

Yovira M. Moroney

PROFESSIONAL EXPERIENCES

Talent Management Specialist

Jul 2010 – Present

Office of Staffing Services – Milwaukee Public Schools

Milwaukee, Wisconsin

- Recruit and manage the hiring process for diverse, qualified staff, including, teachers, psychologist assistant teachers, social workers as well as administrative staff. Collaborate with other human resources personnel to develop and implement Milwaukee Public Schools (MPS) Recruitment plan. Attend local, national and international recruitment events to meet specific staffing needs of MPS.
- Responsible for monitoring, tracking, and reporting on applicant and employee status as requested.
- Developed and implemented international recruitment program for highly qualified bilingual and world language educators.
- Created a two-week Orientation program to acclimate international teachers to US and Milwaukee educational systems. Liaison with legal department to ensure immigration requirements are adhered to as it relates to international educators. Coordinate with mentors and administrators to ensure mentor relationships have been established for initial international educators.
- Perform activities and procedures related to teacher certification including processing Department of Public Instruction (DPI) certification requests. Maintain a close working relationship with the DPI to ensure certification requirements for teachers and/or other staff are met and maintained including PI 34 requirements and the NCLB Act. Ensure that all licensed positions are compliant with DPI criteria and legal requirements.
- Administer and coordinate employee assignments and reassignments in accordance with contractual provisions and district policies and procedures. Hire appropriate staff for summer school programs.
- Maintain relationships with central service departments regarding staffing and other personnel issues. Respond to concerns of principals and other staff related to staffing issues. Assist and coordinate the creation of various professional development programs for MPS employees. Train employees on HR initiatives as necessary.
- Advise employees who are under consideration for transfers, promotions, leaves, retirements and layoffs. Counsel employees dealing with difficult circumstances and recommends course of action.
- Participate in inter- and intra-departmental staff meetings and conferences on matters relating to the division's area of responsibility. Serve on committees and attend meetings to gather and/or provide information relative to staffing.
- Review investigations and conduct disciplinary hearings to determine sanctions as needed for substitute teachers.
- Host presentations at colleges and universities to education potential recruits on best hiring practices and expectations of Milwaukee Public Schools as an employer.

Curriculum Generalist

Sep 2008 – Jul 2010

Greenfield K-8 School – Milwaukee Public Schools

Milwaukee, Wisconsin

- Completed observations and evaluations on teaching staff and educational assistants.
- Provided leadership and support for the school's educational activities to meet established goals and objectives.
- Presented workshops with the principal in different areas of curriculum.
- Responsible for addressing student discipline and holding restorative justice circle interventions.
- Facilitated the implementation of approved policies, practices and programs.
- Served as Local Educational Agent (LEA) for Special Education meetings.
- Contributed to bilingual/monolingual meetings with parents to address students' academic and behavioral concerns.

Special Education Administrator Leadership Liaison

Apr 2002 – Sep 2005

Central Services Building – Milwaukee Public Schools

Milwaukee, Wisconsin

- Support Administrative Specialists in schools with Individual Education Plans, 90-day compliance and other issues.
- Provide technical assistance and direction to Administrative Specialists and principals on district policy; procedures and concerns related to discipline; suspensions and expulsions as they relate to children with disabilities; and Section 504 Individuals with Disabilities Education Act.
- Assist schools and parents in resolving disputes surrounding special education issues.
- Implement city-wide placements as needed through Student Services.

- Assisting and problem solving to Special Education teachers and the Milwaukee Teacher Education Association.
- Collaboratively work to implement the Special Education Oversight Action Plan in schools.
- Collaboratively work with the Dept. of Public Instruction to develop, implement and train MPS staff on the MPS Continuous Improvement Audit System.
- Collaboratively work with principals to budget and plan for Special Education Staffing Needs.
- Attend staff development and training sessions offered by the Division of Special Education and the Department of Leadership Services.
- Represent the Department of Special Education interest on various district initiatives.
- Collaborate with the Department of Bilingual and Multicultural Education.
- Supervised bilingual Special Education staff to include supervisors, diagnostic teachers and interpreters.

Bilingual School Psychologist

Milwaukee Public Schools

Sep 2005 – Sep 2008

Aug 1998 – Apr 2002

- Contributed to bilingual/monolingual Exceptional Education Needs Evaluations.
- Participated in consultations with teachers and parents to improve behaviors/academics.
- Administered psycho-educational tests in both English and Spanish including intelligence, achievement, projective and behavioral.
Translated into English or Spanish IEP meets as needed by staff or school families.
- Participated in Individual Educational Planning meetings presented results, and recommended interventions.
- Acted as Section 504 Individuals with Disabilities Education Act (IDEA) plan coordinator
- Coordinated Special Education referrals, including meeting with parents, teachers, speech pathologists, school social workers, as well as community resources, to address the special education needs of children.
- Problem-Solving Team Coordinator – collaborated with teachers, school psychologists, social workers and parents to address the early interventions, academic or behavioral needs of students.

EDUCATION

Masters of Science in Education

University of Wisconsin-Whitewater

Emphasis: School Psychology

National Association of School Psychologist Accredited

Level 62 School Psychologist

May 1997

Whitewater, Wisconsin

Bachelor of Arts

University of Wisconsin-Oshkosh

Double Major: Psychology and Spanish

May 1992

Oshkosh, Wisconsin

SPECIAL SKILLS

Bilingual Spanish and English (fluent oral and written communication)

Extensive Public Speaking Experience

Computer Proficiency in Microsoft Word, WordPerfect 6.0, 6.1, Power Point, Publisher

Course work towards Principal's License 51 as well as Director of Pupil Services License 81

Myers Briggs Certified