



HAMILTON COUNTY DEPARTMENT OF EDUCATION

INDEPENDENT CONTRACTOR AGREEMENT

NAME OF CONTRACTOR: SHARON FABER EIN or SS# _____

ADDRESS: 7240 Sheffield Place, Cumming GA 30040

TELEPHONE #: 770-205-4814 CELL #: 678-549-1948

PROGRAM/SCHOOLS GROUP TO BE SERVED BY CONTRACTOR: Clifton Hills E.S.

CONTRACTOR AGREES TO PERFORM THE FOLLOWING SERVICES: Staff development;
Classroom observation & modeling

This agreement becomes effective on 7/1/09¹² and will end no later than 6/30/10^{13 RFE}. Contract cannot extend beyond the fiscal year end of June 30.

Upon completion of above services, Contractor shall be paid, within a reasonable time after submission of an invoice, the following fee:

\$2,500 Fee Schedule per hour/day/event

Other provisions such as travel or supplies (receipts required)

Total Expense not to exceed this amount

Background Check Required: ☐ Yes ☐ No Certificate of Insurance Required: ☐ Yes ☐ No

Services will be charged to:

Org Code: 21017311 Object Code: 52213081

Contractor Sharon Faber Date 6/1/12

Principal or Program Director R. G. Payne Date 6/5/12

Budget Manager R. G. Payne Date 6/5/12

Chief Financial Office (CFO) Christie Johnson Date 6-18-12

Associate Superintendent _____ Date _____

Superintendent _____ Date _____

PAYMENT AUTHORIZATION AFTER SATISFACTORY COMPLETION OF SERVICE

Approved for Payment by: _____	Date _____
Org Code: _____	Object Code _____
Amount _____	



Hamilton County Department of Education Consultant Request Form

School/Principal/CO Dept: Clifton Hills Request Date: 6/1/12

Consultant Name: SHARON FABER

Consultant Dates: 8/9/12, 9/5/12, 9/24-27/12, 10/5/12, 11/14/12, 1/7/13,

Attach original signed Independent Contractor Agreement and W-9 forms. 2/6/13,
3/19/13, 4/3/13, 5/1/13,

Expected outcomes: (Attach credentials of consultant.)

See attached credentials.

Explain how this consultant aligns with your School Improvement Plan, TCSP or Strategic Plan 2011:

See attached PD Goals/Plans

Plans for using/sharing acquired skills and knowledge:

See attached PD Plan

No. of persons participating/position(s):

All Staff K-5

Number of substitutes required: Subs needed for 9/24-27, 11/14 to assist
with coverage as needed

Cost:

Daily Rate

2,500 x 11 Days = \$27,500

Hotel

Transportation

Meals

Materials cost

Total Estimated Cost:

\$27,500

**Funding Source:

☐ General Fund

☐ School Based Funds

☐ Career/Tech

☐ Ex Ed

☒ Title

☐ Grant

Approved by:

[Signature]
Asst/Deputy Superintendent

[Signature]
School Operations Director

[Signature]
Finance

Sharon Faber
Consultant, Author, Keynote Speaker
Faber Consulting
7240 Sheffield Place
Cumming, GA 30040
Phone: 678-549-1948
FAX: 770-205-6389
Email: csfaber@bellsouth.net
Web Site: www.sharonfaber.com

Sharon Faber is an internationally recognized speaker, consultant, and author with more than 30 years of experience as a teacher, building and central office administrator, university professor, and staff development trainer. During her years in education, she has taught almost every grade level, and she has been an assistant principal, principal, English and Reading Supervisor, Director of Leadership Training, and Middle School Facilitator. She was a professor at the University of North Carolina at Charlotte and Belmont Abbey College. She is president of Faber Consulting.

Dr. Faber received her bachelor of science degree from Midwestern State University in Wichita Falls, Texas, her master's in educational leadership from the University of Texas at San Antonio, and her doctorate in educational leadership from the University of Virginia.

Dr. Faber has written extensively in the areas of literacy and leadership including the best sellers, *How to Teach Reading When You Are Not a Reading Teacher (2006)* and *How to Teach Academic Vocabulary (2010)*. She has keynoted at district, state, national, and international conferences and is noted for her high energy level, the practicality of her content, and her humorous delivery. Sharon motivates and inspires teachers and administrators every where she speaks.

Sharon is married to Conrad Faber, and together they have four children and four grandchildren. They live in Cumming, Georgia.

