

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE MARCH 25, 2025 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>
Keller, Andria	Information Technology Partner – IT Assistant Director II	23	Office of the Deputy State Superintendent of Finance and Operations, Office of Information Technology	TBD
Kincaid, Richard	Assistant State Superintendent, Office of College and Career Pathways – Assistant State Superintendent Department of Education	EPP 0003	Office of the Deputy State Superintendent for Teaching and Learning, Office of College and Career Pathways	TBD
Neville-Morgan, Sarah	Assistant State Superintendent, Division of Early Childhood – Executive VII	EPP 0004	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Childhood	TBD
Rao, Jesse	Budget Director – Fiscal Services Administrator V	23	Office of the Deputy State Superintendent of Finance and Operations, Division of Financial Policy, Planning, Operations & Strategy	TBD

II. Appointments Grade 18 and below

<u>NAME</u>	<u>POSITION</u>	<u>SALARY</u> <u>GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF</u> <u>APPOINTMENT</u>
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March 25, 2025

BOARD LIST

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

Name: Andria Keller

Position: Information Technology Partner – IT Assistant Director II

Division/Office Office of the Deputy State Superintendent of Finance and Operations,
Office of Information Technology

Salary Grade: State Salary Grade: 23
Annual Salary Range: \$95,991 - \$154,928

Effective Date: TBD

JOB REQUIREMENTS:

EXPERIENCE:

Five years of experience working in an information technology environment (IT) to include direct involvement in the management of IT technical staff and IT projects.

Andria Keller

DESCRIPTION:

The IT Assistant Director II serves as a critical liaison between the Office of Information Technology (OIT) and designated divisions/offices ensuring the alignment of technological solutions with business objectives to advance the agency's mission. This role demands competence in integrating technology with program operations, optimizing business processes, and adhering to compliance standards, including state IT security, accessibility, infrastructure, and project management. The IT Assistant Director II fosters collaborative partnerships with division/office leads, overseeing technology initiatives from concept to execution while bridging communication gaps between technical teams, programs and business units. By ensuring solutions are impactful, adaptable, and value-driven, this position plays a key role in promoting innovation, enhancing operational efficiency, and supporting the agency's strategic goals through technical expertise, strategic vision, and effective leadership.

QUALIFICATIONS:

Education

Community College of Baltimore County (Catonsville, Maryland) – Coursework in Computer Science

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2024 – Present Acting IT Assistant Director IV

2023 – Present: Office of Information Technology Coordinator – IT Systems Technical Specialist

2015 – 2021: Data and Application Administrator – IT Functional Analyst

2011 – 2015: Fiscal Accounts Lead – Fiscal Accounts Clerk I

Maryland State Department of Juvenile Services (Baltimore, Maryland)

2022 – 2023: IT Functional Analyst II

Maryland State Department of Health (Baltimore, Maryland)

2021 – 2022: Administrative Specialist III – Licensing Coordinator

EMPLOYMENT STATUS

Promotion

March 25, 2025

BOARD LIST

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

Name: Richard Kincaid

Position: Assistant State Superintendent, Office of College and Career Pathways –
Assistant State Superintendent Department of Education

Division/Office Office of the Deputy State Superintendent for Teaching and Learning,
Office of College and Career Pathways

Salary Grade: State Salary Grade: EPP 0003
Annual Salary Range: \$114,713 - \$172,421

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's degree or the equivalent of 36 credit hours of post-baccalaureate coursework in College and Career Pathways, Curriculum and Instruction, Administration, Education, or related areas from an accredited college or university.

EXPERIENCE:

Six years of experience in educational leadership with expertise in the areas of curriculum development, coaching, professional learning, and coordinating or administering instructional programs or services in college and career pathways.

Richard Kincaid

DESCRIPTION:

The Assistant State Superintendent, Office of College and Career Pathways provides leadership, subject matter expertise, and oversight and support for all Maryland courses, programs, and initiatives related to early/middle college, International Baccalaureate, Advanced Placement, dual credit, and career and technical education (CTE) pathways. This position will support the Maryland State Department of Education's (MSDE) efforts in implementing the multiyear strategic plan and Blueprint for Maryland's Future. The Senior Executive Director of College and Career Pathways ensures all students across the state, especially those who have been historically underserved, access and excel in high-quality pathways that include opportunities to earn college credit and in demand industry-recognized credentials and participates in registered apprenticeships that meet workforce needs.

