Nancy K. Hartman, Ph.D.

Summary

Dr. Hartman brings more than 20 years of K-12 educational experience to her current position as a research associate for Westat. She currently serves as a program liaison for the research component of the Verizon Innovative Learning Schools (VILS) evaluation and has performed qualitative coding for several other Westat projects. Her experience as a Professional Development Director at Edvance Research allowed her to effectively and efficiently lead a team of professionals that produced high quality deliverables and training throughout the state of Texas for the Communities In Schools of Texas and the Texas Education Agency.

Dr. Hartman has offered training and editing services to the Department of the Army’s Battle Command Knowledge System (BCKS) as well as public school systems (Harford County Public Schools, Department of Defense Dependent Schools). In these free-lance positions, she led curriculum writing teams in the development of published training and then served as a Master Trainer to train the trainers in implementation of the curricular materials.

Dr. Hartman is a scholar-practitioner who has served within K-12 public schools at all levels and all school sizes. At two DoD overseas schools, she was the Strategic Planning Coordinator leading both schools in receiving the highest accreditation ranking possible. During her tenure as an Educational Technologist (technology trainer), she worked to train teachers, administrators and staff at all levels (K-12) within five DoD schools. She has served as a testing coordinator, as well as an Advanced Placement coordinator, ESL coordinator, Dual Credit coordinator and has served in the role of assistant principal. She started her educational career at a K-12 rural school then moved to the international Department of Defense Education Activity (stationed in Japan and Germany). She has taught English, Humanities, Video Production, Technology Leadership Academy, Technology Applications, Service Learning, and Information Literacy Skills, developing the curriculum for each of her non-core courses.

Education

Doctor of Philosophy, Educational Leadership, Capella University, 2007

Master of Curriculum and Instructional Design in Education (MCIED), Oklahoma State University, 1997

Master of Library and Information Science (MLIS), Oklahoma University, 1992

Bachelor of Science, English Education, Oklahoma State University, 1990

Relevant Project Experience

Westat (2016 to Present)

Research Associate II

Coordinate technical assistance and research support for studies of school-based social service delivery systems. Coordinate research activities with state, regional and district educational agencies.

**Verizon Innovative Learning Schools (VILS)**

**Client:** Verizon

**Role:** District Liaison, Research Associate

**Project Overview:** The VILs Program is designed to create personalized learning environments in middle schools with underserved populations by providing tablets for students and teachers as well as through coaching and professional development. Westat is conducting an evaluation of how these tools and supports are affecting teaching and learning, attitudes and motivation, and school climate.

**State of Texas Assessments of Academic Readiness (STAAR)**(1921/122216)

**Client:** Texas Education Agency (TEA)

**Role:** Focus Group Facilitator, Qualitative Coder

**Project Overview:** As a subcontractor, Westat was responsible for the evaluation of the re-design of the STAAR Confidential Student Report. Westat designed, conducted, analyzed, and reported on stakeholder reviews of a new style of report for parents, based on regional focus groups, in-person interviews with leaders of education groups, and a web-based survey available to the public. These results were captured in a detailed report that TEA is using during the contract period to solicit feedback for improving current and future versions of the report.

Proj# 6413 (D. Barfield)

**CSSI Truancy Reduction Study**(1922/122216)

**Client:** National Institute of Justice, U.S. Department of Justice (DOJ)

**Role:** Training Developer and Research Associate

**Project Overview:** Through a Comprehensive School Safety Initiative (CSSI) grant, Westat is conducting a randomized controlled trial in five Dallas Independent School District schools to assess the impact of an intensive truancy reduction intervention, as administered by the Communities In Schools (CIS) program of the Dallas Region. The theory of action is that re-engaging chronically absent and truant students in school reduces delinquency and other negative behaviors that cause other students, teachers, and communities to feel unsafe, perpetuating a culture of failure in the community. In the research phase, Westat is comparing results for students who receive extensive case management and targeted community services to those for students who participate in a regular CIS program, to determine whether the more intensive intervention improves student engagement and school connectedness (attendance, behavior, grades) and reduces truancy. The project also includes a cost-effectiveness analysis to determine the feasibility of scaling up the intervention on other campuses.

Proj# 6415 (K. Barfield)

Northeast Independent School District/San Antonio Public Library (2015-2016)

Adult Services Librarian

Coordinated all adult services for the only combined high school/public library in the San Antonio/Austin area. Developed and conducted technology training courses for library and community patrons. Developed and administered online discussion and learning communities.

Coordinated chess learning and tournament opportunities within both school district and city.

Worked with corporate sponsors to plan and organize library events.

Edvance Research (2014-2015)

Professional Development Director

Coordinated all professional development task deliverables for the Communities in Schools of Texas Program Resource Center, ensuring compliance with all Texas Education Agency mandates and expectations.

