



St. Lawrence-Lewis
BOCES

Building Futures *
Creating Meaningful Lives

Board of Cooperative Educational Services

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Thomas R. Burns

District Superintendent/ Executive Officer

MEMORANDUM

TO: St. Lawrence-Lewis BOCES Board of Education
FROM: Thomas R. Burns, District Superintendent/Executive Officer
DATE: December 4, 2012
RE: Tenure Appointment – Stephen J. Todd, Assistant Superintendent for Instruction

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As District Superintendent and Executive Officer of the Sole Supervisory District of St. Lawrence-Lewis Counties and the BOCES, it is my pleasure to recommend to the BOCES Board of Education the tenure appointment of Stephen J. Todd, in the position of Assistant Superintendent for Instruction of the St. Lawrence-Lewis BOCES. In support of this recommendation I offer the following major accomplishments achieved by Mr. Todd:

- Developing a regional program of professional development, including bringing nationally renowned expert Eric Jensen to speak with over 1500 educators on teaching students from poverty
- Taking the primary leadership role for the entire SLL region in the implementation of Race to the Top, including:
  - Regional coordination and development of the APPR agreements
  - Developing a plan, hiring, training, deployment, and continuing support of the Network Team
  - Rolling out Common Core and Data Driven instructional training and development—beginning stages which have already been an incredible amount of work
  - Assisting all school districts with timely submission of APPR plans, technical assistance, and coordination with SED
  - BOCES representative to SCDN
  - Primary resource for School Superintendents on RttT and all BOCES instructional programs
  - Assistant Superintendent for all BOCES instructional programs and their day to day operation, personnel, and human resources.

Steve's exemplary performance as Assistant Superintendent for Instruction and his value to the St. Lawrence-Lewis BOCES and the component school districts is evident in his accomplishments and those of the BOCES divisions that are under his supervision. Steve has received rave reviews from BOCES administrators, faculty and staff, as well as from component school district superintendents and staff. He is hard-working, intelligent, and displays the highest character.

It is without reservation that I recommend Mr. Stephen J. Todd to you for tenure.

TRB:km