

# Tim R. Allen, Ph.D.

## Curriculum Vitae

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### Education and Honors

2003-2010

#### **Ph.D. School Psychology**

University of Northern Colorado, Greeley, CO

- American Psychological Association-Approved Program.
- Doctoral Minor in Research Design and Statistics.
- Recipient, Colorado Society of School Psychologists Student Scholarship.
- *The Chancellor's List* National Honor Society.
- *Pi Lambda Theta* International Honor Society and Professional Association in Education.
- Dissertation entitled *Examining disability documentation and its relation to postsecondary education for students with learning disabilities: Implications for best secondary school and university practice.*

2005-2006

#### **American Psychological Association-Approved Predoctoral Internship**

Fort Worth Independent School District, Fort Worth, TX

2001-2003

#### **M.A. School Psychology**

University of Memphis, Memphis, TN

- National Association of School Psychologists-Approved Program.
- *Phi Kappa Phi* National Honor Society.
- *Kappa Delta Phi* International Honor Society in Education.

1996-2000

#### **B.A. Psychology**

Harding University, Searcy, AR

- Graduated *Cum Laude*.
- Member, Dean's List.
- Member, *National Psychology Honor Society* (Psi Chi).
- Recipient, Olin Works Scholarship for outstanding academic achievement.
- Recipient, Harding University Scholarship for academic excellence.

### Professional Experience

2019-present

**Licensed Specialist in School Psychology**, Greenville Independent School District, Greenville, Texas. Duties include:

- Providing supervision for the Licensed Specialist in School Psychology Internship program.
- Applying for Provisional Licensure as a Psychologist.
- All services listed directly below.

2016-2019

**Licensed Specialist in School Psychology**, Community Independent School District, Nevada, Texas. Duties included:

- Coordinating and serving on the Autism Assessment Team.

- Coordinating and serving on the Preschool Evaluation Team, including transition for students receiving services from Early Childhood Intervention (ECI).
- Training district school-based staff over a range of topics.
- Providing training for the Crisis Prevention Institute (CPI) certification program.
- Serving on the district's Crisis Team.
- Assisting with the creation and presentation of parent education and community involvement classes over a range of topics.
- Providing school psychological services across preschool, elementary, middle, high school, and transition settings.
- Conducting autism spectrum disorder, emotional, functional behavioral, cognitive, academic, counseling, neuropsychological, crisis, suicide risk, AD/HD Screenings, and other assessments.
- Providing behavioral and academic consultation, intervention, and counseling services for students with autism spectrum disorders and emotional, behavioral, cognitive, neurological, academic, and medical disabilities.
- Attending staff development, parent, behavioral support, RTI, 504, and IEP meetings and assisting with any associated paperwork.
- Participating in the development of district and campus improvement plans.
- Attending any regional Special Education director's meetings when asked to do so.

2014-2016

**Coordinator, Special Education Evaluation**, Richardson Independent School District, Richardson, Texas. Duties included:

- Providing leadership, supervision, evaluation, and guidance to a professional staff of 42 individuals, including Licensed Specialists in School Psychology and Educational Diagnosticians. This includes the hiring, appraisal, assignment, and monitoring of caseloads for these professionals, as well as consultation with other staff not directly supervised, such as Speech Language Pathologists and Related Services staff on the district's Autism Assessment Team.
- Teaming with the Executive Director of Special Student Services and Director of Compliance and Accountability to develop and maintain current Special Education federal and state guidelines and practices. This includes the development of long-term planning to assure high-quality compliance with federal, state, and local mandates.
- Communicating with the state regarding mandatory Special Education reporting procedures for a district that conducts almost 3,000 Special Education evaluations a year. This includes monitoring and problem solving the completion of these evaluations and their corresponding IEP meetings.
- Obtaining and using evaluative findings to closely team with other district administrators to gauge program effectiveness.
- Working cooperatively with district administrators and other staff to provide high quality programming and training, and developing training plans and options for staff.
- Problem solving difficult situations with students, parents, and staff, involving legal counsel when necessary.
- Developing local guidelines for best practices regarding Special Educational Evaluation and other Special Education procedures, including Full and Individual Evaluations (FIEs), Report Writing, Compliance, and IEP meeting facilitation.
- Identifying and securing appropriate assessment instruments and materials and monitoring their purchase.
- Coordinating the district's Licensed Specialist in School Psychology Internship Program.
- Participating in the formulation and implementation of contracts for students receiving independent educational evaluations.
- Direct services listed below when needed.

