



Mayor of Providence

Jorge O. Elorza

February 17, 2015

Honorable Members
Providence City Council
City Hall

Dear Honorable Members:

Pursuant to Sections 302(b) and 701 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 Keith Oliveira of 63 Roanoke Street, Providence, Rhode Island 02908, as a member of the Providence School Board for a term to end January 31, 2018, and respectfully submits the same for your approval.

Sincerely,

A handwritten signature in black ink, appearing to be "J. Elorza", written over a horizontal line.

Jorge O. Elorza
Mayor

IN CITY COUNCIL
MAR 05 2015

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED
A handwritten signature in black ink, appearing to be "J. Elorza", written over a horizontal line.
CLERK

Keith A. Oliveira

63 Roanoke Street
Providence, RI 02908

(401)751-7618
keitholiveira@verizon.net

EXPERIENCE

R.I. Nurses Institute Middle College Charter School

Providence, RI

Director of Admissions and Student Support

June 2011 – Present

- Coordinate broad community outreach, student recruitment, and admissions process.
- Develop and maintain parental connections and engagement in school activities and operations.
- Manage student transportation with other school districts, RIDE statewide transportation office, and RIPTA.
- Coordinate student support and wrap-around services with partner social service agencies.
- Coordinate student extracurricular and athletic activities with school districts and RI Interscholastic League.
- Coordinate student Free & Reduced lunch verifications with RIDE and Sodexo food service provider.
- Coordinate College Crusade activities with students.

Office of Lt. Governor Elizabeth H. Roberts

Providence, RI

Senior Policy Analyst

June 2010 – January 2011

- Senior policy adviser to the Lt. Governor on small business development and economic development policy.
- Project manager for the Buy Local RI small business development initiative.
- Staff coordinator for the R.I. Small Business Advocacy Council (SBAC)
- Lt. Governor's liaison to the Federal SBA, the R.I. Economic Development Corporation, municipal economic development agencies, local chambers of commerce, and various small business advocacy organizations.
- Lt. Governor's representative at various small business conferences and business expo's

Rhode Island Department of Education (RIDE)

Providence, RI

Special Assistant to the R.I. Commissioner of Education

May 2006 - June 2010

- Special projects manager and policy adviser to former State Education Commissioner Peter McWalters.
- RIDE Legislative Liaison to the R.I. General Assembly.
- RIDE project manager overseeing the \$21 million construction project of the Metropolitan Regional Career & Technical Center's Providence Campus.
- Commissioner McWalter's state appointed special monitor of Hope High School after state intervention.
- Managed the establishment of the Central Falls School District Board of Trustees.
- Commissioner's designee to the Central Falls Public Schools superintendent search committee.
- Coordinated the recruitment, screening, and appointment of candidates to serve on three state school Boards of Trustees (Davies Career & Tech School, R.I. School for the Deaf, and the Central Falls Public Schools District)
- Area coordinator on the Rhode Island H1N1 school-based vaccination clinic coordinating task force.
- Providence Mayoral appointee to the Providence Public Schools superintendent search committee.
- Member of the Providence Progressive Support & Intervention Team.

Director of Charter Schools

August 1999 – May 2006

- State program administrator of the Rhode Island Charter Public Schools program.
- Designed and managed a multi-faceted charter school application review and authorization process.
- Responsible for the authorization and regulatory oversight of 15 charter schools throughout Rhode Island.
- Chairman of the RIDE Charter School Application Review Committee.
- Coordinated and conducted dozens of public hearings throughout the state of Rhode Island.
- Prepared written evaluation reports and presented charter authorization recommendations to the State Education Commissioner and the R.I. Board of Regents for Elementary & Secondary Education.
- Program administrator of \$11.7 million in federal grant to provide start-up grants to new charter schools.
- Project manager of a performance study of Rhode Island charter schools in collaboration with Brown University's Department of Urban Education Policy.
- RIDE liaison to U.S. Department of Education charter school officials, other state agencies, local government officials, advocacy organizations, and various other charter school stakeholder groups.
- Technical assistance adviser to existing charter school operators and prospective charter school applicants.
- Coordinated RIDE charter school data collection and monitored charter schools compliance with all federal and state laws and regulations.

