

Education Advisory

APPLICANT INFORMATION

Applicant Name:	Louise A Ball
Address:	3773 NW 63 Court Coconut Creek 33073
Phone Number:	9548304709
Alt Phone Number:	9544286805
Email Address:	lafball@comcast.net
Signature:	Louise Ball
Applied Date:	3/1/2021 12:08:00 AM
Boards Selected:	Community Outreach Advisory Education Advisory Parks and Recreation Advisory

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City?	N
All	Are you a member of another City Board?	N
All	Have you ever served on a City Board?	N
All	Will you be away from the City for extended periods of time?	N
All	Have you graduated from the City `s Citizen Academy?	Y
Community Outreach Advisory	Are you least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the city for operation at the location?	N
Parks and Recreation Advisory	Are you currently or have you engaged in a community athletic league, a community center recreation program, a park program, or in any of the Parks & Rec special events, volunteer activities, or fitness membership?	N
Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity?	N
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate change, Education, Engineering, Environmental science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban planning?	N
Community Outreach Advisory	Do you have experience with representing the interests, specialties, and qualifications in the field of Branding, Marketing, Public Relations, Social Media, Video Production or Website Production?	N
Education Advisory	Are you at least 18 years of age, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school `s PTO or SAC?	N
Education Advisory	Are you least 18 years of age, a City resident who is a teacher or administrator retired from or currently employed at any elementary, middle, high, or technical school located within the City of Coconut Creek?	N
Education Advisory	Are you least 18 years of age, a City resident or owner of an education related business who demonstrates a strong and sincere commitment to the enhancement of education of the children of Coconut Creek?	N
Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

LOUISE A. BALL, Ed. D.

3773 N.W. 63rd Court

Coconut Creek, Florida 33073

Home (954) 428-6805 Cell (954) 830-4709 Work (754) 321-1870

Louise.ball@browardschools.com or Lafball@comcast.net

EDUCATION:

- 2004 Florida Atlantic University, Boca Raton, Florida: Doctor of Education, Educational Leadership
- 1996 Florida Atlantic University, Boca Raton, Florida: Education Specialist, Educational Leadership
- 1992 Nova Southeastern University, Davie, Florida: Master of Science, Social Studies Secondary Education
- 1989 Universite D'Avignon, France, Study Abroad Program
- 1988 State University College of New York at Buffalo, Buffalo, New York: Bachelor of Science, Social Studies Secondary Education

STATE OF FLORIDA CERTIFICATION:

Education Leadership K-12

Social Science 6-12

Reading Endorsement

ESOL Endorsement

Middle Grades Endorsement

State of Florida Certificate Number: 636138

PROFESSIONAL EXPERIENCE:

2005 – Present 6-12 Social Studies Curriculum Specialist, Broward County Public Schools Broward County, Florida

- Design, plan, develop, implement, evaluate, and monitor middle and high school social studies curriculum for Broward County Public Schools.
- Design, plan, develop, and evaluate professional development for Secondary Social Studies Teachers for Broward County Schools.
- Train and support district team of four Social Studies Instructional Specialists
- Train and support team of Secondary Social Studies classroom teachers who serve as part-time trainers.
- Served as co-facilitator for District Holocaust Committee.
- Conducted teacher survey to determine efficacy of implementation of Holocaust mandate.
- Served as District contact for district for local Holocaust organizations: FAU, Nova Southeastern University, Holocaust Documentation Center
- Collaborate with the Broward County Supervisor of Elections Office to implement bi-annual High School Voter Registration Drive and High School Vote experience.

- Plan and implement district wide Kids Voting Mock Vote.
- Plan and supervise District Social Studies Department Chair meetings.
- Prepare responses to Action Requests for School Board Members or Senior Management.
- Prepare District Status Reports for School Board Members and Senior Management.
- Plan and coordinate social studies competitions for public, private, and charter schools in Broward County.
- Plan and implement Democracy in Action Initiative local Representative.
- Coordinate, plan, implement and provide support for State of Florida mandates.
- Monitor the implementation of adopted Instructional Materials for 6-12 Social Studies for entire district.
- Review Charter School New and Renewal applications.
- Review, evaluate, and approve segments of teacher applications for Certification.
- Review School Board Policy on Academics for accuracy and new information.
- Planned and coordinated the implementation of two one-million dollar United States Department of Education's Teaching American History Grant.
- Serve as liaison to Broward County Supervisor of Elections Office for purpose of coordinating education initiatives.
- Implement High School Financial Literacy initiative through course offerings and professional development for staff.
- Serve as liaison to Nova Southeastern University's Nova Street Law Mock Trial Program.

2018 Broward County Public Schools District Delegate for Chinese Bridge Delegation in Partnership with College Board

- Served as district representative for visit to France and Poland.

2016 Broward County Public Schools District Delegate for Chinese Bridge Delegation in Partnership with College Board

- Served as district representative for visit to China.

2008-2009 Adjunct Instructor, University of Phoenix, Davie, Florida

- Planned and implemented lessons for Undergraduate Elementary and Secondary Social Studies Methods and Introduction to Education classes.

2008, 1999 – 2002 Adjunct Instructor, Florida Atlantic University, Boca Raton, Florida

- Planned and implemented lessons for Undergraduate Elementary and Secondary Social Studies Methods Class.

2006-2008 Florida Association of Social Studies Supervisors

- Served as Secretary Treasurer.

**2006 Special Deputy, Broward County Supervisor of Elections
Office, Ft. Lauderdale, Florida**

- Served as a Special Deputy for the 2006 Primary and General Election.

**1999 – 2005 Magnet Coordinator, Northeast High School,
Oakland Park, Florida**

- Provided support for over 500 Magnet students through Parent Conferences, Scheduling, Transportation, and Administrative referrals.
- Created and coordinated presentations to promote Northeast's Magnet Academies to middle school students, parent groups, and business partners.
- Coordinated Northeast's Magnet Open House, School Magnet Showcase, and Magnet Freshmen Orientation.
- Wrote articles for school newsletter to promote Northeast's Magnet Academies.
- Co-coordinated and co-planned renovations and purchases of new materials and equipment for Magnet Academies.
- Coordinator: U.S. Department of Education Smaller Learning Communities Planning Grant.
- Authored district Mentoring Program reports (SAILS, Take Stock in Children, Women of Tomorrow).
- Authored School to Career Quarterly Reports.
- Authored Coalition of Essential Schools Reports.
- Researched, planned and implemented various purchases to support school renovations or instructional materials to support academic and magnet programs.
- Served as member and Committee Chairperson of School Advisory Council.
- Authored Magnet District school level End-of-Year Report using scholarship data, senior surveys, FCAT scores, SAT and ACT scores, and qualitative data from faculty and staff.
- Served as Learning Community Coach (Grant from Lucent Technologies). Plan, facilitate, and compile data for school, innovation zone, and district level meetings.
- Facilitated Parent Learning Community.
- Hired and trained assistants to Magnet Program at Northeast High.
- Coordinated "Women of Tomorrow" group of students at Northeast High.
- Sponsored SADD (Students Against Destructive Decisions) Club.
- Served as Peer Coach for new Magnet Theme Teacher.
- Planned and facilitated Coalition of Essential Schools and School to Career meetings.
- Served on district Coalition of Essential Schools Advisory Board: District elected position.
- Initiated and sponsored "FIRST" Robotics Club.