QUALIFICATIONS:

Education

Abilene Christian University (Abilene, Texas) 2009 – Master's Degree in Educational Leadership; 2003 – Master's Degree in Organizational Development and Alternative Dispute Resolution; 2000 – Bachelor's Degree in Human Resource Management

Experience:

Maryland State Department of Education (Baltimore Maryland)

2023 – Present: Senior Executive Director of College and Career Pathways –
Program Manager Senior III

Office of the State Superintendent of Education (Washington, District of Columbia)

2018 – 2023: State Director Career and Technical Education

EcoRise (Austin, Texas)

2014 – 2018: Chief Innovation Officer

Round Rock Independent School District (Round Rock, Texas)

2011 – 2014: Director of Career and Technical Education

Ector County Independent School District (Odessa, Texas)

2009 – 2011: Director of Career and Technical Education

2005 – 2006: Speech and Debate Teacher

Plano Independent School District (Plano, Texas)

2006 – 2009: Speech and Debate Teacher

EMPLOYMENT STATUS

Promotion

March 25, 2025

BOARD LIST

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

Name: Sarah Neville-Morgan

Position: Assistant State Superintendent, Division of Early Childhood – Executive VII

Division/Office Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Childhood

Salary Grade: State Salary Grade: EPP 0004
Annual Salary Range: \$123,339 - \$185,482

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's degree or the equivalent of 36 credit hours of post-baccalaureate coursework in Early Childhood Education, Curriculum and Instruction, Administration, Education, or related areas from an accredited college or university.

EXPERIENCE:

Six years of experience in educational leadership with expertise in the areas of curriculum development, coaching, professional learning, and coordinating or administering instructional programs or services in prekindergarten through grade 2 or Child Care setting.

NOTES:

Candidates may substitute the possession of a Doctorate degree from an accredited college or university in a field related to the position for two years of the required experience.

Sarah Neville-Morgan

DESCRIPTION:

The Assistant State Superintendent, Division of Early Childhood, under the supervision of the Deputy Superintendent for Teaching and Learning, provides visionary leadership, research-based expertise, and oversight for all programs, projects, and initiatives related to PreK – Grade 2 education and Child Care across the state of Maryland. The Division of Early Childhood is composed of the Office of Child Care, the Office of Early Learning and Instruction, and the Office of Family Support Services and Head Start Collaboration. The successful candidate will ensure the efficiency and success of these critical programs to improve early education in Maryland so that young children are well prepared for school.

QUALIFICATIONS:

Education

University of California (Davis, California) – Master’s Degree in Child Development

Earlham College (Richmond, Indiana) – Bachelor’s Degree in Psychology

Experience:

Health and Human Services (Washington, District of Columbia)

2025 – Present: Systems Development and Technical Assistance Manager

California Department of Education (Sacramento, California)

2019 – 2024: Deputy Superintendent of Public Instruction

2017 – 2021: State Administrator

2017 – 2019: Director of Early Learning and Care Division

2011 – 2013: Child Development Consultant

2010 – 2011: Deputy Executive Director, California Early Learning Advisory Council

First 5 California (Sacramento, California)

2013 – 2017: Deputy Director of Program Management

2007 – 2010: Deputy Director of Program Management

2000 – 2007: Child Development Consultant

University of California (Davis, California)

1996 – 2000: Academic Child Development Specialist

EMPLOYMENT STATUS

New Hire

March 25, 2025
BOARD LIST

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

Name: Jesse Rao

Position: Budget Director – Fiscal Services Administrator V

Division/Office Office of the Deputy State Superintendent of Finance and Operations,
Division of Financial Policy, Planning, Operations & Strategy

Salary Grade: State Salary Grade: 23
Annual Salary Range: \$95,991 - \$154,928

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor's Degree from an accredited college or university in Business Administration, Finance, Accounting, or a related field.

EXPERIENCE:

Five (5) years of professional experience with analyzing and developing financial, budget, and control systems for multiple programs.

