

**MARYLAND STATE DEPARTMENT OF EDUCATION
PERSONNEL APPROVALS FOR THE JULY 23, 2024 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>
Gandhi, Neeta	Senior Executive Director, Office of Program Fiscal Operations & Local Strategic Finance – Program Manager Senior IV	26	Office of the Deputy State Superintendent of Finance and Operations, Division of Financial Policy, Planning, Operations & Strategy	TBD
Matlock, Christie	Grants Administration and Compliance Manager – Program Manager Senior I	23	Office of the Deputy State Superintendent of Finance and Operations, Division of Financial Policy, Planning, Operations & Strategy	TBD
McNece, Vernon	Vending Program Administrator – Staff Specialist IV Education	19	Office of the Deputy State Superintendent of Finance and Operations, Office of School Facilities	TBD
Obregon, Nicole	Executive Director, Office of Grants Administration and Compliance – Program Manager Senior III	25	Office of the Deputy State Superintendent of Finance and Operations, Division of Financial Policy, Planning, Operations & Strategy	TBD
Sewell-Carpenter, Karma	Program Specialist, Strategic Initiatives and Operations – Administrative Program Manager I	19	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Childhood	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>
Baker, Janay	Disability Claims Examiner – Vocational Rehabilitation Specialist I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	7/24/2024
Carr, Margaret	Disability Claims Examiner – Vocational Rehabilitation Specialist I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	7/24/2024
Kelly, Joshua	Disability Claims Examiner – Vocational Rehabilitation Specialist I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	7/24/2024
Park, Younghae	Rehabilitation Counselor for the Deaf – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	TBD
Subhash, Nimmi	Talent Acquisition Specialist – HR Officer I	15	Office of the Deputy State Superintendent of Finance and Operations, Office of Human Resources	7/10/2024
Taylor, Ann	Disability Claims Examiner – Vocational Rehabilitation Specialist I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	7/24/2024

July 23, 2024
BOARD LIST

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

Name: Neeta Gandhi

Position: Senior Executive Director, Office of Program Fiscal Operations & Local Strategic Finance – Program Manager Senior IV

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

Salary Grade: State Salary Grade: 26
Annual Salary Range: \$116,548 – \$188,528

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Bachelor’s degree in Finance, Business Administration, Economics, Accounting or a related field from an accredited college or university

EXPERIENCE:

Five (5) years of financial or budget management experience, three years of this experience must have been at the supervisory or management level. State or public sector experience is desirable. Experience with school district finances is highly desirable.

Neeta Gandhi

DESCRIPTION:

The Senior Executive Director of the Office of Program Fiscal Operations and Local Strategic Finance and reports to the Assistant State Superintendent for Financial Planning, Operations, and Strategy (FPOS). This Office leads the Maryland State Department of Education's (MSDE's) efforts related to supporting local education agency (LEA) leadership, LEA financial leadership, LEA Boards, and other LEA stakeholders regarding the resource components of the Blueprint for Maryland's Future. This position serves as primary point-of-contact with LEA staff regarding strategic resource allocation and use; and acts as an in-house subject matter expert on issues related to strategic resource allocation and school district financial management. This position will lead MSDE efforts to train and support LEA personnel and offer best-practices and concrete, actionable policy and system support for Blueprint budgeting and spending requirements, including the management of external grantees or vendors who MSDE utilizes to provide direct LEA support.

QUALIFICATIONS:

Education

Loyola University (Baltimore, Maryland) – 2007 Master's Degree in Business Administration

University of Mumbai (Mumbai, India) – 1997 Bachelor's Degree in Commerce and Accounting

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Director, Office of the Budget – Fiscal Services Admin V

2022 – 2023: Planning and Budget Analyst – Program Manager IV

Jewish Community Center (Baltimore, Maryland)

2021 – 2022: Accounting Manager

Catholic Charities of Baltimore (Baltimore, Maryland)

2007 – 2021: Senior Financial Account, Accountant Lead

NCO Portfolio Management Group (Horsham, Pennsylvania)

2006 – 2007: Senior Staff Accountant

Computer Information Specialist, Inc (Silver Spring, Maryland)

2000 – 2006: Staff Accountant

Kotak Mahindra Finance Ltd. (Mumbai, India)

1997 – 1999: Accountant

Bombay Bolting Center (Mumbai, India)

1995 – 1997: Junior Accountant

EMPLOYMENT STATUS

Promotion

July 23, 2024
BOARD LIST

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

Name: Christie Matlock

Position: Grants Administration and Compliance Manager – Program Manager Senior I

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 in education or a related area from an accredited college or university.

