

Dr. Jean M. McCleary

120 East Tar-Kiln Road, Clarion, PA 16214

jean.mccleary@pointpark.edu

Mobile Phone (814)-366-1363 Email: jean.mccleary@yahoo.com

Education

Doctorate: Educational Leadership, Ed.D., April 26, 2025

Research: Barriers that Exist During the Aging-Out Process for Youth with Complex Healthcare Needs

Point Park University

201 Wood Street

Pittsburgh, PA 15222

Superintendent's Letter of Eligibility, October 2008

Westminster College

New Wilmington, PA 16172

Master of Education, Curriculum and Instruction, November 2005

Gannon University of Pennsylvania

Erie, Pennsylvania 16541

Pennsylvania Principal Certification K-12; November 2002

Indiana University of Pennsylvania

Indiana, PA 15705

Bachelor of Science, Health and Physical Education; December 1992

Slippery Rock University of Pennsylvania

Slippery Rock, PA 16057

Certification

- PA- Superintendent Letter of Eligibility
- PA- Assistant Superintendent Letter of Eligibility
- PA- Career and Technical Administration Director 7-12
- PA- Principal K-12
- PA- Health & Physical Education (K-12)
- PA- Driver's Education

Professional Experience

Commonwealth of Pennsylvania, September 14, 2020 – May 5, 2026

PA Department of Education/Career and Technical Education

Career and Technical Education Advisor 2

- Provide state leadership to secondary and postsecondary CTE administrators, principals, and faculty to support and improve the quality and performance of PA CTE.

- Serve as the expert regarding statewide development, maintenance and implementation of established policy for secondary and postsecondary CTE activities and services.
- Analyze current practices and concerns related to quality CTE programs of
- Study and communicate with students, parents, administrators, educators, teacher educators, professional associations, business and industry leaders and state agency staff.
- Review and approve Federal Perkins V local grant applications and conduct assigned Federal Perkins V compliance monitoring reviews in accordance with Perkins V; both in-person and virtually.
- Evaluate and interpret federal laws and state guidelines to provide Perkins V grant recipients secondary and postsecondary assistance regarding allowable activities and use of federal grant funds to ensure recipients are complying with the federal Perkins Act, State budget procedures, Uniform Grant Guidance and EDGAR Regulations.
- Gather and analyze reports regarding career guidance materials, admissions policies and equal access.
- Review and approve 339 Comprehensive Plans for CTEs and school districts.
- Monitor grant recipient's purchase of supplies, equipment and other uses of Federal Perkins V funds to ensure appropriate use of the funds per the intent of the law.
- Analyze annual year-end performance reports via eGrants for Perkins Local Applications submitted to PDE in accordance with federal regulations.
- Approve and sign year-end budget revisions from schools that need to amend and justify changes from their original approved budgets and/or grant.
- Ensure Federal Perkins V recipients are utilizing the Stakeholders Committee and partnership with the local Workforce Development Board (WDB) to develop a Comprehensive Local Needs Assessment (CLNA).
- Work directly with Federal Perkins grant recipient program administrators by providing statewide leadership on how best to use federal funds to meet the intent of the Federal Law.
- Prepare reports, division plans, bureau plans, interagency plans, monetary reports, contract approval and evaluation reports.
- Point of Contact for the Pennsylvania Department of Education and the Congress-Bundestag Vocational Exchange Program and participate as a panelist for student interviews for the program.

Clarion Vocational Services, July 2019-Present

Support Services Professional

- Supervise and monitor intellectual disabled client to ensure safety and welfare
- Administer medication to client
- Write and submit home and community log sheets for client activities as per Federal Medicaid fiscal requirements and directives by the Pennsylvania Department of Human Services
- Assist with daily living activities in the home and community
- Transport, schedule and assist with medical appointments
- Schedule and maintain medical supplies
- Coordinate and communicate with supports coordinator on behalf of the client
- Attend and participate during meetings for client to ensure appropriate home and community needs.

Lifetime Learning LLC, April 2026 – Present

Chief Executive Officer

- Responsibilities include daily operations including outreach, facilitation, advocacy, and consulting for clients and agencies.
- Accounting responsibilities include weekly profit and loss reporting, and filing monthly state tax reports
- Responsible for advertising, publicity, public relations, and creating content for social media platforms.

Union School District, July 2012 - June 30, 2019

Superintendent

- Supervision of Buildings and Personnel
- School Safety and Security Officer, August 2018 - June 2019
- Right to Know Officer, 2012-2019
- Foster Care Point of Contact, December 2016-2019
- District Homeless Liaison, 2012-2019
- District Curriculum & Program Development
- Union International Outreach Program, Coordinator, 2014-2019
- Strategic Planning/Comprehensive Planning Implementation
- District Budgeting
- Administrative Evaluation and Development, Teacher/Principal Effectiveness 82.1/82.2/82.3
- Grant Writing/Safe Schools Grant/ABG/PA-PACT/FDK/Highmark
- Public Relations
- Collective Bargaining Contract Negotiations
- District Federal Programs Coordinator (2012-2016)

Pennsylvania Department of Education, December 2014-2022, 2026

Federal Programs Monitor / Independent Contractor

- Monitor consolidated applications for public schools and charter schools, Federal Title I, Title II-B, Title III and School Improvement Grants (SIG) for identified Priority and Focus School Districts

- Access and input data in the federal program monitor software (FedMonitor) to report compliances or non-compliances to PDE
- Attend monitor training, professional development and auditing annually

