

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE October 29, 2013 BOARD MEETING**

I. Appointments Grade 19 and above:

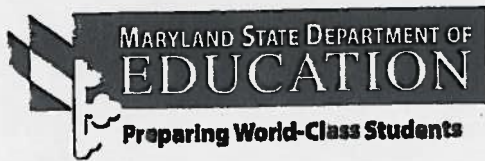
<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
Benjamin, Monica D.	Program Manager II, Chief Local Financial Reporting and Policy	20	Business Services, Office of Local Financial Reporting and Policy	TBD
Creed, Brianna B.	Education Program Specialist I, High School English Language Arts	21	Curriculum, Assessment and Accountability	TBD
Smith, Jr., Murdux Jacques	Academic Program Coordinator, Juvenile Services Education	IEPP	Career and College Readiness, 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>
Peter-Olakiigbe, Gbemisola	Registered Nurse	16	Workforce and Technology Center	10/30/2013
Rankin, Tenaeya S.	Teacher, Special Education	IEPP	Career and College Readiness, Juvenile Services Education Program	10/16/2013
Skonicki, Elizabeth	Vocational Rehabilitation Specialist II	13	Workforce and Technology Center	10/16/2013

III. Other Actions:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				



Lillian M. Lowery, Ed.D.
State Superintendent of Schools

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October 29, 2013

BOARD LIST

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

Name: Monica D. Benjamin
Position: Program Manager II, (Chief Local Financial Reporting and Policy)
Division: Business Services, Office of Local Financial Reporting and Policy
Salary Grade: 20 (\$\$54,009-\$86,718)
Effective Date: TBD

JOB REQUIREMENTS:

Education:

Bachelor's Degree in Management, Business, Finance, Accounting, Management Information Systems, or a related area is required. A Masters Degree or equivalent 36 credit hours of post baccalaureate course work is preferred.

Experience:

Seven years of professional experience in education program financial management. Experience at the lead or supervisory level is desirable.

NOTE: Two years of additional experience as defined above may be substituted for the Master's Degree.

DESCRIPTION:

This position will manage the Office of Local Financial Reporting and Policy (OLFRP) in developing, collecting, reviewing, evaluating, editing, reporting and publishing local school systems financial data.

Monica D. Benjamin

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Qualifications:

Education:

Strayer University (Washington, D.C.) 1996 - Bachelor's Degree in Accounting

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2010 – Present: Accountant Supervisor II

Maryland State Department of Health and Mental Hygiene (Baltimore, Maryland)

2008 – 2010: Accountant II

Immediate Systems Resources (Baltimore, Maryland)

2007 – 2008: Administrative Assistant

Bank of America (Baltimore, Maryland)

2006 – 2007: Proof Operator

Campbell and Company, Inc. (Baltimore, Maryland)

1998 – 2001: Staff Accountant

Legg Mason Wood Walker (Baltimore, Maryland)

1998: Fund Accountant

Connie Lee Insurance Company (Baltimore, Maryland)

1996 – 1998: Staff Accountant/Investment/Tax

1994 – 1996: Compliance Clerk

Employment Status

Promotion



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October 29, 2013

BOARD LIST

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

Name: Brianna B. Creed
Position: Education Program Specialist I, English Language Arts
Division: Curriculum, Assessment and Accountability
Salary Grade: 21 (\$57,626 - \$92,521)
Effective Date: TBD

JOB REQUIREMENTS:

Education:

A Master's Degree or 36 hours of post baccalaureate coursework in Education, Educational Administration/Supervision, Secondary 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 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 a Secondary English Language Arts Education program is preferred.

JOB DESCRIPTION:

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

Maryland Public Schools: **#1 in the Nation Five Years in a Row**
www.MarylandPublicSchools.org

Qualifications:

Education:

University of Maryland (College Park, Maryland) 2002 – Master’s Degree in Curriculum and Instruction; 2001 – Bachelor’s Degree in British and American Literature

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2012 – Present: Education Program Specialist I- English Language Arts (Contractual)

Jiangsu Education Services International Exchange (Nanjing, China)

2011: Teacher Trainer

Howard County Public Schools (Ellicott City, Maryland)

2012: Instructional Team Leader of English Department

2010 – 2012: Professional Development Coordinator and Teacher Development Liaison

2002 – 2012: High School English Teacher

Employment Status

Contractual Conversion



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State Superintendent of Schools

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October 29, 2013

BOARD LIST

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

Name: Murdux Jacques Smith, Jr.
Position: Academic Program Coordinator, Juvenile Services Education
Division: Career and College Readiness
Juvenile Services Education Program
Salary Grade: IEPP (\$85,216-\$100,709)
Effective Date: TBD

JOB REQUIREMENTS:

Education:

Master's Degree in Education with a specialty in Curriculum and Instruction or a related field. Possession of or eligible for a Maryland Administrator II or Principal Certificate preferred.

Experience:

Five years of satisfactory teaching experience in K-12 or alternative education school and 3 years of satisfactory administrative or supervisory experience. Special education and grant administration experience preferred.

