

exp. 03/25/21

#1190 - Volunteer Committee / Advisory Board Member

Contact Information -- Person ID: 35016672

Name: Carol A. Fredericks Address: 110 George Bush Boulevard
Delray Beach, Florida 33444 US

Home Phone: 609-347-1063 Alternate Phone:

Email: CAROL.FREDERICKS@GMAIL.COM Notification Preference: Email

Former Last Name: Month and Day of Birth: 12/16

Personal Information

Driver's License: Yes, Florida , Class E

Can you, after employment, submit proof of your legal right to work in the United States? Yes

What is your highest level of education? Doctorate

Preferences

Minimum Compensation: \$0.00 per year

Are you willing to relocate? No

Types of positions you will accept: Regular

Types of work you will accept: Full Time , Part Time

Types of shifts you will accept: Day

Objective

To perform in an effective, efficient manner according to all ethical and legal guidelines.

Education

City of Delray Beach has chosen not to collect this information for this job posting.

Work Experience

Business Administrator/Purchasing Agent/Superintendent/Principal/
1/2012 - 11/2017

Franklin Township Board of Education
www.ftschoool.org
226 Quakertown Road
Quakertown, New Jersey 08868
908-735-7929

Hours worked per week: 50
Monthly Salary: \$11,250.00
of Employees Supervised: 50
Name of Supervisor: Broadus Davis - Superintendent
May we contact this employer? Yes

Duties

Scope: Superintendent/PrincipalBusiness Administrator/Shared Business Administrator . Pertinent to purchasing: responsible for budget submission and SDA construction project closeout
Shared my services to save district money on administrative costs
Corrected construction project deficiencies including curing budget in excess of approved bond referendum; negotiated with vendors and project manager for concessions to bring the project back within legal parameters; secured final CO and project close-out.
Developed strategies to create high quality in-district special education programs, intended to save the district substantial costs while creating effective and inclusive special educational solutions.
Savings from efficiencies were re-directed to improve technology district-wide; district provided 1-to-1 i-pad 3 technology to all teachers and students.

Developed budget within legal parameters, yet increased program offerings in NJ Choice District.

Reason for Leaving

Relocated to Florida with spouse who transferred job.

Business Administrator

7/2011 - 2/2012

Paterson Board of Education
Paterson, New Jersey
9733211000

Hours worked per week: 40
Monthly Salary: \$13,334.00
of Employees Supervised: 50
Name of Supervisor: Richard
Matthews - Business Administrator
May we contact this employer? Yes

Duties

Scope: Business Administrator responsible for managing total annual budget of \$750M state and federal funds in state-controlled school district.
Responsible for 62 buildings housing 30,000 students and 5,000 employees
Initiated Public/Private partnership for facilities development
Corrected major accounting errors in first 90 days, resulting in elimination of budget report inaccuracy of \$76 M
Reviewed ledger and transfer reports and corrected account errors
Implemented external audit corrective actions and improved QSAC fiscal operation compliance by 25% in first 90 days
Trained administrative staff for budget development and procurement compliance
Planned implementation for new \$1.5 M financial software package for accounting, payroll, HR

Reason for Leaving

Moved to Quakertown, NJ

Business Administrator/ Qualified Purchasing Agent

2/2009 - 6/2011

Bogota Board of Education
<https://www.bogotaboe.com/>
1 Henry Luthin Place
Bogota, New Jersey 07603
201-441-4800

Hours worked per week: 40
Monthly Salary: \$10,000.00
of Employees Supervised: 20
Name of Supervisor: Jack Hynes -
Superintendent
May we contact this employer? Yes

Duties

2009- 6/2011

Scope: Business Administrator& Qualified Purchasing Agent responsible for transforming budget and staffing in wake of \$2M shortfall in state funding. Achievements of note include:
Audit findings reduced in one year from substantive problems to unqualified audit opinion
Grant writing /submission of 2010-2011 NCLB and the only Bergen County Inter-district Choice Application
Successfully assisted district through QSAC state re-monitoring and classification of Bogota as high-performing district
Managed alignment of curriculum to new NJ Core Standards, 2010
Creation and adoption of Business office SOP Manual and Position Control for 12/ 2009 deadline 2010-2011; 11-12 ongoing annual budget: submission, administration and monitoring; approved by voters in 2010
Managed Bid process for 2009 \$1M SDA grant project; reimbursements received, project closed out. Received approval for \$850,000 2011-12 SDA grant.
Outsourcing of custodial staff and implementation of new company for fall 2010 opening of schools- one Jr./Sr. High School and two Elementary schools

