

**MARYLAND STATE DEPARTMENT OF EDUCATION  
PERSONNEL APPROVALS FOR THE January 30, 2018 BOARD MEETING**

**I. Appointments Grade 19 and above:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY GRADE</u></b>	<b><u>DIVISION/OFFICE</u></b>	<b><u>DATE OF APPOINTMENT</u></b>
Belton, Nicassia R.	Education Program Manager II, Career and Technology Education Student and Assessment Services	24	Office of the Deputy For Teaching and Learning, Division of Career and College Readiness	TBD
Carter, Vincent R.	Fiscal Service Administrator III, Chief of Financial Management Services	20	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	TBD
Edmond, Shanna	Education Program Specialist I, Title I, Fiscal Management and School Improvement	21	Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability	TBD
Gonce, Paula M.	Education Program Specialist I, Access and Equity Program Specialist	21	Office of the Deputy for Teaching and Learning, Division of Special Education/Early Intervention Services	TBD
Greene, Reham I.	Accountant Manager II, Deputy Chief of Accounts Payable	20	Office of the Deputy for Finance and Administration, Division of Business Services	TBD
Hicks, Laura J.	Education Program Specialist I, School Library Media Specialist	21	Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment, and Accountability	TBD
Hosken-Ralston, Jennifer L.	Education Program Specialist I, Elementary English Language Arts Specialist	21	Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability	TBD
Hunter-Crafton, Patricia C.	Education Program Specialist II, Coordinator, School Improvement and Title I	22	Office of the Deputy for Teaching and Learning and School Effectiveness, Division of Curriculum, Research, Assessment and Accountability/Division of Student, Family, and School Support	TBD

**I. Appointments Grade 19 and above (con't):**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY GRADE</u></b>	<b><u>DIVISION/OFFICE</u></b>	<b><u>DATE OF APPOINTMENT</u></b>
Larenas, Karen	Education Program Specialist I, Special Education Resource and Policy Specialist	21	Office of the Deputy for Teaching and Learning, Division of Special Education/Early Intervention Services	TBD
Lavin, Stefanie E.	Education Program Specialist II, Nonpublic School Approval Specialist(s)	22	Office of the Deputy for School Effectiveness, Division of Educator Effectiveness	TBD
Nizer, Jennifer	Program Manager Senior II, Director, Office of Child Care	24	Office of the Deputy for Teaching and Learning, Division of Early Childhood Development	TBD
Spivey, Kimberly A.	Program Manager III, Nonpublic Schools BOOST Program Manager	21	Office of the Deputy for Finance and Administration, Division of Business Services	TBD
Tsigounis, Sherry L.	Child Care Licensing Regional Manager, Region II, Baltimore City	19	Office of the Deputy for Teaching and Learning, Division of Early Childhood Development	TBD
Verzi, Traci	Education Program Specialist I, Career and Technology Education	21	Office of the Deputy for Teaching and Learning, Division of Career and College Readiness	TBD

**II. Appointments Grade 18 and below:**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY GRADE</u></b>	<b><u>DIVISION/OFFICE</u></b>	<b><u>DATE OF APPOINTMENT</u></b>
Brown, Donetta	Office Clerk II	7/2	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	12/06/17

**II. Appointments Grade 18 and below (con't):**

<b><u>NAME</u></b>	<b><u>POSITION</u></b>	<b><u>SALARY GRADE</u></b>	<b><u>DIVISION/OFFICE</u></b>	<b><u>DATE OF APPOINTMENT</u></b>
Edelen, Kriston	Office Secretary III	10/3	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	01/03/18
Hanson, Shanicia	Vocational Rehabilitation Specialist II	13/3	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	12/06/17
Howard, Debra A.	Special Education Teacher	IEPP	Office of the Deputy for School Effectiveness, Juvenile Services Education Program	12/06/17
Mowl, Faith	Vocational Rehabilitation Specialist II	13/3	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	12/06/17
Novak, Ashley	Vocational Rehabilitation Specialist II	13/3	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	01/31/18
Reevey, Lyndell L.	Special Education Teacher	IEPP	Office of the Deputy for School Effectiveness, Juvenile Services Education Program	01/31/18
Williams, Andrew	Vocational Rehabilitation Specialist II	13/8	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	01/17/18
Yates, Leo	Staff Specialist II	16/15	Office of the Deputy for Finance and Administration, Division of Rehabilitation Services	01/03/18

