

2019-337

ELDRIGE ALLISTON GROOMES
2033 W. 14th Street
Jacksonville, Florida 32209

EDUCATION

- Florida State University
Tallahassee, Florida
Graduated August, 1995: Doctor of Education
Graduated August, 1992: Specialist in Education
Major: Educational Leadership
- Florida A & M University
Tallahassee, Florida
Graduated June, 1981; Master of Education
Major: Administration and Supervision
- University of North Florida
Jacksonville, Florida
1973-1974 and 1978-1981, respectively
Graduate and teacher certification courses
- Tuskegee University
Tuskegee, Alabama
Graduated August, 1973; Bachelor of Science
Major: Business Management
- New Stanton Senior High School
Jacksonville, Florida
Graduated with honors, June, 1969
HS Diploma

WORK EXPERIENCE : Current employment status: retired

August 2017- June-2018
Supervisor: Walter Wilhoit
+32 2 717 9922
Assistant Principal, Spangdahlem HS
Spangdahlem, Germany
Salary:\$ 109,170 (222 days) 40 hrs/wk

Duties: Provided leadership continuity to support the DoDEA mission for a successful start of school in a new location. Led over 25 staff through the transition into new temporary facilities to receive 150 students. Interviewed numerous applicants to fill teacher and support staff vacancies. Coordinated with logistics and military staff to complete placement of materials moved by the drayage contractor. Attended to issues associated with new construction and secured volunteers to help prepare classrooms for the start of school. Performed all duties and carried out all principal responsibilities until arrival of principal in February, 2018.

August 2015- August 2017
Supervisor: Jennifer Remoy
817 513 7623 (ok to contact)
Assistant Principal, Bitburg M/H School,
Bitburg, Germany
Salary:\$ 109,170 (222 days) 40 hrs/wk

Duties: Provide leadership for implementation of College and Career Readiness Standards for highest student achievement to support the DoDEA Community Strategic Plan. Facilitate staff development with Professional Learning Teams to include collaboration and utilizing student data in planning and decision making for optimal instructional delivery. Supervise and evaluate faculty and support staff. Serve as liaison to the 52nd Fighter Wing and 52nd Fighter Support Group for mission support through providing a world class education to our military dependents.

August 2011-June 2015
Supervisor: Terry Greene ; +973 177 27828
Stephanie El Sayed; +39 0444 71 5701
Douglas McEnery
Assistant Principal, Bahrain M/H School,
Manama, Bahrain
Salary: \$ 101,190 (222 days) 40 hrs/wk

Duties: Serve as educational leader monitoring student achievement and teacher performance in partnership with the school principal to support the DoDEA Community Strategic Plan by leading continuous school improvement activities and facilitating professional development. We provided quality secondary education in a school that offers both the American Diploma and/or the International Baccalaureate Diploma. Through daily interaction with students from over 40 countries, provided a welcoming environment to all stakeholders to prepare our students for success on a global level. In the absence of the principal, assume responsibility for smooth daily operations and act as school representative at command and community events. Supervised clerical staff including Administrative Officer, Registrar, Supply Technician, and Secretaries. Oversaw Student Activity Fund, Tuition Collection Process, and Extra Duty Compensation Program administration. Served as Approving/Billing Official for Government Purchase Card.

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WORK EXPERIENCE (Continued)

August 2009-August 2011

Supervisor: Gail Anderson; 321 412 6079

Assistant Principal, Bahrain E/H School,
Manama, Bahrain

Salary: \$ 101,190 (222 days) 40 hrs/wk

Duties: Serve as educational leader monitoring student achievement and teacher performance. In partnership with the school principal I supported the DoDEA Community Strategic Plan by leading continuous school improvement activities and facilitating professional development. We provided a quality education in a K-12 Unit School that offers students an American Diploma and/or an International Baccalaureate Diploma. Through daily interaction with students representing 47 nationalities, provided a welcoming environment to all stakeholders to prepare our students for success on a global level. During an extended absence of the principal from late April until closing in June, I assumed responsibility for smooth daily operations and represented the school at command and community activities including town hall meetings and civic events. Supervised clerical staff including Administrative Officer, Registrar, Supply Technician, and Secretaries. Oversaw Student Activity Fund, Tuition Collection Process, and Extra Duty Compensation Program administration. Served as Approving/Billing Official for Government Purchase Card. In addition, I served as Key Control Officer, Time and Attendance Clerk, Facilities Coordinator, Casualty Assistance Calls Officer, and Risk Assessment Program POC.

August 2004- July 2009

Supervisor: Ellen G. Minette
Carolyn Forbis; Douglas Carlson

U.S. High School Assistant Principal,
AFNORTH International School, Brunssum, NL

Salary: \$100,595 (222 days) 40 hrs/wk

Duties: Serve as educational leader in partnership with the school principal to support the DoDEA Community Strategic Plan in providing a quality education to the students entrusted to our care. In the absence of the principal, assume responsibility for smooth daily operations. Supervised clerical staff including Registrar, Supply Technician, and Secretaries. Oversaw Student Activity Fund, Tuition Collection Process, and Extra Duty Compensation Program administration.

March 2002- July 2002

Supervisor: Tom Ellinger

Principal, Sigonella High School, Sicily, IT

Salary: \$82,460 (222 days) 40 hrs/wk

Duties: Served as educational leader to maintain continuity of school operations after the departure of the principal for another position. Oversaw the staffing adjustments required with the change of configuration from a Unit School to separate elementary and secondary schools. I completed all end of year tasking including arrangements for staff relocations as a result of the change. I worked cooperatively with the incoming principals to facilitate a smooth school opening for the 2002-2003 school year.

