

Carl E Moore
2668 Sicily Dr. New Smyrna Beach, FL 32168
386.690.6555 | 772.971.6712
carlemoore@aol.com
<https://www.linkedin.com/in/carl-moore-54645051>

January 11, 2020

This letter is to express my interest in the Superintendent of School Schools for Flagler County. Based on my skills in leadership and administration, I am confident I would be the right person to lead this excellent team.

Leadership in an educational environment comes with a unique set of challenges and rewards. I realize the skills I bring to this environment come from an unconventional direction, however allow me to explain. Having over 22 years of leadership experience in the United States Army and in schools performing as the Science department chair combined with 15+ years of teaching Chemistry, Advanced Placement Chemistry and Physics provides the experienced leader you seek to lead this district into the future.

Leadership in the Army is not the common perception of dictating conditions and demanding performance, it requires team building and development. This resulting leadership experience affords one the opportunity to be responsible for the health, welfare and training (education) of hundreds of lives. As a leader in this position, the principle responsibility is to ensure there are sufficient resources, sufficient time and sufficient space available to accomplish what ever task is set before the schools. Resources, time and space for them to do what was needed, let them make mistakes, help them to fix those mistakes and try again. I have had the opportunity and experience building teams and letting them work to accomplish our common mission.

It is this idea of leadership, honed over time, which was brought to the educational environment. As an educational leader, I took on the responsibility for the design, development and maintenance of standards-based academic programs and curriculum, including advanced placement. This responsibility evolved into a school wide science curriculum which incorporated science into the normal daily curriculum, producing a truly STEM environment. For this curriculum to become effective, professional development became necessary. As stated earlier, an important part of being a leader is providing the space, time and resources necessary for the task. Consequently, I wrote and presented classes and discussions on the creation of relevant learning environments based on the principles of growth mindset, understanding by design and blended-learning. This was done in house, for Florida Council of Independent Schools (FCIS) and Georgia Independent Schools Association (GISA) to provide the widest possible growth opportunity.

A significant challenge for all educational leaders is providing the fiscal resources necessary to grow, develop and maintain an educational environment. Leaders must recognize,

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understand and communicate the fiscal constraints imposed by modern budgets, some of which seem overwhelming. As an educational leader I am familiar with these constraints. Both in the military and as a department chair, I had to design budgetary requirements to develop and sustain teams. I also had to work with constraints to those visions and still provide for the maintenance of the programs under my charge.

The skills of developing cohesive teams and providing them the time, space and resources necessary for them to work are skills I bring to any district as a developed and experienced leader. These are the skills which build great schools.

I am excited about this Superintendent of School Schools position and the ability to help the district succeed. Thank you in advance for your time. Please do not hesitate to contact me if you have any questions. I would appreciate the opportunity to review with you my qualifications in more detail.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carl E Moore", with a long horizontal flourish extending to the right.

Carl E Moore

EXECUTIVE SUMMARY

Dedicated and results oriented education professional with proven ability to develop, facilitate and manage dynamic academic programs that nurture a student's ability to enter a collegiate environment, matriculate and be successful in their chosen field. Substantial progressive leadership skills that promote academic quality and a safe learning environment.

CORE COMPETENCIES

Curriculum Development & Implementation • Budget Planning • Program Development • Regulatory Compliance • Supervision, Team Development & Leadership • Student-Centered Instruction • Classroom Management • Extracurricular Involvement • Parental & Community Involvement • Inventory Control Management • Proficiency in Microsoft Office, Black Baud, Blackboard & RenWeb educational management systems.

Publications:

Failure in Education is not an Option; it's Mandatory (Dec. 2015), LinkedIn Corp.

Digital Footprints (Mar. 2016), LinkedIn Corp.

Leadership is Everyone's Business (Jul 2019) LinkedIn Corp.

EXPERIENCE

Chemistry/AP Teacher

Father Lopez Catholic High School, Daytona Beach, FL

2018-Present

Duties:

Plan and instruct each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporate POGIL modality principles into classroom and individual instruction.

Develop and conduct blended-learning activities into standard classroom instruction.

Present professional development classes on environments designed to encourage learning through the use of a blended environment and growth mindset.

Developed and presented an Advanced Placement Chemistry and Physics curriculum in the secondary environment with an 100% pass rate.

Acting as recorder for Governance and Leadership Committee and member of the Steering Committee for the on-site accreditation through AdvancedEd.

