



Mayor of Providence

Jorge O. Elorza

August 30, 2019

Honorable Members  
Providence City Council  
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 1009 of the Providence Home Rule Charter of 1980, as amended and Public Law, Chapter 45-50, Sections 1 through 31 passed in 1987, I am this day appointing James Scott of 1246 Smith Street, Providence, RI 02908, as a second-alternate member of the Zoning Board of Review for a term to expire on January 31, 2022, and respectfully submits the same for your approval.

Sincerely,

A handwritten signature in blue ink, consisting of stylized initials "JE" followed by a surname.

Jorge O. Elorza  
Mayor

IN CITY COUNCIL

OCT 03 2019

READ  
WHEREUPON IT IS ORDERED THAT  
THE SAME BE RECEIVED AND APPROVED

A handwritten signature in blue ink, likely of the City Clerk.  
CLERK

# James Scott, C.A.G.S.

## EXECUTIVE SUMMARY:

Municipal Director, School Administrator and Educator with a track record of implementing process improvements that support better outcomes for all stakeholders. Experience leading successful projects in a variety of settings.

## ADMINISTRATIVE EXPERIENCE:

### City of Warwick, Warwick, RI (December 2018 - Present)

#### Director of Parks and Recreation

- Orchestrated the reinstatement of Parks and Recreation as a free standing department within the City of Warwick. These efforts included separating a three million dollar budget from the Department of Public Works budget, writing new job descriptions, instituting new organizational processes and working with internal stakeholders including the Mayor's Office, Planning Department and Municipal Union to streamline operations.
- Managed a diverse portfolio of properties that includes parks, harbors, fields, ice arenas, swimming pools and well known places such as Warwick City Park, the coastal side of Rocky Point, Oakland Beach, Pawtuxet Park, Thayer & Warburton Ice Arenas and McDermott Pool.
- Supervised a staff of full-time and part-time employees that ranged from thirty-five to sixty employees. Job types under supervision included Harbormasters, Lifeguards, Building & Field Maintenance staff, Recreation Coordinators and seasonal staff.
- Served on Technology Steering Committee charged with analyzing processes and leveraging technology to improve operational efficiency.

### Providence Public Schools, Providence, RI (July 2014 - December 2018)

#### Assistant Principal at Elementary Zone (July 2016 - December 2018)

- Managed all day to day operations including: safety, discipline, academics, employee evaluation and parent engagement.
- Converted the school to an A/B schedule that facilitated longer elective periods and a weekly thirty minute social-emotional learning block to support a partnership with the Children's Youth Cabinet.
- Reorganized community partnerships to support school needs: These changes included writing a successful proposal to bring City Year to the school; obtaining an Americorp Vista to support parent engagement; establishing a partnership with the Children's Youth Cabinet to support social-emotional learning; and Ready to Learn Providence to support best practices in parenting.
- Redesigned recess to be more structured and orderly. These efforts included working with community stakeholders to remake the outdoor play space and having P.E. teachers focus on structured recess play during the first month of school.
- Improved the evaluation experience for faculty by hosting group and individual sessions focused on crafting effective Student Learning Objectives and Professional Growth Goals that reflected organizational mission, values and priorities.
- Appointed by the Superintendent to a newly created advisory board of assistant principals.

#### Acting Assistant Principal at Gilbert Stuart Middle School (August 2015 - June 2016)

- Managed daily operations, including entrance, passing time, lunch and dismissal in a large urban middle school with over 900 students and 70 faculty members.
- Worked with leadership team to implement organizational changes including: creating a Dean of Students position, implementing mediation, and better leveraging community partnerships to support the introduction of restorative practices.
- These changes supported a 34% reduction in out of school suspensions from the previous academic year.

## TEACHING EXPERIENCE:

**ELA Teacher Leader**, Providence Career & Technical Academy, Providence, RI (July 2014 - August 2015)  
**English Department Chair**, R.I. Nurses Institute Middle College, Providence, RI (December 2013 - June 2014)  
**Founding English Teacher**, R.I. Nurses Institute Middle College, Providence, RI (August 2011- December 2013)  
**Long-Term Substitute in Pool**, Providence Public Schools, Providence, RI (September 2010-June 2011)  
**English Teacher & Varsity Wrestling Coach**, North Quincy High School, Quincy, MA (September 2004 - August 2010)  
**Practicum**, Wellesley High School, Wellesley, MA (January 2003 - May 2003)  
**Adult Literacy Tutor**, Intergenerational Literacy Program, Boston University/Chelsea, MA (September 2003 - January 2004)  
**Pre-Practicum**, Newton North High School, Newtonville, MA (June 2003 - August 2003)

## BOARD SERVICE:

**Board of Directors, Personnel, Nominating & Governance Committee Chair**  
Smith Hill Community Development Corporation, Providence, RI (July 2016 - present)

## EDUCATION:

**University of New England**, Biddeford & Portland, Maine  
**Certificate of Advanced Graduate Studies** – Advanced Educational Leadership

**Boston University**, Boston, Massachusetts  
**Master of Arts in Teaching** – Secondary English Education

**University of Rhode Island**, Kingston, Rhode Island  
**Bachelor of Arts** – English & Political Science

## ADDITIONAL TRAINING & CERTIFICATIONS:

**FEMA Emergency Management Institute School Program:**  
**S-100.SC/IS-100.SCa:** Introduction to the Incident Command System; **IS-200:** ICS for Single Resources and Initial Action Incidents; **ICS 300** Intermediate Incident Command System; **IS-360** Preparing for Mass Casualty Incidents; **IS-362.a** Multi Hazard Emergency Planning for Schools; **ICS 400** Advanced Incident Command System; **IS-700:** NIMS, An Introduction; **IS-800.B:** National Response Framework, An Introduction.

**National Federation of State High School Associations:**  
Level 2 Certified Interscholastic Coach

**American Red Cross:** Adult and Pediatric CPR/First Aid/AED (valid until 7/20)

## STATE LICENSURE:

**Professional Building Level Administrator PK-12**  
#53004 (expires August 2022)  
**Professional District Level Administrator - Curriculum Instruction and Assessment** #53004 (expires August 2022)  
**Professional Secondary Grades English Teacher, Gr. 7-12**

## PUBLICATIONS:

Scott, James. "Lee, the Confederacy, and America's trophy culture." *The Providence Journal*, 24 Aug. 2017, pp. A14–A14.

Scott, James. "Trump's budget would be a bad deal for Providence." Editorial. *The Providence Journal* 1 Apr. 2017, Letters to the Editor sec.: A16. Print.

Scott, James. "Something for Everyone: The Immortal Life of Henrietta Lacks and Interdisciplinary Learning." *Rhode Island College: Issues in Teaching and Learning* 9 (2013): 12