

Tina L. Smith, Ed.D.

Summary

A seasoned and passionate education leader with a distinguished track record of success across diverse and high-impact roles. These positions include Director of Policy and Special Projects for the Department of Education, Leadership Coach and Consultant, Director of Curriculum and Federal Programs, as well as teaching at both the secondary and collegiate levels. With exceptional interpersonal, problem-solving, and analytical abilities, I have cultivated deep expertise in navigating and interpreting complex educational laws, policies, and regulations. My extensive experience in designing and executing strategic plans for the effective implementation of state educational laws and regulations provides a comprehensive and nuanced understanding of the many intricate facets of academic administration

Professional Experience

Consultant

Arkansas Family Alliance

2023 - present

Fort Smith, AR

(Arkansas Family Alliance is a nonprofit with the mission “Uniting the Community to Support Children and Families in Crisis” accomplished through partnerships with Arkansas DHS and Restore Hope.).

- Managed partner and stakeholder relationships.
- Analyzed operations and Identified areas of improvement, implementing targeted solutions to systemize procedures.
- Created and managed project plans and timelines for expansion.
- Secured grant funds for the organization.
- Supervised project managers for CarePortal platform in other areas of Arkansas.

Adjunct Instructor

University of Central Arkansas

2023- 2024

Conway, AR

- Established positive relationships with students, fostering a supportive and inclusive learning environment.
- Advised and mentored students on academic progress, career goals, and personal development.
- Managed course materials through an online learning management system for easy accessibility by students.

Courses Taught

- *SLMA 6V31 Curriculum Program Administrator Internship*
- *SLMA 6V27 School Leadership Building Administration Internship P-8 or 5-12*
- *SLMA 6V29 Special Education Program Administrator Internship*

Arkansas State Director
Solution Tree

2019- 2022
Little Rock, AR

- Led teams of professionals in achieving organizational goals through clear communication, collaboration, and guidance.
- Supervised and administered contracts with the Arkansas Department of Education and school districts throughout the state.
- Launched new programs and initiatives in response to identified gaps in services or emerging issues within the educational landscape in Arkansas.
- Evaluated program effectiveness using various data sources, making informed decisions to enhance outcomes.
- Developed strong partnerships to improve service delivery.
- Led teams of professionals in achieving organizational goals through clear communication, collaboration, and guidance.
- Represented the organization at conferences, meetings, and other events to establish relationships with external partners.
- Designed and developed new product offerings through collaboration with other team members.

Director of Policy and Special Projects
Arkansas Department of Education DESE

2016 –2022
Little Rock, AR

(The Arkansas Department of Education provides leadership, support, and service to schools, districts, and communities so every student graduates prepared for college, career, and community engagement).

- Utilized strategic planning, interdepartmental collaboration, and resource allocation to lead the development of The Every Student Succeeds Act (ESSA) Accountability Plan for Arkansas.
- Developed, implemented, and directed the work for Arkansas Department of Education's implementation of Act 427 of 2017
- Created and implemented the High Reliability Schools initiative.
- Introduced and began implementation process of Professional Learning Communities in higher education.
- Supervised
- Supervised and guided team members to maintain high productivity and performance.
- Evaluated employee performance objectively using established metrics, based on state established guidelines.
- Presented state data for multiple statewide organizations including:
 - Arkansas School Board Association
 - Arkansas Association of Educational Administrators
 - Arkansas AdvancED Conference
 - Arkansas State Board of Education
 - Education Renewal Zone Directors
 - Arkansas Legislature
 - Arkansas Education Service Coop Directors
 - Arkansas Association of Curriculum and Instruction Administrators
 - Arkansas Grade Level Reading
 - Arkansas Professors of Educational Administration

Leadership and Curriculum Coach

2014- 2016

Arkansas Public School Resource Center

Little Rock, AR

(APSRC is a service-oriented, nonprofit membership organization that offers support, technical assistance, and training to charter schools and school districts across the state).

- Developed and implemented training for administrators customized to their personal strengths and the needs of their school.
- Led collaborative teams in the development and implementation of school and district improvement plans with the use of current and relevant data.
- Conducted district wide professional development.
- Evaluated effectiveness using qualitative and quantitative data, informing future curriculum decisions.
- Collaborated with school leaders to design and implement instructional initiatives that improved overall school performance.
- Supported new teachers with mentorship and coaching, fostering a positive learning environment for both educators and students.

