



Mayor of Providence

Jorge O. Elorza

November 16, 2021

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 re-appointing James Scott of 13 Carleton St. Providence, RI 02908, as a second-alternate member of the Zoning Board of Review for a term to expire on January 31, 2027, and respectfully submit the same for your approval.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Elorza".

Jorge O. Elorza
Mayor

IN CITY COUNCIL

JAN 20 2022

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

Jana L. Martorella CLERK
ACTING

James Scott

JamesEdwardScott3@gmail.com

www.linkedin.com/in/jamesescott3

401-965-1790

PROFESSIONAL SUMMARY

Proven innovative change agent with validated success in school administration, instructional leadership and municipal executive roles. Extensive day to day operations, project management and change management experience. Successful track record of organizing and engaging community stakeholders. Experience supervising and evaluating large staffs, managing budgets, facilities and implementing process improvements that create better outcomes for teaching and learning.

ADMINISTRATIVE EXPERIENCE

Literacy Coach, Central High School
Providence Public Schools, Providence, RI

2021 - present

- Supervise all aspects of building-wide literacy across academic departments for a faculty of 100+ teachers.
- Develop and lead whole school and departmental PLC activities that support goals in SIP Plan.
- Facilitate implementation of StudySync ELA curriculum for ELA, MLL and Special Ed inclusion teachers.
- Launching writing across the curriculum initiative that targets writing and literacy strategies across departments.
- Developed, tested & refined a classroom walkthrough tool and visual dashboard to gather real time, actionable data.
- Provide instructional coaching to assigned teachers on a cyclical basis and by request to non-assigned teachers.

Director of Parks & Recreation

City of Warwick, Warwick, RI

2018 – 2021

- Directed operations for a diverse portfolio of assets including: 1,000+ acres of city-owned active/passive recreation parks, three city beaches, two ice rinks, aquatics facility, city harbors; assets included significant RI landmarks.
- Managed Parks & Rec renewal as a freestanding department within city government after a ten year hiatus.
- Developed, managed and monitored \$2.8M general operating budget and additional capital expenditure funds.
- Oversaw departmental bid process including the development of bids, vendor lists, financial caps and compliance.
- Led facilities projects including: LED lights installation in buildings, preventative maintenance for compressors & machinery at ice rinks, waterfront restoration at Pawtuxet Park, daily maintenance for facilities, parks and fields.
- Supervised full and part time staff of seventy-five employees, that included Thayer/Warburton Ice Arena, McDermott Pool & beach staff, harbormasters, parks/field maintenance team and office staff.
- Partnered with Providence Warwick Convention/Visitors Bureau, and State Sports Commission to increase sports tourism traffic - efforts led to Warwick hosting several new and expanded sporting events, tournaments and races.
- Impacted city economic development via facility rentals, hotel stays and meals tax, as a result of tourism increase.
- Routinely managed, directed logistics, monitored compliance for and coordinated multiple routine and special events simultaneously coordinating across multiple departments including police, fire, planning and the mayor's office.
- Led community engagement including day to day customer service, community meetings, corporate events, giving speeches to neighborhood groups, responding to media requests and testifying at city council meetings.

Assistant Principal, Elementary Zone

Providence Public Schools, Providence, RI

2016 - 2018

- Managed day to day operations including: safety, discipline, academics, employee evaluation, parent engagement.
- Converted the school to an A/B schedule facilitating 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: successful proposal to bring City Year to the school; obtaining Americorp Vista to support parent engagement; partnership with the Children's Youth Cabinet to support social-emotional learning; Ready to Learn Providence to support parent best practices.
- Redesigned recess to be more structured/orderly. 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 reflecting organizational mission, values and priorities.
- Appointed by the Superintendent to a newly created advisory cabinet of assistant principals.

Acting Assistant Principal, Gilbert Stuart Middle School
Providence Public Schools, Providence, RI

2015 – 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 the leadership team to implement organizational changes including: creating a Dean of Students position, implementing mediation, and leveraging community partnerships to support intro of restorative practices.
- All changes supported a 34% reduction in out of school suspensions from the previous academic year.
- Led professional learning community in implementing blended learning strategies for scaffolding and acceleration.
- Wrote grants and RFPs that brought in funds for school safety, the robotics team and a parent engagement officer.

TEACHING EXPERIENCE

- ELA Teacher Leader, Providence Career & Technical Academy, Providence, RI (July 2014 - August 2015)
- ELA Department Chair, R.I. Nurses Institute Middle College, Providence, RI (December 2013 - June 2014)
- Founding Faculty Member, 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 (Sept 2004 - August 2010)
- Practicum, Wellesley High School, Wellesley Hills, MA (January 2003 - May 2003)
- Adult Literacy Tutor, Intergenerational Literacy Program, Boston University/Chelsea, MA (Sept 2003 - January 2004)
- Pre-Practicum, Newton North High School, Newtonville, MA (June 2003 - August 2003)

Courses Taught: Rhode Island College ENGL 118: Introduction to the Literary Experience; University of Rhode Island Writing 104; PBGR Coordinator; American Literature (gr 11); College Writing (gr 11); Expository Writing (gr 12); British Literature (gr 12); AP Language & Composition; English 9 & English 10

Coaching: Varsity Wrestling Coach - developed and coached multiple New England and state championship placewinners, dozens of state qualifiers, established a youth program and had the highest team GPA of any predominantly male sport in the school.

BOARD SERVICE

- Zoning Board Member, City of Providence Zoning Board of Review, Providence, RI (2019 - present)
- Board of Directors & Finance Committee, Roger Williams Park Conservancy, Providence, RI, (2021 - present)
- Board of Directors, Elmhurst Youth Baseball, Providence, RI, (2021 - present)
- Board of Directors, Smith Hill Community Development Corporation, Providence, RI (2016 - 2019)
- Sports Advisory Committee Member, Rhode Island Sports Commission, Providence, RI (2019 - 2020)

EDUCATION

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

University of Arkansas, Fayetteville, Arkansas
Graduate Certificate – Teaching English to Speakers of Other Languages (expected 2022)

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

City University of New York School of Professional Studies & Central Park Conservancy, New York, New York
Urban Park Leadership Program

STATE LICENSURE

STATE LICENSURE: #53004

- Professional Building Level Administrator PK-12
- Professional District Level Administrator - Curriculum Instruction and Assessment
- Professional Secondary Grades English Teacher, Gr. 7-12
- All Grades English to Speakers of Other Languages Teacher, Grades PK-12 (Emergency)

ADDITIONAL CERTIFICATIONS

Google Certified Educator Level 1
NFHS Learning Center - Certified Interscholastic Coach Level 2
American Red Cross - Adult & Pediatric First Aid/CPR/AED
Notary Public, Rhode Island -761437
FEMA EMI School Program Coursework