

Deborah Riddle

KEY QUALIFICATIONS

- Extensive experience working in a state department of education: ESEA programs, school improvement/coaching, grant writing, budgeting and fiscal matters (federal and state), procurement and contract, and working with the legislature.
- Expert knowledge of the Alaska Mathematics and English Language Arts Standards
- Experienced in working with Large Scale Assessment topics such as Achievement Level Descriptors, Summative Assessment Framework, item reviews and standard setting
- Program/Grant management experience- Title I and School Improvement Program, 21st CCLC Afterschool Program, Title II-A Higher Education Grants, School Improvement Grants 1003(g) and 1003(a), Title III-A Acquisition of English Language Program and Grant
- Experience as an Education Administrator for Assessments, ESEA/Federal Programs and CTE
- Coordinated and acted as State coordinator for the Enhanced Learning Maps Project with the University of Kansas to provide innovative standards mapping for Alaskan teachers
- Experienced in conducting face-to-face as well as virtual meetings, trainings and webinars
- Grant Writing: Comprehensive Literacy State Development Grant (\$20 million).

EDUCATION

- M.Ed. Educational Leadership, Montana State University, Bozeman, MT 2011
- B. S. Elementary Education, Oregon State University, Corvallis, OR 1985
- Certifications
 - State of Alaska, ATI 10956, Type B-Administrator Certificate K-12, expires 2024

INSTRUCTIONAL LEADERSHIP

Professional Development

- Created and delivered professional learning opportunities for Alaska teachers regarding Alaska English Language Arts and Mathematics Standards.
- Organized and implemented statewide conferences that support districts on a variety of topics: content standards, school improvement, ESEA federal programs, CTE programs.
- Traveled to conferences and districts to provide professional learning and technical assistance: Alaska ELA and Mathematics Standards, Title I consolidated applications, Alaska STEPP, School Improvement and CTE .
- Provided technology workshops for elementary and high school staff (Montana.)

Leadership Activities

- Alaska Department of Education and Early Development
 - Division Operations Manager
 - Principle assistant to the Division Director of IEE.
 - Oversee day-to-day operations of the Division of Innovation and Education Excellence (IEE).
 - Supervise Education Administrators for IEE.

- Provide support for administrators in managing programmatic and personnel issues.
- Facilitate project management to support a variety of department initiatives.
- Report to State Board of education on a variety of topics related to the IEE Division.
- Assist the Director on division- and department-wide initiatives and projects.
- Responsible for tracking federal and state funds associated with the IEE Division and assisting director and program managers with budget planning.
- Assist with policy formation, regulation development, strategic planning, and program execution.
- Oversee revisions to content standards.
- Coordinate and oversee work on the Alaska State ESSA Plan.
- Create and support standardized division processes and procedures.
- Responsible for division budget and management plan, monitoring and reviewing state and federal funding including projections.
- Prepare bill analysis and fiscal notes during legislative session as well as provide support to legislators on education matters.

Education Administrator:

- Federal Programs
 - Provide guidance and support to Program Managers (Higher Education Grant Managers, CTE, Title III-A and 21st CCLC).
 - Coordinate with other teams and provide support for Program Managers that I don't supervise in order to effectively run federal programs (Title I-C, Title I-D, and Title II-A).
 - Oversee the Consolidated Application and approval process in the Grants Management System (GMS).
 - Coordinate and oversee Federal Monitoring of Title programs, follow up procedures and finalizing the monitoring process.
 - Participate on the ESSA Team to create the Alaska State Application.
 - Coordinate with program managers to write, edit and update sections of the Alaska State Application.
 - Understand and interpret statutes, regulations and guidance regarding the Elementary and Secondary Education Act as amended by NCLB and ESSA.
 - Provide guidance and resources to districts to help implement current federal requirements.
 - Responsible for the oversight of budgets for federal programs, Title allocations, and competitive grants.
 - Assist program managers and districts in the planning, organization and coordination of federal funds.
 - Ensure that districts comply with federal guidelines outlined in their consolidated applications.
 - Collaborate with multiple programs to create training opportunities for districts at the annual ESEA April Workshop.
 - Coordinate the ESEA Federal Programs weekly newsletter.
- CTE
 - Maintain a close working relationship with community and state agencies to establish effective working relationships.
 - Maintain current knowledge of all rules and regulations affecting career and technical education.