- Served as liaison for City of Oakland Park, Florida Main Street Organization.
- Coordinated Ground Hog Shadowing Day for Northeast High Students. Collaborated with local businesses to place students for career shadowing.
- Co-planned and implemented Northeast High “end-of-the- year retreat.”
- Wrote sections of SACS (Southern Association of Colleges and Schools) Report for Accreditation purposes.
- Co-organized visit of Japanese Educators to Northeast High.
- Planned, designed, and facilitated “Principal’s Protocol” analyzing Broward County’s Summer School Policy.
- Authored or co-authored grants: Perkins, Annenberg Industry Adopted Schools, Artist in Residency, Leadership Development Grant, Citibank Success Grant, and Business Partnership Grant. Total approximate dollar amount received at school: \$250,000.00.

1994 – 2005 Part-Time ESOL, ESOL Testing Facilitator, ABE/GED Lead Teacher, Coral Springs, Instructor: Citizenship Class, Coral Springs and Taravella Community Schools, Coral Springs, Florida

- Planned and implemented lessons for adult non-English speakers.
- Created and facilitated lessons for Citizenship Class.
- Tested (TABE and CASAS), registered, placed, and monitored adult non-English speakers, Adult ABE (Adult Basic Education) and GED (General Educational Diploma) students.
- Created and implemented menu of ESOL (English for Speakers of Other Languages) lessons based on state of Florida ESOL Standards.
- Coached teachers new to ESOL, GED, and ABE by assisting with lesson development and computer assistance.
- Created and implemented procedures for ESOL, GED, and ABE registration process.

2004 – 2005 Middle Grades Social Studies Adjunct Instructor, The Florida Virtual School, Orlando, Florida

- Implemented on-line middle grades social studies curriculum.

2002 School Improvement Plan Evaluator, School Board of Broward County, Florida

- Evaluated School Improvement plans for Broward County Schools, Florida.

2002 Evaluator, SACS (Southern Association of Colleges and Schools)

- Served on SACS Accreditation Team to evaluate high school in Palm Beach County, Florida.

1991 - 1999

**Grade Eight Social Studies Teacher,
Coral Springs Middle School, Coral Springs, Florida**

- Created and implemented social studies lessons for grade eight inclusive classroom (ESOL: English for Speakers of Other Languages, ESE: Exceptional Student Education, At-Risk students).
- Social Studies Department Chairperson: Planned and implemented meetings for department, conducted needs assessment, created and implemented departmental goals, analyzed results of implementation.
- Team Leader: Planned and implemented meetings for team.
- Discipline Committee Chairperson. Co-wrote school discipline plan based on committee input.
- Stoneman Douglas High School Innovation Zone Discipline Committee Representative.
- Served as Peer Teacher, Support Teacher, and Cooperating Teacher for at least four university students.
- Served as Support Teacher for teachers new to Coral Springs Middle School.
- Co-wrote eighth grade Social Studies curriculum to incorporate themes, learning styles, and higher order thinking.
- Served as Assistant Principal Designee. Addressed discipline referrals and parent concerns.
- Served on district level Textbook Adoption Committee.
- Served on district level textbook evaluation committee: Evaluation of Multiculturalism.
- Co-wrote City of Coral Springs, Florida "City Government Unit of Study."
- Conducted school study on implementation and retention of school reform.
- Wrote articles for school newsletter promoting academic eighth grade team and clubs.
- Sponsored Future Educators of America.
- Initiated and sponsored Coral Springs Middle School Dance Team.
- Served on "Partners in Excellence" committee (Community Partners).
- Served on School Improvement Team.
- Served as "demonstration teacher" for Coral Springs Middle Faculty by modeling teaching/learning strategies through staff workshops..
- Coordinated and supervised Nova Law Program with Coral Springs Middle team.
- Organized and supervised middle school field trips to Broward Center for the Performing Arts, Coral Springs City Center, Coral Springs Police Station, Coral Springs City Hall, Miami Seaquarium, Vizcaya, Ft. Lauderdale Historical Museum, IMAX Theatre and Science Museum, Butterfly World, Miami Space Planetarium, Miami Park, Tradewinds Park, Ft. Lauderdale Court House.
- Co-authored "Reaching the MTV Generation" in *In Focus News*.

1991

ESOL Teacher, Florida Language Center, Oakland Park, Florida

- Planned and implemented lessons for adult non-English speakers.

1988 - 1991 **Teacher, Grade 6 Reading & Grade 7 Social Studies, Lauderhill Middle School, Lauderhill, Florida**

- Planned and implemented reading and social studies lessons for grade six and seven.
- Team Leader. Planned and implemented meetings for team.
- Social Studies Department Chairperson: Planned and implemented meetings for Department, ordered materials, conducted needs assessment, implemented department goals.
- Conducted study on content area reading for Master's Thesis.

Professional Organizations:

- Florida Association of Social Studies Supervisors
- Florida Council for the Social Studies
- National Council for the Social Studies
- Alpha Sigma Tau Sorority National Alumnus Organization

Awards

1998 **Teacher of the Year, Coral Springs Middle School
Coral Springs, Florida**

2000 **Teacher of the Month, Northeast High School
Oakland Park, Florida**

Education Advisory

APPLICANT INFORMATION

Applicant Name:	NICHOLAS BRITTON
Address:	NICHOLAS BRITTON 6333 nw 42nd ter 33020
Phone Number:	3052023927
Alt Phone Number:	
Email Address:	nbritton70@gmail.com
Signature:	Nicholas J. Britton
Applied Date:	2/21/2021 1:30:00 PM
Boards Selected:	Education Advisory Parks and Recreation Advisory

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
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All	Have you graduated from the City `s Citizen Academy?	N
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Parks and Recreation Advisory	Do you have an expressed interest in recreation, athletics, fitness, parks and special events with an articulated understanding of the value of the activity?	Y
Parks and Recreation Advisory	Do you have experience in: Fitness, Health, Athletics, Recreation, Parks, Special Event Planning, Landscape Architecture, Biology, Climate change, Education, Engineering, Environmental science, Forestry, Gardening, Geology, Horticulture, Sustainability, or Urban planning?	Y
Education Advisory	Are you at least 18 years of age, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school `s PTO or SAC?	N
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Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

Nicholas Britton

6333 NW 42nd Ter, Coconut Creek FL, 33073- info@nickbritton.com

PASSIONATE FATHER OF TWO AND HUSBAND LOOKS TO HELP MAKE COCONUT CREEK AND AMAZING PLACE TO RAISE A FAMILY. TRAVELED THE COUNTRY LOOKING TO IMPACT THE MASSES THROUGH SPEAKING AND WRITING - I CHOSE COCONUT CREEK TO BUY MY FOREVER HOME WITH MY AMAZING WIFE. AFTER LEAVING EDUCATION TO PURSUE BUSINESS- IT IS TIME TO GIVE BACK AND HELP OTHERS LOVE COCONUT CREEK AS MUCH AS I DO.