Trained and mentored yearly cohort of Master Trainer Certification candidates (approximately 25 professionals) ensuring that each participating non-profit organization has a trainer who has the capability to implement the state mandated training with fidelity.

Led instructional design team in developing Program Operations course materials for master trainers located throughout the state in order to ensure implementation fidelity throughout the 27 non-profit organizations in Texas.

Led instructional design team in developing LMS courses in social work, leadership, management, non-profit sustainability, and quality assurance, offering state mandated continuing education credit opportunities for 4000 professionals throughout the state of Texas.

Developed procedure for the 27 programs and approximately 4000 individuals throughout the state to digitally track continuing education credits required by the state agency.

Planned, organized, and led training conferences, online learning modules, and live webinars.

Planned and developed a digital resource library and online resource catalog, allowing personnel throughout the state of Texas to utilize advanced meta-tag searching capabilities to locate and access digital resources.

**Texas Communities In Schools (CIS) Program Resource Center (PRC) and State Office Support**(Edv5/122216)

**Client:** Texas Education Agency (TEA)

**Role:** Professional Development Director for CIS of Texas

**Project Overview:** CIS is a national best-practice dropout prevention program that provides personalized case management services and coordinates community resources. The Texas program provides support for 27 CIS affiliates, 691 campuses, and more than 600,000 students. Westat/Edvance Research managed the Program Resource Center (PRC), which developed and implemented services designed to strengthen the capacity of CIS affiliates and the CIS state office in several areas: training, technical assistance, program compliance, quality assurance and alignment, marketing and outreach, data analysis and data management support, state office support, and special initiative funding for affiliates (according to TEA’s specifications).

ES# Edv5 (K. Barfield)

Comal Independent School District (2009-2014)

Testing Coordinator, Administrator, Information Specialist

2013–2014 Testing Coordinator, Canyon Lake High School, Fischer, TX

Program coordinator for all testing with the school (e.g., Advanced Placement, PSAT, TAKS/STAAR, etc.) Served as coordinator for the dual credit program, the Advanced Placement program, the LPAC program (serving English language learners). Conducted all training for test administrators and proctors. Coordinated non-testing learners during testing days to ensure district, state, and federal compliance.

2012–2014 District Level Professional Development Cohort Member (Professional Development Trainer)

Member of the teacher leadership cohort which assisted district-level support services in professional development training throughout the district, offering summer, Saturday, and online learning experiences for faculty and staff throughout the district. Training specialties included:

* Information Literacy for the 21st Century Learner
* Project Based Learning
* Technology Integration in the Classroom
* Engaged Learning
* Instructional Design using the ADDIE Model
* Grant & Proposal Writing
* Teaching Utilizing the Nested Process
* Service learning
* Creating Effective Writing Assignments Utilizing Technology
* Time to Teach™ (nationally certified trainer)
* Thinking Maps™ (certified Train the Trainer)

2011–2014 Administrator, Canyon Lake High School, Fischer, TX

Served on the administrative team; dealt with instructional leadership, discipline, professional development, limited supervision, and other administrative duties (e.g., asset management, technology lead, strategic planning, and extra-curricular supervision).

2009–2013 Information Specialist, Canyon Lake High School, Fischer, TX

Administered library/media center for rural high school. Led the district secondary libraries in the transformation from traditional, print-based library programming to the *Learning Commons* program (transforming library space for community engagement). Incorporated team-teaching with teachers, training all stakeholders (e.g., administrators, teachers, students, and parents) in technology applications.

Strategic Knowledge Solutions (2008-2010)

Curriculum Editor/Trainer

Served as a free-lance editor and trainer. Led SME writing teams in developing Battle Command Knowledge System (BCKS) knowledge management curriculum, then did final editing to create the final published text. Offered in-house staff development for Knowledge Management trainers in adult learning methodologies and best practices.

Harford County Public Schools (2004-2009)

Curriculum Editor/Trainer

2005–2009 Freelance Curriculum/Technical Editor/Staff Trainer for Writers (K–5 Science Curriculum)

Led SME writing teams in developing K-5 Science curriculum, then did final editing to create the final published text.

Fall 2004 Administrative Internship, Homestead Wakefield Elementary School

Served a 12-week internship. Assisted in coordination of technology, parent communication, student discipline, special education, kindergarten assistive technology, and other administrative functions

Department of Defense Education Activity (1994-2004)

Information Specialist, Educational Technology Trainer, Video Production Teacher

1999–2004 Information Specialist/Technology Leadership Community Instructor/Strategic Planning Coordinator (directly tied to North Central Accreditation) for DoDDS-Germany, Ramstein HS, Ramstein Air Force Base, Germany

Administered library/media center for largest DoDDS-Germany high school. Instructed students in Technology-Leadership Community (TLC), a course that trains students to become technology teachers/trainers within the school. Team-taught with teachers and served as trainer for all stakeholders in technology applications (i.e., administrators, teachers, students, parents). Served as chair of strategic planning committee, accreditation committee, technology committee, and was an active member of the staff development committee and school disciplinary advisory council. Served two terms on the School Advisory Council (equivalent to a school board) and one term on the Commander’s Advisory Council.