NOTES:

1. Applicants may substitute possession of a certificate as a Certified Public Accountant (CPA), or a Master's Degree in Accounting, Finance, or Economics for one year of the required experience.
2. Applicants may substitute one year of professional accounting or auditing experience for one year of the required experience.

Jesse Rao

DESCRIPTION:

This position serves as the Director of the MSDE Office of the Budget, coordinating the budget development process and maintaining the annual budget for the Maryland State Department of Education. As part of budget maintenance, this position leads the Department's federal indirect cost proposals, the development of Over the Target Requests, and the Budget Amendment and Supplemental Budget processes.

QUALIFICATIONS:

Education

University of Maryland (College Park, Maryland) 2019 – Master's Degree in Public Policy;
2018 – Bachelor's Degree in Arts, Economics, Government, and Politics

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Senior Executive Director, Office of Fiscal Operations and Strategy
Program Manager Senior IV

Maryland Department of Budget and Management (Annapolis, Maryland)

2019 – 2023: Principal Budget Analyst

University of Maryland School of Public Policy (College Park, Maryland)

2018 – 2019: Research Assistant

Department of the Treasury (Washington, District of Columbia)

2018 – 2018: Intern

Global Terrorism Database, START (College Park, Maryland)

2017 – 2017: Student Summer Intern

Borough of Wanaque (Wanaque, New Jersey)

2016 – 2016: Intern

EMPLOYMENT STATUS

Demotion

**MARYLAND STATE DEPARTMENT OF EDUCATION
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<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Foster, Katrina	Lead Specialist, Student Behavior and School Climate - Education Program Specialist II	22	Office of the Deputy State Superintendent for Accountability, Division of Student Support and Federal Programs	TBD
Fulton, Christine	Director of High-Quality Instructional Materials – Education Program Manager II	24	Office of the Deputy State Superintendent for Teaching and Learning	TBD
Gauer, Elliott	Physician Program Manager I	PHY 0006	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services – Disability Determination Services	TBD
Kirk, Casey	Chief of Special Education Grants – Education Program Supervisor	22	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Intervention and Special Education Services	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>
Quible, Theodora	Child Care Licensing Specialist Trainee	15	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Childhood	04/16/2025

March 25, 2025
BOARD LIST

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

Name: Katrina Foster

Position: Lead Specialist, Student Behavior and School Climate - Education
Program Specialist II

Division/Office Office of the Deputy State Superintendent for Accountability, Division of
Student Support and Federal Programs

Salary Grade: State Salary Grade: 22
Annual Salary Range: \$89,913 - \$145,151

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's degree or the equivalent of 36 credit hours of post-baccalaureate course work from an accredited college or university.

EXPERIENCE:

Five years of administrative or teaching experience in, or affiliated with, an education program designed for K-12 students, including two years of experience in coordinating or administering an education program or service directly related to school climate or student services programs.

NOTES:

1. Candidates may substitute a Bachelor's degree and two additional years of experience directly related to the position option for the required education.
2. Candidates may substitute the possession of a Doctorate degree at an accredited college or university in a field related to the position for one year of the required experience.
3. The required field of education and experience are unique for each option and are established by MSDE in accordance with Education Article, Section 2-104 of the Annotated Code of Maryland. The specific education and experience qualifications for each position are on record in the Office Human Resources.

Katrina Foster

DESCRIPTION:

The Specialist is the Department's lead point of contact for student behavior and school climate to reduce disruption, increase positive student behaviors, and improve school climate. This position has primary responsibility for providing leadership, consultation, direction and technical assistance in the development and implementation of behavioral interventions at the school, school system and State level. This position also identifies best practices and evidence-based interventions for managing student behavioral issues at the universal, secondary and tertiary levels and leads training and technical assistance efforts to the local education agency. The Specialist will lead interagency efforts related to student behavior and discipline and functions as Project Director on related grant programs and other behavioral interventions in Maryland public schools.