**III. Other Actions: Promotional**

**NAME**

**POSITION**

**SALARY  
GRADE**

**DIVISION/OFFICE**

**DATE OF  
APPOINTMENT**



Karen B. Salmon, Ph.D.  
State Superintendent of Schools

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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Nicassia R. Belton

**Position:** Education Program Manager II,  
Career and Technology Education (CTE) Student and Assessment Services

**Division:** Career and College Readiness

**Salary Grade:** State Salary Grade: 24  
Annual Salary Range: \$73,612 - \$118,197

**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Career and Technical Education, Education, Educational Administration/Supervision, Research, Public Administration, Information Management Systems, or in any related field.

**EXPERIENCE:**

Six (6) years of professional administrative, accountability or teaching experience in or affiliated with an education program including two (2) years of experience in coordinating or administering an education program or service directly related to the position. Experience with business intelligence software and/or Excel desired; administrative experience in an area related to accountability, information management, or a related field is preferred.

**DESCRIPTION:**

This is a professional position responsible for planning, leading, and supervising the work of staff who implement the CTE performance measurement and accountability system, Office of Civil Rights monitoring, CTE student organizations, CTE student organizations, CTE pathway program development, and the CTE Annual Awards of Excellence Program.

**QUALIFICATIONS:**

**Education:**

Purdue University (West Lafayette, IN) 2006 - Master's Degree in Mathematics w/ Specialization in Computation Finance.

Morgan State University (Baltimore, Maryland) 2003 - Bachelor's Degree in Mathematics with a concentration in Statistics; 2017 - Ed.D. Candidate in Mathematics Education (ABD).

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2017 – Present: Career and Technology Education Accountability Coordinator

University of Maryland (Baltimore, Maryland)

2015 – 2017: Associate Director of Pre-College Programs

The Career Adviser, LLC (the careeradviser.com)

2015 – Present: CEO, Founder and Lead Consultant

International Association of Black Actuaries (IABA) (Windsor, Ct)

2009 – Present: Chair of Education Committee

Morgan State University (Baltimore, Maryland)

2008 – 2014: Director of Actuarial Science Program

2009 – 2014: Director of Summer Academy of Math and Science (SAMS) Program

2012 – 2014: Summer Training Academy in Robotics and (Cyber) Security Program

2008 – 2013: Coordinator of School of Computer Mathematical and Natural Sciences (SCMNS) High School Outreach

**EMPLOYMENT STATUS:**

Promotional



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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Vincent R. Carter  
**Position:** Fiscal Services Administrator III,  
Chief of Financial Management Services  
**Division:** Rehabilitation Services  
**Salary Grade:** State Salary Grade: 20  
Annual Salary Range: \$56,743 - \$91,107  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Bachelor's Degree in Accounting, Finance, Economics or related area. Possession of a CPA Certificate is preferred.

**EXPERIENCE:**

Four years of professional experience in the preparation and execution of budgets. Two years of the required experience must have been in direct supervision of other professional employees. Experience with State statute desired.

**DESCRIPTION:**

This is a professional position responsible for directing the activities of the Financial Management Services Branch. The major activities of this branch directly support the mission of the Division of Rehabilitation Services and include the following: budget preparation and monitoring; grants management; monitoring and controlling expenditures; audits; fund recovery; reporting to federal agencies; procurement of commodities, equipment and services.

**QUALIFICATIONS:**

**Education:**

Morgan State University (Baltimore, Maryland) 2003 - Master's Degree in Business Administration; 1990 - Bachelor's Degree in Accounting.

