

STEFANIE BURL BLOUIN

(800) 222-0000

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EDUCATION

University of Vermont
BS in Education 1995
Major: Elementary Education
Concentration: Psychology

University of Vermont
MEd. in Reading and Language Arts 2008
K-12 Reading Specialist - Endorsement
K-12 Literacy Coordinator - Endorsement

St. Michael's College
CAGS in Leadership 2013
Principal - Endorsement

PROFESSIONAL EXPERIENCE

2014-present	Director of K-12 Operations & Program Officer Next Generation Learning Challenges/EDUCAUSE Louisville, Colorado
2009-2014	Director of Curriculum Franklin Central Supervisory Union St. Albans, Vermont
2009-2013	Instructor CVEC-St. Michael's College Colchester, Vermont
2008 – 2009	Instructor Reading and Language Arts University of Vermont Burlington, Vermont
2006 – 2009	Literacy Content Specialist K-6 Swanton Schools Franklin Northwest Supervisory Union
2005-2006	Grade 1-2 Teacher Mary S. Babcock School Swanton, Vermont
2002-2005	Kindergarten Teacher Mary S. Babcock School Swanton, Vermont

2003-2005	Interventionist, Title One Kindergarten Mary S. Babcock School Swanton, Vermont
1998-2000	Kindergarten Teacher Bakersfield Elementary School Bakersfield, Vermont
1995-1997	Grade 5-6 Teacher Bakersfield Elementary School Bakersfield, Vermont

PUBLICATIONS

2014-present	Next Generation Learning Challenges Blog
April, 2008	Instructor's Manual Pearson Publishing Pamela Chomsky-Higgins and Stefanie B. Blouin Assessment and Instruction of Reading and Writing Difficulty: An Interactive Approach, Fourth Edition Marjorie Y. Lipson and Karen Wixson

PROFESSIONAL PRESENTATIONS AND GRADUATE COURSES

September, 2016	Key Takeaways and Lessons Learned from NGLC Schools iNACOL presentation, online
November, 2015	Personalized Learning: An episode of car talk iNACOL presentation, Florida
September, 2012	Personalization: The Academy 21 Model iNACOL Conference, New Orleans, LA
June, 2011	Making Learning Visible – Technology Integration with Multimedia Tools Champlain Valley Educator Development Center – St. Michael's College
June, 2010	Making Learning Visible – Technology Integration with Multimedia Tools Champlain Valley Educator Development Center – St. Michael's College
July, 2010	21 st Century Curriculum Champlain Valley Educator Development Center – St. Michael's College
July, 2010	Math and Technology Integration Champlain Valley Educator Development Center – St. Michael's College

July, 2009	Authentic Teaching and Learning for the 21 st Century: Student 2.0: 21 st Century Multimedia Champlain Valley Educator Development Center – St. Michael's College
June, 2009	EDLT 375 Literacy Assessment: Understanding Individual Differences University of Vermont
April, 2008	Literacy Leadership Initiative Conference "A Conversation About Collaboration" Burlington, Vermont
August, 2008	Vermont Reads Institute "Literacy Leadership: Supporting Teachers, Facilitating School Wide Change, and Enhancing Reading and Writing Instruction through Collaboration" Killington, Vermont
September, 2007	New England Reading Association "Great Characters in Multicultural Literature for Children and Youth" Augusta, Maine

PROFESSIONAL COMMITTEES/MEMBERSHIPS

Association for Supervision and Curriculum Development
 Vermont Council on Reading
 International Reading Association
 National Council of Teachers of Mathematics
 International Society of Technology Educators
 International Association for K-12 Online Learning

BRIAN AUSTIN CUPP

ABOUT ME

As a teacher, I am driven by the student learning experience. It is truly a fascinating process to begin with student data to identify learning targets, provide personalized instruction, and then watch how students synthesize and create during a learning task. My experience working across grade levels has given me deep understanding of skills across the learning continuum. I use tactical knowledge of skills and standards along with identifying students strengths, interests, and learning styles to truly personalize learning. I strive every day to learn more about modern learning tools and technology to equip my students with the necessary medium to demonstrate their learning in the most engaged way possible.

EXPERIENCE, EDUCATION & CERTIFICATION

DEPAUL UNIVERSITY
CHICAGO, IL 2008
M.Ed Elementary Education

DEPAUL UNIVERSITY
CHICAGO, IL 2008
BA Media Studies
Minor- Creative Writing

ILLINOIS
PROFESSIONAL
EDUCATOR LICENSE-
Type 9

ENDORSEMENTS:
-Middle School Language Arts
-Middle School Social Science

6TH GRADE SUMMIT LEARNING ELA TEACHER: DISTINCTIVE SCHOOLS 2016-PRESENT

- Facilitate teaching responsibilities associated with projects and PLT's
- Use habits of success to establish high expectations for personalized learning
- Mentor students and create meaningful relationships
- Communicate openly and clearly with families and the larger learning community

6TH GRADE MENTOR TEACHER: DISTINCTIVE SCHOOLS 2016-PRESENT

- Oversee general team needs-lesson planning, SEL, coaching, observing
- Help to lead planning sessions for grade level teams (SPT)
- Model specific teaching skills or strategies for teachers
- Co-lead MS grade level meetings (weekly)

MIDDLE SCHOOL (6TH-8TH) ELA TEACHER: CICS BUCKTOWN CAMPUS: DISTINCTIVE SCHOOLS 2015-2016

- 198% student growth in reading on Spring 2016 NWEA Assessment for 7th Grade
- 136% student growth in reading on Spring 2016 NWEA Assessment for 8th Grade
- Use of skill gap assessment to drive competency based progression based on student personalized learning path
- Deep knowledge of vertical alignment of Common Core State Standards and substandards
- Creation of student led learning tasks
- Roll out and planning of 1:1 devices for student learning

AFTER SCHOOL COORDINATOR: DISTINCTIVE SCHOOLS 2013-2016

- Maintain partnerships with local organizations
- Create and maintain schedules, points of contact and payroll
- Communicate all program details and plans to staff and partners
- Dyson Engineer Facilitator for Prototype Development and Project Based Learning

MIDDLE SCHOOL SOCIAL STUDIES TEACHER: CICS BUCKTOWN CAMPUS DISTINCTIVE SCHOOLS 2012-2015

- Write and Map Distinctive Social Studies curriculum for all network schools
- Use of NWEA reading strands to drive Informational Text instruction
- Correlation of reading comprehension skills aligned to curriculum
- Use of backwards design and layered units to meet unit objective
- Roll out and planning of 1:1 devices for student learning
- Illinois Constitution Test curriculum writer

**SECOND GRADE TEACHER: CICS WEST BELDEN CAMPUS DISTINCTIVE SCHOOLS
2010-2012**

- Use of early literacy intervention data to drive instruction
- Use of station rotation model to drive differentiated instruction
- Responsible for planning and teaching reading, math, science, social studies and writing
- Deep knowledge of DIBELS, phonics and phonemic awareness skills

**FOURTH GRADE ASSISTANT TEACHER: CICS WEST BELDEN CAMPUS DISTINCTIVE SCHOOLS
2008-2010**

- Responsible for planning and teaching data driven small group instruction
- Support to classroom teacher in designing classroom management system
- Assist classroom teacher in day to day classroom operation

Karen Ratliff, Ed.D

Professor, American College of Education



Dr. Ratliff has over 10 years experience in the field of Education. Her experience includes educator, school administrator, non-profit administrator, and a consultant. Dr. Ratliff has a B.S. in Organizational Communications, M.A. in Training and Development, and Doctorate in Educational Leadership, Curriculum and Instruction. Dr. Ratliff has a passion for teaching and learning and the assurance of access and equity for all learners. Karen has been recognized for decreasing dropout rates and innovative instruction. She sets a high bar for student performance and parent involvement.

As a Core Faculty Professor with American College of Education, Adjunct Professor with Concordia University, and Ottawa University, Dr. Ratliff teaches Master and Doctorate courses to educators and administrators who are in pursuit of degrees in Educational Leadership, Curriculum and Instruction. Dr. Ratliff fearlessly addressed issues of generational poverty, lack of school resources, and low staff morale to change the direction of schools that had been on a downward spiral for many years. She has raised expectations for adults and students to engage parents as partners in the educational process, as well as searched communities for collaborative partners that are committed to improving the lives of students.

Dr. Ratliff oversaw 200+ schools as the AVID manager with the Chicago Public School District. During that time, her strong leadership, compelling visions, and hard work set many schools on a positive track to improved school performance, higher student achievement, and graduation rates. She is also nationally certified to develop curriculum and courses for K-12 and Higher Education institutions.

Charles E. Johnson

BIOGRAPHY

Throughout his career, Charles Johnson has demonstrated qualities that define a leader: integrity, commitment, energy, courage, and vision. From his early career in sales at Inland Steel in Chicago to a role leading SodexoMAGIC, a joint venture between Sodexo and Magic Johnson Enterprises (MJE), Mr. Johnson has built relationships based on an ability to understand his client's business, appreciate the needs of its customers, and deliver value-add solutions that benefit all parties.

Mr. Johnson knows when and how to take chances. He personally approached noted business leader and NBA Hall of Famer, Earvin "Magic" Johnson (no relation) to propose a partnership with Sodexo that would target minority set aside contracts with major corporations throughout the U.S. After convincing Magic Johnson that his concept was viable, Charles Johnson climbed a second mountain by approaching executive leaders at Sodexo and persuading them that a partnership with MJE would result in significant revenue growth as well as the intangible value of doing business with an iconic figure, Magic Johnson.

Since launching the enterprise in 2006, Mr. Johnson has played a central role in making SodexoMAGIC the fastest growing minority-owned food and facility service company in the U.S. with current revenue of \$200 million. He has developed strategic partnerships with several large corporations including Disney, Toyota, Hudson News, Edison Learning and American Airlines by offering value-added solutions that extend ties between the client and its community.

In all of his professional and personal activities, Mr. Johnson embodies SodexoMAGIC's core message: "Experience the difference." He is a champion of strategy and innovation who, like Magic Johnson, believes that the foundation of community development is economic empowerment. Charles Johnson works with his clients to understand their business and its relation to the community. His challenge is always to develop a community benefits agreement that integrates public outreach with tested business practices.

