

Lana E. Williams, ED.D

“The essence of great leadership is influence, not authority!”

EDUCATION

- 2007 South Carolina State University, Orangeburg, SC; **ED.D. Educational Administration GPA: 3.87**
- 2005 South Carolina State University, Orangeburg, SC; **ED.S Educational Administration GPA: 3.87**
- 1998 University of South Carolina, Columbia, SC; **M.ED., Educational Leadership GPA: 3.682**
- 1993 South Carolina State University, Orangeburg, SC; **BS, Elementary Education GPA: 3.08**

WORK EXPERIENCES

July 2020-present

Orangeburg County School District, Director of the Star Center for Learning:

Primary Duties:

Work directly with the Assistant Superintendent of Student Services to ensure that alternative services for middle school students are implemented and maintained in conformance with district and state objectives. Moreover, I collaborate with others (e.g. school personnel, district administrators, parents, students, community organizations, etc.) for the purpose of implementing and/or maintaining alternative services and/or programs.

- Supervision of a staff that provides therapeutic support to students who need alternative interventions to meet success academically
- Instructional leader responsible for coordinating wrap around support to include Mental Health, Behavioral services, social awareness, and academic assistance for students
- Performs personnel functions (e.g. interviewing, evaluating, supervising, etc.) for the purpose of maintaining adequate staffing, enhancing productivity of personnel and achieving objectives within budget.

Accomplishments:

- Developed and implemented the **5 T.A.L.L. Tenets** to ensure student success in all district alternative programs
- Created and implemented a system of wrap around support for students who were needed alternative methods to achieve academic achievement

July 2019- July 2020

Orangeburg County School District, Chief Instructional Officer:**Primary Duties:**

Worked directly with the Superintendent. Responsible for the day to day operations of a multi-level student and school centered enterprise in a suburban/rural school district with approximately 11,000 students, an annual budget of \$146 million dollars and 32 school sites not including the district office. Knowledgeable in federal and state laws, board policies, strategic-planning, data-based decision making, and governance.

- Supervised and evaluated the district office's curriculum/instructional support departments, Language Acquisition/State and Federal Programs, including Categorical Programs; Research and Evaluation; Teaching and Learning, Guidance Services, Instructional Technology, including Professional Development; Visual and Performing Arts; and College and Career Readiness, based upon implementation of Board goals, district initiatives, and superintendent's direction.
- Provided leadership, direction, and support for the curriculum/instructional support departments to ensure programs approved by the Board of Trustees were fully and appropriately implemented in all schools.
- Worked collaboratively with other chief officers and directors to ensure effective coordination, support, and utilization of all programs allocated to sites.
- Planned, directed and coordinated with other chief officers' comprehensive articulation between programs and between school levels.
- Directed and supported the improvement of curriculum through the continuing evaluation and revision of courses of study; the development of new courses of study, and the adoption of instructional materials.
- Implemented a new district wide curriculum and instituted a framework for instruction that was used district wide designed to positively influence the learning environment for students and decrease the drop- out rate.
- Created a data review process to reduce truants and drop-outs resulting in decreases in both areas, potentially impacting over 230 students in one year
- Implemented the superintendent's initiatives regarding curricular and instructional goals and objectives for the district; provided continuous evaluation of progress toward achievement of these goals and objectives

- Managed and administered a department budget of \$46 million dollars while also monitoring assigned programs and related financial activity for the purpose of ensuring that performance objectives were met, allocations were accurate, revenues and expenditures were within budget and operational practices were followed
- Responded to a variety of complaints, questions, and requests for information about district-wide programs, and procedures; participated on a variety of boards and commissions; attended and participated in professional groups and committees

April 2018- June 2019

Orangeburg Consolidated School District Four, Interim Superintendent:

Primary Duties:

Served as the chief administrative officer for Orangeburg Consolidated School District Four where I was also responsible for the effective operation of the District; for the general administration of all instructional, business or other operations of the District; and for advising and making recommendations to the Board of Education with respect to such activities. Moreover, I provided leadership in developing and maintaining the best possible educational programs and services for the faculty, staff, and students of Orangeburg Consolidated School District Four.

