

Nicole Abrams-Gemal

Objective

- To join a team of diverse, inquisitive, and goal-oriented professionals who use data to drive institutional achievement

Professional Experience

Mathematics Instructional Coach

Sedgwick Middle School

West Hartford, CT

Grades 6, 7, 8, SE, ENL

August 2022—August 2023

- Used schoolwide diagnostic assessment data to develop a standards based intervention program that resulted in a 300% increase, on average, in student mathematics performance by the mid-year benchmark assessment
- Faced with a teaching staff using only minimal data due to the excess of district platforms used, extracted and transformed data from the various platforms into singular Google Sheets and Excel Sheets for teachers to use to make instructional decisions
- Engaged in coaching cycles with teachers and teacher teams to improve mathematics teaching and learning and standards alignment, and collected evaluative feedback to continue to build my professional capacity
- Modeled best practices in education, including how to represent singular mathematical concepts in multiple ways to appeal to diverse groups of learners
- Trained teaching staff, where needed, on the use of spreadsheets to improve targeted instructional decisions

Assistant Principal, Acting Principal, & Data Specialist

Brooklyn High School for Music and Theatre

Grades 9, 10, 11, 12, SE, ENL

August 2015—August 2022

- Served as school Master Programmer, Testing Coordinator, Data Specialist, Technology Coordinator, GSuite Administrator, Learning Management System Administrator, STEM and Special Education pedagogical supervisor and evaluator
- Through strong and positive leadership, reduced turnover rate among supervised staff by 38%
- Implemented Computer Science schoolwide program in partnership with Microsoft culminating in:
 - Winning the College Board's 2021 Female Diversity Award for AP Computer Science
 - a 75% increase in students electing AP Computer Science from year two to year three

- Capacity building among mathematics, humanities, and special education departments that led to a 15% increase in the number of teachers equipped to deliver standards based computer science instruction
- Through the teacher observation and feedback cycle, strategic programming, and teacher team training, led the mathematics department to a 40% increase in College Readiness rates as per NYC metrics
- Eliminated race-based disproportionality in Advanced Placement classes; implemented support classes to increase AP participation from students with disabilities
- Increased the graduation rate by 13% through the use of flexible programming and instructional models, including online learning platforms, and both individual and data-based approaches to meet student accreditation needs
- Selected appropriate STEM curricula and supported teachers in adapting and modifying based on student data
- While serving as Acting Principal, fine tuned systems and structures and built a laser-focused PD plan that resulted in a 28% increase in our overall score in "Instructional Leadership" on the NYC School Survey and a 56% increase in our NYC School Survey overall score in "Program Coherence."
- Increased teacher team capacity in using student assessment data to drive instruction, resulting in a 33% increase in students passing the NYS Algebra exam under my tenure as Acting Principal

Achievement Coach

Children's First Network 404

Fall 2013—Spring 2015

- Based on data analysis of trends across over 40 network schools, collaborated with a team of fellow coaches to develop and execute professional development for high school principals and assistant principals designed to increase their capacity for building systems within their schools, aligning their work to Chancellor's expectations and Common Core Standards, and using data to support their schools' progress in meeting Citywide Instructional Expectations
- Developed and executed a professional development series for lead teachers designed to deepen their understanding of inquiry teams, support them in strengthening team work at their schools, and to build capacity with understanding, analyzing, and utilizing data.
- Engaged in ongoing professional learning in mathematics, science, and technology and turnkeyed the information and resources to support appropriate school-based personnel.
- Conducted needs assessments with administrators in order to plan for ongoing support to mathematics and science teacher teams at network high schools.
- Regularly collaborated with school administrators to norm teacher observations and expectations to effectively support teachers' professional growth and to monitor and revise plans of support.
- Monitored and revised action plans and systems based on regular data reviews

Lead Mathematics Teacher and Data Specialist

Cultural Academy for the Arts and Sciences (Brooklyn, NY)

Fall 2008—Fall 2013

- Taught algebra through data driven, personalized instruction, resulting in high levels of student achievement and Regents proficiency, consistently exceeding citywide expectations
- Mentored new mathematics teachers in lesson and unit planning, as well as aligning to the Common Core Standards