After overseeing a portfolio of businesses for Magic Johnson, Charles left in 2010 to serve as COO for New Life Covenant Church SE, the largest and fastest growing church in the Chicagoland area. In this role Charles is charged with developing improved operational procedures, standardized Human Resources practice, manage growth and overall financial governance. His background has made him an agile business professional that can quickly assess an organization's business model and understand its end users. His varied experiences have also given Charles Johnson an insight into best practices and how to manage innovation and change. He has previously brought these strengths to several organizations across the country.

Mr. Johnson is a native of Chicago, IL who graduated from Tuskegee University. He supports his community by serving as a mentor to at risk youth. He serves as a board member for several for profit and non-profit organizations.

In his book 32 Ways to Be a Champion in Business, Magic Johnson writes, "Charles and I both dream big, and we don't give up on our dreams." Everyone who knows Charles Johnson would second this opinion. He is a man who turns dreams into reality.

Jennifer L Ferrari



EDUCATION

Ed.D. Ed Leadership and Policy Studies (Anticipated Spring, 2017): Loyola University, Chicago, Illinois
Administrator Certification Program (May, 2003) Loyola University, Chicago, Illinois
MA Education - Curriculum and Instruction (June, 2001): National-Louis University, Evanston, Illinois
BA Political Science - Education (May, 1995): Lake Forest College, Lake Forest, Illinois
International Study Abroad (Fall, 1992): Instituto Internacional, Madrid, Spain

CERTIFICATION

Illinois Superintendent Endorsement (March, 2013)
Illinois State Certificate, Type 75 (May, 2003)
Illinois State Certificate, Type 09 (June, 1996)

- Endorsements in Civics/Politics, Economics, General Science, Language Arts, Social Science, Foreign Language (Spanish)

Illinois Teacher Evaluator (2012)
Illinois Principal Evaluator (2014)

PROFESSIONAL EXPERIENCE

Chief of Schools, Distinctive Schools (2017-present)
Assistant Superintendent for Teaching & Learning, North Shore School District 112 (2013-2017)
Superintendent Intern, North Shore School District 112 (Fall, 2012)
Principal, Northwood Junior High School (2008-2013)
Associate Principal, Northwood Junior High School (2004-2008)
English Teacher, Northwood Junior High School (1996-2004)

RELATED EXPERIENCE

Conversational Spanish
Strategic Plan Facilitator
Dual Language Leader
Design Thinking Experience
Challenge Success Coach, Stanford University
Educational Research & Design (ERDI) Panelist
Chicago Partnership for English Language Learners Governing Board Member

RECENT PRESENTATIONS

La Cosecha, National Dual Language Conference : *Assessment in a Multilingual Paradigm*
Google for Education: Illinois Leadership Symposium, Keynote Speaker
Illinois Computing Educator (ICE): *Google Apps for Administrators*

PROFESSIONAL HIGHLIGHTS

Curriculum and Instruction

- Planned and executed a 10 year curriculum development cycle and initiative implementation schedule
- Led the shift from knowledge and skill-based curricula to concept-based curricula
- Developed and led a five year professional learning series to build understanding around curricular shifts (Teaching, Learning, and Assessing for Understanding)
- Developed a comprehensive stakeholder input structure to inform curricular decision-making and implementation.
- Created shared leadership structures to support scaling efforts within the district
- Initiated and led parent leadership groups to inform decisions and improve practice: Personalized Learning Advisory Team, Experiential Kindergarten Parent Advisory Team, Bilingual Parent Advisory Council
- Led and contributed to the development of comprehensive ELA & Math Curriculum and Planning Frameworks
- Led and contributed to the development of a comprehensive K-8 dual language framework
- Implemented a district-wide 1:1 technology initiative in 6 months
- Researched, designed, and scaled the NSSD112 Personalized Learning Initiative: MyPath
- Researched, designed, and implemented a new experiential, play-based kindergarten program
- Facilitated and implemented the launch of a 21st-century STEM and Communication Media Arts program
- Designed and Implemented a system-wide SE lesson planning structure to support excellent teaching & learning
- Provided a continuum of curricular resources to support rigorous, heterogeneous instruction
- Improved articulation between elementary and high school districts to ensure more aligned K-12 curriculum, instruction, and assessment philosophy and practices.
- Supported teacher growth and development through direct coaching and mentoring.

District Improvement & Strategic Planning

- Led the NSSD112 Strategic Planning Process (Cook's Strategic Planning Model)
- Contributed to the development of specific action plans
- Monitored and communicated progress updates to the Board of Education

Community Engagement

- Presented regularly to a variety of stakeholder groups
- Designed a comprehensive community engagement process for school reconfiguration
- Participated in over 50 community conversations about reconfiguration
- Contributed to the planning of a variety of forums for community engagement
- Initiated and led parent leadership groups to inform decisions and improve practice: Personalized Learning Advisory Team, Experiential Kindergarten Parent Advisory Team

Climate and Culture

- Built and refined effective district systems and routines to maximize and sustain high levels of communication and staff awareness: dynamic web-based faculty handbook, weekly communication tools, dynamic resource catalogs, team pages, etc.
- Encouraged collegiality and camaraderie through planning and organizing off-site retreats geared toward district improvement

Collaborative Leadership

- Led a highly effective Teaching & Learning Team with a flattened leadership structure
- Developed, proposed, and launched a progressive co-principal model at Northwood Junior High
- Built systems to support stakeholder input and shared decision-making
- Created a variety of leadership teams to support collaboration: curriculum leaders, team leaders, Curriculum Design Teams, District Curriculum Leadership Team, Instruction & Innovation Leadership Team

Scott Brian Frauenheim

PROFESSIONAL EXPERIENCE

May 2016-Present

Distinctive Schools

Chicago, IL

Vice President & Chief Operating Officer

- Provide day-to-day leadership and management to a service organization that mirrors the adopted mission and core values of the company.
- Spearhead the development, communication and implementation of effective growth strategies and processes.
- Responsible for the measurement and effectiveness of all processes internal and external. Provides timely, accurate and complete reports on the operating condition of the company.
- Collaborate with the management team to develop and implement plans for the operational infrastructure of systems, processes, and personnel designed to accommodate the rapid growth objectives of our organization.
- Motivate and lead a high performance management team; attract, recruit and retain required members of the executive team not currently in place; provide mentoring as a cornerstone to the management career development program.
- Assist, as required, in raising additional capital at appropriate valuations to enable the Company to meet sales, growth, and market share objectives.
- Foster a success-oriented, accountable environment within the company.
- Responsible for driving the company to achieve and surpass sales, profitability, cash flow and business goals and objectives.

August 2013-June 2016

Chicago International Charter School-West Belden, Distinctive Schools

Chicago, IL

School Director

- Supervise and empower teaching faculty and staff
- Develop and implement campus schedules, programs and budgets
- Design and lead implementation of curriculum and assessment
- Facilitate staff learning cycles and continued professional development
- Foster and maintain a cohesive team with a strong focus on positive climate and culture
- Ensure the most positive teaching and learning environment through direct communication
- Utilize both normative and standards-based student performance data to strengthen teacher practice and make informed instructional decisions
- Regularly use qualitative and quantitative data to coach teachers within an instructional teaching framework
- Transform school model to support the implementation of Next Generation Learning
- Enhance instructional and professional practices by providing instructional coaching and professional development for all staff
- Conceptualize broad goals of school and charter network to ensure that processes, procedures and schedules are aligned to our mission and vision
- Create and uphold annual strategic plan based on prioritized data sets and network goals

April 2012-August 2013

Distinctive Schools

Chicago, IL

Director of Special Education and Student Services

- Collaborative member of the Shared Leadership Team supporting five Chicago International Charter School campuses
- Supervised and supported network clinicians, deans, campus operations teams and student services staff
- Collaboratively refined co-implemented the network special education model
- Improved the student services delivery protocols
- Implemented and monitored all safety and security issues on campuses by preparing leadership teams with procedures and plans for crisis and emergencies
- Led professional trainings and development sessions on various topics related to student services and special education curriculum and instructional approaches
- Observed and monitored special education instructional planning and delivery
- Oversaw and ensured compliance mandates for CICS, CPS & ISBE
- Led network advocacy partnership between Distinctive Schools and CICS
- Developed new school model and operational building plans for opening of new campuses

June 2010-April 2012

Chicago International Charter School-Bucktown, Distinctive Schools

Chicago, IL

Dean of Students

- Assisted the campus Director with school operations and procedures
- Handled all student discipline incidents by following the student code of conduct

- Promoted positive behavior with incentive based rewards and accomplishments and reduced office referrals and Category Three violations by 50%
- Sourced and implemented and supported social-emotional curriculum, Character Counts, through modeling lessons, gathering resources and evaluating classroom implementation
- Proactively prepared and monitored all safety and security issues on campus with procedures and plans for crisis and emergencies
- Communicated with local officials, partners, politicians and community representatives to promote school and student interest
- Provided administration and leadership support to staff and students as needed

August 2009-June 2010 Passages Charter School, American Quality Schools

Chicago, IL

Teacher of Physical Education & Health/Student Activities Director

- Taught students the importance of physical activity and fitness with key aspects of team sports exposure.
- Developed and implemented a comprehensive health awareness program for middle school students
- Instructed over 500 students twice per week
- Moderated and implemented community service events, fundraising events and school climate/culture activities
- Implemented a student activities program including after-school opportunities, sports teams and school clubs

September 2007-August 2009

Christ the King Catholic Elementary School

Manville, NJ

Director of Athletics & Student Activities, P.E. Teacher/Disciplinarian

- Developed and implemented lessons for grades PK-8 Physical Education
- Maintained school-wide athletic programs and student extracurricular activities
- Created, developed and managed all student activities and teacher moderators
- Managed athletic facilities and equipment
- Handled all discipline issues upholding school policies and procedures