Reason for Leaving

salary increase to \$160000 in Paterson

Municipal Business Administrator

1/2008 - 11/2008

Hours worked per week: 40
Monthly Salary: \$9,000.00
of Employees Supervised: 1800

City of Atlantic City
<http://cityofatlanticcity.org/>
1301 Bacharach Boulevard
Atlantic City, New Jersey 08401
609-347-5300

Name of Supervisor: Scott Evans - Mayor
May we contact this employer? Yes

Duties

Political Appointment for Unexpired term by Interim Mayor Scott Evans
Scope: CEO responsible for city departments, 1800 employees, 7 unions. Achievements of note include:
Implementation of first City property revaluation in 30 years
First Taxpayer Phase-In ever enacted in the state of New Jersey
Grant writing submission of over \$15M in 10 months
Negotiated successfully with unions for Policy and Procedure manual update; over 18 years since last update
\$ 250M+ annual budget, submission, administration and monitoring; approved on-time for the first time in a decade
Managed Bid process for \$1B Bader Field Airport sale, and discussion of creation of first taxpayer trust fund in state of NJ

Reason for Leaving

Interim Mayor Scott Evans was not re-elected; this position was a political appointment.

Purchasing Administrator/Qualified Purchasing Agent/Assistant Business Administrator
9/2003 - 6/2007

Atlantic City Board of Education
<http://www.acboe.org>
1300 Atlantic Avenue, 5th Floor
Atlantic City, New Jersey 08401
609 343-7200

Hours worked per week: 40
Monthly Salary: \$9,000.00
of Employees Supervised: 40
Name of Supervisor: Lisa Mooney - Business Administrator
May we contact this employer? Yes

Duties

1300 Atlantic Avenue, 5th Floor, Atlantic City, NJ 08401
(609) 343-7200 x5038 9/2003- 6/2007
Purchasing Administrator/ Assistant Business Administrator
Scope: Qualified Purchasing Agent; Strategic planning leader responsible for catalyzing change.
Achievements resulted in dramatic and powerful changes:
Implemented training program for entire business department, resulting in improved morale and stellar external audit reports
Analyzed federal programs and found major flaws that were corrected through training and policy improvements, preserving \$15M revenue stream
Instituted SCC grant program, resulting in additional external funding of over \$500K
Renegotiated leased modular units for \$3.5 M savings
\$ 150M+ annual budget administration and monitoring

Reason for Leaving

political appointment to City Business Administrator

School Business Administrator/Qualified Purchasing Agent/ Acting Superintendent
5/2000 - 9/2003

Fairfield Township Board of Education
Bridgeton, New Jersey
8564531882

Hours worked per week: 40
Monthly Salary: \$5,000.00
of Employees Supervised: 20
Name of Supervisor: Lynn Johnson - Superintendent
May we contact this employer? Yes

Duties

375 Gouldtown-Woodruff Rd., Bridgeton, NJ 08302
(856) 453-1882
School Business Administrator/Purchasing Agent/ Acting Superintendent (2 months) 5/2000-

9/2003

Scope: Responsible for creating and managing the district budget, tracking costs and cash flow, and liaison with Board members. Major challenges resolved include:

- * Coordination of new school building project, approved through referendum. This project had failed 5 consecutive referenda attempts and had been stalled for 15 years, prior

- * Managed 7 yr. state monitoring review and successful district plan for improvement

Successfully managed 6 major construction projects on 2 facilities over 100 years old, utilizing over \$500,000 grant funding that was identified, applied for and acquired for the first time

Identified internal savings through purchasing initiatives

Supervised food service bid and change of outsourcing company

Critical tasks: budgeting, annual audit, federal audit, and Affirmative Action audit, NCLB & ECPA grant writing and grant management

Reason for Leaving

Recruited to job in Atlantic City at substantial salary increase

Certificates and Licenses

Type: NJ School Administrator -permanent certificate

Number:

Issued by: NJ DOE

Date Issued: 6 /2013 Date Expires: 1 /2028

Type: NJ School Business Administrator - permanent certificate

Number:

Issued by: NJ DOE

Date Issued: 2 /2000 Date Expires: 1 /2028

Type: NJ QPA-Qualified Purchasing Administrator

Number:

Issued by: NJ DCA

Date Issued: 1 /2016 Date Expires: 1 /2020

Type: NJ Elementary Teacher (permanent), NJ Teacher of Home Economics (permanent)

Number:

Issued by: NJDOE

Date Issued: 6 /1998 Date Expires: 1 /2028

Skills

Office Skills

Typing: 40

Data Entry: 0

Other Skills

Purchasing and Procurement Expert - 15 years and 0 months

Property Management and Construction supervision
Expert - 15 years and 0 months

Additional Information

Professional Associations

NJ Association of School Administrators; NJ Association of School Business Officials

Professional Associations

St. Paul's Episcopal Church, Delray Beach, FL 33444

Professional Associations

Galloway Township PTA, Member -, Secretary 1993-1995

Honors & Awards

Created new STEM program, new Theater Arts Program, re-introduced Jr. National Honor Society, Student Council and Safety Patrol Programs

Honors & Awards

Elected member of the Galloway Township Board of Education 1995-1997

Honors & Awards

Teacher of the Year 1996, North Main St. Elementary School, Pleasantville

References

Professional

Davis, Dr. Broadus

Superintendent

226 Quakertown Road

Quakertown, New Jersey 08868

267-243-3872

bdavis@ftschoool.org

Professional

Hynes, Mr. John P.

Superintendent, Retired

117 Kiel Avenue

Kinnelon, New Jersey 07405

201-213-7823

Jhynes2062@aol.com

Professional

Nisonoff, Dr. Philip

Business Administrator

Main Street

Emerson, New Jersey 07630

201-262-3875

phnisonoff@emerson.k12.nj.us

Resume**Text Resume****Attachments**

Attachment	File Name	File Type	Created By
DrCarol Fredericks Resume 2018.docx	DrCarol Fredericks Resume 2018.docx	Resume	Job Seeker

Agency-Wide Questions

1. Q: The Board application MUST be completed whether you submit a resume or not. It is important that your application show all the relevant experience and skills you possess that would assist you in serving on this committee or board. Applications must be received no later than ten (10) business days prior to the first City Commission meeting where the nomination for appointment to the board will be considered. Applications may be rejected if incomplete. Resumes alone WILL be rejected. PLEASE NOTE: A)

ONCE YOU SUBMIT YOUR APPLICATION, YOU WON'T BE ABLE TO ADD OR CHANGE ANYTHING and you will NOT be able to reapply for the same position(s) during that posting period. B) The City of Delray Beach is a public entity subject to Chapter 119 of the Florida Statutes concerning public records. Therefore, please be advised that all applications are public record and subject to the disclosure provisions of Chapter 119 of the Florida Statutes. In addition, please be advised that applications will remain on file in the City Clerk's Office for a period of two (2) years from the date submitted. It is the applicant's responsibility to ensure that the application on file is current.

A:

2. Q: Declaration of Personal Information Exemption Personal Information provided in this application is public information unless the applicant qualifies for an exemption pursuant to Florida Statutes. You are encouraged to thoroughly read the applicable sub-sections of F.S. 119.071. If you qualify for an exemption, your address and phone number are protected information. If you have any questions, please contact the Clerk's Office at 561-243-7056. Do you qualify for a statutory exemption from public disclosure based upon F.S. 119.071?

A: No

3. Q: If you stated yes to the above, please list under which sub-section of F.S. 119.971 do you qualify for a statutory exemption from public disclosure?

A:

4. Q: The City of Delray Beach does not discriminate on the basis of race, color, national origin, sex, religion, age or disability, marital status, family status or sexual orientation in employment or the provision of services.

A: Acknowledged

5. Q: I identify my gender as...

A: Female

6. Q: Age

A: 65+

7. Q: Occupation (If retired, please indicate former occupation or profession.)

A: Business Administrator, Public Procurement Official, Superintendent of Schools, Principal, Teacher.

8. Q: How many years have you lived or worked in Delray Beach?

A: 2

9. Q: Employer name and address

A: Lang Realty, 900 E. Atlantic Avenue, Delray Beach, FL 33434

10. Q: Home Phone

A: 561-703-4606

11. Q: Mobile Phone

A: 609-347-1063

12. Q: Business Phone

A: 561-703-4606

13. Q: Please contact me at the following phone number

A: Home

14. Q: Please contact me at the following address.

A: Residential street

15. Q: Do you or any of your family members work for or serve on the board of directors of any organization which has contracted with or applied for funding from the City of Delray Beach?

