

CYNTHIA SHORT



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HOUSTON

TX 77014

EDUCATION

Doctor of Education (Educational Administration)

Baylor University, Waco, TX
December 2004

Master of Education (Special Education & Psychology)

Sam Houston State University, Huntsville, TX
August 1981

Bachelor of Science (Education Curriculum & Instruction)

Texas A&M University, College Station, TX
December 1978

PROFESSIONAL EXPERIENCE

2010-2019

Executive Director of Special Services, **Clear Creek ISD (TX)**

2006-2010

Director of Special Services, **Tomball ISD (TX)**

2005-2006

Director of Special Services, **Montgomery Public Schools (AL)**

2004-2005

Assistant Principal, Lee High School, **Montgomery Public Schools (AL)**

2000-2002

Director of Special Education, **Schertz-Cibolo-Universal City ISD (TX)**

1998-2000

Educational Diagnostician, **Schertz-Cibolo-Universal City ISD (TX)**

1996-1998

Evaluation Specialist, **Albuquerque Public Schools (NM)**

1993-1996

Special Education Case Manager/Teacher, **Clark County Schools (NV)**

1988-1991

Coordinator/Diagnostician, **Albuquerque Public Schools (NM)**

1984-1998

Educational Prescriptionist; Kindergarten and Special Education Teacher
Department of Defense Dependent Schools (Germany)

1979-1984

Educational Diagnostician; Kindergarten and Special Education Teacher
Klein ISD (TX)

- Ten years as Executive Director in high-performing school district of 42,000+ students: overseeing departments of special education, Pre-K, homebound services, Section 504, dyslexia, and the Regional Day School for the Deaf and Hard of Hearing (serving students from 9 districts)
- Seven years as Director of Special Education in three different districts in two states; combined perspectives, experiences, and best practices to ensure provision of a free and appropriate public education and compliance with all federal, state, and local requirements
- Member of Texas consortium creating a state-wide community-based accountability system
- Key member of district senior leadership currently addressing instructional practices, implementation of a 1:1 technology initiative, and development of 5-year strategic plan
- District level trainer for campus strategic plan development
- Selected as guest panelist for numerous university and professional organizations
- Section 504/Dyslexia Coordinator for district with over 10,000 students
- Coordinated programs for 1,000+ gifted students; successfully completed state monitoring
- Interviewed, hired, supervised, and appraised directors, assistant directors, coordinators, teachers, school psychologists, diagnosticians, counselors, secretarial staff, and bookkeepers
- Moved district to 100% compliance on State Performance Plan indicators for eight straight years
- Skilled in fiscal management including budget development and program execution; provide oversight of a \$10,000,000 department budget
- Equally skilled in providing mediation and resolution options to avoid due process hearings as well as representing the school district during litigation hearings
- Initiated and implemented district-wide professional learning plan for inclusive education
- Led district to the comply with state-mandated initiative for standards-based IEPs
- Updated IEP forms for district-wide use where no previous standardization existed
- Streamlined IEP process by computerizing all forms; provided training to ensure consistency
- Coordinated district-wide implementation of Boys Town model of education
- Realigned special education programs district-wide to coincide with opening of two new schools and closure of district's Kindergarten/Pre-K campus
- Chairperson of accreditation committee; preparation resulted in certification
- Restructured inadequate transfer procedure; implemented plan district-wide
- Key participant in numerous new school facility design projects
- Disaggregated data and developed school district's plan for Highly Qualified Teachers
- Prepared psycho-educational reports summarizing assessment findings and recommendations
- Functioned as strategic liaison between school, community, and military personnel
- Taught Kindergarten and Early Childhood Special Education in three districts

- Short, Cynthia L. (2004). Knowledge and Application of Special Education Law by Selected Principals and Assistant Principals. (Doctoral Dissertation, Baylor,
- Cameras in Special Education Classroom, 2019, TASA/TASB
- Promoting Shared Ownership for Students with Disabilities, GRAB 5th Annual Symposium, TAMU 2017 and TCASE 2013
- Tools for Change, GCASE 2017
- Tips, Tools, and Techniques for Facilitating Adult Learning, TCASE 2015 & GCASE 2016
- You are a New Special Education Administrator: Now What?, TCASE 2012
- Drive: The Surprising Truth About What Motivates Us, TCASE, 2012
- Organizing and Prioritizing: A Session for Aspiring Directors, GCASE, 2011
- Strategies for Facilitating IEP Meetings, Caldwell ISD, August 2010
- Developing a Comprehensive IEP from Assessment to Progress Monitoring, Anchorage School District, June 2010
- Grading Guidance for Students with Disabilities, TCASE, January 2010
- Inclusive Education Practices for Students with Autism, Alamogordo Public Schools, June 2009
- Enhancing Programming for Students with Autism, TCASE, February 2009
- PDAS and Students with Autism, TCASE, January 2008
- Developing Standard-Based IEPs, MPS Special Education teachers, February 2006
- IDEA & NCLB, Presentation to Air Force Junior ROTC instructors, 2005 & 2006
- Developing Standard-Based IEPs, MPS Special Education teachers, February 2006
- IDEA & NCLB, Presentation to Air Force Junior ROTC instructors, 2005 & 2006
- The ABC's of Helping Children, Parent University, Valdosta, GA, February 2004
- Whale Done: The Power of Positive Relationships, Berrien County Schools, GA, November 2003
- Special Education In-service, SCUCISD/MPS/TISD incoming teachers, 1999-2001, 2005-2009
- Special Education Policies & Procedures, SCUCISD/MPS/TISD teachers, 2000-2001, 2005-2010
- Writing Measurable Goals, Clemens HS Special Education staff, August 1999
- Student Intervention Process, Clemens HS administrators and teachers, October 1998
- Science in the Early Childhood Classroom, Nevada Association for the Education of Young Children Conference, January 1996
- Behavior Intervention Strategies, Clark County Early Childhood teachers, November 1995
- Structuring the Classroom for Success, Clark County Early Childhood teachers, August 1995

PROFESSIONAL MEMBERSHIPS

- **Texas Council of Administrators of Special Education (TCASE)**
 - Two terms as member of House of Delegates
 - Conference planning co-chair
 - Legislative co-chair
- **Gulf Coast Administrators of Special Education (GCASE)**
 - Board Member for 10 years
- **Urban Collaborative for Special Education**

PROFESSIONAL DEVELOPMENT

- **T-TESS Evaluator**
 - Region IV Education Service Center, TX, Spring 2016
- **Facilitated IEP Meeting Trainer**
 - Region IV Education Service Center, TX, Spring 2010
- **Professional Development and Appraisal System (PDAS)**
 - Region XIII Education Service Center, TX, Summer 2000
- **Instructional Leadership Development (ILD)**
 - Schreiner University, Fall 1999

HONORS AND RECOGNITION

- **2019 Texas Education Agency Special Education Director's Panel**
 - 12 selected statewide
- **2017 Distinguished Director Award**
 - Texas Council of Administrators of Special Education (TCASE)
- **2016 Director of the Year Nominee**
 - Texas Council of Administrators of Special Education (TCASE)
- **2011 Director of the Year**
 - Gulf Coast Administrators of Special Education (GCASE)

CERTIFICATIONS

- **Principal, 2009**
- **Educational Diagnostician, 1982**
- **Special Education, 1982**
- **Elementary Self-Contained History, Grades 1-8, 1978**
- **Kindergarten, 1978**