EDUCATION

Johnson & Wales University

Providence, RI

Bachelor of Science Degree-Sports Management

Graduate 02/07

Minor/Concentration-Sale Management/Meeting Management

Graduate 02/07

University of Phoenix

Chicago, IL

Masters of Education-Administration and Supervision

Graduate 09/14



Ryan M. Graves

Professional Experience

2013-present Acceleration Academies, LLC. Chicago, IL

Director of Logistics & Project Support

- Manage implementation of Acceleration Academy sites in school districts across United States
 - Ensure timely completion of state and local mandated requirements by Acceleration Academies 'ground team'
 - Communicate clearly expectations to team members and stakeholders
 - Design and implement a school performance management system to ensure optimal performance management at each school site
 - Create and manage a streamlined process for scouting of new Acceleration Academies business by responding to nationwide RFPs and determining processes that allow team members to work in synchronization to complete documents
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2012-2013 SMS-Assist Chicago, IL

Operations Manager

- Research, hire, and manage affiliates to complete landscape and snow removal services for businesses throughout the United States
 - Negotiate with potential affiliates on pricing for their services while working to give our company the largest margin possible
 - Handle daily logistics of affiliates while creating the most-efficient route and schedule that will maximize the affiliate's time
 - Communicate with store managers on service times and administer affiliates so they arrive to locations when scheduled
-

Feb, 2012-Oct, 2012 Groupon Chicago, IL

Customer Support Representative

- Communicate with customers via phone and email, enhancing verbal and written communication skills
 - Provide customers with immediate information and resolutions to issues relating to their purchases, often finding innovative solutions that benefit the customer and the company
 - Serve as a team mentor for trouble-shooting difficult cases
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Education

08/2009-12/2011 University of Iowa Iowa City, IA

Bachelor of Arts, English Literature

- University of Iowa Honors Program, 2009 – 2011

01/2008-05/2009 Heartland Community College Bloomington, IL

Associate Degree, Liberal Studies

- Dean's List (Spring '08 - Spring '10)
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Activities

- Member, Big Brothers, Big Sisters of Johnson County, 2010-2011
- Member, Phi Theta Kappa Honor Society, 2008



Erin M. Hennessy

Professional Summary

Creative, high energy Marketing and Business Development professional who is filled with a plethora of fresh talent and ideas of how all forms digital media can strategize and implement successful marketing campaigns to increase awareness and achieve strategic objectives. ***I am motivated by creativity and collaborating with others.*** This past June, I graduated from DePaul University with a Masters of Arts in New Media Studies. The program has provided me with a thorough understanding of new media while helping me expand on my writing abilities and pursue various interests that are prominent in the field. The program helped me develop skills in: content strategy, branding, digital storytelling, design and how to use marketing content across multiple platforms. My inherent curiosity helps me stay on top of the latest digital strategies, advancements and news in the online marketing universe. My desire is to work in an entrepreneurial environment where taking initiative, displaying a strong work ethic, and paying attention to detail catapults my team to a desired outcome all while continuing to grow as a professional.

Professional Experience

- Atlantic Research Partners

Nov 2016 – Present

- ***Executive Director of Academies and Client Support***

- Development of program curriculum, participant recruitment, operational management, marketing, and back-end support of academy execution in Chicago and San Francisco
- Liaison to k12 district partners, local and national partners
- Manages all web based communications including website, and all social media accounts

- Atlantic Research Partners

July 2016 – Nov 2016

- ***Marketing and Business Development Manager***

- Developed and implemented the company's first brand standards guide for the organization to meet objectives for engagement, program promotion, research and community building
- Solicited, shaped and helped launched Atlantic's new website after providing an initial content critique of the original site that now attracts attention and encourages engagement and/or other desired action
- Leads cross-departmental team to understand and collaborate on the integration of rebranding efforts with overall business strategy and ensures consistency on branded communication with desired audiences
- Develops and executes an internal communications campaign for leadership to maintain effective dialogue with faculty to create team culture
- Creates and publishes digital photo essay reports of school improvement work for the purposes of current client and new client development
- Customizes outreach materials for school districts to effectively demonstrate our ability to meet their needs
- Monitors competitors' digital marketing strategies social media presence, as well as activity and approaches of non-competitive best-in-class organizations
- Stays informed of trends in social media and related tools

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- [Acceleration Academies, LLC, Atlantic Research Partners and Distinctive Schools](#)
 - *Executive Assistant to Co-Founder and Chief Executive Officer*
 - Provided leadership and strategic direction for internal and external communications, presentations, and correspondence. Including but not limited to composing press releases, advertisements, announcements, and marketing materials
 - Served as a key member of the CEO's executive team, acting as a thought leader
 - Created innovative grassroots efforts on social media for *Acceleration Academies* to boost enrollment
 - Oversaw operations of the *Acceleration Academies* and Atlantic Research Partners, including board communication, oversight and performance management for executive staff, and executive meetings and retreats
 - Provided leadership and support to the CEO's direct reports to ensure that all companies' strategic goals and objectives are met
 - Set the strategic direction of the CEO's calendar to ensure that it aligns with his priorities, including vetting and evaluating requests from internal and external constituents
 - Streamlined and organized the use of Google Drive, Dropbox and Salesforce amongst Atlantic Research Partners
 - Served as a key contact to Acceleration Academies, LLC Board members
 - Anticipated and assured appropriate plans were in place and executed for CEO's meetings and events
 - Facilitated external relationships with community groups, policymakers, funders, and other stakeholders
 - Collaborated with a wide variety of internal and external stakeholders to facilitate conversations that lead to consensus, buy-in, and course correction as needed
 - Perform other duties as determined by the CEO

April 2015- June 2016
 - [American Hospital Association](#)
 - *Office of the Secretary, Governance Specialist*

September 2011-April 2015
 - [Christine Janda Events](#)
 - *Event Day Staff*

April 2015- Present
 - [A Perfect Event](#)
 - *Event Day Staff*

June 2013- Present
 - [American Hospital Association](#)
 - *Office of the Secretary, Project Coordinator*

September 2007-September 2011
 - [American Hospital Association](#)
 - *Meeting and Travel Services Intern*

May 2007-September 2007
 - [Downtown Kalamazoo Incorporated](#)
 - *Public Relations and Marketing Intern*

May 2006-December 2006
 - [Western Michigan University](#)
 - *Student Ambassador Office Training Coordinator*

August 2003-April 2007



Certificates

- Crucial Conversations
 - VitalSmarts: Cultural Operating System

Personal Achievements

- Girls on the Run **2006-Present**
 - *Volunteer and Fundraiser*
 - Volunteer for Girls on the Run a learning program for girls eight to thirteen years old that combines training for a 3.1 mile running event through self-esteem enhancing, uplifting workouts. The goal of the program is to encourage positive emotional, social, mental, spiritual and physical development
 - Personally raised over \$2,600 for the organization during the 2010 Bank of America Chicago Marathon (BOA)
 - Helped plan the 2010 fundraising gala by serving on its Gala Committee
 - Personally recognized by the BOA for Girls on the Run fundraising efforts in 2010
- Golden Key International Honour Society Member **2014-2016**
- Junior Council (JC) **2012-2014**
 - *Volunteer and Fundraiser*
 - Supported the Pediatric & Adolescent AIDS & HIV Programs of the Ann & Robert H. Lurie Children's Hospital of Chicago through volunteering and mentoring
 - Organized the end-of-the year gala, and largest fundraiser, Snowball held at Union Station
- Chicago Area Runners Association (CARA) Road Scholars **2010**
 - *Volunteer and Coach*
 - Served as a coach in this high school youth running program designed to challenge students to experience the benefits of goal setting, character development, adult mentoring, and improved health, by providing them with a truly life changing experience
 - Helped organize end of the year fundraising event

Relevant Course Work

- **Text and Image:** This course explored the dynamic between textual information and visual information. Emphasized skills included writing, design and photography.
- **Writing Digital Content:** Through a community service learning project, learned how to strategically deploy digital content through such practices as content strategy, content management and measurement analytics.
- **Digital Storytelling:** How to conceive of and carry out compelling digital storytelling projects. Emphasized skills included writing and the fundamentals of capturing and editing images, audio and video.
- **Design Rhetorics:** Obtained a theoretical foundation and practical skills in the design of rhetorically sophisticated new media objects. Emphasized skills included basic principles of visual composition, as well as some training in Adobe InDesign.



Education

- DePaul University **June 2016**
 - *Master of Arts* - [New Media Studies](#)
- Western Michigan University **June 2007**
 - *Bachelor of Arts* - [Organizational Communication](#)

Charles E. Johnson

BIOGRAPHY

Throughout his career, Charles Johnson has demonstrated qualities that define a leader: integrity, commitment, energy, courage, and vision. From his early career in sales at Inland Steel in Chicago to a role leading SodexoMAGIC, a joint venture between Sodexo and Magic Johnson Enterprises (MJE), Mr. Johnson has built relationships based on an ability to understand his client's business, appreciate the needs of its customers, and deliver value-add solutions that benefit all parties.

Mr. Johnson knows when and how to take chances. He personally approached noted business leader and NBA Hall of Famer, Earvin "Magic" Johnson (no relation) to propose a partnership with Sodexo that would target minority set aside contracts with major corporations throughout the U.S. After convincing Magic Johnson that his concept was viable, Charles Johnson climbed a second mountain by approaching executive leaders at Sodexo and persuading them that a partnership with MJE would result in significant revenue growth as well as the intangible value of doing business with an iconic figure, Magic Johnson.

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In his book 32 Ways to Be a Champion in Business, Magic Johnson writes, "Charles and I both dream big, and we don't give up on our dreams." Everyone who knows Charles Johnson would second this opinion. He is a man who turns dreams into reality.



Monique Langston

Business Operations Strategist | Staff Motivator | Leadership | Performance

Career Summary

A results-oriented professional with a strong operational and administrative management background. Monique is hands-on and comes to you with a track record for driving successful relationships between staff, C-level executives, key stakeholders, and motivates staff to optimize productivity, as well as the bottom line. Demonstrated ability to strategically plan, manage, and improve projects, in addition to detailing project information to determine effective operations.

Extensive experience in Microsoft Office Suite, Salesforce, PeopleSoft, Oracle, Hubspot, GoDaddy, Slack, and other various CRM systems, as well as other SaaS and on-premise applications.

