

Tracey Pritchard, Ed.D
Associate Professor
Director of Faculty Mentoring
School of Education
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EDUCATIONAL BACKGROUND

Doctorate in Innovation and Leadership
Wilmington University, New Castle, DE

Dissertation: Students' Perceptions of the Hybrid Learning
Structure: An Exploratory Study

Practicum: Whispers from Within: An Examination of
Organizational Climate

Masters of Education in School Counseling
Wilmington University, New Castle, DE

B.S. in Elementary Education (PK-8)
Liberty University, Lynchburg, VA

SCHOOL COUNSELING/SCHOOL COUNSELOR SUPERVISORY EXPERIENCE

Liberty University 2006 through present

Gate 2 Coordinator – Screening of school counseling Gate 2 applications for candidacy in the school counseling program, organization of application material for submission to school counseling committee for review and approval/denial, communication and support of academic advisors regarding the Gate 2 process.

Mentorship of School Counseling Students – Conduct initial mentoring meetings with all school counseling students and continue to support them throughout the duration of the program. This includes both virtual one on one meetings as well as virtual group meetings to support the student with program questions and to provide encouragement. Student accounts are updated with information regarding each mentoring meeting and careful record keeping of all student contact is a priority.

School Counseling Gate 2 Committee – One of three members of a committee that determines the entry of school counselors into the University's school counseling program.

CACREP Committee Member– Member of the University's CACREP committee for initial accreditation. Duties include proofreading of initial report and duties as assigned. Duties also include the response to the addendum as assigned by director of the school counseling program and the writing of the final addendum report.

Instructional Mentor – Oversight of 15 school counseling faculty members. Duties include providing academic support, yearly evaluations, course compliance, and communication of University expectations, procedures, and regulations.

Clinical Internship Supervisor for External School Counselors - Oversight of school counseling internship students in the field. Duties include oversight of course requirements, monitoring of student experiences and hours, support of site supervisors, fielding student and site supervisor's questions, and conflict resolution when necessary,

Associate Professor – Duties include teaching school counseling courses at the graduate level. These courses include Advanced Educational Psychology, Child and Adolescent Counseling in Schools, Structure Group Programs, Principles of School Counseling, Theories and Techniques of Counseling, Career Development and Counseling, Professional, Ethical, and Legal Issues in Counseling, Human Development Across the Lifespan, and School Counseling Program Development and Evaluation.

Subject Matter Expert (SME) – Former SME for Principles of School Counseling current SME for Career Development and Counseling. Duties include oversight of course content and support of faculty teaching the course. Responsibilities also include maintenance of course content including updates as needed.

Wilmington University 2006 - 2008

School Counseling Clinical Placement Officer - Responsibilities included school site arrangements, school counselor student placements, oversight of clinical students in the field, and clinical faculty development. Worked with over sixty schools in four states on behalf of clinical school counseling students and the University.

Course and Curriculum Development (traditional and virtual) - Career Development and Information Services, Principles and Practice of the Guidance Program, The Counselor as a Consultant, Ethical Issues in School Counseling, and Child and Adolescent Development.

Assistant Professor – Duties included teaching traditional and virtual courses including Career Development and Information Services, Principles and Practices of the Guidance Program, The Counselor as a Consultant, Human Behavior and Child Development, Group Counseling, Multicultural Counseling, and Individual Counseling Skills and Strategies.

Wilmington University 2008 – 2014

Adjunct Instructor - Duties included teaching traditional and virtual courses including Career Development and Information Services, Principles and Practices of the Guidance Program, The Counselor as a Consultant, Human Behavior and Child Development, Group Counseling, Multicultural Counseling, Individual Counseling Skills and Strategies.

School Counseling Lead Adjunct – Mentoring of school counseling adjuncts in the program. Assisted with course delivery, student issues, professional development, and administrative tasks.

School Counseling Leadership Team – Served as member of the leadership team for the school counseling program.

School Counseling Advisory Board Member - Membership consisted of administration, students, faculty, school counselors, adjuncts, and community members working together to provide direction and advice regarding school counseling program policies, procedures, and growth in relation to the University's mission and vision.

Red Lion Christian Academy 1998 – 2009

Director of School Counseling Program (1999-2006) Personally designed, developed, implemented, and maintained a comprehensive guidance program as part of the developing high school.

