

DR. REMY GODFREY, ED.D

ADJUNCT PROFESSOR

Career Objective

Proactive professional with 20 years of experience and a proven knowledge of educational administration, instructional programming, and curriculum development. Aiming to leverage my skills to successfully fill the Adjunct Professor role at Texas A&M Central Texas.

Contact

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📍 1001 Leadership Place, Killeen, TX 76549

Education

**THE UNIVERSITY OF MARY
HARDIN-BAYLOR**

Belton, TX

*Doctorate of Education
Educational Leadership (Dec
2017)*

**THE UNIVERSITY OF MARY
HARDIN-BAYLOR**

Belton, TX

*Master of Education Educational
Administration (May 2009)*

**THE UNIVERSITY OF MARY
HARDIN-BAYLOR**

Belton, TX

Bachelor of Arts (B.A.) (Aug 2006)

Additional Skills

Grant Writing
Staff Developer
Social Media Management
Community Relations
Curriculum Auditor
Recruitment
Curriculum Design
Safety and Compliance
Media Relations
Budgets
Growth Mindset
Strategic Planning
Instructional Leadership

Certifications

CMSi Auditor Level 3
CMSi Auditor Level 2
CMSi Auditor Level 1
Class B CDL
T-PESS
T-TESS
Superintendent (EC-12)
Principal (EC-12)
English Language Arts and
Reading (8-12)

Experience

May 2021 - Present

SUPERINTENDENT

Buckholts ISD, Buckholts, Texas

Provide leadership serving approximately 145 plus students and 26 staff. Collaborate with district personnel to ensure families, students and community members are an integral part in the educational process.

Revamped professional development program increasing teacher recruitment & retention.

Created an innovative instructional calendar to meet HB 4545 needs.

Prepared balanced budgets – First in 5 years Established TEA (Texas

Education Agency) levels of fund balance.

Realigned instructional program and staff assignments to meet student need and budget constraints.

Updated Board Policies – First TASB (Texas Association of School Boards) review in 15 years.

Restructure bus routes to minimize costs and adopted policies to support safety.

Trained district personnel in COVID Protocols, TASB Safety Training, Indoor Air Quality, and Integrated Pest Management.

Trained supervisors in FMLA and documentation procedures.

Wrote job descriptions for all district personnel.

Updated all classrooms in 75' instructional displays.

Integrated Wilson Language Program (K-8)

Feb 2021 - May 2021

INTERIM SUPERINTENDENT

Buckholts ISD, Buckholts, Texas

Maintained roles as Assistant Superintendent/Principal, fulfilled Interim Maintenance/Transportation Director Position in addition to Interim Superintendent.

Cut \$75,000 in administrative costs (1A District).

Completed roofing and air conditioning replacements for all campuses.

Jul 2020 - Feb 2021

ASSISTANT SUPERINTENDENT/PRINCIPAL (K-12)

Buckholts ISD, Buckholts, Texas

Directed school system operations with proactive and forward-thinking mindset to achieve goals.

Kept school system compliant with regulatory requirements and oversight.

Provided consultants with current information about best practices and safety requirements.

Established operational and educational plans with clear objectives and paths to achievement.

Cleaned and organized classrooms, materials and supplies to support maximum efficiency.

Helped students master learning concepts through one-on-one and small group tutoring.

Worked closely with HR business partners to facilitate year-end talent reviews and articulate team strengths.

Created social media initiatives for new employee search strategies.

Created recruitment strategies to drive interest for top prospective students.

Implemented RTI Structure.

Apr 2016 - Jun 2020

ASSISTANT SUPERINTENDENT/ INTERIM SUPERINTENDENT

Marlin ISD, Marlin, TX

Collaborated with Marlin ISD Superintendent and other academic leaders to develop functional budgets within allocated funds.

Administered all facets of personnel policies and procedures, including conception, modification, and approval of professional staff additions.

Modeled expected and appropriate leadership to promote teaching staff and administrative personnel positive interaction with students and families.

Monitored and evaluated educational programs to ensure performance objectives and standards are continuously achieved.