Education

Roosevelt University
Master of Science in Journalism
Bachelor of Arts in Public Relations

Experience

Chief of Staff to Co-Founder and CEO

November 2016 - Present

Atlantic Research Partners

Partners with the Co-Founder and Chief Executive Officer to plan and direct all administrative and operational activities. Serves as point of contact between top management, employees and other stakeholders and provides oversight and guidance on high-level projects.

KEY RESULTS:

- Support Co-Founder and CEO in a variety of administrative tasks including: managing and maintaining scheduling of day-to-day meetings, conferences and other events
- Provides strategic support and program management
- Research and prepare briefing materials
- Serves as liaison between Co-Founder and CEO and leadership team
- Coordinate and facilitate internal operations for Co-Founder and CEO
- Monitors and optimizes enhancement of meeting objectives
- Collaborates with key stakeholders to deliver high quality service
- Coordinate projects or commitments directly involving Co-founder and CEO and his direct reports
- Manage and supervise administrative staff and support Chief Operating Officer in Shared Services vision
- Assist with creation of presentation materials for sales meetings and Board of Directors

Business Operations Manager

October 2012 – November 2016

TeacherMatch, a PeopleAdmin Company, Chicago, IL



Oversee office operations at Chicago Headquarters by planning and implementing office systems, manage HR functions, layouts/build outs and maintain and replenish inventory and equipment procurement. Also serves as point of contact for facilities including utilities, property manager, office security, parking and other office functions.

DELIVERED RESULTS:

- Support CFO and Account team with AP/AR tasks
- Assist Accounting Manager with payroll, including voluntary payroll deductions and bi-weekly 401K disbursements
- Played instrumental role with accounting needs through QuickBooks, Paycom, Concur and managed daily deposits
- Manage HR functions for a staff of 60 employees including: on/off boarding of all employees, managed benefits plan enrollment and administration, manage COBRA administration and enrollment, set up payroll and manage dual 401k plans
- Maintain HR records by recording all new hires, terminations, promotions, pay increases, and updates to personal information. Maintain personnel forms and file compliance, I-9 compliance, and Federal and State compliance
- Manage vendor and consultants including contractor agreements and detailed term sheets, securing NDAs and W9 forms
- Managed recruitment including job postings, pre-employment assessments with leadership team

OPERATIONAL RESULTS:

- Manage and maintain scheduling of day to day meetings, conferences and other events for Executive Chair
- Book travel and transportation
- Manage all expense reimbursements
- Assist with creation of presentation materials for sales meetings and Board of Directors

Manager, External Communications

July 2011 - October 2012

Chicago Public Schools Office of Communications, Chicago, IL

KEY RESULTS:

- Coordinate all Listening Tours for the Chief Executive Officer and other special CEO public engagement activities
- Manage Speakers Bureau for all CEO, Leadership Team, and Board of Education—research and vet speaking opportunities city-wide
- Manage district wide CPS special events and high level appearances by CEO/Leadership Team
- Maintain lists of parent/teacher advocates and managing those relationships
- Manage relationships with key external partner organizations
- Manage Communications office planning calendar and external facing CPS Newsletter

Director of Partnerships

November 2010 - July 2011

Chicago Public Schools, Chicago, IL

KEY RESULTS:

- Work with the Deputy CEO for External Affairs and Partnerships to define the strategies of the Partnerships Office
- Supervise partnership development staff of 4
- Identify and recruit businesses to develop partnerships with schools and become supporters of



- multiple school and system –wide programs
- Oversee tracking of contributions made to CPS of time and material resources by businesses and individuals
- Work with staff, departments, schools and prospects to access and facilitate support for CPS

Scheduler to Chief Executive Officer

January 2009 - November 2010

Chicago Public Schools, Chicago, IL

KEY RESULTS:

- Maintained appointment scheduling for the Chief Executive Officer of the 440,000 student district
- Directed decision making process on the strategic use of the CEO's time by prioritizing key events, assigning substitutes when conflicts existed and ensuring the schedule was adhered to
- Prepared itinerary for all meetings, speeches, and public events to ensure the CEO was organized to have discussion on a diverse range of topics
- Ensured prompt follow up on CEO related initiatives to strengthen relationships with key partners
- Served as liaison for the CEO on questions that he was unable to answer due to time constraints
- Managed all correspondence and emails
- Greeted senior public officials, corporate executives, and various media personalities for appointments with the CEO

References available upon request.

Adrienne D. Leonard



ADRIENNE D. LEONARD holds an Associates Degree in Business Administration. She brings extensive knowledge of Chicago's diverse communities and a deep, long-standing commitment to strengthening urban community life to her role as Community Relations Coordinator for the Renaissance School Funds (RSF) and founding member and Coordinator of Parents for School Choice (PFSC). Parents for School Choice is an organization that aims to inform parents about Chicago's new school options and facilitate parental engagement. Since joining RSF in 2006, Ms. Leonard has extensive experience with assisting new school operators in the development and implementation of student recruitment and community outreach strategies. Since 2003, she has served as a Community Liaison for the Chicago International Charter Schools (CICS), Acceleration Academies and Distinctive Schools. Due to the violence in Chicago, Ms. Leonard instituted a Safe Passage Program in 2007 to keep children safe traveling to and from school. This program currently has reduced the danger of children being killed during school time to ZERO.

Ms. Leonard brings her special touch to partnership building with policymakers, elected officials, educators, faith-based organizations, the private sector stakeholders, community-based actors, and parents through the following: recruitment and training activities; innovation and execution of community awareness events; forums and fundraising programs. One of her keystone events is the annual PFSC New School Expo. In 2008-2015, the expo drew in thousands of parents and students seeking high quality educational options in Chicago. Ms. Leonard is also instrumental in organizing Renaissance 2010 Transition Advisory Councils (TAC). TAC team members review new school proposals and make critical recommendations to the Chicago Board of Education.

Ms. Leonard is active with Bryant Jones and Chosen. Through this organization she has touched the lives of countless youth. She has melded her administrative skills, commitment to the community and her musical gift in a very special way to make a difference in the world.

Ms. Leonard is recognized as one of Chicago's finest in Gospel singing, moving audiences across America and other parts of the world with her extraordinary contralto voice. She has traveled throughout Europe, Africa and America. She sings lead and background vocals with Jessie Dixon, Rev. Calvin Bridges, Shirley Ceasar, Bryant Jones, Chicago Praise Ensemble and Chosen-----some of Gospel's greatest. Ms. Leonard has also used her voice to maintain a HIV/AIDS clinic in Kenya, Africa.

Summary Of Qualifications

- Specialize in the development of community awareness events, forums and fundraisers
- Extensive knowledge of diverse community
- Ultimate commitment to the support and strengthening of urban communities

Work Experience

Chicago International Charter Schools (CICS)

2005 - Present

CICS Management Company - Distinctive Schools (DS)

Duties:

Community Relations

- Responsible for community outreach and engagement
- Accurately and completely portray CICS's mission, core values, academic outcomes, history, educational programs and expected outcomes, in public settings raising awareness about CICS

Student Advocate

- Partnership building with policymakers, elected officials, educators, Faith-based organizations, the private sector stakeholders, community-based actors, and parents.

Acceleration Academies LLC

2014 – Present

Duties:

Community Relations

- Responsible for community outreach and engagement
- Accurately and completely portray AALLC's mission, core values, academic outcomes, history, educational programs, expected outcomes and GC services in public settings raising awareness about Acceleration Academies

Student Recruitment

- Meet or exceed student established enrollment goals, and conduct all activities in accordance with the highest ethical standards while adhering to all rules and regulations regarding student recruitment.
- Assist other personnel and departments with data collection and problem solving.
- Lead and plan appropriate recruitment and enrollment activities including: open houses, regional presentations, training sessions, orientation programs, anyplace where GC's can be reached to education on the network.

Renaissance School Funds (RSF)/ New Schools For Chicago

2005 - 2014

Duties:

- Coordinator of Parents for School Choice (PFSC).
- Facilitate parental engagement.
- Assisting new school operators in the development and implementation of student recruitment and community outreach strategies.

Special Interest

- 2010 – Present Safe Passage, Coordinator safe passage routes, training and monitoring for Perspectives Charter Schools, CHA in Altgeld Gardens and Civitas Schools
- 1994 – Present Ms. Leonard has touched the lives of countless youth. She has melded her skills, commitment to the community and her musical gift in a very special way to make a difference in Chicago. Ms. Leonard has also used her voice to build and maintain a HIV/AIDS clinic in Kenya, Africa

Education

CYCC 1979, Associates Degree (Business Administration)

Certificates: 1981, Illinois Department of Food & Sanitation

1982, Chicago Board of Education (Work -Study Program)

1991, Life, Health, Property & Casualty Insurance License.