- Implementation of comprehensive guidance program
- Oversight of exceptional students both struggling and gifted
- Oversight of college application process
- Provided academic support for parents and students
- Provided emotional and social support for students as well as crisis counseling
- Maintained student records
- Provided emotional and professional support for faculty and staff
- Member of graduation committee
- Chair of Career Day committee
- Member of special education committee
- Prepared and conducted parent informational meetings
- Test coordination
- Supervised counselor internship students from University of Delaware and Wilmington University

TEACHING/ADMINISTRATIVE EXPERIENCE

Assistant Professor, Liberty University, 2006 through present. Duties include teaching undergraduate residency courses for elementary and middle school education majors (Middle School Curriculum, Differentiated Instruction, and Introduction to Education), teaching master level courses in school leadership, and elementary and secondary education. Doctoral courses include Educational Leadership and Public Relations and Teaching the College Student.

Adjunct Instructor, Wilmington University, 2005 through present (as needed). Duties include teaching bachelor, master and doctoral level courses in education including but not limited to Curriculum Leadership in Higher Education (Doctoral level), Assessment of Exceptional Children and IEP's, Instructional Technology, and Teaching Diverse Populations/Exceptional Children (Bachelor level).

Director of Institutional Advancement, Red Lion Christian Academy, 2008 – 2009. Duties included but not limited to public relations, advertising, grant writing, fundraising, program development and event planning, community awareness for RLCA, development of advancement office and activities, oversight of development office staff and volunteers. Duties and accomplishments: Created and developed new advancement office, designed, organized, and ran Christmas Around the World annual fundraising auction, worked with admissions office in recruitment and retention of students, participated in new family interviews and new student testing, participated in open houses, designs all student recruitment materials, member of New Castle County Chamber of Commerce, organized and implemented student ambassador program, website oversight and updates, responsible for publication and design of RLCA's ROAR newsletter three times a year, instituted a donor tracking system, wrote and received a \$40,000 grant from ECCO Campus Card System, served as the public relations officer, developed a legacy giving program, and supervised staff and volunteers.

Administrative Coordinator and Assistant Professor Division of Education, Wilmington University, 2006 - 2008. Duties include administrative support to the dean and program coordinators, membership on various college and state level committees including Curriculum Cadre, Instructional Resources, Mid-Atlantic Association for Employment Education, and Faculty Senate. Teach various courses at the masters level in elementary education as well as courses at the undergraduate level in the area of early, elementary, and middle school education.

Administrative Team Member, Red Lion Christian Academy, Bear, DE 2001-2005. Duties included assisting the high school principal, assisting and supporting teachers, student scheduling, weekly administrative planning meetings, administrative representative in parent/teacher conferences when necessary, disciplinary issues when principal is unavailable or out of the office, administrator in charge of high school when headmaster and principal was out of the office, problem-solving for disgruntled parents and students, organizing, planning and implementing Career Day, designed, implemented and oversaw the faculty mentoring program, oversaw and enforced female dress code, member of the student advisory committee, planned and executed faculty/student and senior pictures, organized, planned and accompanied seniors on the senior class trips, oversaw, recruited, interviewed and recommended individuals for staff vacancies for the 2005-2006 school year, oversaw and organized the production of the elementary yearbook as well as general administrative duties too numerous to list.

Teacher, Red Lion Christian Academy, Bear, DE 1998-2005; middle school science, 9th grade science/health teacher ('98-'99), middle school math and study skills teacher ('99-'00), middle school math and, study skills teacher and school guidance counselor ('00-'01), Director of the guidance program ('01-'05). The specific classes taught include life science, earth science, physical science, health, study skills, general math, pre-algebra, psychology and yearbook. Additional experience includes the development and writing of the 7th, 8th grade math and 12th grade psychology curriculum.

Teacher, Faith Christian Academy, Hurt, VA 1993-1995; classroom managements, keeping records, curriculum development, test development, fund raising, class trips,

general classroom duties, and yearbook editor. Specific classes taught included middle school math, science, English, reading, spelling, computer, and third grade.

PROFESSIONAL LICENSURE

State of Delaware: Elementary School Counseling (pending – December 2014)
 Secondary School Counseling
 School Leader I
 School Leader II
 Principal/Assistant Principal
 Middle Level Teacher 6-8
 Elementary Teacher 1-8

SCHOLARLY ACTIVITY: PUBLICATIONS

Pritchard, T.B. (November, 2011) Supporting foreign students in the online environment. *Faculty Focus*. <http://www.facultyfocus.com/articles/online-education/supporting-international-students-in-the-online-environment/>

Pritchard, T.B. (2008). *Students' perception of the hybrid learning structure: An exploratory study*. Berlin, Germany: Saarbrucken.

Rockinson-Szapkiw, Pritchard, and Schellenberg (2012). Curriculum to enhance student achievement and career readiness. *Journal of School Counseling*. Liberty University, Lynchburg, VA. Manuscript Submitted for Publication.

