

**Sharon K. McNary**  
**1026 Pheasant Hollow Drive**  
**Cordova, Tennessee 38018**  
**(901) 921-9723**

**Overview**

**Offering a proven track record in education, educational leadership, and program management built on a personal desire to contribute the overall effectiveness of the Memphis City School System. Have been an active participant and presenter in numerous educational development symposiums, leadership conferences, special educational programs, and teacher workshops. Experience includes extensive knowledge of special education, elementary, middle, and high school operations, a skillful ability to improve parent/teacher interaction, curriculum review and development experience, participation and support of special educational programs.**

- Established a 35- year record with the Memphis City/Shelby County School System in roles including Principal, Assistant Principal, Lead Teacher, and Teacher.
- Experienced in coordinating programs involving parents, teachers, students, and the community at a Blue Ribbon National School of Excellence.
- Received outstanding evaluations from my supervisors.
- Recognized as a Level 5 School 5 consecutive years

**Strengths and Abilities**

- Know how to use personal initiative to provide strong leadership and guidance to associates. Recognized for quality preparation and follow through of tasks.
- Able to assess goals and recommend changes in procedures needed to increase effectiveness of educational programs.
- Skilled at interacting with students and parents: and between/among principals, teachers, and other individuals that may fall under the jurisdiction of the school district.
- Encourage partnerships among the community, school system and private enterprise.
- Have extensive record of service to the community with various committees and groups with a common goal of "Better Education" for all students.
- Experienced in monitoring, coordinating, instructing, and implementing education programs, based on compliance with local, state, and federal guidelines. Elected/volunteered to serve on committees impacting a positive performance on the overall educational program.

**Experience**

Memphis City/Shelby County Schools, Memphis, Tennessee (1983-Present)

**Principal-Richland Elementary School (2004-Present)** Provide key leadership and management with the day-to-day operations and long-term management of this high performing elementary school. Lead and coordinate educational, counseling, community relations, and administrative aspects of the school.

- Conduct meetings with staff, review teachers' performance, and motivate staff to achieve school's missions and goals.
- Established exemplary rapport with parents in a school, which won the Tennessee State Parental Involvement Award.
- Lead in the selection and supervision of all school personnel, and in the planning and implementation of professional development activities.
- Serve as administrator for IEP meetings for gifted and special needs students and help determine goals and objectives for "CLUE", Resource, and CDC Programs
- Provide leadership for development of class schedules
- Manages budget and resource allocations.
- Developed/managed partnerships among the community, school system and private enterprise, as well as with colleges, universities, and other city schools.

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**Assistant Principal-Richland Elementary School** (1999-2004) Assisted with school restructuring as well as the day-to-day operations and long-term management of this high performing elementary school.

- Participated in the selection and supervision of all school personnel, and assisted in the planning and implementation of professional development activities.
- Served as administrator for all IEP meetings for gifted and special needs students and help determine goals and objectives for "CLUE", Resource, and CDC Programs
- Developed and coordinate all school safety procedures.
- Assisted with business record keeping.
- Assisted in managing budget and resource allocations.
- Implemented and coordinated After School Reading and Math Intervention Program, 1999-2004.
- Summer School Principal- Richland Elementary, 2002 & 2003, Delano Optional School, 2001

**Special Education Teacher – Memphis City Schools** (1983-1999) Organized and presented lessons in a logical, progressive manner. Established a positive learning environment that encouraged individual growth and motivated students to achieve optimal performance levels. Maintained communication with other teachers and staff to coordinate available resources.

- Continued in a track of service and commitment through involvement in committees, programs, and projects.
- Focused on motivating students to achieve their maximum potential.
- Chair of School Discipline Committee.
- Developed and implemented after-school TCAP and ACT preparatory class; and chaired school reform model study group.
- Member of Site- Based Leadership Council.
- Implemented and coordinated Community Based Instruction.

### **Education**

- ❖ The University of Memphis, Memphis, Tennessee
- ❖ + 45 Graduate Hours & Certification in K-12 Administration, 1994
- ❖ M.S., Special Education, 1986
- ❖ B.S., Special Education, 1983

### **Presentations, Articles, and Committees**

- Building a Positive School Culture- Shelby County School Principals
- Served on Panel Discussion with Todd Whitaker on Equitable Leadership
- Common Core Principal Coach for the TN Department of Education
- Member of Task Force on Testing Practices for TN Department of Education
- Applying Effective Writing: Strategies for School Administrators- Memphis City School Administrators,
- TN Principals Association State Conference, Memphis City Schools Administrators, and New Leaders for New Schools
- Differentiated Instruction: Presented at District Level
- Productive PLC's: Presented at District Level
- Parent/Community Involvement: A Four -Tiered Approach- TN Principals Association State Conference,
- PTO State Conference, Leadership Conference
- Co-author of Parent/Community Involvement: A Four- Tiered Approach
- Mentored 5 assistant principals, who are all successful sitting principals
- District Mentor for New Principals

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### **Associations**

- NAESP Zone 4 Director, July 15, 2015- present
- Tennessee Principals Association, served as NAESP state representative, 2012-2015
- Southeastern Council of Elementary School Principals, President, 2011-2012
- Tennessee Principals Association, President, 2011-2012
- Tennessee Principals Association President Elect, 2009-2011
- Tennessee Principals Association Board Member, 2006-present
- Tennessee Principals Association/NAESP Member, 2003-present

### **Awards and Recognitions**

- TVAAS Level 5 two Consecutive years and doubled AMO in 2 or more areas, 2018
- NAESP National Distinguished Principal, 2013
- TN Principal of the Year West Grand Division Winner, 2014
- TN Principal of the Year Finalist, 2014
- University of Memphis, College of Education, Hall of Fame, 2014