BRIAN MALKIN

EXPERIENCE

Distinctive Schools | Chicago, IL

Director of Finance and Operations

June 2016-Present

- Oversee financial and operational activity for network of six charter schools by managing projected budgets, ensuring compliance with state regulations, and generating partnerships with external organizations that support these processes
- Forecasted strategic budget scenarios in anticipation of drastic budget cuts from Chicago Public Schools without directly impacting teaching and student learning

Network Next Generation Learning Coordinator

June 2015-June 2016

- Identified a need in the organization and created a role to manage next generation learning initiatives in order to develop pedagogy, systems and processes in order to drive full-scale network innovation
- Authored grant proposal and led innovation efforts to secure \$280,000 implementation grant to scale best practices in personalize learning school-wide
- Designed and led weekly professional development for five schools totaling over 200 teachers, serving over 2,600 students, supporting teachers to: tailor lessons to individual student needs, utilize learner profiles, and analyze student data, ultimately empowering teachers to use these strategies in the classroom

4th/5th Grade Teacher at CICS Irving Park Campus (TFA Placement)

August 2013-June 2015

- Sole recipient of district-wide teaching award in fourth quarter 2014 given by network administration for demonstrating exceptional student academic growth and executing successful personalized learning initiatives in the classroom
- Crafted project and inquiry based activities to foster critical thinking and application skills for diverse learners resulting in over a year's worth of growth for every student
- Analyzed daily assessment data to differentiate lessons and cater to all learning styles generating 2x student engagement

ORGANIZATIONS

Teach For America | Chicago, IL

Alumni

- Selected from approximately 50,000 applicants to join teacher corps of recent college graduates and professionals who participate in intensive training program to develop the skills and knowledge needed to teach in low-income schools

Distinctively College Bound | Chicago, IL

Board Member and Mentor

- Chosen to mentor underprivileged students in achieving their higher education goal by providing them with opportunities to participate in long-term extracurricular programs catered to their interests and talents

A Better Chicago | Chicago, IL

Impact Council Member

- Accepted to join the Impact Council of young professionals to provide managerial support to nonprofit organizations that are putting low-income students on a path towards high school and college success

RELEVANT EXPERIENCE

The Milestone Group | New York, NY

Summer 2012

Summer Acquisitions Associate at multi-billion dollar real estate investment group

Fir Tree Partners | New York, NY

Summer 2011

Summer Investment Intern at multi-billion dollar hedge fund

EDUCATION

Dominican University | River Forest, IL

June 2015

GPA: 3.9/4.0

Graduate College of Education, Master of Arts in Teaching

Certification: Type 22 Teach For America Illinois State Board of Education Approved Alternative Elementary Program

University of Michigan | Ann Arbor, MI

May 2013

Bachelor of Arts in Organizational Studies, concentration in Organizational Management Strategy in Business

One of 50 students admitted annually to the Organizational Studies Program

ADDITIONAL INTERESTS

- Water Skiing, Strategic Card Games, Michigan Football, CICS Irving Park Varsity Basketball Coach

MICHAEL J. MCCARTHY MS, NCC

EDUCATION

University of Vermont, May 2008

Burlington, VT

Master of Science in Mental Health & School Counseling, CACREP-Accredited

Practicum: Clinical mental health counseling, school counseling, and substance abuse services

Middlebury College, May 2003

Middlebury, VT

Bachelor of Arts in English Literature, Sociology Minor

EXPERIENCE

Distinctive Schools, July 2016 – Present (8 months)

Chicago, IL

Executive Director of Specialized Services

Responsible for successfully leading and managing the network's core programs according to the strategic direction set by the COO and Board of Directors. In addition to helping to develop and lead the network's overall growth and program development strategy, the Director will oversee the strategic and tactical integration of the following program areas: School Culture, Special Education, Student Support Services, Technology, and Community & Industry Partnerships.

Distinctive Schools, August 2015 – Present (1 year 7 months)

Chicago, IL

Director of School Culture

Responsible for successfully leading and managing the network's School Culture approach according to the strategic direction set by the COO and Board of Directors. In addition to helping to develop and lead the network's overall growth and program development strategy, oversaw the strategic and tactical integration of the following program areas: School Culture, Special Education, Student Support Services.

DREAM Charter School, July 2013–Present

New York, NY

A community-based, college preparatory K-8 public charter school in East Harlem

Director of School Culture

- Develop strategic systems and daily processes that advance DREAM's scholar-driven mission and create an achievement-oriented culture that fosters growth, promotes academic success, and provides an enriching and supportive environment for students, families, and staff
- Create, communicate, and monitor all school-wide procedures related to culture, including operational protocols, incentives, and expectations for community conduct; Developed inaugural DREAM Culture Handbook and serve as instructional lead for teachers and specialists regarding culture, character, and mindfulness curriculum
- Work closely with Head of School, Elementary & Middle School Principals, Deans, and teachers to implement and benchmark culture-related routines, including: classroom and behavior management, counseling intervention, discipline policies & escalation, character development, and common social time / community conduct
- Established new culture infrastructure: Built behavior management system to balance discipline with education, counseling, and differentiated scholar needs; Designed teacher consultation and referral processes to create custom intervention plans for struggling scholars; Revamped scholar attendance policies and led outreach for key families
- Oversee Social Work team and initiatives to provide support to DREAM families and communicate scholar issues/progress; Work with external partners and agencies to support healthy family growth and address any concerns
- Serve as a primary member of DREAM Leadership Team; Participate in school's strategic planning, performance, and student evaluation initiatives and lead staff professional development on culture initiatives

The SEED School of Maryland, July 2008-July 2013

Baltimore, MD

College-preparatory public boarding school serving needs of underserved youth grades 6-12

Director of Student Support Services (February 2011-July 2013)

- Served as an active member of SEED Leadership Team to help advance strategic vision, enhance program offerings, and maximize operations that promoted learning and growth for nearly 400 underserved students

- Developed comprehensive Student Support Services program and oversaw implementation of emotional, behavioral, medical, and social support services—including the supervision, training, and development of 10 master's level school counselors, mental health providers, social workers, and school nurses
- Directed student intervention activities, conducted evaluations, and managed communication on student progress with school leaders, staff members, families, and community agencies
- Designed and launched on-going support initiatives to enhance program offerings, including: University of Maryland health clinic partnership, student College Guidance Program, MARIPOSA social-emotional competency trainings, John Hopkins internship practicum, and school-wide medical, social, and behavioral trainings for staff
- Prepared and managed annual Student Support Team operating budget and presented school progress to the Maryland Department of Education, The SEED Foundation, and The SEED School of Maryland Board of Trustees

Student Support Manager (July 2010- January 2011)

- Supervised team of six counseling and medical professionals while serving as lead provider of mental health services including student assessment, referral, intervention planning and coordination, individual and group therapy, family and community support, case management, peer mediation, and conflict resolution
 - Oversaw and participated in ongoing assessment of Student Support program performance and progress, student achievement and intervention needs, and programming integrations to support future-planning requirements
 - Built and managed relationships with strategic partners, ranging from local hospitals to community counseling agencies, to promote SEED initiatives supporting student success and generate institutional support
-
- Developed and implemented targeted professional development workshops for staff on key community issues including diversity, social-emotional growth, parent communication, adolescent development, and self-regulation

Student Support Specialist (July 2009-June 2010)

- Supervised school counselors in daily implementation of student support services and led collaborative student-focused teams to address high-risk concerns and resolve key school-related challenges for students and families
- Integrated new support policies and initiatives including: bullying prevention policy, mentoring program, summer program placement, and Center for Talented Youth recruitment
- Responsible for recruiting, hiring, and training new team members and aligning support services with growing and changing needs of student population

Mental Health Counselor (July 2008-June 2009)

- Founding therapist for 80-student boarding school start up, responsible for design and end to end implementation of mental health and school counseling program; Built lasting positive relationships with students, families, faculty, and community members

ADDITIONAL EXPERIENCE

Centerpoint Adolescent Treatment Services (April 2007 – July 2008) **South Burlington, VT**
Outpatient treatment facility providing mental health & substance use services for young adults

Mental Health and Substance Abuse Clinician

- Provided comprehensive substance abuse and mental health services including assessment of co-morbid diagnoses, outpatient therapy, group therapy, family support, case management, community support, and drug screening

F.H. Tuttle Middle School (January 2007 – July 2008) **South Burlington, VT**
Public middle school serving approximately 600 students in 6th through 8th grade

Student Assistance Program (SAP) Counselor

- Oversaw community substance use prevention and early intervention services; Led training of faculty, integration with community health services, execution of prevention curriculum, and student & group counseling activities.

The New School of Montpelier (January 2005 – June 2007) **Montpelier, VT**
Intensive day school providing individualized, 1:1 special education services for unique learners

Student Supervisor

- Provided trauma and attachment based support for adolescents in foster-care by addressing emotional and behavioral challenges through therapeutic intervention, academic assistance, and community integration

SPECIALIZED CERTIFICATIONS AND ASSOCIATIONS

American Counseling Association

- Member Number: 6240039

Maryland Educator Certificate

- Guidance Counselor Certificate (2009-2013)
- Educator ID: 1868

Maryland School Counseling Association

- Membership Number: 39210

National Certified Counselor

- Certificate Number: 224209
- Certification Date: July 12, 2007
- Expiration Date: September 30, 2017

Michelle Park Michelini

EDUCATION

University of Chicago, Chicago, IL

Master of Public Policy, Harris Graduate School of Public Policy Studies: June 2009; Concentration: Social & Economic Policy Analysis; Dean's Scholarship Recipient

Northwestern University, Evanston, IL

Bachelor of Science, School of Education and Social Policy: June 2004; Major: Social Policy

School for International Training, Rabat, Morocco

Study Abroad: Fall 2002; Honors Thesis: *Unemployment, Escapism, and Country Loyalty among Educated Moroccan Males*

PROFESSIONAL EXPERIENCE

Atlantic Research Partners

Data Strategist, September 2016-Present

- Project manage School Improvement Grant (SIG) compliance reporting process to state and local government agencies for a portfolio of 5 K-12 schools
- Complete comprehensive formative and interim assessment analysis for SIG client school administrators and instructional leadership teams
- Provide data-driven school transformation coaching, professional development, and consulting services to SIG client school administrators and instructional leadership teams
- Provide corporate project management support for SIG business process improvements

Chicago Public Schools, Office of Strategy, Research & Accountability

Data Management Analyst, October 2011-August 2012

- Developed a strategic research agenda and built out district-wide communication tools around this agenda
- Developed research memos for communicating high priority research findings to senior leadership
- Established and coordinated a forum for external and internal stakeholders to discuss the implications of cutting edge research findings for district policy
- Served as liaison to the Office of Professional Learning and other departments to promote integration of the district's research and knowledge management agendas
- Continued to perform duties outlined in the External Research Project Manager role

Chicago Public Schools, Office of Performance, Chicago, IL

External Research Project Manager, May 2010-October 2011

- Managed and facilitated the process of creating contracts with external organizations in collaboration with attorneys, technical staff and program managers from both CPS and the external organization
- Managed the CPS Research Review Board process, coordinating policies and procedures for conducting research in schools with external researchers and internal stakeholders
- Leveraged internal resources within central office to facilitate access to relevant district data for Board-contracted researchers while also ensuring that external requests served district interests
- Worked with external evaluators and funders on evaluation efforts and coordinated input of multiple stakeholders to keep complex program evaluations on task
- Worked with Performance Management team to conduct data analyses of school performance metrics on an as-needed basis

