

MAGDA C. PARVEY, Ed. D.

EDUCATION:

- Doctor of Education in Administration and Supervision - 2/2008
Fordham University
- Master of Arts in Educational Leadership and Technology - 8/2002
Adelphi University
- Master of Science in Elementary Education - 5/1998
Adelphi University
- Bachelor of Arts in English/French - 5/1994
Canisius College

CERTIFICATIONS:

- Permanent New York State Certification as a School District Administrator
- Permanent New York State Certification as a School Administrator/Supervisor
- Permanent New York State Certification in Elementary Education (N-6)
- Permanent New York State Extension of Certificate in Bilingual Elementary Education
- Connecticut Initial Educator Endorsement #093 Superintendent of Schools

EXPERIENCE:

12/2019-Present Middletown Public Schools, Middletown, CT
Chief Academic Officer (CAO)

- Promote the district vision, mission, and Strategic Operating Plan (SOP) to constituents and the community through written communication, committees and board meetings.
- Oversee the implementation of the SOP related to curriculum, instruction and professional development.
- Developed the district Distance Learning Plan (DLP) for remote/virtual learning due to COVID-19.
- Lead several district wide committees to promote inclusion and voice for various stakeholders including the Professional Development and Evaluation Committee.
- Coordinate Superintendent's Conference Day activities, workshops and trainings.
- Work with staff to coordinate meetings related to curriculum articulation.
- Organize and coordinate professional learning activities for school leaders
- Supervise and direct the work of department chairs and directors who develop district wide programs and curricula including Technology Department.
- Evaluate the performance of principals, directors and department chairs.
- Set performance goals to ensure a high level of competency for building and

district administrators.

- Assist in the recruitment, screening, employment, training, assignments and evaluation of instructional personnel.
- Represent the district at meetings with outside organizations and groups.
- Interpreted the curriculum and its philosophy to the Board, administration, staff, and the Middletown Public Schools community.
- Lead in the development and oversight of budget areas that pertain to curriculum, instruction and staff development.
- Conduct regular classroom/building visits to supervise instruction in all elementary, middle school and high school buildings.

10/18 – 11/19 The City School District of New Rochelle, New Rochelle, NY

Interim Superintendent

- Effectively kept the Board apprised of all matters of the school system on a regular basis between board meetings.
- In collaboration with the Board President, prepared the agenda for board meetings and coordinated board presentations.
- Prepared and submitted recommendations to the Board relative to all matters requiring board action.
- Implemented Board Policy and developed regulations that reflect Board Policy.
- Actively participated on all Board committees to support and implement Board objectives.
- Highly visible in schools and the community through participation in school activities and community events.
- Worked collaboratively and in partnership with all collective bargaining units.
- Maintained frequent and open lines of communication with constituents to keep staff, parents and administration appropriately informed to ensure positive relations.
- Represented the District before the public and the media to keep the community informed as to the activities, needs and successes of the district.
- Implemented the district vision, mission, and strategic objectives and promoted it to constituents and the community through written communication, committees and board meetings.
- Partnered with the Board of Education to develop appropriate programs and policies.
- Directly oversaw the work of other central office personnel and ensured that systems, policies and practices were followed.
- Regularly met with Building Principals, Coordinators/Directors and all other administrators to discuss progress and educational issues facing the District.
- Oversaw the development, authorization, and maintenance of an appropriate budgetary process.
- Recommended budget priorities based on discussions with the Board.
- Prepared the annual proposed budget and submitted it in a timely manner to

provide an adequate opportunity for the Board's discussion and deliberation.

- Through frequent meetings with the Assistant Superintendent for Business and the Director of Facilities, monitored the progress of capital projects.
- Established and maintained liaison with community groups, other school districts, BOCES, NYSED and colleges who were interested or involved in the educational programs of the District