March 1999 – June 2004

Supervisor: Marjorie Lewallen; James Bowers

Assistant Principal, Sigonella High School,

Sicily, IT Salary: \$81,775 (222 days) 40 hrs/wk

Duties: Served as educational leader in partnership with the school principal to support the DoDEA Community Strategic Plan in providing a quality education to the students entrusted to our care. In the absence of the principal, assumed responsibility for smooth daily operations.

August 1997 – February 1999

Supervisor: James Bowers

Teacher, Sigonella High School, Sicily, IT

Salary: \$48,545 (196 days) 40 hrs/wk

Duties: Taught Sixth-Grade Mathematics, Math Support and Keyboarding in accordance with DoDEA guidelines.

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WORK EXPERIENCE (Continued)

August 1995 – August 1997
Supervisor: Peggy Williams

Assistant Principal, Southside Skills Center,
Jacksonville, Florida
Salary: \$54,120 (261 days) 40 hrs/wk

Duties: Served as site supervisor for a Vocational Center with 33 instructional and support staff members. My responsibilities were to oversee the daily operation to provide instruction to nearly 200 fulltime and part-time students working toward Vocational Certification and High School Completion.

September 1993 – August 1995
Supervisor: Alvin G.
White(Deceased)

Supervisor, Human Resource Services Division; Duval
County Public Schools, Jacksonville, Florida
Salary: \$40,550 (261 days) 40 hrs/wk

Duties: Directed the Management Development Program (1993-94) which consisted of the Administrative Training Program for aspiring school level administrators and the Principal Preparation Program for principal candidates. Responsibilities included planning and coordinating training activities for each program. I assessed and certified each successful participant to the Human Resources Director upon completion to be added to the eligible candidate pool for appointment to principal and assistant principal positions.

As Middle School Staffing Supervisor (1994-95) my duties were to assign instructional and support staff for 22 middle schools and several district-level offices to support the educational mission. Responsibilities included recruitment, interviewing candidates, and review of credentials to verify qualifications for applicants.

August 1992 – September 1993
Supervisor: Peggy Williams

Eighth Grade House Administrator, Southside Middle
School, Jacksonville, Florida
Salary: \$31,350 (196 days) 40 hrs/wk

Duties: To interact with students, parents, and staff, to provide for the educational needs of middle school students. To provide support for staff, parents, and students with respect to discipline and attendance as defined by School Board Policy and state law.

November 1986 – June 1989 Supervisor:
Kenneth Brockington; Jack Shanklin

Assistant Principal, Kirby-Smith Junior High School,
Jacksonville, Florida
Salary: \$28,233 (196 days) 40 hrs/wk

Duties: To provide support for staff, parents, and students with respect to discipline and attendance as defined by School Board Policy and state law.

November 1984 – November 1986
Supervisor: Johnnie Williams; Harold
Fenderson; Levi McIntosh

Assistant Principal, Eugene J. Butler Seventh Grade
Center, Jacksonville, Florida
Salary: \$31,350 (196 days) 40 hrs/wk

Duties: To provide support for staff, parents, and students with respect to discipline and attendance as defined by School Board Policy and state law.

February 1977- October 1984
Supervisor: Carole Walker Ben
Durham (deceased)

Assistant Principal, Stanton High School, Jacksonville,
Florida
Salary: \$25,721 (261 days) 40 hrs/wk

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CERTIFICATION

DoDEA Educator Certification
Expires 8/1/2021

Principal: ES, MS, JHS, SEC
Assistant Principal: ES, MS, JHS, SEC
Teacher: Mathematics MS, SS; Business SS; AVID MS, SS

Florida Professional Educator's Certificate
Expires 6/30/2019

Administration/Supervision Grades 7-12
Mathematics Grades 5-9
Business Education Grades 6-12
Marketing Grades 6-12
Teacher Coordinator of Cooperative Education Endorsement

OTHER PROFESSIONAL TRAINING

February 2016	DoDEA Europe Leadership Summit: Assistant Principal Training
Dec-2015- May 2016	Kaiserslautern District Assistant Principal Academy
September –March 2016	Driving Instruction through Data & Collaboration for K-12
September –December 2015	Common Assessments and Data Analysis Through Collaboration
March 2012	Balancing the Leadership Role
February 2012	Leadership for 21st Century Schools
July-2011-March 2012	DoDEA Leadership Academy Program
March 2011	International Baccalaureate Administrator Training
October 2010	Multidimensional Leadership in Action
April 2010	Government Purchase Card Training
November 2009	Mediterranean District Secretary Training
December 2008	Inclusion 101
April 2008	WEB 2: Instructional Innovations in Technology
December 2007	Administrative Leadership and Supervision
August, December 2007	NSPS Training
May 2006	Digital Photography & Image Editing for the Classroom
March 2005	Web Design for Educators
February 2003	Integrating Reading Into Content Area Elem/Sec
December 2002	Pathwise Online Coaching 102
July 2000	Completed DoDEA Leadership Institute
May 1986	Leadership Training Southern Association of Colleges and Schools
May 1984	Administrative Training Program Certificate of Merit Duval County School Board

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AWARDS/ EVALUATIONS

Performance Ratings: Exceptional 2018, 2017, 2007, 2006, 2003, 2002; Commendable 2008, 2005, 2004

Received Cash Service/Performance Award 2001, 2002, 2005, 2006, 2007, 2014, 2015, 2016, 2017

References available upon request.