**Vitae**

***Dr. Sara Gallo***

***2818 Stoneway Dr.***

***Houston, Texas 77082***

 ***832-729-5289***

**EDUCATION:** Ed. D. in Education. Administration and Supervision

 University of Houston, 1981.

 Areas of Specialization

 Leadership

 Organizational Change

 Bilingual/ESL Education

 Multicultural Education

 M.A. Administration and Supervision

 University of Houston, 1975.

 B.A. Elementary Education

 Florida State University, 1972.

**CERTIFICATIONS:**

 Elementary Education, Texas

 Bilingual/ESL Education, Texas

Supervision, Texas

 Administration Mid-Management,

 Professional Administrator

(Superintendent) Texas

**PROFESSIONAL**

**EXPERIENCE:**

 **20013 – Present Coordinator Futures Academy**

 **Program – HCC**

Responsible for providing registration and

 orientation, instructional support, information on student

 services, bridge academy activities, data collection and

 coordination with HISD Futures Academy Staff for

 students in a dual credit program

 **2007-12 Instructional Coordinator - HISD**

Responsible of all Title I activities, assisted

 Principals with Bilingual Education and Special Education

 Programs

 **2004 - 2007- Principal, Young Learners School –**

 **HISD Charter School**

 Responsible for the implementation and

 supervision of the educational program for over 1800 hundred

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 Pre school children in 34 sites; supervised 60 teachers, 5

 paraprofessionals, 4 field supervisors and 4 attendance

 specialists. Worked in collaboration with three of the four major

 Head Start programs of Harris County and served as liaison to

 external early childhood education organizations. Provided the

 certified teacher effectively reducing the teacher- student ratio

 to 8:1. The Texas Early Education Model was implemented.

 After 2 years of implementation, Young Learners School

 Received half of all the School Readiness Seals awarded by

 the state in the Houston- Harris County area: 12 out of 24.

 **2000- 2004 Manager, Alternative Certification Program - HISD**

Responsible for creating a multiple cycles

 program in areas of great shortage such as, bilingual education

 special education and mathematics. The program consisted of

 four cycles per year. A cycle was launched every three months.

 Supervised 11 specialists and three secretaries. 90% of our

 interns passed the State certification exam (TExES) on the first

 time it was taken.

 **1998 – 2000- Manager, Leadership Academy - HISD**

 Responsible for providing staff

 development to principals and other administrators in the district.

 Team member in the development of the district’s Principals’

 Assessment Center. Certified as a principal assessor in the

 following assessment instruments: **Developmental Assessment**

 **Center and the Twenty-First Century Principal Assessment Center**.

 ***Program Coordinator for the Schools of Excellence Conference***,

 which was attended by 16,000 professional employees.

 **1988-1998 - Principal, C. E. Barrick Elementary - HISD**

 Developed an instructional model which

 contained the following elements: staff development

 as its centerpiece, the use of manipulatives and colorful

 models, the use of cooperative learning groups to address

 the needs of the slow learning student, the use of lead

 teachers to train coach and model instruction for other

 teachers, provide curriculum alignment, stay abreast of

 educational research and plan for instruction collaborative-

 ly with classroom teachers. **The lead teacher concept:**

 **An innovation I funded through Title I beginning-**

 **in the1994-95 academic year well before the district’s**

 **own initiatives on curriculum alignment and lead teachers**

 **began in 1996-97 and 1997- 98 respectively.) At Barrick**

 **Elementary, the lead teachers were full time lead teachers**

 **and formed the leadership team together with the**

 **administration. The lead teachers were selected because**

 **they had obtained scores in the 90s for three years in a row.**

 I sponsored two research projects conducted by faculty

 members at the school: one for a master’s thesis and

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 one for a doctoral dissertation. The new knowledge from

 these research projects was integrated into the school

 improvement plan (SIP). 1997-99.

 **The result of these efforts yielded the following academic**

 **gains as we grew between 7-9 percentage points yearly**.

 1989-90 TEAMS Test scores rose 17% across all three

 subjects tested.

 1990- 91 the TAAS Test was administered for the first time.

 1992-93 TAAS Recognized School. This was the first time the

 state implemented an accountability plan.