University of Chicago, IMS Health Services Research Network, Chicago, IL
Project Management Fellow, December 2009-May 2010

- Directed the development, promotion, and coordination of a national health services research network in collaboration with Academic Affairs executives at IMS Health and a dozen academic researchers around the country
- Analyzed IMS Health data on national trends in the use of antipsychotic and asthma therapies and determined implications of the FDA regulatory process for contribution to public health research

U.S. Department of Health and Human Services, Office of Inspector General, Office of Evaluation and Inspection, Chicago, IL
Summer Analyst, June 2008-September 2008

- Acted as team expert on survey design and methodology in national study on Electronic Prescribing in Medicare Part D
- Designed, built and implemented two electronic surveys targeting the full population of Medicare Part D plan sponsors and their respective contracted pharmacy benefit managers—achieved over 85% response rate in the aggregate

INROADS, Inc., Chicago, IL

Client Manager, August 2006-May 2008

- Acted as National Account Manager for Kraft Foods, supervising a team of 20 Client Managers across the country
- Managed regional relationships with 16 Fortune 500 companies, sourcing diverse talent to their corporate internship programs—achieved 70% intern retention and 77% conversion rates for assigned accounts cumulatively
- Managed professional development initiatives for 40 placed interns through structured coaching, advising, and leadership training

American Bar Association, National Association of Women Lawyers, Chicago, IL
Executive Director, July 2004-June 2006

- Acted as spokesperson and implemented committee initiatives while managing 4 staff members—resulted in 400% increase in revenues, 600% increase in sponsors and institutional members, 25% increase in individual members within 1 year
- Directed fundraising and supervised logistics of continuing legal education programs and annual galas held in major U.S. cities
- Oversaw publication of quarterly *Women Lawyers Journal* and annual *National Directory of Women-Owned Law Firms and Women Lawyers*

SKILLS & ACTIVITIES

Computer: Proficient in Microsoft Office Suite, Adobe Creative Suite, QuarkXPress, Stata, SPSS, SAS

Activities: Neighborhood Parents Network Volunteer (2012-2015); Cortland Preschool (2015-2016); Private Piano & Voice Instructor (2016-Present)

Greg Paulmann, Ph.D.

EDUCATION

ANTIOCH UNIVERSITY – Yellow Springs, OH

Doctor of Philosophy, Leadership and Change (2009)

Dissertation: Master Teachers' Critical Practice and Student Learning Strategies

THE OHIO STATE UNIVERSITY - Columbus, OH

Master of Arts, Education Policy and Leadership (Curriculum) (1989)

OHIO DOMINICAN UNIVERSITY - Columbus, OH

Bachelor of Arts, English and Education (1981)

LICENSURE

State of Ohio Permanent Principal, Grades 7-12

State of Ohio Permanent Teacher Language Arts, Grades 7-12

CAREER CHRONICLE

ATLANTIC RESEARCH PARTNERS (www.atlanticresearchpartners.org) - Chicago, IL

Director of Programing and Client Support (2014-present)

Currently serve as director for researching and designing professional development and training for school transformation. Design quantifiable metrics for school improvement coaching. Activate client engagement and support around instructional coaching, school improvement, and teacher evaluation. Provide on site instructional support in select Chicago Public Schools tracking data for company research in educator quality and teacher evaluation. Manage staff of transformation specialists and instructional coaches. Credentialed as district trainer for Project CRISS, a *What Works Clearinghouse* evidence-based teaching and learning framework.

TEACHER 2 TEACHER/ECM EDUCATIONAL CONSULTING LLC (www.teacher2teacher.us) - Columbus, OH

Executive Director/Partner (2012-2013)

Led start-up operation for Teacher 2 Teacher consulting company focused on raising student achievement. Led training for schools in professional learning communities, formative assessment, common core, and teacher evaluation. Served as boundary spanner for client engagement and consultation.

Selected Achievements:

- **Established new client base** in response to the Common Core, Ohio Teacher Evaluation, and student assessment.
- **Developed training and follow-up** for instructional coaching, formative assessment, and curriculum alignment.
- **Completed training and credential** for the Ohio Teacher Evaluation Process.
- **Served as a Master Coder** for the Ohio Resident Educator Program for Ohio Department of Education and Teachscape.

EDUCATIONAL SERVICE CENTER OF CENTRAL OHIO (www.escco.org) - Columbus, OH

State Support Team Director (2009 -2011)

Accepted challenge to create greater cohesiveness between IDEA funding and general revenue funding. In charge of Ohio Improvement Process (OIP) in 7-county metropolitan area with multiple school districts and educational service centers at both district and school levels (Region 11). As single point of contact, oversaw, monitored, and built critical mass with principals, curriculum directors, service center consultants, and teacher leaders through leading development, training, and program assessment and by providing ongoing coaching and support for the Ohio 5-STEP improvement process for district, building, and teacher-based teams.

Served on state-level design team for planning, study, and revision of Ohio Improvement Process (OIP) and acted as liaison between Ohio Department of Education and Region 11 state system of support. Worked closely with state to make expected funding changes/improvements.

Selected Achievements:

- **Accurately gauged OIP stage and effective deployment level** by identifying needs and subsequent regional planning and development and by conducting annual OIP program reviews, including site visits, interviews, and data compilation.
- **Drove effective 4-stage improvement process implementation** by designing/customizing school improvement training, assessing facilitators based on competency tools, and offering feedback relative to performance/preparation.
- **Met clients' unique needs** (after assessments) by customizing school or district training, defining essential practices and model criteria, and conducting active on-site interactions.
- **Significantly improved productivity** by consistently communicating performance expectations relative to OIP and leading deployment as declared by the Ohio Department of Education.
- **Achieved ability to prepare future state and/or federal funding applications** by completing weeklong intensive grant writer certification training.

NATIONAL INSTITUTE FOR EXCELLENCE IN TEACHING (www.talentedteachers.org) - Santa Monica, CA

Director, Ohio Teacher Advancement Program (TAP) (2005 – 2009)

Guided Columbus City and Cincinnati Public Schools to implement and ensure effectiveness/sustainability of TAP – comprehensive school reform to achieve measurable student performance gains. Provided necessary professional development in clinical field trials for student strategy development, teacher evaluation, adult learning, and effective leadership; coached school leadership teams and professional learning communities; supported master/mentor teachers in peer evaluation and leadership; led yearly reviews to document status relative to school performance and student achievement; and closely monitored student formative assessment relative to state academic content standards. Communicated pertinent information and program progress to state DOE and National Institute for Excellence in Teaching.

Selected Achievements:

- **Increased model's fidelity and transfer capacity** by working closely with DOE on Ohio's initial application for USDOE Teacher Incentive Fund (TIF) grant and by meeting regularly with principals and curriculum coordinators.
- **Helped extend performance-level coaching** by purposeful follow-up, championing/facilitating TAP's pilot implementation, and winning federal award for first-round funding from USDOE Teacher Incentive Fund (TIF).
- **Helped TAP master teachers facilitate teacher clusters using 5 Steps to effective instruction** by ensuring adequate preparation and follow-up through annual program reviews for Ohio TAP sites.
- **Saved ~\$300K per school** by acquiring TIF grant through Ohio DOE for TAP program start-up costs.
- **Helped existing schools improve deployment and school leaders better prepare/deploy** the model by leading logistic, registration, and program preparation for TAP 5-day summer institutes held regionally throughout the US.

OHIO DEPARTMENT OF EDUCATION (www.ode.state.oh.us) – Columbus, OH

Associate Director (2003 – 2005)

Supervised fine arts, foreign language, and technology areas and led development of academic content standards and model curricula with focus groups from school districts, business, and industry in Office of Curriculum and Instruction; recruited, interviewed, hired and evaluated 15 exempt and non-exempt staff; guided interdisciplinary lesson development of music, art, drama, and dance lessons with mathematics, English, science, and social studies. Also facilitated composition, editing, and electronic/print publication process, led staff in developing interdisciplinary lessons, and helped HR facilitate learning maps and qualitative data collection.

Selected Achievements:

- **Met deadlines (ahead of schedule) for state Board of Education review** (in compliance with Senate Bill 1 legislation requiring development of academic standards in non-assessed content areas).
- **Filled vacancies with highly qualified candidates most closely matching skills/knowledge for each position's expectations/demands** by overseeing carefully conducted, extensive searches.
- **Saved thousands of dollars** by utilizing technology to prepare written text within platform (enabled iterative nature of drafting process) and by working closely with vendors to tailor/customize platform to meet current/future publication needs.
- **Fostered creativity, high expectations, and quality products for standards and model curricula** by negotiating with special committees representing various disciplines and content associations for music, visual art, and drama.

URBANA CITY SCHOOL DISTRICT (www.urbana.k12.oh.us) – Urbana, OH

Director of Curriculum (2000 – 2003)

Accepted superintendent's challenge to move district from academic watch and align programming with Ohio DOE's new academic content standards. Maintained responsibility for programming, curriculum, entry-year teacher programs, and assessment, and oversaw all curriculum revision. Also reviewed all state tests and off-year assessment program and monitored academic programs' alignment with new state standards. Served as Ohio Baldrige Initiative district facilitator, district professional development coordinator, district-level trainer, and English Language Arts writing team member.

Selected Achievements:

- **Built and established early foundation to utilize data to inform decision making** by instituting Malcolm Baldrige protocol in all 6 Urbana schools through a Malcolm Baldrige grant from the Ohio Department of Education.
- **Expanded Baldrige protocol and curriculum mapping** by writing professional development grant application that won Martha Holden Jennings grant.
- **Positioned district to move to next level of alignment process** by instituting formal curriculum mapping process to enable teachers to begin charting content, skills, and assessment programming.
- **Achieved common ground regarding student achievement, school curriculum, instruction, and teacher evaluations** by mentoring 3 (of 6) Urbana district principals.

Prior Experience:

Assistant Principal, Dublin City Schools (1995 – 2000) – Dublin, OH

English Teacher, Groveport Madison Schools (1985 – 1995) – Groveport, OH

English Teacher, St. Francis DeSales High School (1981 – 1985) – Columbus, OH

SUSMITA PRATIHAST

Experienced professional with strong record of developing instructional leadership to improve student growth through intentional use of formative assessments and performance frameworks. Former background in education advocacy leading to successful engagements with international organizations, non-profits and public sector.

