

Ann M. Pardes

19391 Sabal Lake Drive
Boca Raton, FL 33434
(561) 400-7361 Cell
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Objective

Education Administration

Education

BACHELOR OF ARTS-ENGLISH/EDUCATION 1984
Iona College, New Rochelle, N.Y.

MASTER OF ARTS-TEACHING/ELEMENTARY EDUCATION 1999
Manhattanville College, Purchase, N.Y.

Field Experience

DIRECTOR

Temple Beth El Early Childhood Center, Beck Campus 8/08-present
Boca Raton, FL

Synagogue based, licensed Child Care and Early Childhood Center serving children ages 2 months to 5 years of age; opened August 2008. Before opening, responsibilities included designing the facility, hiring staff, marketing programs, purchasing equipment and learning materials, enrolling children and developing a budget.

Upon opening, responsibilities include overseeing the day to day operations of the school which include, but are not limited to: overseeing and mentoring a staff of 25, creating and maintaining a 1 million dollar budget, creating and implementing school policies and procedures, parent and community relations, fundraising, curriculum development and implementation, working with the synagogue Board of Trustees.

DIRECTOR

Temple Beth Torah Leonie Arguette Preschool 8/05-8/08
Wellington, FL

Synagogue based, licensed and NAEYC accredited preschool with enrollment of 240 children. Programs serve children ages 15 months to 5 years of age.

Responsibilities include overseeing the day to day operations of the preschool which include, but are not limited to: overseeing and mentoring a staff of 35, creating and maintaining a 1 million dollar budget, creating and implementing school policies and procedures, parent and community relations, fundraising, curriculum development and implementation, working with the synagogue Board of Trustees and Directors.

EXECUTIVE DIRECTOR

*Memorial Methodist Early Childhood Center
White Plains, N.Y.*

8/01-8/05

Non-sectarian, not for profit private preschool serving 130 children ages 21 months to 5 years. NAEYC accredited. Licensed and registered by NY State.
Responsibilities included leadership of 25 staff members, creating and implementing a budget, school policies, and procedures. Responsible for parent and community relations, advertising, staff and curriculum development.

TEACHER/SITE DIRECTOR

*The Early Learning Center of White Plains
Head Start Program
White Plains, N.Y.*

9/99-8/01

Responsible for the development and implementation of age appropriate lesson plans as prescribed in the Head Start Education curriculum. Lessons incorporated the strategies of large group, small group, and individual instruction. Collaborated as necessary with agency specialists in identifying and referring children needing pre-school special education services.
Role as the Site Director included the supervision and monitoring of teaching staff and general management of a NAEYC accredited Head Start pre-school serving 29 children and their families.

SUBSTITUTE TEACHER

*Yorktown School District, NY
Katonah-Lewisboro School District, NY*

1/99-6/99

STUDENT TEACHER

Yorktown School District, NY

9/98-12/98

Mohansic Elementary: Grade 2
Brookside Elementary: Grade 5

Other Educational Related Employment**ASSISTANT DIRECTOR, EARLY CHILDHOOD PROGRAM**

*Congregation Kol Ami
White Plains, NY*

1997-1998

Responsible for coordinating staff development, fundraising events, parent conferences, substitute teachers, registration, and all other administrative tasks involved in the daily operation of a pre-school serving 150 children.

DIRECTOR, EARLY CHILDHOOD SUMMER CAMP PROGRAM

*Jewish Community Center of Harrison
Harrison, NY*

1997-2001

Successfully originated the synagogue's first summer camp program. Responsibilities included, but were not limited to hiring of all staff, registration, administration, budgeting, and curriculum development.

TEACHER, EARLY CHILDHOOD PROGRAM

1992-1997

*Jewish Community Center of Harrison
Harrison, NY*

Lead teacher for three year olds. Implemented a combination of secular and religious age appropriate curriculum.

TEACHER, EARLY CHILDHOOD PROGRAM

1990-1992

*Congregation Knesis Tifereth Israel
Port Chester, NY*

Lead teacher for two year olds.

TEACHER, EARLY CHILDHOOD PROGRAM

1984-1988

*The Caring Place
New Rochelle, NY*

Lead teacher for three and four year olds.