Chemistry/AP Teacher

Lake Mary Preparatory School, Lake Mary, FL

2016-2018

Duties:

Plan and instruct each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporate POGIL modality principles into classroom and individual instruction.

Develop and conduct blended-learning activities into standard classroom instruction.

Present professional development classes on environments designed to encourage learning through the use of a blended environment and growth mindset.

Developed and presented an Advanced Placement Chemistry curriculum in the secondary environment with an 100% pass rate.

Department Chair and Chemistry/AP Teacher

The Pine School, Hobe Sound, FL

2011-2016

Department Chair Duties:

Managed all aspects of the Lower and Upper School's Science Departments.

Advocated for the mission of the department to the administration and outside constituencies.

Oversaw the design, development and maintenance of standards-based academic programs and curriculum, including advanced placement.

Plan, implement and monitor the departmental zero balance budget and establish departmental budget priorities and allocations.

Inventory Control Management.

Monitored and supervised the department's compliance with school policy.

Supervised, mentored and evaluated departmental faculty while encouraging professional development.

Managed the departmental assessment process and conduct periodic departmental reviews.

Managed specialized facilities such as labs, technical equipment and instruments.

Represented the department in school board and parent's meetings as well as with outside constituencies.

Acted as member for Governance and Leadership Committee for the on-site accreditation through AdvancedEd.

Chemistry Teacher Duties:

Planned and instructed each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporated POGIL modality principles into classroom and individual instruction.

Developed and conducted blended-learning activities into standard classroom instruction.
Implemented "Science Night: Kitchen Chemistry," a program designed for live presentation of various chemistry investigation techniques through demonstrations and student to student activities.

Presented professional development classes on blended-learning and growth mindset environments under the auspices of Florida Independent School Association (FISA) professional development.

Other:

Developed and presented an Advanced Placement Chemistry curriculum in the secondary environment with an 80% pass rate.

Coach and Assistant Coach: Middle School, Varsity Lacrosse, Track and Cross Country.

Chemistry/AP Teacher

Benedictine Military School, Savannah, GA

2007-2011

Duties:

Planned and instructed each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporate POGIL modality principles into classroom and individual instruction.

Developed "Chemistry Lab Day" designed to offer eighth grade students an opportunity to perform high school chemistry labs.

Presented professional development classes on blended-learning environments under the auspices of Georgia Independent Schools Association (GISA).

Implemented "Science Night: Kitchen Chemistry," a program designed for live presentation of various chemistry investigation techniques through demonstrations and student to student activities.

Other: Coach, Varsity Lacrosse, Wrestling.

Chemistry/AP Teacher

Bluffton High School, Bluffton, SC

2004-2007

Duties:

Foundational member of the Science faculty.

Planned and instructed each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporated learning modality principles into classroom and individual instruction.

Developed and implemented "Science Night: Kitchen Chemistry," a program designed for live presentation of various chemistry investigation techniques through demonstrations and student to student activities.

Acted as member for Science Committee for the initial on-site accreditation through AdvancedEd.

Other:

Developed and wrote On-Line Chemistry, a course designed to fulfill the classroom requirements for high school chemistry. The course is written in accordance with the South Carolina Chemistry Content Standards and is Blackboard compatible.

Chemistry/Physics Teacher

Allendale-Fairfax High School, Allendale, SC

2002-2004

Duties:

Planned and instructed each subject area using wide variety of teaching aids, motivational and implementation strategies to engage students in active learning, including the extensive use of a laboratory environment.

Incorporated learning modality principles into classroom and individual instruction.

Developed "Chemistry Lab Day" designed to offer eighth grade students an opportunity to perform high school chemistry labs.

Pilot

1997-2002

Duties:

Acted as pilot in command for various commercial operations

Responsible for the safe delivery of passengers and cargo in all-weather operations

Responsible for the training and instruction of individuals seeking a FAA Pilots Certificate in Fixed Wing aircraft and under instrument conditions.

Command and Staff

US ARMY (Honorable Discharge)

1976-1997

Responsible for leading diverse individuals through team building to accomplish common goals and objectives under stressful and difficult conditions.

Responsible for the planning, maintenance and execution of operational training across multiple levels of command.

Responsible for coordinating construction needs and requirements with multiple agencies

Responsible for developing and executing line item budgetary requirements within various levels of command.

Responsible for overseeing the execution of personnel management requirements in both small and large units.

Coordinated the development of strategic planning within various levels of command and ensuring the adherence of those plans with developed strategic vision.