QUALIFICATIONS:

Education

National Louis University (Chicago, Illinois) 2000 – Master's Degree in Education

North Carolina A & T State University (Durham, North Carolina) 1990 – Bachelor's Degree in Psychology

Experience:

Kingsman Academy Public Charter School (Washington, District of Columbia)

2020 – Present: Director of Specialized Services

2019 – 2020: Director of Integrated Comprehensive Services

2017 – 2019: Program Director

Paul Public Charter School (Washington, District of Columbia)

2010 – 2017: Special Education Compliance Coordinator

First Home Care/Foundations (Washington, District of Columbia)

2009 – 2010: School Placement Specialist

High Road Academy (Washington, District of Columbia)

2009 – 2009: Extended School Year Coordinator

2007 – 2009: Special Education Teacher

Prince Georges County Public Schools (Landover, Maryland)

2006 – 2007: Classroom Teacher

Associates for Renewal In Education (Washington, District of Columbia)

2003 – 2006: Program Manager

Associated Community Services (Washington, District of Columbia)

1998 -2003: Program Manager

EMPLOYMENT STATUS

New Hire

March 25, 2025
BOARD LIST

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

Name: Christine Fulton

Position: Director of High-Quality Instructional Materials – Education Program Manager II

Division/Office Office of the Deputy State Superintendent for Teaching and Learning

Salary Grade: State Salary Grade: 24
Annual Salary Range: \$102,426 - \$165,372

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor's Degree in Education or a related area from an accredited college or university.

EXPERIENCE:

Five (5) years or more years of experience in managing and leading programs for evaluating HQIM or related programs for school leaders and teachers in prekindergarten through 12 settings. One year of this experience must include supervising and/or coaching professional education staff.

NOTES:

1. Candidates may substitute the possession of a Master's degree or the equivalent of 36 credit hours of post-baccalaureate course work in Education, Education Administration, professional development or a related area for two years of the required experience directly related to the position.
2. Candidates may substitute the possession of a Doctorate degree from an accredited college or university in a field related to the position option for one year of the required experience.

Christine Fulton

DESCRIPTION:

The Director, High Quality Instructional Materials (HQIM) provides program leadership and coordination to support the HQIM initiative team to develop, implement, and evaluate the HQIM program components ranging from identifying HQIM to supporting districts with adopting and implementing HQIM. This position provides HQIM leadership and coordination support to the initiative in alignment with Maryland statutes and regulations and federal requirements for curricular design, instructional implementation, assessment, and professional learning. The Director, HQIM will support the Executive Director, Professional Learning and HQIM to provide high-quality, sustained engagement with LEAs and other key stakeholders (i.e., institutions of higher education, nonprofits; community-based programs etc.) in supporting the adoption and implementation of HQIM to ensure that Maryland students, including and especially those who have been historically underserved are receiving rigorous content and high-quality curriculum aligned instruction.

QUALIFICATIONS:

Education

Tulane University (New Orleans, Louisiana) 2008 – Bachelor’s Degree in Child Psychology and Early Childhood Education

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2024 – Present: Coordinator, High Quality Instructional Materials – Education Program
Specialist II

Bricolage Academy (New Orleans, Louisiana)

2021 – 2024: Classroom Teacher

Akili Academy (New Orleans, Louisiana)

2020 – 2021: Director of Curriculum and Instruction, Math and Science

2014 – 2020: Director of Curriculum and Instruction, All Subjects

2011 – 2014: Classroom Teacher

Abramson Science and Technology (New Orleans, Louisiana)

2008 – 2011: Classroom Teacher

EMPLOYMENT STATUS

Promotion

March 25, 2025
BOARD LIST

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

Name: Elliott Gauer

Position: Physician Program Manager I

Division/Office Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services – Disability Determination Services

Salary Grade: State Salary Grade: PHY 0006
Annual Salary Range: \$171,344 - \$316,636

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Possession of a Doctor of Medicine (MD) or Doctor of Osteopathic Medicine (DO) in Psychiatry from an accredited college or university.

EXPERIENCE:

Two years of professional experience in the adjudication of all levels of Social Security Disability Claims and one year of experience supervising professional and support staff in a clinical setting.