- Directed and supervised a district budget of \$36 million dollars as well as developed and implemented financial accounting measures that ensured that funds were expended legally, in accordance with the approved budget, and controlled effectively.
- Responsible for the daily oversight of a diverse school district with 3,500 students and 450 employees.
- Developed and recommended to the Board a strategic plan consistent with population trends, cultural needs, and the appropriate use of District facilities, and saw to the development of long-range plans, which were consistent with Board objectives.
- Supervised principals in one primary school, three elementary schools, one middle school, one traditional high school, one career center, and two middle-high school combinations.

Accomplishments:

- Created and implemented a clear and detailed plan for a smooth transition into a newly formed consolidated county school district
- Served as an integral member of the Orangeburg County School consolidation transition committee
- Collaborated with community agencies to develop parent and family programs for 10 school sites resulting in over 100 families graduating a 10- week program for family success
- Coordinated and implemented a magnet program at Edisto High School in conjunction with Orangeburg Calhoun Technical College in Aerospace Engineering.

- Created district wide bi-annual safety and first responder trainings for all sites resulting in safer school campuses
- Updated Medicaid software system that resulted in a 15% increase for receivables paid to the district in a one- year period.
- Oversaw the development throughout the District of high standards of performance in educational achievement, use and development of personnel, public responsibilities, and operating efficiency.

July 2017- April 2018

Orangeburg Consolidated School District Four, Chief Instructional Officer:

Primary Duties:

Worked directly with the Superintendent. Supervised and assisted in the evaluation of all principals and handled all teacher and staff disciplinary matters as well as oversaw the implementation and enforcement of all state and federal statutes and programs. Moreover, I worked in concert with school leaders to implement learning supports within schools to ensure that College and Career Ready standards were being taught and implemented correctly in each school.

- Collaborated with the Assistant Superintendent of Human Resources and the Director of Finance to develop a formal process to link the curriculum and instructional program and the use of financial and human resources to the district's goals and objectives.
- Ensured district-wide teaching and learning goals, strategic objectives, initiatives, strategies and priorities identified in the district's comprehensive plan were fully implemented.
- Oversaw and monitored teaching and learning strategic programs, projects, and initiatives outline in the district comprehensive plan as well as school improvement plans to ensure they led to maximum student achievement.
- Fostered a work environment that was student-centered , results-oriented , and focused on instructional improvements and increased student achievement for every child.
- Collaborated with all members of the district leadership team to ensure coordinated planning and consistent implementation of district strategic programs, projects, and initiatives.
- Provided leadership, direction, and support to principals and building leadership teams in the coordination and alignment of effective research-based programs that result in high academic achievement for all student groups.
- Planned, implemented, and evaluated instructional programs including learning objectives, instructional strategies, and assessment techniques with academic team, teaching strategists, literacy teaching coaches, and principals to ensure the alignment of school programs with the district vision.
- Collaborated with all stakeholders (businesses, colleges, universities, principals, teachers, parents, etc.) to ensure college and career readiness for all our students.
- Facilitated and supported the development and implementation of innovative instructional programs to achieve identified district and/or school objectives.

July 2015- June 2017

Orangeburg Consolidated School District Five, Executive Director of Secondary Schools:

Primary Duties:

Served as leader and general resource person in matters relating to secondary curriculum development and evaluation and student services.