EXPERIENCE:

Five years of related experience in coordinating or administering education programs or services.

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 two years of the 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. Candidates may substitute experience as defined above for the required education on a year-for-year basis for up to four years.
4. Candidates may substitute U.S. Armed Forces military service experience at a rank of Corporal/Petty Officer or higher as a commissioned officer in Education Program classifications or Education Program specialty codes in the Education field of work on a year-for-year basis for the required experience and education, one year of which must have been in an administrative supervisory or consultative capacity.

Christie Matlock

DESCRIPTION:

This is a professional management position reporting to the Director of the Office of Grants Administration and Compliance serving as a Program Manager for Grants Administration and Compliance responsible for overseeing all discretionary and formula grants processes and systems to ensure fiscal goals and objectives are satisfied annually in alignment with MSDE's multiyear strategic plan and Blueprint for Maryland's Future initiatives.

QUALIFICATIONS:

Education

Strayer University (Waldorf, Maryland) – Master's Degree in Business Administration

Georgia Southern University (Statesboro, Georgia) – Bachelor's Degree in Science and Journalism

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Grants Administration and Compliance – Program Manager I

Public Knowledge (Lakewood, New Jersey)

2021 – 2023: Management Consultant

ICF International, Inc (Reston, Virginia)

2018 – 2021: Senior Executive Administrator

2009 – 2016: Technical and Program Specialist, Grants Management

DLH Corporation (Atlanta, Georgia)

2017 – 2018: Writer and Analyst

F2 Solutions (Upper Marlboro, Maryland)

2016 – 2016: Project Manager, Grant Review Process

Legin Group, Inc. (Gaithersburg, Maryland)

2007 – 2009: Technical Quality Officer

EMPLOYMENT STATUS

Promotion

July 23, 2024
BOARD LIST

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

Name: Vernon McNece

Position: Vending Program Administrator – Staff Specialist IV Education

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

Salary Grade: State Salary Grade: 19
Annual Salary Range: \$73,957 - \$119,492

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Master's degree or at least 36 hours of equivalent post-baccalaureate course work from an accredited college or university

EXPERIENCE:

Five years of administrative, business, or contract management experience

NOTES:

1. Candidates may substitute two additional years of experience as described above and a bachelor's degree from an accredited college or university for the required education.
2. The above requirements are set by the Maryland State Department of Education in accordance with Education Article, Section 2-104, Annotated Code of Maryland.

Vernon McNece

DESCRIPTION:

This position is responsible for the overall coordination of the Business Enterprise Program (BEP) contract vending program. The BEP contract vending program supplements the income earned by blind vendors through their facility management and provides operating capital for the administration of the BEP program.

QUALIFICATIONS:

Education

University of Central Missouri (Warrensburg, Missouri) – Master’s Degree in Career and Technical Education Teaching Leadership; Texas Women’s University (Denton, Texas) – Bachelor’s Degree in Culinary Science and Food Service Management and Food and Nutrition in Business Industry

Experience:

Maryland School for the Deaf (Frederick, Maryland)

2022 – Present: Career and Technical Education Instructor

Tennessee School for the Deaf (Knoxville, Tennessee)

1999 – 2022: Culinary Arts Instructor

Purple Communications (Rocklin, California)

2019 – 2019: Account Manager

California School for the Deaf (Fremont, California)

2016 – 2019: Culinary Arts Instructor

Missouri School for the Deaf (Fulton, Missouri)

2014 – 2016: Culinary Arts Instructor

Camp Mark Seven (Old Forge, New York)

2013 – 2015: Kitchen Director

EMPLOYMENT STATUS

New Hire

July 23, 2024
BOARD LIST

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

Name: Nicole Obregon

Position: Executive Director, Office of Grants Administration and Compliance – Program Manager Sr III

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

Salary Grade: State Salary Grade: 25
Annual Salary Range: \$109,247 - \$176,552

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor’s degree in education, public administration, finance, or related areas from an accredited college or university.

EXPERIENCE:

Five (5) years of experience in managing and administering grant programs for non-profit or education related entities. One year of this experience must include supervising and coaching professional staff.

NOTES:

Candidates may substitute the possession of a Master’s degree or the equivalent of 36 credit hours of post-baccalaureate course work for two years of the required experience directly related to the position.