**Experience:**

Maryland State Department of Education, Division of Rehabilitation Services (Baltimore, Maryland)

2017 – Present: Acting Fiscal Director

2011 – 2017: Accountant Advanced, Accounts Payable

2004 – 2011: Accountant II, Maryland Business Enterprise Program

The Johns Hopkins University (Baltimore, Maryland)

1997 – 2003: Senior Financial/Budget Analyst

The Pennsylvania State University (University Park, Pennsylvania)

1991 – 1997: Assistant to the Financial Officer

**EMPLOYMENT STATUS:**

Promotional





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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Shanna Edmond  
**Position:** Education Program Specialist I/Title I,  
Fiscal Management and School Improvement  
**Division:** Curriculum, Research, Assessment and Accountability  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Possession of a Master's Degree or equivalent 36 credit hours of post-baccalaureate course work in Education, Education Administration/Supervision, Educational Research, Education Policy or a related field.

**EXPERIENCE:**

Four years of administrative or teaching experience in, or affiliated with, an education program, including two years of experience in coordinating or administering an education program or services directly related to the position; experience coordinating a school improvement program is preferred.

**DESCRIPTION:**

This is a professional position responsible for providing technical assistance and support to Title I schools and school systems adhering to the requirements of the Every Student Succeeds Act (ESSA) including Title I school wide and targeted assistance programs, and for the ongoing design, development, implementation, and evaluation of these programs to improve the teaching and learning of disadvantaged children.

Shanna Edmond

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**QUALIFICATIONS:**

**Education:**

Loyola University (Baltimore, Maryland) 2008 - Master's Degree in Curriculum and Instruction.

Lincoln University (Lincoln University, Pennsylvania) 2000 - Bachelor's Degree in Biology.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2016 – Present: Education Program Specialist I, Extended Learning Specialist

The SEED School of Maryland (Baltimore, Maryland)

2012 – 2016: Title I Coordinator/Family Involvement Coordinator

Baltimore County Public Schools (Cockeysville, Maryland)

2008 – 2012: Teacher

Baltimore City Public Schools (Baltimore, Maryland)

2000 – 2008: 8<sup>th</sup> Grade Instructor, Chinquapin Middle School

**EMPLOYMENT STATUS:**

Promotional



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BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Paula M. Gonce  
**Position:** Education Program Specialist I,  
Access and Equity Program Specialist  
**Division:** Special Education/Early Intervention Services  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 post baccalaureate course work in Special Education, Education Administration/Supervision or related field.

**EXPERIENCE:**

Four (4) years of professional experience in or affiliated with special education programs or services directly related to the position. Experience in the areas of evidence based practices for children with special needs and early intervention for students with behavior difficulties, autism, and other developmental disabilities preferred.

**DESCRIPTION:**

This is a professional position that serves as a Program Specialist in the delivery of training and technical assistance to Local School Systems (LSS) and individual schools to improve conditions for learning for students with disabilities on behalf of the Maryland State Department of Education (MSDE), Division of Special Education/Early Intervention Services (DSE/EIS). Also, this position serves as a technical expert responsible for providing oversight and support related to access and equity for students with disabilities.

**QUALIFICATIONS:**

**Education:**

University of Maryland Baltimore County (Baltimore, Maryland) 2001 - Master's Degree in Applied Behavior Analysis; 1989 - Bachelor's Degree in Psychology and Sociology.

**Experience:**

District of Columbia Public Schools (Washington, D.C.)

2016 – Present: Manager, Communication and Education Supports

The Chimes School (Baltimore, Maryland)

2012 – 2016: Behavior Analyst

1998 – 2001: Assistant Director II

Johns Hopkins Bayview (Baltimore County, Maryland)

2009 – 2011: Clinical Supervisor

The Columbus Organization

2007 – 2009: Behavior Specialist/Case Coordinator

Kennedy Krieger Institute (Baltimore, Maryland)

2006 – 2007: Clinical Specialist III/Psychology Associate

2001 – 2004: Clinical Specialist III/Psychology Associate

2001: Behavior Data Specialist

1995 – 1998: Program Specialist

Man Alive, Inc. (Baltimore, Maryland)

2005 – 2006: Clinical Director

University of Maryland (Baltimore, Maryland)

2004 – 2005: Clinical Research Assistant

**EMPLOYMENT STATUS:**

New



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BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Reham I. Greene  
**Position:** Accountant Manager II,  
Deputy Chief of Accounts Payable  
**Division:** Business Services  
**Salary Grade:** State Salary Grade 20  
Annual Salary Range: \$56,743 – \$91,107  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

A Bachelor's Degree in Accounting or a Bachelors with 30 credit hours in Accounting and related courses; including or supplemented by 3 credit hours in Auditing. Possession of a CPA is preferred.