Director of Curriculum and Federal Programs

2007-2013

Ozark School District

Ozark, AR

(Ozark School District is a fully accredited public k-12 school district in Arkansas, serving 1700 students).

- Aligned curriculum with state standards, maintaining compliance with educational regulations and guidelines while also being the District Coordinator for 504, Migrant, and English Learner Students.
- Conducted, monitored and approved district professional development.
- Developed and implemented the District School Improvement Plan for state and federal accountability
- Managed budgets of Federal and State funds
- Supervised educators funded through federal and state categorical programs, ensuring compliance with funding guidelines and district objectives.
- Successfully wrote grants including federal School Improvement Grants and State-Funded Pre-K.
- Developed and implemented District policies.
- Ensured the district met the state standards of accreditation.
- Implemented data-driven strategies to identify areas for curriculum improvement, resulting in more targeted instruction.
- Worked closely with building administrators implementing Professional Learning Communities in the district.
- Managed budgetary allocations for curriculum resources, optimizing expenditures while meeting diverse learning needs.
- Evaluated the impact of curricular changes through student performance metrics, ensuring continuous improvement in instructional quality.

High School and Junior High Counselor

2002-2007

Ozark Junior High and High School

Ozark, AR

(Ozark High School and Ozark Junior High are fully accredited public k-12 schools in Arkansas, serving over 500 students in grades 8-12.).

- Created master schedule of courses for each building and individual schedules for all students.

- Conducted transcript evaluations and ensured all students were on track for graduation and future success.
- Insured that students were informed of requirements for graduation. college admission, and future careers.
- Building 504 coordinator ensuring that all 504 plans were implemented and by all teachers.
- Building test coordinator ensuring that all state assessments, AP assessments were administered with integrity.
- Fostered supportive environment, enabling students to openly discuss their feelings and experiences in both individual and group counseling sessions.

Social Studies Teacher

Ozark Junior High

(Ozark Junior High is a fully accredited public k-12 school in Arkansas, serving over 200 students in grades 8-9).

1992-2002

Ozark, AR

- Established and communicated clear learning objectives while teaching geography and civics.
- Served as the sponsor to Beta Club
- Served as the sponsor for the Christian Student Leaders
- Served as a teacher leader on the school improvement team for six years.
- Served as mentor for new teachers providing guidance and support in the development of effective instructional practices.
- Served as a teacher leader for district curriculum reviews.
- Selected as Teacher of the Year for Ozark Junior High.

Education

Educational Doctorate (Ed.D) in Adult Learning

Dissertation defended

University of Arkansas (HLC fully accredited institution)

December 2020

November 2020

Fayetteville, AR

Curriculum Administrator Certificate

Completed and passed the AR Curriculum licensure assessment

University of Arkansas

December 2008

Fayetteville, AR

Master of Secondary Education

University of Arkansas

May 1998

Fayetteville, AR

Graduate Certificate for Counselor Certification

John Brown University

May 2005

Siloam Springs, AR

Bachelor of Arts (BA) in History Education

Arkansas Tech University

May 1991

Russellville, AR

Technical Skills & Special Training

- Completed College of Executive Coaching Intensive Coaching Training
- International Coaching Federation Associate Certified Coach
- Proficient in Microsoft Office Suite (MOS)
- Sound understanding of virtual meeting platforms (WebEx, Zoom, Microsoft Teams).
- Proficient in grant writing and management
- Strong project management skills including strategic implementation.
- Arkansas Certified Curriculum Director, School Counselor, and History Teacher

Statewide Presentations

- Presenter at state conferences and venues including
 - Arkansas School Board Association
 - Arkansas Association of Educational Administrators
 - Arkansas AdvancED Conference
 - Arkansas State Board of Education
 - Education Renewal Zone Directors
 - Arkansas Legislature
 - Arkansas Education Service Coop Directors
 - Arkansas Association of Curriculum and Instruction Administrators
 - Arkansas Grade Level Reading
 - Arkansas Professors of Educational Administration