Education

Master of Public Policy

Irving B. Harris School of Public Policy Studies, University of Chicago, 2009

Specialization: Education Policy, Program Evaluation

B.A. (Hons) Economics

Hindu College, University of Delhi, 2002

Professional Experience

Atlantic Research Partners, Chicago, IL

Vice President, Research & Assessment (July 2014-Present)

- Lead the research and evaluation strategy for the organization and collaborate with company's senior leadership team to develop growth strategy and its implementation with cross functional teams.
- Conceptualize, develop and design research and evaluation frameworks in education sector locally and nationally.
- Lead rigorous and meaningful research projects to improve teaching and learning strategies in Chicago and nationally.
- Responsible for the methodology, collection, analysis, and reporting of data for different projects; Provide high quality deliverables and services to clients.
- Manage research consultants and faculty members for design and implementation of research projects as well as delivery of professional development workshops respectively; Supervise project execution and delivery of quality products and services to all educators at all levels.
- Lead and advice school districts on classroom instruction, implications of data, and its understanding system-wide implications.
- Develop professional development workshops for principals and school teams on use of data and assessment as key instructional tool for administrative strategy and efficiency; for teachers across content areas for efficient data driven instruction and education strategies.
- Develop and conduct performance management audit for specific and designated school sites and provide written reports that identify findings and recommendations for current leadership practices and performance data as requested by clients.

Atlantic Research Partners, Chicago, IL

Director, Research & Assessment (Oct 2010-June 2014)

- Provided strategic advisory support on data and performance management to the Chief of Elementary Schools (South-west CPS Network).
- Led professional development initiatives for principals, ILTs and teacher teams to develop data and leadership capacity for effective use of formative assessment in instructional decision making.
- Designed a comprehensive framework for effective (operational and instructional) implementation and use of formative assessments.
- Created a structured protocol for selection of appropriate performance metrics to monitor student growth and school programs in CPS.
- Developed data models and benchmarks to identify students' needs for systematic approach to RTI and differentiated support to schools.
- Provided a comprehensive data protocol and advisory support on performance management for elementary CICS charter schools.
- Conceptualized and developed a student growth attribution model using multi-year EPAS data for turnaround CPS high schools.
- Piloted a college-readiness aligned model between EXPLORE and NWEA for a high performing data- savvy principal group in CPS.

Chicago Public Schools, Chicago, IL

Data Strategist (2009 - 2010)

Department: Autonomous Management & Performance Schools; #Schools: 95; Enrolment: 76,000; Poverty: 71%; ELL: 11%

- Implemented NWEA assessment and provided analytical support to 77 elementary schools for improving student growth.
- Conceptualized and designed a systematic performance management system for tiered support and incentives to schools.
- Identified implications of Network's performance data and made strategic recommendations to Chief of Schools and principals.
- Created appropriate data systems and customized data tools for periodic and effective progress monitoring in schools.
- Provided coaching on data literacy to school leadership and teacher teams to develop and execute aggressive school improvement plans.

Indicus Analytics Private Limited, India

Analyst (2006 – 2007)

- *UNICEF*: Researched and compiled report on factors impacting education attainment in India to support initiative on universal education.
- *World Bank*: Assessed public expenditure efficiency on education in 35 states and created state-level ranking through robust economic modeling and Data Envelopment Analysis.

Centre for Civil Society, India

Research Associate & Manager (2003 – 2006)

- Published a research report on financial and administrative analysis of 30 Delhi State departments through extensive primary and Secondary data analysis; developed research framework to be adopted for similar publications in 3 cities and 2 states of India.
- Managed the Research Internship Program (guided 25 interns) on assessment of socio-economic regulatory issues and poverty premiums.

Research & Consulting Projects

World Bank, Washington DC

- Assisted the technical evaluation team of "School Choice Randomized Evaluation Study" in rural (200 villages) Andhra Pradesh, India.
- Evaluated and consolidated a research report on the impact of school vouchers on education outcomes through advanced econometric and quantitative analysis of pilot data; evaluation and improvement of survey instruments.

PriceWaterhouseCoopers, India

- Developed statistical models to examine public spending efficiency (technical) in water and irrigation sector in Madhya Pradesh, India.
- Performed sensitivity analysis for resource allocation and provided budgetary recommendations for State's financial planning process.

Centre for Comparative Human Development, University of Chicago

- Performed exploratory analysis on factors impacting education preparedness among kindergarten children in Chicago neighborhoods through econometric analysis of two panel data sets.

Publications & Presentations

- Presented at the NWEA National Conference 2012 on "Collaborative Processes with Formative Assessments in Chicago Public Schools"
- Presented at the NWEA National Conference 2010 on "Autonomy & Formative Assessments in Chicago Public Schools"
- Copy Editor, Editorial Board for Chicago Policy Review, University of Chicago, 2008-09
- Health Care Expenditure (co-authored) - Business Standard 2007
- Educating the Uneducated: The Endeavour Continues! - Bihar Citizen Handbook 2007
- Health Care in India: Revisiting Priorities - Indian Economy Review 2007
- Food Security in Jharkhand: Miles to Go! - Jharkhand Citizen Handbook 2006

Proficient in STATA, MS Office; Working Knowledge of SPSS, R, ArcGIS

References can be provided on request

Karen Ratliff, Ed.D

Professor, American College of Education



Dr. Ratliff has over 10 years experience in the field of Education. Her experience includes educator, school administrator, non-profit administrator, and a consultant. Dr. Ratliff has a B.S. in Organizational Communications, M.A. in Training and Development, and Doctorate in Educational Leadership, Curriculum and Instruction. Dr. Ratliff has a passion for teaching and learning and the assurance of access and equity for all learners. Karen has been recognized for decreasing dropout rates and innovative instruction. She sets a high bar for student performance and parent involvement.

As a Core Faculty Professor with American College of Education, Adjunct Professor with Concordia University, and Ottawa University, Dr. Ratliff teaches Master and Doctorate courses to educators and administrators who are in pursuit of degrees in Educational Leadership, Curriculum and Instruction. Dr. Ratliff fearlessly addressed issues of generational poverty, lack of school resources, and low staff morale to change the direction of schools that had been on a downward spiral for many years. She has raised expectations for adults and students to engage parents as partners in the educational process, as well as searched communities for collaborative partners that are committed to improving the lives of students.

Dr. Ratliff oversaw 200+ schools as the AVID manager with the Chicago Public School District. During that time, her strong leadership, compelling visions, and hard work set many schools on a positive track to improved school performance, higher student achievement, and graduation rates. She is also nationally certified to develop curriculum and courses for K-12 and Higher Education institutions.

David M. Sundstrom, J.D.

Employment

Distinctive Schools

910 West Van Buren, Suite 315, Chicago, IL 60607

President & Chief Administrative Officer. Responsible for leadership of the organization; also responsible to ensure organizational compliance with all Federal and State laws affecting students and employees of the organization.

Atlantic Research Partners, Inc.

910 West Van Buren, Suite 315, Chicago, IL 60607

Chairman. Provided independent consulting services to preK-12 school district boards and school district superintendents, on issues ranging from:

- Superintendent/Board contract negotiations
- Labor/employment and human resources management
- Special Education compliance audits
- Risk management
- Civil rights policies and compliance.

Additionally provided leadership training and development for district administrators and superintendents; Counseled school boards on governance and statutory compliance issues; assisting Human Resources departments on performance audit and recruitment and retention strategies, and assisting Boards in the drafting of policies governing multiple and nuanced issues affecting preK-12 education.

EdisonLearning, Inc.

485 Lexington Avenue, 2nd Floor, New York, NY 10017

Vice President of Organizational Development & Employee Relations, January 2008-November, 2010; Independent Contractor through Atlantic Research Partners, Inc. March 2008-January 2009. Providing Human Resources executive services initially on an independent contractor basis and subsequently as an employee of the organization.

Duval County Public Schools

1701 Prudential Drive, Jacksonville, FL 32207-8152

Chief of Staff, May 2006-June, 2008. Responsible for providing legal counsel and directorial assistance to the Superintendent of the 18th largest public school district in the United States. Duties included:

- Directing all Human Resources functions (including labor relations/contract and statutory compliance supervision in the 14,000+ employee school district)
- Directing the District's School Board Services Division
- Directing the District's Policy Development & Compliance Division
- Directing the District's Communications Department
- Directing the District's Family & Community Engagement Division
- Directing the District's Civil Rights Division

Christina School District

600 North Lombard St, Wilmington DE 19801

Interim Superintendent, November 2005-May 2006.

Chief of Staff/Assistant Superintendent, September 2003-November 2005. Responsible for the duties of Superintendent of the State of Delaware's largest public school district on an interim basis; prior to acting as Interim Superintendent, provided legal counsel and directorial assistance to the Superintendent, with responsibilities that included:

- Chief labor negotiator with all bargaining units seeking to enter or renew contracts with the District
- Drafting, negotiation and administration of contracts for goods and services
- Directing and supervising all Human Resources functions
- Public spokesperson on multiple district issues, including controversial and politically sensitive topics ranging from school shootings to religious accommodation
- Hearing Officer: employee grievances, student expulsion proceedings
- Investigation of allegations of employee improprieties
- Establishing guidelines for student disciplinary policies
- Legislative liaison
- Special education accommodations; negotiations when warranted
- Assist and advise the state-wide Delaware School for the Deaf and the Delaware Autism Programs

eSchool Solutions, Inc.

604 Courtland Street, Suite 300, Orlando, FL 32804

Chief Corporate Officer, September 1999-September 2003. Responsible for directing and supervising all activities of the Company's Human Resources Department.

Additionally responsible for:

- The negotiation, drafting and administration of educational software contracts and licenses with over 535 school district clients in North America, intellectual property protection, and development and implementation of corporate policies relating to client security/student privacy
- Providing Board of Directors with ongoing analysis of legal issues affecting education
- Contract negotiation and implementation with suppliers and service-providers
- Securing banking services, management of shareholder relations, and administration of documents for the Company's Board of Directors
- Recruitment and retention of employees; successful transition of personnel in the merger of five separate corporations (located in Dallas TX, Orlando FL, Chicago IL, Boston MA, and Ann Arbor MI)
- Development and implementation of company-wide policies and procedures; training of employees and managers on issues of disability accommodation, workplace sexual harassment prevention, and dispute resolution.

