
ERIN MURPHY

Education / Certification

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| • Doctor of Education, Educational Leadership | Washington State University | In Progress
~Fall 2022 |
| • Washington State Superintendent Certificate | Washington State University | April 2017 |
| • Washington State Principal's - Professional Certificate | Northwest ESD 189 | July 2010 |
| • Washington State Principal's - Residency Certificate | Western Washington University | June 2007 |
| • Master of Science, Agriculture | Washington State University | August 2002 |
| • Bachelor of Science, Agriculture | Washington State University | May 1999 |
| - Continuing Teaching Certification | | |
| - Continuing Vocational Certification | | |
| - Minor in Horticulture | | |
| - Biology Endorsement | | |

Administrative Experience

Assistant/Associate/Deputy Superintendent Bainbridge Island SD July 2016-Present

- Collaborate with district leaders on the development of systems for effective management and communication
- Co-facilitated the development of an updated district mission statement
- Lead district negotiator across multiple bargains with three union/bargaining groups
- Co-facilitate principal and district office professional development and leadership meetings
- Co-facilitation of District Budget Advisory Committee (DBAC)
- Facilitation of the equity subcommittee in the development of the updated District Improvement Plan (DIP) and assisted in the development of the district equity policy
- Assisted in the development of staffing and budgetary processes to create increased transparency
- Supervision and evaluation of building and district administrators
- Support personnel decisions, staffing adjustments, and contract maintenance
- Serve as the district Title IX, Harassment/Intimidation/Bullying, Civil Rights, and Gender Inclusive Schools compliance officer
- Lead the hiring process for administrative positions within the district
- Assist in the development and monitoring of district financial management
- Serve as the district Homeless Education and Foster Care liaison, and formerly as the Truancy liaison
- Develop district policies and procedures related to district operations
- Conduct district level personnel, Title IX, and HIB investigations
- Serve as district representative to support legal matters
- Support a culture of trust and respect through on-going communication and the development of professional relationships with district leaders and labor partners

- Co-facilitate the development of district enrollment and staffing projections/processes

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Principal Alderwood Middle School July 2011-June 2016

- Collaborated in the planning and facilitation of staff meetings, department meetings, and professional development day activities
- Co-facilitated the 1:1 Chromebook secondary pilot for the Edmonds School District
- Co-developed the AMS School Improvement Plans (SIP) and monitored the progress of these goals across each school year
- Collaborated on the continued development of Professional Learning Communities (PLCs) at AMS
- Researched and implemented additional academic supports for struggling students – i.e. Math Support, Mustang Success
- Screened, hired, supervised and evaluated certificated and classified staff and worked with individuals on the development and assessment of goals
- Facilitated the Building Administrator Team, Building Steering team, Climate Committee, Student Assistance Team, and Instructional Council
- Administrator in charge of Special Education and administered building 504 plans; led plan meetings, oversaw twice yearly progress monitoring forms, monitored compliance
- Led the determination of staff allocation, departmental teaching lines, and creation of the building master schedule
- Member of AMS Capital Projects Steering Team – this is our District group the meets with the architects to discuss and plan for all aspects for our new building.
- Worked collaboratively with students, staff, and families in addressing student needs and behaviors

Assistant Principal Mountlake Terrace High School July 2007-June 2011

- Administrator in charge of the science and math departments (07-11) and lead administrator of the Renaissance and Discovery small schools (07-08)
- Collaborated in the development and implementation of Professional Learning Communities (PLCs) at MTHS
- Researched and implemented Algebra Support and ALEKs math programs to assist struggling math students
- Administrator in charge of overseeing ASB and athletics and worked with ASB to support RSVP discussions
- Researched and implemented the SPIRIT program, and met bi-monthly with MTHS SPIRIT council to promote cultural awareness and understanding
- Assisted in the formation of the MTHS PTSA
- Co-developed and implemented the MTHS Advisor/Coach handbook and co-led the training of all building advisors and coaches on this information
- Wrote, implemented, and analyzed data for our annual student survey
- Formed and collaborated with our Advisory committee to plan and implement a school-wide Advisory curriculum/program
- Administered state assessments (WASL and HSPE) and organized and oversaw our math Collection of Evidence (COE) program
- Supported website management, parent newsletter, building calendar and event supervision

Administrative Internship Poulsbo Junior High July 2006 – June 2007

- Developed and led a training for all secondary science teachers and served on the District science adoption committee