Rockinson-Szapkiw, McComb – Beverage, Pritchard, and Schellenberg (2012). Promoting Professional Identity: A Within Group Comparison of Wiki-based and Traditional Assignments on School Counseling Students' Learning, Sense of Community, and Computer Anxiety. Liberty University, Lynchburg, VA. *British Journal of Guidance and Counseling*. Approved for Publication.

SCHOLARLY ACTIVITY: PRESENTATIONS AND WORKSHOPS

Pritchard, T.B (January, 2012) Standards Blending for School Counselors. *Indian River Professional Development Day*, Millsboro, DE.

Pritchard, T.B. (December, 2012). Confidentiality in Education (Panel Presentation) *Sussex County Interagency Council for Children and Families*, Georgetown, DE.

Pritchard, T.B. (November, 2011). Beyond videos, overheads, and Power Points: The integration of 21st century technology in the college classroom *Northeast E-Learning Consortium: Fall Symposium*, New Castle, DE.

Pritchard, T.B. (October, 2011) Learning is NOT a spectator sport. Poster Presentation. *Association for Counselor Education and Supervision. National Conference*, Nashville, TN.

- Pritchard, T.B. (October, 2011) Beyond videos, overheads, and Power Points: The integration of 21st century technology in the college classroom. *Association for Counselor Education and Supervision. National Conference*, Nashville, TN.
- Pritchard, T.B. (October, 2011) Ethical Issues in School Counseling. *Delaware Professional Development Day*, Dover, DE.
- Pritchard, T.B. (November, 2009) School Counselors and Dress Code Enforcement: *What is the true role of the school counselor in the Christian school setting?* *Mid-Atlantic Christian Schools Association, Lancaster, PA.*
- Pritchard, T.B. (November, 2009). Individual, Group, Career and Crisis Counseling in The Christian School Setting. *Mid-Atlantic Christian Schools Association, Lancaster, PA.*
- Pritchard, T.B. (November, 2009). Legal and Ethical Issues Encountered by School Counselors: *Are you Prepared?* *Mid-Atlantic Christian Schools Association, Lancaster, PA.*
- Pritchard, T.B. (September, 2009) Learning Is NOT a Spectator Sport Engaging Students In Their Own Learning: Active Learning Methodologies. *Wilmington University Faculty Development, New Castle, DE.*
- Pritchard, T.B. (November, 2008). Depression and suicide in school: A proactive approach. *Mid-Atlantic Christian Schools Association, Lancaster, PA.*
- Pritchard, T.B. (November, 2008). The Necessity of an Elementary and Middle School Counselor: Debunking the myth that Christian Schools only need a High School Counselor. *Mid-Atlantic Christian Schools Association, Lancaster, PA.*
- Pritchard, T.B. (January, 2008). Building a comprehensive guidance program: Parts I and II. *ACSI Board and Administrator's Conference*. Lancaster, PA.
- Pritchard, T.B. (January, 2008). Keys to successful group counseling. *ACSI Board and Administrator's Conference*. Lancaster, PA.
- Pritchard, T.B. (January, 2008). Legal implications in school counseling, individual, group and career counseling. *ACSI Board and Administrator's Conference*. Lancaster, PA.
- Pritchard, T.B. (May, 2007). Structuring the online learning environment. *Legal Professionals and paraprofessionals of Delaware*. Wilmington, DE.
- Pritchard, T.B. (November, 2005). Depression in the classroom. *ACSI Teacher Convention*. Washington, DC.
- Pritchard, T.B. (March, 2005). Depression in the classroom. *Red Lion Christian Academy Teacher In-Service*. Bear, DE.

SERVICE: PROFESSIONAL

Board Member, Red Lion Christian Academy, 2005 - 2008. Duties include organizational planning, development of job descriptions, committee work, accreditation, annual budget, evaluations, policy work and community ambassador. Chair of special project in writing the Board Policy manual including governance policy, fiscal management, human resources and student portions required for accreditation. Served as Chair of accreditation committee culminating in a dual accreditation of seven years with Middle States and ACSI.

Faculty Senate, Adjunct Faculty Representative, Wilmington University
Duties include committee work, organizational planning, fielding and communicating concerns of the adjunct faculty to the faculty senate and monthly meetings. Served on the Instructional Technology committee (2005) and Academic Policy committee (2010-2012).

Accreditation Visiting Team Member, Association of Christian Schools International; participated on teams consisting of education professionals whose task was to evaluate curriculum, programs, policy, etc. for schools seeking accreditation.