- Created and implemented professional development sessions both school and campus-wide on using student data to drive standards-based instruction and how to present content in multiple modalities to appeal to diverse student communities
- Managed multiple grade level teams, engaging in continuous inquiry cycles, and held bi-monthly team leader support meetings to build capacity with the use of goal-oriented data collection, analysis, and benchmark monitoring
- Led the mathematics team in a data driven curriculum analysis, resulting in curriculum revision and resequencing of mathematics classes at the school

Education

- Masters of Science in Data Analytics– Expected June 2024
- Certified Data Analyst in SQL– Data Camp Data Analyst Career Track ▪ 2023
- Masters of Science in Education Administration: School and District Level Leadership–CUNY, Brooklyn, NY ▪ 2014
- Masters of Science in Mathematics Education– CUNY, Brooklyn, NY ▪ 2011
- Bachelors of Arts in Psychology– CUNY, Brooklyn, NY ▪ 2008

Professional Distinctions & Licensure

- Associate Data Analyst Certification
- College Board Award for Female Diversity Award for AP Computer Science, 2021
- NYS School District Leader, Professional Certification
- NYS School Building Leader, Professional Certification
- NYS Mathematics Teacher, Professional Certification
- New York City Principal Pool, 2018
- CT Superintendent of Schools (093)
- CT Intermediate Administration and Supervision (092)
- CT Mathematics 4-8 (229)
- CT Mathematics 7-12 (029) *pending*
- Outstanding Teacher of the Year, Education Update magazine, 2012
- National Educator Program international conference presenter, Beaver Creek, CO, 2011
- New York City Teacher Fellows Award for Classroom Excellence nominee, 2010

Additional Information Furnished Upon Request

KAYLEE BOSQUES ATCHISON

SCIENCE TEACHER



About Me

Enthusiastic, engaging, and creative teacher, leveraging expertise in combining school curriculum and NGSS with lesson plans to enable maximum student participation and learning development. Demonstrate classroom management capacities and staff coordination to facilitate a conducive learning environment. Utilize interpersonal and communication skills to address performance inquiries towards continuous improvement. Innovates pedagogical strategies by engaging in ongoing professional learning to address student-specific concerns effectively.

Experience

Meriden Public Schools 2022 - 2025

7th Grade Science Teacher

- Developed lesson plans that correlate with the school's curriculum and NGSS
- Provided modifications to meet students' needs.
- Professional growth by attending professional development and department meetings.
- Maintained classroom management by enforcing various classroom reward systems.
- Communicated with parents often.

Cheshire Public Schools 2021-2022

Long Term Substitute Teacher & Student Teacher

- Developed lesson plans that correlate with the school's curriculum and NGSS
- Provided modifications to meet students' needs.
- Maintained grading/reporting systems using performance evaluation
- standards and enacted operational procedures such as attendances to uphold effective classroom management.
- Communicated with parents often.

Wolcott Public Schools 2021

District Intern

- Effectuated provided lesson plans with respective performance evaluation practices to assess student capacities and develop areas for improvement.
- Programmed key school policies and applicable procedures in coordination with school staff members to innovate current educational systems towards inclusivity

KAYLEE BOSQUES ATCHISON

SCIENCE TEACHER



Education

December 2020

Central Connecticut State University

General Biology, B.S.

April 2022

University of Bridgeport

Masters of Science in Secondary Education, M.S.