**EXPERIENCE:**

Six years (6) of experience examining, analyzing and interpreting accounting systems, records and reports by applying General Accepted Accounting Principles. Three years (3) of required experience must be direct supervision of other professional employees.

**DESCRIPTION:**

This is a professional position serving as Chief of the Accounts Payable Section and is responsible for providing leadership and administering technical assistance in planning, directing and controlling accounts payable, grant accounting, and related functions of the Accounting Branch. Assures that transactions are verified, recorded, and reported timely and accurately to management in accordance with Generally Accepted Accounting Principles (GAAP) and guidelines established by the Comptroller's Office and Department of Budget and Management (DBM) and in compliance with federal regulations and practices.

**QUALIFICATIONS:**

**Education:**

Stevenson University (Baltimore, Maryland) 2014 – Master’s Degree in Forensic Accounting.

University of Baltimore (Baltimore, Maryland) 2003 – Bachelor’s Degree in Accounting.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2015 – Present: Fiscal Service Administrator V, Chief of Accounting

Maryland Department of Public Safety and Correctional Services (Jessup, Maryland)

2013 – 2015: Chief Fiscal Officer

Maryland State Retirement and Pension System (Baltimore, Maryland)

2010 – 2013: Accountant Supervisor II

MENTOR Maryland (Catonsville, Maryland)

2007 - 2010: General Ledger Supervisor/State Accounting Manager

Games Workshop America (Glen Burnie, Maryland)

2006 – 2007: Senior Accountant

Educate, Inc. DBA Sylvan Learning Centers (Baltimore, Maryland)

2005 – 2006: Senior Accountant

Capital Women’s Care, LLC (Rockville, Maryland)

2004 – 2005: Senior Accountant/Accountant Manager

Health Care Management Group (Rockville, Maryland)

2002 – 2004: Staff Accountant

United Way of Central Maryland (Baltimore, Maryland)

1998 – 2002: Senior Accounting Coordinator

**EMPLOYMENT STATUS:**

Voluntary Demotion



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BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Laura J. Hicks  
**Position:** Education Program Specialist I,  
School Library Media Specialist  
**Division:** Curriculum, Research, Assessment, and Accountability  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in a Library Media program.

**EXPERIENCE:**

Four (4) years of experience as a school based media specialist and at least two (2) years in a leadership role. Library Media leadership experience with state/national associations or at the district level is preferred.

**DESCRIPTION:**

This is a professional position responsible for providing leadership and technical assistance to local school systems, Maryland State Department of Education (MSDE) staff members and other stakeholders for the implementation and use of information literacy skills to support student achievement and school reform.

**QUALIFICATIONS:**

**Education:**

McDaniel College (Westminster, Maryland) 2004 - Master's Degree in School Library Media.  
University of Maryland (College Park, Maryland) 1986 - Bachelor's Degree in Food Science.

**Experience:**

Frederick County Public Schools (Frederick, Maryland)

2015 - Present: School Library Media Specialist, Frederick High School

2004 – 2015: School Library Media Specialist, West Frederick Middle School

2002 – 2004: Information Resource Specialist

McDaniel College (Westminster, Maryland)

2004: Adjunct Professor

Frederick County Public Libraries (Frederick, Maryland)

2000 – 2002: Library Associate I

**EMPLOYMENT STATUS:**

New





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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Jennifer L. Hosken Ralston

**Position:** Education Program Specialist I,  
Elementary English Language Arts Specialist

**Division:** Curriculum, Research, Assessment, and Accountability

**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 – \$97,203

**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Education, Educational Administration/Supervision, Reading/English Language Arts or a closely related field. Certification in Reading and/or English Language Arts is required.

**EXPERIENCE:**

Four (4) years of professional administrative, accountability or teaching experience in a or affiliated with an education program including two (2) years of experience in coordinating or administering an education program or services directly related to the position. Experience with an Elementary English Language Arts education program is preferred.

