

LINDA LESTER MCILVOY

University Supervisor and Instructor
Educational Consultant

HIGHLIGHTS OF QUALIFICATIONS

- Supervisor and coach of Tier I and Tier II candidates
- University instructor
- Successful administrator and supervisor
- Committed to equity in education
- Effective mediator
- Excellent writing, communication and organizational skills
- Proven ability to work effectively with various groups within schools, district, and the larger community

RECENT ACCOMPLISHMENTS

- Coached over fifty new secondary administrators
- Created curriculum for human resources administration course
- Co-created curriculum for professional responsibilities course
- Assisted in production of two videos on teacher evaluation

ADMINISTRATIVE ACCOMPLISHMENTS

Assistant Superintendent, Personnel Services

- Supervised Personnel Services Division for 934 classified and 2,204 certificated employees
- Advised principals, K-12 with:
 - Recruitment, staffing and credentialing
 - Supervision, evaluation, and discipline of staff
 - Contractual issues, certificated and classified
- Promoted recruitment and retention of certificated and classified staff
- Chaired revision of teacher and administrative evaluation procedures
- Participated in Strategic Planning Steering Committee
- Participated in Equity in Education training
- Supervised Pre-Intern and Intern Programs in University Partnership

Area I Director

- Served as member of the district negotiating team, including special bargaining for MT/YRE school, K-8 school, and special education
- Coached, supervised and evaluated principals of nineteen schools in Area I
- Supervised implementation of K-8 program at Stewart School
- Spearheaded district Education plan, Philosophy and Vision
- Chaired Secondary Curriculum committee
- Supervised secondary summer schools
- Facilitated resolution of complaints and grievances in Area I schools

Principal, Pinole Valley High School

- Initiated the Humanities Interdisciplinary Project
- Facilitated staff development activities
- Implemented Gifted and Talented Program at magnet high school
- Instituted "Pinole Clean-up Day" with School Site Council and City of Pinole
- Coordinated the composition and implementation of the District English Curriculum
- Supervised the revision of the Standard Textbook List for the District

PROFESSIONAL EXPERIENCE AND ORGANIZATIONS

- Advanced Reading-Language Leadership Program, U.C. Berkeley, Advisory Committee Member. 1982-2000
- Association of California School Administrators. 1983-present
- Bay Area Writing Project, Summer Fellow and Consultant. 1980-1984
- CLAD, English Credential Program Advisory Board, U.C. Berkeley. 1993-1994
- Delta Kappa Gamma, President. 2003-2007
- Phi Delta Kappa, U.C. Berkeley Chapter, President. 1991-1995
- Richmond Association of School Administrators, Secretary. 1985
- Rotary Club of Pinole, Secretary. 1997-1998. 1999-2000
- West Contra Costa Retired Educators, Scholarship Fund, Board of Directors. 2003-2009
- YMCA Board. 1996-2001

ACHIEVEMENTS AND HONORS

- Administrator of the Year, RASA. 1992
- CAC "You Make a Difference" Award. 1990
- Honorary Service Award, PTSA, Pinole Valley High School. 1986

EDUCATION

B.A., University of Missouri. 1964
M.A., University of San Francisco. 1983

CREDENTIALS

Standard Secondary: English and French. 1966
Administrative Services. 1983

UNIVERSITY EXPERIENCE

Fieldwork Supervisor, Tier I and Tier II, California State University, East Bay	2002-present
University Instructor, San Francisco State University	2002-2015
University Instructor, CSUH	2004-2005

ADMINISTRATIVE EXPERIENCE

Asst. Superintendent, Personnel Services, West Contra Costa Unified School District	1994-2002
Area I Director	1991-1994
Pinole Valley High School: Dean of Students	1983-84
Instructional Vice Principal	1984-87
Principal	1987-91

OTHER RELATED POSITIONS

Richmond High School: English Teacher	1969-1980
English Department Chairperson	1974-1980
English Curriculum Chairperson	
District	1976-1977
Composition Resource Teacher	1979-1983
Project Assistant	1981-1983
College Park High School, Mt. Diablo Unified School District	
English Teacher	1966-1969

Professional References