 1993-94 TAAS Recognized Rank and Title I Commended

 School. The HISD Safety Award. Outstanding Volunteers in

 Public Schools Program Award.

 1994-95 TAAS Recognized Rank and Title I Honored School

 Award. School Score: 79%.

 1995-96 TAAS Recognized Rank, Title I Distinguished

 School Award, HISD Exemplary School Award,

 Four Star Rating from the research office of the Greater

 Houston Partnership.

 1996-97 TAAS Exemplary Rank, Title I Distinguished School

 Award, HISD Exemplary School Award, Four Star Rating from

 Texas Monthly Magazine, Texas Nominee for the National

 Schools of Excellence Award.

 1997-98 TAAS Recognized Rank, Title I Distinguished School

 Award, HISD Exemplary School Award. School Score: 89%.

 Student Attendance rose from 93% to 97.3%

 The school’s Developmental Maintenance Bilingual

 Education Program was cited for excellence by the Office

 of Bilingual Education and Minority Languages in the

 United States Department of Education.

 Certified as a teacher interviewer on the Haberman Star

 Teacher Instrument.

 Maintained business partnerships with Fiesta Inc.,

 Auchans Inc. Fencemaster, TeleCheck and the

 Barrick Family and Friends.

 **1985-1988 - Dean of Instruction,**

 **McReynolds Middle School - HISD**

Supervised the instructional program in

 grades 6-8. Had major responsibility for staff development,

 acquisition of instructional materials, grade level meetings

 and department meetings (vertical and horizontal planning)

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 and test preparation. Purchased Math manipulatives for

 each grade level.

 Realigned the Math curriculum to allow more time for the

 teaching of TEAMS objectives.

 With a group of teachers integrated content area instruction

 in the computer lab.

 Involved Social Studies and Science teachers in preparing

 students for the TEAMS Test by extracting content

 area vocabulary that might appear on the test and working

 with the teachers to cover that vocabulary in their lessons.

 Designed a substitute kit to diminish the loss of instructional

 time and discipline problems whenever a teacher was absent.

 Supervised the writing of six 6 IMPACT grants. Three grants

 were funded.

 Established a program to recognize honor roll students.

 the first year the number of honorees doubled

 Reactivated the Parent Teacher Association (PTA)

 after a fifteen year hiatus. (To raise scores, I needed the

 help of the parents.)

 Chaired the Language Proficiency Assessment Committee

 (LPAC) and was the LPAC representative to the Admissions,

 Review and Dismissal (ARD) Committee to assist

 with the implementation of coordinated services for English

 proficient (LEP) students who also qualified for special

 education services.

 Chaired the committee which revised and updated the

 teacher handbook.

 In 1997-98 the student achievement gains on the TEAMS

 Test were as follows: 19% in Reading, 20% in Math, and

 21% in Writing. This was the first time that the school

 passed all areas of the test. The school's ranking in the

 state rose from the first to the third quartile

 **1980-1985 - Assistant Director Bilingual Education**

 **Program – HISD**

Planned and implemented all aspects of

 staff development and capacity building in all areas of bi-

 lingual educationand served as liaison tolocal universities

 and regional education service centers throughout the state.

 Supervised the development of model lessons in English-

 as - a - Second Language (ESL)

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 Provided staff development for teachers and administrators

 in all areas of bilingual/ESL program implementation.

 Supervised the implementation of the Spanish Criterion

 Referenced Tests (CRT) in grades 1-6.

 Assisted with the piloting of a variety of research projects

 involving universities as well as publishing companies

 Conducted numerous in-service sessions in the schools

 on how to organize and implement the Language Proficiency

 Assessment Committee (LPAC).

 Worked with local universities to provide and fund courses

 for bilingual and ESL endorsements for teachers.

 Worked with the pupil data department on the design of the

 first bilingual report card.

 Represented the Bilingual Department in various district-

 wide committees and as a speaker in the community.

 **1978 - 1980 Title VII Doctoral Fellow at the University of**

 **Houston**

 **P**articipated in all the traditional

 activities of a doctoral student in residency.

 Administrative Intern under Robert B. Jones at B.C. Elmore

 Middle School in the North Forest Independent School

 District. Provided training and preparation of teaching

 materials for the teachers implementing an individualized

 reading program.

