

Jessica Claire

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PROFESSIONAL SUMMARY

Enthusiastic, experienced, and passionate educator eager to contribute to, grow, and develop students' literacy success through relationship building, team collaboration, parent and administrative support system, high engagement strategies, researched-based best practices, and outstanding organizational skills, particularly with attention to detail with assessment data and implementation. Clear understanding of elementary and middle school level education and certified as a Reading Specialist. Motivated to learn, grow and excel in literacy intervention and implementation.

RECOGNITIONS

- Site Teacher of the Year at McClure Elementary School with TPS in 2012
- Site Teacher of the Year at Centennial Middle School with BAPS in 2022
- Teacher of Today Award 2022

SKILLS

- Self-Motivated Professional
- Collaboration
- Flexible and Adaptable
- Responsible
- Quick Decision Making
- Interpersonal Communication
- Strong Multitasking Abilities
- Leadership

WORK HISTORY

6TH GRADE ENGLISH LANGUAGE ARTS TEACHER 01/2016 to CURRENT

Broken Arrow Public Schools | City, STATE

- Integrated technology into classroom as instructional tool.
- Established positive rapport with all students and parents through home calls, emails, and Parent Teacher Conferences.
- Provided small group literacy instruction to students, while maintaining overall focus on entire group.
- Administered and graded tests and assignments to evaluate and monitor students' progress.
- Maintained energy and enthusiasm in fast-paced environment.
- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Developed and maintained courteous and effective working relationships with my colleagues.

SCHOOL READING COORDINATOR/READING SPECIALIST 08/2014 to 12/2015

Discovery School Of Tulsa | City, STATE

- Designed, implemented and managed successful training programs to meet department and school needs.
- Collaborated with administrators to determine and design course materials and supported ELA and Reading teachers with implementation.
- Attended professional development training opportunities to learn and utilize latest research-based literacy trends and best practices.
- Collected and analyzed assessment data to develop small group, research-based intervention programs for grades K-8th.
- Conducted Reading Sufficiency Act meetings with parents and administrators.
- Maintained Reading Sufficiency Act paperwork for the school.
- Provided direct instruction to individual, small group, and classroom research-based intervention practices of identified students to meet li

6TH-8TH GRADE ENGLISH TEACHER 07/2012 to 07/2014

Discovery School Of Tulsa | City, STATE

- Prepared and implemented lesson plans covering state standards and college preparedness skills.
- Promoted effective verbal and written communication through listening, speaking, reading and writing practice.
- Administered assessments and standardized tests to evaluate student progress.
- Led interesting and diverse group activities to engage students in course material.
- Helped students develop academic, social and emotional skills for long-term success.
- Evaluated academic skills of each student through verbal assessments, graded assignments and standardized tests.
- Worked with administrators on behavioral issues to support needs of students.
- Completed in-service and additional training to maintain professional growth.
- Encouraged independent thought, good judgment and expression of original ideas.
- Integrated technology into classroom as instructional tool.
- Established positive rapport with all students and parents through home calls, emails and Parent Teacher Conferences.
- Planned and supervised class projects, field trips and visits by guest speakers.

5TH GRADE TEACHER AND TEAM LEADER 08/2008 to 07/2012

Tulsa Public Schools | City, STATE

- Worked cooperatively with other teachers, administrators and parents to help students reach learning objectives.
- Kept students on-task with proactive behavior modification and positive reinforcement strategies.
- Incorporated multiple types of teaching strategies into classroom.
- Communicated frequently with parents, students and faculty to provide feedback and discuss instructional strategies.
- Planned and implemented integrated lessons to meet national standards.
- Graded and evaluated student assignments, papers and course work.
- Incorporated exciting and engaging activities to achieve student participation and hands-on learning.
- Encouraged creative thinking and motivated students by addressing individual strengths and weaknesses based on standardized testing results.
- Supervised learning groups of students in classroom stations.
- Evaluated and revised lesson plans and course content to achieve student-centered learning.
- Collaborated with faculty to develop after-school tutoring program for struggling students.

EDUCATION

Master of Education | Reading Specialist 05/2012

Northeastern State University, Broken Arrow, OK

- Graduated with Summa Cum Laude Honors (4.0 GPA)

Bachelor of Science | Elementary Education 12/2007

Northeastern State University, Broken Arrow, OK

Associate of Arts | Elementary Education 05/2004

Rogers State University, Claremore, OK

- Dean's List
- Member of Kappa Delta Pi Education Honor Society

CERTIFICATIONS

- Elementary Education
- Reading Specialist