EDUCATION

University of Vermont, Burlington, Vt

Masters of Education, Early Childhood Special Education, Degree Graduated Suma Cum Laude, Overall GPA 3.9

Norwich University, Northfield, Vermont

Bachelor of Arts in Psychology, May 2011

Bachelor of Science in Education, Dec 2011

Graduated Cum Laude, University Scholar and on Deans List, Elected to Psy Chi(International Honor Society of Psychology.) Member of Corps of Cadets from 2007-2011. Went through four years of intense military and career training and held positions of recruiter, private first class, corporal, sergeant, sergeant first class, and second lieutenant.

BUSINESS EXPERIENCE

GLOBAL REAL ESTATE ASSET TEAM (GREAT) OPPORTUNITY REALTY LLC, MIAMI, FL

OWNER,AUGUST 2015- JAN 2018

SOLD BUSINESS

FULLY LICENSED REAL ESTATE FIRM - GREW TO 9 ASSOCIATES AND 3 LOCATIONS IN LESS THAN 30 MONTHS. SOLD BUSINESS FOR OVER 7 FIGURES IN JAN 2018.

MOUNTAIN TOP MEDIA GROUP, COCONUT CREEK FLORIDA

OWNER,JUNE 2017- PRESENT

CURRENTLY IN BUSINESS WITH 147 CLIENTS AND THREE ASSOCIATES. CLIENT LIST CONSISTS OF 1 FORTUNE 500 COMPANY AND 17 PROFESSIONAL ATHLETES AND SEVERAL ECOMMERCE STORES DOING OVER 200K A YEAR.

TEACHING EXPERIENCE

Williston Enrichment Center, Williston VT

Head Preschool Teacher July 2012 – July 2015

Organize and lead activities designed to promote physical, mental and social development. Teach basic skills such as color, shape, number and letter recognition, personal hygiene, and social skills. Observe and evaluate children's performance, behavior, social development, and physical health. Identified children through screening and observed signs of emotional, developmental, or health-related problems, and discuss them with supervisors, parents or guardians, and child development specialists.

ADDITIONAL SKILLS/ CERTIFICATIONS

BEST SELLING AUTHOR OF TWO PARENTING BOOKS

Army Reserve Officer Training Corps 2007-2010.

Teaching License K- 6 - Early Childhood Special Education Endorsement

Public Speaking: Taught professional development trainings and spoken in front of tens of thousands of people regarding business.

Conducted large research and executed a college level thesis, and presented it to a regional psychology conference.

Education Advisory

APPLICANT INFORMATION

This address and phone numbers are EXEMPT.

Applicant Name:	Ashley L Eubanks
Address:	EXEMPT EXEMPT
Phone Number:	EXEMPT
Alt Phone Number:	EXEMPT
Email Address:	ashleyeubanks@gmail.com
Signature:	Ashley L Eubanks
Applied Date:	3/16/2021 9:51:00 PM
Boards Selected:	Community Outreach Advisory Education Advisory

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
All	Are you a registered voter (elector) in Broward County?	Y
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Education Advisory	Are you at least 18 years of age, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school`s PTO or SAC?	Y
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Education Advisory	Are you least 18 years of age, a City resident or owner of an education related business who demonstrates a strong and sincere commitment to the enhancement of education of the children of Coconut Creek?	Y
Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

REDACTED

ASHLEY L. EUBANKS

REDACTED

ashley.eubanks@gmail.com

REDACTED

REDACTED

OBJECTIVE

An able, enthusiastic, skilled, and reliable hard worker seeking a position that reflects my experience, skills, and personal attributes including dedication, meeting goals, creativity, and the ability to follow through. Proficient in TERMS, BASIS, and SAP for over five years. As well as FTE and master scheduling experience.

EXPERIENCE

Broward Schools: H.E.A.R.T. Dept.

November 2017- Present

District Community Liaison ((Homeless Education Assistance Resource Team)

Responsible for assist in organizing, recruiting, and providing support to school organizations and committees that require parent involvement; provide and coordinate activities that will encourage family involvement in the community to benefit students that are homeless and/or in transition. Coordinated social media platforms, special events, and volunteers for activities to benefit students served.

Broward Schools: Northeast High School

December 2015- November 2017

Information Management Specialist ~ Registrar

Responsible for all student registration, enrollments and withdrawals. Administer, navigate, implement and update student and school data demographics in Infinite Campus data base. Compile and generate data reports for school including attendance, scheduling and FTE reporting. Serve as liaison between the building, faculty, staff, students and the public.

Charter Schools USA

June 2014- December 2015

Enrollment Manager

Responsible for all student registration, enrollments and withdrawals. Administer, navigate, implement and update student and school data demographics in Infinite Campus data base. Compile and generate data reports for school including attendance, scheduling and FTE reporting. Serve as liaison between the building, faculty, staff, students and the public.

EDUCATION

Florida A & M University

A.A. Course Requirement obtained 2007

Dillard High School

High School Diploma obtained 2004

References Available Upon Request

Education Advisory

APPLICANT INFORMATION

Applicant Name:	Carrietta L Gaudio
Address:	6300 Northwest 41st Terrace Coconut Creek 33073
Phone Number:	8607053220
Alt Phone Number:	
Email Address:	carrietta.gaudio@browardschools.com
Signature:	Carrietta Gaudio
Applied Date:	3/26/2021 12:58:00 PM
Boards Selected:	Education Advisory

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
All	Are you a registered voter (elector) in Broward County?	Y
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Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

Carrietta L. Gaudio

6300 NW 41st Terrace Coconut Creek, FL 33073

860-705-3220 ▪ csep0891@aol.com

EDUCATION: Nova Southeastern University ▪ Davie, FL ▪ August 2019
Doctor of Education with concentration in special education and applied behavior analysis (ABA)

Simmons College ▪ Boston, MA ▪ May 2005
Master of Science in Education in severe disabilities

University of Rhode Island ▪ Kingston, RI ▪ May 2002
Bachelor of Science in Human Development and Family Relations

LICENSURE: Exceptional Student Education K-12, Florida, Professional Certification
Severe or Profound Disabilities Endorsement, Florida
Autism Spectrum Disorders Endorsement, Florida
Board Certified Behavior Analyst (BCBA), including 8-hour supervisor training

EXPERIENCE:

private practice, independent contractor

BCBA

August 2014-present

- deliver in home behavior therapy multiple times per week
- provide assessments in private preschools to determine possible functions of behaviors and write intervention plans for parents and teachers
- develop treatment plans to work on skill acquisition and task maintenance
- work collaboratively with families
- supervise Registered Behavior Technicians (RBTs) both remote and in person
- assist RBTs with completion of yearly competency and renewal