Dissertation Chair, (2014). Leadership and adequate yearly progress: A correlation study of leadership style and the adequate yearly progress status in Title I schools/by Gennifer Miller. Liberty University (in progress).

Dissertation Chair, (2014). The relationship between student rapport and student performance rate/by Robyn Clark. Liberty University (in progress).

Dissertation Chair, (2014). Educators' perceptions about the system for teacher and student advancement an on-going and applied professional growth: A case study/by LaConti Bryant. Liberty University (in progress).

Dissertation Chair, (2013). The correlation between attendance and participation with respect to student achievement in an online learning environment/by Joseph Rapposelli. Liberty University.

Dissertation Chair, (2013). A comparison of course delivery formats on student success for first year developmental English students at California Community Colleges/by Camilla Bantum. Liberty University.

Dissertation Chair, (2013). An Assessment of Factors Contributing to the Gender Gap in STEM/by Melissa Street-Caulder. Wilmington University.

Dissertation Reader, (2013). Social-Emotional Learning: The interplay between responsive classroom girls' circle and academic performance in one small urban school district/by Jason Vivadelli. Wilmington University.

Dissertation Chair, (2013). The relation of secondary teacher attitude toward inclusion and self reported usage of effective inclusionary strategies in the classroom/by Heather Wright. Liberty University.

Dissertation Chair, (2012). Relationship of a Nutrition Intervention Class for Middle School Girls on Child Nutrition Meal Preparation, Nutrition Knowledge and Attitudes/by Kathy Hood. Liberty University.

Dissertation Chair, (2011). Measuring levels of academic preparedness for college science courses from a lecture-free high school education: A case study/by Chris Dorais. Liberty University.

Dissertation Chair, (2011). Transformational Leadership: An exploratory Study of Empowerment and Organizational Commitment of Teachers in Christian Schools and its Implications on Leadership/by John Kirika. Liberty University.

Dissertation Chair, (2010). Topic: Middle School Robotics programs and the effects on student perceptions of science/by Sandra Jewel. Liberty University.

Dissertation Reader, (2008). Impact of College Student Leadership Training: A Special Focus on Student Leaders/by Tina Scott. Nova Southwestern University.

Dissertation Reader, (2007). Prevalence of codependency traits in pre-clinical and clinical associate degree nursing students/by Gloria M. Harrison. Wilmington University.

Dissertation Reader, (2007). Economic impact of illegal immigrants on the state of Delaware/by Steven Hicks. Wilmington University.

SERVICE: COMMUNITY

Civic Association Co-President, Woodlawn Estates 2003-2004; Organized, planned and lead neighborhood community monthly meetings and community activities.

Volunteer – Youth Ministry – Northeast Christian Church, 2010-2013.

Speaker - Women's Ministry Events. 2006-present.

Leader – Woman's Bible Studies.

Leader – Adult Sunday School Ministry. Red Lion Evangelical Free Church, 2003-2005.

PROFESSIONAL DEVELOPMENT

CITI Training – Liberty University, Spring 2013

- Belmont Report and CITI Course Introduction
- Assessing Risk in Social & Behavioral Research
- Informed Consent-SBR
- Privacy and Confidentiality-SBR
- Students in Research

Education and Empowering Military Students - Liberty University, Spring 2013

Top Ten Mistakes Faculty Make when Grading – Liberty University, Fall 2012

Library Resources for Online Teaching – Liberty University, Fall 2012

Delaware School Counseling Association Professional Development Day - Fall 2011 and Spring 2012

Indian River Professional Development Day – Winter 2012

Delaware School Counseling Association Conference - Spring 2012

Northeast E-Learning Consortium: Fall Symposium – Wilmington University, Fall 2011

Association for Counselor Education and Supervision National Conference – Fall 2011

Wilmington University Faculty Development Day – Wilmington University, Fall and Spring 2004 -2008

Mid-Atlantic Christian Schools Association Conference – Fall 2009

ACSI Board and Administrator's Conference – Winter 2008

Mid-Atlantic Christian Schools Association Conference– Fall 2008

Grant Writing & Resource Development – Zocklein Training Seminar, Winter 2008

Advanced Blackboard Training – Wilmington University, Summer 2005

ACSI Teacher Convention – Fall 2005

Blackboard Training – Wilmington University, Summer 2005

Human Participant Protections Education for Research Teams, Training Course, Fall 2004

PROFESSIONAL MEMBERSHIPS

American School Counseling Association

Virginia School Counselor Association

Association of Supervision and Curriculum Development

Kappa Delta Pi