MARYLAND STATE DEPARTMENT OF EDUCATION PERSONNEL APPROVALS FOR THE AUGUST 27, 2024 BOARD MEETING

I. Appointments Grade 19 and above:

NAME Cratsley, Laurel	POSITION Coordinator, Blueprint Implementation and Strategic Initiatives – Administrative Program Manager IV	SALARY GRADE 22	DIVISION/OFFICE Office of the Deputy State Superintendent for Teaching and Learning	DATE OF APPOINTMENT TBD
Goldberg Hann, Jill	Nutrition Program Administration Coordinator – Educational Support Program Coordinator I	19	Office of the Deputy State Superintendent of Finance and Operations, Office of School and Community Nutrition Programs	TBD
Staten, Steven	Facilities Operations Manager – Administrative Program Manager II	20	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	TBD

II. Appointments Grade 18 and below

ii. Appointments Grad	le 16 and below	SALARY		DATE OF
NAME	POSITION	GRADE	DIVISION/OFFICE	APPOINTMENT
Burton, Careatha	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Casciero, Brian	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Cobb, Que'ell	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/04/2024
Essex, LaBreeda	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/04/2024
Foreman, Jessica	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/04/2024
Gatlin, Crystal	Interagency Collaboration Assistant – Administrative Aide	11	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Intervention and Special Education Services	7/24/2024
Howard, Mary	Instructor - Driver's Education – Staff Specialist II	16	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	8/21/2024
Hutsell, Savannah	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024

NAME	<u>POSITION</u>	SALARY GRADE	DIVISION/OFFICE	DATE OF APPOINTMENT
Rohde, Rachel	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Sedgwick, Patrice	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	8/21/2024
Sheperson, Deanna	Disability Claims Examiner I	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Speed, Dominique	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Welsh, Daniel	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/18/2024



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

Name: Laurel Cratsley

Position: Coordinator, Blueprint Implementation and Strategic Initiatives –

Administrative Program Manager IV

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

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 educational supervision and management, education policy, or related field/program.

Laurel Cratsley

DESCRIPTION:

The Coordinator of Blueprint Implementation and Strategic Initiatives is responsible for coordinating the performance management and implementation of key cross-division/office initiatives, programs, and special projects, including the Blueprint for Maryland's Future. The Coordinator will provide resources, support and technical assistance as well as advise on continuous efforts to improve and modernize agency functions, systems, and processes. Under the direction of the Senior Executive Director of Strategic Initiatives, this position is responsible for supporting the development, coordination, and execution of high-quality content for State Board of Education meetings and other high-profile internal and external presentations and engagement efforts. The Coordinator will work alongside staff to ensure the success of MSDE's highest priorities and will support initiative planning with department staff; foster collaboration across divisions; monitor and report on progress; analyze data; and problem solve. This role requires a proactive leader capable of working collaboratively with internal and external stakeholders and supporting routine review and strategy calibration with MSDE's Divisions and Offices across Teaching and Learning leading for comprehensive changes to Maryland's entire Pre-K through 12 education system.

QUALIFICATIONS:

Education

Johns Hopkins University (Baltimore, Maryland) 2019 – Master's Degree in Educational Studies

American University (Washington, District of Columbia) 2016 – Bachelor's Degree in Interdisciplinary Studies

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Education Policy Program Analyst – Program Manager IV

Paul Laurence Dunbar High School (Baltimore, Maryland)

2021 – 2023: Educational Associate, Administrative Leadership Team

Teach for America – Renaissance High School (Baltimore, Maryland) 2017 – 2021: Model Teacher for Secondary Social Studies

EMPLOYMENT STATUS

Promotional



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

Name: Jill Goldberg Hann

Position: Nutrition Program Administration Coordinator – Educational Support

Program Coordinator I

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

Office of School and Community Nutrition Programs

Salary Grade: State Salary Grade: 19

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

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Food Service Management, Public/Business Administration, Public Health, Nutrition, Dietetics, or a related area.

EXPERIENCE:

Three (3) years of professional experience that includes leadership, management, and program administration. Experience with federal programs in accordance with applicable laws and regulations preferred. Experience in federal child nutrition programs is desirable.