SHARON HARRIS FABER

7240 Sheffield Place
Cumming, GA 30040
Email: csfaber@bellsouth.net

Home: (770) 205-4814
Cell: (678) 549-1948
FAX: (770) 205-6389

EDUCATION

- Ed.D.** Educational Leadership and Supervision with collateral studies in Curriculum and Instruction, University of Virginia, Charlottesville, Virginia, 1988
- M.A.** Education with concentrations in Education Management and Curriculum and Instruction, University of Texas at San Antonio, San Antonio, Texas, 1975
- B.S.E.** English and Education with minors in Speech and Drama, Midwestern State University, Wichita Falls, Texas, 1970 (*cum laude*)

PROFESSIONAL EXPERIENCE

President, Faber Consulting, Cumming, Georgia (1996-Present)

Keynote speaker and presenter at national, state, and local conferences in 47 states and Canada.

Site Manager and Senior Literacy Advisor for Modern Red SchoolHouse Institute, Nashville, TN (2004-2010)

Coordinator of Leadership Training, Charlotte Mecklenburg Schools, Charlotte, N.C. (1993-1994)

Responsibilities included developing and implementing a progressive leadership training program based on identified administrator competencies. Worked closely with university, community, and business resources, and nationally known experts to assist in program delivery for principals and assistant principals in 124 elementary, middle, and high schools.

Middle School Facilitator, Charlotte Mecklenburg Schools, Charlotte, N.C. (1991-1993) (Leave of Absence from UNCC)

Responsibilities included curriculum, instruction, staff development, and related administrative services for twenty-one middle schools and seven alternative schools. Assisted in teacher selection and administrator evaluation while developing and facilitating the district transition from junior high schools to middle schools.

Principal, Henley Middle School, Crozet, Virginia (1986-1990)

Responsibilities included administrative and instructional services for 650 students and 65 faculty and staff members.

Associate Principal for Curriculum and Instruction, Albemarle High School, Charlottesville, Virginia (1984-1986)

Responsibilities included curriculum, instruction, staff development, and related instructional services for 1,600 students and 120 teachers. Assisted in teacher selection and evaluation, student discipline and budget.

Summer School Principal, Albemarle County/Charlottesville City Public Schools, Charlottesville, Virginia (1983)

English/Reading Supervisor 6-12, Albemarle County Schools, Charlottesville, Virginia (1978-1984)

Responsibilities included curriculum development, instruction, selection, and joint evaluation of 89 teachers in two high schools and four middle schools.

English Teacher and Department Chair, MacArthur High School, San Antonio, Texas (1973-1977)

English Teacher, Hirschi High School, Wichita Falls, Texas (1970-1972)

COLLEGE TEACHING

Assistant Professor of Education, Director of Middle Grades and Field Experience, Belmont Abbey College, Belmont, North Carolina (1995-1999)

Responsibilities included instruction at the graduate and undergraduate levels, coordination of the middle grade's certification program, supervision of student teachers, and coordination of the field experience program.

Assistant Professor of Curriculum and Instruction, Middle Grades Education, The University of North Carolina at Charlotte, Charlotte, North Carolina (1990-1993)
 Responsibilities included instruction at the graduate and undergraduate levels, coordination of the middle grade's certification program, and supervision of student teachers.

Adjunct Graduate Faculty Longwood College, Farmville, Virginia (1994-1996)
 Middle School Concepts and Instruction; Classroom Management K-12.

Adjunct Graduate Faculty University of Virginia, Charlottesville, Virginia (1987-1990)
 Middle School Curriculum; Restructuring the Middle School; Working With At-Risk Students; School Improvement: The Planning Process; Instructional Updates: Working With the Potential High School Dropout.

Adjunct Graduate Faculty Virginia Polytechnic Institute and State University, Northern Virginia
 Graduate Center, Falls Church, Virginia (1988-1990)
 Principles of Curriculum; Middle School Curriculum

Adjunct Graduate Faculty James Madison University, Harrisonburg, Virginia (1990)
 The Middle School

