

# Jessica Claire

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## PROFESSIONAL SUMMARY

I am an organized teaching professional with more than 20 years of instruction. My goal is to obtain a teaching or assistant principal position with Prince William County School District and assist in creating a positive school climate. I am a trusted professional educator; bilingual (Spanish), have a desire to lead and be mentored by a leader, have excellent communication skills with staff, students, and parents; a natural leader; and am ready to assist the school principal in providing a successful and student-oriented environment.

## SKILLS

- Strong in Data-Driven Instruction
- DIBELS knowledge
- Strong written and verbal communicator
- Bilingual (English/Spanish)
- Instructional best practices
- Standardized testing scoring
- Promethean Board knowledge
- RTI familiarity
- Technological instruction
- Self-motivated
- Expertise in Personalized Learning
- Blended Learning Instructor
- Purposeful lesson planning
- ESL- English as Second Language
- Experience with special-needs students
- Experience with instructional design
- Strong collaborator
- Diverse classroom setting

## WORK HISTORY

### PERSONALIZED LEARNING TEACHER

07/1995 to CURRENT

Metropolitan Education District | San Jose, CA

- Lead Teacher/Administrator: Administrated a school on the army base (8/2011-5/2013)- attended school spec ed IEP, 504 and Gifted meetings, maintained and allocated the school budget, supervised and evaluated (using Marzano's iObservation ) custodian, secretary, support staff and teachers, analyzed all-school student data through DIBELS, Galileo and state testing, planned professional development and instruction accordingly, and taught a 2/3 grade combo class while being the school administrator.
- Instructed students via Personalized Learning/Blended learning with students' 1:1 iPads, laptops and Promethean Board.
- On the Personalized Learning team, and trained teachers district-wide on how to do Personalized/ Blended Learning in the classroom.
- My classroom was used as a station rotation model classroom for the whole district, in which teachers, trainers, and administrators came often to observe me teaching personalized learning.

### ELEMENTARY TEACHER & SCHOOL COORDINATOR

07/2008 to 04/2011

Desert View Academy/Carpe Diem | City, STATE

- Used Blended Learning to achieve higher learning (school featured in "Blended"book)
- Improved student's analytical skills by introducing state-of-the-art computer program technologies.
- Modified the general education curriculum for special-needs students based upon a variety of instructional techniques and technologies.
- Trained and monitored teachers from Grades 4-6.

### ENGLISH AS A SECOND LANGUAGE TEACHER

07/2011 to 04/2013

Arizona Western College | City, STATE

- Designed programs emphasizing vocabulary, pronunciation and reading comprehension.
- Developed and taught a curriculum to improve students' conversational abilities.
- Educated ELL adult students in the basics of English grammar and conversational speaking.

## INTERESTS

## ACCOMPLISHMENTS

### Administration - 08/2011 - 05/2013

Managed a public school that resulted in pushing the school grade from a D to an A, and maintained it until I left to boost scores at another school.

- Improved student test scores on state math and reading test a one year period by implementing personalized learning curriculum and data-driven instruction.

### Curriculum Development

Tailored educational curriculum to students with range of learning styles, disabilities, strengths, and weaknesses. Developed innovative lesson plans by blending technology with the curriculum and practical application exercises for classroom.

### Distinguished Recognition

• Received the Yuma County Teacher of the Year Award in 2001; a distinguished award given to one teacher out of all of the school districts in Yuma.

## CERTIFICATIONS

- Certification for School Principal in Virginia and Arizona

- Teacher license for the states of Virginia and Arizona

- ELL certification

- CPR, First Aid and AED certified

## ADDITIONAL INFORMATION

- Professional Yuma Co. Education Foundation, Board Secretary, 2001 - present

- Board of Adjustment-appointment by City Mayor

- Elected President of Yuma Firefighters Women's Auxiliary

- Graduated Magna Cum Laude at NAU for Masters degree Graduated Cum Laude at NAU for Bachelors degree Appointed by NAU Dean of to deliver graduation ceremonial speech

- Yuma Police Department Outstanding Volunteer in Policing