**DESCRIPTION:**

This is a professional position responsible for providing technical assistance to local school systems for developing effective initiatives for improving elementary school student performance in English Language Arts (ELA) programs.

**QUALIFICATIONS:**

**Education:**

Frostburg State University (Frostburg, Maryland) 2004 - Master of Education (Reading); 2001 - Bachelor of Science Degree in Early Childhood/Elementary Education; 2004 - Certificate I and II Administration and Supervision.

Trinity Washington University (Washington, DC) 2017 - Graduate-level coursework for certified Academic Language Therapist License.

**Experience:**

Allegany County Public Schools (Cumberland, Maryland)

- 2014 – Present: Reading Specialist, K-5, Parkside Elementary
- 2009 – 2014: Teacher, Fourth and Fifth Grade
- 2006 – 2009: Reading Instructional Specialist, K-5
- 2001 – 2006: Teacher, Fourth and Fifth Grade, Frost Elementary
- 2000 – 2001: Teacher, Fourth Grade, South Penn Elementary

Washington County Public School (Hagerstown, Maryland)

- 1995 – 2000: Teacher, Fifth Grade, Old Forge Elementary

**EMPLOYMENT STATUS:**

New



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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Patricia C. Hunter Crafton

**Position:** Education Program Specialist II,  
Coordinator, School Improvement and Title I

**Division:** Curriculum, Research, Assessment and Accountability/  
Student, Family, and School Support

**Salary Grade:** State Salary Grade: 22  
Annual Salary Range: \$64,608 - \$103,743

**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Possession of a Master's Degree or equivalent 36 credit hours of post-baccalaureate course work in Education, Education Administration/Supervision, Educational Research, Education Policy or a related field.

**EXPERIENCE:**

Five years of administrative or teaching experience in, or affiliated with, an education program, including two years of experience in coordinating or administering an education program or service directly related to the position; experience coordinating a school improvement program is preferred.

**DESCRIPTION:**

This is a professional position responsible for providing lead technical assistance and support to Title I schools and school systems adhering to the requirements of the Every Student Succeeds Act (ESSA), including Title I school wide and targeted assistance programs, and for the ongoing design, development, implementation, and evaluation of these programs to improve the teaching and learning of disadvantaged children.

**QUALIFICATIONS:**

**Education:**

University of New England (Portland, Maine) 2009 – Master’s Degree in Education (Educational Leadership Concentration).

Rochester Institute of Technology (Rochester, New York) 2001 – Bachelor’s Degree in Biotechnology.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2016 – Present: Education Program Specialist I, Title I and School Improvement

The Delaware Met Charter High School (Wilmington, Delaware)

2015: School Leader

The Academies at Frederick Douglass High School (Baltimore, Maryland)

2014 – 2015: Interim Campus Principal

2011 – 2014: Assistant Principal

2007 – 2011: Department Head and Instructional Support Teacher

2005 – 2007: Secondary Science Teacher

G.E. Chaplin, Inc. (Parkville, Maryland)

2003 – 2005: Sales Representative

ESS Inc. (Laurel, Maryland)

2002 – 2003: Quality Assurance Data Coordinator

Novavax, Inc. (Rockville, Maryland)

2001 – 2002: Quality Control Technologist

In Vitro Technologies (Baltimore, Maryland)

2001: Production Assistant (Lab Support)

**EMPLOYMENT STATUS:**

Promotional



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BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Karen Larenas  
**Position:** Education Program Specialist I,  
Special Education Resource and Policy Specialist  
**Division:** Special Education/Early Intervention Services  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 post baccalaureate course work in Special Education, Education Administration/Supervision or Education related field.

**EXPERIENCE:**

Five (5) years of experience in coordinating or administering special education programs or services directly related to the position. Experience with direct supervision of other professional employees desired.

**DESCRIPTION:**

This is a professional position responsible for Special Education policy development and review, product development, and cross-divisional technical assistance activities of the Division with public agencies to carry out federal and State regulations, maintain compliance, and participate in the Maryland State Performance Plan and Annual Performance Report.

**QUALIFICATIONS:**

**Education:**

University of Maryland (College Park, Maryland) 2009 - Master's Degree in Early Childhood and Special Education.

