**CERTIFIED TEACHER & SCHOOL ADMINISTRATOR**

***Offering 10 years of developing productive student centered learning environments focused on facilitating the academic, social and emotional growth of all students***

Dedicated, resourceful professional with proven ability to: create and monitor policies and practices that promote a safe learning environment; ensure a school culture that encourages continuous improvements for teachers and students; develop an environment that encourages open communication with colleagues, students and the community; and mentor educators in the creation and implementation of class instruction, lesson plans and student assessment in conjunction with the Common Core Standards. Detailed educational knowledge and core skills include:

Student-Centered, Data Driven Instruction / Program Development / Parental and Community Involvement

Attendance and Grade Reports / Individual Education Plans / Curriculum Development and Implementation

Extracurricular Development and Involvement / Fiscal Responsibility and Development / Team Building

Athletic Program Monitoring / Collaborative Decision Making / Teacher Evaluation and Development

Creative Scheduling Practices / Classroom Management

**EDUCATION**

**Master of Science in Education (Educational Administration)**, Cabrini College, Radnor, PA

**Bachelor of Science in Education (Elementary)**, Lock Haven University of PA, Lock Haven, PA

**PROFESSIONAL EXPERIENCE**

**WEST OAK LANE CHARTER SCHOOL,** Philadelphia, PA

*Middle School Assistant Principal/CAO Cabinet Member* July 2014 – Present

*Math Specialist/Member of Academic Leadership Team* August 2013 – July 2014

Cooperatively planned, developed and implemented curriculum for a charter school consisting of 1015 students and 75 staff members in Kindergarten through Eighth Grade. Researched Common Core Math programs for school implementation in grades K-8. Observed and provided feedback to teachers regarding the quality and content of instruction based on Danielson Framework for Teaching. Developed a school-wide plan to increase the use of data-driven instruction across grade levels. Designed and developed a system of benchmark assessments to assess student proficiency in relation to the PSSA assessments. Designed and planned teacher professional development and professional learning communities. Cooperatively planned budget for upcoming school year. Completed Pennsylvania Inspired Leadership Induction program. Attended PowerSchool University.

**KIPP: W.E.B. DuBOIS COLLEGIATE ACADEMY,** Philadelphia, PA2012-2013

*Secondary Math Teacher*

Planned, developed and assessed daily classroom instruction for Algebra I. The focus of the curriculum was to prepare students for success on Keystone, SAT & ACT exams was well as success in college and beyond. Developed effective instructional techniques and strategies designed to maximize student outcomes. Utilized effective data-driven instructional design practices to assess student mastery in course goals and objectives. Employed effective classroom management techniques designed to increase student engagement and limit classroom disruptions.

**TRUEBRIGHT SCIENCE ACADEMY CHARTER SCHOOL**, Philadelphia, PA 2009-2012

*Math Department Chairperson - Secondary Math Teacher*

Planned, controlled and directed the overall Mathematics program for a middle/high school with 350 students and 4 faculty members. Scope of the position includes: staff development and evaluation; fiscal management; record administration organization and maintenance; student discipline; program initiatives; team-building; shared decision-making; promotion of school values; advisory council coordination and creation of a safe, respectful and fair environment. Designed Mathematics curriculum to address Common Core Standards. Increased school-wide Mathematics proficiency by 25% (based on 4Sight Benchmark results) by implementing computer based intervention program (Study Island and Khan Academy). Reduced student discipline referrals by 60% by implementing positive reinforcement program. Designed and implemented school-wide plan for analysis of student assessment data. Collaboratively designed the school’s “Getting Results” plan. Collaboratively designed school-wide intervention plan to improve student achievement in Math and Reading. Designed professional development opportunities for effective classroom management, implementation of technology, planning data-based instruction and differentiated instruction. Member of the school's "Efficacy Committee". Served as the Middle School Advisor.

**RICHARD ALLEN PREPARATORY CHARTER SCHOOL**, Philadelphia, PA 2007 - 2009

*Secondary Math/Science Teacher (6 - 8)*

**SCHOOL DISTRICT OF PHILADELPHIA,** Philadelphia, PA 1999 - 2004

*Secondary Math, Science and Language Arts Teacher (6 - 8), Science Department Chairperson*

**PROFESSIONAL MEMBERSHIPS**

American Association of School Administrators - Pennsylvania Association of School Administrators

National Council of Supervisors of Mathematics - National Council of Teachers of Mathematics

National Science Teachers Association - Pennsylvania State Athletic Directors Association

Association for Supervision and Curriculum Development

National Association of Elementary School Principals

**CORE PROFICIENCIES**

|  |  |  |
| --- | --- | --- |
| Administration | Differentiated Instruction | Parental Participation |
| Classroom Management | Educational Technology | Standardized Testing/Scoring |
| Community Involvement | Experiential Learning | Student Involvement |
| Creative, Data-Based Instruction | Instructional Best Practices | Student-Centered Planning |
| Curriculum Development | Professional Development | Teacher Supervision / Evaluation |
| Department Chairperson | Parental Communication | Testing Coordinator |