

# Marvin H. Jeter, III

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## ADMINISTRATIVE EXPERIENCE:

9/04 to 1/06 **Pulaski County Special School District: Little Rock, Arkansas** - approximately 19,000 students  
**Assistant Superintendent for Learning Services** - 6 high, 7 middle, and 24 elementary schools

- Improved administrative organization to eliminate excess spending and to improve supervision; included the [reorganization of the Division of Learning Services](#)
- Led the team developing the district [Fiscal Distress Plan](#); communicated and trained the district in [implementation of the plan](#)
- Supervised/assisted principals and staff with instructional and curriculum development as well as in the improvement of curriculum and instructional program
- Led the development and implementation of gender-specific middle school programming at one of the schools identified by ADE as being in academic distress
- Provided professional development for all instructional staff
- Began community meetings to develop a plan maximizing the strengths and partnering the schools and the local stakeholders in a [Model for Feeder-specific Thematic Programs](#)
- Oversaw and administered the appraisal/selection of textbooks and instructional materials
- Assisted in development and implementation of policies concerning classification, promotion, graduation, failure, and progress of students
- Assisted in development and implementation of policies concerning student activities
- Recommended allocations for instructional staff to the Superintendent
- Oversaw the development of instructional supply budgets and monitor all instructional spending for supplies, equipment, travel and textbooks
- Made recommendations concerning expansion, replacement and additions of school plants
- Approved vacations, professional, educational and school business leaves for all instructional staff
- Took a major role in selection of principals, assistant principals, coordinators and directors for instructional programs
- Served as the Superintendent's designee for level II grievance hearings for the instructional division
- Attended all board meetings
- Implemented the district's desegregation plan in the Instructional Services Division through monitoring to preclude discrimination on the basis of race, gender, age or handicap, and annually report the results of monitoring to the Superintendent of Schools

## PROFESSIONAL/CIVIC AFFILIATIONS:

- Member - [Council of Stakeholders Advisory Group: UALR College of Education](#)

## REFERENCES:

**Mr. James Sharpe**, Former Superintendent, Pulaski County Special School District 580-212-3394(C)

**Mr. Bill Barnes**, Former Director of Secondary Education 501-562-6403(H)  
501-952-4496(C)

**Mrs. Sandy Roy**, Executive Director, Pulaski Association of Certified Teachers  
1500 West 4<sup>th</sup> Little Rock, Arkansas 72201 501-374-4955 (W)

**Ms. Carol Burgett**, Retired School Administrator, PCSSD Board Member  
35 Fairfield Drive North Little Rock, Arkansas 721120 501-835-1311(H)