Core Expertise

Classroom Management ▪ Student Development ▪ Assessment & Evaluation ▪ Social
& Emotional Teaching ▪ School Teaching ▪ Organization Skills ▪ Communication
Skills ▪ Creativity & Innovation ▪ Adaptability ▪ Stop the Bleed Certification ▪ Receptive Bilingual
▪ Curriculum Implementation ▪ TEAM Certified

Technology Skills

McGraw Hill Application ▪ Open SciEd ▪ Google Suite (Classroom, Meet, Docs, Slides, Forms) ▪ Microsoft
Office (Word, Excel, PowerPoint, Outlook) ▪ Kami ▪ Zoom ▪ Pear Deck ▪ Legends of Learning ▪
EdPuzzle ▪ Gizmo ▪ Securely ▪ Parent Square ▪ Power School ▪ Canva ▪ Gizmo ▪ GimKit ▪ Generation
Genius ▪ YouTube ▪ Social Media Platforms (Facebook, Twitter, Instagram, TikTok)

References

Olivia Cosker

Science Department Chair

+1 (203) 415-2907

Jessica Kurys

Team Leader

+1 (203) 214-9821

David Manware

Dean of Students

+1 (203) 238-2381

Christiano Chavez

Middle School Science Teacher and Athletics Coach

EXPERIENCE

Lincoln Middle School, Meriden, CT — Science Teacher

August 2020 - PRESENT

- Designed and developed lesson plans aligning with curriculum and NGSS standards.
- Focuses on promoting learning through student generated questions and hands-on exploration.
- Values student to student collaboration focusing on student-focus learning.
- Collaborates with faculty and families to ensure a positive school climate.
- Experience teaching 6th and 7th grade students.

Ridge Hill Elementary School, Hamden, CT — 3rd Grade Co-Teacher

August 2019 - March 2020

- Interned for a year as a co-teacher in an open classroom setting.
- Collaborated with a grade level team to design and implement lessons
- Assessed the educational, social, and emotional needs of students.
- Differentiated material based on student needs and data.

Chippens Hill Middle School, Bristol, CT — Educational Para

MONTH 2017 - MONTH 2018

- Under the instruction of the Special Education Teacher, helped modify lessons to teach functional autism and medically fragile students.

EDUCATION

Quinnipiac University, Hamden, CT — MAT Elementary Education

August 2018 - May 2020

Quinnipiac University, Hamden, CT — Health Science Studies

August 2012 - May 2017

Coaching

Currently the soccer and track coach for Lincoln Middle School.

Extracurricular Activities

Experience with grant funded programs such Captivating Kids III and Beyond the Bell. Ran a science club for students with interest in science.

Special Education

Have experience teaching middle level special education students during the summer.

LANGUAGES

3 years experience teaching bilingual (Spanish speaking) students in science.

OBJECTIVE
EDUCATION

To secure a position working with children who have special needs.

Central Connecticut State University, New Britain, CT

- Completed Master's Program in Special Education; GPA 3.90
- Completed Post-Baccalaureate Program for Special Education Certification; GPA 3.87
- Member of Kappa Delta Pi International Education Honor Society

Curry College, Milton, Massachusetts, May 2011

Bachelor of the Arts in Integrated Liberal Studies with minors in Education and Theatre

- GPA 3.33, Graduated Cum Laude
- Course Highlights: Theater Courses-Acting for the Camera, Stagecraft Concepts, Acting one; Education Courses-Children with Special Needs, Educational Psychology, Guiding Behavior, Child Development
- Member of Lambda Pi Eta-National Communication Society
- Honors Scholars Program

EXPERIENCE

Special Education Teacher, January 2023-June 2025

- Provide Special Education Services to K-4th graders at Smith Elementary School in New Britain, CT.

Discovery Center Preschool & Daycare, November 2022-December 2022

- Preschool Teaching Assistant in the 4-year-old room.

Special Education Teacher, August 2022-October 2022

- Provide Special Education Services to 5th-6th graders at West Woods Upper Elementary School in Farmington, CT.

Special Education Teacher, September 2016-July 2022

- Provide Special Education Services to 6th-12th graders at Joshua Center in Enfield, CT.

Special Education Teacher, April 2016-August 2016

- Provided Special Education Services to a 4th, 5th and two 7th graders at Meliora Academy in Meriden, CT.

Special Education Teacher, August 2015-April 2016

- Provided Special Education Services to 6th-12th graders at Capital Prep Harbor School in Bridgeport, CT.

