

## EDUCATION

### DOCTOR OF PHILOSOPHY, 2017

Education Leadership

University of Florida

Dissertation: School Governance and Public Choice Theory: A Study of the Decision-Making Authority in School Systems

### JURIS DOCTOR, 2017

University of Florida

Concentration: Public Interest Law

Awards: Pro Bono Certificate, Child, Law and Policy Book Award; Non-Profit Book Award (FSU)

### MASTER OF EDUCATION, 2008

Exceptional Student Education

University of Florida

Thesis: Teacher-Student Relationships and Emotional Behavior Disorders

Dual Certification: Elementary Education and Special Education; ESOL Endorsement

### BACHELOR OF ARTS, 2007

Elementary Education, Cum Laude

University of Florida

## CORE COMPETENCIES

- Strategic Planning and Organizational Development
- Crisis Response and Management
- Organizational Efficiency and Systems Improvement
- Effective Communication and Leadership Support
- Legislative, Policy and Rulemaking Alignment
- Stakeholder Engagement and Cross-Functional Collaboration
- Leadership Development and Capacity Building
- Governance and Institutional Compliance

## SUMMARY

Results-driven licensed attorney and education professional with 16+ years of experience leading policy development, legal compliance initiatives, cross-organizational operations, and strategic planning in various organizations. Recognized for building collaborative systems, managing complex initiatives, and serving as a trusted advisor to leaders. Proven capacity to translate policy into practice, streamline operations, and foster innovation.

## PROFESSIONAL EXPERIENCE

### SENIOR ATTORNEY

Palm Beach County School District | Sep 2018 - Present

- Provide legal and policy guidance and support to the Superintendent, Cabinet, and Board on high-impact initiatives
- Coordinate development and dissemination of districtwide legal communications and resources
  - Memoranda- Legal Research
  - Points of Information
  - Newsletters
  - Governance Manual
  - Vodcast
  - Principal's Legal Toolkit
  - Legal Presentations
- Design and conduct interactive training for District stakeholders on various legal topics based on request and needs assessments
- Collaborate with departments to address governance issues, implement legislative mandates, and align operations with legal and compliance standards
- Partner with District leadership on special projects and initiatives, providing targeted legal guidance, strategic counsel, emergency response coordination to support decision-making
- Prepare and produce the annual report and other related reports (monthly/quarterly) that highlight the contributions, strategic impact and outcomes of the Office of General Counsel
- Collect and analyze data to determine needs assessments and returns on investments for training and reporting purposes
- Identify and recommend enhancements to district procedures, systems, and workflows to strengthen legal compliance, improve operational efficiency, and support organizational effectiveness
- Assist with policy review and development, as well as the implementation of legislative and rule changes
- Supervise support staff to implement systems and initiatives

## **MEMBERSHIPS & ADMISSIONS**

### **FLORIDA BAR, 2018**

Admission

### **FLORIDA BAR, 2018 - PRESENT**

Member

### **PALM BEACH COUNTY BAR**

### **ASSOCIATION, 2018 - PRESENT**

Member, Government Lawyers Section

### **UNIVERSITY OF FLORIDA, 2005 - 2008**

College of Education Ambassador

## **LEADERSHIP & INVOLVEMENT**

### **LEADERSHIP PALM BEACH COUNTY, CLASS OF 2024**

Alumni

### **DELTA SIGMA THETA SORORITY, INC. (INITIATED SPRING 2006)**

- Chair of the Policies and Procedures Committee, South Palm Beach County Alumnae Chapter (2022-2024)
- Chapter Treasurer, Gainesville Alumnae Chapter (2013-2015)
- Advisor of UF Undergraduate Chapter (2013-2016)

### **LAW SCHOOL ENGAGEMENT**

- Journal of Law and Public Policy, Notes Chair, General Editor
- Association of Public Interest Law, member
- Legal Research Assistant, Professor Shani King
- Law College Council- Member
- Black Law Students Association, Treasurer
- Study Abroad, South Africa: International Business Transactions, Comparative Constitutional Law (2014)

## **PROFESSIONAL EXPERIENCE (CONTINUED)**

### **ADJUNCT PROFESSOR/ CURRICULUM DEVELOPER**

Florida Atlantic University/ Lynn University | Aug 2019 - Present

- Facilitate graduate courses in Education Law, Policy, and Politics
- Created and actively refine graduate-level curriculum that equips aspiring school leaders with practical knowledge of education law and policy, bridging legal theory with real-world application in K-12 environments
- Coordinate and lead interactive sessions that assist students with understanding how the law impacts education and their leadership

### **GUBERNATORIAL FELLOW - FEDERAL LIAISON**

State of Florida Office of the Governor, Washington D.C. | 2017 - 2018

- Served as a liaison between Florida and congressional members, constituents, and federal agencies on education and health policy matters
- Recognized with the Governor Rick Scott Leadership Award for advancing intergovernmental initiatives

### **GUBERNATORIAL FELLOW - EARLY STEPS PROGRAM**

Florida Department of Health, Tallahassee | 2016 -2017

- Developed the Statewide Systemic Improvement Plan evaluation tool to measure the system supporting early intervention and special education services across the state
- Facilitated agency collaboration on child health and programmatic initiatives

### **LAW CLERK AND LEGAL INTERN**

Palm Beach County School District Office of General Counsel | 2015 -2017

- Conducted legal research, drafted memoranda, developed practitioner resources, and prepared policy and legislative updates to support informed decision-making and district compliance

### **DISTRICT SUPERINTENDENT EXTERN**

Alachua County School District | Jan 2016 - May 2016

- Developed and implemented a comprehensive survey instrument for school principals to evaluate district services, operational effectiveness, and leadership support structures. Analyzed results and presented findings to inform system-wide improvements
- Provided direct support to leadership on special projects, contributing to data-informed decision-making