Sawgrass Elementary ▪ Sunrise, FL

Autism Coach

June 2018-present

September 2007-June 2014

- assist teachers and paraprofessionals in utilizing a TEACCH structured classroom
- provide ongoing training for teachers in data collection and student assessments
- support teachers in using evidence based curriculum including Structured Methods in Language Education (SMILE), Reading Mastery, and Touch Math
- implement alternative functional communication systems for school and home use
- conduct functional behavior assessments and write behavior intervention plans
- assist Response to Intervention (RTI) team in providing behavioral support
- graph individualized education program (IEP) and behavior data
- develop social stories to systematically teach social skills
- train general education and special education professionals on autism and behavior
- create and manage schedule for 18 classroom assistants
- attend monthly district autism meetings and share information with school staff
- support ESE Specialist as alternate case manager

Exceptional Student Education (ESE) Specialist

June 2014-June 2018

- promoted collaboration between exceptional student education providers, regular education providers, school administrators, and parents
- led individual education plan (IEP) meetings and ensured procedural compliance with state and federal law
- monitored the implementation of student IEPs
- ensured services documented on each student's IEP were being provided
- oversaw teacher's data collection to support IEP team recommendations for services
- demonstrated working knowledge of general and special education curriculum
- knowledgeable about current laws applicable to special education

Anderson Center for Autism ▪ Staatsburg, NY

Classroom Teacher

September 2005-August 2007

- developed, implemented, and maintained educational systems and instructional programs within the classroom
- responsible for the development, training, and assessment of IEP goals and objectives
- worked with behavior specialist to design and implement student reinforcement systems
- led a professional team and facilitated weekly meetings
- provided direct supervision to teacher's aides
- supervised student interns from area colleges
- completed New York and New Jersey State Alternate Assessments
- scored New York State Alternate Assessments for the district

Algonquin Regional High School ▪ Northborough, MA

Inclusion Teacher

August 2004-August 2005

under the auspices of New England Center for Children

- included student in Life Skills Program with typical peers
- modified classroom curriculum to meet individual student's needs
- adapted Massachusetts Curriculum Frameworks to skill level of students
- collaborated weekly with teaching team to discuss student progress and necessary program changes
- supervised student during vocational training in community environment

New England Center for Children ▪ Southborough, MA

Case Manager

April 2003-August 2004

- created curriculum to address educational requirements for students with autism
- developed IEPs and summarized quarterly progress reports
- conducted preference assessments and functional analyses of behavior
- managed student/teacher schedule changes for 8-10 teachers
- communicated daily with parents to assess student needs and schedule home visits

Special Education Teacher

June 2002-April 2003

- instructed students using the principals of applied behavioral analysis, under the supervision of a BCBA
- implemented curriculum based on student's IEPs
- provided communication between teachers and nursing staff

AWARDS:

- Recipient of Teacher Directed Improvement Fund grant 2020 ▪ 2019 ▪ 2016 ▪ 2014 ▪ 2013 ▪ 2012
- Recipient of Innovative Teacher grant ▪ 2018
- Participant in the Partnership for Effective Programs for Students with Autism (PEPSA) program ▪ 2011-2013
- Sawgrass Elementary Teacher of the Year ▪ 2011
- City of Sunrise Teacher of the Month ▪ 2011
- Recognized by Autism Society of Broward County as outstanding educator ▪ 2011
- Recipient of \$1000.00 grant from Autism Society of Broward County ▪ 2011
- Awarded silver honor for fundraising from Walk Now for Autism Speaks ▪ 2010 ▪ 2009
- New England Center for Children Teacher of the Year ▪ 2004

Education Advisory

APPLICANT INFORMATION

Applicant Name:	Madeline Gordian Diaz
Address:	4461 NW 8th Street Coconut Creek 33066
Phone Number:	2156174605
Alt Phone Number:	
Email Address:	mgordiandiaz@gmail.com
Signature:	Madeline Gordian Diaz
Applied Date:	3/31/2021 7:56:00 PM
Boards Selected:	Education Advisory

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	Served Prior: Belvedere 2020	
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Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

Madeline Gordian-Diaz, M.Ed. 4461 NW 8th St. Coconut Creek, FL 33066

Cell # 215-617-4605 e-mail: mgordiandiaz@gmail.com

EDUCATION

SAINT JOSEPH'S UNIVERSITY, Philadelphia PA 2001

Master of Science Degree in Elementary Education GPA 3.9

SAINT JOSEPH'S UNIVERSITY, Philadelphia PA 1994

Bachelor of Science Degree in Psychology

CERTIFICATES HELD

HOLY FAMILY UNIVERSITY, Philadelphia PA 2006

English as a Second Language Program Specialist Certificate GPA 4.0

Commonwealth of Pennsylvania, Instructional II, Elementary Education Grades K-6 2004

Spanish World Language Grades K-12 2004

K-12 Administrative I Certification 2012

Florida Department of Education Teaching Certificate 2015

PROFESSIONAL TEACHING EXPERIENCE (Florida)

TAMARAC Elementary School Tamarac, FL 2018-present

Dual Language (Spanish) Grade 4 Teacher

MARKHAM Elementary School Pompano Beach, FL 2015-2018

Literacy Resource Teacher, Literacy Coach, Grade Teacher

PROFESSIONAL EXPERIENCE (Philadelphia)

AMY Northwest Middle School Philadelphia, PA 2014-2015

Spanish Teacher Grades 6-8

PAN AMERICAN Charter School Philadelphia, Pa 2011-2014
Assistant Principal Grades K-8: Ensure curriculum teaching, evaluate Teachers, provide Professional development, created Dual Language Staff Manual and Dual Language Committee, Increased parent to school commitment , Translated (to Spanish) Curriculum and more

FRANKFORD High School Philadelphia, PA 2009-2011
Spanish Teacher Grades 9-12
ESL Teacher Grades 9-12
Safe and Civil Committee and Mentoring Committee

SHERIDAN Elementary School Philadelphia, Pa 2005-2009
ESL Coordinator Grades K-4, Read 180 Teacher, Assessment Coordinator
Literacy & Math Coach, Specials Teacher, Saturday Stars Coordinator

LEWIS ELKIN Elementary School Philadelphia, Pa 1997-2007
Grade 3 Bilingual Teacher, Bilingual Coordinator

PROFESSIONAL MEMBERSHIPS

ALPHA DELTA KAPPA TEACHERS SORORITY 2009-2014

NABE (National Association of Bilingual Educators) 2011-2014

ASCD MEMBER 2011-2016

AFT (American Federation of Teachers) 1997-present

HONORS AND AWARDS

Who's Who Among America's Teachers, Rose Lindenbaum Award Nominee, 2018 Teacher of the Year Nominee, Abundant Life Spanish [Translator](#)

REFERENCES AVAILABLE UPON REQUEST

Education Advisory

APPLICANT INFORMATION

Applicant Name:	Thomas Morgan
Address:	3960 NW 5th Street Coconut Creek 33066
Phone Number:	7162006617
Alt Phone Number:	
Email Address:	thomas.morganjr@browardschools.com
Signature:	Thomas Morgan Jr
Applied Date:	2/23/2021 1:58:00 PM
Boards Selected:	Community Outreach Advisory Education Advisory Environmental Advisory Planning & Zoning

