



ADVISORY BOARD / COMMITTEE APPLICATION

City Clerk's Office Phone: 954-786-4611 Fax: 954-786-4096
 Post Office Drawer 1300, Pompano Beach, FL 33062
 www.mypompanobeach.org

CITY OF POMPANO BEACH
 OFFICE OF THE CITY CLERK
 2012 NOV 27 PM 1:43

Mr. ___ Mrs. X Ms. ___ Miss ___ Name: Donna Russo
 (Optional)

Residence Information:

Home Address: 11 North Pompano Beach Blvd

City/State/Zip: Pompano Beach, Florida 33062

Home Phone: 954 366-4884

Cell Phone: 203 545-1551

Email: redding12@aol.com

Fax: 954 366-4884

Business Information:

Employer/Business Name: recently retired from public school education

Current Position / Occupation: in Connecticut

Business Address: _____

City/State/Zip: _____

Business Phone: _____

Fax: _____

Email: _____

Are you a U.S. Citizen? Yes X No ___

Are you a resident of Pompano Beach? Yes X No ___

Reside in District: 1 X 2 3 4 5

Do you own real property in Pompano Beach? Yes X No ___

Are you a registered voter? Yes ___ No X

Have you ever been convicted of a felony? Yes ___ No X

Current or prior service on governmental boards and/or committees: See resume

Please make a check next to the Advisory Boards/Committees you would like to serve on:

<input checked="" type="checkbox"/> Affordable Housing	<input checked="" type="checkbox"/> Cultural Arts	<input type="checkbox"/> Parks and Recreation
<input checked="" type="checkbox"/> Air Park	<input checked="" type="checkbox"/> Education	<input checked="" type="checkbox"/> *Planning & Zoning/Local Planning Agency
<input type="checkbox"/> Architectural Appearance	<input type="checkbox"/> Emergency Medical Services	<input checked="" type="checkbox"/> *Police & Firefighter's Retirement System
<input type="checkbox"/> Budget Review	<input type="checkbox"/> *Employee's Board of Appeals	<input type="checkbox"/> Pompano Beach Economic Development Council
<input type="checkbox"/> Charter Amendment	<input type="checkbox"/> Employee's Health Insurance	<input checked="" type="checkbox"/> Public Art Committee
<input type="checkbox"/> Community Appearance	<input type="checkbox"/> *General Employee's Retirement System	<input type="checkbox"/> Recycling & Solid Waste
<input type="checkbox"/> *Community Development	<input type="checkbox"/> Golf	<input type="checkbox"/> Sand & Spurs Riding Stables
<input type="checkbox"/> CRA East	<input type="checkbox"/> Historic Preservation	<input type="checkbox"/> Marine
<input type="checkbox"/> CRA West	<input type="checkbox"/> *Housing Authority of Pompano Beach	<input type="checkbox"/> *Unsafe Structures
		<input type="checkbox"/> *Zoning Board of Appeals

*Financial Disclosure Form is required, if appointed to serve, upon appointment and upon resignation/retirement.

In addition a Resume may be attached

Education: ABD - Doctoral Studies - Nova Southeastern University, Florida
CAS/sixth year degree - Fairfield University, Connecticut
MS - Educational Administration - Rutgers University, New Jersey
Experience: B.S - Art Education - Hofstra University, New York
Over thirty five years experience in public education as an administrator
(See Resume)
Past Positions: (See Resume)
High School Administrator
Art Coordinator and Chairperson for school district
Art Teacher - Director
Hobbies: Travel, visiting art museums, drawing, painting, boating

Making any false statements herein may be cause for revocation by the City Commission of any appointment to a Board/Committee.

Signature: Diana D. Russo

Date: 11/15/2012

Initials of Clerk or Deputy: _____

Date received or confirmed: _____

Please check one: ☐ New Application ☐ Currently Serving on Board ☐ Updated Information

Note: Application is effective for one year from date of completion. If you have any questions on the above, please call the City Clerk's Office at: 954-786-4611, or send via fax to: 954-786-4095.

