

MICHAEL KAUFMAN

High School
Assistant Principal



PROFILE

I am a student-centered leader with over 15 years of experience in building inclusive communities and meaningful relationships with students, staff, and families. I have successfully designed and launched an innovative co-curricular robotics program. I am committed to social-emotional learning, applying restorative practices that focus on student growth. As a leader, I listen to understand, seek and give feedback, and approach my work with humility and humor.

PROFESSIONAL EXPERIENCE

High School Assistant Principal

ASFG | Aug 2021 - current (Interim, Aug 2020-June 2021)

- Builds **strong student relationships** and knows all 356 students by name by being active and present around school, greeting students before and after school, checking in with students during recess, and being present in the hallways in-between classes.
- Implements and leads weekly meetings with **Grade Level Leaders**, supporting student and staff concerns, getting feedback on student programs, and planning school initiatives.
- Supports students' well-being and success through the implementation of **restorative practices**, open communication with teachers and families, and the creation of support plans.
- Leads the high school **service learning program** by overseeing student service hours (approximately 12,000 total hours completed in a school year), supporting organizations and students to find service opportunities, organizing an annual service learning fair, and facilitating the creation of student service learning websites to reflect on and document service learning.
- Plans the implementation of a school-wide **Social Emotional Learning (SEL) program**, alongside other members of the SEL Committee, based on the **Collaborative for Academic, Social, and Emotional Learning (CASEL) Framework**, including creating a school vision, training staff, and involving students and parents in the process.
- Co-designs and plans the school's **mentoring program**, which provides academic and social-emotional mentoring in small groups to all high school students.
- Directly supervises 10 teachers using **high-frequency mini-observations** and Kim Marshall's rubric.
- Co-led an **admin PLC on teacher development**, focused on implementing a mini-observation model based on the work of Marshal, Danielson, and Marzano.

Warrior Robotics Founder and Program Coordinator

ASFG | May 2019 - June 2021

- Designed and founded an **award-winning co-curricular robotics program** that serves 100 students in grades 1-12.
- Promoted the program in both English and Spanish to maintain enrollment that ensured the program was **financially self-sufficient**.
- **Hired and supervised** a team of 7 coaches to create an engaging, student-centered, inquiry-based learning environment.
- Designed and managed a **\$65,000 USD yearly budget** based on student enrollment fees to pay staff salaries and materials, including saving for future materials and repaying a \$50,000 USD starter loan.
- Designed a new **technology lab** to provide an optimal learning experience.
- Oversaw the **day-to-day implementation** of the program including staff supervision, curriculum design, student engagement, materials, trips, and parent communication.

CONTACT:

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CERTIFICATION:

Certificate of International
School Leadership
PTC, 2023 (*July completion*)

Google Certified Innovator
Denmark, 2018

Google Certified Trainer
2018

Apple Certified Teacher
2018

LICENSE:

6-12 Social Studies
NJ, 2010 (*does not expire*)

K-5 Elementary Education
NJ, 2009 (*does not expire*)

EDUCATION:

Masters of Education
Rutgers GSE, 2008

Bachelor of Arts, History
UMass - Amherst, 2004

PROFESSIONAL EXPERIENCE

Technology Integration Coach and Head of Technology Department

ASFG | Aug 2019 - June 2021

- Led the pandemic planning and transition to **online and blended learning** for the entire school; choosing ideal tech tools, creating user guides, and training staff and parents.
- Facilitated the design of a **guaranteed and viable K-12 technology curriculum**.
- Implemented a **15-hour robotics unit** to teach fundamental engineering and coding skills with the 3rd-grade team impacting over 100 students and 5 teachers.
- Trained teachers on Classroom, PowerSchool, Breakout EDU, and other edtech tools, **impacting hundreds of students** across the school,

Learning & Innovative Technology Team (LITT), Committee Head

ASFG | Aug 2019 - June 2021

- Led ASFG to become **certified as a Common Sense Media School** by completing digital learning PD for the entire staff of 150 teachers, leading the implementation of lessons across each grade level, impacting approximately 1,200 students, and hosting three digital citizenship parent meetings reaching 300 parents.
- Organized a yearly **K-12 Digital Citizenship Week**, impacting every student and teacher, as well as many families, in order to build a healthy relationship with technology.
- Led a book study with the school admin team and teacher leaders on T3 Framework for Innovation based on Dr. Sonny Magana's book, *Disruptive Classroom Technologies*.
- Served as the school lead for an **international edtech conference**, inspiring staff to both presenter and attend impacting 150 educators.
- Drove innovative teaching practices by supporting staff through the implementation of the **LITT research and development program**.