Howard University (Washington, District of Columbia) 1996 - Master's Degree in Business Administration/Health Services Administration.

Florida A and M University (Tallahassee, Florida) 1994 - Bachelor's Degree in Health Care Management.

**Experience:**

Prince George's County Public Schools (Hyattsville, Maryland)

2016 – Present: Special Education Program Coordinator

2014 – 2016: Head Start Program Coordinator

2010 – 2014: Infant and Toddler Special Educator and Part B Representative

2007 – 2010: Preschool Special Educator

2000 – 2007: Grade level Chairperson and Pre-Kindergarten, Second Grade and Fifth Grade General Educator

State Interagency Coordinating Council

2013 – Present: Governor appointed Vice Chair

Danya International (Silver Spring, Maryland)

2016: Comprehensive Services and School Readiness Consultant

Prince George's County Department of Health (Largo, Maryland)

2009: Summer Intern

Mid-Atlantic Permanente Group (Rockville, Maryland)

1999 – 2000: Senior Analyst

St. Agnes Healthcare (Catonsville, Maryland)

1997 – 1999: Senior Consultant

CIGNA Dental (Plantation, Florida)

1996 – 1997: Marketing Analyst

**EMPLOYMENT STATUS:**

New



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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Stefanie E. Lavin

**Position:** Education Program Specialist II,  
Nonpublic School Approval Specialist(s)

**Division:** Educator Effectiveness

**Salary Grade:** State Salary Grade: 22  
Annual Salary Range: \$64,608 - \$103,743

**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education, Special Education or related field.

**EXPERIENCE:**

Five years of professional work experience in education that must include experience in the application of regulations. Administration and/or supervisory experience in a special education setting desirable.

**DESCRIPTION:**

This is a professional position serving as a lead technical specialist responsible for providing leadership, technical and legal expertise in all aspects of the approval of nonpublic educational programs, including those for students with disabilities who are unable to be educated in public schools.

**QUALIFICATIONS:**

**Education:**

College of Notre Dame of Maryland (Baltimore, Maryland) 2001 - Master of Arts Degree in Teaching.

University of Maryland at College Park (College Park, Maryland) 1998 – Bachelor of Arts Degree in Studio Art.

Loyola College of Maryland (Baltimore, Maryland) 2005 – Certificate in School Administration and Supervision.

**Experience:**

Baltimore County Public Schools (Towson, Maryland)

2013 – 2017: Principal

2007 – 2013: Assistant Principal

2001 – 2007: Art Teacher

**EMPLOYMENT STATUS:**

New





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BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Jennifer A. Nizer  
**Position:** Program Manager II,  
Director, Office of Child Care  
**Division:** Early Childhood Development  
**Salary Grade:** State Salary Grade: 24  
Annual Salary Range: \$73,612 - \$118,197  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

A Master's Degree or 36 post baccalaureate credit hours of coursework in Education, Early Childhood Education, child development, social work, psychology, or a related field from an accredited college or university.

**EXPERIENCE:**

Five (5) years of professional experience with managing, designing, developing, implementing, and/or maintaining child development programs or management, administration and/or supervision of Child Care Licensing Programs.

**DESCRIPTION:**

This a professional management position serving as the Director of the Office of Child Care within the Division of Early Childhood Development and is responsible for the overall management and policy development for the implementation of the State's child care programs and is responsible for the oversight for improving the quality and availability of child care in order to help improve school readiness for all children.

**QUALIFICATIONS:**

**Education:**

Towson State University (Towson, Maryland) 2003 – Master’s Degree in Early Childhood Education; 1993 – Bachelor’s Degree in Early Childhood Education.

