

JESSICA CLAIRE

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PROFESSIONAL SUMMARY

Passionate, self-motivated educator with 18 solid years of experience in teaching for multiple grade levels. Ability to provide engaging, relevant lessons that allow students to develop both higher-level thinking skills and problem-solving methods. Strong reputation for exceptional management of student behavior.

SKILLS

- English language arts
- Inclusion/co-teach model
- Strategic planning/analysis
- Asst. Director of Lufkin High School drill teams
- Campus Educational Improvement Committee- Lufkin High School, 2011-2012
2007-2008
- Districtwide Educational Improvement Council- Mansfield ISD
2016-2018
- English language arts curriculum writer
- English language arts department head
- Dance/drill team
- Gifted and talented education
- The System for Teacher and Student Advancement (TAP) model
- District Educational Improvement Committee- Lufkin ISD,
- Sunshine Committee (hospitality)- Grand Prairie High School, 2012-2013
- Campus Educational Improvement Committee
- Schools to Watch committee member

WORK HISTORY

- 08/2013 to Current **English Language Arts Teacher**
Cornerstone – Palo Alto, CA
- Conduct classroom instruction for average class size of 30 students
 - Collaborate regularly with grade-level teachers to provide ideas and resources for engaging lessons
 - Develop and implement weekly lesson plans
 - Select instructional materials/resources for rich and engaging lessons designed according to state and district standards
 - Integrate technology for the purposes of communication, collaboration, critical thinking, and creativity
 - Manage regular class communication of weekly agendas, class activities, and announcements through Canvas learning management system
 - Implement classroom rules and procedures in accordance with the rules of the student handbook and district disciplinary procedures
 - Sustain accurate student attendance records, discipline records, grades, and assessments through Skyward and Edugence databases
 - Administer district and state assessments such as common-based assessments, STAAR, and TELPAS
 - Maintain communication with parents through letters, emails, phone calls, and parent conferences
 - Participate in campus and district decision-making processes and discussions as it relates to curriculum, instruction, and discipline
 - **Guide seventh and eighth grade levels in decision-making processes and discussions related to curriculum and instruction in English language arts.**
 - Served as languages department member and attended [Timeframe] meetings to develop and update course curricula.
 - Teamed with other faculty members and parents to outline IEPs for gifted, talented and special education students, addressing diverse teaching approaches for special learning requirements.
- 08/2012 to 06/2013 **English Language Arts Teacher**
Cornerstone – Palo Alto, CA
- Conduct classroom instruction for average class size of 25 students
 - Develop and implement weekly lesson plans using The System for Teacher and Student Advancement (TAP) instructional model
 - Select instructional materials/resources, and integrate technology for lesson design according to state and district standards
 - Engage in routine professional development to aid in implementation of effective, research-based teaching practices according to The System for Teacher and Student Advancement (TAP) model
 - Implement classroom rules and procedures in accordance with the rules of the student handbook and district disciplinary procedures
 - Sustain accurate student attendance records, discipline records, grades, and assessments through Skyward and D2SC database
 - Administer district and state assessments such as TAKS, STAAR and TELPAS
 - Maintain communication with parents through letters, emails, phone calls, and parent conferences
 - Participate in campus and district decision-making processes and discussions as it relates to curriculum, instruction, and discipline
- 08/2004 to 06/2012 **Dance Teacher/ Drill Team Assistant Director**
Cornerstone – Palo Alto, CA
- Assisted the varsity and junior varsity directors in teaching and advising approximately 75 drill team students in developing physical skills and dance technique
 - Planned team events, shows, and fundraisers
 - Coordinated biennial trip to selected travel destination
 - Maintained merits and demerits discipline records for drill team students
 - Taught an eighth-grade drill prep course for students interested in drill team
 - Taught a fine arts Dance I class for grades 9-12
 - Developed and implemented curricula for drill team prep and Dance I courses
 - Attended workshops, conventions, master classes, and other dance events for continuing education
- 08/2002 to 06/2004 **English Language Arts Teacher**
Lufkin High School – City, STATE
- Facilitated classroom instruction for average class size of twenty-five students
 - Developed and implemented weekly lesson plans with emphasis on mastery in grammar and writing
 - Participated in biweekly team meetings to plan, assess, and revise curricula, course content, and course materials
 - Implemented classroom rules and procedures in accordance with the rules of the student handbook and district disciplinary procedures
 - Prepared course materials, such as syllabi, handouts, tests, and quizzes
 - Evaluated and graded students' class work and homework assignments, papers, and projects
 - Maintained student attendance records, discipline records, and grades
 - Administered state assessment TAKS
 - Maintained communication with parents through letters, emails, phone calls, and parent conferences

EDUCATION

- 05/2002 **Bachelor of Science: Dance**
Stephen F Austin State University - Nacogdoches, TX
- 08/2005 **Master of Educational Leadership**
Stephen F Austin State University - Nacogdoches, TX