



Mayor of Providence

Angel Taveras

HAND-DELIVERED

January 14, 2011

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 Magaly Sanchez, of 1 Lillian Avenue, Providence, RI 02905, as a member of the Providence School Board for a term to end January 1, 2014, and respectfully submit the same for approval.

Sincerely,

A handwritten signature in cursive script that reads "Angel Taveras".

Angel Taveras
Mayor

AT/gc

IN CITY COUNCIL

FEB - 3 2011

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED AND APPROVED
A handwritten signature in cursive script, likely of the City Clerk, positioned over the word "CLERK".
CLERK

COUNCILMAN
MIGUEL C. LUNA
146 WARRINGTON STREET
PROVIDENCE, RI 02907
Res: (401) 941-4375
Office: (401) 521-7477
Ward9@providenceri.com



COMMITTEES

Claims & Pending Suits

BOARDS AND COMMISSIONS

Board of Park Commissioners

Special Commission on
Public Education

City of Providence, Rhode Island

14
January 25, 2011

Councilman John J. Igliazzi
Chairman
Finance Committee
25 Dorrance Street
Providence, RI 02903

Dear Chairman Igliazzi and Members of the Committee:

It is my sincere pleasure to write this letter supporting Ms. Magaly Sanchez's re-appointment to the Providence School Board. I am confident that she will continue to be a dynamic and productive addition to the board and I strongly urge the Finance Committee to recommend her appointment to the full City Council.

As a member of the School Board, Ms. Sanchez will bring a wealth of experience in education and helping at risk teens.

I give Ms. Sanchez my full support and I respectfully urge you to approve her appointment to the School Board.

Sincerely,

A handwritten signature in black ink, appearing to read "Miguel Luna".

Miguel Luna
Councilman – Ward 9

ML:cw

MAGALY SANCHEZ

1 Lillian Avenue • Providence, Rhode Island 02905
(401) 383-8496 • Mobile: (401) 578-8866 • magalys@cox.net

PROFILE

- ❖ Offering proven administrative management and leadership abilities that have been successfully leveraged to strategically oversee and implement district-wide school registration and placement programs. Definitive strengths include the ability to forge and manage relationships with interdepartmental and community-based resources, lead and direct cohesive and productive teams, and provide ongoing performance assessments to ensure the achievement of continuous-improvement objectives.

Areas of Effectiveness

- Program Planning, Evaluation and Implementation
 - Budget Management / Fiscal Accountability
 - Interdepartmental Communications
 - Cross-cultural Community Relations
 - Information Management / Data Analysis
 - Legal and Procedural Compliance
 - Staff Supervision and Training
 - Regulatory Reporting
- ❖ Highly cognizant of the critical importance of coordinating and strategically guiding staff operations to enhance the effectiveness of administrative plans that are responsive to students' needs. Innovative and resourceful in the development of problem-solving strategies that are aligned with budgetary allocations and constantly shifting administrative priorities.
 - ❖ Adept at interfacing collaboratively with administrative colleagues, staff members and external agency/department personnel at all organizational levels to maintain open communication channels, share essential information, and sustain operational efficiency.

PROFESSIONAL EXPERIENCE

Providence School Department, Providence, Rhode Island
Facilitator for Student Registration and Assignment (2003 to Present)

1997 to Present

Promoted to facilitator with leadership accountabilities centered on providing strategic operational oversight of 15 culturally diverse staff members in the execution of registration and assignment functions to process students for all schools within the Providence Public School District. Scope of responsibilities is diverse and includes decision-making autonomy for managing 10,000 to 15,000 transactions per year related to enrollments, in-school transfers, waiting-list transfers, household address changes, and student placements.