**Experience:**

Creative World School (Tampa, Florida)

2015 – Present: CW Support Coach

Institute for Early Childhood Professionals (Tampa, Florida)

2014 – 2015: Manager – Child Development Center

Johns Hopkins Bayview Medical Child Development Center (Baltimore, Maryland)

2001 – 2014: Director

Maryland State Child Care Association (Baltimore, Maryland)

2009 – 2015: President

Howard Community College (Columbia, Maryland)

2011 – 2014: Adjunct Faculty

Essex Community College (Baltimore, Maryland)

2012 – 2014: Adjunct Faculty

Towson University (Towson, Maryland)

2004 – 2006: Adjunct Faculty

Casa of Baltimore City (Baltimore, Maryland)

2003 – 2004: Volunteer - Advocate

Knowledge Beginnings (Laurel, Maryland)

2000 – 2001: Executive Director

Columbia Association (Columbia, Maryland)

1999 – 2000: Training Coordinator

**EMPLOYMENT STATUS:**

New



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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Kimberly Ann Spivey  
**Position:** Program Manager III,  
Nonpublic Schools BOOST Program Manager  
**Division:** Business Services  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

A Bachelor's Degree from an accredited college or university in Program Administration, Business Administration, or a related area. Master's Degree is a plus.

**EXPERIENCE:**

Five (5) years of professional experience with administering programs, two (2) of which must include experience managing and using technology systems for administering programs. Management and/or supervisory experience desired.

**NOTES:**

Two (2) additional years of experience as defined above may be substituted for the required education.

**DESCRIPTION:**

This is a professional position serving as Program Manager for the Broadening Options and Opportunities Today (BOOST) Scholarship Program. BOOST provides State-funded scholarships to students who qualify for free or reduced-price meals to attend nonpublic schools. Approximately 2,400 scholarships were awarded in 2016-2017 and 151 schools participated.

**QUALIFICATIONS:**

**Education:**

Anne Arundel Community College (Arnold, Maryland) 2006 – Completed Coursework in Business/Public Administration and Computer Information Systems.

Northeast High School (Pasadena, Maryland) 1980 – Maryland High School Diploma.

**Experience:**

State of Maryland Public School Construction Program (Baltimore, Maryland)

2005 – Present: Program Manager, Capital Budgets and Improvement Programing

1991 – 2005: Agency Budget Specialist II and Fiscal Associate I

Anne Arundel County Department of Social Services (Annapolis, Maryland)

1991: Fiscal Clerk II

Maryland State Department of Education (Baltimore, Maryland)

1984 – 1987: Fiscal Clerk II

**EMPLOYMENT STATUS:**

Promotional



Karen B. Salmon, Ph.D.  
State Superintendent of Schools

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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Sherry L. Tsigounis  
**Position:** Child Care Licensing Regional Manager,  
Region II, Baltimore City  
**Division:** Early Childhood Development  
**Salary Grade:** State Salary Grade: 19  
Annual Salary Range: \$53,193 - \$85,401  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Possession of a Bachelor's Degree in child development, education, social work or psychology from an accredited college or university.

**EXPERIENCE:**

Five years of experience inspecting, licensing and monitoring child care centers, family day care homes and non-public nursery schools.

**DESCRIPTION:**

This is a professional position responsible for managing the regional Child Care office and all regulatory activity involved in the licensure of child care centers, the registration of family day care homes, the issuance of letters of compliance to certain religious child care programs, and the approval of nonpublic nursery schools in Baltimore City. This position also recommends enforcement actions as needed to ensure Licensee compliance with regulatory standards and, in general, supports the Office of Child Care's goal of protecting children in out of home care. This position may represent the Office of Child Care in regional and/or State public relation activities as needed.

**QUALIFICATIONS:**

**Education:**

Towson University (Towson, Maryland) 2016 – Master’s Degree in Early Childhood Education;  
1996 – Bachelor’s Degree in Early Childhood Education.

Villa Julie College (Greenspring, Maryland) 1990 – Associate of Arts Degree in Child  
Development.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

- 2014 – Present: Child Care Licensing Supervisor
- 2005 – 2014: Child Care Licensing Specialist
- 2001 – 2003: Child Care Licensing Specialist

Kiddie Academy International, Inc. (Belair, Maryland)

- 2004 – 2005: Education Specialist
- 2003 – 2004: Corporate Operations Manager

Baltimore City Public Schools (Baltimore, Maryland)

- 1996 – 2001: Child Care Director/Teacher, Mergenthaler Vo-Tech High School

**EMPLOYMENT STATUS:**

Promotional



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State Superintendent of Schools

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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Traci Verzi  
**Position:** Education Program Specialist I,  
Career and Technology Education  
**Division:** Career and College Readiness  
**Salary Grade:** State Salary Grade: 21  
Annual Salary Range: \$60,543 - \$97,203  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Career and Technology Education, educational Administration/Supervision, Public Administration, or in any related field.

