

# LAUREN L. CAPUTO

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## PROFESSIONAL PROFILE

Compassionate, ambitious teacher with a natural ability to connect and inspire children. Effectively works with staff and students to facilitate learning and uses self-example to positively model behavior and mannerisms. Incorporates diverse learning strategies to engage students and promote high academic performance. Utilizes on-going assessments to check for student understanding. Excellent classroom management and organization skills to promote student growth.

## CERTIFICATIONS

Pennsylvania Department of Education – *Special Education PK-8*

Feb. 2020

Pennsylvania Department of Education – *Grades PK-4*

Feb. 2020

## EDUCATION

### Bachelor of Arts, Special Education

Western Governors University | Salt Lake City, UT

Dec. 2019

### Associate Degree in Legal Secretarial Science

Newport Business Institute | Williamsport, PA

June 2009

## TEACHING EXPERIENCE

Williamsport Area School District

Feb. 2020-Present

Montoursville Area School District

Jan. 2020-Present

### Substitute Teacher

- Teaches reading, language arts, social studies, mathematics, science and/or other subject specific appropriate learning activities utilizing the course of study provided by the classroom teacher
- Creates an effective learning environment
- Cooperates with other professional staff members to identify student needs and develop assessments to solve health, attitude and learning problems.

C.E. McCall Middle School, Montoursville Area School District | Montoursville, PA

Oct.-Dec. 2019

### Student Teacher, 7<sup>th</sup> grade Learning Support & K-8 Gifted

- Provided itinerant support to students during general education classes
- Mentored students on proper organizational skills to ensure success in turning in assignments
- Implemented interesting enrichment lessons for students in the Gifted program
- Co-taught a Tier III ELA class, utilizing diverse learning strategies

Loyalsock Valley Elementary School, Montoursville Area School District | Montoursville, PA

Aug.-Oct. 2019

### Student Teacher, 3<sup>rd</sup> grade

- Created differentiated lesson plans to support the common core curriculum and 3<sup>rd</sup> grade state standards
- Implemented technology into lessons in order to actively engage students
- Utilized varied, on-going assessments to check for student understanding

## OTHER EXPERIENCE

Faith United Methodist Church | Montoursville, PA

September 2018-September 2019

### Sunday School Teacher (Volunteer), Kindergarten

- Engaged children in creative and fun lessons
- Created a positive and encouraging class by fostering an all-inclusive learning environment
- Certified in Safe Sanctuaries training

### Stay-at-Home Parent

August 2011-Jan. 2020

- Planned and organized numerous classroom activities and parties for my children's classes
- Volunteered in the Lyter Elementary PTO during 2018-2019 school year as the Classroom Activities Coordinator

Lepley, Engelman, Yaw & Wilk, LLC | Williamsport, PA

June 2010-August 2011

### Legal Secretary

- Maintained a high level of organization in the office by filing documents, answering phone calls, taking client payments, and ordering office supplies
- Excelled at communication with clients and co-workers in every interaction