Coordinated operations utilizing multi-national personnel and vehicles in international peace-keeping.

Combat Operations:

Intelligence Operations – Operation Just Cause (Panama)

Intelligence Operations – Operation Desert Shield/Storm (Saudi Arabia)

Intelligence Operations - Operation Uphold Democracy (Haiti)

EDUCATION, HONORS & CERTIFICATIONS

Edd Leadership and Administration

Trident University International, Cypress, CA, 2020

MEd Curriculum and Instruction

Southern New Hampshire University, Manchester NH, 2016

MEd Higher Education Leadership and Administration

Jones International University, Centennial CO, 2011; *Magna Cum Laude*

Bachelor of Science Chemistry

Bloomsburg University of Pennsylvania, Bloomsburg, PA, 1986

Provisional Certifications

South Carolina Educator Certificate 212614, Chemistry

Advanced Placement Certification, University of South Carolina, Aiken, 2005; Nova Southeastern University, 2014

Seminar in Educational Technology, University of South Carolina, 2006

Florida DOE#: 1168938, Chemistry 6-12 and Professional Education (PED)



THE PINE SCHOOL

FINANCE AND OPERATIONS

January 15, 2018

To Whom It May Concern,

As the Director of Finance and Operations for The Pine School, I have had the pleasure of knowing Carl Moore for the last seven years. As a member of the Science Department, he was a tremendous asset to our school. I would like to take this opportunity to recommend Carl for a leadership position.

I have 100% confidence that he will continue to succeed in his endeavors and be an asset to your leadership team. He was a reliable and dedicated employee. He was a take-charge person who was able to present creative ideas and communicate the benefits. His ability to communicate with colleagues, parents and students made him a respected friend to everyone he meets. Carl was also our head lacrosse coach and I had the honor of being his assistant coach. I learned a great deal about the game from him.

Carl has successfully demonstrated his leadership ability by offer viable solutions to issues and followed through with those solutions with a hands on approach. Carl rewrote our science curriculum while he was a faculty member at the Pine School. His advice has been a great help to his colleagues, many of whom have taken time to share their comments with me regarding his pleasant and encouraging attitude. Carl was very comfortable interacting with all groups of people both in a professional setting and in a casual, personal setting. He was a team player and would make a great addition to your school.

It is for these reasons that I offer high recommendations for Carl without reservation. His drive and leadership abilities will truly be an asset to your school. If you have any questions regarding this recommendation, please do not hesitate to contact me

Sincerely,

Larry W. Pittman

Larry Pittman
Director of Finance and Operations
The Pine School, Inc.
772 675-7032
lpittman@thepineschool.org



THE PINE SCHOOL

May 20, 2015

To whom it may concern,

It is my personal and professional pleasure to write a letter of recommendation on behalf of my colleague, Carl Moore. I have known Mr. Moore since the summer of 2013, at which time I joined the staff of The Pine School as the school's physics and calculus instructor. Mr. Moore was one of the members of the committee that interviewed me for the position and I could immediately tell from his questions that he understood the needs of the school and the students, which he was trying to meet with this hire. During our professional time together I have had the opportunity to develop great respect for his educational leadership abilities and personal integrity.

He always appears organized, has a planned agenda, and accomplishes his goals in an efficient and timely manner. He is attentive to details, and follows through on all tasks. Early on it became clear to me how well he well understood the role of setting expectations in shaping student performance and how particularly sensitive he is to building ownership in the dynamics of change and growing pains The Pine School has been undergoing in recent years. Mr. Moore is a hard-working individual who knows how to get the job done quickly and effectively. He works well as a part of our small but demanding team of science teachers and can function as a leader when required.

I would certainly hate to see Mr. Moore leave the school, since I have seen the type of leadership he has provided to the science department at the Upper School and the curricular support he has been able to provide to the teachers at the Lower School, even in the short time I have been with the school. At the same time I do understand his desire to pursue this new and challenging opportunity to expand his professional horizons and contribute to the development of your organization.

Adjectives that come to mind in describing Mr. Moore are forward looking, consistent in purpose, an excellent listener, and people-oriented. He does have a proven record of accomplishment and his commitment to educational excellence manifests the professional and personal characteristics associated with successful leadership. I can recommend him to your consideration for any position of educational leadership for which he applied without reservation. Please feel free to contact me at (908) 868-5133 regarding Mr. Moore's application to your organization.

