Sandra I. Quiñones-Hemphill

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# Objective

An innovative, forward thinking, and educational leader with over fifteen years of teaching experience is seeking a position as higher education instructor.

# Skills

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| Bilingual (Spanish and English) | Financial management |
| Curriculum Development | Public speaking |
| Staff Development and Training | Operations management |

# Education

Immaculata University Immaculata, PA 2015  
Doctorate in Educational Leadership and Administration

Lesley University Cambridge, MA 2004  
Masters in Bilingual Education

Regis College Wellesley, MA 1999  
Bachelor of Arts in Psychology, Spanish (minor)

# Experience

School District of Lancaster Lancaster, PA  
Dual Immersion Teacher 2015-Present

* Created and implemented 4 curricular units based on the Literacy Design Collaborative, a national community of educators providing a teacher-designed and research-proven framework, online tools, and resources for creating literacy-rich assignments and courses across content areas.
* Consistently received positive teacher evaluations from students.
* Developed and taught lessons on relevant based on student achievement and progress monitoring

York City School District York, PA  
Integrated ESL Teacher 2014-2015

* Increased students’ Reading and Math test scores by 14% through private tutoring and special attention.
* Consistently received positive teacher evaluations from students.
* Developed and taught lessons on relevant based on student achievement and progress monitoring
* Planned, implemented, monitored, and assessed a classroom instructional program which was consistent with York City School regulations and Board of Education goals.

York City School District York, PA  
Assistant Principal 2011 – 2014

* Adhered to and enforced board policy, school guidelines, administrative directives, the Master Contract, and district standards.
* Assisted in the development and administration of policies dealing with discipline, conduct, and attendance.
* Maintained an effective and safe school environment.
* Assisted in curriculum development to meet the needs of all students.
* Prepared required reports and paperwork such as discipline reports, suspension reports, expulsion paperwork, discrimination complaints, injury reports, and parent communications.
* Worked with the Building Principal in the preparation of appropriate handbooks.
* Supervised and evaluates certified and paraprofessional as assigned.
* Assisted in the development of an instructional budget.
* Worked as a team member to meet the system‑wide needs of the district.

York City School District York, PA  
Supervisor of Special Programs 2008 – 2014

* Monitored implementation of curriculum, instruction, assessment and resources for ELL/Migrant students.
* Disseminated information and provide training related to screening, testing, identifying, exiting, and monitoring students.
* Ensured compliance with federal, state, and district regulations, policies, and procedures for identifying and meeting the needs of ELL/Migrant students.
* Worked collaboratively with principals to hire effective teachers.
* Developed and Managed Title I and Title III State budgets.
* Monitored the effectiveness of instruction and services for ELLs/Migrant.
* Developed data collection and dissemination, research, materials, and technical assistance for the ELL/Migrant instructional programs related to achievement, attendance, drop‑outs, gifted, graduation rate, and special education.
* Facilitated conversation with parents, teachers, administrators, and central office personnel to gain input and assistance in designing and implementing programs and supports for ELLs/Migrant students.

# accomplishments

* Dean’s List
* Sharing Opportunities Scholarship Recipient at Regis College
* Licensed Lay Leader for St. Andrew’s Methodist Church, Boston, MA

# Presentations/professional development

* Presenter at Muhlenberg College for Governor’s Institute
* Co-Presenter for the Annual Diversity Summit for the Hispanic American Center in Hanover PA
* Presenter for New Teacher Training at Southwestern Elementary School
* Presenter at Kennett Highschool Diversity Conference

# affiliations

* National Association for Bilingual Education
* Association for Schools and Curriculum Design
* York Spanish American Center (served on board)
* English Language Learner Task Force