- 2012-Present      **Licensed Specialist in School Psychology**, contract basis.
- 2011-2014      **Licensed Specialist in School Psychology**, Lovejoy Independent School District, Allen, Texas. Duties included:
- Coordinating and serving on the Autism Assessment Team.
  - Coordinating and serving on the Preschool Evaluation Team, including transition for students receiving services from Early Childhood Intervention (ECI).
  - Coordinating and providing supervision for the Licensed Specialist in School Psychology Internship program.
  - Serving as Communications Facilitator for the Special Education central office staff.
  - Developing the district behavioral intervention guide for school-based staff.
  - Conducting dyslexia assessments.
  - Providing in-home and parent training.
  - Training district school-based staff.
  - All services listed directly below.
- 2006-2011      **Licensed Specialist in School Psychology**, Richardson Independent School District, Richardson, Texas. Duties included:
- Providing school psychological services across preschool, elementary, middle, high school, and transition settings.
  - Conducting autism spectrum disorder, emotional, functional behavioral, cognitive, academic, counseling, neuropsychological, crisis, suicide risk, AD/HD Screenings, and other assessments.
  - Providing behavioral and academic consultation, intervention, and counseling services for students with autism spectrum disorders and emotional, behavioral, cognitive, neurological, academic, and medical disabilities.
  - Serving on the district's Autism Team, including assessment, report writing, attending parent and IEP meetings, staff development, and behavioral support.
  - Serving on the district's Crisis Team.
  - Assisting with the creation and presentation of professional development for district staff over a range of topics.
  - Assisting with the creation and presentation of parent education classes over a range of topics.
  - Consulting with and serving on district 504 committees.
  - Providing training for the Crisis Prevention Institute (CPI) certification program.
  - Providing supervision for the Licensed Specialist in School Psychology Internship program as well as practicum students from various universities.
- 2005-2006      **American Psychological Association-Approved Predoctoral Intern**, School Psychology, Fort Worth Independent School District, Fort Worth, Texas. Assignments included:
- Experience across elementary, middle, and high school settings.
  - Conducting cognitive, emotional/behavioral, autism spectrum disorder, neuropsychological, and social skills consultations, assessments, and interventions throughout the district.
  - Conducting both individual and group counseling services for students in special education as well as general education.
  - Participating in a multidisciplinary team setting and actively involved with students' special education eligibility process and educational programming.
  - Additional rotations included the transition classroom at Cook Children's Hospital for children with neurological difficulties, Neuropsychological assessment, New Lives school for pregnant and parenting students, and the district's Behavior Program, Autism Team, and Crisis Team.
- 2003-2005      **Graduate Assistant**, University of Northern Colorado Division of Professional Psychology. Worked alongside faculty in developing research and managing materials for the program.

- 2003-2005 **Graduate Assistant**, University of Northern Colorado Disability Support Services. Worked with students, faculty, and staff by providing or coordinating access to accommodations and advocacy for students with disabilities. Duties included the determination of disability service eligibility, advocacy and learning strategy workshops, adaptive technology training, registration assistance, procuring alternative formats for written materials, direct training in organizational skills, and the direct facilitation of support groups for students.
- 2003-2005 **Volunteer**, Columbine Elementary, Longmont, Colorado.
- 2001-2003 **Graduate Assistant**, University of Memphis School Psychology Department. Worked alongside faculty developing research, working with professional organizations, and facilitating graduate level course preparation.
- 2001-2003 **Professional experience**, Oakville Mental Health Center, a full-service facility that serves the needs of the Memphis City School System. Experiences included supervised assessment and handling of cases.
- 2001-2003 **Volunteer and Parent-Teacher Association member**, Memphis City and Shelby County School Systems.
- 2000 **Intern**, Conway Human Development Center, a community for adults and children diagnosed with severe to profound intellectual disabilities.