* Managed a budget ranging from $45–70,000 (a government budget based upon the base budget, end-of-year allotments, and special funding for collection development).
* Led schools to highest accreditation rating for their five-year strategic plan and accreditation visit.
* Motivated stakeholders to implement formerly resisted top-down initiatives through grassroots coordination and action planning.
* Transformed a passive, ineffective library program into the “Library Program of the Year” (voted on by other librarians within the district).
* Received “Special Acts” awards and exceptional ratings every year of employment.

1997–1999 Educational Technologist—DoDDS DoDDS-Japan, Yokosuka Schools Complex, Yokosuka NB, Japan

Worked within five schools in the Yokosuka complex to train teachers to integrate technology into the classroom though one-on-one training, team-teaching, professional development sessions, and informal communication. Served in an advisory capacity to the technology committees and strategic planning committees of all schools. Served as network administrator in conjunction with IT personnel. Repaired and maintained computers (five separate operating systems) and networks within schools. Served as consultant to school administrators regarding project planning/implementation for DoDEA Headquarters.

* Managed/evaluated DoDEA technology implementation program; received recognition for project implementation in the Yokosuka complex.
* Successfully transitioned in-house and stakeholder communication form print to online formats—received recognition for transitioning extremely reluctant teachers to email communication.
* Received Special Acts awards and exceptional ratings every year employed.

1994–1997 Information Specialist/Video Production Teacher Strategic Planning Coordinator (directly tied to North Central Accreditation) for Japan, Nile C. Kinnick HS, Yokosuka NB, Japan

Administered library/media center for largest DoDDS-Japan high school and taught video production. Served as chair of strategic planning committee, accreditation committee, technology committee, and was an active member of the staff development committee. Served one term on the School Advisory Council (equivalent of a school board) and one term on the Commander’s Advisor Council.

* Managed a budget of $40–60,000 (a government budget based upon base budget, end-of-year allotments, and special funding for collection development).
* Led school to highest accreditation rating for the five-year strategic plan (a new DoDEA implementation at the time), and accreditation visit.
* Served three years as vendor representative (bringing vendors from the Philippines, China, Korea, etc.) on the core planning committee for the Yokosuka Schools Bazaar, a bi-annual fundraiser for the complex which annually brought in approximately $1 million.
* Received Special Acts awards and exceptional ratings each year of employment.

Drumright Public Schools (1990-1994)

English/Humanities Teacher/Librarian

Taught 9-12th grade English, video production and served as library media specialist. Wrote for and implemented a 3-year $30,000/year grant implementing a retrospective conversion of the print catalog to an Online Public Access Catalog system (OPAC).

Professional Affiliations

American Educational Research Association, 2016 – Present

Knowledge Management Professional Society, 2005 – Present

Texas Library Association, 2009 – Present

American Association of School Administrators, 2002–2014

American Library Association, 1992–2014

Certifications

|  |  |  |
| --- | --- | --- |
| Texas | Elementary/Secondary Principal; EC-12 Library Media Specialist; EC-12 Technology Applications; 8–12 English, Language Arts & Reading, Virtual Instructor (Online Teacher certificate), Professional Development & Supervision (PDAS), Instructional Leadership Development (ILD) | All expire 1/31/2021 |
| Maryland | Library Media Specialist, Administrator I/II (expired June 30, 2010) | 12/2018 |
| Oklahoma | Library Media Specialist; American, English, & World Literature; Grammar & Composition; Elementary/Secondary Principal (expired June 30, 2012) | 8/15/2019 |
| Nationwide | Certified trainer for the Time to Teach™ professional development courses (Teach-To’s™, Unconditional Positive Regard, Refocus™) | 12/15/2022 |
| Nationwide | Certified as a “Train-the-Trainer” instructor for the Thinking Maps™ methodology courses. | Does not expire |

Awards

Mildred Laughlin Fellowship, Oklahoma University

Department of Defense Education Activity Special Acts Award – awarded each year from 1995 to 2000 (Japan & Germany)

Commander’s Award – US Army

Program Development

Technology Leadership Academy – Department of Defense Education Activity (worldwide implementation)

DODEA Service Learning Academy – Department of Defense Education Activity (worldwide implementation)

