

# Thomas P. Martellone

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## EDUCATIONAL LEADERSHIP

Committed educational leader that is student focused in all decisions and believes that with high levels of collaboration, clear and frequent communication, adult support and shared leadership, all students, schools, and school districts can be successful. Mission and vision driven to achieve school and district level success while building and maintaining positive and trusting relationships within the school community.

### Core competencies include:

- Curriculum and Instruction Delivery ♦ Data Informed Decision Making ♦ Educator Evaluation ♦
- Human Resources Management ♦ Scheduling Management ♦ Fiscal Systems Management
- ♦ Culturally Proficient Communications ♦ Mission/Vision Development ♦ Visibility/Engagement

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## PROFESSIONAL EXPERIENCE

### LEXINGTON PUBLIC SCHOOLS ♦ Lexington, MA ♦ July 2010 – Present

Educator in a high achieving suburban school district of 6000 students in the greater Boston area.

#### Principal, Fiske Elementary School

Responsible for the daily administration of the K-5 elementary program for 482 students and the supervision of 115 employees (inclusive of a district wide Autism program). Oversee staffing, building based budgets, evaluation of staff and coordination of scheduling to deliver district curriculum

- Chairperson for District E-mail and Communications committee, overseeing the review, decision making and implementation/transition of new E-mail system (First Class to G-mail) for Lexington Public Schools
- Unit C Evaluation Committee, contributing member in the development of an evaluation instrument for instructional support personnel across Lexington Public Schools
- Presenter, Lexington Leadership Academy on District Supervision and Evaluation Tool
- Established 1:1 computing environment in grade five to provide additional learning tools for students.
- Contributed to school's overall MCAS percentile rating moving from 87th to 97th percentile

### MASS DEPT OF ELEM/SECONDARY EDUCATION ♦ Malden, MA ♦ Apr 2009- July 2010

Upper level manager working with urban schools that had varying levels of instructional and financial needs.

#### Manager, Urban District Assistance Unit

Provided technical support to Commissioner's Districts in urban school settings that needed school and district level assistance to increase student achievement and develop district wide systems of support for educators.

- Consulted with urban superintendents to coordinate district level improvement plans to include facilitated learning walks at school level sites in the Commissioner's Districts
- Managed and coordinated financial support for four urban districts (Boston, Lynn, Lawrence and New Bedford).
- Participated in Educational Rounds workshop at Harvard University Institute with Richard Elmore.

**REGIONAL SCHOOL UNIT#52 ♦ Turner, Maine ♦ July 2003-Apr 2009**

Educator in a rural, Central Maine school district of 4000 students and limited resources.

**Principal, Greene Central School**

Responsible for the daily administration of the K-6 elementary program for 375 students and the supervision of 75 employees (inclusive of a district wide behavior program). Oversee staffing, building based budgets, evaluation of staff and coordination of scheduling to deliver district curriculum

- Authored and implemented a Reading First Grant (\$409,000) over a 3 year period.
- Facilitated school construction relocation plan, secured off site school location and supervised school wide move to temporary site and back to regular site (5 months).
- Implemented school wide RTI and PLC systems, including school wide intervention program and grade level PLC teams

**REGIONAL SCHOOL UNIT #16 ♦ Hallowell, Maine ♦ September 1999-June 2003**

Educator in a rural, Central Maine school district of 4000 students and limited resources.

**Assistant Principal (1999-2001) Principal (2001-2003), Hall-Dale Elementary School**

Responsible for the daily administration of the K-6 elementary program for 350 students and the supervision of 50 employees. Oversee staffing, building based budgets, evaluation of staff and coordination of scheduling to deliver district curriculum

- As Assistant Principal, primarily responsible for the supervision of student discipline within the school.
- Supervised and coordinated the Amity Foreign Language Intern Program (K-5) which provided foreign language (Japanese, Spanish and French) to students in grades K-5.
- Coordinated, wrote and reported on all Title IA activities and other Title grants for the entire school district (Title II, III, V, VI).
- Co-Chaired district technology committee and oversaw school and district implementation of new computers and E-mail software packaging, along with authoring the district Technology Literacy Fund Challenge Grant.

**AUBURN/LEWISTON SCHOOL DEPT ♦ Auburn/Lewiston, Maine ♦ Dec 1994-June 1999**

**Elementary Classroom Teacher, Auburn and Lewiston, Maine**

Taught all content areas in grades 1, 3, 4, 5, and 6. Literacy Collaborative trained.

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**EDUCATION**

Bachelors of Science: Elementary Education, Keene State College	May 1994
Master of Science: Educational Administration, Capella University	Oct 1999
Education Specialization: Ed.S Administrator Leadership, Walden University	Dec 2012

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**LICENSURE**

**Massachusetts Administrative Licenses:**

Superintendent/Assistant Superintendent, Principal/Assistant Principal	Certificate #: 443336
Instructional Technology Specialist:	Applied For License