## Leadership Experience

- 2014-2016 **Coordinator, Special Education Evaluation**, Richardson Independent School District, Richardson, Texas. Duties listed above.
- 2012-2014 **New Employee Mentor**, Lovejoy Independent School District Special Education Department.
- 2011-present **Coordinator**, Autism Assessment Teams.
- 2011-2014 **Coordinator**, Lovejoy ISD Preschool Evaluation Team.
- 2011-2016 **Coordinator**, LSSP Internship Programs. Role included direct supervision, coordinating both on-site and off-site supervision, and cooperation with University-based supervisors.
- 2006-present **Supervisor/mentor**, Richardson and Lovejoy ISDs. Includes supervising LSSPs, Educational Diagnosticians, and LSSP Trainees, Interns, and Practicum Students.
- 2006-present **Crisis Team member**. Role includes assisting site-based staff in dealing with crises often resulting from the death of a student or staff member. Trained in both the National Organization for Victim Assistance (NOVA) and Critical Incidence Stress Management (CISM) models.
- 2004-2005 **Elected School Psychology student representative**, University of Northern Colorado. Role included acting as a liaison between the faculty and student body, attending faculty meetings, student mentoring, participating with incoming student admissions and interviews, and working with undergraduate Psi Chi members.
- 2002-2003 **Elected School Psychology program representative**, University of Memphis Graduate School Coordinating Committee.
- 2000 **Coordinator/Leader**, mentoring campaign, Ketchikan, Alaska. Worked with a number of schools in the area.

- 1998 **Coordinator/leader**, freshmen orientation and transition, Harding University.
- 1998-1999 **Columnist**, *The Bison*, Harding University newspaper.
- 1996-2000 **Member and officer**, *Knights* social club, Harding University.
- 1995 **Elected officer**, *Premier Boys State*, IL.

## Teaching Experience

- 2014-present **Guest Lecturer**, Eastfield College, Teaching Exceptional Children course. Discussed the different types of disabilities and Special Education evaluation process with students.
- 2010-present **Trainer**. Multiple presentations on numerous topics presented to evaluation staff, related services staff, and teaching staff. Topics include autism spectrum disorders, disabilities, compliance, special education law, ethics, IEP meeting facilitation, consultation, behavior management, dyslexia, technology, and best practices in assessment and report writing.
- 2010-present **Trainer**. Nonviolent Crisis Prevention Institute (CPI) certification program.
- 2005 **Teaching Assistant**, Neuropsychologically-Based Interventions for Educational Difficulties, University of Northern Colorado. Role included teaching, supervising, evaluating, and monitoring discussion online.
- 2005 **Teaching Assistant**, Assessment for Intervention: Cognitive and Academic, University of Northern Colorado. Role included teaching, supervising, and evaluating assessments.
- 2004 **Teaching Assistant**, Assessment for Intervention: Infant and Toddler, University of Northern Colorado. Role included teaching, supervising, and evaluating assessments.
- 2003 **Co-instructor**, School Psychology Seminar, University of Northern Colorado.
- 2001-2003 **Teaching Assistant**, School Psychology Department, University of Memphis.
- 2000-2001 **Teaching Assistant**, Access Academy, a private school for children with learning, developmental, and medical disabilities in Little Rock, AR.
- 1999-2000 **Behavioral Statistics tutor**, Harding University.
- 1999-2000 **Behavioral Statistics lab assistant**, Harding University.
- 1999-2000 **Computer Lab Operator**, Harding University, which entailed the use, support, light repair, and teaching of most basic software programs, systems, and skills.
- 1998-1999 **Counselor**, *United States Space Camp*, Huntsville, Alabama. Roles included teacher, lecturer, and administrative coordinator. Specialized in grades 6-9.