Discovery Center Preschool & Daycare, Summers 2014, 2015, 2017, 2018, and 2019

- Summer Camp Program Director

Special Education Teacher's Assistant, September 2012-December 2013; September 2014-June 2015

- Worked 1:1 with special need students

Student Teaching, January 2014-May 2014

- Wesley Elementary School, Middletown, CT January 13, 2014-March 7, 2014
- CREC Medical Professions and Teachers Preparation Academy, Windsor, CT March 10, 2014-May 9, 2014

Nanny, June 2012-August 2012

- In charge of 4 children ages 11.5, 10, 8, and 4.5.

Discovery Center Preschool & Daycare, Spring 2011-June 2012

- Assistant teacher in the 2.5-3.5-year-old classroom.

Curry College Early Childhood Center, Fall 2010-Spring 2011

- Student worker assisting in the infant room

Waltham Public Schools, Fall 2010-Winter 2010

- Interned at MacArthur Elementary and McDevitt Middle School under Drama Specialist Mr. Alec Beekman

COMMUNITY SERVICE

Manes & Motions Therapeutic Horseback Riding 2015-2016

- Lead horses in therapeutic lessons for riders.

Curry Cares (a student volunteer organization) 2007-2011

- Activities included: Mildred Avenue Haunted House for inner city children in Milton, Massachusetts; Big Brother Big Sister; Polar Express; Cans Across America.

Habitat for Humanity 2005-2010

- Projects in various cities included: New Haven, Connecticut; Scituate, Massachusetts; Wilmington, Delaware; Melfa, Virginia; New Rochelle, New York

ACTIVITIES

- Curry College Step and Dance 2007-2010, Education Club 2007-2011, Theatre 2008-2011
- Have performed in theater productions in town and schools since the age of six
- Babysitting including a family with an Autistic child and her brother

CHEYENNE LEE

SPECIAL EDUCATOR |
JOURNALIST

CONTACT

PROFILE SUMMARY

With over six years of experience as a certified special education teacher in inclusive and self-contained classrooms, I have gained expertise in diverse learning needs and instructional strategies. Trained in the NEST program, developed by NYU researchers, I support students on the autism spectrum through integrated academic and social-emotional learning. My journalism background further strengthens my communication skills, enabling a creative, student-centered approach that promotes academic success and self-confidence.

EDUCATION

New York City *Teaching Fellows* at Pace
University

June 2021-May 2023

M.A. in Special Education

(SWD 7-12 certification) | Magna Cum
Laude Diploma

Syracuse University/ S.I. Newhouse
School of Public Communications
July 2016 - June 2017

**M.A. Magazine, Newspaper, and
Online Journalism**

Syracuse University
August 2012 - May 2016

**B.A. Communications and Rhetorical
Studies | Minor in Writing | Summa
Cum Laude Diploma**

Fiorello H. LaGuardia High School of
Performing Arts, New York-New York
September 2008 - June 2012
**Major in Drama | Regents Diploma
Recipient**

LANGUAGES

- English: Fluent
- French: Fluent

WORK EXPERIENCE

Seth Low I.S. 96 - Bensonhurst, Brooklyn, NY

Middle School Special Education ELA Teacher

July 2021 - Present (4 years)

- Instruct 6th and 7th grade students in both Integrated Co-Teaching (ICT) and 12:1:1 self-contained settings.
- Serve as a "NEST program educator" meaning that I hone evidence-based teaching practices and skills that support students on the autism spectrum through academic, social, and every-day living.
- Collaborate with general education teachers as an ICT partner, develop IEPs, lead/plan lessons, create/modify curriculum, and facilitate small group instruction.

Global Community Charter School - Harlem, NY

K-12 General Education

September 2019 - June 2021 (2 years)

- Taught 2nd grade general education, covering ELA, mathematics, and social studies, while co-leading the school-wide SEL initiative R.U.L.E.R.
- Instructed 6th grade social studies with a focus on American history (15th-21st century), integrating writing, research, presentation, and collaboration skills to foster various modicums of literacy.

BabyLangues - Paris, France

English Language Teacher

January 2019 - July 2019 (7 months)

- Delivered engaging, age-appropriate English lessons to children aged 3-12.
- Used storytelling, games, art, and conversation to promote English language development using a "total immersion" language acquisition approach.