Rhode Island Urban Project

Providence, RI

Executive Director

May 1996 – August 1999

- Managed the day-to-day operation of a community-based nonprofit urban development agency.
- Co-created the *Partnerships Rhode Island: Minority and Women Small Business Expo*.
- Proposed and advocated numerous public policy initiatives in support of minority small business and urban economic development.
- Advocated and collaborated with the RIEDC in the creation Urban Ventures small business incubator.
- Appointed by Governor Lincoln Almond as the founding Chairman of Urban Ventures, Inc.
- Published an annual directory of state-certified Minority Business Enterprises (MBE's).
- Developed strategic supply-chain relationships between Rhode Island-based corporations and large nonprofit institutions with minority small business vendors and suppliers.
- Facilitated \$1 million deposit into a newly formed urban community bank located in South Providence.
- Named 1999 Minority Small Business Advocate of the Year by the U.S. Small Business Administration.

Big Picture Learning, Inc.

Providence, RI

Director of Community & Government Relations

March 1995 – May 1996

- Designed and implemented a broad community outreach strategy in support of the proposed Metropolitan Regional Career & Technical Center (The Met School)
- Coordinated and facilitated numerous community-based meetings and information forums with various community groups, parent organizations, and state and local elected officials.
- Designed and implemented a successful legislative strategy to secure \$500,000 in operational funding from the R.I. General Assembly.
- Recruited and enrolled founding class of Met School students (Class of 2000).
- Appointed by the R.I. Board of Regents to the Met School Board of Trustees. Currently serve as Vice-chairman of the Board.

EDUCATION

University of Rhode Island

Kingston, RI

College of Urban Affairs

Bachelor of Arts, Urban Public Policy Formulation

June 1986

BOARDS & COMMISSIONS**Appointed/Served**

Council for the Great City Schools (Executive Committee)	2012 - Present
City of Providence Board of Contract and Supply	2012 - Present
Providence School Board (President)	2011 - Present
Rhode Island League of Charter Schools (Treasurer)	2011 - 2013
Segue Institute for Learning Charter School Board of Trustees	2010 - 2012
United Way of Southeastern New England Community Advisory Board	2008 - 2011
Providence Human Relations Commission (Chairman)	2003 - 2005
Urban Ventures, Inc. (Chairman)	1998 - 2002
Metropolitan Regional Career & Technical Center (Vice-chairman)	1996 - Present
Rhode Island Enterprise Zone Council (Secretary)	1995 - 2001
Providence School Board Nominating Commission (Chairman)	1994 - 1998
Providence Plan Housing Corporation (Vice-chairman)	1992 - 1998
Fox Point Boys & Girls Club Alumni Association (Vice-President)	1992 - 1996

COMMUNITY SERVICE AWARDS AND HONORS**Awarded**

Segue Institute for Learning Charter School <i>Outstanding Citizenship Award</i>	2009
Fox Point Boys and Girls Club Alumni Association <i>Hall of Fame Inductee</i>	2005
The Groden Network, (Kingston Hill Academy Charter School) <i>Excellence in Public Service Award</i>	2002
Johnson & Wales University <i>Legacy Champion Community Service Award & Scholarship</i>	2001
U.S. Small Business Administration (SBA) – Rhode Island District <i>Minority Small Business Advocate of the Year Award</i>	1999
Rhode Island Cape Verdean Association <i>Community Service Award</i>	1997
University of Rhode Island Alumni Association <i>Excellence in Community Service Award</i>	1997
Urban Bankers Association of Rhode Island <i>Community Advocate of the Year Award</i>	1995
Direct Action for Rights and Equality <i>Unsung Community Hero Award</i>	1994
Rhode Island Black Caucus of State Legislators <i>Community Leadership Award</i>	1993
NAACP – Providence Chapter <i>Freedom Fund Award</i>	1992