

**MARYLAND STATE DEPARTMENT OF EDUCATION  
PERSONNEL APPROVALS FOR THE December 10, 2013 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>
O'Connor, Mary	Education Program Specialist I, Regional Coordinator CTE Systems Branch	21	Career and College Readiness	TBD
Spencer, Ava B.	Education Program Supervisor, Coordinator English Language Arts	22	Curriculum, Assessment, and Accountability	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>
Kennedy, Erin M.	Staff Specialist III, Coordinator of Select Education Initiatives	18	Office for School Effectiveness, Office of School and Community Nutrition Programs	12/11/2013

**III. Other Actions:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				



Lillian M. Lowery, Ed.D.  
State Superintendent of Schools

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December 10, 2013

BOARD LIST

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

**Name:** Mary O'Connor  
**Position:** Education Program Specialist I, Regional Coordinator CTE Systems Branch  
**Division:** Career and College Readiness  
Juvenile Services Education Program  
**Salary Grade:** 21 (\$57,626-\$92,521)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**Education:**

Master's Degree or equivalent 36 credit hours of post baccalaureate course work in Career and Technology Education, Educational Administration/Supervision, Public Administration, or in any related field.

**Experience:**

Four (4) years of teaching and/or administrative/supervisory experience in/or related to career and technology education.

**NOTE:**

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

**DESCRIPTION:**

This is a professional position serving as a **Regional Coordinator in the Division of Career and College Readiness (DCCR)** responsible for providing leadership, coordination and technical assistance to Local School Systems (LSS) and Community Colleges within an assigned region of the State and responsible for planning, developing, evaluating and improving Career and Technology Education (CTE) programs.

**Qualifications:**

**Education:**

Western Governors University (Lake City, Utah) 2010 – Master's Degree in Health Education

State University of New York at Albany (Albany, New York) 1972 – Bachelor's Degree in History/Art Anthropology

**Experience:**

Governor's Workforce Investment Board (Baltimore, Maryland)

2010 – Present: Administrator V – Statewide Workforce and Employment Policy

Maryland Higher Education Commission (Baltimore, Maryland)

2007 – 2010: Nurse Support Program II Coordinator

Talbot County Health Department (Easton, Maryland)

2001 – 2007: Administrative Officer II – Health Programs Administrator

O'Connor and Associates Interior Design (Columbia, Missouri)

1990 – 2001: Owner

Columbia Public Schools (Columbia, Missouri)

1986 – 1990: Substitute Teacher

University of Wisconsin Center on Education and Work (Madison, Wisconsin)

1974 – 1981: Research Specialist

**Employment Status**

New Hire



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**BOARD LIST**

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

**Name:** Ava B. Spencer  
**Position:** Education Program Supervisor, English Language Arts Coordinator  
**Division:** Curriculum, Assessment and Accountability  
**Salary Grade:** 22 (\$61,496-\$98,745)  
**Effective Date:** TBD

**JOB REQUIREMENTS:**

**EDUCATION:**

Master's Degree or equivalent 36 credit hours of post-baccalaureate course work in Education, Education Administration/Supervision, English Language Arts or a related field.

**EXPERIENCE:**

Five (5) years of professional administrative or teaching experience in a English Language Arts education program, including two years of experience in coordinating or administering an education program. Experience in an area related to English Language Arts programs is required.

**DESCRIPTION:**

This is a professional position serving as the Coordinator and Supervisor of the Office of English Language Arts and is responsible for providing Statewide leadership, supervision and technical assistance in all matters pertaining to English Language Arts curricular design, instructional implementation and professional development. Also the position is responsible for supervising all staff specialists and support staff assigned to the Office of English Language arts and is fiscally accountable for programs, projects and initiatives within that office.