Sincerely,

Karlheinz Haas

Karlheinz Haas
Physics/Math Instructor
The Pine School

April 8, 2016

Re: Recommendation for Carl Moore

It is with great enthusiasm that I submit this letter of recommendation for Mr. Moore. I have known and worked with Carl for four years now, first as a fellow teacher and then as science department chair. He is an energetic, thoughtful, caring and driven individual when it comes to the education of our youth.

I have watched Carl in the classroom interacting with his chemistry students. He does more than just provide them with the requisite knowledge of the material. He requires them to think and reason problems out. He also understands them as well and where they are coming from in their backgrounds. Most of the students that I have talked to, have actually appreciated his teaching methodology and have made giant leaps in their own reasoning capabilities.

As a department chair, Carl is very aware of what each of us are doing, what our problems might happen to be, and is always ready with helpful advice, and when necessary admonishment for what we have failed to do. He does not micro-manage the department, allowing us some freedom to what we need to do in our respective areas of expertise. However, he does stay on top of the department and has a definite vision for where we are and where we should be.

With all of these attributes, Carl Moore, in my opinion, is admirably suited for the open position. He will quickly assess the successes and failures and address the needs in the appropriate manner. With him as the guiding force, forward movement and improvement is all but guaranteed.

Sincerely,

Richard Huey
Biology Teacher
The Pine School

Carl Moore
STUDENT ID: [REDACTED]
D.O.B.: November 9
SSN: [REDACTED]
8069 Bridgeport Bay Cir
Mount Dora FL 32757-8820

PROGRAM: M.Ed. Curriculum and Instruction ++

Course	Title	CRD	GRD	GRDPT
SUMMER 2014				
EDU-533	Learning through Technology	3.00	A	12.00
Term Credits: 3.00 Term GPA: 4.000				
GPA Credits: 3.00 Cum GPA: 4.000				
Degree Credits: 3.00				
FALL 2014				
EDU-520	The Educator Researcher	3.00	B+	9.99
Term Credits: 3.00 Term GPA: 3.330				
GPA Credits: 6.00 Cum GPA: 3.665				
Degree Credits: 6.00				
WINTER 2015				
EDU-547	Curriculum Development	3.00	A	12.00
Term Credits: 3.00 Term GPA: 4.000				
GPA Credits: 9.00 Cum GPA: 3.777				
Degree Credits: 9.00				
SPRING 2015				
EDU-550	Educational Assessment	3.00	B	9.00
Term Credits: 3.00 Term GPA: 3.000				
GPA Credits: 12.00 Cum GPA: 3.583				
Degree Credits: 12.00				
SUMMER 2015				
EDU-582	Educational Factors Diversity	3.00	A	12.00
EDU-610	Ethics and School Law	3.00	A-	11.01
Term Credits: 6.00 Term GPA: 3.835				
GPA Credits: 18.00 Cum GPA: 3.667				
Degree Credits: 18.00				
FALL 2015				
EDU-640NC	Integrating Digital Tech I	3.00	A-	11.01
Term Credits: 3.00 Term GPA: 3.670				
GPA Credits: 21.00 Cum GPA: 3.667				
Degree Credits: 21.00				
WINTER 2016				
EDU-641NC	Integrating Digital Tech II	3.00	C	6.00
Term Credits: 3.00 Term GPA: 2.000				
GPA Credits: 24.00 Cum GPA: 3.459				
Degree Credits: 24.00				

Course Title
SPRING 2016
 EDU-642NC Integration Specialist Toolbox 3.00 A 12.00
 Term Credits: 3.00 Term GPA: 4.000
 GPA Credits: 27.00 Cum GPA: 3.519
 Degree Credits: 27.00
SUMMER 2016
 EDU-555 Student Centered Curric/Instr 3.00 A- 11.01
 EDU-775 Practicum in Curric & Instr 3.00 A 12.00
 Term Credits: 6.00 Term GPA: 3.835
 GPA Credits: 33.00 Cum GPA: 3.576
 Degree Credits: 33.00
 Master of Education Conferred November 1, 2016
 Major - Curriculum and Instruction

- End of Graduate Record -

ISSUED TO STUDENT IN SEALED ENVELOPE

This officially sealed and signed transcript is printed on blue SCRIP-SAFE security paper with the name of the institution printed in white type across the face of the document. A raised seal is not required. Translucent globes must be visible from both sides when held toward a light source. When photocopied the name of the institution and the word COPY will appear. An official signature is white with a blue background. Reject document as official if the signature is distorted or has been photocopied.