NOTES:

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

Jill Goldberg Hann

DESCRIPTION:

The main purpose of this position is to lead assigned programs and serve as technical specialist providing direct consultation, advice, and technical assistance to agencies operating the child nutrition programs (CNPs) administered by MSDE's Office of School and Community Nutrition Programs (OSCNP). Programs include: Child and Adult Care Food Program, Summer Food Service Program, MD Meals for Achievement, Special Milk Program, School Breakfast and National School Lunch Programs including the Fresh Fruit and Vegetable, CEP, and Farm to School components. Assists in oversight of grants managed by the Program Administration Section. Assist in planning and alignment of the Program Administration Sections goals with the OSCNP and department's strategic plan. Plans and implements initiatives and projects to advance CNPs objectives to optimize student nutritional well-being, overall wellness, and achievement and increase the effectiveness of the programs for students, early childhood, and adults. Ensures programs meet or exceed State and federal standards. Position supervises a Staff Specialist Ill

QUALIFICATIONS:

Education

Johns Hopkins Bloomberg School of Public Health (Baltimore, Maryland) 2010 – Master's Degree in Health Sciences and Human Nutrition

Washington University (St. Louis, Missouri) 2007 – Bachelor's Degree in Biology

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2016 – Present: Program Administration Specialist

Morrison Management Specialist (Atlanta, Georgia)

2011 – 2016: Clinical Dietician

Ellevate Network (New York, New York)

2010 – 2011: Health And Nutrition Consultant

Baltimore SquashWise (Baltimore, Maryland)

2010 – 2010: Educator

University of Maryland (Baltimore County, Maryland)

2010 – 2010: Class Advisor

Johns Hopkins Bayview Medical Center (Baltimore, Maryland)

2009 – 2010: Dietetic Student

Monsanto, Inc. (Creve Coeur, Missouri) 2007 – 2008: Lab Technician II

EMPLOYMENT STATUS

Promotional



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

Name: Steven Staten

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

<u>NOTES:</u>

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

Steven Staten

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

ITT Technical Institute (Carmel, Indiana) – Bachelor's Degree in Construction Management

Experience:

District of Columbia Public Schools (Washington, District of Columbia)

2023 – Present: Facilities Specialist

Chenega Applied Solutions, LLC (College Park, Maryland)

2022 – 2023: Program Manager

Howard University Hospital (Washington, District of Columbia)

2018 – 2022: Facilities Manager

Planet Risk (Rosslyn, Virginia)

2017 – 2018: Facilities Manager

EMPLOYMENT STATUS

MARYLAND STATE DEPARTMENT OF EDUCATION PERSONNEL APPROVALS FOR THE AUGUST 27, 2024 BOARD MEETING

I. Appointments Grade 19 and above:

		SALARY		DATE OF
<u>NAME</u>	POSITION	GRADE	DIVISION/OFFICE	APPOINTMENT
Lancaster, Tara	Autism Waiver Provider Liaisons – Education Program Specialist I	21	Office of the Deputy State Superintendent for Teaching and Learning, Division of Early Intervention and Special Education Services	TBD
Lipot, Felicite	State Aid Audit Unit Supervisor – Financial Compliance Auditor Program Supervisor	19	Office of the Chief of Staff, Office of Audits	TBD
Richardson, Veronica	Project Management Partner – IT Assistant Director II	23	Office of the Deputy State Superintendent of Finance and Operations, Office of Information Technology	TBD
Ruiz, Torrie	Coordinator, Migrant Education – Education Program Specialist II	22	Office of the Deputy State Superintendent for Accountability, Division of Student Support and Federal Programs	TBD
Venn, Kasey	Autism Waiver Provider Liaisons – Education Program Specialist I	21	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

NAME	POSITION	SALARY GRADE	DIVISION/OFFICE	DATE OF APPOINTMENT
Chimah, Chiugo	Disability Claims Examiner I	14	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services - Disability Determination Services	9/18/2024
Meyer, Emily	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/18/2024
Morris, Amy	Vocational Rehabilitation Counselor – Vocational Rehabilitation Specialist II	15	Office of the Deputy State Superintendent for Accountability, Division of Rehabilitation Services	9/18/2024



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

Name: Tara Lancaster

Position: Autism Waiver Provider Liaisons – Education Program Specialist I

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: 21

Annual Salary Range: \$84,229 - \$136,003

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or higher in Social Work, Special Education, Public Health, Business Administration, or other related field.

EXPERIENCE:

Four (4) years professional administrative and/or supervisory experience in conducting quality assurance reviews and training in a public health, special education, or program serving individuals with disabilities including individuals on the Autism Spectrum.

- 1. Two additional years of experience directly related to the position option may be substituted for the required Master's Degree.
- 2. Possession of a Doctorate in a field related to the position may be substituted 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 of the Department of Education.

Tara Lancaster

DESCRIPTION:

The Autism Waiver (AW) Provider Liaisons are professional positions responsible for serving as a liaison between MSDE, Maryland Department of Health (MDH), and AW stakeholders. The position will serve as a technical specialist for the implementation and expansion of the AW and is responsible for coordinating and leading the AW Provider Interagency Medicaid Monitoring Team (PIMMT) which oversees AW provider approval, compliance monitoring, and training.

