

## **Jennifer Herbstreit Ed. S.**

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### **PROFESSIONAL PROFILE**

I am a high performing instructional leader seeking a school Superintendency. Passionate about leading staff in developing caring and supportive programs to ensure the success of every student and the organization as a whole. Dedicated, hardworking, and resourceful with a proven ability to: develop a culture that ensures a safe, rigorous and responsive learning environment for all; establish effective communication with all stakeholders; builds and creates strong relationships based on trust, specializes in creative and strategic problem solving; professional growth and collaboration; values school-community connections; and establishes effective and efficient systems of operation.

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### **PROFESSIONAL EXPERIENCE**

#### **ASSISTANT SUPERINTENDENT - CURRICULUM & INSTRUCTION**

Holly Area Schools, Holly, MI

2018 - Present

- ◆ Active member of the Executive Leadership Team.
- ◆ Lead Teaching and Learning for 3,100 students and 190 Instructional Staff.
- ◆ Established and leading team to reimagine what education looks like for all students.
- ◆ Lead Board of Education Curriculum Committee.
- ◆ Developed high quality, job embedded, professional learning with 90% favorable rate from teaching staff.
- ◆ Created and Lead Instructional Coaching Team.
- ◆ Provide vision for instructional innovation and growth.
- ◆ Led development of K-8 STEM program for all students.
- ◆ Established High School Construction Trades program through acquisition of Marshall Grant.
- ◆ Assisted in development of a new virtual learning school.
- ◆ Executed creation of innovative summer programs.
- ◆ Collaborated on development of MTSS systems of support.
- ◆ Lead online and face to face professional learning around literacy and math instruction as well as technology integration for student engagement.
- ◆ Partnered with the Executive team to manage district's 44.9 million dollar budget.
- ◆ Increased fund balance from 7% to 14% in past five years.
- ◆ Collaborated on development and execution of two successful bond elections.
- ◆ Leading design team for the construction of new 65 Million Dollar Middle School.
- ◆ Initiated, organized and led district strategic planning process.
- ◆ Actively involved in district collective bargaining, contract development, and human resources.
- ◆ Collaborate with Oakland Schools ISD on Literacy Instruction, Principal Learning, Technology Integration and more.

Professional Experience – continued

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**SAYRE ELEMENTARY PRINCIPAL**

South Lyon Community Schools, South Lyon, MI

2015 - 2018

- ◆ Visionary Instructional leader of 610 student elementary school.
- ◆ Manage and evaluate the daily operations of 50 member staff.
- ◆ Develop and manage budget of \$150,000.
- ◆ Develop innovative programs from playground to the classroom.
- ◆ Introduced process and procedures for personalized learning.
- ◆ Established PLC's and building PBiS system.
- ◆ Conduct technology based Professional Learning for staff.
- ◆ Utilize data based decision making processes.
- ◆ Oversee federal and state mandates and reporting requirements.
- ◆ Increased communications via technology sources.
- ◆ Serve as administrative representative on SIS committee.
- ◆ Focus on developing a school community based on trust, open communication, and transparency.

**DISTRICT CURRICULUM - TECHNOLOGY DIRECTOR  
PRINCIPAL- BYRON ELEMENTARY SCHOOL**

Byron Area Schools, Byron, MI

2012 – 2015

- ◆ District Assessment Coordinator – NWEA, MEAP, DiBLES.
- ◆ Initiated the process of curriculum mapping and pacing.
- ◆ Active member in the planning and implementation of systematic assessment program.
- ◆ Developed and Implemented Enrichment program.
- ◆ Serve as instructional leader of a 430 student elementary school.
- ◆ Served as district representative for county curriculum and technology committees.
- ◆ Fostered and built a culture of support, trust, and encouragement.
- ◆ Facilitated a collaborative atmosphere through grade level PLC's.
- ◆ Implemented the evaluation process for 25 instructional staff members.
- ◆ Developed and Implemented Standards Based Reporting.
- ◆ Utilize student performance and growth data to guide decision making.
- ◆ Manage and oversee Title I and At-Risk Programming.
- ◆ Implemented Grade Level Data Teams for effective data based decision making.
- ◆ Implemented a systems approach to school improvement.
- ◆ Led process of RTI implementation and development.
- ◆ Jump started a 1:1 district technology initiative.

## Professional Experience – continued

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Fenton Area Public Schools, Fenton, MI	1995 – 2012
• Middle School Mathematics Teacher	
• IB MYP Curriculum Coordinator	

Lompoc Unified School District, Lompoc, CA	1994 - 1995
• Middle School Mathematics Teacher	

## Additional Positions Included

• Drivers Education Instructor	2006 - 2012
• Negotiations Chair	2003 - 2010
• Cheer Coach	1995 - 1999

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## ACKNOWLEDGEMENTS

“Jen, you are the most humble and gracious person I know. Every team needs a "leader", and you have set a wonderful example for all of us! Thanks for being such a great boss!”

-Current Faculty Member

“YOU are a BEAUTIFUL person...I sincerely believe God put an Angel at Sayre when he brought YOU into our lives. God Bless!”

-Former Parent

“Thanks so much for your time and more importantly your compassion at Byron Elementary!! Doing the job is one thing but taking the kids feelings’ into consideration is another and I think you have a great balance! You are firm but fair and take the time to love them as little people!! Great job!!”

-Former Elementary Parent

“I appreciate everything you do for Byron and sense you are a member of the staff please consider this one of many thanks that you will receive. "Thank You"

- Former Board Member

“I applaud your efforts to proactively change the security procedures. It needed to be done long ago. You have demonstrated strong and caring leadership.”

-Former Byron Superintendent

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**EDUCATION & CERTIFICATION**

ED. Specialist – Leadership University of Michigan, Flint, MI	May, 2013
MA Curriculum and Teaching Marygrove College, Detroit, MI	December, 2000
BA Elementary Education, minors: Math, Science Michigan State University, E. Lansing, MI	May, 1994
Michigan Administrator's Certificate Central Office Endorsement	Exp. 2019
Michigan Teaching Certification	Exp. 2022
IB MYP Coordinator	January, 2010
IB MYP Mathematics Instructor	February, 2008

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**SPECIALIZATIONS**

Visionary Instructional Leadership	Cognitive Coaching Training
Strategic Planning	Competency Based Learning
Curriculum Design/Personalized Learning	Data Based Decision Making
International Baccalaureate	Technology Integration