Facilitated continued education for teaching staff through implementation of quality curriculum training and appropriation of necessary resources.

Defined and enforced student academic achievement standards in line with Marlin ISD goals and objectives.

Interim Superintendent from June 2019- September 2019.

Oct 2014 - Mar 2016

HIGH SCHOOL PRINCIPAL/ INTERIM PRINCIPAL

Marlin ISD, Marlin, TX

Coordinate and direct extracurricular activities and programs such as after-school events and athletic contests.

Mentor and support administrative staff members.

Review and interpret government codes, and develop programs to ensure adherence to codes and facility safety, security, and maintenance.

Plan, coordinate, and oversee school logistics programs such as bus and food services.

Meet with federal, state, and local agencies to keep updated on policies and to discuss improvements for education programs.

Develop partnerships with businesses, communities, and other organizations to help meet identified educational needs and to provide school-to-work programs.

Plan and develop instructional methods and content for educational, vocational, or student activity programs. Direct and coordinate school maintenance services and the use of school facilities.

Organize and direct committees of specialists, volunteers, and staff to provide technical and advisory assistance for programs.

Direct and coordinate activities of teachers, administrators, and support staff at schools, public agencies, and institutions.

Recommend personnel actions related to programs and services.

Aug 2012 - Oct 2014

AVID COORDINATOR/ TEACHER

Killeen ISD, Killeen, TX

Implemented AVID methodologies school-wide (College Prep) on an AVID National Demonstration Campus.

Developed program to work with students to increase interest in higher learning.

Fostered meaningful relationships among students through student field trips, retreats, and community service projects.

Met with parents to resolve conflicting educational priorities and issues

Successfully obtained and maintained AVID National Demonstration Site recognition for our campus (2 years).

Aug 2011 - Jun 2012

READING INTERVENTIONIST

Temple ISD, Temple, TX

Observed and evaluated students' performance (READ 180).

Developed IEPs with and without BIPs, and 504 plans for all struggling students at the middle school level.

Preserved the confidentiality of student records and information.

Developed students' computer and technology skills through demonstrations and practice.

Created small group instruction on a tiered system for struggling readers.

Aug 2006 - Jun 2011

ELA CURRICULUM LEAD TEACHER (9TH GRADE)

Temple ISD, Temple, TX

Planned, monitored, and assessed classroom instructional programs.

Provided key support for ELA teachers and students.

Served as liaison between teachers and administrators.

Lead grade level departmental meetings.

Establish and enforce rules for behavior and procedures for maintaining order among students

Instruct through lectures and discussions.

Adapt teaching methods and instructional materials to meet students' varying needs and interests.

Maintain accurate and complete student records as required by laws, district policies, and administrative regulations.

Enforce all administration policies and rules governing students.

Plan and conduct activities for a balanced program of instruction, demonstration, and work time that provides students with opportunities to observe, question, and investigate.

Prepare, administer, and grade tests and assignments to evaluate students' progress.

Confer with parents or guardians, other teachers, counselors, and administrators to resolve students' behavioral and academic problems.

Prepare objectives and outlines for courses of study, following curriculum guidelines or requirements of states and schools.

Jun 2002 - Aug 2006

BUS DRIVER

Temple ISD, Temple, TX

Drives a school transportation vehicle within a prescribe route(s) in accordance with time schedules; picking up and discharging students at designated stops.

May operate a special ramp bus; loads and unloads students in wheelchairs on and off bus, inspecting wheelchair for operational safety; operates ramp; positions and secures wheelchair in bus.

Transports students and teacher on field trips to various locations; planning necessary route(s) and stops as needed.

Maintains order and proper discipline of student passengers according to district policy.

Conduct safety and operational inspection of assigned vehicle daily.

Reports needed mechanical repairs when necessary.

Services buses with gas, diesel fuel, and oil.

Performs periodical safety drills as required by law.

Maintains cleanliness of vehicle to ensure safe operating condition.

Completes periodic mileage and other reports including passenger counts.

Attends various meetings regarding safety, first aid and training updates as required.

Operates a two-way radio.

Washes bus as needed.

References

References available upon request