New York-Presbyterian Brooklyn Methodist Hospital - Brooklyn, NY

Education & Recreation Volunteer, Pediatric Unit

December 2017 - March 2018 (3 Month Contract)

- Provided academic and social support to hospitalized children.
 - Facilitated supervised play, tutoring, and arts-based recreational activities to enhance recovery and well-being.
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Kayla Leitao (Sharkey)

Objective: To obtain a job as a Special Education Teacher

Education: Southern Connecticut State University
501 Crescent St, New Haven, CT 06515
Bachelor of Exercise Science K-12, May 2013

University of Saint Joseph
1678 Asylum Ave, West Hartford, CT 06117
Master of Special Education K-12, May 2018

Certification: Physical Education K-12 (044), Cross Endorsement in Comprehensive Special Education K-12 (165) PESI Certification in Oppositional, Defiant, and Disruptive Children and Adolescents, Intensive ABA training, First Aid/CPR, CTAA Certified

Honors: Dean's List, Magna Cum Laude

Skills

- Skilled in teaching life skills and functional communication.
- Familiar in administering a multitude of academic and behavioral assessments including FBA's, ABLLS, ASIEP-3, etc.
- Driven to set goals with students, in order to help self-motivate and keep directives focused on individual forward progression.
- Experienced with Safety Care.
- Motivated to achieve and exceed independent, team, and departmental goals.

Work Experience

Matthew and Allyson Teel

Cheshire, CT Mar 2014-Sept 2015

Nanny for 3 children ages 5, 3, and newborn

- Brought children to and from school/activities
- Created and completed learning activities with them daily
- Compiled arts and craft activities daily
- Promoted outside playing time several times a day

Ability Beyond Disability

Danbury, CT June 2011-July 2013

Life Skills Instructor

- Was responsible for integrating individuals with disabilities into the community to participate in work recreational, leisure, and volunteer activities.
- Provided training and support needs to the individuals in the community and at home.
- Worked with individuals to serve and help them achieve their goals based on their individual preferences and abilities.

- I was ABA, PMT, Feeding/Swallowing, Water Safety, First Aid/CPR and Medication certified. •
Transported individuals with disabilities to and from jobs, recreational, and other activities.
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Teaching Experience

CREC River Street Autism Program at Birken

Bloomfield, CT Dec 2019-Current

Applied Behavior Analysis Instructor/Special education Teacher

- Create and implement lessons and programming for children with Autism.
- Design and help meet the needs of students with disabilities in multiple settings.
- Work one on one, small group, and whole class instruction for students with varying disabilities.
- Teach subjects according to curriculum and each students individual needs, for example, reading, writing, counting and cardinality, mathematics, matching, color I.D., letter I.D., life skills, vocational skills etc.
- Administered Pre/Post Assessments like the ABLLS, in accordance with individual students IEP goals

Saint Rita School

Hamden, CT Sept 2015-Dec 2019

Physical Education (Grades PreK3-8th) and Health Teacher (Grades 1-5)

- Teach subjects which include Cooperative Games, Team Sports, Dodging and Fleeing, Eye Hand Coordination, Healthy Lifestyles, Drugs/Alcohol, Environmental Safety, and Human Anatomy.
- Work closely with all students – whole class, small group and one-on-one
- Use curriculum in order to create appropriate lessons for all ages and grade levels.
- Attend professional development days, PLCs, monthly meetings, and was a leader for a designated section of our NEASC evaluation.
- Assist in before/aftercare program, attend school events and volunteer time for the events, coordinate and created the Summer Camp Program for our school, and was the co-athletic director.

E.O. Smith High School

Mansfield, CT June 2018-Aug 2018

Special Education Teacher Candidate for Summer School (Grades 9-Next Step)

- Taught/designed a series of lessons within the individual students IEP goals, including Mathematics, Reading, Science, Health, Physical Education, and Life skills.
- Worked in whole group, small group, and one to one activity with Reading and Math •
Administered Pre/Post Assessments in accordance with individual students IEP goals.
- Created and ran a Field Day for the summer camp that accommodated each student's skill levels and abilities.