- Participated in collaborative decision making on our building leadership team and monitoring of our Student Learning Improvement Plan
- Fostered a culture of empathy by working with the Leadership students and ASB to provide a school-wide empathy assembly and national Mix-It-Up at Lunch Day
- Co-facilitated presentation to school staff based on Dr. Marilyn Simpson's Improving Instructional Practices (IIP) program

Athletic Director Poulsbo Junior High

July 2006 – June 2007

- Oversaw the building athletics budget and maintained records of all coaching hours, and First Aid/CPR certification
- Observed and shared prepared written evaluations during exit conferences with all head coaches, and reviewed the evaluations of assistant coaches
- Facilitated meetings of the newly formed West Sound Middle School League
- Led coaching meetings at the beginning of each sports season where district and WIAA regulations, building protocol, and ASB finance laws were discussed

Other Leadership Experience

Bainbridge Island School District

July 2016-Present

- Creation and facilitation of district new administrator support program
- Co-facilitated the district response to the COVID-19 pandemic
- Serve as a medium-sized school district representative on the board of directors of the Washington School Risk Management Pool
- Member of the OESD Regional Level 2 threat assessment team and development and implementation of district threat assessment process
- Development of district staffing analysis process
- Adoption and development of "Citizen's Guide to the Budget" to create transparency to the district budget
- Support the development and implementation of the district choice transfer process
- Creation and maintenance of updated district policies and procedures
- Support positive and proactive problem solving through on-going labor management meetings
- Facilitate annual review of program proportionality related to discipline and Title IX athletics
- Serve as liaison to Bainbridge Island police department and regional Handle with Care program

Edmonds School District

Alderwood Middle School

July 2011 – June 2016

- Facilitated the Subcommittee on Time to evaluate the need for administrative support with the implementation of TPEP Oct. 2012 – February 2013
- Served as a member of the District Bargaining Team for bargaining with the Edmonds Education Association from 2012 to 2016
- Member of the District TPEP committee from 2011-2014
- Served as a mentor principal for three new middle school principals and one new high school assistant principal as part of the District New Principal Mentor Program
- Edmonds School District representative on the University of Washington – Teacher Education Program Professional Education Advisory Board (PEAB)
- Administrator representative on the District Math and Science Learning and Leading Teams, District Math Support committee, and high school math adoption committee
- Co-facilitated the district committee evaluating the process and procedures for Section 504 Health plans

- Administrative representative on the Strategic Direction sub-committee - Graduates who are Ready for Life

Edmonds School District Mountlake Terrace High School July 2007 – June 2011

- Served as a member of the District Science Instructional Advisory committee
- Member of the District Special Education Task Force and District Transfer/Appeals committee
- Served as a District representative on a bargaining sub-committee
- Presented to secondary administrators on 504s - implementation and process

North Kitsap School District Poulsbo Junior High School 1999 - 2007

- ASB advisor – council spanned grades 7-9
- 9th Grade Team Co-leader
- North Kitsap FFA advisor – chapter membership spanned grades 7-12
- Teacher-in-charge
- Member of our building leadership team, student led conferences committee and district Horticulture advisory committee
- Participated on the North Kitsap School District’s Middle Level Task Force and the District Culminating Project committee
- Facilitated the ASB component for 6th Grade Orientation and the 7th Grade Retreat
- Represented Washington state at the “Biotechnology with Plants and Animals” workshop in St. Louis, Missouri

Teaching Experience

North Kitsap School District Poulsbo Junior High School 1999 - 2007

- Teaching – 9th grade horticultural science and 8th and 9th grade leadership class
- Served as a co-leader of the 9th grade team for two years, represented the team on the building leadership team, and facilitated our weekly team meetings
- Assisted in the development and monitoring of our building Student Learning Improvement Plan (SLIP)
- Instructed students in mathematical content within our science class as part of a study funded by the U.S. Department of Education and the National Center for Career and Technical Education
- Worked with a Washington State Nursery and Landscape Association (WSNLA) member to develop a set of state horticulture skill standards
- Supervised a student teacher as their cooperating teacher
- Served as a secondary representative on the District science adoption committee
- Participated in the Improving Instructional Practices (IIP) training

Professional Organizations

- Washington Association of School Administrators (WASA)
- Washington State School Directors’ Association (WSSDA)
- Association of Washington School Principals (AWSP)
- Association of Supervision and Curriculum Development (ASCD)
- Phi Delta Kappa (PDK)
- Delta Kappa Gamma (DKG)

Awards and Honors

- Rachel Royston Scholarship recipient through Delta Kappa Gamma
- Poulsbo Junior High PTA Outstanding Educator Award
- Washington State Nursery Landscape Association Educator of the Year Award
- BISD Strong Award 2021-2022