



April 2, 2024

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE

Approval of the Appointment of the Chief Financial Officer

Recommendation: That the School Committee approve the appointment of Ivy Washington
As the Chief Financial Officer

Description: After a comprehensive search and interview process of six candidates, Ms. Ivy Washington was the top candidate for the Chief Financial Officer position. Ms. Washington has served as the Interim Chief Financial Officer since December 2023 and has worked collaboratively with her colleagues and caregivers to deliver an inclusive FY25 budget process.

Supporting Data: Please see attached.

Respectfully submitted,

A handwritten signature in blue ink that reads "Victoria L. Greer PhD".

Victoria L. Greer, PhD
Superintendent of Schools

Ivy Washington

9 Harding Street #1, Cambridge, MA 02141

(617) 617-6732 | i.washington@gmail.com

Summary of Qualifications

Finance and operations professional with demonstrated success in senior management roles at complex, nonprofit/public sector education organizations. Technical expertise includes: financial management and reporting, compliance and risk management, governance, budgeting, database/ information management, and investment management. Extensive experience with financial software and a variety of database applications. Demonstrated commitment to continuous improvement and systems thinking.

Education

Yale University, School of Management, New Haven, CT
Master of Business Administration (MBA), 2009, Emphasis in Non-Profit Management

Columbia University, New York, NY
Bachelor of Arts in Sociology, 2004, *Magna cum laude*

Professional Experience

Cambridge Public Schools, Cambridge, MA

Interim Chief Financial Officer

2023-present

- Serve on the Executive Leadership Team, supporting the execution of the District Plan.
- Assist Superintendent in preparation of the FY 2025 budget.

Assistant Director, Budget & Finance

2018-2023

- Partner with the CFO to produce a ~\$270M budget, including general, grant, revolving and capital fund budgets as well as student enrollment and staff salary projections.
- Supervise, motivate, and lead a budget/finance team and mentor finance managers.
- Manage revenue, reporting and compliance for 50+ federal, state, and foundation grants.
- Support new and longstanding school leaders and department heads to review financial and personnel data in making spending decisions.
- Provide training to a wide range of stakeholders on budgets and financial systems.
- Prepare reports and documents for all external audits, demonstrating the use of appropriate internal controls, adherence to requirements, and diligent tracking of expenditures over time.
- Lead organization, completion and audit of annual End of Year Report to MA Department of Elementary & Secondary Education (DESE).
- Help to organize and facilitate community and student engagement meetings on the budget.
- Serve on bargaining teams for employee contract negotiations, as needed.
- Led the adoption of new budget development software and the creation of an interactive website that allows for increased transparency for stakeholder groups, more efficient calculation of personnel costs, and easier submission of changes by district leadership.
- Ascertained needs and implemented changes to the management of Student Activity Accounts, bonding employees, and updating audit procedures to conform to DESE recommendations.
- Developed guidelines that address expectations related to confidentiality, data security, documentation of tasks, and conflicts of interest to inform and remind finance staff of their responsibilities in and outside of the office.

Action for Boston Community Development, Head Start & Children's Services, Boston, MA

Deputy Director, Program Operations

2013-2018

- Created and managed a budget of \$40 million for 21 Head Start/Early Head Start sites with 2300+ children and 500 employees.
- Led a team of budget, billing, recruiting, and administrative staff.
- Oversaw federal, state, city and foundation grants.
- Prepared financial reports for the Vice President, site directors, Board of Directors' Education Subcommittee, and parent governance council based on financial analysis and forecasting of data from customized reports from Blackbaud Financial Edge.
- Worked closely with Chief Financial Officer to ensure compliance with agency policies and procedures and to improve financial tracking and reporting systems.
- Liaised with the Properties Department on renovations and new facility construction.
- Reviewed all staff members' performance evaluations and professional development plans and worked with HR department on all staff communications and HR policies.

Rennie Center for Education Research & Policy, Cambridge, MA

Director of Finance and Operations

2011-2013

- Managed all day-to-day operations, including finances, human resources, communications and branding, risk management, facilities, and IT.
- Collaborated with the Executive Director on strategic planning and fundraising.
- Ran Audit/Finance Board Committee meetings and attended all Board meetings.
- Orchestrated publication of research; distribution and outreach to various education policy stakeholders including funders; and coordinated frequent public events.

Operations Manager

2009-2011

- Revised all organizational handbooks, manuals, and policies; updated incorporating documents; and transferred thousands of contacts to a new web-based database (Salesforce).
- Engaged a new audit firm and successfully completed two audits with unqualified opinions.

United Way of Greater New Haven, New Haven, CT

New Media Intern

Summer 2008

- Analyzed hundreds of data points on 20,000+ individual donors and developed action plan for Resource Development Team for communicating with prospects.
- Created marketing materials and trained Sales Team to support an online donation tool.
- Built organizational model of the flow of donor information to ensure consistent branding.

East End House, Cambridge, MA

Business Office Manager

2005-2007

- Responsible for cash flow management and finances of a Cambridge community center with toddler and preschool classrooms, a food pantry, and an afterschool program.
- Worked directly with 200+, primarily low-income, families on payments, and created an automatic payment system that provided more reliable cash flows.
- Oversaw all vendor relationships, and reduced annual food costs by 30% (\$15K).

Group Leader

2004-2005

- Taught, mentored, and supervised students ages 5 to 13 during out-of-school hours.

Civic Leadership

Franklin Square House Foundation, Boston, MA

Board Member, 2023-present: Conduct site visits at organizations serving women and their children to provide grants for small capital projects.

NonProfit Financial Managers, Boston, MA

Steering Committee Member, 2012-2021: Planned presentations for monthly meetings of Boston-area nonprofit financial managers.

Benjamin Banneker Charter Public School, Cambridge, MA

Board Chair, 2017-2018, **Treasurer**, 2010-2017: Trustee and member of Finance and HR Committees.

Everybody Wins, New Haven, CT

Volunteer, 2007-2009: Read with 4th grader weekly and managed 15 other volunteers.