 Acquired experience with research design, statistical

 packages, data processing and data analysis.

 Completed my doctoral research.

 **1976 -1978 - Assistant Director Bilingual Education**

 **Program – HISD**

 In this capacity, and along with others in the district

 I performed duties that established the bilingual education

 program in HISD.

 Produced and directed a series of videotapes in subject

 areas specific to bilingual education in grades K-12. These

 training tapes were developed as a part of a federally

 funded demonstration project. These tapes were disseminated

 nationally. There were 50 tapes in the collection.

 Designed, developed and implemented the state's bilingual

 education 30 hour institutes which led to teacher certification

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 in bilingual education. At that time, universities did not offer

 certification in bilingual education. There were 18 staff

 members under my supervision.

 **1973 – 1975 Bilingual Program Teacher Strategist at**

 **Briscoe Elementary School – HISD**

Became a founder of bilingual education in

 HISD and in the state of Texas.

 Taught half time and assisted teachers in the classroom

 half time. Assisted bilingual teachers with the grouping of students

 by language proficiency and ability.

 Wrote with another teacher strategist the Spanish Reading

 and Language Arts Scope and Sequence for the district.

 Developed with another teacher strategist an English pro-

 ficiency test for assessing students in bilingual classrooms.

 At that time there were no language assessment instruments

 in the market.

 Co-authored the following curriculum bulletins for the district:

 The Port Houston Bilingual-Multicultural Magnet School

 Program, Spanish Reading, and Spanish Language Arts.

 Selected to participate in the Houston ISD/University of

 Houston Administrators' Program leading to a masters

 degree in administration and supervision.

 **1972 - 73 Bilingual Education Teacher at Crawford**

 **Elementary - HISD**

 Member of the Faculty Advisory Committee (FAC).

 Chairperson of the 5 de mayo program.

 Wrote with another teacher the annotations to the

 English-as-a Second Language curriculum.

 Selected as one of seven bilingual teachers to

 participate in the Plan A (Special Education) training pro-

 gram to individualize instruction in the classroom.

 Participated in curriculum writing to translate

 modify and assemble the Mathematics Clusters of the

 Plan A Program (special education) for the bilingual

 classrooms.

 Wrote a proposal for local funds to purchase addition-

 al teaching supplies and classroom furniture to team

 teach in grades 3 and 4. The proposal was funded.

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**RELATED**

**PROFESSIONAL**

**EXPERIENCE:**

Member of the Advisory Board of the Alternative

 Certification Department (ACP). 1990 - 98.

 Member of the test adoption committee for the

 Metropolitan Assessment Test (MAT6) in 1989 and

 for the Stanford 8 and 9 and the Aprenda tests in

 1995-96

 Selected to be a member of the American Leadership

 Forum (ALF). This is a year-long program for leaders in all

 walks of life. It was founded by Leon Jaworski. 1991.

 Member of the district's Student Code of Conduct

 Committee. 1990.

 Member Steering Committee for the National Association

 of Bilingual Education (NABE) Conference; held in Houston,

 Texas. 1990.

 Appointed to the pilot scoring panel for the Texas Master

 Teacher Examination (TMTE) by the Texas Education

 Agency (TEA). 1989 - 1990.

 Selected to attend the Principals' Institute at Harvard.

 1989.

 Appointed to the review panel for the Examination of the

 Certification of Educators in Texas (ExCET) of the TEA.

 1987- 89.

 Trainer for the district’s Instructional Leadership Training

 (ILT) Program 1987 - 88.

 Appointed adjunct faculty at the University of Houston Clear

 Lake in the areas of Bilingual/ESL Education. 1983 - 89.

 Member of the Title VII Advisory Committee at the

 University of Houston Clear Lake 1983 - 88.

 Member of search committees for assistant professors at the

 University of Houston Clear Lake. 1985 - 87.

 Member of a dissertation committee at the College of

 Education at the University of Houston - University Park:

 "Utilizing Cognitive Reading Strategies to improve

 the English Reading of Spanish Speaking Students" by

 Yolanda N. Padron. 1985.

 Member Program Committee for the fall conference of the

 Texas Association for Bilingual Education (TABE). 1984.