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City?	N
All	Are you a member of another City Board?	N
All	Have you ever served on a City Board?	N
All	Will you be away from the City for extended periods of time?	N
All	Have you graduated from the City `s Citizen Academy?	N
Community Outreach Advisory Environmental Advisory Planning & Zoning	Are you least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the city for operation at the location?	N
Community Outreach Advisory	Do you have experience with representing the interests, specialties, and qualifications in the field of Branding, Marketing, Public Relations, Social Media, Video Production or Website Production?	Y
Education Advisory	Are you at least 18 years of age, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school `s PTO or SAC?	Y
Education Advisory	Are you least 18 years of age, a City resident who is a teacher or administrator retired from or currently employed at any elementary, middle, high, or technical school located within the City of Coconut Creek?	N
Education Advisory	Are you least 18 years of age, a City resident or owner of an education related business who demonstrates a strong and sincere commitment to the enhancement of education of the children of Coconut Creek?	Y
Environmental Advisory	Do you have a background in representation of environmental interests, specialties and qualifications in Architecture, Biology, Climate change, Education, Engineering, Environmental science, Forestry, Gardening, Geology, Horticulture, Law, Sustainability, Urban planning, or Waste disposal?	Y
Planning & Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental science, Land use, Land development, Landscape architecture, Law, Real Estate, Sustainability, or Urban planning?	Y
Planning & Zoning	Do you demonstrate a strong and sincere commitment to or possess of an outstanding reputation for civic activity and interest, integrity, and responsibility?	Y
Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

Tom Morgan
ESE Teacher
Whispering Pines Center

3960 NW 5th Street, Coconut Creek Fl 33066 – 716.200.6617 – thomas.morganjr@browardschools.com

Domain 1 – Student Achievement

Standard 1: Student learning results

- Established a monitoring system and intervention program during weekly Child Study meetings to determine students' level of engagement during the eLearning period, focused on student chronic absenteeism and failing class grades, which decreased the overall chronic absenteeism and number of failing students by 6% from August 2020 to January 2021.
- Implemented a school wide flow chart to help teachers distinguish which strategies to utilize in the digital learning environment to promote positive overall regular attendance which led to a 3% increase in overall regular student attendance from the 2019 to the 2020 school year.
- Evaluate school iReady assessments data in ELA to determine enrichment and remediation needs for students as part of schools internal Response to Intervention (RTI) cycle leading to an overall increase by 4% in iReady grade level placement scores in ELA from 2019 to 2020.
- Established a plan for students who were struggling in math, identified by iReady placement score data, which included in class support opportunities, pull-out support, tutoring and remediation activities, which led to an increase of students meeting or above grade level in iReady placement scores by 5% from the 2019 to the 2020 school year.
- Created sub-teams to analyze Biology sub-scores from previous years Florida Standards Assessments (FSA) data from the schools Biology SharePoint data, developed year-long plans to focus on high yield test taking strategies amongst Exceptional Student Education (ESE) population of students with monthly progress monitoring which increased the 2019 Biology FSA overall student pass rate by 19% from the previous year.
- Collaborate with school leadership team to analyze student data and develop ongoing school wide plan to address English Language Arts (ELA) text-based writing scores, using evidence-based writing plan with developed rubrics to evaluate weekly writing samples along with high quality instruction to increase schools overall ELA learning gains percentage from a 40% to a 50% by the following year.

Standard 2: Student Learning as a Priority

- Served as the SAC chair and analyze schools advanced ed survey results in collaboration with SAC committee utilizing the data to identify barriers found within the school, develop strategies to modify and improve the school's behavior plan by setting higher expectations and addressing

school rules by setting schoolwide expectations, leading in an increase in the overall membership by 4% from the previous school year.

-Created a SharePoint folder to monitor students on-campus attendance as well as students attending via eLearning and used this data as well as academic class grades during weekly team meeting to determine which student were benefiting from the distant learning and which students should be recommended for face-to-face instruction which led to an increase in student face to face attendance by 39% from October 2020 to January 2021.

- Established a school wide plan for staff to complete state and district mandated courses with students outside of class curriculum such as the anti-bullying and the code of conduct trainings which led to an overall completion of 100% from the teachers on campus at the school.

- Served as schools science department chair and assist the science teachers throughout the school in implementing an ongoing Project Based Learning (PBL) plan using district designated science project materials, correlated in specific projects and demonstrations, aligned to classroom standards to enrich lessons in science in effort to increase all tested areas of science across state exams scores by 5% from 2018-2019 school year.

- Coordinate with the School Advisory Committee, schools leadership team and child study teams to address student attendance across the school and create plans utilizing weekly child study meetings, individual student therapeutic counselors and the school social worker to make more immediate and direct communication between the school and the home as well as have positive reinforcers for students who maintain good attendance throughout the school year built within the school behavior management system and place high priority on students with 10 or more absences which led to meeting our school goal of 54% graduation rate for the high school senior cohort in the 2020 school year.

- Organize bi-weekly reward/reinforce activities within the high school with teachers, ESE and behavior support personnel, to address students' social learning by creating social opportunities in pre-arranged activities for students meeting academic criteria and reinforcement/reteaching opportunities for those students who did not, with the objective to increase students' overall motivation school-wide for doing well in school, leading to an increase in participation in by weekly social functions by more than 10%, leading to 10% less students in need of reteaching and remediation according to their gradebook data from the 2018-2019 school year.

Domain 2 – Instructional Leadership

Standard 3: Instructional Plan Implementation

- Collaborate weekly with classroom teachers, ESE specialist, behavior specialist, school social worker, support staff and the school nurse to monitor and discuss ESE students Individual Education Plan (IEP) goals, communicate students' academic and behavioral concerns and implement strategies and accommodations to students in the classroom to assist at risk students with their overall student progress, which results in 100% of the students at the school being provided with the appropriate services required by state and federal law.

- Utilize district technology such as BASIS, School Share Point Data, EDPlan, Pinnacle and Virtual Counselor to analyze and track student academic and behavioral progress to

communicate with parents, teachers and support personnel at the school to better support student development and academic progress in the classroom.

- Support the ESE behavior team by providing anecdotal data, frequency charts and checklists for Functional Behavioral Assessments leading to the development of Positive Intervention Plans for 100% of identified high school students.

- Facilitate Professional Learning Communities to train high school staff in programs such as CPALMS, Canvas and EdPlan which resulted in all members meeting stated PLC objectives and increased overall efficiency in program utilization across the team.

- Collaborate with ESE office and IEP caseload managers in the school to develop a plan utilizing a data collection folder system, utilized to collect ESE students long term IEP data amongst school's IEP case managers, containing the student's yearly IEP's and IEP goal data to provide a more accurate and collective procedure for collecting that student's data from a year-to-year basis, leading to 100% of ESE teachers at the school utilizing the same system to collect IEP goal data.

