

Shaker Heights Schools / Assistant Superintendent of Business and Operations Online Application

Wilkins, Stephen - AppNo: 6866

Date Submitted: 4/16/2014

Personal Data

Name: Wilkins (Last) MR Stephen (First) M (Middle Initial)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Last) (First) (Middle Initial)

Email Address:

Postal Address

Permanent Address

Number & Street:

City:

State:

Zip Code:

Phone Number:

Fax Number:

Cell Number:

Work Address

Number & Street:

City:

State:

Zip Code:

Phone Number:

Fax Number:

Where would you prefer to be contacted: Home

Current Personal Data

Current Employer:	DeKalb County School District
Current Position:	Chief Operations Officer
Years in Position:	2
Enrollment:	99,000
Number of Staff:	13,000
Annual Budget:	750,000,000
Current Gross Income:	150000
Type of District/Organization:	K - 12
Most Recent Degree From:	Harvard
Degree Earned:	MPA

Administrative Experience

Employer and Position Title	Location: City, State	Dates: From - To	Primary Supervisor/Board Pres.
DeKalb County Schools Chief Operations Officer	Atlanta, GA	02/2012 present	Superintendent
<p>Significant accomplishments in this position:</p> <p>As DeKalb County Schools COO, I supervise staff and budgets for the departments of facilities management, capital construction, transportation and food services. With almost 100,000 students, 150 schools and offices, and 13,000 staff, this is the third largest district in the state of Georgia. I also serve on the senior staff team that is responsible to meet SACS accreditation compliance requirements.</p> <p>Reason For Leaving: Gain experience to pursue a superintendency</p> <p>Last Annual Salary: Last Annual Gross: Enrollment: 100,000 District Type: K - 12</p>			

Admin Experience Continued

Employer and Position Title	Location: City, State	Dates: From - To	Primary Supervisor/Board Pres.
Alexandria City Schools Executive Director	Alexandria, VA	07/2009 01/2012	Superintendent

Significant accomplishments in this position:

For Alexandria City Schools, I served as chief of human resources and led all recruiting, evaluation and retention efforts. I subsequently was appointed to lead the first K-8 school as COO, the 9-12 high school transformation office and the teacher-staff district compensation reform initiative. This school district is comprised of 13,000 students, 20 schools, and 2,000 staff.

Reason For Leaving: Pursue chief operations officer position

Last Annual Salary: Last Annual Gross: Enrollment: 13,000 District Type: K - 12

Chicago Schools Chief of Real Property and Facilities	Chicago, IL	08/2008 07/2009	Chief Administrative Officer
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Significant accomplishments in this position:

As a senior-staff officer, I served as a turnaround leader to create immediate improvements for a real asset program of almost 600 buildings and grounds. Besides maintaining the capital asset and facilities maintenance programs, I raised service delivery performance and work order equity across the district.

Reason For Leaving: Return to northern Virginia/Wash DC

Last Annual Salary: Last Annual Gross: Enrollment: 400,000 District Type: K - 12

U.S. Army, Pentagon Colonel-Officer	Wash, DC	05/1981 08/2008	General Officer
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Significant accomplishments in this position:

☒ Chief of Operations ☒ Managed world-wide deployment of military forces at the Pentagon
☒ College Professor - Assistant Professor at West Point in core courses and electives in public policy
☒ Garrison business experience with progressive positions in personnel, supply and logistics, transportation and maintenance, training and development, financial management and budgeting.

Reason For Leaving: Completed tour of service

Last Annual Salary: Last Annual Gross: Enrollment: N/A District Type:

Professional Experience

Employer and Position Title	Location: City, State	Dates: From - To	Primary Supervisor/Board Pres.
United States Military Academy	West Point, NY	05/1990 01/1994	Department Head

Significant Accomplishments at this position:

Served as an instructor and assistant professor of political science at West Point, NY. I taught cadets (freshmen through seniors) in core courses and electives. I also taught summer training.

Reason For Leaving:

Last Annual Salary: Last Annual Gross:

Education

High School Attended: Newark Catholic HS, Newark, OH

Colleges, Universities and Technical Schools Attended:

Name and location	Major	Degree	Date Conferred
Harvard University	MPA	MPA	June 1990
Army War College	Strategic Studies	MS	June 2001
US Military Academy at West Point	General Engineering	BS	May 1981
Walden University, doctoral student, Richard Riley College of Education,	Leadership	Ed.D.	tbd 2015

List honors, awards or distinctions:

Completed local county rising-executive development program (Leadership DeKalb) in May 2014.