Vernon Center School

Vernon, CT June 2017-July 2017

Special Education Teacher Candidate for Summer School (Grades 1-4)

- Taught/designed a series of lessons within the individual students IEP goals, including Mathematics, Reading and Science
- Worked in small group activities with Reading and Math

- Administered Pre/Post Assessments in accordance with individual students IEP goals.

Alcott Elementary School

Wolcott, CT Aug 2013- Oct 2013

Long Term Sub Paraprofessional for Prek 3 classroom

- Worked one to one with a child with special needs
- Taught and interacted with whole class activities and instruction.
- Accompanied child(ren) to specials and monitored responses and actions for daily logs.

References

Jennifer Douville

Board Certified Behavior Analyst

CREC River Street Autism Program- Birken Campus

1289 Blue Hills Ave

(860) 727-8481 x3840

jdouville@crec.org

Nicole Aquillo

Transition Coordinator

Glastonbury Transition Academy

1389 Neipsic Rd, Glastonbury, CT, 06033

(860) 817-6921

aquillonic@gmail.com

Andrea Varno

Applied Behavior Analysis Instructor

CREC River Street Autism Program- Birken Campus

1289 Blue Hills Ave

(860) 989-8474

avarno@crec.org

Shanon Tomassone

Program Director

CREC River Street Autism Program- Birken Campus

1289 Blue Hills Ave

(860) 989-2801

stomassone@crec.org

Riley McGuire

Highly reflective and detail-oriented professional seeking an entry-level position where I can learn and grow on my path toward becoming a master teacher—proven self-starter with a high degree of accountability and excellent communication skills.

Education

Master of Science in Secondary Education: History/ Social Studies, University of Bridgeport

August 2023- December 2024

GPA- 4.0

Internship and student teaching at Newtown Middle School

Bachelor of Science in Justice and Law Administration- Criminology,, Western Connecticut State University, August 2019- May 2023

GPA- 3.83

Honors and activities- Dr. Melissa Fenwick Award of Excellence in Criminology, Magna Cum Laude, Kathawari Honors Program, Varsity Baseball

Experience

Long-term Substitute Teacher, 8th Grade US History, Newtown Middle School, March 2025 - April 2025

Worked collaboratively with mentor teacher and special education department to develop lessons focused on inquiry. Implemented and adjusted lesson plans as necessary to ensure student success, while assuming all other teaching duties.

Student Teaching, 8th Grade US History, Newtown Middle School, August 2024 - December 2024

Observed cooperating teacher and other master teachers to ensure professional learning and development. Developed differentiated lesson plans in accordance with state standards to ensure student engagement and success. Worked collaboratively with other cluster teachers in meetings to support students.

Internship, Newtown Middle School, August 2023 - June 2024

Substitute teaching in various subjects. Working with whole classes, small groups, and one-on-one with students when necessary. Observed and learned from experienced teachers and collaborated with other staff members to support the overall educational goals of the school.

Assistant Baseball Coach, Newtown Middle School, March 2024-June 2025

Assisted the head coach in running practices, game management and communications to ensure player development. Focused on developing better techniques and fundamentals in preparation for high school.

Baseball coach, Mission City Athletics June 2022 – Present

Coaching children ranging from ages 6-18. Communicate with players, parents, and other coaches to manage games and practices. Working one-on-one with players to ensure development.

