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Administration

Palm Desert High School

- Assistant Principal Career Technical Education - 2015-present
- Summer School Principal – 2016, 2017
- Promoted student enrollment into career-themed pathways and improved student achievement through rigorous academic curriculum.
- Engaged with community organizations, business and industry to assist in the support and planning of new and on-going Advisory Councils for all career-themed pathways.
- Built educational programs and services to meet students' needs and directed appropriate placement in programs including continuation/alternative high school.
- Supervised and evaluated the performance of certificated and classified staff; participated in the selection of new personnel and made recommendations as requested regarding promotions, reassignments and discipline.
- Developed site Master Schedule for regular and summer school. Wrote and submitted A-G CTE courses for Health, Engineering, Business, and Film & Broadcasting programs.
- Established, distributed and expended within budgetary limitations, the financial resources for site CTE and Summer School programs.
- Worked cooperatively with the management team to ensure support and articulation for the total operation of the high school and the achievement of District goals including safety and security of students and staff along with campus maintenance.
- Adhered to the policies of the Board of Education, the laws and regulations of the California Administrative and Education Codes and other applicable laws and regulations.
- Conferred with parents concerning individual CTE student progress and administered student discipline when necessary.
- Directed public relations activities including collaborating with feeder middle schools to support and develop CTE related programs.
- Worked with the District CTE Coordinator:
 - to align DSUSD career-themed programs with Common Core State Standards and a-g program requirements
 - to facilitate the expansion of work-based learning experiences for students, e.g. job shadowing, mentoring, internships, etc.
 - to provide marketing materials and information to post-secondary partners, community partners, parents and students
- **Planned, organized, and implemented:**
 - programs and services that resulted in the improvement of the educational achievement of students in Career Technical Education programs

- a program of staff development including instructional rounds and interview training that resulted in improved performance and productivity
- appropriate procedures relating to High School accreditation activities
- a counseling and guidance program which resulted in student's awareness of Career Technical Education opportunities
- a process to increase participation in CTE programs and student organizations
- a system for processing data which resulted in necessary and required reports to include, a-g progress, graduation rates, and CTE capstone course participation

Teaching

University of Redlands – 2006 - 2014

EDUC 502: Teaching and Learning in Secondary Schools
 EDUC 504: Single Subject Literacy and Language
 EDUC 508: Single Subject Content Area Literacy

Redlands High School - 1997-2015

Multimedia Design CP	English 9	Read 180
Advanced Multimedia	English 10	Student Government
Video Production	English 10 (summer)	Play Production
Screenwriting as Literature	English 11	Modern Literature

Royal Oak Middle School - 1995-1997

7/8 Drama
 6 Exploratory Drama

Education

Administrative Services Credential – Riverside County Office of Education, 2017

Master of Arts in Educational Leadership – Azusa Pacific University, 2015

Master of Arts in Education: Teaching – Azusa Pacific University, 2004

Single Subject Teaching Credential in English – Azusa Pacific University, 1995

Bachelor of Science in Communication Arts – California State Polytechnic University, Pomona, 1989

AB2913 Clear Certificate of Completion of Staff Development – Redlands Unified School District, 2007

Professional Development

Model Schools Conference – 2016, 2017, 2018

Educating for Careers Conference – 2011, 2012, 2015, 2016, 2017, 2018

Metro Nashville Public Schools The Academies of Nashville – 2015

Association of Career and College Readiness Organizations CTE Conference – 2016, 2017

Association of Career Technical Education Conference - 2016, 2017