I have received various superintendent and board accolades for my work.

In the Army, I earned military honors and awards at every level held.

Please list your professional memberships - please indicate leadership roles you may have had with any of them.

American Association for School Administrators (AASA)
 Society for Human Resources Management (SHRM); International Public Management Association (IPMA); American Society for Industrial Security (ASIS).

Please list your community and civic memberships and participation.

Please list any publications you may have, including your doctoral and/or master's dissertations, if appropriate.
 Current doctoral student 2011-2015.

Please list major presentations made to national, state or regional audiences.

None to date although I have spoken to audiences up to 400-500 people on work topics.

Please list significant workshops or conferences which you would like to highlight.

Various Virginia workshops on high school transformation and teacher performance evaluation, pay-for-performance and value-added student growth programs.

Certifications

Do you hold the appropriate certificate for this position?

Yes

Type	State	Certificate Number	Expiration Date	Active?
Certified HR Professional	US	IPMA-Wilkins	2016	Yes
School business manager	VA	SM-0000016	2016	Yes

Please list all of the endorsements and/or verifications documented on your teaching/administrative certificate(s):

Open Ended Questions

No open-ended questions were answered.

Language Skills

Do you know any language other than English? Yes

Language(s): Spanish
 Oral Level: Literate
 Written Level: Fluent

Professional References

	Reference 1 of 3	Reference 2 of 3
Name:	Dr. Mort Sherman	Respectfully, I will provide references if selected for final round
School/Org:	AASA	
Current Position:	AASA Superintendent in Residence	
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:	former supervisor in Alexandria City Public Schools	
Years Known:	five	
	Reference 3 of 3	
Name:	Respectfully, I will provide references if selected for final round	
School/Org:		
Current Position:		
Home Phone:		
Cell Phone:		
Work Phone:		
Mailing Address:		
Email:		
Relationship to Candidate:		
Years Known:		

General Information

ist any additional information which will support your candidacy.

I am a retired military officer with six-years of school district experience.

Are you presently under contract?

Yes

When does contract expire?

June 2014

Have you ever failed to have your contract renewed, be rehired, been asked to resign a position, or resigned to avoid termination?

No

If yes, explain.

Have you ever had a credential or certificate revoked, suspended or annulled in any state, territory or foreign country?

No

If yes, explain.

Where did you hear of our vacancy?

Referrals

How did you hear about employment with us?

Other: colleagues

Legal Information

1. Are you eligible to work in the United States? Yes

2. Have you ever been convicted of a felony or misdemeanor involving a sex offense or a controlled substance? No
If yes, explain, giving dates:

3. Have you ever had any indicated finding of child abuse filed in your name? No
If yes, explain, giving dates:

4. Have you ever been convicted of any crime? No
If yes, explain, giving dates:

Confirmation

I authorize the organization(s) to which I am applying and Hazard, Young, Attea & Associates, Ltd. to contact my references or any other references deemed necessary to ascertain the merits of my candidacy for this position. I authorize references to discuss my application and/or release information concerning me, and agree to hold them, the District, and the consultants harmless for providing and/or utilizing any information requested and/or provided.

I also request that my application and interest in the administrative position remain as confidential as possible under the applicable laws of the state. I understand that my candidacy may become a matter of public record when I am presented to the Board. I further understand that elements of my resume may be available to the public and the news media at such time. However, I request that reasonable effort be taken to maintain the confidentiality of this application and other documents and information which accompany my application for the position for which I am applying. (Note: In some states, such as Florida, there can be no confidential written correspondence. Please call HYA if interested in one of these positions.)

If you answer "yes" to any of the above questions, you must submit official copies of court records including disposition of the case(s).

I hereby affirm that there are no misrepresentations, omissions or falsifications in the foregoing statements and answers, and that the entries made by me are true, complete and correct to the best of my knowledge and belief. I acknowledge that any misrepresentations, omissions or falsifications might be grounds for dismissal if employed for this position.

Stephen M. Wilkins
(agreed online)