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 Member of the district's Elementary Guidelines Committee.

 1984 - 85.

 Member of the district's Career Ladder sub-committee on

 Advanced Academic Training. (AAT). 1984 - 85.

 Member of the district's Teacher of the Year selection

 committee. 1983 - 84.

 Member of the Graduate Redesign Team for the University

 of Houston - University Park. 1982.

 Member of the writing teams for proposals funded under

 Title VII, The Elementary and Secondary Assistance Act

 ESSA, The Migrant Education Act. 1975 - 80.

 Awarded the Title VII Doctoral Fellowship from the Office of

 Bilingual Education in the Department of Health, Education

 and Welfare to work on a doctoral degree. 1979-80.

 Trained English monolingual teachers in bilingual education

 methods at Houston Baptist University. 1977.

 Supervised interns in bilingual education from the University

 of Houston, Texas; the University of Nebraska at Lincoln,

 Nebraska and the University of Illinois in Macomb, Illinois.

 1977-78.

 Chairperson of the district's Bilingual Teacher Certification

 Committee. This committee served as the

 assessors of Spanish proficiency for teachers in bilingual

 classrooms. 1975-78.

 State textbook committee member for the bilingual reading

 adoption. 1974-75.

 Program Chairperson for the Texas Association for Bilingual

 Education held in Kingsville, Texas. 1975.

 Selected as one of 50 state trainers for Bilingual Education

 under the state's first bilingual education legislation: Senate

 Bill 121. 1974.

**PRESENTATIONS:**

 **"**Teaching Mathematics in Spanish" at the 21st Annual

 Conference for the Advancement of Mathematics Teaching;

 held in Austin, Texas. 1974.

 "Alternative Staffing Patterns for Bilingual and ESL Pro-

 grams" at the Fifth Annual International Bilingual-Bicultural

 Education Conference; held in San Antonio, Texas. 1974.

 "Staff development for Bilingual Education Programs at the

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 National Conference on research and Policy Implications

 of the Office of Civil Rights Lau Task Force Reports; held

 in Austin, Texas. 1974.

 "The Six Components of the State Bilingual Program an

 Administrative Perspective" at the Bilingual Education

 Awareness Conference for Administrators and School

 Board Members; held in Midland, Texas. 1977.

 Paper entitled: "How to Organize for Bilingual Schooling:

 Administrative Issues" at the 5th Annual Conference of the

 Texas Association for Bilingual Education held in Houston,

 Texas. 1979.

 Dissertation Proposal entitled: "The Relationship Between

 Leadership, Centralization, Staff Stability and the Degree of

 Implementation of Bilingual-Bicultural Education Programs"

 at the Bilingual Education Student Organization 3rd State

 Conference at the University of Texas at Austin. 1980

 "Test Taking Strategies" Videotape for HISD's Media

 Library. 1986.

 "Mastery Learning and the Texas Teachers' Appraisal

 System (TTAS)".

 Panelist at the HISD's Focus on Educational

 Achievement Conference; held in Houston,

 Texas.1987.

 "Hispanic-Jewish Relations" panelist at the Jewish

 Federation of Greater Houston's Political Awareness

 Conference; held in Houston, Texas. 1987.

**CONSULTANCIES:**

Consultant in Translations for Rio Grande Associates on

 the Federal Register and related educational documents.

 The Transition Process form Spanish to English Literacy.

 Spanish Reading and Spanish Language Arts, English-as-

 a-Second Language (ESL) in the Content Areas.

 The Role of the Leader in the Change Process.

 Change as a Process in an Organization.

**PROFESSIONAL**

**ORGANIZATIONS:**

Houston Association for Bilingual Education

 Texas Association for Bilingual Education

 National Association for Bilingual Education

 Houston Association for School Administration

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**CIVIC**

**ORGANIZATIONS:**

 American Leadership Forum

 Houston-Harris County American Red Cross

 The Young Women’s' Christian Association (YWCA)

 United Way of Houston

 League of United Latin American Citizens (LULAC)

 Houston Community College System

 Member Hispanic Advisory Committee

**REFERENCES:**

Dr. Billy R. Reagan

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 Eagle Pass, Texas78852

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 Educational Leadership and Cultural Studies

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