Standard 4: Faculty Development

- Facilitate bi-weekly team meetings to discuss school's behavior management system and ensure that staff are updated to changes in the procedures designated in the school's behavior management TEAM system and the procedures are implemented appropriately to optimize maximum behavioral and therapeutic support to the students while effectively increasing their overall student progress in the classroom, resulting in decrease in the overall behavior calls which require classroom intervention.

- Serve as schools Broward Teachers Union (BTU) Steward, provide monthly meetings to provide information to the staff about relevant district initiatives and changes as well as their rights and responsibilities through changes such as changes to the district i-Observation grading criteria, out-of-field teaching criteria, grading criteria for the Schools Improvement Plan (SIP) grading system, which in turn increases staffs knowledge, creating a better and more productive work environment, resulting in an increase in BTU membership from the previous year.

- Contribute to the development of plans to address therapeutic concerns and disability information to staff, provided by school therapeutic counselors within schools PLC schedule, to make staff more knowledgeable of the types of disabilities that impact ESE students within the school and how each of those disabilities impacts them in the classroom along with strategies staff can utilize in the classroom to better assist students with varying disabilities in the school.

- Encourage personnel with the completion of their individual mandated required yearly trainings such as the anti-bullying, dating and violence and child abuse training, resulting in all staff in the school following district and state mandates.

- Support teachers who are identified as out of field and provided consistent and timely follow up to ensure progress towards requirements leading to a reduction in teachers who are out of field from the previous year.

- Collaborate with high school instructional staff on a monthly basis to address technology concerns with instructional staff and assisted with implementing various district software into their individual classrooms such as Canvas, Microsoft Teams, Suite 360, Re-Think Ed, Naviance, EDPlan, Pinnacle, Outlook, Microsoft Office 365, OneDrive, Online Textbooks, i-Ready, Behavioral & Academic Support Information System (BASIS), Learning Across Broward (LAB), Smart Find Express Substitute Employee Management System (SEMS) and Employee Self-Service (ESS) to address the staffs instructional priorities and individual obligations, leading to an overall increase of technology use by instructional staff in the school.

Standard 5: Learning Environment

- Contribute by organizing school wide yearly multicultural day event with coordinating efforts between the school, parents and various stakeholders through the schools advisory committee, to ensure the event served the students in their learning outside of the classroom as well as in, and that the outside community stakeholders can have a direct “hands on” impact on the student learning in the school setting.

- Conduct SODAS (Situation, Outcome, Disadvantages, Advantages, Solution for next time) clearing with students, behavior support personnel and therapeutic counselors, in line with the TEAM system, which allows staff to address behavioral concerns in a more direct and immediate way, diffusing possible behavioral problems in the school, helping to maintain a safe and respectful learning environment for all students, resulting in a decrease in frequency of repetitive student behaviors.

- Organize and assist in facilitating weekly activities for high school students, utilizing the market reward system built within the TEAM system in which students go to the schools market and purchase items with their points they earned throughout the week which is tracked and monitored daily on their point sheets, in effort to motivate students, increase their participation in class and increase their overall schools attendance, which has resulted in an increase in overall student attendance in the school.

- Plan and organize quarterly awards ceremonies for high school students to celebrate their successes while increasing faculty engagement creating an overall positive school environment, resulting in an increase in the number of students qualifying for awards for positive school performance.

- Monitor students with the highest frequency of “therapist on call” requests and hold conferences with those students and their therapists to determine if any additional supports are necessary, leading to a defined alternative strategy that will be able to be implemented into the classroom, leading to a decrease in the overall number of therapists on calls for those students.

-Collaborated in the creation of a new digital school wide point sheet which led to an overall increase of staff utilizing them during eLearning instruction by more than 60% from March 2020 to January 2020.

Domain 3 – Organizational Leadership

Standard 6: Decision Making

- Served as schools guidance counselor for end of 2017-2018 school year, reviewed student test score data, graduation requirements, student cohorts, classroom teacher certifications and a variety of other data in collaboration with the school leadership team to finish end of year requirements and prepare master schedule for the following school year while the school sought to replace guidance position.
- Organize and prepare with site Extended School Year (ESY) principal the strategic placement of teachers into classrooms for ESY to maximize highly effective teachers in each of the necessary classrooms to ensure 100% compliance with state and federal law.
- Serve as high school team facilitator, oversee the individual student IEP case managers, ensure each of the qualified ESE teachers within the school are utilizing students' accommodations in the classroom and that student's IEP data and paperwork are appropriately maintained, in which case managers are monitored quarterly to ensure 100% compliance.
- Participate in focused training with high school instructional staff related to BEST practices, with the objective to increase the level of rigor in the curriculum within the Exceptional Student Education Center to better prepare them for post-secondary adult living and expectations resulting in an increase of student overall PSAT scores in the areas of evidence based reading and writing with an increase overall average score of 83 points higher, as well as an increase in overall math score data with an increase of 42 points on average higher for each student from the previous 2019 school year results.
- Serve as IEP case manager for approximately 20 high school ESE students, collaborate with each student's IEP team to communicate academic and behavioral concerns, guidance information, career goals as well as recommendations and accommodations to assist the students in the classroom, outlined in the student's collaborative IEP which guides the ESE student's education and post-secondary plans.
- Serve as high school Team Facilitator (TF) and Individual Education Plan (IEP) case manager, facilitate weekly child study meetings with IEP teams to progress monitor and track students data through the in-school behavior management TEAM system (Whispering Pines Center behavior management system), using daily point sheets to monitor students' academic, social and emotional IEP goals, used in determining students ability to return to traditional setting school, leading to an overall increase in high school students mainstreaming back to traditional school from the previous year's total.
- Collaborate with the ESE department and high school instructional staff on developing lessons utilizing CPALMS for students on Access Points standards ensuring implementation directly into classroom instruction to increase rigor and performance on the access point Florida Standards Alternative Assessment (FSAA) leading to an increase in student performance for high school students participating in the FSAA.
- Coordinate efforts between traditional and vocational schools to monitor successes of students participating in the mainstream opportunity and provide additional supports as necessary leading to the highest number of mainstream students the school has had over the past three years.

Standard 7: Leadership Development

- Mentor student teachers through their given college programs, assist them with their given experiential studies and academic course work, leading to two student teachers applying to become full time teachers at the school upon completion of their given programs.
- Provide support to teachers who require certification assistance through the Alternative Certification for Educators (ACE) with enrolling into the given pathways designated by the district and mentoring the candidate through their given requirements to complete the yearlong program.
- Mentor and collaborate with instructional staff and support staff personnel throughout their prospective Education Leadership programs resulting in one colleague being accepted into their perspective program.
- Participate in the interviewing process during the recruitment of new teachers, providing recommendations to the interviewing committee resulting in the hiring of effective teachers.
- Participated in a job fair in order to recruit instructional staff leading to the hiring of a new Exceptional Student Education teacher for the onset of the 2017-2018 school year.