PUBLICATIONS/RESEARCH

- Faber, S. (2010), *How to Teach Academic Vocabulary*, Nashville, TN: Incentive Publications.
- Faber, S. (2006), *How to Teach Reading When You're Not A Reading Teacher*, Nashville, TN: Incentive Publications.
- Faber, S. (2001). *Middle School: Living in the Fast Lane*. Georgia Middle School Association Monograph, Atlanta, GA: Georgia Middle School Association.
- Faber-Harris, S. (1999). *Middle school teachers: Preparing students for the 21st century*. Michigan Middle School Journal, Volume 24, Number 1, Fall.
- Harris, S. (1997). *From recess to activity period: A logical transition at the middle school level*. Michigan Middle School Journal, Volume 21, Number 2, Spring.
- Harris-Lambert, S. & Thomason, J. (1994). *Character development in the middle years*. The North Carolina Middle School Association Journal, Volume 15, Number 1.
- Harris, S., Gatewood, T., Cline, G., & Green, G. (1992). Middle school interdisciplinary team organization and its relationship to teachers' stress." *Research in Middle Level Education*, Columbus, OH: National Middle School Association.
- Harris, S. & Reglin, G. (1992). Effectively working with the black male middle school and high school student. *Youth At-Risk: A Resource Guide Volume II*. Lancaster, PA: Technomic.
- Harris, S. (1992). Drop-out prevention at the middle level. *The Virginia Principalship Handbook*, Richmond, VA: Virginia Association of Secondary School Principals.
- Harris, S. (1992). *Creating success for the at-risk student*. The North Carolina Middle School Association Journal.
- Harris, S. (1991). *The principal's role in helping students at risk*. Schools in the Middle. Reston, VA: National Association of Secondary School Principals.

Proposal for Hamilton County Schools 2012-2013 School Year Clifton Hills Elementary School

Professional Development Goals:

- Support teachers and administrators through customized and sustained on-site, embedded professional development and coaching
- Help create learning communities for improving teaching and learning

The Professional Development Plan:

Hamilton County has a history of working to provide teachers with strong professional development. Based on current data and discussion with building administrators, there is a need for teachers at Clifton Hills Elementary School to receive systematic and explicit professional development to further extend their knowledge of effective instruction for all students, especially those who are reading below grade level. Teachers will be able to modify and adapt instruction in ways that preserve the integrity of adopted school literacy approaches and build more focused instructional skills to increase students' achievement in all content classes and on standardized tests.

Training will be based on the latest research and recommendations on sustaining literacy development for all students. Strategies and activities presented are designed to work within the context of the schools' adopted texts and curriculum rather than requiring new materials.

As a follow-up to the traditional group-based professional development provided in the 2012-2013 school year, there will be on-site coaching as an integral part of building teacher capacity. Instructional coaching is designed to meet the needs of teachers who want to see effective instructional practices in the context of their own classrooms and school. This approach, which involves a cycle of collaborative planning, model teaching, observations, and feedback, provides contextualized professional development for teachers at all grade levels.

Proposed Dates: 11 days throughout the school year

August 9, 2012:	Classroom Management with the Brain in Mind
September 5, 2012:	Building visit to observe teachers
September 26-27, 2012:	Reading: focus on comprehension strategies
October 5, 2012:	Develop literacy plan for the next three quarters
November 14, 2012:	Model lessons in teacher classrooms
January 7, 2013:	Reading: focus on academic vocabulary strategies
February 6, 2013:	Observe teachers using strategies from the modeled lessons
March 19, 2013:	Literacy training to be determined based on teacher needs
April 3, 2013:	Meet with each grade level to plan 2013-14 school year
May 1, 2013:	Meet with administrative team half day and work with faculty half day.

Proposed Budget

The following budget includes all training fees, travel, and communication expenses. The school will make copies of all materials used in the training and instructional coaching. *This is a customized plan that can be changed to suit district needs and funding.*

Total Cost of Proposal: 11 days @ \$2,500 per day

\$27,500.00

Hamilton County Department of Education
Vendor Information Form and Subst

PRINT OR TYPE

Name: (as appears on your income tax return) SHARON

Business Name: (if different from above) FABER Co

Business Federal Tax ID # _____ or Soc

If using SS# include name: (as appears on your income tax return) _____

Does IRS require a 1099 for your company earnings? ☒ Yes

If "Yes" Business Owner's Name: SHARON

Mailing address for payments _____ Mailing add _____

7240 Sheffield Place
Cumming GA
30040

Contact Person: SHARON FABER Phone # (678) 549-1948

Fax # (770) 205-6389 E-mail: csfaber@bellsouth.net

Indicate your business organization type:

☐ Individual ☐ Partnership ☒ Corporation ☐ Government Agency

☐ Other _____

Is your business incorporated? ☒ Yes ☐ No

Certification: Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (1) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (as defined here).

Definition of a U.S. person: For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

The internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding

Signature of U.S. Person: Sharon Faber

Title: President

Date: 6/1/12

Mail, Fax or Email to:

Hamilton County Department of Education.
Attn: Purchasing Dept.
3074 Hickory Valley Rd
Chattanooga TN 37421
Phone: 423-209-8545 Fax: 423-209-8401
Email: doe_purchasing@hede.org

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HAMILTON CO. DEPT OF ED
FEDERAL PROGRAMS

Gail -
This is
consistent
that we will
be using next
year. We want
to use her on
8/9/12.
Kathleen
Chapman