## I. Appointments Grade 19 and above:

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>SALARY GRADE</th>
<th>DIVISION/OFFICE</th>
<th>DATE OF APPOINTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Belton, Nicassia R.</td>
<td>Education Program Manager II, Career and Technology Education Student and Assessment Services</td>
<td>24</td>
<td>Office of the Deputy For Teaching and Learning, Division of Career and College Readiness</td>
<td>TBD</td>
</tr>
<tr>
<td>Carter, Vincent R.</td>
<td>Fiscal Service Administrator III, Chief of Financial Management Services</td>
<td>20</td>
<td>Office of the Deputy for Finance and Administration, Division of Rehabilitation Services</td>
<td>TBD</td>
</tr>
<tr>
<td>Edmond, Shanna</td>
<td>Education Program Specialist I, Title I, Fiscal Management and School Improvement</td>
<td>21</td>
<td>Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability</td>
<td>TBD</td>
</tr>
<tr>
<td>Gonce, Paula M.</td>
<td>Education Program Specialist I, Access and Equity Program Specialist</td>
<td>21</td>
<td>Office of the Deputy for Teaching and Learning, Division of Special Education/Early Intervention Services</td>
<td>TBD</td>
</tr>
<tr>
<td>Greene, Reham I.</td>
<td>Accountant Manager II, Deputy Chief of Accounts Payable</td>
<td>20</td>
<td>Office of the Deputy for Finance and Administration, Division of Business Services</td>
<td>TBD</td>
</tr>
<tr>
<td>Hicks, Laura J.</td>
<td>Education Program Specialist I, School Library Media Specialist</td>
<td>21</td>
<td>Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment, and Accountability</td>
<td>TBD</td>
</tr>
<tr>
<td>Hosken-Ralston, Jennifer L.</td>
<td>Education Program Specialist I, Elementary English Language Arts Specialist</td>
<td>21</td>
<td>Office of the Deputy for Teaching and Learning, Division of Curriculum, Research, Assessment and Accountability</td>
<td>TBD</td>
</tr>
<tr>
<td>Hunter-Crafton, Patricia C.</td>
<td>Education Program Specialist II, Coordinator, School Improvement and Title I</td>
<td>22</td>
<td>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</td>
<td>TBD</td>
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</tbody>
</table>
I. Appointments Grade 19 and above (con't):

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

II. Appointments Grade 18 and below:

<table>
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<tr>
<th>NAME</th>
<th>POSITION</th>
<th>SALARY GRADE</th>
<th>DIVISION/OFFICE</th>
<th>DATE OF APPOINTMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brown, Donetta</td>
<td>Office Clerk II</td>
<td>7/2</td>
<td>Office of the Deputy for Finance and Administration, Division of Rehabilitation Services</td>
<td>12/06/17</td>
</tr>
</tbody>
</table>
II. Appointments Grade 18 and below (con’t):

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

<table>
<thead>
<tr>
<th>NAME</th>
<th>POSITION</th>
<th>SALARY</th>
<th>GRADE</th>
<th>DIVISION/OFFICE</th>
<th>DATE OF APPOINTMENT</th>
</tr>
</thead>
</table>

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
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)


The Pennsylvania State University (University Park, Pennsylvania)

1991 – 1997: Assistant to the Financial Officer

EMPLOYMENT STATUS:
Promotional
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 and 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.
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:    8th Grade Instructor, Chinquapin Middle School

EMPLOYMENT STATUS:
Promotional
January 30, 2018

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

Man Alive, Inc. (Baltimore, Maryland)
    2005 – 2006:   Clinical Director

University of Maryland (Baltimore, Maryland)
    2004 – 2005:   Clinical Research Assistant

EMPLOYMENT STATUS:
New
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
January 30, 2018

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

McDaniel College (Westminster, Maryland)
   2004:       Adjunct Professor

Frederick County Public Libraries (Frederick, Maryland)
   2000 – 2002:       Library Associate I

EMPLOYMENT STATUS:
New
January 30, 2018

BOARD LIST

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

<table>
<thead>
<tr>
<th>Name:</th>
<th>Jennifer L. Hosken Ralston</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position:</td>
<td>Education Program Specialist I, Elementary English Language Arts Specialist</td>
</tr>
<tr>
<td>Division:</td>
<td>Curriculum, Research, Assessment, and Accountability</td>
</tr>
<tr>
<td>Salary Grade:</td>
<td>State Salary Grade: 21</td>
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<tr>
<td>Annual Salary Range:</td>
<td>$60,543 – $97,203</td>
</tr>
<tr>
<td>Effective Date:</td>
<td>TBD</td>
</tr>
</tbody>
</table>

**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
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

G.E. Chaplin, Inc. (Parkville, Maryland)
  2003 – 2005:  Sales Representative

ESS Inc. (Laurel, Maryland)

Novavax, Inc. (Rockville, Maryland)
  2001 – 2002:  Quality Control Technologist

In Vitro Technologies (Baltimore, Maryland)
  2001:  Production Assistant (Lab Support)

EMPLOYMENT STATUS:
Promotional
January 30, 2018

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)

EMPLOYMENT STATUS:
New
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
January 30, 2018

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
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 Programming
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
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
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
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<th>POSITION</th>
<th>SALARY GRADE</th>
<th>DIVISION/OFFICE</th>
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<td>Kirk, Casey L.</td>
<td>Academic Program Coordinator, Juvenile Services Education</td>
<td>IEPP</td>
<td>Office of the Deputy for School Effectiveness, Juvenile Services Education Program</td>
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**II. Appointments Grade 18 and below:**

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**III. Other Actions: 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: 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