## **SPEAKING ENGAGEMENTS & PRESENTATIONS**

### **EDUCATION LAW ASSOCIATION,**

**2023, 2024**

Panelist, "Legal Hot Topics in Education"

### **INTERNATIONAL CONFERENCE ON ED. LEADERSHIP AND**

**MANAGEMENT, 2023**

Presenter, "The Global Good in Education and Cross-Cultural Collaboration"

### **FLORIDA SCHOOL BOARD**

**ATTORNEY ASSOCIATION, 2022**

Presenter, "Act Like an Educator, Think Like an Attorney: Legal Resources for Board and District Clients"

### **NATIONAL EDUCATION FINANCE**

**ACADEMY, 2014 - 2017**

Presenter, "State of the States"

### **FLORIDA FUND FOR MINORITY**

**TEACHERS CONFERENCE, 2017**

Invited Keynote Speaker, "Class is in Session: Teacher Resiliency"

### **COLLEGE SUMMIT ANNUAL**

**CONFERENCE, 2011**

Presenter, "We are Family"

### **NATIONAL EDUCATION FINANCE**

**ACADEMY, 2013**

Presenter, "Common Core Standards Movement: Exploring the Financial Costs and Challenges Associated with Implementation"

## **PROFESSIONAL DEVELOPMENT**

- ➔ Council of Great City Schools Annual Legislative/Policy Conference, 2025
- ➔ Florida School Board Attorneys Association, 2018 - 2024
- ➔ SequoiaCon: An AI in Education Conference, 2024
- ➔ American Education Research Association Conference, 2013, 2023
- ➔ National Association Bilingual Education Conference, 2019

## **PROFESSIONAL EXPERIENCE (CONTINUED)**

### **EDUCATION LAW INSTRUCTOR**

University of Florida College of Education | Jan 2016 - May 2016

- Designed a comprehensive course syllabus and created innovative instructional materials to effectively teach key topics in education law, including employee and student rights, compliance, and legal decision-making for leaders

### **SCHOOL-BASED INSTRUCTIONAL ROLES**

Palm Beach County School District | 2008 - 2012

- Positions: Math Resource Coach, Response to Intervention Facilitator, 4<sup>th</sup> Grade Math/Science Teacher
- Provided targeted, data-informed math instruction to students performing in the lowest 25th percentile, using differentiated strategies to foster measurable improvement
- Designed and facilitated professional development sessions to strengthen teachers' instructional practices in mathematics, with a focus on content mastery, student engagement, and data-driven strategies
- Served as the Resource Department Chair leading the planning and coordinating of instructional strategies, facilitating professional collaboration, and aligning interventions with student achievement goals
- Provided targeted, one-on-one and small-group support for Tier 3 students, addressing significant learning and behavioral challenges through personalized intervention plans aligned with MTSS frameworks
- Co-Facilitated school-based team meetings and disseminated important information to teachers
- Developed dynamic, student-centered lessons that incorporated hands-on activities, technology integration, and collaborative learning to enhance 4th grade instruction and support diverse learning styles
- Implemented a classroom economy system to provide students with real-world experiences in community roles, life skills, financial literacy, decision-making, and responsible citizenship
- Appointed as Co-Chair of the School Advisory Council, leading collaboration among parents, teachers, and administrators to support school improvement planning and stakeholder engagement- ensuring alignment between school priorities and community input
- Coordinated after-school and Saturday enrichment tutorial programs to provide targeted academic support, improve student achievement, and reinforce classroom learning through extended instructional time

## **AWARDS & HONORS**

### **DISSERTATION OF THE YEAR**

#### **AWARD**

National Education Finance  
Academy, 2017

### **ALUMNI FELLOWSHIP**

University of Florida, 2012 - 2017

### **CIGNA SCHOLARSHIP AWARD**

NFBPA, 2013

### **TEACHER OF THE MONTH**

SY 2009, 2010, 2011

### **LEADERSHIP AWARD**

University of Florida, 2007

### **DEAN'S HONOR LIST**

University of Florida College of  
Education, 2005, 2006

## **CERTIFICATION**

### **LEAN SIX SIGMA, 2025**

Green Belt: District Policy  
Development Improvement Project

## **REFERENCES**

**AVAILABLE UPON REQUEST**

## **PROFESSIONAL EXPERIENCE (CONTINUED)**

### **RECRUITMENT ASSISTANT/ MENTOR-TUTOR**

University of Florida | 2005 - 2008

- Recruitment, Retention and Multicultural Affairs Office
  - Coordinated and prepared program materials for annual conferences and scholarship disbursements, supporting event logistics, maintaining accurate records, and ensuring timeliness
  - Engaged and provided prospective students with guidance and support related to admissions, scholarships, and academic pathways to encourage postsecondary enrollment
- College Reach-Out Program (CROP)
  - Participated in program initiatives aimed at supporting the academic and personal development of underserved youth, promoting academic achievement and college readiness
  - Tutored and mentored underserved, rural, middle-school students
  - Provided support and mediation for participating students
  - Supported student well-being through conflict resolution and mediation strategies that fostered cooperation, accountability, and positive youth development

### **MATH INSTRUCTOR, MATH DEPARTMENT**

#### **CHAIRPERSON**

Summerbridge/Breakthrough Collaborative | 2004 - 2005

- Taught pre-algebra to rising 6th and 7th grade students
- Arranged and implemented extracurricular activities for students such as Field Day and Math Bowl
- Voted "Teacher of the Week" by students for successful teaching practices and innovative lesson facilitation
- Created and organized weekly team-building activities for math teachers to promote unity and collaboration
- Served as liaison between department teachers and program director
- Disseminated information regarding teacher concerns, needs, current issues and events to program director