Nicole Obregon

DESCRIPTION:

The Executive Director of the Office of Grants Administration and Compliance reports to the Assistant State Superintendent for Financial Planning, Operations, and Strategy. This Office leads the Maryland State Department of Education’s (MSDE’s) efforts related to all grant programs and includes the Federal Program Coordination Branch and Special Fiscal Programs Branch. The Office oversees full life cycle of grant-making including the program design and application processes; ensures all MSDE program offices employ a high-quality, rigorous grant application review process; curates and provides grant administration resources and trainings to MSDE program offices -- including rubric toolkits, monitoring resources, and trainings related to high-quality grant application review and the use of developmental evaluation to enable implementation of high-quality grant programs. The Office ensures consistent policies and procedures in grant program design and administration across all MSDE program offices so that MSDE grantees have a consistent, user-friendly experience, and one that ensures MSDE’s grant program investments produce effective and desired outcomes for students of Maryland in support of the MSDE’s implementation of the multiyear strategic plan and the Blueprint for Maryland’s future. This Office works to provide necessary guidelines to LEAs, childcare providers and other grantees to assist with implementation effort while increasing program quality of federal programs. The office accomplishes this work through the unification of application systems, implementation of consistent processes for making programmatic and/or budgetary adjustments, and deployment of consistent systems of monitoring, compliance, and reporting for LEAs.

QUALIFICATIONS:

Education

University of Maryland (Baltimore County, Maryland) – 2007 Master’s Degree in Teaching English to Speaker of Other Languages; 2004 Bachelor’s Degree in Sociology and Anthropology

Experience:

Maryland State Department of Education (Baltimore, Maryland)

- 2022 – Present: Special Fiscal Programs Administrator – Program Manager Senior II
- 2022 – 2022: Grants Manager – Education Program Manager I
- 2020 – 2022: Program Manager, Teacher Collaborative Grant Program – Staff Specialist II (Contractual)

Inka Builders (Catonsville, Maryland)

- 2019 – 2020: Office Manager

Baltimore County Public Schools (Randallstown, Maryland)

- 2017 – 2019: English to Speakers of Other Languages Teacher

Prince George’s County Public Schools (Adelphi, Maryland)

- 2008 – 2017: English to Speakers of Other Languages Teacher

EMPLOYMENT STATUS

Promotion

July 23, 2024
BOARD LIST

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

Name: Karma Sewell-Carpenter

Position: Program Specialist, Strategic Initiatives and Operations – Administrative Program Manager I

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

Salary Grade: State Salary Grade: 19
Annual Salary Range: \$73,957 - \$119,492

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master’s degree or the equivalent of 36 credit hours of post-baccalaureate coursework in Education or a related field.

EXPERIENCE:

Four years of administrative or teaching (school-based or district-based) experience in, or affiliated with, an education program involving Early Childhood or a related field.

Karma Sewell-Carpenter

DESCRIPTION:

This position supports, organizes, and helps the Division to achieve goals and collaboration in support of the Maryland State Department of Education's (MSDE's) implementation of the multiyear strategic plan and the Blueprint for Maryland's Future. This position works closely with the Senior Manager of Strategic Initiatives and Operations, stakeholders, and community partners to support the implementation of evidence-based, high-impact programs and initiatives that promote the well-being and development of young children across the state of Maryland, especially for those who have been historically underserved.

QUALIFICATIONS:

Education

University of Phoenix (Phoenix, Arizona) – 2008 Master's Degree in Education Curriculum and Instruction; Coppin State University (Baltimore, Maryland) – 2007 Bachelor's Degree in Criminal Justice

Experience:

Baltimore County Public Schools (Baltimore, Maryland)

2010 – Present: Dance Educator

2000 – 2010: Instructional Assistant

Karma's Dance Factory, Inc., (Baltimore, Maryland)

1997 – Present: Owner

Baltimore Housing Partnership (Baltimore, Maryland)

1997 – 2000: Executive Secretary

Blum and Weisbaum, PA (Baltimore, Maryland)

1995 – 1997: Legal Secretary

Arthur Frank, PA (Baltimore, Maryland)

1994 – 1995: Paralegal

Yost Legal Group (Baltimore, Maryland)

1993 – 1994: Paralegal

Morrison-Knudsen Corporation (Bronx, New York)

1991 – 1993: Executive Secretary

EMPLOYMENT STATUS

New Hire

**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>
Fulton, Christine	Coordinator, High Quality Instructional Materials – Education Program Specialist II	22	Office of the Deputy State Superintendent for Teaching and Learning, Office of Instructional Programs and Services	TBD
Gereny, Wendy	Facilities Operations Manager – Administrative Program Manager II	20	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	TBD
Oakley, Hannah	Deputy Director, State Board of Education – Administrative Program Manager IV	22	Office of the State Board of Education	TBD

II. Appointments Grade 18 and below

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
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July 23, 2024
BOARD LIST

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

Name: Christine Fulton

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

Division/Office Office of the Deputy State Superintendent for Teaching and Learning, Office of Instructional Programs and Services

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 coursework in Education or a related area from an accredited college or university.