Elliott Gauer

DESCRIPTION:

This position serves as chief of psychiatry and psychological services. The chief psychiatrist must plan and supervise the work of Psychologist Services Chief, Psychiatrists, and Psychologists as they interpret electronic medical evidence, prescribe medical evaluation needs and participate as the medical examiner in the adjudication of disability claims within the Social Security Disability Program. The role coordinates the work of the psychologists and psychiatrists in the agency in terms of their overall productivity, quality and training. This position also assess the staffing needs and assist in the recruitment of new psychologist and psychiatrists. The Maryland DDS is a centralized program providing service statewide.

QUALIFICATIONS:

Education

Rowan University School of Osteopathic Medicine (Stratford, New Jersey) 2014 - D.O. Degree in Osteopathic Medicine

Stockton University (Galloway, New Jersey) 2009 –Bachelor’s Degree in Biology Marine Science

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Psychiatrist – Physician Program Specialist

Maryland Department of Health (Cumberland, Maryland)

2022 – 2023: On Call Psychiatrist

2018 – 2020: Staff Psychiatrist

Main Street Mobile Treatment Associate (Reisterstown, Maryland)

2021 – 2022: Mobile Psychiatrist

Mid-Atlantic Permanente Medical Group (North Bethesda, Maryland)

2020 – 2021: Staff Psychiatrist

EMPLOYMENT STATUS

Promotion

March 25, 2025

BOARD LIST

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

Name: Casey Kirk

Position: Chief of Special Education Grants – Education Program Supervisor

Division/Office Office of the Deputy State Superintendent for Teaching and Learning,
Division of Early Intervention and Special Education Services

Salary Grade: State Salary Grade: 22
Annual Salary Range: \$89,913 - \$145,151

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor's degree in Special Education, Education, Related Services, Education Administration-Supervision or a related field.

EXPERIENCE:

Four years of administrative or teaching experience in or affiliated with special education or early intervention, or fiscal management of federal grants. Experience coordinating or administering programs related to services for individuals with disabilities and their families is preferred.

NOTES:

1. Candidates may substitute the possession of a Master's degree or the equivalent of 36 credit hours of post baccalaureate course work in Education or a related area for the two years of required experience directly related to the position option.
2. Candidates may substitute the possession of a Doctorate degree from an accredited college or university in a field related to the position option for three years of the required experience.
3. The required field of education and experience are unique for each option and are established by MSDE in accordance with Education Article, Section 2-104 of the Annotated Code of Maryland.

Casey Kirk

DESCRIPTION:

This position requires knowledge of the Individuals with Disabilities Act (IDEA) and State and federal special education regulations specifically related to compliance and management of IDEA Part B 611 and 619 funds, grant processes and procedures, fiscal management, and skill in the supervision and evaluation of personnel. This position will provide general supervision and oversight to fiscal grant specialists in their fiscal and programmatic support of and technical assistance to Local Education Agencies (LEAs), public agencies (PAs), Non-Profit Organizations and Institutions of Higher Education (IHEs) in the administration of the IDEA Part B grants; implementation of Federal and State assurances, administrative and audit requirements supporting public agency efforts to improve school and student performance with an emphasis on narrowing the access, opportunity, and achievement gaps for students with disabilities; development of procedural guidance publications, and statewide technical assistance to LEAs. In addition, the position will serve as the programmatic and fiscal lead for the ongoing oversight of the mandatory 15 percent set aside of IDEA, Part B 611 and 619 funds to provide comprehensive coordinated early intervening services (CCEIS) to address factors contributing to a local determination of significant disproportionality. (See 34 CFR §300.646 (c) and (d).)

QUALIFICATIONS:

Education

Notre Dame of Maryland University (Baltimore, Maryland) 2010 – Master’s Degree in Leadership in Teaching

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

Experience:

Baltimore County Public Schools (Towson, Maryland)

2021 – Present: Supervisor, Special Projects (Grants Manager)

Maryland State Department of Education (Baltimore, Maryland)

2018 – 2021: Juvenile Services Education – Academic Program Coordinator

2017 – 2018: Learning Management System Administrator – Education Program Specialist I

2013 – 2017: Professional Learning Specialist – Education Program Specialist I
(Contractual)

Charles County Public Schools (Waldorf, Maryland)

2011 – 2013: Classroom Teacher

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

2007 – 2011: Classroom Teacher

EMPLOYMENT STATUS

New Hire