

Margaret Kruse

Education

- California State University, Hayward
Masters of Science, Educational Leadership, 1989
- California State University, Sacramento
Bachelors of Arts, Liberal Studies, 1978

Credentials

- California Clear Administrative Services
- California Clear Multiple Subjects Teaching Credential

Experience

2002-current California State University, East Bay
Adjunct Faculty Member (part-time) – Educational Leadership Department

- University Supervisor to students completing Tier I field work

1998-current Brentwood Union School District Brentwood, CA
Assistant Superintendent, Educational Services/Human Resources

- Served as a member of the district leadership team, collaborating on goals, strategies, and decision making in areas of curriculum, management, finance, facilities and personnel
- Worked effectively with Board, providing information and recommendations
- Exercised leadership and supervision in all areas of personnel management
- Coordinated recruitment, selection, orientation and retention of district employees
- Instituted and led interest-based negotiations processes with all employee groups
- Mentored, supported and supervised site administrators
- Coordinated Education Services Directors (C & I, Special Ed, Student Services) to ensure implementation of district vision and quality educational programs for all students
- Led community engagement processes on establishing new school attendance boundaries
- Participated in all aspects of budget development and monitoring
- Facilitated staff input process for budget reduction recommendations and ensured continued focus on restoration of those cuts
- Established annual district enrollment and staffing projections; met with city planners to monitor city growth rate and plans
- Implemented protocol and coordinated district wide team in implementing and monitoring activities needed for the start up new school sites
- Developed thorough understanding of construction and facilities planning, timelines, and financing, including bond processes

1991-1998 Brentwood Union School District Brentwood, CA

Director of Educational Services

- Led teams of teachers to develop and implement district standards, benchmarks and assessments
- Guided professional development of staff consistent with efforts to improve student learning and relevant to standards
- Administered categorical programs, including allocation and monitoring of all school site and district categorical budgets
- Oversaw district programs for Limited English students; facilitated development of districtwide bilingual program model to address needs of students at all levels of English acquisition
- Coordinated textbook and materials selection and ordering process
- Researched information and facilitated community and staff input process on converting to districtwide modified traditional calendar
- Led team of teachers, parents, and community members in developing family life curriculum for grades 4-8; facilitated public hearing processes
- Participated in development of the original Beginning Teacher Support and Assessment in conjunction with St. Mary's College and the Contra Costa County Office of Education
- Facilitated Language Arts and History articulation task forces of K-12 teachers and administrators to align curriculum and ensure smooth transition for 9th grade students

1986-1991 Byron Union School District Byron, CA

School Principal/Coordinator of Educational Services

- Provided leadership for K-8 school programs, staff, and community
- Aligned resources to support the learning of all students
- Ensured sound management of school site operations
- Collaborated with families and community members
- Demonstrated skills in decision making, problem solving and change management

1984-1986 Byron Union School District Byron, CA

Vice Principal/Projects Director

1979-1984 Byron Union School District Byron, CA

Classroom Teacher

Professional Roles

- Contra Costa County Schools Self Insurance Group (CCCSIG) Executive Committee member
- CCCSIG Health Benefits Subcommittee; Chairperson
- Schools Self Insurance of Contra Costa County; Board member; Past Chairperson
- Association of California School Administrators (ASA) Delta Charter; Board member
- Association for Staff Development and Curriculum Design (ASCD)

Professional Development

- ACSA Superintendent's Academy
- ACSA Personnel Academy
- ACSA Personnel Institute
- Center for Collaborative Solutions Interest Based Bargaining Training
- Basics of Enrollment Forecasting
- Financial Management for Superintendents and District Policymakers

Presentations

- ACSA Personnel Academy: Classified Recruitment and Selection
- ACSA Personnel Academy: Superintendent's Expectation of the Personnel Office; Classified Recruitment and Selection
- Child Nutrition Program Administration; San Jose State University: Human Resources Management
- California State University, East Bay; Educational Leadership Program: Role of the Human Resources Department; Resume Writing and Interviewing Skills
- Training of Trainers: Program Quality Review; BTSA Support Provider

Community Involvement

- East County Historical Society, member
- John Marsh Historic Trust, member
- Volunteer; Brentwood Education Foundation Dinner

References

- Personal and professional references available upon request