## Publications

- 2016 Allen, T.R., Jr., & D'Amato, R. C. (2016). *Examining disability documentation and its relation to postsecondary education for students with learning disabilities: Implications for best secondary school and university practices*. Manuscript in preparation.
- 2006 Allen, T. R., Jr., Nethers, K., Shawver, A., Stephens, J., & Whorton Shaw, M. (2006). *Frequently used assessment instruments in emotional disturbance evaluations*. Unpublished

manuscript.

- 2005 Allen, T. R., Jr., Hulac, D., & D'Amato, R. C. (2005). The pediatric neurological examination. In R. C. D'Amato, C. R. Reynolds, & E. Fletcher-Janzen (Eds.), *The handbook of school neuropsychology*. New York: Wiley.
- 2003 Allen, T., & Fagan, T.K. (2003). *Analysis of employment announcements in the Communiqué, December 1975 to May, 2002*. Unpublished manuscript.
- 2002 Fagan, T., & Allen, T. (2002). School psychology related articles in the *APA Monitor* and *Monitor on Psychology*, 1974-2002. *The School Psychologist* (Division 16 APA newsletter), 56 (4), 140-142.
- 2000 Allen, T. R., Jr. (2000). *Integrity testing and honesty*. Unpublished manuscript.

## Professional Presentations

- 2017 Allen, T. R., Jr., D'Amato, R. C., Nordlund, N. O., & Jones, J. (2017, August). *Examining Disability Documentation and Transitioning to Postsecondary Education for Students With LD*. Poster session presented at the annual meeting of the American Psychological Association, Washington, DC.
- 2006 Morrison, J., Allen, T. R., Jr., & Lowther, J.L. (2006). *Evidence for a critical period in language: A case study*. Unpublished manuscript.
- 2005 Palencia, B., Allen, T. R., Jr., Wochos, G. C., & D'Amato, R. C. (2005, August). *Evaluating executive neuropsychological functioning in children with and without ADHD*. Poster session presented at the annual meeting of the American Psychological Association, Washington, DC.
- 2005 Wochos, G. C., Palencia, B., Allen, T. R., Jr., & D'Amato, R. C. (2005, March). *Evaluating two executive functioning measures: Children with and without ADHD*. Poster session presented at the annual meeting of the National Association of School Psychologists, Atlanta, GA.
- 2005 Allen, T. R., Jr. (2005, April). *Examining Documentation and its Relation to Transition to Postsecondary Education for Students with Learning Disabilities: Implications for Best School Practices*. Poster session presented at the annual meeting of the University of Northern Colorado Research Day, Greeley, CO.
- 2004 Allen, T. R., Jr., & Bardos, A.N. (2004, November). *Developing local norms: Advantages, limitations and their role in the new IDEA regulation*. Presented at the annual meeting of the Colorado Society of School Psychologists, Beaver Creek, CO.
- 2004 Allen, T. R., Jr. (2004, November). *Treatment integrity of a differential reinforcement intervention in a Head Start program*. Poster session presented at the annual meeting of the Colorado Society of School Psychologists, Beaver Creek, CO.
- 2003 Allen, T. R., Jr. (2003, April). *Managing challenging behavior*. Paper presented at the meeting of the MIFA Les Passes Center for Children and Families Head Start program, Memphis, TN.
- 2003 Allen, T. R., Jr. (2003, May). *Early childhood assessment*. Paper presented at the meeting of parents and teachers at Cendrillon Montessori School, Memphis, TN.

- 2002 Allen, T. R., Jr. (2002, November). *The process assessment of the learner (PAL)*. Paper presented at the meeting of Service, Training, and Research in the Schools (S.T.A.R.S.), Memphis, TN.
- 2000 Allen, T. R., Jr. (2000, April). *The connotations of a social club system as opposed to the Greek system in regards to university brotherhoods and sisterhoods*. Paper presented at the meeting of the Arkansas Symposium for Psychology Students (ASPS), Little Rock, AR.