Education

Central Connecticut State University
Bachelor of Science in Psychology

New Britain, Connecticut
September 2016 - May 2021

Master's of Science in Special Education
4.0 GPA

August 2021 - December 2024

Experience

Special Education Teacher, Social Emotional Learning Program
Farmington Public Schools

September 2023 - Present

- Provide specialized instruction in english-language arts, math, and behavior skills in the classroom and resource setting, and provide crisis-support for behavioral challenges as needed
- Conduct and analyze baseline assessments, progress monitoring, and triennial evaluations to inform school-based team and parents on student progress
- Modify curriculum and instructional materials pertaining to general education lessons to support academic and behavioral needs
- Develop and implement programmatic structures including SEL School Store, Coffee Cart, Friday Circles and Executive Functioning Rotations
- Assist with developing student behavior assessments and support plans

Special Education Teacher, Specialized Learning Center
Farmington Public Schools

November 2022 - September 2023

- Implementing whole and small-group instruction in a self-contained setting with lessons aligned to varying student needs
- Experience managing a team of 8 paraprofessionals to accommodate IEP requirements and varying schedules to enhance student learning outcomes
- Collaborate with an interdisciplinary team through weekly data meetings, intervention planning, and curriculum accommodations/ modifications

Paraprofessional

Farmington Public Schools

September 2021 - November 2022

- Provide and differentiate academic and behavioral support to 5th and 6th grade students
- Organize and collect individual and group data pertaining to IEP requirements and progress monitoring

Paraprofessional

Wheeler Clinic, Northwest Village School

June 2018 - September 2021

- Develop and implement lesson plans pertaining to anti-bullying, activities of daily living, and vocational skills to high school age students
- Foster and maintain positive relationships by utilizing restorative practices and de-escalation strategies

Professional Development

Lindamood Phoneme Sequencing (LiPS) Program Workshop - February 2023

- 30 hours of Science of Reading aligned instruction on phonemic awareness, symbol imagery, and concept imagery to improve decoding, encoding, and comprehension
- *Skills Developed:* LiPS tracking, spelling, reading, and contextual procedures

Orton-Gillingham Classroom Educator Training - April 2024

- 42 hours of instruction on reading acquisition in learners with Dyslexia, the Orton-Gillingham approach, structure of the English Language, and lesson planning
- *Skills Developed:* comprehensive knowledge of the English language, multi-sensory methods, scope and sequence aligned to baseline data collection and progress monitoring, lesson planning

Craig L. Steszewski

SUMMARY AND SKILLS

Personable and outgoing driven professional who can effectively build internal and external relationships while consistently learning and improving.

- Ability to effectively coordinate services in a variety of educational settings.
- Strong interpersonal skills with the ability to collaborate with faculty, staff, and parents.
- Excellent organizational and oral and written communication skills.
- Proficiency in Microsoft Office, Google Workspace, Hapara, Infinite Campus, Illuminate, Kickboard, Zoom, and other database and software systems.

PROFESSIONAL EXPERIENCE

Southbridge Public Schools

Southbridge, MA

August 2023-Present

Middle School Teacher

- Maintain consistent, clear communication with students, families, colleagues, and administrators to support science learning and foster community engagement in STEM education.
- Analyze student performance data to develop, modify, and implement standards-aligned science lessons based on best practices and the Next Generation Science Standards (NGSS).
- Prepare and submit IEP/504 documentation with attention to science content accommodations; compile science-specific reports and assessment analyses to support student classification and intervention planning.
- Partner with grade-level and content-area teams to design interdisciplinary science units that integrate literacy, technology, and inquiry-based learning using student data as the foundation.
- Design and implement individualized instructional plans using data from State Science Assessments, Illuminate, mock science exams, and digital assessment tools to address diverse learner needs.
- Summarize and visualize science achievement trends through written reports and data dashboards for supervisors and team meetings to support continuous improvement in science instruction
- Adapt science instruction to meet changing schedules, classroom dynamics, and student needs while maintaining a safe, inquiry-rich learning environment.
- Proficient in platforms such as Aspen, Google Classroom, Microsoft Office, Clever, and Zoom to support digital labs, science content delivery, formative assessment, and data analysis.
- Grade Level Lead Teacher-7th Grade SY24-25, 7th Grade Science Curriculum Lead SY24-25, Community Time Coordinator SY24-25, Advisory Coordinator SY24-25, Instructional Leadership Team SY24-25