QUALIFICATIONS:

Education

Columbia University (New York, New York) 2017 – Master's Degree in Intellectual Disability and Autism

Pennsylvania State University (University Park, Pennsylvania) 2012 – Bachelors' Degree in Elementary Education

Experience:

Baltimore County Public Schools (Towson, Maryland)

2022 – Present: Autism Waiver Service Coordinator

2018 – 2022: Social Communication and Learning Support Program Teacher

New York City Department of Education (Bronx, New York)

2016 – 2018: ASD Nest Program Special Education Teacher

Peace Corps North Macedonia (Struga, North Macedonia)

2013 – 2016: English Language Teacher

EMPLOYMENT STATUS



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

Name: Felicite Lipot

Position: State Aid Audit Unit Supervisor – Financial Compliance Auditor Program

Supervisor

Division/Office Office of the Chief of Staff, Office of Audits

Salary Grade: State Salary Grade: 19

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

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Bachelor's degree in Accounting from an accredited college or university or a Bachelor's degree from an accredited college or university with 30 credit hours in Accounting and related courses, including or supplemented by 3 credit hours in auditing.

EXPERIENCE:

Four years of experience performing financial and compliance audits of a State agency, grantee, business or other entity.

- 1. Applicants who had met the requirements for admission to the CPA examination prior to July 1, 1974, will be considered to have met the educational requirement.
- 2. Candidates may substitute the possession of a certificate as a Certified Public Accountant or Certified Internal Auditor or a Master's degree in accounting from an accredited college or university for one year of the required experience.
- 3. Applicants may substitute one year of professional accounting experience for one year of auditing experience only.

Felicite Lipot

DESCRIPTION:

The State Aid Auditor Supervisor coordinates and supervises the activity and performance of the staff auditors assigned to perform financial and compliance audits of State Aid to Education program funds provided to local education agencies (LEAs).

QUALIFICATIONS:

Education

Strayer University (Rockville, Maryland) – Master's Degree in Accounting Controllership; Bachelor's Degree in Business Administration and Accounting

Experience:

Maryland State Department of Education (Baltimore, Maryland)

2023 – Present: Financial Compliance Auditor Lead

Comptroller of Maryland (Baltimore, Maryland)

2020 – 2023: Revenue Field Auditor II 2019 – 2020: Revenue Field Auditor I

2018 – 2019: Revenue Field Auditor Trainee

Martin State Airport (Baltimore, Maryland)

2016 – 2018: Accountant I

2013 – 2016: Fiscal Account Technician II

Exact Enterprise (Silver Spring, Maryland)

2008 – 2010: Accountant Intern

EMPLOYMENT STATUS

Promotion

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

Name: Veronica Richardson

Position: Project Management 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:

EDUCATION:

A Bachelor's from an accredited college or university.

EXPERIENCE:

Five years of IT and business experience in strategic planning, development, implementation and maintenance of systems, preferably across multiple hardware and software platforms and previous technical project management experience within the software development lifecycle (SDLC). Out of the 5 years required experience, at least 3 years are needed in a combination of the following: Progressive broad-based information systems Project Management experience (which could include consulting) with state-of-the-art hardware and software systems is desirable; knowledge and implementation experience in new computing architectures and networked computing structure.

NOTES:

1. Nine years of IT and business experience in strategic planning, development, implementation and maintenance of systems, preferably across multiple hardware and software platforms and previous technical project management experience within the software development lifecycle (SDLC) may be substituted for the possession of a bachelor's degree

Veronica Richardson

DESCRIPTION:

The Project Management Partner (PMP) has the overall responsibility to manage IT projects and initiatives in collaboration with MSDE's IT Partners (ITP), who interface with the assigned division/office or functional area for the purpose of business technology strategy development, solution discovery, service management, risk management, and relationship management. Under the leadership of the MSDE Project Management Office (PMO), the PMP oversees IT support programs for multiple divisions at MSDE. The PMP provides highly valued strategic consulting level support to the ITP and guidance through key IT initiatives while managing timelines, responsibilities, tasks, and project reporting in accordance with MSDE's project management standards. The PMP proactively serves as a "trusted advisor" to the PMO to achieve the agency's objectives through effective project management practices, communication, and the use of technology.