Standard 8: School Management

- Actively participate in revamping the students with disabilities curriculum through the schools Professional Learning Communities (PLC) to reflect benchmarks, based on vocational principles, available technology and independent living skills, leading to 100% of teachers earning in-service points.
- Monitor procedures for the school campus with the leadership team to determine issues that are positively and negatively impacting the efficacy of the school's behavior management system (TEAM System), leading to updating and modifying the school policy through four areas: technology, respect for others on campus, hallway transitions and point sheet monitoring resulting in a decrease in the amount of overall behavior calls from the previous school year.
- Collaborate with the school SAFE team to review previous year data, review previous policies and procedures and modify any areas of concern, to align with district safety and security policies, in effort to minimize the number of incidents in the school resulting in restraining or transporting of students who demonstrate escalating behavior.
- Participate in threat assessment meetings with the student, the parent, school's social worker, administrator, behavioral support staff and school resource officer to determine the level of threat to ensure student safety and promote a safe learning environment for all students.

Standard 9: Communication

- Lead child study meetings on a weekly basis in order to provide a forum to discuss student achievement, struggles and strategies that work, leading to each student on the high school campus being discussed at least one-time pre quarter throughout the school year.

- Served as Co-Chair and Chair of the schools, School Advisory Committee, organized and led monthly meetings to discuss and develop the School Improvement Plan with parents, students, members of the community and all other pertinent stakeholders.
- Regularly attend district Exceptional student Education (ESE) Advisory board meetings as well as attend the sub-committee Autism Committee (ACE) meetings where district news is discussed, and that information is then relayed back to the fellow staff at the school for their knowledge on current events.
- Serve as BTU Steward, attend BTU functions and negotiations meetings to gather direct information relevant for the members and staff at the school, discussed on a monthly basis to ensure staff is aware of updates in the district and aware of their professional obligations leading to an increase in BTU membership amongst staff from the previous year's number of members.
- Serve on BTU/Broward school district communication sub-committee focus group where members in the committee address concerns with the district's communication process, relay those concerns directly to the Chief of Staff of the school district to increase the overall effectiveness of the communication process across the school district.
- Represent students as case managers for their IEP's, participate in annual meetings with the student's IEP team to update their progress towards their IEP goals, identify any necessary supports and ensure appropriate accommodations are identified in the plan for the student's optimal success in the classroom, resulting in students being up to date and in compliance with district requirements for their annual IEP.
- Represented Whispering Pines School as a member of the ESE Teacher task force team to discuss re-opening of schools for the new 2020-2021 school year with the superintendent and district management team, including safety concerns, protocols and practices concerning return to face-to-face learning, specifically the ESE population of students.

Domain 4 – Professional and Ethical Behavior

Standard 10: Professional and Ethical Behaviors

- Serve as IEP case manager of ESE students and followed the guidelines set forth in the Federal Law IDEA to protect ESE students and ensure they receive Free Appropriate Public Education (FAPE), while maintaining their individual privacy rights through Family Educational Rights and Privacy Act (FERPA).
- Participate in student IEP meetings as a general education teacher and ESE teacher and provide meaningful appropriate information in line with the law and maintain professional ethically appropriate behavior which reflects the expectations of the school, district and state.
- Organized ethics committee within the school in collaboration with the school's student government to increase student's ethical responsibility and awareness while also participating in a district wide experience where the students were able to collaborate with others throughout the school district and share their experiences with one another.
- Serve as schools BTU Steward representative and have mediated with staff and administration on issues arising with staff and their professional duties and obligations and have assisted them

in accordance with their rights and responsibilities designated by the BTU teacher contract as well as their understanding of the code of ethics that educators abide by.

THOMAS PATRICK MORGAN JR.

3960 NW 5th Street, Coconut Creek, FL 33066

(716) 200-6617

Tpmorgan22@yahoo.com

EDUCATION

Florida Atlantic University

Master's Program, Education Leadership, 2018

University at Buffalo, Buffalo NY

Bachelors of Arts, Medical Anthropology, 2008

Erie Community College, Orchard Park NY

Associates Degree, Liberal Arts & Science, 2006

PROFESSIONAL EXPERIENCE

08/13- Present

Whispering Pines Center, Miramar, FL – *Exceptional Student Education Teacher*

- Oversees the activities of students in classroom and laboratory settings, which provide an environment conducive to student learning and responsibility.
- Planned, developed and presented organized learning opportunities for students in accordance with approved curriculum in subjects such as high school Earth/Space Science, Biology, Social Science, Exceptional Student Education and Elementary Education.
- Evaluates and documents student performance and comprehension of education materials. Identifies student learning obstacles and develops action plans for resolution.
- Conducts reviews and tests student learning to ensure accuracy, thoroughness and clarity of the outcome.
- Collaborated with parents and teachers in developing effective goals for student's Individualized Education Plan (IEP), which resulted in successfully completed goals.
- Prepares for classroom delivery by gathering and preparing materials including maintaining equipment, submitting requisitions for supplies and equipment.
- Developed learning curriculum utilizing an array of instructional design strategies that focus on innovative ways to deliver and deploy learning.
- Follows established learning standards during the development of education classroom curriculum.
- Supports the development of learning content for student classrooms, to support the growth of students using various learning delivery methods as guided by instructional design plans.
- Manages schooled activities to ensure educational objectives are met during the prescribed time period.
- Uses training equipment, supplies, facility, and resources in implementing and delivering approved lesson plans for students.
- Maintains and develops the knowledge bases required for delivering educational materials such as manuals, handbooks, attending training sessions and seminars; and observing other teacher classroom locations.
- Ensures the safety and well-being of staff and students by ensuring prescribed safety procedures and practices.
- Provides guidance and training to new teachers in the use of effective instructional techniques.
- Serve as Union Steward Representative and communicate union matters to fellow staff.
- Served as SAC Chair and Co-Chair for school from 2017-2020

06/13 -08/14

Broward Girls Academy, Miramar, FL – *Exceptional Student Education Teacher*

01/13 – 06/13

Citrus Mental Health Facility, Miramar, FL – *Exceptional Student Education Teacher*

04/04 – 06/12

Lakeview Lawns Inc., Lakeview NY – *Landscape Technician*

- Perform landscape services for customer base throughout Western New York. Primary responsibilities include lawn and tree service, and landscape design.
- Management of day-to-day small business operations with primary responsibilities including but not limited to scheduling, material procurement, administration and maintenance, employee management, and expense control.

01/99 – 05/09

Blasdell Pizza, Hamburg NY - *Manager*

- Managed day-today operation for high volume restaurant operation including staff of 15 FTE.
- Managerial responsibly including but not limited to candidate interview and hiring process, coordination of training process, customer service support, regulatory compliance and company level quality control, productivity review, daily sales and cash management.

01/08 – 05/08

University at Buffalo, Buffalo NY – *Teaching Assistant – Comparative Anatomy*

- Provided undergraduate students with coarse work support including direction of proper lab procedure, providing feedback and answering questions in regards to current projects, and operation of the laboratory for students on weekends for extended study group sessions.