Technology Expertise

|  |  |  |
| --- | --- | --- |
| **Expert** | **Intermediate** | **Experienced** |
| * Microsoft™ Professional Suite * LMS System Administration (variety) * Microsoft™ FrontPage * WordPress * Adobe Photoshop * Follett Destiny (cataloging & asset management) * Cyberlink Director Pro (video editing) * Nvivo (research methods) | * Adobe Creative Cloud * Camtasia/iSpring (e-learning development) * Macromedia Dreamweaver * BuddyPress/Moodle (online communities) * Ulead/Pinnacle (video editing) * Chroma Key Effects (green screen) * CrazyTalk Pro (avatar development) * Social Media | * Captivate (e-learning development) * Articulate Storyline (e-learning development) * Macromedia Suite (Flash, Dreamweaver, etc.) * EndNote (writing/citation) * ANSWR (research methods) |

Graduate Advisors

Dr. Kathy Latrobe – Oklahoma University

Dr. Bruce Petty – Oklahoma State University

Dr. Ted Rey (dissertation advisor)– Capella University

Dr. John Latham – Capella University

Dr. Phil Corkill – Capella University

Dr. Kathleen Mondell – Capella University

Publications and Presentations

Note: *Hill, N.* is the maiden name of Nancy Hartman

Hartman, N., Barfield, K., Decker-Woodrow, L., Ordonez, M. Maldonado, R., & Adams, S. (2017, June*). Implementing a randomized design to investigate the effectiveness of an intensive truancy intervention within the Communities In Schools framework*. Paper presented at Global Youth Justice, Provincetown, Massachusetts.

Hartman, N. (2016). Foreward. Diebold, E. and Mumford, P.W. (2016). One string of beads: Stories of divine love, hope, and diversity (p. 3). CreateSpace Independent Publishing Platform.

Hartman, N. (2015, February). The ADDIE model for instructional design. Master Trainer series webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2015, February). Principles of adult learning. Master Trainer series webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2015, February). Engaged learning and the nested process for planning professional development. Master Trainer series webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2015, February). House Bill 5: Implementation & Intervention Implications for CIS of Texas Campus Coordinators. Webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2015, January). Communities In Schools of Texas: A differentiated services approach to absenteeism and truancy intervention. Webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2014, December). The potential of addressing noncognitive factors: an academic support mechanism. Webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2014, November). Ethics training development for Master Trainers: Developing youth protection ethics training. Webinar published for CIS of Texas. San Antonio, Texas.

Hartman, N. (2014, October). Engaged learning for training professionals. Presentation at CIS of Texas Master Trainer Certification Program Conference. San Antonio, Texas.

Hartman, N. (2014, August). The potential of addressing noncognitive factors: an academic support mechanism. Best Practices paper for CIS of Texas. San Antonio, Texas.

Hartman, N. (2008, June 4) Integrating knowledge management in education. Frankfurt, Germany: VDM Verlag Dr. E. K. Mueller.

Hartman, N. (2007). *Organizational congruence, knowledge management & behavioral alignment in primary and secondary schools*. PhD diss: Capella University, UMI Publications.

Hartman, N. (2005*).How to teach writing even when you don’t like English*. Aberdeen Proving Ground, MD: APG Homeschooling Coop.

Hartman, N. (2003). *Technology: A tool—Not a dog & pony show*. Educator Day Presentation, Department of Defense-Germany, Kaiserslautern/Ramstein, Germany.

Hartman, N. (2002). *Thematic approaches to using technology at the middle school level*. Educator Day Presentation, Department of Defense-Germany, Kaiserslautern/Ramstein, Germany.

Hill, N. (2001). *Integrating technology into the one-computer classroom*. Educator Day Presentation, Department of Defense-Germany, Kaiserslautern/Ramstein, Germany.

Hill, N. (2000). *Strategic planning and the NCA process*. Educator Day Paper & Presentation, Department of Defense-Germany, Kaiserslautern/Ramstein, Germany.

Hill, N. (1999). *Strategic planning and the NCA process*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Hill, N. (1998). *Strategic planning and the NCA process*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Fry, P. & Hill, N. (1998). *Engaged learning: Doing what you already know*. (Handbook and presentation). Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Fry, P. & Hill, N. (September, 1997). *Engaged learning: Doing what you already know*. (Handbook and presentation). Educational Technology Liaison Meeting, Department of Defense-Japan, Yokohama, Japan.

Hill, N. (1997). *What teachers should be able to expect from a school librarian*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Hill, N. (1996). *Why we love PowerPoint: Graphic manipulation, creating linked kiosks, and other great PowerPoint projects*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Hill, N. (1995). *Why school libraries still matter in the internet age*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Hill, N., & Oka, A. (1994). *Writing for an “A”—A hamburger analogy approach to teaching writing*. Educator Day Presentation, Department of Defense-Japan, Yokosuka, Japan.

Hartman, N. (n.d.) *Using the internet effectively for homeschooling projects*. Aberdeen Proving Ground, MD: APG Homeschooling Coop.