A: No

16. Q: Do you anticipate any involvement of this kind in the future? If yes, please describe the relationship.

A: No

17. Q: Have you previously been employed by the City of Delray Beach?

A: No

18. Q: Have you served on the City Commission in the last year?

A: No

19. Q: Are you currently serving or have you previously served on any City boards?

A: No

20. Q: If yes to above, then please list the boards that you have served on, and your contributions to each?

A:

21. Q: Do you have any relatives employed by the City of Delray Beach?

A: No

22. Q: EXPLANATION: If you entered yes for the question above, what is the name of the relative and your relationship. (Please indicate N/A if not applicable)

A: N/A

23. Q: Are you a registered voter?

A: Yes

24. Q: How does your education or experience compliment the powers and duties of the Board?

A: In my opinion my Master in Business and Doctorate help provide me with a foundation to inform the decision making process of the applied for boards; in addition, my experience is directly related to the functions of the boards.

25. Q: Please list any professional certifications, licenses or certificates that you possess that relate to the board for which you are applying.

A: EdD doctorate Leadership, Administration, Policy; Masters in Business-Management concentration; BS Education

- 26. Q: Valid e-mail address is necessary to be able to receive notifications from City Clerk's department including but not limited to notices to schedule an interview, application received or rejected notices, etc. Most correspondence will be done through e-mail notifications. Please ensure that valid e-mail address shows on your application and that you remember your login information.**

A: Acknowledged. It is my responsibility to provide a valid e-mail address for correspondence and e-mail notifications. I understand that if I don't check my e-mails or forget my login information, I might miss important messages regarding the position I applied for, and/or any tests or pre-requisites that might be required of me, which could result in missing the opportunity to be considered for the position.

Supplemental Questions

1. Q: I am interested in serving on the following committees, boards, groups or authorities.
(Select up to 3 committees from the list below:)

A: Downtown Development Authority
Historic Preservation Board
Planning and Zoning Board

- 2. Q:** Please list any community activities that relate to this position.

A: I live in a historic home in Delray and am interested in supporting and preserving the beautiful historic nature of our town.

- 3. Q:** List any experience that would assist you in serving on this committee, board, commission, or authority

A: Previously, I have supervised construction, planning, and development as both municipal and school district business administrator and superintendent. In addition, I am a Florida licensed realtor and was also a realtor in NJ. I have lived in and owned several historic homes such as a 1727 pre-revolutionary Quaker stone home in rural western NJ, and a historic bed and breakfast previously owned and operated by 2 holocaust survivors, in Atlantic City, NJ.

4. Q: Please indicate any activities you are involved with that may present a conflict of interest with the committee, board, commission, or authority you are applying for.

A: I am a Florida licensed realtor, working for Lang Realty in Delray Beach, FL.

5. Q: How did you hear about the vacancy on this committee, board, commission, or authority?

A: Other

- 6.** Q: If "other" was selected for question #6, please describe here.

A: I am not aware of current vacancy, but am willing to serve whenever needed.

- 7. Q: Why do you want to serve on this committee, board or commission?**

A: I love historic homes and believe that preserving them allows us all to better understand our architectural legacy and respect the work and vision of our predecessors.

- 8. Q: What unique abilities/skillset/perspective would you bring if selected?**

A: In my opinion we should strive to preserve historic homes and businesses while being sensitive to the needs of modernizing infrastructures to keep these buildings viable and livable for current residents.

- 9. Q:** Please describe your understanding of the functions and capacity of the board(s).

committee(s), or commission to which you are applying?

A: My understanding of the functions of the boards is to receive advice of professionals and input of public and other stakeholders in order to deliberate with the governing body and provide required information, questions, deliberation and consent.

10. Q: Have you ever attended a meeting of the board or committee for which you are applying?

A: Yes

11. Q: I understand that by applying to this committee, board, commission, or authority, I am offering a reasonable portion of my time to the City of Delray Beach and the requirements that accompany this position, including, but not limited to, routine meetings, hearings and responsiveness to the public.

A: Yes, I understand