- Facilitated, implemented, and assisted with the development of a standards-based curriculum in all content areas in grades 6-12.
- Coordinated and implemented the staff development program for grades 6-12
- Facilitated the student disciplinary hearing process for the school district
- Coordinated the secondary instructional program in a manner consistent with district goals and objectives
- Reviewed, researched, prepared, and disseminated information pertaining to trends in curriculum development, extended learning programs, and intervention programs
- Developed processes and timelines for the implementation of standards-based accountability to reflect legislative and state objectives
- Facilitated the development of the content of multiple assessments and their alignment in grades 6-12
- Analyzed reports and interpreted student performance data and made recommendations for instructional improvement
- Developed, submitted, and monitored budgets for the operation of assigned programs and services
- Coordinated the process of textbook evaluation, selection, and adoption at the secondary level

Accomplishments:

- Increased EOC English 1 and Algebra 1 scores by 16%
- Restructured alternative programs within the district to include summer graduation for over 76 students
- Increased the number of SC Junior Scholars across the district by 29% with a focus on identification and testing

July 2005- June 2015

Orangeburg Consolidated School District Five, William J. Clark Middle School, Principal:

Primary Duties:

Supervised a staff of 110 employees and over 750 students in a rural middle school setting with a budget of approximately \$987, 000.00.

- Instructional leader responsible for coordinating master schedules and increasing test scores in all content areas
- Progress monitored 57 teachers over a three-year time period that led to an increase in test scores in all content areas

Accomplishments:

- Implemented the Professional Learning Communities model which led to stronger collaboration among teachers in the building
- Increased the school's report card rating from unsatisfactory to good by incorporating common practices, systems, and instructional protocols across the campus
- Championed and implemented innovative programs to increase employee retention and reduce turnover
- Received the South Carolina Department of Education Palmetto Silver Award for closing the achievement gap and general performance three consecutive years (2012-2015)
- Retained 96% of faculty and staff by implementing team-building initiatives and morale-boosting efforts
- Increased the number of students qualifying as South Carolina Junior Scholars by 30%
- Named a South Carolina Transform SC initiative school winner for innovation in education
- Designed and implemented the SCOPE Academy which is a school within a school that focused on integration of the arts into the content areas
- Restructured the service delivery model for SPED students which assisted the school in increasing the academic achievement levels of this subgroup of students and being designated as a School to Watch

July 1998-June 2004

Orangeburg Consolidated School District Five, North Middle-High School, Assistant Principal of Curriculum and Instruction:

Primary Duties:

- Created the master schedule and was responsible for managing student
- Developed and facilitated professional development activities for 40+ faculty and staff members
- Maintained the Title 1, Retraining Grant, and Homework Center budgets

Accomplishments:

- Implemented a SAT Verbal and Math class which assisted the school in earning a monetary award from the SC Department of Education for remarkable improvement on the SAT

- Assisted in moving the school from unsatisfactory to excellent-excellent in one year as measured on the SC school report card due to a laser focus on academic achievement
- Successfully implemented block scheduling
- Chaired and led the initial SACS accreditation visit for the school

August 1993- June 1998

**Orangeburg District Five, William J. Clark Middle School, Orangeburg, SC,
Teacher :**

- Taught English Language Arts and Social Studies in grades 5-7

Accomplishments:

- Increased the reading levels of my students by 40%
- Named the Edisto Reading Council Teacher of the Year
- Served as the grade 6 Team Leader
- Designed and implemented PACT practice test that were used district wide
- Received the Chairman of the Board’s Rookie Teacher of the Year Award

AFFILIATIONS

- The School Superintendents Association (AASA)
- South Carolina Association of School Administrators (SCASA)
- South Carolina Alliance of Black School Educators (SCABSE)
- South Carolina International Reading Association (SCIRA)
- National Alliance of Black School Educators (NABSE)
- South Carolina State University Board of Visitors
- South Carolina Department of Education Developing Aspiring Principals Graduate (1997)
- South Carolina Department of Education School Leaders Executive Institute Graduate (2018)
- South Carolina Department of Education Tapping Executive Educators Graduate (2017)
- South Carolina Department of Education District Level Leaders Graduate (2021)
- National SUPES Academy Graduate (2016)
- Harvard University Urban School Leadership Graduate (2015)
- NABSE Aspiring Superintendents Academy Graduate (2014)