



MCCPS Board of Trustees

Governance Committee

Monthly Meeting

Published on August 22, 2025 at 10:15 AM EDT

Amended on August 22, 2025 at 10:21 AM EDT

Date and Time

Tuesday August 26, 2025 at 6:00 PM EDT

Location

Zoom Meeting:

<https://us06web.zoom.us/j/92043602027?pwd=RGh6cDBVd2JkVzBFWmpmdk5yTXRKZz09>

Meeting ID: 920 4360 2027

Passcode: MCCPSgov

Please note that the in-person meeting will not be suspended or terminated if technological problems interrupt the remote connection.

Agenda

	Purpose	Presenter	Time
I. Opening Items			6:00 PM
A. Record Attendance			1 m

	Purpose	Presenter	Time
B.	Call the Meeting to Order		
II.	Board Applicant Interviews		6:01 PM
A.	Caroline McIver	Vote	Polly Titcomb
	Caroline is interviewing with us as required in order to be appointed as a member of the Board of Trustees.		15 m
III.	Governance		6:16 PM
A.	Review of Board of Trustee Handbook	FYI	Polly Titcomb
	Discussion of Polly's VERY ROUGH draft of Board of Trustees Handbook.		15 m
IV.	Closing Items		6:31 PM
A.	Public Comments and/or Member Comments	Discuss	
			5 m
B.	Adjourn Meeting	Vote	Polly Titcomb
			1 m

Coversheet

Caroline McIver

Section:	II. Board Applicant Interviews
Item:	A. Caroline McIver
Purpose:	Vote
Submitted by:	
Related Material:	Carly McIver - Resume (2025).pdf

CAROLINE MCIVER

ESTEM Education Leadership

CONTACT PHONE

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EDUCATION

B.S. ENVIRONMENTAL SCIENCE AND POLICY

Smith College, Northampton MA

M.S. ENVIRONMENTAL EDUCATION

Southern Oregon University, Ashland OR

Thesis: The Creation of a Reliable and User-friendly Environmental Literacy Assessment for Middle School Students in Oregon's Rogue Valley

EXPERIENCE

SCHOOL TO SEA EDUCATION DIRECTOR

Salem Sound Coastwatch, Salem MA
2023- Present

- Works directly with students pre-k through higher education to educate students on salt marsh science, coastal erosion, watershed stewardship and more
- Develops and manages curriculum for in-school and after-school programs, as well as professional development opportunities for educators
- Writes grants, develops proposals, and procures funding for new and existing programs and manages programmatic budget
- Developed and manages evaluation framework and strategic plan for the School to Sea program

INTERPRETATION MANAGER/ ONSITE PROGRAMS MANAGER

Butterfly Pavilion, Denver CO
2021- 2023

- Hired, trained, and managed a team of adult and teen volunteers, educators, and coordinators
- Developed and managed long- and short-term strategic plans as well as a \$50,000 budget
- Produced world-class programs and interpretation through interdepartmental collaboration
- Managed onsite school groups, scout programs, virtual learning, and exhibit interpretation

OFFICE MANAGER

Southern Oregon University, Ashland OR
2020- 2021

- Connected local teachers to educational resources across Oregon and Northern California
- Marketed for the M.S. EE program, and recruited, interviewed and admitted new students in collaboration with university administration and HR
- Managed the program budget, including stipends, scholarships, and grants

NATURAL RESOURCE EDUCATION COORDINATOR

Holiday Lake 4-H Center, Appomattox VA
2019- 2020

- Recruited, trained, and coordinated teen and adult volunteers to facilitate environmental education and outdoor adventure programs
- Created, developed, and facilitated NGSS compliant classes and programs
- Created, marketed, and facilitated sold-out, multi-day, environmentally- and scientifically- focused camps
- Built and managed a \$40,000 scholarship program in partnership with local and international companies

EDUCATOR

Science Museum of Western Virginia, Roanoke VA
2018- 2019

- Engaged learners of all ages by capitalizing on the resources of the museum and organizational relationships
- Promoted a learner-centered approach through class, program, and camp curriculum development

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ESTEM Education Leadership

EXPERIENCE STEM EDUCATOR/ FACILITATOR

W.E. Skelton 4-H Center, Wirtz VA
2018-2020

- Lead team building initiatives and facilitated leadership development with participants from elementary school students to executive groups. Engaged learners in exploring native and non-native animals through live animal demonstrations. Supported 4-H goal to help participants learn by doing, grow through failure, and use influence to make a positive impact on their communities.

EDUCATOR/ FACILITATOR

Nature's Classroom, Charlton MA
2015-2018

- Worked daily with students, ages 9-13 in an outdoor setting to build an understanding of basic ecological and scientific concepts.
- Lead MA standards-aligned classes in which local ecology, team building, and leadership development are emphasized.
- Assisted in the thorough cleaning of the site at the end of the week.
- Frequently acted as Staff Member in Charge, connected with visiting teachers and staff to ensure the best experience for students.

EDUCATION INTERN/ EDUCATION INTERPRETER

Franklin Park Zoo, Boston MA
2014-2015

- Interacted with the public in informal education settings, developed and executed MA standards-based lesson plans for grades K-8 in traditional classroom settings.
- Assisted senior keepers in zookeeping activities twice a week, including animal care and exhibit maintenance.
- Worked with students with disabilities, 17 to 19, to improve public interaction and develop job skills twice a week. Intern and volunteer training and coordination.
- Supervised and worked alongside teens to establish professional habits in the workplace.

HOWARD HUGHES MEDICAL INSTITUTE TEACHING FELLOW

Smith College, Northampton MA
2014-2015

- One of ten students selected to participate in the fellowship
- Evaluated existing curriculum in Northampton Public Schools
- Collaborated with other teaching fellows and school staff to plan and develop a standards-based, hands-on lesson for 5th grade students
- Shadowed local teachers and provided engaging activities for diverse learners in NPS 5th grade classrooms

SKILLS

- Microsoft, Google, and Adobe suites
- Registration, scheduling, and booking softwares (ATMS, TRACKS, etc)
- Team development and facilitation
- Extensive familiarity with NGSS and Common Core standards

CERTIFICATIONS AND TRAININGS

- Aquatic WILD, Project WILD, Flying WILD, Growing Up WILD and Project Learning Tree trained
- PADI Divemaster
- 4-H Master Camp Director
- Child and adult first aid, CPR, and AED

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- CLIMATE AND ENVIRONMENTAL EDUCATION (60%)**
 - Developed and delivered innovative environmental education programs as an educator.
 - Engaged audiences of all abilities and ages, taking advantage of natural spaces to illustrate the importance of conservation and activism.
 - Built and leveraged key organizational relationships between other educational non-profits to serve the community in an interdisciplinary manner.
 - Used interpretive, non-formal programs and community science initiatives in conjunction with hands-on classroom programming to encourage learners in advocacy for various climate protection and habitat conservation initiatives.
 - Supervised special, grant-funded project based learning and sought out and secured new funding opportunities to increase community participation.
 - Thesis on evaluation in environmental education followed by a presentation at the NAAEE international conference. Evaluated informal indoor and outdoor programming, as well as classroom programs against learning outcomes.
- SCHOOL SUPPORT AND OUTREACH (30%)**
 - Created, developed, and delivered hands-on on and off-site programs on a variety of environmental and STEM topics.
- OTHER / GENERAL MUSEUM (10%)**
 - Coordinated programs of a wide range of sizes and ages, from a 30-adult weekend specialty program to a sold-out, 300-kid week-long overnight nature camp.
 - Recruited, interviewed, onboarded, and trained nearly 100 volunteers and staff in the last 5 years