Certification

**Florida Director's Credential (Advanced Level)
#1803762**

2006

Elementary Education (Pre K-6)
*New York State Permanent
State of Florida*

2000

2006

Memberships/Affiliations

NATIONAL ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN (NAEYC)
SOUTHERN ASSOCIATION FOR THE EDUCATION OF YOUNG CHILDREN (SAEYC)
EARLY CHILDHOOD EDUCATORS OF REFORM JUDAISM (ECE-RJ)
COUNCIL OF EARLY CHILDHOOD EDUCATORS (CECD)

References

FURNISHED UPON REQUEST



Hyacinthia "Cynthia" Becton
500 West 24th Street
Riviera Beach, FL 33404-5538
(561) 844-8704-home (561) 844-7713-office (561) 386-4904-cell
cinthiabecton84@aol.com

Education

Undergraduate studies - College of Great Falls, Montana – B.A.

Graduate studies – Nova University and Florida Atlantic University

Current – On line Master's Program – University of Southern California

Certifications:

Exceptional Student Education (ESE)

Child Development Associate (CDA)

FL Child Care & Education Program Director Credential

ServSafe

Work Experience:

2008-Present	Executive Director – St. George's Center, Inc.
2001-2008	Program Director – St. George's Center, Inc.
1968-2000	Teacher – Palm Beach County School District
1967-1968	Social Worker – State of Florida
1965-1967	Gymnasium locker room – College of Great Falls
Summer 1963	Hospital laundry
1962-1963	House cleaning

Additional Work Experience:

1996-2002	Facilitator for City of Riviera Beach Summer Camp
2003-2009	Curriculum Coordinator for City of Riviera Beach Summer Camp
2001-2009	Exceptional Student Education Services - Noah's Ark Charter School - In Kind

Family

Daughter, Margo and her husband, Wayne Weaver and their three children - Marshay, Wayne II, and Joshua.

Mother - Jackie Becton

Sisters - Letha Morris (Dan), Sharvell Becton and Ellarene Becton

Religious Services:

Member-Mount Zion Missionary Baptist Church-Reverend James E. Adams, Pastor
Church Secretary

Past Achievements:

Teacher's Association

Member on the local, state, and national level

Elected positions:

Local - Vice President, Secretary, and Board Member

State – Board Member

Panel member of Peer Assistance and Review

Community

Riviera Beach City Council

Juvenile Justice Council

Current Activities

Member - Eta Phi Beta Sorority, Inc.

Board Member of the MLK Coordinating Committee

Chair of the Riviera Beach Education Committee

Member - the Coalition for Black Student Achievement

Life Member of the NAACP

Chair of the Advisory Boundary Community-School District

Member - Queen of Sheba # 8, UD, Ladies of Perfection

Member – Heroines of Jericho

Member – Park Manor Neighborhood Association

Trustee on the City of Riviera Beach General Employee Pension Board

Cinthia's Focus: Effectiveness in the community is achieved by working with persons and organizations who are involved in positive activities. It is important to help each other and therefore more services can be provided.

April 2010

Mary C. Dulkowski

1278 Pine Valley Drive
Wellington, FL 33414
Residence: (561) 795-2939 – Email fdulks@comcast.net

OBJECTIVE: To utilize my education, experience and abilities as an early childhood advocate.

EXPERIENCE: 8/2002 – Present The King's Academy
Private, Nonprofit Christian School
Grades PS2 through Twelfth
West Palm Beach, Florida

During my time at The King's Academy I have been involved in a number of duties and responsibilities. Some of them are listed as follows:

- Serving as assistant to Junior Kindergarten teacher
- Substitute teaching in all elementary grade levels
- Working as part of the Administrative Team and providing assistance to administrators as requested
- Organizing, implementing, and directing an after school care program
- Organizing, implementing, coordinating, and directing the satellite preschool locations
- Establish and maintain procedures that ensure the safety, security, and well-being of all students
- Responsible for the direct training and supervision of all staff
- Responsible for developing a schedule of varied and enriching activities appropriate for students from PS2 through 6th grade
- Responsible for budgeting, fee collection, and maintenance of complete and accurate fiscal records
- Develop, nurture, and maintain positive communications, interactions, and relationships among staff, students, and families

8/1995 – 6/2002 Wellington Christian School
Early Childhood Education (K3-K4)
Wellington, Florida

I was lead teacher in both K3 and K4 classrooms. During those years I honed my skills in providing a nurturing environment and developing innovative techniques and activities to meet the emotional, social, and cognitive needs of my students. My duties included but were not limited to:

- Demonstrating commitment to students and their families

- Maintaining collaborative relationships with students, colleagues, and parents
- Demonstrating dependability in performing daily tasks
- Developing and implementing curriculum for three, four, and five year old children to encourage an interest in learning
- Continuing my education in current concepts and practices used in early childhood education
- Guiding children in a variety of age-appropriate, developmental activities such as creative experiences, mathematics, perceptual motor skills, science, language, environment awareness, and social studies, both in the indoor and outdoor environment according to the planned environment
- Observe, evaluate, and record child behaviors and adopt an effective course of action
- Plan, conduct and participate in events involving parents
- Produce a weekly newsletter based on based upon related events and activities taking place in the classroom

2/1985 – 10/1990 Anthony's Apparel
 Women's Clothing Retail
 West Palm Beach, Florida

My various roles in this company provided me with a strong background in retail operations, merchandising, sales, and human resource management. During my years as merchandise buyer and store manager I proved abilities in budgeting, negotiation, decision making, and direct business operations for multiple retail locations. I developed expertise in hiring, training, and supervising personnel. My accomplishments include:

- Mentoring and motivating a 20 member team of full and part-time associates
- Managing day-to-day activities of sales floor
- Ensure proper merchandise processing/display
- Oversee and monitor loss prevention programs
- Expanding store visibility and generating customer loyalty and community goodwill
- Trained sales team on the use of POS technology
- Implementing promotional/marketing strategy
- Upholding fiscal integrity with operational accounting

EDUCATION:

National Child Development Associate (CDA) July 1, 1996
 State of Florida Director Credential June 24, 2005
 State of Florida Notary Public July 18, 2005
 Associate in Arts Degree December 20, 2005
 Bachelor of Science Degree in Organizational Management and

Early Childhood Education May 3, 2007
State of Florida Department of Education Temporary Educator's
Certificate (Age 3-Grade 3) July 1, 2007
State of Florida Department of Education Professional Educator's
Certificate (Age 3-Grade 3) July 1, 2009
Member of the International Association of Christian Early
Educators



March 17, 2010

Vivian Blackmon-Taylor, Director of Early Care and Education
Early Learning Coalition of Palm Beach County
2300 High Ridge Road, Boynton Beach, FL 33426



Dear Ms. Blackmon-Taylor:

It is my pleasure to nominate Pia Heiser for Board Membership as a *Faith-Based Child Care Provider Representative* to serve on the Early Learning Coalition Board of Directors of Palm Beach County as a non-voting member. She is very knowledgeable about the issues, needs and concerns of the faith-based care community.

Her education and experience include:

- Bachelors Degree in Early Childhood Education; course work towards Masters Degree in Intergenerational Studies at Wheelock College in Boston; advanced level Director's Credential with VPK endorsement; current licenses for childcare and private elementary school
- Her previous experience includes Business Manager for the Intergenerational Center at Stride Rite Headquarters in Boston (1989-1994); Program Coordinator, Head Start Early Childhood Curriculum Specialist at Le Jardin Community Center – a delegate agency to the Miami/Dade Community Action Agency (1994-2001)
- Ten years of excellent leadership as director of Nativity's preschool and elementary school from 2001 to the present
- An outgoing, welcoming personality that makes all our registered students and their families and all who visit here as prospective students feel at ease and at home at Nativity Lutheran Church & School
- Through her efforts and leadership, Nativity's school recently received an *Award of Excellence* from Family Central Inc. for "superior work and commitment as a Child Care Provider and for being 100% in compliance with 2009-2010 Voluntary Pre-K monitoring"

As Director of Congregational Life for Nativity Lutheran Church and School and a former board member for our school, I have worked closely with Ms. Heiser on numerous projects over the past several years. She has strong leadership ability; is a delight to work with; and is very much a team player, working effectively with our school board, church council, the executive council and all staff members. I recommend her as an excellent and valuable addition to your board.

Sincerely,

A handwritten signature in cursive script that reads "Linda H. Griffis".

Linda H. Griffis
Director of Congregational Life
Nativity Lutheran Church & School

4075 Holly Drive
Palm Beach Gardens
Florida, 33410

Dr. Charles Miller
Interim Pastor & Principal

Pia Heiser
School Director

Linda Griffis
Director of
Congregational Life

Al Kratz
Director of Music

Kari Donnelly
Office Manager

Celebrating God's Love, Transforming Lives