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**Qualifications:**

**Education:**

Morgan State University (Baltimore, Maryland) 2001 – Master’s Degree in Administration and Supervision; 1973 – Bachelor’s Degree in Elementary Education

Towson University (Towson, Maryland) 1992 – Master’s Equivalent in Elementary Education

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

- 2012 – Present: Education Program Specialist I, Reading/English Language Arts
- 2011 – 2012: Education Program Specialist I – RTTT, Reading/English Language Arts (Contractual)
- 2007 – 2010: Education Program Supervisor – Coordinator of Office of Reading First
- 2003 – 2007: Reading First Regional Specialist (On Loan from Baltimore City Public Schools)

Baltimore City Public Schools (Baltimore, Maryland)

- 1999 – 2003: Seminar Leader New Educators Professional Development Program
- 1997 – 2003: Instructional Support Teacher/Reading Coach/Academic Coach
- 1988 – 1997: Elementary School Teacher
- 1981 – 1988: Title I Supplemental Teacher
- 1973 – 1981: Elementary School Teacher

**EMPLOYMENT STATUS:**

Promotion

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Grayman, Glenn B. (Promotion)	Education Program Specialist II, Programmatic and Fiscal Lead Grant Specialist	22	Special Education/Early Intervention Services	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>
None				

**III. Other Actions:**

<u>NAME</u>	<u>POSITION</u>	<u>SALARY GRADE</u>	<u>DIVISION/OFFICE</u>	<u>DATE OF APPOINTMENT</u>
None				



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December 10, 2013

BOARD LIST

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

**Name:** Glenn B. Grayman  
**Position:** Education Program Specialist II, Programmatic and Fiscal Lead Grant Specialist  
**Division:** Special Education Early Intervention Services  
**Salary Grade:** 22 (\$61,496 - \$98,745)  
**Effective Date:** TBD

JOB REQUIREMENTS:

EDUCATION:

A Master's Degree or equivalent 36 post baccalaureate credit hours of course work in Education, Special Education, Finance, or a related field.

EXPERIENCE:

Four (4) years of professional administrative experience in or affiliated with special education or early intervention, or fiscal management of federal grants. Experience coordinating or administering programs related to services for individuals with disabilities and their families is preferred.

NOTE:

Two additional years of experience as defined may substitute for the Master's Degree.

DESCRIPTION:

This position serves as the Programmatic and Fiscal Lead for all of the Grant Specialists in the Resource Management and Monitoring Branch and is accountable for ongoing oversight and compliance, as well as development and revision, as necessary, of several key grant management areas, including Sub-recipient Grant Monitoring (SRGM), in-service training of Section fiscal grant liaisons, proposals to the Branch Chief and Assistant State Superintendent for revisions to and annual final format of the IDEA Part B LAFF and the Part C CLIG, initial annual draft of MSDE Part B and Part C applications, and proposed initial drafts of audit finding responses.

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**Qualifications:**

**Education:**

Ner Israel Rabbinical (Baltimore, Maryland) 1985 – Master of Arts Degree in Talmudic Law; 1983  
– Bachelor's Degree in Talmudic Law

Machon Teachers Institute (Baltimore, Maryland) 1984 – Education Methodology Certificate

**Experience:**

Maryland State Department of Education (Baltimore, Maryland)

2009 – Present: Education Program Specialist I - Grants Manager and Monitor Specialist

2007 – 2009: Education Program Specialist I, Family Support Services Coordinator  
(Contractual)

Chesed Fund Ltd. (Baltimore, Maryland)

2004 – 2007: Director, Community and Family Program

Talmudical Academy of Baltimore (Baltimore, Maryland)

2005 – 2007: Vice President - Preschool through 12<sup>th</sup> and Special Education Programs

B'nai Israel Congregation (Baltimore, Maryland)

2002 – 2004: Rabbi and Spiritual Leader

H.E.G Corporation (Baltimore, Maryland)

1990 – 2002: Administrator, Residential Properties

Torah Institute of America (Moodus, Connecticut)

1985 – 1990: Education Director

1981 – 1985: Director of Recruitment

Etz Chaim Center for Jewish Studies (Baltimore, Maryland)

1985 – 1987: Instructor

**Employment Status**

Promotion