

JENNY SMITH

BELLEVUE, WASHINGTON 98105
206.681.6754 | 206.921.9712
jsmith@stanfordalumni.org

Collaborative senior educational leader with a broad skill set of institutional leadership and people skills seeking a position in an independent school in partnership with an innovative and visionary head of school.

Relevant Experience

Seattle Academy of Arts & Sciences (SAAS)

Dean of Curriculum & Instruction overseeing Academic Program 6-12 (enrollment 950)
Interim Middle School Division Head

July 2016—present

- Serve as a versatile senior administrator overseeing the quality and implementation of academic program in an independent 6-12 school.
- Observe practice; provide feedback, support growth and evaluation of 20 faculty members.
- Develop new faculty induction and support targeted to new faculty throughout school year.
- Supervise registrar, director of student services and instructional coaching staff.
- Carry out all staffing duties including faculty staffing capacity analysis, hiring plan.
- Contribute to the recruitment and hiring of new faculty and administrators.
- Support the head of school in carrying strategic academic initiatives that include: a new daily schedule, new graduation requirements, new departments areas (computational thinking, entrepreneurship & design, financial literacy, health) and new course content, helped further middle school program based on leveraging new building space design.
- Lead cross-functional project teams areas include new website development and communication strategy, school accreditation, staffing, and deans of faculty daily work.
- Represent Seattle Academy in national networks such as Independent School Data Exchange Group (Index), and Independent Curriculum Group (ICG).
- Contribute to a new middle school building interior design committee, and served on middle school move committee and developed the program based on leveraging new space design.
- Attend middle school admissions coffees, middle and upper school admissions open houses, speaker at middle school open house, planning committee for middle school student admission visit days.

The Center for Educational Leadership at the University of Washington

Project Director

January 2015—June 2016

- Supported system leaders' learning to solve problems of practice using a variety of evidence-based and research-driven methods aimed at building teacher and leader capacity, including central office redesign focused on supporting principals and teachers, instructional leadership development for principals and their leadership teams, and targeted job-embedded, content-specific coaching.
- Led complex, cross-functional projects alongside district leaders in Broward County Florida, Oklahoma City Public Schools, Los Angeles Unified School District, and select districts in Texas focused on the improvement of student learning and systems for improving adult performance.
- Designed the process and tools for a Principal Supervisor Professional Development Needs Assessment used to develop scopes of work with clients.

JENNY SMITH

BELLEVUE, WASHINGTON 98105
206.681.6754 | 206.921.9712
jsmith@stanfordalumni.org

New Leaders, Inc.

Senior Director of Implementation & Training, State Services

July 2012—January 2015

- Served as lead content expert in supporting superintendents or chief academic officers during client engagements in support of New Leaders' overall mission and organizational strategy.
- Designed and delivered professional learning sessions for Principals and Principal Managers on principal selection, development, evaluation, and support. All engagements included intensive collaboration with key state and district leaders on high-profile and complex initiatives.

Smith School Consulting

Principal Consultant

June 2006—June 2015

- Developed a client base to provide innovative consulting services to a variety of clients in independent and public school supporting strategic programmatic initiatives and faculty performance/development.
- Led Washington State Summit District Improvement Initiative, Office of Superintendent Public Instruction (OSPI). Developed customized services to district leadership teams to design and refine the use of data for decision-making; provide professional development for teachers and leaders in high yield instructional strategies; develop tools that support collaborative lesson planning cycles. Served 3 school districts, 25 schools, and over 100 teachers.
- Collaborate and support to the Center for Teaching Excellence at the Hillbrook School Los Gatos, California. In collaboration with head of school and the Hillbrook board of trustees, carried out research, initial plan, and site visits with board to establish the Center for Teaching Excellence.
- Led International Baccalaureate accreditation process at Hillsboro High School Hillsboro, Oregon.
- Established the Center for Children's Learning in collaboration with Opal school director and the Portland Children's Museum board of trustees. This project was an innovative collaboration between the museum and museum school. The Opal School, Portland Children's Museum Portland, Oregon

North Oakland Community Charter School

Executive Director

August 2003—June 2006

- Led high-performing small urban school in Oakland, California.
- Evaluated faculty in creating an equitable, caring learning environment through strategic staff meetings, reflective conversations, observation of peer practice, critical friendships, and supportive system of trust among all staff members.
- Oversaw the growth of the school from 65 to 105 students; dramatically increased diversity of student body during my tenure;
- Shaped middle school design for educational continuity with our students;
- Led successful capital campaign raising \$4 million to acquire permanent building in one school year.
- Supervised charter renewal process.
- Collaborated regularly with high-level founding board to carry out strategic plan; oversaw 13 school-based committees and five board-level committees; managed and evaluated a staff of 12.