- Collaborate with CTE team to create technical assistance to districts and schools regarding the Carl D. Perkins Program.
- Responsible for the oversight of CTE data collection and program reviews.
- Manage CTE budgets.
- Provide effective management of competitive and non-competitive federal state leadership grants.
- Collaborate with Career and Technical Student Organizations (CTSOs).
- Create and maintain partnerships with the Department of Labor and Workforce Development (DOLWD), industry partners, and national organizations to support CTE projects and initiatives.
- School Improvement
 - Understand and interpret current and changing federal and state statutes, regulations and guidance regarding school and district improvement.
 - Oversee the review of school improvement plans for 1- and 2-star, priority and focus schools.
 - Support schools required to submit school improvement plans using Alaska STEPP.
 - Remain current on best practices in school improvement in order to provide guidance to schools and districts.
 - Collaborate with State System of Support (SSOS) coaches in the field to provide support to the highest needs schools.
- Assessments
 - Lead the assessment team to provide quality technical assistance, information regarding each assessment, navigating assessment contracts and procurement, and supporting each team member's growth in learning about balanced assessment systems.
 - Provided guidance and support for state test coordinators: ACCESS for ELLS 2.0 and Alternate Assessments (DLM).
 - Oversaw state processes and procedures for the efficient administration of the assessments.
 - Worked with the team to troubleshoot situations in order to ensure the districts were able to test students effectively and efficiently.
 - Coordinated with vendors to provide valid and reliable data regarding assessment results.
 - Worked to help districts utilize a balanced assessment system.
- Math/Science Content Specialist:
 - Provided instruction and support regarding research based best instructional practices for ELA and mathematics standards.
 - Created professional learning modules on a variety of standards implementation topics.
 - Conducted informational webinars on a variety of topics related to the Alaska Mathematics Standards.
 - Stayed current on national trends in education and current research regarding education, standards implementation and leadership.
 - Collaborated with other teams within the department to ensure a common message regarding all department initiatives.
 - Participated in national mathematics and science organizations for state leaders to ensure quality standards implementation.

- Partnered with state mathematics and science organizations (ACTM, ASTA)
 - Networked with key staff in the Alaska university system.
 - Collaborated with universities to provide quality pre-service training about standards implementation.
 - Collaborated with the Instructional Support Team to organize DEED sponsored conferences and events.
 - Assist with activities related to legislative requests, proposed regulations, and implementation of new laws.
- ESEA Title I/School Improvement Program Manager
 - Provided guidance to district leaders regarding standards implementation.
 - Reviewed and approved Title I consolidated applications and budgets as well as school improvement plans.
 - Provided recommendations to districts regarding Title I applications and the adherence to guidelines.
 - Worked with districts and school to create and maintain their Alaska STEPP plans.
- Sun River Valley School District, Simms, MT
 - Scheduling: Schedule of classes for middle school, high school scheduling committee, responsible for MAP testing
 - Lead teacher, 2006
 - Assumed principal responsibilities in the absence of administrator.
 - Created policy regarding middle school for student handbook.
 - Collected and organize data for analysis, social date, MAP and CRT scores, teacher/parent surveys.
 - Curriculum development and alignment
 - Leadership Team for PBIS (Montana Behavioral Initiative)
 - Grant Writing Team Leader for MSRP (Montana Striving Readers Program)- literacy grant
- Sun River Valley After School Program
 - Supervision of all personnel matters: hiring, training, mentoring, supervision and evaluations
 - Responsible for all personnel: 2-6 teachers, 1-5 paraprofessionals, 1-5 volunteers.
 - Supervisor for Jobs for Montana Graduates Foundations (AmeriCorps)
 - Designed and implemented an after school and summer program for students in grades K-12
 - Arranged funding through fund raisers, grant writing and partnerships with community organizations
 - Created and maintained a yearly budget
 - Organized professional development opportunities and oversee program activities including STEM
 - Complied with the terms of 21st CCLC grant, reporting to Office of Public Instruction.
 - Maintained student and financial records
 - Organized community volunteers
 - Site Director for the Summer USDA Food Program
 - Grant renewal using e-Grants grant management system
 - Oversaw student discipline and modifications

WORK EXPERIENCE

- Alaska Department of Education and Early Development, Juneau, AK December 2012 to present
 - Division Operations Manager
 - August 2018 to present
 - Education Administrator I
 - Student Learning, May 2016 to August 2018
 - Assessments January 2016- May 2016
 - Math/Science Content Specialist, June 2013 to January 2016
 - ESEA Title I/School Improvement Program Manager, December 2012-June 2013
- Sun River Valley School District, Simms, MT, 2000 to 2012
 - Math and science teacher, September 2006 to December 2012
 - Family Consumer Sciences Teacher, September 2002 to December 2012
 - Computer Science Teacher, September 2009 to December 2012
 - Language Arts Teacher, September 2002 to May 2006
 - Cascade Colony School- multi-grade classroom, August 2000 to May 2002
 - BLAST Sun River Valley After School Director, August 2007 to December 2012

AWARDS

- 2017 Governor's Denali Peak Performance Award for Leadership