



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street
Phone (907) 714-8888

Soldotna, Alaska
Fax (907) 262-9645

February 21, 2011

TO: Board of Education

FROM: Dr. Steve Atwater, Superintendent *Steve Jones For SA*

SUBJECT: 2011-12 Administrator Contracts- Item 10 a. (5)

It is recommended that the following administrator contracts be approved for the 2011-12 school year. The following assignments are tentative:

Monica R. Hinders	Regional Administrator	Spring Creek/Hope School
Sargeant Truesdell	*Principal	Soldotna Middle
Norma Holmgaard	*Principal	Mt. View Elementary

*Reflects change in assignment

Monica R. Hinders

- Certifications:** Alaska Professional Teaching Certificate, Social Studies, History, and Psychology (7-12)
Alaska Type C School Counselor Certificate (K-12)
Alaska Type B Principal Certificate (7-12)
- Education:** School: University of Cincinnati
Degree: Master's of Science in Criminal Justice, Graduation expected August, 2012
- School: University of Alaska~Anchorage
Degree: Master's of Education in Educational Leadership
May, 2010.
- School: University of Southern Mississippi
Degree: Master's of Education in School Counseling
May, 2004
- School: Eastern New Mexico University
Degree: Bachelor of Science, Cum Laude
Major: Psychology, Minor: History
Completed secondary social studies teaching licensure requirements
December, 1999.
- Experience:** Spring Creek Correctional Center- Seward, AK. August, 2008- Present.
Duties: Probation Officer II- Provide case management for 90+ male felons. Duties include release planning, yearly classification reviews, interviews, needs assessments, and designing offender management plans.
- Nome Public Schools- Nome-Beltz Jr./Sr. High School, Nome, AK.
August, 2006- May, 2008.
Duties: District Testing and Assessment Coordinator/Jr. High Counselor (1 year), 7/8 grade Social Studies Teacher (1 year)
- Kashunamiut School District- Chevak School, Chevak, AK.
August, 2000- May, 2006.
Duties: Social Studies Teacher (7-12)
(World History, U.S. History, Alaska History, and Government), Interim School Counselor 1/04-6/04, and Assistant Principal 1/06-6/06.

Organizational Membership: American Correctional Association

Sargeant A. Truesdell

Objective

Seeking a principal position with the Kenai Peninsula Borough School District where I can use my administrative experience to increase student achievement, improve teacher quality, and have a positive impact on school culture.

Education

- M.A. Degree: Educational Leadership, 2004, Minnesota State University-Moorhead, MN
- B.S. Degree: History Education, 1998, Valley City State University, Valley City, ND

Experience

- Assistant Principal, Soldotna Middle School 2006-Present
 - Uphold student discipline
 - Create and implement the school Emergency Action Plan
 - Coordinate school 504 plans
 - Set and maintain building use calendar
 - Assist the principal with building schedules and teacher assignments
 - Assist the principal with evaluation of certified and non-certified staff
 - Assist the principal in working through personnel issues with staff
 - Assist the principal in supervising out of school activities and school events
 - Attend and participate in student IEP meetings
- Middle School Teacher, Soldotna Middle School 1998-2006
 - Highly Qualified
 - MS Math
 - MS Social Studies
 - 7-12 History
 - K-12 Physical Education
- Administrative Substitute, Soldotna Middle School 1998-2006
- Administrative Substitute/Intern, Soldotna High School 2003-2004
 - Intern Supervisor—Mr. Sean Dusek, Assistant Superintendent KPBSD

Norma J. Holmgaard

Education

- Diploma: Graettinger Community School, Graettinger, Iowa – 1976
- BA: Iowa State University, Ames, Iowa – 1980; Major: English Ed.
- MA in ED: University of Northern Iowa, Cedar Falls, Iowa – 1986, Principalship
- Superintendent Leadership Program: University of Ak Anchorage – 2000,
- Certified Grant Specialist. National Grantwriters Association, Research Associates

Certifications

- State of Iowa: Permanent Professional Teacher License
- State of Iowa: Professional Administrator License – Principal
- State of Alaska: Type A – Professional, Language Arts,
- State of Alaska: Type B – Principal
- State of Alaska: Type B – Superintendent
- Highly Qualified: English, issued by KPBSD

Professional Development

- Coaching and Mentoring: Training provided by the New Teacher Center
- Professional Learning Communities and Collaborative Teaming: Training provided through Solution Tree
- Developing Assets in Children: Training through the Alaska Association of School Boards
- Frameworks for Teaching & Effective Instructional Practices: Training provided by The Danielson Group
- Quality Schools and Choice Theory: Training provided by The Glasser Institute
- Quality Processes: Training by David Langford

