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An innovative leader, I seek leadership challenges in the school business consulting arena that will enable student academic excellence and central office efficiency. A career forged in public service drives me to pursue new opportunities to strengthen and broaden my professional career. Always a team player, I strive to create strong collaborative relationships with town hall and school district staff, fellow administrators, and business colleagues.

EDUCATION

- 1970 Dartmouth College, BA Psychology
- 1978 US Naval Postgraduate School, Aviation Safety
- 1980 Golden Gate University, MBA Financial Management
- 1996 Rensselaer Polytechnic Institute, MS Computer Science

EXPERIENCE

2005 to Present – Consultant and Interim School Business Administrator

- **Preston CT Public Schools** – July 2009 – Present – Interim Business Manager
- **Borough of Naugatuck** – February 2009 – Present – School Construction Project closeouts
- **Watertown CT Public Schools**
 - August 2008 – June 2009 – Interim Business Manager
 - July 2009 – Present - School Construction Project Closeout, Mentoring
- **Orange CT Public Schools** – June 2008 – August 2008 – Interim Business Manager
- **West Haven CT Public Schools** – July 2007 – July 2008 – Interim Business Manager
- **Regional School District #17** – May 2008 - Present – School construction project analysis/audit
- **Regional School District #4** – January - June 2007 – Interim Business Manager
- **Winchester CT Public Schools** – April 2006 – May 2007 – Interim Business Manager
- **Lincoln RI Public Schools** – District administrative reorganization and financial systems review
- **Wethersfield CT Public Schools**
 - July 2005 - May 2006 – Interim Director of Business Services
 - July 2006 – Present - School construction project closeouts
- **Weston CT Public Schools** – Utility analysis, MUNIS account creation and budget set-up, teacher contract salary analysis, long-range budget forecast
- **East Haddam CT Public Schools** – Central Office organization and staffing study

1992 to 2005 Business/Facilities Manager, Canton Public Schools

- Administered and performed all school business functions – accounting, budget development and execution, transportation, food service, facilities, contracting, personnel, labor negotiations, and technology. As the senior district administrator during the period of numerous Superintendent turnovers, I provided invaluable guidance and assistance to both the new and interim Superintendents as well as assuming additional responsibilities.
- Designed and organized a budget document which provided a broad context for the educational programs in the Town of Canton. The document closely followed the ASBO Meritorious Budget Award guidelines.

- Developed a **five-year budget projection model** which was used in concert with a 10-year model proposed for the Town government.
- Served as Director of Technology through 2001. Wrote the district technology plan and grant application - **awarded \$248,000** for infrastructure wiring/network. Designed the district's Wide Area Network. Coordinated all district level technology procurement and infrastructure support. Instituted a district level technology roundtable. Designed and implemented the district's website and collaborative intranet environment. Continue to provide guidance on technology.
- Managed the Town of Canton **medical self-insurance program**. Created funding mechanism and claims cost tracking tool, which has ensured adequate funding and low renewal rates.
- Shepherded school renovation/addition, school closing, and school alteration projects.

1990 to 1992 Travelers Insurance, Information Systems

- Demonstrated the capacity to rapidly adapt to changing business conditions while consistently providing top quality software maintenance and development to meet emerging business requirements.
- Spearheaded an effort to increase efficiency and significantly reduce the cost of computer data storage. Developed a monitoring and reporting system and provided tools for programmers and business personnel to monitor and reduce costs. Achieved a **10-15% reduction** system-wide.

1970 to 1990 United States Navy, Naval Aviator, Lt. Commander

- Aviation Technical Advisor on the staff of the Royal Navy Flight Safety Center, Yeovilton, England. Authored and edited numerous articles for the Royal Navy's quarterly flight safety magazine, Cockpit, regarding aviation safety matters. Made high impact presentations to a wide variety of audiences throughout the United Kingdom on aviation safety and accident prevention practices. Produced two films on aviation safety.
- Budget Officer responsible for a **\$2 billion operating budget** to the Commander, Naval Air Force, US Atlantic Fleet. Oversight of 15 financial managers with responsibilities for 20 Navy/Marine Air Stations, 7 aircraft carriers and over 150 Navy/Marine aircraft squadrons. Achieved a high level of success in forecasting, justifying and obtaining funds by personal attention and contact with funds managers at all levels of the Department of the Navy, including Congressional staff, GAO auditors and other public officials.

PROFESSIONAL/CIVIC ASSOCIATIONS

CT Association of School Business Officials: President 1998-99, Board of Directors – 4 terms
 Association of School Business Officials International, ASBO Meritorious Budget Award Reviewer 15yrs
 Canton Lions Club, Past-President, Board of Directors
 Canton Sam Collins Day, Steering Committee, since 1994
 Canton Chamber of Commerce – Vice-President – July 2009-Present
 Canton Charter Revision Commission – Vice-Chair – Charter Revision passed Nov 2009
 Canton Temporary Committee on Information Technology – Chair – April 2010-Present
 Farmington Valley Trails Council – Member, Board of Directors
 Avon-Canton Rotary - Member

REFERENCES

Sharon Bruce, Executive Director, Connecticut Association of School Business Officials (CASBO)
 Karen Baldwin, Superintendent, Watertown Public Schools
 Jack Welch, Preston Board of Education
 Charles Viani, Chair Wethersfield School Building Committee