Donna D. Russo
12 Mountain Laurel Lane
West Redding, CT 06896
203 431-6513 (Home)
203 545-1551 (Cell)

EDUCATION:

Nova Southeastern University 2006-present
Doctoral candidate (4.0 GPA)
Educational Leadership
Miami, Florida

Fairfield University, Fairfield Connecticut 1995
Sixth Year Professional Diploma (4.0 GPA)
Administration and Supervision

Rutgers University, New Brunswick, New Jersey 1982
Master of Education (3.8 GPA)
Administration and Supervision

Hofstra University, Hempstead, New York 1971
Bachelor of Science, Art Education (Dean's List)

Additional graduate course work:
University of Bridgeport, Bridgeport, Connecticut
State University of New York, Brockport, New York
Yale University, New Haven, Connecticut
Cooperative studies, Florence, Italy

CERTIFICATION:

State of Connecticut
Professional Certificate #042 Art Grades K-12
Professional Certificate #092 Intermediate Supervisor

State of New York
Permanent Certificate Art
Permanent Certificate School District Administrator

EMPLOYMENT:

Fairfield, Connecticut Public Schools
Interim Housemaster, Webster House, Fairfield Ludlowe High School 8/11-8/12
Supervised the implementation of the instructional program within the House for five hundred students and evaluated the effectiveness of staff within the House; Planned and implemented a program of operation and administration of the House; Conducted House meetings and in-service programs for staff; Promoted and maintained positive student climate within the House in consultation with the Dean of Students; Coordinated student teaching and intern programs within the House; Conducted building Planning and Placement Team meetings; Assisted in the planning and implementation of school-wide programs and policies.

Darien, Connecticut Public Schools**Assistant Principal, Darien High School**

8/96-6/11

Responsibilities include the monitoring of curriculum in cooperation with departments and coordinators; Evaluation of staff members; Supervision of all student activities; Monitor academics and discipline for four hundred students; Serves as the District Facilitator for the statewide TEAM program; School representative to the Advisory Board for the town's teen center, The Depot; Administrative liaison to the Darien Parents Association; Administrative Representative to the town's Youth Options Program.

Bethel, Connecticut Public Schools**Assistant Principal, Bethel High School**

9/87-7/96

Responsible for curriculum development, implementation and staff evaluation in the areas of English, science, social studies, art music and life studies; Student activities and discipline for two grade levels; In-house grading and reports using the School System software package design; The coordination of daily school publications; The planning and designing of the annual student handbook and program of studies; The interviewing of prospective teachers and non-certified personnel; Served on the statewide WesConn bid review committee as the art consultant.

Art Coordinator for the Bethel School District grades K-12

9/84-6/87

Responsible for the direction, supervision and the implementation of the art curriculum. In addition, served as Acting Assistant Principal from 11/86 to 6/87.

Art Teacher for grades 9-12

9/83-6/84

Responsible for curriculum implementation for the art department. Courses taught included Art I, Art II, Ceramics, Drawing, Painting, Printmaking and Sculpture.

Basking Ridge, New Jersey Public Schools**Art Teacher, Ridge High School
grades 9-12**

9/79-6/83

Responsible for curriculum implementation for the Art department.

Administrative Assistant to the Principal

9/82-6/83

Responsible for the coordination of committees to include orientation of new teachers and students, custodial problems, student motivation and public relations.

Rochester, New York, City School District**Art Teacher, Interim Junior High School
grades 7, 8 alternative magnet school**

9/75-4/78

East Hartford, Connecticut Public Schools**Art Teacher, Hockanum School
grades 5-8**

9/72-2/75

Levittown, New York Public Schools**Art Teacher, Division Avenue High School
grades 7-12**

1/71-6/72

ACHIEVEMENTS:

- The 2007 Connecticut High School Assistant Principal of the Year
- 2008 Connecticut State Board of Education Recognition for Contributions to the Educational Profession
- International Delegation to China for 2007-2008 Exchange Program

