



# Board Appointment Form

City Clerk's Office

<b>Appointing Office</b>	Representative Isabel Salcido, District 5
<b>Agenda Placement</b>	Regular
<b>Date of Council Meeting</b>	10/08/24
<b>Name of Board</b>	Women's Rights Commission
<b>Agenda Posting Language</b>	
Appointment of Cynthia Alarcon Retana to the Women's Rights Commission by Representative Isabel Salcido, District 5.	
<b>Appointment Type</b>	Regular
<b>Member Qualifications</b>	
See Attached Resume	
<b>Nominee Name</b>	Cynthia Alarcon Retana
<b>Nominee Email Address</b>	[REDACTED]
<b>Nominee Residential Address</b>	[REDACTED]
<b>Nominee Primary Phone Number</b>	[REDACTED]
<b>Residing District</b>	District 5
<b>City Employed Relatives</b>	N/A
<b>Board Membership</b>	
N/A	
<b>Real estate owned in El Paso County</b>	
N/A	
<b>Previous Appointee</b>	Isabel Chacon
<b>Reason for Vacancy</b>	Term Expired
<b>Date of Appointment</b>	10/08/24
<b>Term Begins On</b>	09/01/24
<b>Term Expires On</b>	08/31/26
<b>Term</b>	First Term

# CYNTHIA RETANA

## SUMMARY OF QUALIFICATIONS

Leveraging a comprehensive background in educational and leadership expertise, administrative acumen, and a steadfast commitment to equity and inclusion, to effectively develop and implement policies, programs, and initiatives that support students with diverse learning needs. Passionate about fostering inclusive practices, driving strategic planning, and ensuring compliance with legal requirements to enhance educational outcomes for all students.

### *Expertise:*

- Monitor and Evaluate Programs
- Development and Implementation of Comprehensive Services and Programs
- Budget Development and Management
- Leadership Support and Mentoring
- Special Populations
- Stakeholder Collaboration
- Curriculum Development
- Principal and Teacher Evaluation
- Compliance and Evaluation
- Grant Management
- Bilingual in Spanish

## EDUCATION

Master of Education

University of Texas at El Paso

Bachelor of Interdisciplinary Studies

University of Texas at El Paso

Doctoral Candidate

Texas A&M-Commerce

## PROFESSIONAL EXPERIENCE

**ECTOR COUNTY INDEPENDENT SCHOOL DISTRICT**

**2021 – 2024**

**Executive Director of Leadership**  
**Odessa, TX**

- Direct supervision and mentorship of 17 campus principals in Ector County Independent School District (ECISD) including its various programs, policies, procedures, budget and financial services, curriculum/instruction, and campus data for grades PK3-12.
- Collaborate with all stakeholders to build vision, set priorities, and develop long and short-range plans for the day-to-day operation of campuses and district initiatives.
- Plan and coordinate bi-monthly leadership professional development for campus principals aligned with district and board improvement goals to include reviewing and setting policy.
- Facilitate communication and collaboration with the board of education and establish and maintain effective relationships with school personnel, while engaging with the external community.

- Assist in the creation of instructional systems designed for high student achievement to ensure not only enhancing student learning but improving teacher performance and planning for classroom high yield instructional practices.
- Align and meet with Special Education Department to plan and present to campuses and monitor Sped. programs for implementation and accuracy.
- Work with district and building administrators to identify, collect, analyze, and use relevant data to identify strengths to sustain and weaknesses to address.

**SOCORRO INDEPENDENT SCHOOL DISTRICT**  
**Assistant Superintendent of Schools**

**2018 - 2021**

**El Paso, TX**

- Direct supervision and mentorship of campus principals in the Socorro Independent School District (SISD) including its various programs, policies/procedures, budget and financial services, curriculum/instruction, and campus data for grades PK 3-12.
- Collaborate with all stakeholders to set priorities and develop long and short-range plans for the day-to-day operation of campuses and district initiatives.
- Facilitate communication with the Superintendent and district board members and establish and maintain effective relationships with school personnel, while engaging with the external community.
- Assist in the creation of instructional systems designed for high student achievement to ensure not only enhancing student learning but improving teacher performance and planning for classroom high yield instructional practices.
- Work with district and building administrators to identify, collect, analyze, and use relevant data to identify strengths to sustain and weaknesses to address.
- Create, evaluate, and revise policy and ensure compliance district wide.
- Create and monitor yearly budgets at the district and campus levels.

**SOCORRO INDEPENDENT SCHOOL DISTRICT**  
**Principal/ Counselor**  
**EL Paso, TX**

**2010 – 2018**

- Hire effective personnel and ensure all policies and laws regarding hiring practices are followed.
- Provide Professional Development.
- Act as a Liaison to our parents and community.
- Managed school logistics and budgets. Set learning goals for students and teachers based on state curricula. Monitored and reported on teacher performance; presented data based on school performance to campus, district, and community stakeholders. Provided professional development, mentoring, and learning opportunities to faculty based on data and campus needs assessment.
- Researched new resources and techniques to improve teaching and best classroom practices. Interviewed and hired potential new school personnel. Attended conferences to gain knowledge on educational trends; reviewed and implemented school policies based on trends and campus needs and goals.