Stanford University Graduate School of Education Center for Research on the Context of Teaching

High School Study Director and Program Evaluator

May 1999—April 2001

- Directed High School Study with Principal Investigators, Milbrey McLaughlin and Joan Talbert. The study focused on high school reform in the Bay Area and included five broad lines of inquiry into the problems and prospects for change.
- Research and writing contributed to the publication, *Building School-Based Teaching Learning Communities*.

JENNY SMITH

BELLEVUE, WASHINGTON 98105
206.681.6754 | 206.921.9712
jsmith@stanfordalumni.org

English Teacher Middle & High School, Los Altos & Modesto, CA ***English Department Chair and English Teacher***

June 1993—June 1998

- Designed English curricular program grounded in progressive teaching practices.
- Provided academically rigorous learning units that required students to engage in higher order thinking about important content matter.
- Utilized writers' workshop, literature circles, home reading journals, Socratic seminars, Word for Word, and other student performance strategies.
- Coordinated and implemented the school-wide portfolio assessment program, which consisted of developing work samples demonstrating habits of mind developed over middle school years.
- Taught an academic reading and writing class for students who needed varied entry points into the curriculum.
- Developed and co-taught "Teachers-Teaching-Teachers" writing courses for district.

Education & Credentials

- M.A., Stanford University, Curriculum and Teacher Education, 1999
- B.A., California State University, English, 1991
- Attended University of California, San Diego
- Tier I Administrative Credential, California State East Bay, Hayward CA, in collaboration with the National Equity Project's LEAD (Leading for Equity, Achievement and Democracy) Cohort 1, 2004
- Single Subject Professional Clear Teaching Credential, California State University, Stanislaus CA, English Literature and Language, 1993

Fellowships & Appointments

- Pathways Cohort 2018 Fellow. Two-year, cohort-based program to support female senior leaders to assume head of school positions.
- Index Member Schools Academic Conference 2018 & 2019. Invited to five-person planning committee.
- Portland Children's Museum Trustee. 2006-2012.

Selected Conference Presentations

- "Tincidunt id aliquet risus feugiat in ante metus dictum at." 2017 Northwest Association of Independent Schools Fall Educator's Conference, October 2018. Redmond, WA.
- "Mauris cursus mattis molestie a iaculis at erat pellentesque." 2017 Northwest Association of Independent Schools Fall Educator's Conference, October 2017. Bellevue, WA.
- "Tortor dignissim convallis aenean et tortor." Gloss Group Academic Conference, April 2017. Evanston, IL.
- "Neque egestas congue quisque." 2009 Superintendent's Summer Institute, August 2008. Bend, OR.

Selected Publications

- Dante, J., & Smith, J. (2008). Tincidunt id aliquet risus feugiat in ante metus dictum at.

JENNY SMITH

BELLEVUE, WASHINGTON 98105

206.681.6754 | 206.921.9712

jsmith@stanfordalumni.org

- Belton, R., & Smith, J. (2007). Mauris cursus mattis molestie a iaculis at erat pellentesque. Milwaukee, WI: American Society for Quality.
- Smith, J., & Belton, R. (2010). Neque egestas congue quisque: Tortor dignissim convallis aenean et tortor, 9(7), 2-26.
- Oakley, Q., & Smith, J. (2009). Ac auctor augue mauris augue: Fermentum posuere urna nec tincidunt praesent. Sit amet luctus venenatis lectus magna, 50(2), 199–206.

Recommendations

Bob Johnson, Head of School, Tacoma Academy of Arts and Sciences.

Matt Vilber, Head of School, Billhook School.

Joanna Bentley, Pathways Program Mentor; Former Head of School, Hamlin Robinson School.

Samuel Jackson, Executive Director of State Services, New Leaders, Inc.