DESCRIPTION:

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

Maryland Public Schools: **#1 in the Nation Five Years in a Row**

www.MarylandPublicSchools.org

Qualifications:

Education:

The Johns Hopkins University (Baltimore, Maryland) 1975 – Master’s Degree in Education – Administration and Supervision

University of Maryland (Baltimore, Maryland) 1970 – Bachelor of Arts in American Studies

Possesses a Maryland Advanced Professional Certificate with endorsement for English 5–12; Secondary Principal/Supervisor.

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2011 – Present: Site Coordinator – Advanced Placement Incentive Program -Consultant

2010 – 2011: Education Program Specialist I (RTTT) Professional Development-Contractual

Anne Arundel County Public Schools (Annapolis, Maryland)

1989 – 2010: Principal

1979 – 1988: Assistant Principal

1970 – 1979: Teacher/English

Employment Status

New Hire

Addendum 10/28/2013

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE October 30, 2013 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>
Hook, Laura M.	Education Program Specialist I, English Language Learners	21	Curriculum, Assessment and Accountability	TBD
Howlett-Brandon, Mary A.	Education Program Specialist II, Lead Equity and Cultural Specialist	22	Curriculum, Assessment and Accountability	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>
None				

III. Other Actions:

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				



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October 30, 2013

BOARD LIST

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

Name: Laura M. Hook
Position: Education Program Specialist I, English Language Learners
Division: Curriculum, Assessment and Accountability
Salary Grade: 21 (\$57,626 - \$92,521)
Effective Date: TBD

JOB REQUIREMENTS:

Education:

A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education, Education Administration/Supervision, English Language Learning, or a related field.

Experience:

Four (4) years of professional administrative or teaching experience in or affiliated with an education program. Administrative experience in an area related to English Language Learning programs is preferred.

NOTE: Two years of additional experience as defined above may be substituted for the Master's Degree.

JOB DESCRIPTION:

This position serves as a specialist for the English for Speakers of other Languages (ESOL) Program responsible for providing leadership and technical assistance to local school systems regarding the development and support of programs for curriculum and instruction for English Language Learners (ELL).

Maryland Public Schools: *#1 in the Nation Five Years in a Row*
www.MarylandPublicSchools.org

Qualifications:

Education:

The Johns Hopkins University (Baltimore, Maryland) 2005 – Certification in Administration and Supervision

University of Maryland (Baltimore, Maryland) 2003 – Masters of Arts in Instructional Systems Development

Duquesne University (Pittsburgh, Pennsylvania) 1999 – Bachelor's Degree in Education

Experience:

Howard County Public Schools (Ellicott City, Maryland)

2009 – Present: Curriculum Coordinator – English for Speakers of Other Languages (ESOL)

2005 – 2009: ESOL Resource Teacher

1999 – 2005: Teacher, Special Education and ESOL

College of Notre Dame of Maryland and University of Maryland-Baltimore County (Baltimore, Maryland)

2009 – 2010: Adjunct Professor (Part-time)

National Geographic School Publishing (Carmel, California)

2008 – 2010: Consultant for the Elementary School Literacy Program

University of Maryland – The National Foreign Language Center (College Park, Maryland)

2004 – 2006: Subject Matter Expert (Part-time)

Employment Status

New Hire



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October 30, 2013

BOARD LIST

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

Name: Mary A. Howlett-Brandon
Position: Education Program Specialist II, Lead Equity and Cultural Specialist
Division: Curriculum, Assessment and Accountability
Salary Grade: 22 (\$64,496 - \$98,745)
Effective Date: TBD

JOB REQUIREMENTS:

Education:

A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education, Education Administration/Supervision, Multicultural Education, Equity, World Languages, or a related field.

Experience:

Four (4) years of professional administrative or teaching experience in or affiliated with an education program. Administrative experience in an area related to Equity, Diversity, Multicultural Education, or World Languages is preferred.

NOTES:

1. Two years of additional experience as defined above may be substituted for the Master's Degree.
2. Possession of a Doctorate in a field related to the position may be substituted for one year of the experience requirements.

JOB DESCRIPTION:

This is a professional position serving as the lead technical specialist for educational equity, world languages, and multicultural education responsible for providing leadership and technical assistance to the State, the Department of Education, and local school systems regarding program implementation, training, and program development.

Mary A. Howlett-Brandon

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Qualifications:

Education:

Old Dominion University (Richmond, Virginia) 2001 – Master’s Degree in Secondary Education

Park University (Parkville, Missouri) 1996 – Bachelor’s Degree in History

University of Mississippi (Oxford, Mississippi) 1983 – Bachelor’s Degree in Social Work

Virginia Commonwealth University (Richmond, Virginia) 2013 – 71 credits toward Ph.D. in Education Leadership

Experience:

Bedford County Public Schools (Bedford, Virginia)

2009 – 2012: Principal

Stafford County Public Schools (Stafford, Virginia)

2008 - 2009: Assistant Principal

2007 - 2008: Acting Principal

2003 - 2007: Assistant Principal

2003: Principal Intern (Teacher on Administrative Assignment)

1999 – 2003: Teacher-Department Chair

Employment Status

New Hire