EXPERIENCE:

Five (5) years of administrative or teaching experience affiliated with educator professional development, or professional learning involving the identification and usage of High Quality Instructional Materials or related programs for school leaders and teachers in prekindergarten through 12 settings.

NOTES:

1. Candidates may substitute a Bachelor's Degree with 7 years of the specified content experience to satisfy the Minimum Qualifications noted above.
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.
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 Human Resource Management Branch of the Division of Business Services.

Christine Fulton

DESCRIPTION:

The Coordinator, High Quality Instructional Materials (HQIM) provides best-in-class program leadership and coordination supports to 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 coordination supports to the initiative in alignment with Maryland statutes and regulations and federal requirements for curricular design, instructional implementation, assessment, and professional development.

QUALIFICATIONS:

Education

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

Experience:

Bricolage Academy (New Orleans, Louisiana)

2021 – Present: 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

New Hire

July 23, 2024
BOARD LIST

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

Name: Wendy Gereny

Position: Facilities Operations Manager – Administrative Program Manager II

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

Salary Grade: State Salary Grade: 20
Annual Salary Range: \$78,919 - \$127,473

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

Bachelor's degree in business, management, real estate, finance, public administration or a related field from an accredited college or university

EXPERIENCE:

Three years of experience in property or program management supervising other employees

NOTES:

Additional experience as described above may be substituted on a year for year basis for the required education.

Wendy Gereny

DESCRIPTION:

The main purpose of this position is to serve as the statewide program manager for the Division of Rehabilitation Services Facilities Operations, including facility and security oversight and management for the Workforce and Technology Center (WTC), a 24-hour comprehensive vocational rehabilitation facility, DORS headquarters, 23 field offices, as well as the Disability Determination Services location. Duties include the management and supervision of maintenance and groundskeeping, housekeeping, DORS Security, central supplies, mail room, and lobby and reception areas for the DORS/WTC complex. Responsibilities also include contract management for food service and outsourced facilities services, agency inventory, fleet management, risk management, the Agency's Continuity of Operations Plan, and application of ADA in regard to facility issues.

QUALIFICATIONS:

Education

Towson State University (Towson, Maryland) 1993 – Bachelor's Degree in Science

Experience:

James Keelty & Co. Inc. (Stevenson, Maryland)

2014 – Present: Senior Property Manager

1997 – 2014: Property Manager

1993 – 1997: Leasing Consultant

EMPLOYMENT STATUS

New Hire

July 23, 2024
BOARD LIST

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

Name: Hannah Oakley

Position: Deputy Director, State Board of Education – Administrative Program
Manager IV

Division/Office Office of the State Board of Education

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

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor’s degree from an accredited college or university.

EXPERIENCE:

Five years of administrative and/or management experience in an education or related field/program.

Hannah Oakley

DESCRIPTION:

The Maryland State Department of Education (MSDE) is seeking a dynamic and highly skilled Deputy Director, State Board of Education to provide direct support to the Executive Director of the State Board and members of the State Board of Education. This role requires a proactive leader capable of working with internal and external stakeholders at all levels to effectively advance the mission, vision, and values of the State Board of Education, including the Blueprint for Maryland's Future and the State Board's Strategic Plan.

QUALIFICATIONS:

Education

Dominican University (Chicago, Illinois) 2017 – Master's Degree in Elementary Education

University of Tennessee (Knoxville, Tennessee) 2014 – Bachelor's Degree in Business and Public Administration

Experience:

United States Senate Budget Committee (Washington, District of Columbia)

2023 – Present: Budget Analyst

United States Senate Health, Education, Labor, and Pensions Committee (Washington, District of Columbia)

2022 – 2023: Policy Advisor

2021 – 2022: Legislative Fellow

Policy Innovators in Education (Cleveland, Ohio)

2019 – 2021: Policy Analyst

Office of the Governor (Chicago, Illinois)

2018 – 2019: Education Policy Analyst

2018 – 2018: Education Policy Assistant

Chicago Public Schools (Chicago, Illinois)

2015 – 2017: Classroom Teacher

EMPLOYMENT STATUS

New Hire