
MEGHAN BAMFORD

7862 Carriage Lane, Chestertown, MD • 603-554-2006 • megbamford@gmail.com

Head of School Position

Work Experience

2018 - present

Head of School

Radcliffe Creek School, Chestertown MD

My current role as Head of School has been to manage and lead the school into our next chapter with vision and focus. My position at RCS directly follows a founding head of 23 years. I transitioned the staff, Board of Trustees, and families to updated best practices and created sustainable structures in the area of finances, advancement, governance, programming, and personnel. In the short time that I have worked at Radcliffe, I closed a significant deficit of over \$500,000, lead the school through personnel issues, and cultivated fruitful relationships with new donors. Most laudable was my ability to garner the support and financial resources needed to navigate the financial and governance crisis that threatened to close our school's doors in June 2020. This year with only a skeleton Administrative Team, we have been on our physical campus 5 days a week, and our fiscal year closed in June with over \$700,000 in surplus money. I have rebuilt our staff to be a strong collaborative team that is child-centered. My track record as Head of School and as Director of Student Services demonstrates my talent to champion change and crisis with clear communication, care, strong decision making, and consistency while remaining focused on the mission of our school.

Key Job Components:

- Overseeing all operations of our school including serving as Director of Communications and Marketing and Admissions
- Enhancing programming of the Radcliffe Creek School to optimize student growth and development,
- Generating long and short-range plans/programs and an annual budget for the purpose of ensuring that the school's resources are effectively utilized,
- Building positive community relationships and establishing partnerships in the community and greater Maryland,
- Creating a strategic advancement team focused on donor cultivation, expanding grant writing, and expanding annual fund giving,
- Seeking new revenue streams for the school by expanding existing programs such as; working with home-school families to provide assessment and consultation, establishing a licensed after school program, and enhancing our summer camps,
- Performing personnel functions (e.g. interviewing, evaluating, supervising, following labor guidelines, etc.) for the purpose of maintaining staffing, enhancing the productivity of personnel, and achieving objectives within budget,
- Developing and implementing an updated professional development plan.

2014 - 2018

Director of Student Services

Hopkinton School District, Hopkinton NH

I strengthened and oversaw all services for special education, intervention, 504s, Title 1, homelessness, ESOL, nursing, school counseling, Title IX, and special transportation for the school district. I worked closely with staff, families, students, and community agencies to foster collaborative relationships and to provide exceptional service and care for our students whether they were identified with a disability or were regular education students. I was able to obtain state grants and lead the District through the beginning phases of Universal Design for Learning and trauma-informed teaching. I served as the Literacy Specialist for language arts curricular needs for the District.

Key Job Components:

- Designed and oversaw program design for an exceptional education for the purpose of delivering services that conform to established guidelines and regulations for students in our HSD for students in preschool through the age of 21.
- Collaborated with staff and established programming for the purpose of identifying students who are not making adequate academic progress and created appropriate interventions with targeted goals using data analysis.
- Provided dynamic professional development and mentoring for staff based on student needs,

- staff requests, and current research.
- Developed, advocated for, and maintained a student service budget of over two million dollars.
- Successfully lead our District through audits set forth by the State of NH in the areas of focused monitoring and compliance review.

2005 - 2014

Reading and Writing Specialist Positions

Maple Street School, Hopkinton NH & Hollis Upper Elementary School, Hollis NH

In Hollis, I designed and co-implemented the Power Reading and Power Writing Program. A reading system that successfully targeted instruction to ensure all students were able to read and write on grade level.

Key job responsibilities in both jobs:

- Developed and provided specialized ELA programming and instruction of RTI/special education students,
- Acted as a literacy coach for teachers, providing instructional materials or in-class modeling, and/or support,
- Presented after school workshops and summer workshops on reading and writing topics,
- Created and directed Summer Reading Camp in 2005 and 2006

2014 - 2018

Adjunct Professor

Granite State College, Concord NH & Rivier University, Nashua NH

Spring 2016

At Granite College, I designed and co-taught: Strategies, Accommodations, and Programming for Students with Specific Learning Disabilities to Hopkinton and local teachers.

Jan. 2011 - Dec. 2014

Recruited by Rivier University Department Head to design and teach a semester-long course entitled "Instruction of Struggling Readers and Writers." Class material reviewed all major components of both reading and writing and many research-based programs through the lens of Response to Intervention Framework. Used *Blackboard* and *Live Text* as instructional tools. I also taught "Assessment of Learning and Reading Disabilities" and "Literacy and Language Acquisition."

1998 - 2003

Elementary and Middle School Teacher

Landmark School, Manchester by the Sea

Taught third, fourth, and fifth graders with language-based disabilities in the areas of Language Arts, Auditory Expression, Literature, Science, and Social Studies for 2 years. Taught ability grouped middle school students with language-based disabilities in the areas of Social Studies, Math, and Language Arts for 2 ½ years. Co-founded the Student Council. Organized school activities ranging from weekly community service trips, Celebrating Ourselves and Others Day, Oxfam Hunger Banquet, middle school dances, bowling trips, movie night, and the annual eighth-grade trip. Also, I fulfilled programming duties for boarding school students in the evenings and weekends at both North Campus and South Campus (high school).

Education

1999 - 2002

MS.Ed

Simmons College, Boston MA

Masters in Moderate Special Needs

1996 - 1997

M.Ed.

University of Nottingham, Nottingham England

Educational Psychology

1990 - 1994

BA

Fairfield University, Fairfield CT

Double Majors in Psychology and Spanish

Training

- 2019 NAIS NEW HEADS OF SCHOOL INSTITUTE
- NH UNIVERSAL DESIGN FOR LEARNING GRANT
- KEYS TO LITERACY: WRITING, COMPREHENSION, AND VOCABULARY
- TRANSITION PLANNING
- LINDAMOOD BELL PHONEME SEQUENCING PROGRAM FOR READING, SPELLING, AND SPEECH (LIPS)
- VISUALIZING AND VERBALIZING
- SEEING STARS
- BRAIN GYM
- OG INTRODUCTION COURSE

Additional Studies and Focus

Social-Emotional Learning, Visible Curriculum Development for ELA, Universal Design for Learning, Trauma-Informed Teaching, Executive Functioning, Specific Learning Disabilities, Assessment, Assistive Technology

Certifications

NH Certifications: Special Education Administrator, Reading and Writing Specialist, and Special Education

Summary

I am a champion for children. I possess the vision, knowledge, and experience to create, sustain, and enhance a positive environment where students thrive. I believe in programming and planning that is strength-based and rooted in best practices and research. I have excellent interpersonal and communication skills. I have a tenacious ability to appraise situations, problem solve what needs to be changed and optimize resources to create new opportunities. I oversee all areas of an independent school which includes a licensed daycare facility with flexibility, positivity, and a sense of humor. My greatest passion is working with and on behalf of children.

References Available Upon Request
