

Richard Law
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Cell 516-987-9786, Email: richlaw@mac.com

EDUCATION

Master of Education: Educational Technology and Librarianship
San Diego State University, San Diego, California.

Educational Emphasis: Computer Programming, Curriculum Development,
Television Production, Multi-Media Design, Corporate Training Procedures

Bachelor of Science: Professional Photography
Rochester Institute of Technology, Rochester, New York.

Educational Emphasis: Photojournalism, Studio Photography, Color Technology,
Nature Photography, Multimedia Production, Television Production

Library Science Certification: MS in progress C.W. Post College, Brookville N.Y

Educational Emphasis: Collection Management, Instructional Design and Leadership
School Media Centers, Teaching Methodologies for the School Media Center, Media
Materials and the Curriculum, Integrating Technology into the School Media Curriculum

EMPLOYMENT HISTORY

Current **Adjunct Professor, Long Island University, Riverhead NY.** Currently teach
Technology in Education and New Media and Society to students in the School of
Education.

PREVIOUS EMPLOYMENT

2011-13 **Educational Technology Specialist, Webmaster, The Buckley Country Day School**
Roslyn, NY. Perform duties of a Technology Director. Currently maintain Mac
and PC network and service all technology needs for 50 faculty, administrators and 350
K to grade 8 students. To include iPads, Smartboards, printers, laptops, etc. Maintain
and support all technology in the school library including the library Follett electronic
card catalogue, online databases, computers & printers. Maintain IP phone system and
all network based IP copiers. Maintain and design school website including, student,
parent and faculty portals.

2011 **Library Media Specialist East Rockaway Public Schools, East Rockaway, New York**

2005-10 **Director of Technology,**
Charter High School For Architecture and Design, Phil., Pa.

2004-06 **Director of Technology / Network Administrator,**
Lawrence Woodmere Academy, Woodmere, NY.

2000-04 **Director of Technology / Computer Department Chair and Teacher,**
The Berkeley Carroll School, Brooklyn, NY.

Note: Worked for the same Headmaster for 8 of the above 10 years

1997-00 **Parsons School of Design, New School University, NY, NY
Facility Manager, Photography Professor, Special Project Coordinator,
Center For New Design**

Self Employment

1986-97 **Video Producer / Photographer. Richard Law Studios. NY, NY.**
Owner and founder of Richard Law Studios, a Corporate Communications Company.
Successfully served high end corporate clients for over 10 years.

Responsible to corporate clients for the production of training and promotional materials. Services provided include slides, slide shows, video productions via Macintosh computer-generated images, location & studio photography. Clients included: Calvin Klein, Vogue, Conde Nast Traveler, Philip Morris, International Flavors and Fragrance, Guy Laroche Fragrances, Aramis, Keds, J. Crew, and others.

Skill Set As Technology Director

Responsible to 1000 users, skills include: PC, Apple, Moodle Email and Web Server Setup and maintenance, Smartboards, Video Projectors, Laptop Carts, Computer Labs, Fiber Backbone, T1, T3, VOIP Telephone System Wireless Access Points, Routers, Firewalls, Content Filters Backup and Data Recovery, Virus Protection, Distance Learning, Faculty Laptop Program, Digital Photography, and Digital Video.

Additional Responsibilities: Attend NYSAIS Conferences, Manage E-rate Program, Develop AUP, Maintain Inventory, Budget, and Purchasing Systems, Conduct Faculty Development, Work with teachers on lesson planning, Work with students on individual projects, Team teach as needed, Support student yearbook with Yeartec software, Serve on the Technology Advisory Group, Design and implement Technology Plan, Create web based digital portfolios for students, Instruct on software including Microsoft Word, Excel, PowerPoint, Photoshop, iMovie, Filemaker Pro, Support Administrative Computing via Blackbaud, Powerschool MMS, Senior Systems,, Perform Computer Department Chair Responsibilities to include curriculum development and implementation in a K to 12 environment.

Responsibilities and Skill Set as Library Media Centre Specialist

- Use Title Wave for ordering and collection analysis
- Use Follett Destiny for catalog, patron and circulation control
- Helped plan initial school library media center
- Support Library with implementation of Follett collection management software
- Merged LS, MS and HS catalogues in one searchable online database via Destiny
- Initiated and maintained student computers for student research in Library.
- Worked with students and teachers on research projects in library, labs and on smartboard.
- Team Teach with other Librarians
- Support Library with implementation of Winnebago collection management software
- Maintained and installed and expanded student computers for student research in Library Media Lab
- Worked with students and teachers on class materials and projects.
- Initiated Laptop program for Library
- Built first library learning lab of 30 workstations.

- Working knowledge of iPad, Knook and Kindle. Understand catalog and circulation issues.

Note:

Served as as the library media specialist in the Centre Ave Elementary School. Responsibilities include management of the library catalog, circulation and collection via Follett Destiny and Title Wave. Additionally responsibilities include teaching three classes a day in reading and library research skills. Helping students use word processing and presentation software to complete assignments and providing extra help classes is also required.

Skill Set as Teacher / Instructor

- Taught 7th and 9th grade computer classes for 4 years
- Assisted in teaching K thru 9 computer classes.
- Worked as Technology implementer with Smartboards and Moodle
- Directly taught library research skills to grades 3 to 6
- Conducted Library classes for grades K to 6
- Strong ability to use web for classroom content distribution
- Taught Photoshop to HS Design Students

Teaching Experience - Have Taught Students K to 12 and College level.

