

SUSAN C. MASCARO

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EDUCATION/CERTIFICATION

Bachelor of Science: Secondary Science Education
University of Maryland, College Park
May 1984

Master of Science: Gifted Education and Curriculum
Johns Hopkins University
August 1988

Certificate in Administration and Supervision
Secondary Level
Johns Hopkins University
Summer 1993

MSDE Certification/Endorsements
• General Science and Biology, 7-12
• Administrator I & II, K-12
• Superintendent

EMPLOYMENT HISTORY

Consultant, Carroll County Public Schools (CCPSS), September 2022 - Present

Serve as Chief Negotiator for the Carroll County Board of Education during the FY2024 collective bargaining cycle. Negotiate contracts for five separate bargaining units: administrators and supervisors, AFSCME Council 67, educational support personnel, food service employees, and teachers and other certificated staff.

Consultant, Howard County Administrators & Supervisor's Association (HCASA), Feb. 2021 - Present

Provide training and support to the new HCASA Executive Director on matters related to collective bargaining, contract interpretation, and employee rights and responsibilities.

Executive Director, Howard County Administrator's Association (HCAA), August 2019 - January 2021

Served as Chief Negotiator for the Union representing administrators and coordinators of the Howard County Public School System. Represented administrators and coordinators at due process hearings and in other investigative matters. Worked collaboratively with school system executive leadership to resolve issues relating to contract implementation. Maintained regular communication with the Superintendent, Chief of Staff, and Chief of School Management/Instructional Leadership with regard to matters impacting administrators and their respective schools.

Chief of Staff, Howard County Public School System, August 2012 - July 2015

Served as the principal advisor to the Superintendent, Board of Education, and executive leadership staff on all matters related to employee services, collective bargaining and contract implementation. Oversaw the Offices of Equity Assurance, Human Resources, Policy Development & Review, Professional Growth & Leadership, and Staff Relations. Engaged and monitored legal services to support school system operations. Ensured the highest level of customer service in all pre-, current, and post-employee service areas. Represented the Superintendent at meetings, conferences, and select HCPSS functions.

Director of Staff Relations, Howard County Public School System, September 2005 - July 2012

Served as Chief Negotiator for the Board of Education. Facilitated all aspects of labor relations, including collective bargaining, meet and confer processes, contract implementation, and contract management. Provided assistance to supervisors and employees on contract administration and interpretation. Served as Superintendent's designee for contract grievances and applicable 4-205 appeals. Collaborated with employee unions to support positive and productive working environments for all staff.

Manager, Office of Human Resources, Howard County Public Schools, September 2002 - August 2005

Manager of Teacher Recruitment and Hiring. Supervised a team of eight professionals. Facilitated recruitment calendar, recruiter training, interviews, and job fairs. Managed New Teacher Support initiatives. Prepared board presentations, including Hiring and Separation and State of the Schools reports. Analyzed recruitment, hiring, and retention data for program improvement.

Specialist, Office of Human Resources, September 2000 - August 2002

Responsible for recruitment and hiring in select critical need areas. Facilitated off-site recruiting efforts in Maryland, Pennsylvania, and Ohio. Active participant in HCPSS job fairs, recruiter training, and marketing efforts. Supported new teacher hires through school visits and certification counseling.

Facilitator, Office of Professional Development Schools, August 1999 - August 2000

Student Teacher Placement Coordinator and Professional Development School (PDS) Facilitator. Responsible for placement of over 400 K-12 interns per semester. Facilitated development of PDS partnerships between universities and HCSS schools. Supported high school Future Educators of America (FEA) organizations.

Assistant Principal, Hammond & Mt. Hebron High Schools, July 1994 - July 1999

High School Instructional Leader. Planned and presented school-based professional development. Constructed the master schedule. Supervised special education programs. Addressed and resolved student discipline issues. Approved and monitored budget accounts. Planned and supervised student activities, including commencement.

Science Teacher; Gifted & Talented Resource Teacher, Hammond High School, August 1984 - June 1994

PROFESSIONAL AFFILIATIONS

- Maryland Negotiation Service (MNS), September 2005 - June 2015
- North American Association of Educational Negotiators (NAEN), September 2005 - June 2015
- National School Public Relations Association (NSPRA), September 2005 - June 2015
- Maryland Association of School Personnel Administrators (MASPA), August 2000 - June 2015
- American Association of School Personnel Administrators (AASPA), September 2001 - June 2015

ADDITIONAL EXPERIENCES

- **Chairperson**, Maryland Negotiation Service, Summer 2011 - Fall 2013
 - **Presenter**, “Dealing with Discipline Matters/Union Concerns,” Spring 2011, Spring 2012
 - **Vice-Chairperson**, Maryland Negotiation Service, Summer 2010 - Spring 2011
 - **Presenter**, “Handling the Grievance Process; Letters of Reprimand,” Fall 2010
 - **Co-Presenter**, “A Collaborative Approach to Supporting Education Negotiators,” North American Association of Educational Negotiators (NAEN) Spring Conference, March 2009
 - **Presenter**, “The ABC’s of Collective Bargaining,” Fall 2008, Fall 2010
 - **Course Developer/Adjunct Professor**, “Secondary Teaching Methods,” Howard Community College, Fall 2000 - Fall 2002
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