QUALIFICATIONS:

Education

Wilmington University (New Castle, Delaware) – EdD in Organizational Leadership, Learning, and Innovation

Johns Hopkins University (Baltimore, Maryland) – Master's Degree in Information Systems and Telecommunications

Norfolk State University (Norfolk, Virgina) – Bachelor's Degree in Management Computer Information Systems

Experience:

Breakthru Beverage Group (Linthicum, Maryland) 2016 – Present: Senior IT Project Manager

NCR Corporation (Germantown, Maryland)

2011 – 2015: Project Manager 2008 – 2011: Project Coordinator 2004 – 2008: Business Analyst

2003 – 2004: Tier III Technical Support 2000 – 2003: Systems Integration Tester

1998 – 2000: Systems Engineer

1995 – 1998: Systems Support Analyst

EMPLOYMENT STATUS



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

Name: Torrie Ruiz

Position: Coordinator, Migrant Education – 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, including two years of experience in coordinating or administering an education program or service directly related to Migrant Education or Title I, Part A.

- 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 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 Human Resource Management Branch of the Division of Business Services.

Torrie Ruiz

DESCRIPTION:

The Migrant Education Coordinator serves as the lead technical program expert responsible for administering, managing, coordinating and evaluating the Title I, Part C Federal grant program. This position also shares responsibility for providing leadership and support to local education agencies (LEAs) in administering the Title I, Part A Federal grant program. The Migrant Coordinator will administer, manage, and improve educational programs for migratory children; as well as provide oversight, technical assistance, and support to LEAs regarding adherence to requirements of the Title I, Part A (Title I) of the Elementary and Secondary Education Act, as amended by the Every Student Succeeds Act (ESSA) which provides programmatic and financial assistance to local educational agencies and schools with high percentages of children from low-income families to help ensure that all children meet challenging state academic standards.

QUALIFICATIONS:

Education

Liberty University (Lynchburg, Virginia) – Master's Degree in Executive Leadership

Bowling Green State University (Bowling Green, Ohio) – Bachelor's Degree in Spanish International Studies.

Experience:

Old Fort Local School District (Tiffin, Ohio)

2015 – 2024: Migrant Education Program Coordinator

2015 – 2024: Improving Migrant Academic Gains Educationally Program Supervisor

2012 – 2015: Assistant Coordinator

2008 – 2012: Interpreter and Family Liaison

North Point Educational Service Center (Sandusky, Ohio)

2012 – 2015: Improving Migrant Academic Gains Educationally Teacher

Ohio Migrant Education Center (Fremont, Ohio)

2010 – 2011: Migrant Education Recruiter

EMPLOYMENT STATUS



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

Name: Kasey Venn

Position: Autism Waiver Provider Liaisons – Education Program Specialist I

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: 21

Annual Salary Range: \$84,229 - \$136,003

Effective Date: TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or higher in Social Work, Special Education, Public Health, Business Administration, or other related field.

EXPERIENCE:

Four (4) years professional administrative and/or supervisory experience in conducting quality assurance reviews and training in a public health, special education, or program serving individuals with disabilities including individuals on the Autism Spectrum.

- 1. Two additional years of experience directly related to the position option may be substituted for the required Master's Degree.
- 2. Possession of a Doctorate in a field related to the position may be substituted 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 of the Department of Education.

Kasey Venn

DESCRIPTION:

The Autism Waiver (AW) Provider Liaisons are professional positions responsible for serving as a liaison between MSDE, Maryland Department of Health (MDH), and AW stakeholders. The position will serve as a technical specialist for the implementation and expansion of the AW and is responsible for coordinating and leading the AW Provider Interagency Medicaid Monitoring Team (PIMMT) which oversees AW provider approval, compliance monitoring, and training.

QUALIFICATIONS:

Education

University of Baltimore (Baltimore, Maryland) 2019 – Master's Degree in Human Services Administration

University of Maryland (Baltimore, Maryland) 2014 – Bachelor's Degree in Anthropology and Sociology

Experience:

Developmental Disabilities Administration (Baltimore, Maryland)

2022 – Present: Statewide Employment and Meaningful Day Service Coordinator

Pivot (Baltimore, Maryland)

2019 – 2019: Intern

University of Maryland (Baltimore, Maryland)

2018 – 2022: Program Coordinator – Service Learning

2016 – 2018: Program Coordinator – UMBC SUCCESS Program

Itineris (Baltimore, Maryland)

2016 – 2016: Program Support Specialist 2015 – 2016: Autism Support Coach

Trellis Services (Sparks, Maryland)

2015 – 2016: Therapeutic Integration Staff

2014 – 2016: In-Home Instructor

Arby's (Finksburg, Maryland)

2006 – 2013: Shift Manager

EMPLOYMENT STATUS