- Guest Speaker at International Forum in Shanghai
- NEASC Steering Committee and administrative liaison for the 2012 visitation to Darien High School. Served on Steering Committee for previous NEASC evaluation in 2002. In charge of all accommodations, scheduling and preparation for the evaluation.
- Served on four NEASC and MAASC visiting committees in New Jersey, Massachusetts and Connecticut.
- District Facilitator for the new state mandated TEAM program for beginning teachers. Served in this capacity for both the BEST and TEAM programs for fourteen years. Serve as a trained mentor and reviewer for beginning teachers.
- Created liaisons between the town, community and the high school. Organized programs to include veterans and community members. Planned two Wreaths Across America national visitations to the high school.
- Supervised all clubs and activities at the high school level. Expanded the student opportunities from twelve to over forty five clubs.
- Committee member of the Looking to the Future Study Committee for the building of the new Darien High School. Chaired the Co-curricular Activities Committee, compiled information and wrote report for the committee and Board of Education. Continued to work closely with the architects in the planning and design of the new facility.
- Organized a total clean-up campaign for the former Darien High School facility using students, staff and community resources. The interior walls, lockers and exterior portions of the present building were repainted and enhanced with student artwork in order to promote respect of self, others and community. The theme continued throughout the transition period from the present facility to ultimately be an established expectation in the new Darien High School building.
- Assisted in the computer development and implementation of an in-house grading, report and attendance system for high school level students.
- Developed a successful parent-teacher student organization for the high school level. Coordinated successful fund-raisers that raised over one hundred thousand dollars for student scholarships and cultural activities.
- WESCONN Bid Review Committee as a consultant and in the compilation of all art supplies and materials for 139 school districts in Connecticut.
- Coordinated with a national publishing company an Alumni Directory for Darien High School to include all graduates of Darien High School from 1935-2011.
- Created a transition and orientation program for eighth graders coming to the high school. The program begins in the spring of grade eight and continues throughout the freshman year.
- Created in cooperation with the current senior class and the Community Council, a Big-Brother-Big-Sister program for the incoming freshmen.
- Created an annual volunteer program and fair to encourage high school students in becoming involved with local community non-profit agencies. Programs included nationally noted guest speakers to tell of their own volunteering experiences. Over seventy percent of the student body was involved with community service.
- Organized the first annual juried art show for high school art students, developed a state-wide traveling art exhibit and implemented a continuous display of student art work at suburban Board of Education offices. All programs are still in existence today.
- Planned and re-wrote the art curriculum of grades K-12 for two school districts.
- Organized and developed a visual aids presentation, which was influential in the passing of a six million-dollar bond issue for a high school facilities renovation.
- Chaired task force groups, which included teacher orientation for new staff members, summer school programs, scheduling and public relations.
- Coordinated and supervised twelve European art/humanities oriented trips for over two-hundred fifty students. Developed fund raising projects for students in order to help defray the cost of the trip.
- A recipient of Who's Who Among America's Teachers award.
- A recipient of the Connecticut Association of Boards of Education, Inc. Award of Excellence for Educational Communications. This included the planning and design of all information and graphics for an annual high school student handbook, program of studies and school profile publication.
- A recipient of various state and local art awards in printmaking, graphic design and drawing.

PROFESSIONAL ORGANIZATIONS

- Connecticut Association of Secondary School Principals, Assistant Principals, Arts and Legislative Committees
- National Association of Secondary School Principals (NASSP)
- Association for Supervision and Curriculum Development (ASCD)

- Delta Kappa Gamma Professional Educators Society for Women
- The College Board
- New England Association of Schools and Colleges (NEASC)
- Connecticut Principals Academy
- National Art Education Association (NAEA)
- Connecticut Art Education Association (CAEA)
- American Association of University Women (AAUW)
- Council of Churches and Synagogues of Fairfield County representing Darien High School
- DEPOT Advisory Board as the Representative from Darien High School

COMMUNITY INVOLVEMENT

American Cancer Society
Leukemia Society
Danbury Hospital Development Fund
Local charities
Newcomers Club: vice-president
Women's Club: publicity and public relations officer

REFERENCES:

Available upon request