- Library Media Specialist, Centre Avenue School East Rockaway.
- Technology Teacher, Charter HS for Architecture and Design
- Computer Department Chair and Computer Teacher, Berkeley Carroll School, Brooklyn, NY
- Professor, Parsons School of Design and New School University NY, NY
- Computer Instructor, Country Rom Computer Services, East Hampton, NY
- TV Production Instructor, LTV Public Access Television, East Hampton, NY.
- Adjunct Professor, Color Photography. Southampton College, Southampton, New York.
- Adult Ed. Photography Instructor, San Diego State University, SD, Ca.

Additional Accomplishments / Workshops

- Served on the Equity and Diversity Task Force
- Served on the Middle School Division Director Search Committee
- Selected to serve as student advisor for 9th and 10th graders
- Became one of eight educators in the school to become certified in Red Cross CPR and First Aid to assist in school emergencies
- Created Technology Night at the school to show case student achievements to parents, the public and perspective students.
- Managed eRate filling, submissions and vendor selection
- Began a 9/11 Scholarship fund based on 9/11 photographs taken by this applicant
- Technology Department at BCS received "Excellent" commendations from New York State Association of Independent Schools during NYS private school accreditation review of Berkeley Carroll.
- Completed Smartboard level one certification
- Completed Apple Server workshop
- Completed Dreamweaver and HTML workshops
- Completed Apple Final Cut Video Editing workshop
- Produced a traveling 9-11 photo exhibition called Words Fail based on this applicants photography

PROFESSIONAL PROFICIENCIES

Educational Administration Technology Support: Proficient in many educational administrative computing systems and software applications with ability to research, comprehend and implement new technologies quickly. Have used Power School, MMS, Follett/Destiny, Senior Systems, Blackbaud, Finalsite and FileMaker.

Network and Classroom Applications, Software and Support: Have used or am familiar with Windows NT, W2003 and Mac OSX Server Software. Familiar with MS Exchange. Use Adobe CS6 (Photoshop, Illustrator, Dreamweaver, InDesign) Microsoft Office (Word, Powerpoint, Excel). Have working knowledge of Smartboard Technology and Notebook software. Work with many online placement, remediation and standardized testing prep web based programs to include Study Island, Alexis, Mindplay and NWEA MAPS.

Technology Rollout, Maintenance and Expansion: Have significant experience with implementing technology into classrooms and modernization and new construction of learning centers and computer labs.

Macintosh: OSX expert. Proficient in all aspects of Macintosh including: OSX client and server software, network maintenance via ARD. Proficient in most major Mac programs such as Adobe CS4, Quark, Dreamweaver, FileMaker Pro, Microsoft Office and all Apple software. Ipad and iPod user.

PC: Proficient in all aspects of Windows platform. Able to troubleshoot and upgrade systems. Proficient in Microsoft Office and other Microsoft Programs.

Internet: Full understanding of routers, firewall and internet content filters. Understand email servers and can design and manage websites. Understand and implement virus protection content filters.

PDF's & Printing: Full understanding of network printing and print usage monitoring software and PDF creation and distribution.

Optical & Digital Photography: Expert in all aspects of digital technology, including hardware interfaces and software programs. Fully understanding of digital cameras and exhibition quality printing. Created and presented photo exhibitions of 9/11 and street photography. Proficient in Black & White, Studio, and Darkroom techniques and have ability to teach such.

Video Production: Over several hundred presentations produced. Knowledgeable in several video editing programs, such as Apple Final Cut and Adobe Premier. Knowledge of all phases and formats Analog and Digital. Experienced with 1 inch, Beta SP, etc. with knowledge of all aspects of editing procedures and equipment.

Exhibitions and Theatre: Full knowledge of organizing and facilitating art and photographic exhibitions. Currently have a 9-11 traveling exhibition of my own photography Strong knowledge in staging theatre and public events to include set construction lighting and electric.

Building Management: Full understanding of HVAC, Elevator, Fire Suppression, Security Alarm, Rodent Control, Telephone, Keys, Electrical, Plumbing and similar core infrastructure systems.

Richard Law - References

Michael Egan, Executive Director, The Museum at Bethel Woods
845-325-2946, eganm@renmedia.com

Professor John Brush, Course Director, Long Island University,
631-287-8156, john.brush@liu.edu

Patricia Russac, Head Librarian, Buckley Country Day School
516-359-4362, librarybcds@aol.com

Mercer Hall, Buckley Country Day School, NYSAIS Technology Presenter
516-567-1038, mercerhall@hotmail.com

Ann Duffy, Director of Admissions and Website, Buckley Country Day School
516-627-1910, aduffy@buckleycountryday.com

Elizabeth Lyons, Principal, Buckley Country Day School
516-627-1910, elyons@buckleycountryday.com

Maureen Miseo, Assistant to Headmaster
516-627-1910, mmiseo@buckleycountryday.com

Jim Shapiro, Principal, Berkeley Carroll School,
718-789-6060, shapiro@berkeleycarroll.org

Marc Hoyle, Dean of Students, Lawrence Woodmere Academy,
516-593-0936, 516- 593-0936, mhoyle@lawrencewoodmere.org

Alan Bernstein, Headmaster, Lawrence Woodmere Academy,
516-584-4814, abernstein@lawrencewoodmere.org

Ethan Bell, Principal, Charter High School for Architecture and Design
251-351-2900, ebell@chadmail.us

Patricia Montemarano, Library Media Specialist, Watson Elementary School, 516-255-8904,
PMONTEMARANO@RVCSchools.org

Meg O'Sullivan, Downstate University, Public Affairs, 9-11 Exhibit
718-270-1570, Meg.O'Sullivan@downstate.edu

Joan Waldman, Principal, Floyd B. Watson Elementary School, Rockville Centre, 516-255-
8904, jwaldman@rvcschools.org