**EXPERIENCE:**

Four (4) years of teaching and/or administrative/supervisory experience in/or related to career and technology education.

**DESCRIPTION:**

This is a professional position serving as the Regional Coordinator in the Division of Career and College Readiness (DCCR) responsible for providing leadership, coordination and technical assistance to Local School Systems (LSS) and Community Colleges within an assigned region of the State and responsible for planning, developing, evaluating and improving Career and Technology Education (CTE) programs.

**QUALIFICATIONS:**

**Education:**

Walden University (Minneapolis, Minnesota) 2011- Master's Degree in General Psychology.

University of Maryland Baltimore County (Baltimore, Maryland) 2003 - Bachelor's Degree in Psychology.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2013 – Present: Staff Specialist, Child Care Licensing Training Approval Coordinator

Howard Community College (Columbia, Maryland)

2012 – 2016: Adjunct Faculty

TLV Training for Child Care (Severn, Maryland)

2010 – 2013: Training Consultant

Anne Arundel Community College T.E.A.C.H. Institute (Arnold, Maryland)

2008 – 2012: Adjunct Faculty

People to People International Student Ambassador Program (Kansas City, Missouri)

2007 – 2010: Facilitator

Anne Arundel County Recreation and Parks, School Age Child Care (Annapolis, Maryland)

2006 – 2012: Training Director

2004 – 2006: School Age Child Care Director

Anne Arundel County Public Schools (Annapolis, Maryland)

2004 – 2006: Interim Teacher

**EMPLOYMENT STATUS:**

New



**MARYLAND STATE DEPARTMENT OF EDUCATION  
PERSONNEL APPROVALS FOR THE January 30, 2018 BOARD MEETING**

**I. Appointments Grade 19 and above:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Kirk, Casey L.	Academic Program Coordinator, Juvenile Services Education	IEPP	Office of the Deputy for School Effectiveness, Juvenile Services Education Program	TBD

**II. Appointments Grade 18 and below:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
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**III. Other Actions: Promotional**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
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Karen B. Salmon, Ph.D.  
State Superintendent of Schools

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January 30, 2018

BOARD LIST

The following professional appointment is submitted for approval by the State Board of Education:

**Name:** Casey L. Kirk  
**Position:** Academic Program Coordinator, Juvenile Services Education  
**Division:** Juvenile Services Education Program  
**Salary Grade:** Institutional Educator Pay Plan: IEPP Administrator Schedule  
Annual Salary Range: \$100,763 - \$105,806  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

A Master's Degree in Education with a specialty in Curriculum and Instruction or a related field; possession of, or eligibility for, a Maryland Administrator I or II preferred.

**EXPERIENCE:**

Five years of satisfactory teaching experience in 7-12 education environment – alternative/urban education setting desired – and 3 years satisfactory administrative or supervisory experience. Special education and grant administration experience preferred.

**DESCRIPTION:**

This is a professional position providing leadership and management for the academic Juvenile Services Education Program, including Middle School, High School, or General Educational Development (GED) level instruction.

**QUALIFICATIONS:**

**Education:**

Notre Dame of Maryland University (Baltimore, Maryland) 2010 – Master’s Degree in Leadership in Teaching; 2008 – Teaching Certification; 2014 Ph.D. – Instructional Leadership Program 27 credits earn for

Towson University (Towson, Maryland) 2003 – Bachelor’s Degree in English.

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2017 – Present: Education Program Specialist I, Learning Management System Administrator

2015 – 2017: Education Program Specialist I, Online Professional Program Specialist  
(Contractual)

2013 – 2015: Education Program Specialist I, Professional Learning Specialist  
(Contractual)

St. Mary’s County Public School System (Leonardtown, Maryland)

2009 - 2011: Twilight/Credit Recovery Teacher (Great Mills High School)

Charles County Public Schools (Waldorf, Maryland)

2011 – 2013: English/Reading Intervention Teacher

**EMPLOYMENT STATUS:**

Promotional