08/16 - 10/18 *The City School District of New Rochelle, New Rochelle, NY*

Assistant Superintendent for Curriculum and Instruction/CAO

- Promoted the district vision, mission, and strategic objectives to constituents and the community through written communication, committees and board meetings.
- Oversaw the implementation of the district strategic objectives related to curriculum, instruction and professional development.
- Evaluated the performance of principals, directors and department chairs through the MPPR lead evaluator process.
- Supervised the Director of Instructional Support who coordinated the ENL/ESL, Dual Language and Bilingual programs.
- Provided oversight and coordinated the district equity work as well as efforts to reduce disproportionality in student discipline and the opportunity gap.
- Coordinated the development of instructional programs for the district.
- Interpreted the curriculum and its philosophy to the Board, administration, staff, and the New Rochelle community.
- Conducted regular classroom/building visits to supervise instruction in all elementary, middle school and high school buildings.
- Organized and led the district's curriculum work with the Institute for Learning (IFL).
- Coordinated Superintendent's Conference Day activities, workshops and trainings.
- Prioritized, assigned and delegated responsibilities to staff as needed
- Set performance goals to ensure a high level of competency for building and district administrators.
- Train building principals on the IFL Learning Walk Routine Protocol in preparation for structured building visits.
- Work with staff to coordinate meetings related to curriculum articulation.
- Organize and coordinate professional learning activities for school leaders.
- Represent the district at meetings with outside organizations and groups.
- Supervise and direct the work of department chairs and directors who develop district wide programs and curricula.
- Establish procedures for implementing new instructional programs or changes in current instructional programs.

- Provide for continuous evaluations and assessments of the district's curricular and instructional programs to measure their effectiveness.
- Work with staff to ensure vertical and horizontal continuity and articulation of the instructional program throughout the district.
- Lead in the development and oversight of budget areas that pertain to curriculum, instruction and staff development.
- Assist in the recruitment, screening, employment, training, assignments and evaluation of the instructional personnel.

1/12 - 8/2016 *Chapel Hill-Carrboro City Schools, Chapel Hill, NC*

Assistant Superintendent for Instructional Services

- Promoted the district vision, mission, and goals to the district and community.
- Oversaw the implementation of the district Long Range Plan.
- Provided oversight and participated in district equity work as well as efforts to reduce the opportunity gap.
- Evaluated the performance of curriculum coordinators, directors, executive directors, curriculum specialists and principals.
- Provided leadership to ensure understanding and promotion of the educational objectives of the district.
- Organized and led the district's curriculum work with the Institute for Learning (IFL).
- Led and oversaw the implementation of the CCSS and curriculum development.
- Assisted in the planning and implementation of programs designed to orient new members of the professional staff to the district's curriculum and instructional programs.
- Interpreted the curriculum and its philosophy to the Board, administration, staff, and the Chapel Hill-Carrboro City Schools community.
- Represented the district at meetings with outside organizations and groups.
- Supervised and directed the work of district coordinators, directors and executive directors who develop district-wide programs and curricula.
- Established procedures for implementing new instructional programs or changes in current instructional programs.
- Served as a liaison for elementary, middle and high school administrators and supervisors to coordinate curriculum planning and provide a seamless transition through the grades for all students.
- Provided for continuous evaluations and assessments of the district's curricular and instructional programs to measure their effectiveness.
- Worked with staff to ensure vertical and horizontal continuity and articulation of the instructional program throughout the district.
- Assisted in the development and oversight of budget areas that pertained to curriculum, instruction, staff development and student services.

- Assisted in the recruitment, screening, employment, training, assignments and evaluation of instructional personnel.
- Conducted and led Learning Walks to monitor the implementation of professional learning activities.

08/08 - 01/12 *West Islip School District, West Islip, NY*

Assistant Superintendent for Curriculum and Instruction

(Tenure Granted)

- Supervised and evaluated elementary principals, K-12 academic directors, reading teachers, literacy coaches, and teachers of the High Potential Program.
- Oversaw the development and implementation of curriculum in all areas K-8.
- Directed and managed the math program K-6.
- Led and coordinated the district's Response to Intervention (RTI) efforts.
- Co-chaired the Annual Professional Performance Review (APPR) and Professional Development Plan (PDP) Committee.
- Conducted and organized professional development for teachers and administrators, related to K-8 curriculum and New York State initiatives.
- Oversaw management of Title I & Title IIA grants and distribution of federal funds.
- Organized and directed Superintendent's Conference Day activities and workshops.
- Recruited and trained new staff, in collaboration with the Assistant Superintendent for Personnel.
- Supervised and managed the ESL program including completion of the CR Part 154 application.
- Reorganized district Academic Intervention Services (AIS) and created criteria to maximize student learning as well as increase teacher accountability.
- Presented district initiatives and progress towards established goals to the West Islip Community and Board of Education.
- Collaborated with the district Chief Information Officer (CIO) to provide timely data analysis to assist teachers and administrators in the use of data to inform classroom instruction.
- Conducted regular classroom/building visits to supervise instruction in all elementary and middle school buildings.
- Monitored and coordinated committees charged with the selection of instructional materials, textbooks, and/or assessments.