### **Additional Research Experience**

- 2012-present **Editorial Board Member**, *International Journal of School & Educational Psychology*, official journal of the International School Psychology Association, Routledge.
- 2005-2006 **Research Team Member**, intern research group, Fort Worth Independent School District. Focused on research concerning local practices and best practices of Emotional Disturbance evaluation.
- 2004-2006 **Research Assistant**, School Psychology department, University of Northern Colorado. Focused on research in the areas of assessment and Neuropsychology.
- 2002-2003 **Research Team Member**, preschool interest research group, University of Memphis. Among the research projects conducted was a descriptive study of social behavior of young children in classrooms operating under different models of preschool education.
- 2001-2003 **Research Team Member**, Service, Training, and Research in the Schools (S.T.A.R.S.) research group, University of Memphis. Research included investigations into the areas of school psychology.
- 2001-2003 **Research Team Member**, child and family research group, University of Memphis. Research included investigations into the areas of school, child clinical, and developmental psychology.
- 2001-2003 **Research Assistant**, School Psychology Department, University of Memphis.
- 1999-2000 **Selected for admission**, Advanced Honors Research Program, an admittance-by-selection-only program that involved many diverse aspects of research, including advanced statistical analysis, statistics tutoring, and original research experience.
- 1999-2000 **Data collector and analyst**, Psychology and Human Services Departments, Harding University.

### **Professional Consultation Experience**

- 2012-Present **Consultant**, contract basis.
- 2003-2004 **Consultant**, MIFA Les Passes Center for Children and Families Head Start program, Memphis, TN.
- 2002-2004 **Consultant**, Shelby County Schools, TN, working with teachers regarding behavior and academic problems in the classroom.
- 2002-2004 **Consultant**, Memphis City Schools, working with 1-3 grade teachers at Sheffield Elementary School, specifically regarding behavior management and teaching strategies.

## Professional Service and Volunteer Experience

- 2016-present **Team member**, mentoring campaign, Corozal and Libertad, Belize. Assisted with consultation with local educators and Vacation Bible School activities for local children in both villages.
- 2011 **Author**, *Behavior, Disabilities, and Navigating the Process of Getting Help at School*, Learning Disabilities Association of Richardson Spring Newsletter.
- 2010 **Guest speaker**, *When Behavior is a Problem*, Learning Disabilities Association of Richardson parent meeting.
- 2010-present **Volunteer and newsletter contributor**, *It's My Heart*, a non-profit organization created to provide support to and advocate for those affected by Acquired and Congenital Heart Defects.
- 2003-2005 **Volunteer**, Colorado Society of School Psychologists.
- 2001-2003 **Volunteer**, Tennessee Association of School Psychologists.
- 2001- 2002 **Volunteer**, community outreach carnivals for underprivileged children in downtown Memphis, TN.
- 1999 **Team member**, promotional and mentoring campaign, New York City. Helped advertise and raise money for camp *Shiloh*, a summer camp for underprivileged children. Advertisement involved visiting a number of schools, spending time with the children both inside the classroom helping teaching and tutoring, as well as outside the classroom in the community.
- 1999 **Team member**, mentoring campaign, Port Antonio, Jamaica. Volunteered for a number of schools in the area.
- 1999 **Volunteer**, community outreach carnivals for underprivileged children, Searcy, AR.
- 1998 **Volunteer**, *Mothers Against Drunk Driving (MADD)*.
- 1996-2000 **Volunteer**, *Searcy Children's Home*.
- 1996-2000 **Volunteer**, *Knights Social Club*. Participated in numerous community service projects ranging from the repair and upkeep of houses of families in the area to visiting the elderly.
- 1996-present **Member/volunteer**, a number of churches in the area. Currently serving in the role of Deacon for the Small Groups Ministry at Eastridge Church of Christ in Rockwall, Texas. Previous work as Deacon with the Youth and Marriage and Family Ministries.

## Professional Affiliations

- 2005-present Texas Association of School Psychologists
- 2005-present Dallas-Fort Worth Regional Association of School Psychologists
- 2003-2005 Colorado Society of School Psychologists
- 2003-present American Psychological Association



2003-present      APA Division 16, School Psychology  
2001-present      National Association of School Psychologists  
2001-2003        Tennessee Association of School Psychologists