- Spearheaded the initiative to develop an operative, high-volume student registration and assignment system (School Choice Program) that refocused priorities on the achievement of outreach objectives targeting parents within the city's multicultural community. Developed a viable infrastructure by implementing results-oriented staffing and program-implementation plans.
- Pioneered the plan to partner with the Family and Community Engagement Department to develop a communication/information-sharing plan that contributed to measurable increases in the number of parents participating in the School Choice Program.
- Met the strategic goal of further increasing parental involvement by developing, compiling and strategically disseminating the application forms and marketing materials needed to foster informed choices.
- Credited with developing a common communications platform that improved information sharing between school-site personnel and internal departments.
- Instituted registration and assignment coding-system enhancements that resulted in a significant improvement in operational efficiency across all processing functions.
- Serve as the main focal point to ensure staff compliance with the medical/health evaluation mandates issued by the Department of Health, the residency-requirement policies defined by the Providence School Department, and the specific laws enforced by local, state and federal agencies.
- Verify the accurate and timely updating of registration and placement data on the department's information management system by closely monitoring and analyzing comprehensive databases.
- Review and analyze transaction data supplied by the department's registration analyst with a focus on tracking census changes and on identifying special-program enrollment trends.
- Oversee the WIDA Access Placement Test (WAPT) administration process for English language learners with efforts centered on ensuring the proper placement of students in accordance with the post-test recommendations of language proficiency evaluators.

Student Registration and Placement Officer (2000 to 2003)

- Earned a promotion and given expanded responsibilities to assess seat availability to coordinate the placement of students at schools within the district.

Student Registration and Placement Officer (2000 to 2003) . . . continued

- Verified immunization records and updated/maintained registration files on a comprehensive database.
- Interacted collaboratively with registration and placement colleagues to develop student enrollment projections and to formulate placement decisions.
- Mitigated the escalation of specific problems with the potential to impact student placements by initiating communications with parents, school principals, school administrators, and clerks as well as personnel at Special Education Offices, the Transportation Department, the Student Affairs Office, and the Rhode Island Department of Education.
- Maintained a database of educational profiles to facilitate the placement of regular education, bilingual and ESL students.

Bilingual Aide / Liaison, Spanish (1998 to 2000)

- Supported the registration and placement of immigrant students by providing Spanish-English interpreting services as one of two Spanish-speaking bilingual aides within the school district. Range of responsibilities included translating home/school-related written materials as well as acting as a liaison between parents and school personnel during Parent Advisory Board meetings and School Board meetings.
- Held concurrent responsibility for collecting and compiling busing/transportation information and student demographic data to support the registration process.
- Prepared and submitted new-student census reports in accordance with state and federal compliance guidelines.

Asa Messer Elementary School, Providence, Rhode Island

Teacher Assistant (1997 to 1998)

- Provided direct assistance to the classroom teacher in the implementation of daily lesson plans to teach third- and fourth-grade students in a combined-level, ESL classroom.
- Assisted with the administration of tests, responded to students' various learning styles by conducting one-on-one tutoring sessions, and provided translating/interpreting services during parent-teacher conferences.

EDUCATION

Cambridge College, Cambridge, Massachusetts Master of Education Degree, General Education	Candidate, 2009
University of Rhode Island, Kingston, Rhode Island Master of Education Degree, School Administration	2007
Providence College, Providence, Rhode Island Bachelor of Science Degree, Organizational Communications	2002
Community College of Rhode Island, Warwick, Rhode Island Associate in Science Degree, General Studies	1993

AWARDS

- Mayoral Citation for Community Excellence (two-time recipient)
- Providence City Council Citation for Educational Excellence
- Margarita Cepeda Award (in recognition of advancement as a young professional and for having a positive influence on young Dominican women)
- Miss Latin Rhode Island (1997)

ADDITIONAL SKILLS

- Bilingual: English-Spanish
- Working knowledge of Microsoft Word, Excel, PowerPoint, Publisher and Outlook.

MEMBERSHIPS

- Board Member, Community Preparatory School, Providence, Rhode Island
- Board Member, CVS Highlander Charter School, Providence, Rhode Island
- Member, Quisqueya in Action, Inc., Providence, Rhode Island

VOLUNTEER EXPERIENCE

Provide site management during the annual "Back to School Celebration," a statewide motivational initiative sponsored by local businesses and community partners for students returning to school each September.