Michigan State University, Department of Finance

315 Eppley Center, East Lansing MI 48824-1121

Adjunct Professor, 1991 to 1999. Teaching senior-level and graduate courses entitled Commercial Transactions and Law, Public Policy, and Business.

Thomas M. Cooley Law School

P.O. Box 13038, Lansing, MI 48901

Adjunct Professor, 1995 to 1999. Teaching courses entitled Trial Advocacy, Law Practice, and Advanced Legal/Persuasive Writing.

Independent Consultant on Corporate Transactions and Employment Practices

1997-2000. Provided businesses with management training and policy drafting to

establish and implement protocols for the prevention of discriminatory practices, workplace sexual harassment and related activities. Additionally provided negotiation and transactional analysis and assistance.

State of Michigan

Legislative Service Bureau, P.O. Box 30036, Lansing MI 48909

Attorney, 1990 to 1999. Nonpartisan legal advisor to the House and Senate of the Michigan State Legislature. Edited and drafted legislation primarily in the areas of education, labor/employment and civil rights; advised legislators and affected executive departments of state government on constitutional and related legal issues associated with legislation. Testified before committees on pending legislation.

University of Detroit-Mercy School of Law

651 East Jefferson Avenue, Detroit MI 48226

Adjunct Professor, 1986-1989. Teaching Legal Writing.

Gandelot, Stoepker, and Dickson, P.C.

1380 East Jefferson Avenue, Detroit, MI 48207.

Attorney, 1985-1990. Civil litigation practice focused primarily on commercial transactions and labor relations.

Fowlerville Community Schools, 735 North Grand Avenue, Fowlerville, MI 48836

Teacher, 1978-1982. Taught in one of Michigan's last country schoolhouses (Parker's Corners) 1978-1980; taught third grade (Smith Elementary) 1980-1982.

Hawthorn Center, 18471 Haggerty Road, Northville, MI 48167.

Child Case Worker, 1977-1979. Undergraduate and post-graduate work with psychologically injured children in a hospital environment.

Education

Broad Institute Superintendent and Board of Education Training, 2003-present.

Training on Reform Governance and Urban Educational Leadership.

University of Detroit-Mercy School of Law

651 East Jefferson Avenue, Detroit, MI 48226

Juris Doctorate, 1985

Honors: *Law Review: Editor of Cases and Comment*

Recipient, Alumni Writing Award, 1983

Best Advocate Award, 1983

Eastern Michigan University, Ypsilanti, MI

Bachelor of Science (Education), December 1977

Honors: *Dean's List, 1975-1977*

Major and Minor: Group Sciences (Earth Science, Biology and Physics)

Licensure

The Florida Bar (since 2003) 651 E. Jefferson St., Tallahassee, FL 32399-2300

The State Bar of Michigan (since 1985) 306 Townsend St., Lansing, MI 48933-2012

Publications

- **The TAO of Interviewing**, 1999 (3rd Edition 2007) Coauthored with Dr. Joseph Wise.
- **Power of Teaching**, 2001 (2nd Edition, 2007) Coauthored with Dr. Joseph Wise.
- **Power of Coaching**, 2003 (2nd Edition, 2009) Coauthored with Dr. Joseph Wise
- **Groundwater Contamination; a Demonstrated Need for Legislative Action**
University of Detroit-Mercy Law Review, Volume 62

References

- **Dr. Joseph Wise, Former Superintendent, Duval County Public Schools,** Christina School District, 772 Ocean Palm Way, St. Augustine, FL 32207 (Tel: 904.651.6700)
- **Dr. Christine Arab, Vice President, Human Resources, Florida State College** at Jacksonville, The Martin Center, 501 West State Street, Jacksonville, FL 32202 (Tel: 904.632.3320)
- **Mr. Jeff Edmison,** Senior Director, National School Reform, CTAC, 30 Winter Street, 7th Floor, Boston, MA 0210 (Tel: 617.423.1444)
- **Mr. Brett Fadeley, CEO, eSchool Solutions, Inc.,** 604 Courtland Street, Suite 300, Orlando, FL 32804 (Tel: 407.835.9899 ext. 228)
- **Dr. Peter Gorman, Superintendent, Charlotte-Mecklenburg Schools,** 701 East 2nd Street, Charlotte, NC 28202 (Tel: 980.343.6270)

(Additional References Upon Request)

STEVEN T. SVENDSEN, CPA

[REDACTED]

VICE PRESIDENT AND CHIEF FINANCIAL OFFICER

Extensive Lender Network – M & A and Loan Agreement Negotiator – Change Agent

Retail / Wholesale / Manufacturing Integration – Turnaround Specialist

GAAP, Tax, Credit, IT, HR, Risk Management and Benefit Plan Expertise

CFO with 20 years C-Level experience leading two of Chicago's oldest and most prestigious middle market companies. As CFO, (1) sustained the Company's liquidity by cutting costs, rationalizing business units and tightening credit standards at a time when housing starts declined by 85% and 6 top 10 area builders filed bankruptcy; (2) identified and closed 12 strategic acquisitions to gain market share; (3) reduced corporate service costs by 75% while simultaneously improving productivity and quality of product.

Strengths:

Leader – Appointed Treasurer immediately after the abrupt departure of predecessor and restored the Company's credibility with its lenders by revamping internal controls, eliminating financial surprises and restoring credit disciplines. Complete responsibility for the Company's relationship with outside legal, audit, tax, insurance and real estate professionals.

Team Builder – Promoted to CFO at a time when the Company's IT systems were in disarray from a failed ERP implementation and faulty infrastructure. Within 2 years, 80% of the IT staff was upgraded and a successful new ERP system installed, the result of which culminated in the Company receiving a national recognition award from Pro Sales Magazine for IT excellence. Reduced month-end close from 12 days to 3 days.

Innovator – Identified and implemented highly unique sales tax revenue sharing agreement with local municipality that doubled operating earnings by returning \$18 million of cash to the Company.

Negotiator – Increased the Company's footprint from one state to three by acquiring the market leaders in Milwaukee and Indianapolis at net book value. Actively engaged lenders during term sheet negotiations resulting in most liberal borrowing base in the industry.

Communicator – Enjoys the trust and respect of rank and file employees by being open and truthful with them at all times. Excels at breaking down complex financial data so as to be easily understood by all parties.

PROFESSIONAL EXPERIENCE

ACCELERATION ACADEMIES – Upon joining client firm in 2015 established modern accounting and budgeting systems, managed liquidity and assisted in maintaining relationships with school districts that have employed the company to address high school dropout problems.

CHICAGO TRANSOM PARTNERS – Founded boutique consulting firm in 2011 that caters to entrepreneurs and area not for profit organizations by offering C-Level services on either an interim, emergency or ongoing basis. Notable achievements include the following:

- Completely stabilized all aspects of a food packaging client including the development of their first ever business plan, implementation of a new going-to-market strategy and the installation of a new accounting/CRM system. The success of these initiatives led to a strengthened banking relationship and new access to capital to properly finance the operation.

- Worked hand in hand with the Executive Committee of a major local not for profit organization to develop a business reorganization plan in response to the charity losing a major benefactor on extremely short notice. Our firm negotiated the separation agreement that ensured continued bridge financing for the next three years while simultaneously installing a state of the art financial system that provides accurate and timely information to the organization's management team and Board for the first time in its history.

DWYER PRODUCTS CORPORATION – 90 year old market leader in the manufacture of compact kitchens and modular medical casework.

Vice President and Chief Financial Officer (2010 – 2011)

As CFO, immediately evaluated the financial condition of the organization and implemented the following:

- Evaluated existing legacy IT systems and embarked on a plan to be on a uniform platform resulting in much improved information for management.
- Successfully implemented a system of internal controls.
- Successfully negotiated necessary modifications to loan agreement to finance expansion.
- Oversaw the Company's relocation to much larger facility with no interruption to business.
- Evaluated all major vendor relationships and negotiated improved pricing and terms in most instances.

EDWARD HINES LUMBER CO. – 118 years old and a Midwest market leader in the building products industry.

The Company's sales peaked at \$260 million in 2005 at a time when the Chicago market enjoyed 40,000 annual housing starts. 2009 sales declined to \$65 million, the result of housing starts of only 3,800. The challenges of the homebuilding industry, illiquid credit markets and ownership's inability to continue funding operating losses led to the Company's sale in spring 2010.

Vice President and Chief Financial Officer (1996-2010)

Treasurer (1995)

Assistant Controller (1989 – 1994)

Accounting Manager (1984 – 1988)

As CFO, immediately challenged the status quo and achieved the following:

- Created and implemented 10 point A/R action plan that reduced DSO from 72 days to 55 days within 6 months. This was accomplished by reducing terms categories from 30 to 4, requiring that lien rights always be enforced, adjusting salesmen commissions for past-due balances while also giving location managers discretion in managing credit for small remodeling customers.
- Secured mortgage financing on the Company's unencumbered real estate and increased borrowing base availability by \$15 million at time of Company's significant expansion.
- Developed the Company's successful strategy to vacate the consumer business and focus on its strength, the contractor business. This resulted in the closure of 6 money losing home center stores and a reduction in force program that saved the Company \$2 million annually.
- Converted the Company's health care plans to being entirely consumer driven by creating Health Savings Accounts for all employees. The annual savings are approximately \$1 million for the Company with the added benefit of most employees being better off.
- Developed online housing database of every active subdivision in Chicago and distributed information to sales managers for use with outside sales force.
- Worked tirelessly on behalf of ownership to market the Company to private equity buyers thereby preserving the Company's fine legacy and saving 175 jobs.

ARTHUR ANDERSEN & CO. – Staff auditor from 1982 to 1984 leaving to join client, Edward Hines Lumber Co.

EDUCATION

BS in Accounting from Illinois State University (May 1982)

CPA designation (May 1982)