doctoral coursework in Educational Administration, Special Education certification

1973-1977 University of New Orleans New Orleans, LA

B. A., English Education (December 1977)

- Reading and Language Arts concentration

Work experience

1/2013-present Lycee Francais de la Nouvelle-Orlean New Orleans, L

Special Ed. Coordinator

- Assuring special ed. department is in compliance with federal and state laws.
- Compass teacher evaluator.
- District Test Coordinator for 2nd grade ITBS.

10/2007-01/2013 Jefferson Parish School Board Metairie, L

Special Ed. Teacher

- Homebound teacher using Compass Learning Odyssey and Education 2020 online instruction teaching regular and special education students in second through twelfth grades focusing on English, Language Arts and Math.
- Teacher of students with autism.

6/2012/8/2012 Truman Middle School Marrero, LA

Extended Year Services Principal

- Summer program administrator responsible for special education students, records, program services, faculty and staff.

6/2009-8/2009 Riverdale High School Metairie, LA

Compass Learning Odyssey Facilitator

- Trained teachers to use Compass Learning Odyssey online instructional program and provided curriculum development, technical, and instructional support to teachers, parents, and administrators in the summer school program.

1986-2007 Slidell High School Slidell, LA

Assistant Principal (1996-2007)

- *Curriculum and Instruction:* Development of the master schedule, student and teacher scheduling, Teacher Assessment, evaluation and supervision of sixty teachers, Special Education Liaison, accommodations for qualifying students, professional development, new teacher interviews, hiring and

evaluation of para-educators, SACS Steering Committee Co-chair, Advanced Placement Coordinator, Literary Rally Coordinator, textbook custodian, supervision of substitute teachers, parent complaints, special events, Key Club Sponsor. Served on the writing committee and major contributor to the *Blue Ribbon Schools* application. Implemented programs targeted for the success of at-risk students. Evaluated applications and interviewed prospective teachers. Supervised and participated in the development of Career Academies.

Special Education Coordinator (1994-1996)

- Assisted Disciplinarian with discipline of special ed. students (investigation, behavior interventions, required paperwork), SBLC Chairman, 504 Chairman, Principal's Official Designee for special education documents/meetings, accommodations for qualifying students, scheduling special education students and teachers, scheduling of aides and interpreters, consultant to faculty and administration, development and evaluation of special ed. programs, IEP monitoring, administration of state special ed. testing, coordination of special needs and services.

English/Special Education Teacher (1986-1994)

- Taught English and reading (grades 9-12) to special education resource students, and taught functional academics, social skills, and pre-vocational skills to mild/moderate students in the alternative program. Served on numerous committees including: Community-Based Education, Goals 2000, Inclusion, and the Teaching Academy. Tennis Coach 1990-1996. Taught seventh and eighth grade English at Boyet Junior High School in the fall of 1987.

1990-1992 State of Louisiana Chalmette, LA

Tutor

- Private tutor for elementary and middle school students in foster care.

1984-1986 Fairchild Junior High School Jefferson, LA

English/Special Education Teacher

- Ninth grade resource English and self-contained mild/moderate teacher. Implementation of Community-Based Education program. Used a variety of diagnostic tools to design and implement individual remediation programs in Reading, English, and Math.

1981-1984 Ellender Middle School Marrero, LA

English/Social Studies/Special Education Teacher

- Sixth, seventh and eighth grade honors English, World Geography, and special education teacher. Taught learning disabilities students in a resource setting and self-contained emotional/behavior disorder students.

1978-1979 Slidell Junior High School Slidell, LA

Reading Teacher

- Taught reading to seventh and eighth grade students.

Spring 1978 Landry High School New Orleans, LA

Reading Teacher

- Taught reading in the SCIP reading lab to tenth grade at-risk students.

Fall 1977 Chalmette High School Chalmette, LA

English/Reading Teacher

- Taught English literature and composition to ninth-twelfth grade students.

824 Valmont St.
New Orleans, Louisiana 70115
8 April 2013

Lycee Francais de la Nouvelle-Orleans
jobs@lfno.org

To The Selection Committee:

In my position as Special Ed. Coordinator at Lycee Francais, the numerous responsibilities assigned to me by the administration has afforded me the opportunity to become involved in many aspects of the school. Consequently, I have observed firsthand the school's many strengths. I also have observed that--although Lycee Francais has experienced tumultuous times--the talented personnel and broad support for this school combine to create a great opportunity for an effective leader to transform Lycee Francais into a highly effective school for all stakeholders. I am fully prepared and committed to meeting the challenges of this developing Louisiana French immersion charter school in our great city of New Orleans.

Education has been my life-long endeavor. As a school leader, I am an assertive team leader who values two-way communication as the means to establishing mutual respect. My leadership style is largely facilitative, and I am motivated to empower and support teachers by establishing a collaborative environment. In my experience, guiding a group of people through the facilitative process to develop systems to enhance the effectiveness of programs and the daily operations of the school has the intended goal of superior outcomes and stakeholder ownership. I am, however, a strong leader and exercise authority when students, teachers, or parents make choices not aligned with the smooth operation of the school.

In closing, my administrative experience and professional education have provided me with a broad knowledge base and competencies to implement best practices at Lycee Francais. Although I am not fluent in French, I am building on my years of study with private tutoring. Also, the Academic Director has the competencies to address the French curriculum with French teachers. Together, we can address the Louisiana Common Core to assure the students outperform state requirements.

Sincerely,

Mark A. Vaughn, Special Ed. Coordinator
Lycee Francais de la Nouvelle-Orleans