

# PAUL E. CASSATTA

---

## Education

### **Oakland University, Rochester, Michigan**

Education Specialist , June 2017

Major: Leadership

### **Western Michigan University, Kalamazoo, Michigan**

Masters of Science, December 1995

Major: Occupational Therapy

### **University of Michigan, Ann Arbor, Michigan**

Bachelor of Science, May 1992

Major: Kinesiology

## Certifications

State of Michigan: School Administrator

State of Michigan: Board of Occupational Therapists

---

## Leadership

- **Galileo Teacher Leadership Academy (2015-17)**
  - Current member of LPS Vision Forward Committee
  - Current member of the LPS Quality Assurance Review Committee
  - Current member of MTSS Guiding Coalitions for both elementary and secondary education
  - Lead for Quality Assurance Review Visiting Team (2023-2024 school year)
  - Completed the Leading For Equity and Justice Program through Eastern Michigan University (May, 2021)
  - Member of Teaching & Learning Council to develop new instructional vision for Farmington Public Schools (2015-16 school year)
  - Lead facilitator of the Professional Development Planning Committee (2013-16 school year)
  - Member of the Facilities Forward Steering Committee
  - Presenter at 2015 MACUL Conference
  - Presenter at Region IV Assistive Technology Conference (December 2014)
  - Presenter at 2012 Michigan Transition Service Annual Conference
  - Leader in implementation, training, and support for:
    - Google Apps For Education
    - Cyber Security and classroom management applications
- 

## Professional Experience

### **Livonia Public Schools**

*Assessment & Instructional Technology Coordinator: August 2024 - Present*

- Member of the district academic services team
- Coordinate all state and local assessments for Livonia Public Schools
- Develop and maintain district-wide data management systems (DMS)
- Create benchmark assessments in DMS to gather actionable data
- Create applications for teachers and district leadership to visualize data to guide instructional decisions
- Support Project Lead The Way (PLTW) teachers at the secondary level
- Provide support to teachers to fully integrate technology in their classroom
- Work collaboratively with district administration and the IT department on technology acquisition and implementation
- Develop learning opportunities for all staff on various technologies

### **Livonia Public Schools**

*Media & Technology Coordinator: September 2021 - August 2024*

- Member of the district academic services team
  - Provide support to teachers to fully integrate technology in their classroom
  - Support district media specialists with the creation and implementation of a K-12 curriculum
  - Work with media specialists and district leadership through the media center renovation process
-

# PAUL E. CASSATTA

---

- Work collaboratively with district administration and the IT department on technology acquisition and implementation
- Develop learning opportunities for all staff on various technologies
- Liaison between district leadership and media specialists to foster continued growth of the media center programs across the district

## **Emerson Middle School**

*Assistant Principal: January 2018 - September 2021*

- Provide support to the acting principal
- Support students through compassionate communication and guidance regarding academic performance and behavior
- Promote teacher professional growth through observation/evaluation and creating professional learning opportunities
- Assigned by LPS District Leadership to develop the Livonia Virtual program for secondary education
- Assigned as the Livonia Virtual Middle School administrator to provide teacher support with online learning
- Work with community organizations to create unique learning opportunities
- Maintain open communication with parents
- Provide classroom support for teachers
- Work closely with all stakeholders to create a positive educational culture
- Actively engage with district administration in the development and implementation of various initiatives

## **Harrison High School**

*Administrative Intern: August 2017 - January 2018*

- Provide support to the acting principal and assistant principal
- Support students through compassionate communication and guidance regarding academic performance and behavior
- Administrative lead for the building crisis team
- Develop and lead building technology team
- Facilitate student diversity group
- Supervise evening events
- Maintain open communication with parents
- Provide classroom support for teachers
- Work closely with all stakeholders to create a positive educational culture
- Oversee implementation of all student 504 plans
- Coordinate parent teacher conferences
- Lead administrator for student council
- Develop and maintain PBIS program

## **Farmington High School**

*Assistant Administrator: March 2017 - June 2017*

- Provide support to the acting principal and assistant principals
- Support students through compassionate communication and guidance regarding academic performance and behavior
- Maintain open communication with parents
- Provide classroom support for teachers
- Work closely with all stakeholders to create a positive educational culture

## **Farmington Public Schools**

*High School Summer School Supervisor: Summer of 2017*

- Staff summer school program
- Support students through compassionate communication and guidance regarding academic performance and behavior
- Coordinate student registration
- Oversee day to day operations
- Collaborate with high school counselors in determining course offerings based on student needs for new credit and credit recovery
- Provide classroom support for teachers
- Maintain open communication with parents
- Manage program finances

# PAUL E. CASSATTA

---

## **Farmington Public Schools**

*Assistive Technology Coordinator: August 2001 to August 2017*

- Coordinated assistive technology services for a diverse population of students with special needs (pre-K to post-secondary)
- Worked collaboratively with teachers, students, and families to develop plans for the implementation of assistive technology
- Monitored student progress with designated technology and modified technology plans as needed
- Coordinated efforts with assistive technology resources from Oakland Schools
- Managed inventory of assistive technology devices purchased by the Special Education department
- Provided regular professional development to staff, students, and families on use of various assistive technology
- Worked with general education staff on implementation of technology in their classroom to meet the needs of all students
- Setup and maintained multiple websites for the district in relation to special education services, professional development, and growth and evaluation

## **Farmington Public Schools**

*Occupational Therapist, August 1996 – June 2001*

- Provided occupational therapy services to a culturally, economically, and academically diverse population of students
- Wrote measurable goals that align with student needs in their academic environment
- Developed and facilitated treatment plans to help student meet IEP goals
- Attended student IEP meetings
- Worked closely with general and special education teachers in modifying classroom environments to better meet the needs of their students
- Maintained open communication with parents regarding student progress toward IEP goals
- Established various IEP goal monitoring systems, shared with the Special Education department, to help document student progress toward their IEP goals
- Created first electronic IEP forms to better streamline the IEP process and help to improve understanding of IEP content
- Actively participated in departmental initiatives

## **Eastern Michigan University**

*Guest Instructor, September 2002 - April 2003*

- Taught graduate level course on Theory and Analysis of Occupation
- Developed labs, lead discussions/lectures, and assessed student learning on the science of occupation

---

## **Technology**

- Proficient in use of the following software applications:
  - Microsoft Office (Word, PowerPoint, Excel, Access, Teams)
  - Google Apps for Education (Docs, Slides, Sheets, Forms, Drawing)
  - Adobe (Acrobat Pro, Illustrator, Photoshop)
  - Data Management Applications (Renaissance DnA, Google Looker, Microsoft Power Bi)
- Experienced with the setup, training, and support of the following hardware:
  - Desktop/Laptop computers
  - Google Chromebooks
  - iPads/Tablets
  - Interactive Whiteboards
  - Document Cameras