

## **William R. Freitas**

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### **Education**

Bachelor of Arts, Rutgers University, 1984

Major: Computer Science; Concentration: Management Information Systems

Graduate work in Computer Science at the University of Delaware and the New

Jersey Institute of Technology, in Educational Technology at Azusa Pacific

University and the National Center for Technology Planning at Mississippi State

### **Related Work Experience**

*Director of Information Technology Services, July, 2006 to present*

The Lawrenceville School, Lawrenceville, NJ

- Vision, planning, leadership and management for the acquisition, implementation and support of information technology services campus-wide
- Collaborate with academic departments, faculty and administration to optimize the use of technology in support of Lawrenceville's strategic initiatives
- Budgeting and oversight for all IT expenditures
- Manage and motivate a staff of 10 IT specialists
- Develop customer-focused service organization with proper balance between innovation and security/control/stability
- Serve on Senior Staff, Board of Trustees committees

*Director of Academic Technology, July 1997 to June, 2006*

The Lawrenceville School, Lawrenceville, NJ

- Provide training and support to faculty in the selection and deployment of technological tools for classroom instruction and management, communication with and between students, and course preparation / topic research
- Research, recommend, promote, and provide training for the use of emerging technologies to faculty (Blackboard LMS, SmartBoards, tablets, wireless)
- Assessment of faculty skill levels and development of faculty technology competencies, with training and evaluation instruments for same
- Teach AP Computer Science, Programming, Robotics, Humanities team
- Serve on Department Chairs
- Assistant Housemaster – 5<sup>th</sup> form (senior) girl's residence (6 years)
- Director of Day Students – Assist Dean of Students with discipline, parental communication, managing advisors, housing assignments (3 years)

*Technology Coordinator, August 1994 – July 1997*

The Webb Schools, Claremont, CA

- Develop and implement comprehensive technology plan for grades 9-12 college-prep boarding school
- Responsible for design, creation, and maintenance of campus-wide Ethernet network, including connections to all classrooms, dorms, and the Internet
- Evaluate, bid / purchase, install, and configure hardware and software, including campus-wide educational licensing and related budget
- Manage part-time support staff, including student workers
- Provide training for teaching and administration staffs, teach introductory and advanced computer classes
- Create and team-teach interdisciplinary Biology & Technology course

*Senior Technical Editor / Director of Product Development, June 1989 – July 1994*

Lawrenceville Press, Pennington, NJ / Boca Raton, FL

- Co-author of more than 15 best-selling computer textbooks including titles in programming and applications
- Manage editorial and art staff, act as executive editor for all new textbooks and backlist revisions, set publication standards for performance
- Research possible new textbooks and set production schedule
- Develop and expand data base systems for product development and administration staffs

*Computer Science Instructor / Network Manager, August 1987 – July 1994*

Saint Andrew's School, Boca Raton, FL

- Write and implement campus technology plan focusing on educational goals rather than hardware and software acquisitions
- Develop and teach technology courses including AP Computer Science, Computer Applications, Computer Aided Drafting, and Desktop Publishing
- Responsible for classroom and administrative hardware and software, and network operations: installation, training, maintenance, and expansion
- Consult for local schools on computerization of academic and administrative systems

*Technical Writer / Technical Editor, June 1985 – June 1989*

Lawrenceville Press, Pennington, NJ

- Research, write, edit, and classroom test material and assessments for new textbooks and teacher support materials
- Technical support and trainer / lecturer for teachers using current textbooks
- Coordinate purchase of services such as design, typesetting, and printing
- Represent company at educational conferences and textbook adoption hearings

### **Computer Experience**

Extensive PC, Macintosh, Technology Planning, Networking, and Internet experience  
Windows 7, Mac OS System X, Virtualization  
Network Operating Systems and server / storage hardware  
Microsoft Office Professional, PageMaker, InDesign, CorelDraw, PhotoShop  
Programming in BASIC, Visual Basic / VB .NET, Pascal, FORTRAN, COBOL, C/C++,  
Java, and special purpose languages including simulations, batch files, and JCLs

### **Awards and Recognitions**

Tandy Technology Scholar Outstanding Teacher  
International Who's Who of Information Technology  
Lawrenceville School Ritter Award for Teaching  
Who's Who Among America's Teachers  
Who's Who Among Executives and Professionals in Education

### **School Committees**

Academic Technology Committee; Co-Chair  
Board of Trustees Finance Committee  
Board of Trustees Technology Committee  
Department Chairs  
Disciplinary Committee  
Humanities Review / Humanities Redesign  
IT Director Search Committee  
Level Directors / Form Heads  
Library Director Search Committee  
Mission Statement Development Committee  
Multicultural / Inclusivity Assessment  
Re-Accreditation External Scan Committee; Co-Chair  
Technology Planning Committee; Co-Chair

### **Presentations and Training Sessions Conducted**

Advanced Placement Institute - Computer Science, St. Johnsbury Academy  
American Library Association (ALA)  
Association for Classroom Technologies (ACT)  
Brooklyn (NY) Public Schools  
Buffalo (NY) Department of Education  
California Association of Business Officers  
California Association of Independent Schools (CAIS)  
Columbus (OH) Department of Education

Computer Using Educators (CUE)  
Florida Council of Independent Schools (FCIS)  
Florida Educational Technology Conference (FETC)  
Georgia Department of Education - Technology Professional Development Day  
Lawrenceville School Technology in Education Seminars / Humanities Technology  
Minnesota Educational Computing Conference (MECC)  
National Association of Independent Schools (NAIS)  
National Educational Computing Conference (NECC)  
New Jersey Association of Independent Schools (NJ AIS)  
New York State Association of Educational Data Systems  
Peddie Summer Institute  
Tennessee Department of Education  
Texas Association of Junior Colleges  
Texas Department of Education  
Woodrow Wilson National Fellowship Foundation - Content-driven Reform in  
Education (CoRE)

### **Professional Memberships**

ACM's SIG Computer Science Education and SIG Computer Using Educators  
Association for Classroom Technologies (ACT) - Executive Committee Advisory  
Board  
Association for Computer Machinery (ACM)  
Association for Supervision and Curriculum Development (ASCD)  
Association for the Advancement of Computing in Education (AACE)  
California Association of Independent Schools (CAIS) - Technology Professional  
Services Committee; Chair  
Computer Science Teachers Association (CSTA)  
Computer Using Educators (CUE)  
Consortium for School Networking (CoSN)  
International Society for Technology in Education (ISTE)  
Society for Technical Communication (STC)