Union School District, 2006-2012

Elementary Principal & Federal Programs Coordinator

- Supervision of Buildings and Personnel
- Program Development
- Strategic Planning Implementation
- Budgeting
- Staff Evaluation and Development
- Coordination of Building Use
- Curriculum Coordination
- Grant Writing/SIE Grant/ABG/PA-PACT/FDK/Safe Schools
- Grades K-6 Scheduling
- Student Discipline
- Public Relations
- Implemented Lesson Plan Template for K-12 utilization
- Title I Federal Programs Coordinator/ARRA Stimulus Monies

Brookville Area School District, 1993-2006

Jenks St., Brookville, PA 15825

Health and Physical Education Instructor

- Served as department chairperson from 1999-2000 and 2002-2005
- Instructed five classes of co-ed physical education grades 7-12.
- Taught two classes of Junior High Health grades 8 and 9.
- Designed and implemented physical education and health curriculum integrating multiple intelligences and student portfolios.
- Organized field trips to the Abraxas-Cornell Foundation as an instrumental aspect of the drug education program.

Sky Jet Restaurant-General Partner, 2001-2017

P.O. Box 510, Tionesta, PA 16353

General Partner – Business Retired 2017

- Responsibilities include budgeting, planning, accounting and monitoring the operations of the business and employees.
- Accounting responsibilities include weekly payroll, filing monthly state tax reports, filing local, state and federal quarterly reports and yearly income tax reports.
- Responsible for advertising, publicity and public relations.

Professional Organizations and Affiliations

- STEM Equity Initiative / NEIR Model, 2020-present
- PA Association of Career and Technical Administrators (PACTA), 2020-present
- Southern Regional Education Board (SREB), 2020-present

- Clarion County Career Center Professional Advisory Council (PAC), 2012-2019
- Riverview IU#6, Superintendent's Advisory Council (SAC), 2012-2019
- Eccles-Lesher Scholarship and Foundation Committee Member, 2012-2019
- PA Association of School Administrators (PASA), 2012-2019
- PA Association for Rural & Small Schools (PARSS), 2012-2019
- Pennsylvania Association of Federal Programs Coordinators (PAFPC), 2012-2019
- Head Start, Committee Member/Clarion-Jefferson County, 2006-2012

Professional Development

- School Safety Exchange Conference/Act 44 Regulations and Training, 2018
- Autism Parenting Summit, May 2026
- Dept. of Health and Human Services/ PA Office of Developmental Programs Annual SSP/ME Training, May 2026
- Safety Summit at Clarion University of PA, November 2018
- NISL/Grow Completion of Leadership Program/ IU#4
- Foster Care Point of Contact and Homeless Liaison Training, 2012-2019
- PA Homeless Conference, 2017-2019
- Presenter for PA Homeless Conference, 2017
- Coordinator for Professional Development/Act 48 Committee, 2006-2019
- Strategic Plan, Steering Committee Member/Chairperson, 2006-2019
- Crisis Prevention Intervention (CPI)/Coordinator, 2012-2019
- Elementary Student Assistance Program, Committee Member, 2006-2012
- National Autism Conference, Penn State University, August 2016
- Autism Team Training/ Team Leader, 2014-2019
- Clarion University of PA, Honor Society Presenter, Interviews & Portfolio, 2008-2010
- Slippery Rock University of PA, Presenter/Panelist for Teacher Preparation
- Legal Issues Involving School Law, Dr. Bernie Hoffman, 2006-2011 and 2017
- Federal Programs and ESSA Training, 2006-2020
- First Aid & Safety, CPR Training, American Red Cross, 2005
- Science It's Elementary/ASSET Grant Writer/Support on Site Coordinator, 2008
- PDE Safe Schools Grant, Grant Writer (October 2013 & October 2014, 2018)
- Eccles-Lesher Grant (December 2012, 2013, 2014, 2018)

Community Service

- Clarion Rotary, Member/Scholarship & RYLA Committee (March 2013-January 2019)
- Rimersburg Veterans Museum/Park, Volunteer (2012-2017)
- Board Director, Clarion County YMCA (April 2015-April 2017)
- Clarion County Relay for Life, Team Member

- Participate in Community Service Activities, Rimersburg Chamber of Commerce, 2006-2017
- WFAYSA Volunteer Youth Soccer Coach 1999-2003
- J. Bowman Proper Grant, WFAYSA Grant Director, 1999-2003
- Make-A-Wish, Volunteer, August 2019-Present

Honors:

- PA Department of Education/Bureau of Career and Technical Education, Above and Beyond Award: 2020, 2021, 2022
- PA Department of Education, Five Year Work History/ Recognition, February, 2026
- Pi Lambda Theta, Honor Society Education, Member 2019
- Union High School, *U.S. News and World Report*, Bronze Status 2015 & 2017
- Union School District, Niche Report, Safest School District in Clarion County, 2017
- West Forest Distinguished Alumna, Commencement Speaker, 2015
- *Who's Who Among America's* Teachers; 1996, 1998, 2000, 2001, 2003, 2004
- Cambridge Who's Who Among Executive and Professional Women in Teaching and Education 2006, 2012
- AYP for Sligo and Rimersburg Elementary Schools 2006-2011
- Sligo Elementary School, "Distinguished Title I School" 2009
- Rimersburg Elementary School, Distinguished Title I School" 2016

Personal Interests

- Forever caregiving for our wonderful son, Cody
- Spending time with extended family
- Walking
- Gardening/Landscaping
- Cooking and Baking
- Advocating for vulnerable populations