

# Sarah Mitchell

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## EDUCATION

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**University of Texas at Austin**, Austin, TX  
Bachelor of Science in Elementary Education, GPA: 3.7

May 2022

## WORK EXPERIENCE

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- 3rd Grade Lead Teacher** August 2022 – Present  
*Westlake Elementary School, Austin, TX*
- Develop comprehensive lesson plans aligned with TEKS standards for 24 students
  - Differentiate instruction for ESL students, gifted learners, and students with IEPs
  - Increased average class reading proficiency by 23% through targeted interventions
  - Integrate technology including Google Classroom and Seesaw to enhance engagement
- Student Teacher** January 2022 – May 2022  
*Cedar Park Elementary, Cedar Park, TX*
- Co-taught 2nd grade classroom of 22 students for 16-week practicum
  - Designed and delivered full-day instruction independently for 6 consecutive weeks
  - Implemented PBIS framework to maintain productive learning environment

## LEADERSHIP EXPERIENCE

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- Grade Level Team Leader** August 2023 – Present  
*Westlake Elementary School*
- Coordinate curriculum planning for team of 5 teachers serving 120+ students
  - Lead weekly meetings to analyze student data and share best practices
- After-School Tutoring Coordinator** September 2020 – May 2022  
*University of Texas Literacy Center*
- Supervised reading program serving 35 at-risk elementary students twice weekly
  - Trained 12 volunteers in evidence-based literacy instruction techniques

## CERTIFICATIONS & SKILLS

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- Texas Teacher Certification (EC-6 Core Subjects with ESL Supplemental)
- Proficient in Google Workspace, Microsoft Office, Seesaw, Canvas LMS
- Trained in Guided Reading, Responsive Classroom, Orton-Gillingham
- Bilingual: Conversational Spanish · CPR and First Aid Certified