

# Richard A. Cooper

5279 Columbia Road SW, Pataskala, OH 43062, (614) 314-6440, rcooper946@gmail.com

## Professional Profile

I am an experienced and motivated administrator who is dedicated to assisting teachers and staff in developing educational and socio-emotional techniques to engage students in impactful learning.

## Skills and Accomplishments

<ul style="list-style-type: none"><li>▪ OTES &amp; OTES 2.0 Certified</li><li>▪ BLT Leadership</li><li>▪ Google Level 1 Certification</li><li>▪ PBIS Committee Chair</li><li>▪ Training in Social/Emotional Learning</li></ul>	<ul style="list-style-type: none"><li>▪ Technology Integration Expertise</li><li>▪ OETC Presenter 2019</li><li>▪ Developed and Delivered Multiple Professional Learning Sessions</li><li>▪ CPI Trained</li></ul>
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## Experience

### Pataskala Wards and Boundaries Commission

Oct 2021 to Present

- Chair of the Wards and Boundaries Commission for 2021-2022
- Balanced the population of the Wards and Boundaries for the City of Pataskala

### Pickerington Local Schools

Aug 2018 to Present

#### Pickerington High School Central

#### Pickerington, OH

##### *Lead Assistant Principal*

- Assist in daily operations of the building and managed in the absence of the Principal
- Responsible for evaluation, discipline and recognition of staff members in the OTES and the OTES 2.0 models
- Assist with student scheduling and building the master schedule
- Monitor and responsible for grade card verification through Infinite Campus
- Work with a school counselor to manage students discipline and educational success whose last name started with M-Ri (Roughly 400 students) including AIT process.
- Chair of a committee that planed, organized and implemented after school remediation for students struggling with AIR (OST) tests.
- Lead a team to organize, plan for, and implement state AIR (OST) testing.
- Collaborated with a committee to develop the district policy for the new graduation requirements for the class of 2023 and beyond
- Collaborate with school counselors to collect, organize and report on Graduation Points for seniors
- Help to organize Professional Development opportunities for teachers and support staff members including visits to other school districts
- Implemented the cultural tool R-Factor for the district (Grades 7-12)
- Regularly communicate with parents, other administrators, and colleagues to assist with student educational success
- Responsible for checking eligibility and fee payment for non-athletic organizations (marching band, theatre, show choir)
- Member of the Building Leadership Team / Teacher Based Team for Social Studies Department
- Daily responsible for morning, afternoon and lunchtime detail including supervision
- Regularly attend extra-curricular events for supervision and student support

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### **Experience (Continued)**

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#### **Pickerington Local Schools**

**Aug 2017 to July 2018**

#### **Toll Gate Middle School**

#### **Pickerington, OH**

#### *Assistant Principal*

- Assisted in daily operations of the building and managed in the absence of the Principal
- Responsible for evaluation, discipline and recognition of staff members in the OTES model using the eTPES system
- Assisted with student scheduling
- Monitored and responsible for student discipline through Infinite Campus
- Help to organize Professional Development opportunities for staff members including visits to other school districts
- Lead administrator for the PBIS committee
- Regularly communicate with parents, other administrators, and colleagues to assist with student educational success
- Member of the Building Leadership Team / Teacher Based Teams
- Daily responsible for morning, afternoon and lunchtime detail including supervision

#### **River Valley Local Schools**

**July 2014 to July 2017**

#### **Caledonia, OH**

#### *Assistant Principal / Athletic Director*

- Manage discipline records, student files and monthly discipline reports
- Responsible for evaluating staff members in the OTES model using the eTPES system
- Assist teachers with value-added data to interpret and understand their results and develop new instructional strategies to improve student growth
- Work with the district SLO committee to develop online documentation, report sheets, and “cheat sheets” to assist staff members in creating SLOs with appropriate rigor
- Aid staff members with developing new procedures with Google Classroom, Google Drive and Google Forms
- Work with staff members to develop a Multi-Tier Support System (MTSS) for our building, develop a strategy for implementation in our school, and troubleshoot the process as it is piloted in our school.
- Led the data collection team and developed data collection forms and spreadsheets to make data driven decisions on interventions for students and instructional practices
- Propose purchase of new technology or upgrades to computer hardware, software, and other components to aid teachers in engaging students
- Help to organize Professional Development opportunities for staff members including visits to other school districts
- Organize a committee of staff and community members to discuss and rewrite the student handbook for the middle school to promote a positive learning environment
- Regularly communicate with parents, other administrators, and colleagues to develop policies and new practices for the district
- Manage and maintain budget allotment for middle school athletic department and programs, tracking financial expenditures against allotment
- Responsible for scheduling athletic events, including but not limited to, dates and times, opponents, officials, workers
- Regularly attend athletic booster meetings, sports events and extra curricular school events in order to support students outside of the school day
- Served as Vice-President of the Central Ohio Athletic League (COAL)

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## Experience (Continued)

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Centerburg Local Schools  
Centerburg, OH

July 2005 - July 2014

### *Music Department Head/Band Director*

- Member of the district Race to the Top Committee from its inception, developing and organizing district strategy for state and federal mandates
- Member of the District Leadership Team, working to plan the future of our school district in regards to curriculum, organization, and professional development
- Representative on the Building Leadership Team where we discuss building issues, professional development planning, curriculum decisions, building policy and procedure.
- Lead the Music Booster Organization to become a more efficient and effective team. Developed a budget which increased from an average \$8,000/year to an average \$37,000/year
- As Teacher Union President, serve as first line point of contact for problem report analysis; coordinate corrective resolution; responsible for research and drafting written responses of formal complaints
- Lead member of the negotiation team for district collective bargaining agreement.

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## Education

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Ashland University, Columbus, Ohio Master Degree / May 2013 Master in Education / Administration License Credits Earned 42.00 / GPA: 3.976	Mt. Vernon Nazarene University, Mt. Vernon, Ohio Bachelor's Degree / May 2003 Major – Education / Minor – Psychology Total Credits Earned: 190.33 / GPA: 2.8
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