07/05 - 08/08 *North Coleman Road Elementary School, Centereach, NY*

Principal (Tenure Granted)

- Applied extensive practical knowledge of best practices in curriculum and

instruction to effectively supervise instructional staff.

- Coordinated professional development activities related to the elementary curriculum.
- Monitored implementation of the district's RTI efforts in grades 1-5.
- Conducted regular classroom walkthroughs and formal observations to evaluate as well as assess the student needs, such as enrichment, remediation, and special education, were being met through effective instruction.
- Maintained positive school climate and school morale through shared leadership.
- Created a school master schedule, which promoted a literacy block, professional planning and common curriculum.
- Evaluated multiple sources of data to develop a plan for the improvement of student achievement.
- Oversaw alignment and implementation of NYS standards and assessments within the curriculum.
- Developed and implemented collaborative efforts between the school and community to promote parental involvement, i.e. Great Lawn Read-A-Thon, Principal's Coffee, Halloween Guest Reader Night.
- Well-versed in Balanced Literacy, the Teachers College Reading and Writing Workshop model and Fountas & Pinnell approach to literacy instruction (K-8).

07/02 - 06/05 *Coman Hill Elementary School, Armonk, NY*

Assistant Principal (Tenure Granted)

- Effectively observed and evaluated instructional and non-instructional staff members.
- Efficiently worked with faculty and support staff to improve the quality of their performance.
- Successfully conducted workshops on the effective use of data and data analysis.
- Chaired the Math Textbook Selection Committee, which led to the successful selection of a new standards based math program.
- Spearheaded the implementation of the new math program and organized professional development based on faculty needs.
- Organized a successful and informative parent "Math Night".
- Assisted the principal in the development and assessment of long and short-range goals for the school.
- Developed and implemented school practices concerning student discipline.
- Active member of various building and district committees, i.e. Curriculum Committee.
- Coordinated the scheduling and administration of state mandated tests, final examinations and other district testing programs, such as Terra Nova assessments.
- Articulated school policies, procedures and practices to the school community

through oral and written communication.

09/00 - 06/02 *The Children's Center at SUNY Brooklyn, Brooklyn, NY*

A NAEYC (National Association for the Education of Young Children) accredited program specializing in developmentally appropriate early childhood education.

Executive Director

- Identified and incorporated the Center's educational philosophy and mission into all educational activities and staffing approaches.
- Communicated the mission, vision and goal of the program to constituents through meetings and written communication.
- Conducted long-range planning and programming for the Center in conjunction with the Board of Directors.
- Successfully wrote and received grants to supplement program funding.
- Recruited, interviewed and hired Center staff in accordance to New York State regulations.
- Effectively supervised staff by conducting regular staff evaluations and observations.
- Maximized staff skills by providing opportunities for education and training.
- Oversaw the development and implementation of developmentally appropriate curriculum for primary age children in language acquisition and literacy education.
- Developed, implemented, and monitored the Center's budget in conjunction with the finance committee and Board of Directors.

02/95 - 06/00 *P.S. 189K, Brooklyn, NY*

Lead Teacher (Tenure Granted)

- Developed and implemented differentiated lessons that set well defined high expectations while recognizing individual student needs.
- Promoted open lines of communication with parents and kept them apprised of student growth and areas in need of support.
- Prepared students to master formal standardized assessments with rigorous curriculum aligned to the New York State Standards.
- Worked in a leadership capacity with grade-level colleagues, formulating lessons designed to implement the NYS Standards.
- Served as a mentor to new teachers by providing model lessons and conducting informal observations.
- Organized and implemented after-school gifted program.

Certificates and Achievements: Certified in Facilitative Leadership, Conflict Resolution, and Crucial Conversations. Educational Policy Fellowship Program (EPFP) Fellow