09/07 – 12/07

University at Buffalo, Buffalo NY - *Teaching Assistant – Forensic Anthropology Osteology*

- Undergraduate teaching assistant for a class of 90 students.

- Ascertain proper functioning and operation of equipment utilized by staff and ensure adherence to good safety procedures.
- Archive and retrieve official student documents including but not limited to signing and affixing a formal seal and furnish all official copies.
- Oversee the Forms Management Program monitoring the creation and collection of official forms used throughout the District in accordance to Policy.

1997-2006 Operation Specialist III

- Responsible for processing all elementary student records transferring out of the Broward County Public Schools over 150 Elementary Schools.
- Work closely with the Data Collection Review Committee making recommendations to the Superintendent regarding procedures for eliminating, reducing, revising, and consolidating employee paperwork requirements.
- Created, designed, and maintain Official e-Forms site for entire District.
- Created, designed, and maintain Records Retention Intranet and Internet websites.
- Work on team designing new systems, preparing, and documenting program specifications for different projects.
- Work with different areas of the district using different communication protocol.
- Assist with on-the-job training and development of staff.

Organizations

ARMA Region Board – Advisor

ARMA Palm Beach Treasure Coast Chapter - Vice President

ARMA Sunshine Conference - Board of Director

FRMA - Member

Special Qualifications

Bilingual – fluent Spanish-English speak, read and write

Education Advisory

APPLICANT INFORMATION

Applicant Name:	Christina G Valencia
Address:	4921 Cypress Lane Coconut Creek 33073
Phone Number:	9547290848
Alt Phone Number:	
Email Address:	cgregoire06@gmail.com
Signature:	Christina G. Valencia
Applied Date:	4/1/2021 1:20:00 PM
Boards Selected:	Community Outreach Advisory Education Advisory Planning & Zoning Public Safety Advisory

BOARD NAME	QUESTION	ANSWER
All	Are you at least 18 years of age and a full-time resident of Coconut Creek?	Y
All	Are you a registered voter (elector) in Broward County?	Y
All	Do you hold a public office?	N
All	Are you employed by the City?	N
All	Are you a member of another City Board?	N
All	Have you ever served on a City Board?	N
All	Will you be away from the City for extended periods of time?	N
All	Have you graduated from the City`s Citizen Academy?	N
Community Outreach Advisory Planning & Zoning Public Safety Advisory	Are you least 18 years of age and an owner of a business located within the City with a business tax receipt issued by the city for operation at the location?	N
Community Outreach Advisory	Do you have experience with representing the interests, specialties, and qualifications in the field of Branding, Marketing, Public Relations, Social Media, Video Production or Website Production?	N
Education Advisory	Are you at least 18 years of age, a City resident who is a parent of student(s) in an elementary, middle, high, or technical school located in Coconut Creek, and an active members of the school`s PTO or SAC?	N
Education Advisory	Are you least 18 years of age, a City resident who is a teacher or administrator retired from or currently employed at any elementary, middle, high, or technical school located within the City of Coconut Creek?	N
Education Advisory	Are you least 18 years of age, a City resident or owner of an education related business who demonstrates a strong and sincere commitment to the enhancement of education of the children of Coconut Creek?	N
Planning & Zoning	Do you have experience in Architecture, Construction, Engineering, Environmental science, Land use, Land development, Landscape architecture, Law, Real Estate, Sustainability, or Urban planning?	Y
Planning & Zoning	Do you demonstrate a strong and sincere commitment to or possess of an outstanding reputation for civic activity and interest, integrity, and responsibility?	Y
Public Safety Advisory	Have you participated in or been employed by a group or organization within the City or County active in crime prevention or drug use prevention or treatment?	N
Education Advisory	Are you available to participate in quarterly luncheon meetings in addition to the board meetings?	Y

Christina Gregoire Valencia, Esq.

4921 Cypress Lane, Coconut Creek, Florida 33073
Tel.: (954) 729-0848; Email: CGregoire06@gmail.com

EDUCATION

FLORIDA COASTAL SCHOOL OF LAW

Jacksonville, Florida

Juris Doctor, May 2013

Honors: 2012 Moot Court Competition Quarterfinalist; 2012 Internal Competition Semi-Finalist; Pro Bono Honors; Advanced Legal Research, Writing, and Drafting Certificate.

Activities: Translator, Immigration Law Clinic and Jacksonville Area Legal Aid

Bar Admission: Admitted to Florida Bar, September 2013.

FLORIDA STATE UNIVERSITY

Tallahassee, Florida

Bachelor of Science in Political Science, May 2010

Activities: Brehon Family Services volunteer; Rotary Club of Fort Lauderdale Scholarship Recipient and President of Zeta Phi Beta Sorority, Inc., Rho Kappa Chapter.

EXPERIENCE

KENNY LEIGH & ASSOCIATES

West Palm Beach, Florida

Senior Associate

December 2013—Present

- Resolve family law issues, to include paternity, dissolution of marriage, enforcement/contempt proceedings, and child support by completing settlement agreements and through trial.
- Execute and perform duties such as filing and drafting of petitions and motions, discovery, organization and presentation of arguments and counter-arguments, and finalizing retirement account distributions through Qualified Domestic Relations Orders.
- Maintain family law cost standards by monitoring and addressing client fee schedules.
- Update legal knowledge by tracking case law and the development of legal theories.
- Perform extensive contract drafting, negotiating, and interpretation.

STATE ATTORNEY'S OFFICE, FOURTH JUDICIAL CIRCUIT

Jacksonville, Florida

Certified Legal Intern

August 2012—April 2013

- Assigned to the Sexually Violent Predator Division ("Jimmy Ryce Act").
- Reviewed and drafted release stipulation contracts for sexual predators to be released into the community.
- Prepared memorandum of law regarding mental evaluations and disciplinary reports on predators with sexually violent criminal backgrounds.
- Prepared evidence for trial, including but not limited to, opening and closing statements, legal arguments, and proposed questions for direct and cross examination.

ZISSER, BROWN, NOWLIS, & CABREY, P.A.

Jacksonville, Florida

Law Clerk

May 2012—May 2013

- Conducted research and prepare memorandum of law for a full service firm specializing in family law, personal injury, criminal law, medical malpractice, and aviation law.
- Assisted attorneys when conducting preliminary client interviews, summarized facts, and prepared memoranda on potential legal issues.

GUARDIAN AD LITEM, FOURTH JUDICIAL CIRCUIT

Jacksonville, Florida

Child Advocate

May 2011—December 2016

- Monitored and researched pertinent information about the child's family, foster parents, teachers, and other persons involved in the child's abuse, abandonment, or neglect case.
- Addressed whether the child's best interest is being met and aid the children's transition into adoption or reunification.

SKILLS AND PROFESSIONAL INVOLVEMENT

- Associate member of Jacksonville's Florida Family Law American Inn of Court from July 2015 to April 2018.
- Associate member of the Palm Beach County Family Law American Inn of Court from May 2019 to present.
- Advanced proficiency in Lexis and Westlaw legal research, ProDoc®, and Microsoft Office.
- Fluent in Haitian Creole.