

**Jeffrey E. Frost**  
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### **EDUCATION**

- High School - Don Bosco High School, Gilbertville, Iowa
  - High School Diploma: May 1985
- Undergraduate - Wartburg College, Waverly, IA
  - Major: History(Education)
  - Minor: Athletic Coaching
  - Bachelor of Arts Degree: May 1990
- Graduate – University of Northern Iowa, Cedar Falls, IA
  - Educational Leadership
  - GPA: 3.91
  - M.A.E.: May 2002

### **ADMINISTRATIVE EXPERIENCE**

- West High School, Waterloo, Iowa 2001-Present
  - Assistant Principal/Athletic Director
  - Evaluation of Teachers
  - Supervision of Athletic and Activities
  - 10<sup>th</sup> grade Discipline
  - Athletic Department Budget
  - Hiring of all West High School Athletic Department head/assistant coaches

### **WORK EXPERIENCE**

- Washington High School, Vinton, Iowa 1991-2001
  - Instructed all grades in American History, World History, and Global Studies
  - Taught accelerated World History to college-bound seniors
  - Developed and implemented creative curriculum
  - Held numerous coaching & leadership positions, including Head Wrestling Coach

### **LEADERSHIP POSITIONS**

- President of the Northeast Iowa Athletic Director's Association, 2007-Present
  - Organized the yearly meeting for all high school and middle school Athletic Directors in Northeast Iowa
- Student-Athlete Advisory Committee, 2006-Present
  - Lead of West High School's athletic advisory & community outreach organization
- Letterwinner's Club, 2005-Present
  - Leader of West High School's active Letterwinner's Club
- Return to Glory, Sept., 2005
  - Organized West High School's glorious night bring back eight of our greatest athletes, including Don Perkins, Dan Gable, and Molly Goodenbour
- Student Senate, 2001-2003
  - Leader of West High's student leadership
  - Responsible for all activities including; dances, fundraisers, coat drive, Toys for Tots drive, and Red Cross blood drive
- Endeavor Recognition Project Coordinator, 2002-Present
  - Coordinates Black Hawk County recognition of West High staff and students
- Young Leaders in Action, 2002-Present
  - West High contact for yearly convention

### **LEADERSHIP POSITIONS (cont.)**

- Instructional Advisory Committee, 2000-2001
  - Chairperson of a 15-member committee responsible for Washington High School's instructional program
- Building Decision Team, 1999-2001
  - Site-based management group within Washington High School
- School Board Member, Immaculate Conception-St. Joseph Schools 1997-2000
  - Vice President in 1999-2000
  - Responsible for development of an \$800,000 budget
  - Led development/implementation of the school's Comprehensive Strategic Plan
  - Member of the Compensation Committee-responsible for staff salary negotiations
- School Improvement Plan Committee, 1999-2000
  - Responsible for Reading Comprehension component within House File 2272
- Harassment Committee member, 1999-2000
  - Responsible for development/implementation of Washington High School's harassment policy

### **HONORS AND ACTIVITIES**

- CAA Certification- Certified Athletic Administrator by the National Interscholastic Athletic Administrators Association
- Keynote speaker - Iowa High School Athletic Director's Association Convention on "*The National Wahawk Club: Fundraising for the Future*" 2009
- Host - Class 4A Special Session at the Iowa High School Athletic Director's Association Convention's session on Class 4A Football 2009
- Keynote speaker - Iowa High School Athletic Association's New Administrator's workshop
- Presenter - Iowa High School Athletic Director's Association Convention on "*Rebuilding Downtrodden Programs*" 2008
- Host - Class 4A Cracker Barrel sessions at the Iowa High School Athletic Director's Association's Convention- 2007 & 2008
- 2007 Athletic Director of the Year - N.E. Iowa Wrestling Coaches & Officials Assoc.
- 2007 N.E. Iowa Athletic Director of the Year
- Finalist - *Iowa High School Athletic Directors* "2007 Athletic Director of the Year"
- Listed in Cambridge *Who's Who Among Executive and Professionals*- Top Honors 2007
- Led West High's record-setting fundraiser for the American Red Cross
- Listed in 2002 "Who's Who Among American Teachers"
- Listed in 1996 "Who's Who Among American Teachers"
- Graduation speaker - Washington High School's 2001 graduation
- Listed in the Iowa Assessment Network as an alternative assessment practitioner
- Three-time finalist for Class 2A N.E. Iowa District's Wrestling Coach of the Year
- Wartburg College's Senior Award winner- Wrestling

### **MEMBERSHIPS**

- National Federation of High Schools
- National Interscholastic Athletic Administrators Association
- School Administrators of Iowa
- National Association of Secondary School Principals
- Iowa High School Athletic Directors Association
- Interscholastic Athletic Administration
- National Federation of Schools
- Iowa Wrestling Coaches and Officials Association

### **REFERENCES – available upon request**