**Linda Romay-Bolger ·80-21 90th Avenue · Woodhaven, NY 11421 · 718-457-0325**

**Employment**:

PS 7Q. First Grade Teacher: January, 1999 – Present

Planning and implementing instruction of all major curriculum areas. Literacy development including the use of guided reading, shared reading, phonics, vocabulary, and independent reading instruction. Literacy testing using ECLAS Test and leveled library instruction. Mathematical development including independent and shared instruction, math workshop, and usage of manipulatives.

Oxford Health Plans: Administrative Assistant: September, 1995 – January, 1998

Administrative support to Director of Commercial Sales including scheduling appointments, word processing, travel arrangements, designing and completing weekly and monthly reports.

Children’s Museum of Manhattan: Museum Interpreter: September, 1991 – August, 1995

Educational duties including playroom management of children and adults, developing and facilitating art and physical activities to enrich children’s knowledge and aid in the development of gross and fine motor skills.

**Relevant Course Work:**

Writer’s Workshop. Columbia University: August, 2002. Planning and development of the writer’s workshop program within the classroom.

Student Teaching at P.S. 116, Jamaica, NY: September, 1999 to December, 1999. Teaching and assisting in a forth grade class, developing lessons and unit plans, teaching in coordination with those plans, testing and assessing students, organizing and managing classroom activities.

Student Teaching at P.S. 97, Woodhaven, NY: February, 1999 to June, 1999. Teaching, observing and assisting in a first grade class, developing and implementing lesson and unit plans, and aiding in classroom organization and student assessment.

Kids Success: January, 1998 to June, 1998. Teaching art and facilitating activities with a third grade class.

Observation Work at P.S. 13. September to December, 1998. Observing and aiding teacher in a first grade classroom during weekly classroom lessons.

Substitute Para-Professional. January to May, 1996. Aiding the teacher during classroom lessons, interacting with children, in various schools and elementary grade levels in Queens public schools.

**Educatio**n:

Queens College: MA Degree/Reading License anticipated graduation May, 2003.

York College: BA Degree received February, 1999. Psychology/Education Major.

Brooklyn College: Psychology/Education Major.

LaGuardia Community College: AA Degree received June, 1993.

Linda Bolger

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Summary

Dedicated educator committed to creating a classroom atmosphere that is stimulating, encouraging  
and supportive for all students. Enthusiastic with superb leadership and communication skills. Easily  
cultivates trusting and productive relationships with students, parents, teachers and administration.

Highlights

Active Inspire knowledge Title I knowledge  
Urban public schools background Learning assessments  
Critical thinker Differentiated instruction specialist

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Accomplishments

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Member of the School Leadership Team and Co-author of school's Comprehensive Educational Plan.  
Model Classroom for inter-classroom visitation in years 2010 to present.

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Experience

PS 7Q January 1999 to November 2013  
Teacher  
Elmhurst, NY  
Plans and implements instruction in all curriculum areas. Literacy development using a balanced  
literacy approach: Ready Gen and Teachers College Readers' and Writers' Workshop, guided, shared,  
independent, and partner reading, interactive read aloud, phonics/word study/vocabulary  
development, direct model, shared and interactive writing. Observes and assesses student  
performance and keeps thorough records of progress. Manages classrooms of 25 to 32 students during  
the absence of assigned teachers. Sets and communicates ground rules for the classroom based on  
respect and personal responsibility. Teaches after-school and test prep programs. Schedules and holds  
parent-teacher conferences to keep parents up-to-date on children's academic performance.  
Establishes positive relationships with students, parents, fellow teachers and school administrators.  
Collaborates with other staff members to plan and schedule lessons promoting learning and student  
engagement. Implements remedial programs for students requiring extra assistance. Creates lesson  
plans in accordance with state curriculum and school-wide curriculum standards.

LaGuardia Community College: College For Children April 2003 to June 2012  
Teacher  
Long Island City, NY  
Taught and managed classrooms of up to 20 students of varying grade levels in different subject areas  
. Established clear objectives for all lessons, units and projects. Encouraged students to persevere with  
challenging tasks. Established positive relationships with students, parents, fellow teachers and school  
administrators. Collaborated with other staff members to plan and schedule lessons promoting  
learning and student engagement. Contributed ideas at staff meetings. Employed a broad range of  
instructional techniques to retain student interest and maximize learning.

Education

Queens College 2003  
Master of Science: Reading Education  
Flushing, NY  
Reading License for grades Kindergarten -12. Coursework in Special Education.Coursework in Early  
Childhood Development and Child Psychology.

York College 1998  
Bachelor of Science: Psychology/Education  
Flushing, NY  
Major in Education. Minor in Psychology. Dean's List Academic Achievement Award. 4.00Coursework  
in Early Childhood Development. and Child Psychology. Coursework in Special Education GPA