Professional Experience

2003-Present: Director of Federal Programs and K-12 Schools, Kenai Peninsula Borough School District: Soldotna, Alaska

- See duties listed 1998-2003
- Administer English as Second Language Program
- Develop supplemental and enrichment programs for Alaska Native students through the Indian Education Program
- NCLB Programs oversight and implementation
- K-12 School Liaison

- Middle School READ 180 program support
- Itinerant Counselor supervision
- Kenai Youth Facility principal
- Youth in Detention Grants Administration
- Coordinate with Project GRAD Kenai
- Village housing administration
- Facilitate development of Certified Teacher Evaluation System
- K-6 Curriculum Development
 - Health
 - Performance Based Instruction – Math
 - Performance Based Instruction – Reading
 - Performance Based Instruction – Personal & Social Skills

1998-2003: Federal programs Coordinator, Kenai Peninsula Borough School District, Soldotna, Alaska

Responsibilities:

- Administer KPBSD Consolidated Programs (Title I Part A, Title I Part C, Title I Part D, Title II Part A, Title II Part D, Title III, Title IV, and Title V)
- Gear Up Alaska Grant Program Administration
- K-12 Reading Curriculum Development Committee
- Oversee the implementation and monitor effectiveness of Title I Supplemental Programs for elementary students
- Co Developed and Implemented Primary Literacy Institute
- Co Developed and implemented Intermediate Literacy Institute
- Developed and administered elementary summer school programs districtwide

1996-1998: Federal Programs Coordinator, Bering Strait School District, Unalakleet, Alaska

Responsibilities:

- Administered the following grant programs

Johnson O'Malley, Community Schools, Title I Part A, Indian Education, Bilingual Education, Alaska Native Educators Grant Program, Alaska Rural Systemic Initiative Partnership,

- Coordinated district staff development program
- Developed Parent Liaison Program in 11 communities to assist parents in understanding and supporting the education of their children

1994-1996: PK-12 Principal, Bering Strait School District, Unalakleet, Alaska

- Supervised the Early Childhood Program for 3 and 4 year olds
- Provided Professional Development for teachers of grades PK – 12
- Established inclusive site-based decision-making process

- Administered all aspects of the PK -12 programs (220 students)
- Establish positive school/parent relationships

1992-1994: Assistant Principal/Athletic Director, Bering Strait School District, Unalakleet, Alaska

Responsibilities:

- Schedule extracurricular activities
- Monitor activities
- Manage activity accounts
- Monitor attendance
- Administer Community Education Program
- School Advisor (post secondary planning)
- Student Council Advisor

1991-1992: 6 – 12 Grade Language Arts and Social Studies Teacher, Bering Strait School District, St. Michael, Alaska

Responsibilities:

- Taught all 7-12 language arts classes
- Taught all 6 – 8 grade social studies classes
- Served as junior high class sponsor
- Coached 6 – 8 grade Battle of the Books

1987-1991: Jr/Sr High Principal and Athletic Director, Twin Cedars Community School, Bussey, Iowa (student enrollment – 230)

Responsibilities:

- Schedule classes and extra curricular activities
- Lead curriculum development
- Coordinate staff development activities
- Coordinate Phase II program
- Serve as athletic director and activities director
- Serve on the district negotiations committee
- Coach junior high girls basketball
- Serve as student council advisor
- Evaluate certified and classified staff including coaches
- Address student discipline issues
- Facilitate positive parent/community relations,
- Serve as the school instructional leader

1983-1987: High School Language Arts Instructor, Reinbeck Community Schools, Reinbeck, Iowa

Responsibilities:

- Taught English I, II and III
- Served as senior class sponsor

- Coach for contest speech
- Directed the all-school plays
- Served on the RHS Pride Committee,
- Served as Department Chair

1981-1983: High School Language Arts Instructor, Hedrick Community Schools, Hedrick, Iowa

Responsibilities:

- Taught English I, II, III and IV;
- Directed Speech and Drama
- Served as National Honor Society advisor
- Served as newspaper advisor
- Served as senior class sponsor
- Served as basketball chaperone.

Professional Memberships

American Association of School Administrators

Association for Supervision and Curriculum Development

Alaska ASCD – Board of Directors

Phi Delta Kappa

National Middle School Association

Community Activities

Christ Lutheran Church

Soldotna Little League Volunteer

Alaska Christian College, Adopt-a-Student Program