

DEAN OF ACADEMICS: TERRI TOMLINSON

- A. In charge of all evaluations and purchasing of curriculum.
- B. Responsible for the administration of standardized testing, PSAT, and any other academic assessments of FAB students.
- C. Responsible for the collection of data and reports regarding IOWA, PSAT, and AP, and works with the K-12 Director to collect data on all classroom assessments and diagnostic assessments.
- D. Research, sample, develop, and oversee the purchase, distribution, administration, and grading of all curriculum, ensuring Biblical integration into all subjects.
- E. Implement, train, and oversee the use of Curriculum Trak with all EEC and K-12 teachers.
- F. Oversees teacher access to online programs such as IXL, TROVE, and Discovery Education, BrainPop, Renaissance, and Reading A-Z
- G. Administer academic admission assessments for K-12 in collaboration with the K-12 Director, Accommodations Director, and FALCON Director.
- H. Ensure that all K-12 teachers' grades and lesson plans are entered on time as per the policy manual.
- I. Be a part of the Admissions Committee that approves/rejects enrollment for all students K-12.
- J. Completes formal evaluations of teachers/staff within the classroom.
- K. Collaborates with Registrar, K-12 Director, and Student Relations to ensure students meet grade level requirements and graduation requirements.
- L. Meets with teachers needing assistance on implementing research-based strategies and biblical integration.
- F. Responsible for the storage and distribution of all K-12 textbooks.
- G. Liaison with Bellville ISD for Title IV funding of curriculum materials (IXL math and science equipment).

Currently under the DEAN OF ACADEMICS' Umbrella:

1. Susan Crawford - Academic Assistant
2. All K-12 teachers - in tandem with the K-12 Director (about 35 teachers)
3. EEC teachers - in regard to Curriculum Trak only (20 teachers)