



MURIEL BOWSER
MAYOR

February 17, 2023

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 2 of the Confirmation Act of 1978, effective March 3, 1979 (D.C. Law 2-142; D.C. Official Code § 1-523.01, and pursuant to section 302 of the District of Columbia Department of Aging and Community Living Amendment Act of 2018, effective March 29, 2019 (D.C. Law 22-276; D.C. Official Code § 7-503.02), I am pleased to nominate the following person:

Mrs. Charon P.W. Hines
Peabody Street, NE
Washington, DC 20011
(Ward 4)

for appointment as the Director of the Department of Aging and Community Living, to serve at the pleasure of the Mayor.

Enclosed you will find biographical information detailing Mrs. Hines' experience, together with a proposed resolution to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me, or Steven Walker, Director, Mayor's Office of Talent and Appointments, should the Council require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Muriel Bowser".

Muriel Bowser
Mayor


Chairman Phil Mendelson
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

To confirm the appointment of Mrs. Charon P.W. Hines as the Director of the Department of Aging and Community Living.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the "Director of the Department of Aging and Community Living Charon P.W. Hines Confirmation Resolution of 2023".

Sec. 2. The Council of the District of Columbia confirms the appointment of:

Mrs. Charon P.W. Hines
Peabody Street, NE
Washington, DC 20011
(Ward 4)

as the Director of the Department of Aging and Community Living, pursuant to section 301 of the District of Columbia Department of Aging and Community Living Amendment Act of 2018, effective March 29, 2019 (D.C. Law 22-276; D.C. Official Code § 7-503.01), to serve at the pleasure of the Mayor.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution, upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.

Charon P.W. Hines

Dynamic and dedicated district-wide school leader and public servant with over two decades of experience in growing urban school communities to soar beyond national expectations. Unwavering commitment to residents, children and families, with a laser focus on maintaining the home-school-community partnership.

CORE QUALIFICATIONS

- Coach
- Collaborator
- Facilitator
- Program Management
- Solution Oriented
- Strategic Thinker

EXPERIENCE

Senior Advisor to the Chancellor, District of Columbia Public Schools

Washington, DC; 2018-Present

- Drives innovation and best-practice sharing within offices at District of Columbia Public Schools and with DC agencies and community partners through continuous flow of information and creating opportunities for idea collaboration and exchange.
- Designs and facilitates strategic and impactful convenings in order to affect change and strengthen systems; and plans strategically to ensure the right people are discussing the right topics at the right time.
- Conducts special studies of extremely complex, difficult, controversial, or sensitive issues; and recommends and implements changes in program operations, resourcing, and approach to resolve obstacles to success and push progress forward.
- Collaborates and builds strong working relationships with other DCPS senior managers to develop and implement cross office strategies supporting the Chancellor's long-term vision of reform.
- Serves as a strategic advisor to district and school leadership on a variety of critical topics aligned with DCPS priorities, including but not limited to community engagement; interagency student support services; school planning; and school improvement.

Director, Mayor Muriel Bowser's Office of Community Affairs

Washington, DC; 2015-2018

- Managed a diversified portfolio of 10 constituent agencies
- Liaised with stakeholders including over 80 agencies in the Government of the District of Columbia, and the Council of the District of Columbia
- Guest Lecturer for Trinity University's Graduate Level Course: Leadership in Family, School and Community Partnerships
- Mayoral Appointee to the Age-Friendly DC Task Force

- Collaborated and consulted with agency directors, support staff, and community organizations in the design of materials, forums, and presentation to support constituent knowledge of and engagement in government operations
- Researched, wrote, edited and reviewed reports, action plans and correspondence for the Executive Office of the Mayor

Title I Instructional Specialist, Montgomery County Public Schools

Rockville, MD; 2009-2014

- Coordinated efforts with the Maryland State Department of Education (MSDE) to implement and monitor the grant components of Title I, Part A; and the School Improvement Grant for Approaching Targets and FOCUS schools
- Complied with the terms of the grant by writing the School Improvement Grant for Approaching Targets and FOCUS schools; mid-year report, prepared for the MSDE site visit and the MSDE program review
- Assisted with establishing the Title I Parent Advisory Council
- Liaised with stakeholders including YMCA, Casa de Maryland, Long Branch Library, Montgomery College, Montgomery County's Department of Health and Human Services, and the U.S. Department of Education
- Presented professional development workshops on a variety of topics including school improvement plan and process, and Title I, Part A budget planning
- Served as Professional Learning Community team leader, and member of the Office of Curriculum and Instructional Program's Race and Equity PLC
- Collaborated with state, county, public, private, and volunteer agencies to plan for comprehensive family outreach programs
- Conceptualized new strategic initiatives that support the MCPS Strategic Plan

Principal, Saint Margaret of Scotland Catholic School

Seat Pleasant, MD; 2002-2006

- Ensured efficient management of school operations and resources for a safe and effective learning environment
- Provided instructional leadership for the alignment of curriculum, instruction and assessment through the purposeful observation and evaluation of teachers
- Coordinated collaborative engagement support of students and families
- Represented stakeholders at the Maryland Catholic Conference Assembly Session and the Catholic Business Network of Prince George's County

EDUCATION

2007	Master of Science	Trinity University; Washington, DC	Education Administration
1999	Master of Arts	Bowie State University; Bowie, MD	Elementary Education
1995	Bachelor of Arts	Mary Baldwin College; Staunton, VA	Sociology

PROFESSIONAL AND COMMUNITY MEMBERSHIPS

- District of Columbia Caregivers' Institute
- Elizabeth Seton High School Board of Directors
- The Hampshires Homeowner's Association, Inc. Board of Directors

- Former Three Term President of the Lamond-Riggs Citizens Association, Inc.
- Woman's National Democratic Club
- The Metropolitan Women's Democratic Club



Executive Office of the Mayor - Office of Talent and Appointments
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

Charon P.W. Hines



Charon P.W. Hines is currently the Senior Advisor to the Chancellor at the District of Columbia Public Schools (DCPS). A third generation Washingtonian, Mrs. Hines brings more than two decades of education experience as a classroom teacher and administrator at schools throughout the Washington metropolitan area. Charon is a three term past president of Lamond Riggs Citizens Association, Inc. and is a recognized community leader.

Prior to DCPS, Mrs. Hines managed 10 agencies as Director of the Mayor's Office of Community Affairs (MOCA), which is the essential connection between District of Columbia residents and the Executive Office of the Mayor.

At DCPS, she leads and supports strategic projects that will eliminate barriers to student achievement. She holds a bachelor of arts in sociology from Mary Baldwin College, a master of arts in teaching from Bowie State University, and a master of science in educational administration from Trinity University. Charon resides in Ward 4 with her husband and son.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of Mayor Muriel Bowser



Office of the General Counsel to the Mayor

To: Tommy Wells, Steve Walker
From: Betsy Cavendish
Date: February 6, 2023
Subject: Legal sufficiency review of Resolution nominating Charon P.W. Hines as
Director of the Department of Aging and Community Living

This is to Certify that this office has reviewed the above-referenced resolution and found it to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call Vanessa Careiro, Deputy General Counsel, Executive Office of the Mayor, at 202-724-1303, or me at 202-724-7681.

A handwritten signature in cursive script that reads "Elizabeth A. Cavendish". The signature is written in black ink on a light-colored background.

Elizabeth Cavendish