Middle School Technology Teacher

ASFG | August 2017 - June 2019

- Redesigned the position from a self-contained to an **integration model** to make learning more relevant and purposeful for students.
- Coached staff on best practices with tech integration through monthly tech tips at staff meetings, as well as one-on-one and team coaching sessions.
- Built strong relationships amongst students and staff, including purposefully integrating lessons with both the English and Spanish programs, ensuring that students experience **quality tech integration** in all of their classes.

Middle School Social Studies Teacher & Grade Level Leader

CMS | August 2017 - June 2019

- Piloted the first year of the one-to-one **Bring Your Own Device** program to help guide the school for a successful 6-12 launch.
- Designed a blended learning model to allow students to work at their own pace and improve learning through **better feedback**.
- Supported teachers to successfully enact school initiatives as well as **meaningful tech integration** through weekly meeting tech tips.
- Collaborated with school admin and team leaders to **plan school initiatives**, including daily advisory curriculum, schedule changes, better grading practices, service trips, and PD.

Grade 5 Elementary Teacher

CMS | August 2011 - June 2014

High School Social Studies Teacher

Highland Park High School, NJ | September 2010 - June 2011

Grade 4 Elementary Teacher

MLK Elementary School, Edison, NJ | September 2008 - June 2010

LEADERSHIP, COMMITTEES, & COACHING

Senior Admin PLC on Teacher Development - Co-Facilitator & Participant

ASFG | Aug 2021 - Present

- Co-led the first year of the admin PLC on teacher development, focused on implementing a mini-observation model based on the work of Marshal, Danielson, and Marzano.
- Designed and led bi-monthly sessions on the foundations of high frequent mini-observations and follow-up conversations to lead teacher development.

Service Learning Committee

ASFG | Aug 2021 - Present

- Guide and implement the school's vision for service learning alongside section administrators, teacher representatives, and parents.
- Created the school's defined continuum of donations, service, and service learning.
- Promoted student voice by inviting students to present to the committee about their projects and experience.

Grade 7 Team Leader

CMS | Jan 2015 - June 2017

- Set agenda and course of school policies and activities.
- Planned the school advisory program, implemented student-led conferences, examined school assessment policy, explored best scheduling practices, and organized school events.
- Planned and ran bi-monthly grade-level meetings to share best practices, address student concerns, facilitate cross-curricular planning, and inform teachers of important news and events.

EdTech Leadership Team

CMS | August 2014 - June 2015

- Planned and implemented the school's transition to a 6-12 Bring Your Own Device (BYOD) program as well as designed the school's definition of blended learning.

Senior Extended Essay Grading Committee

CMS | August 2011 - June 2016

- Scored and assessed the Senior Extended Essay, a semester-long essay project that is a graduation requirement of the Carol Morgan School.
- Reflected on general writing trends in order to guide the school's writing instruction.

High School Sports Coach

- Varsity Volleyball - CMS | 2012
- Varsity Tennis - Group 1 State Champions, Highland Park High School | 2011
- Junior Varsity Soccer - Highland Park High School | 2009-2011

PROFESSIONAL DEVELOPMENT PRESENTER

- Design Thinking with Google Slides, EdTechTeam - Guadalajara Summit | March 2019
- Give Better Feedback with the G Suite, EdTechTeam - Guadalajara Summit | March 2019
- Amplifying Student Voice, EdTechTeam - Guadalajara Summit | March 2019
- Design Thinking with Google Slides, EdTechTeam - New Jersey Summit | July 2018
- Docs and Drawings Go Together Like..., EdTechTeam - New Jersey Summit | July 2018
- How Academic Raps Set Learning Ablaze, Tri-Association Conference, Costa Rica | 2017
- Surefire Ways Google Apps for Educators Can Ignite Your Blended Learning Classroom – Tri-Association Conference, Mexico | 2016