Achievement First

Hartford, CT

July 2017-June 2023

Middle School Teacher

- Maintain consistent and responsive communication with students, families, coworkers, and administrators to foster a positive, math-focused learning environment.
- Analyze student performance data from assessments (e.g., State Testing, Illuminate, mock exams) to plan, adapt, and implement math lessons aligned with state and Common Core Math Standards.
- Supervise and mentor teaching staff as Grade Level Chair; lead peer observations, provide constructive feedback, and support instructional improvement in math classrooms.
- Work with teaching teams to co-develop data-driven math units and intervention strategies that target student learning gaps and promote mastery of mathematical concepts.
- Design and deliver individualized and small-group instruction based on diagnostic and formative math data to support diverse learning needs.
- Submit and manage IEP/504 paperwork and related data, ensuring appropriate math-specific accommodations and progress monitoring are implemented and tracked.
- Translate math assessment data into clear reports and visualizations for supervisors and teams to inform instructional decisions and improve student achievement.
- Flexible and responsive to changes in scheduling, instructional priorities, and student needs while maintaining high standards in math education.
- Proficient in Infinite Campus, Illuminate, Google Classroom, Microsoft Office, Kickboard, Clever, Hapara, Desmos, Okta, and Zoom for delivering interactive math instruction, analyzing data, supporting classroom management, and facilitating digital/remote learning.

Ramseur Elementary School**Ramseur, NC****August 2014-June 2017***Elementary Classroom Teacher*

- 4th grade teacher August 2014-June 2015, 5th grade teacher August 2015-June 2017.
- Assessed instructional effectiveness based on Common Formative Assessments (CFA's), Teacher Evaluations, and Teacher Observations.
- AdvancED committee member with duties including organizing, collaborating, and providing documentation and data to prove our school was an accredited school meeting rigorous standards and timelines.
- Multi-Tiered System of Supports (MTSS) committee member with duties including collaborating, collecting, documenting, and analyzing data to meet differentiated needs/behaviors of individual students.
- Ramseur Elementary Title-1 and Data Team committee member where I analyzed educational data to meet state and federal guidelines.
- Randolph County Schools Calendar Committee where I organized, planned, and reviewed the instructional calendar based on state guidelines and requirements.
- Sought leadership opportunities through mentoring, interview teams, and staff presentations.
- Responsible for data management, organization, and analysis of grades, report cards, as well as various school and district committees.
- Composed, implemented, modified, and analyzed daily instructional lesson plans based on student academic data as well as the requirements of North Carolina curriculum guidelines, Common Core standards, and 21st Century Skills.
- Developed and managed resilient relationships with parents, students, staff, and other key stakeholders.
- Responsible for interpreting and providing rigorous academic instruction based on North Carolina standards.
- Collaborated with colleagues, administration, and instructional experts to enhance educational experience and instruction.
- Responsible for documenting minutes for IEP meetings, delivering and monitoring IEP services, and editing and providing data for IEP evaluations and modifications.

Furnitureland South**Jamestown, NC****January 2015-August 2017***Design Team, Floor Design member responsible for organization, loading, and unloading of furniture.*

- ☐ Independent responsibilities: managing purchase orders, inventorying furniture, assisting clients with deliveries/pick-ups, loading/unloading furniture trucks, assisting floor designers arranging showrooms, leading small projects, organizing loading dock area, utilizing furniture databases, communicating with salespeople/colleagues, monitoring client accounts.
- ☐ Responsible for organizing, distributing, categorizing, cleanliness, and care of furniture in the loading dock, show room, outlet, and downtown areas.
- ☐ Provide premier customer service to meet the needs of customers daily.
- ☐ Delivered, rearranged, and removed furniture/decorations from client locations and showrooms.

Sedgefield Country Club**Greensboro, NC****October 2013-May 2014***Outside Staff golf assistant as well as fitness center member support team.*

- ☐ Monitored client logins, schedules, and equipment.
- ☐ Independent responsibilities: organization of the golf cart garage, club storage, and fitness center; cleanliness of the golf carts, garage, and fitness center; and properly opening and closing golf garage and fitness center as well as assisting in preparation, organization, and maintenance of major and minor golf tournament outings.
- ☐ Provide premier customer service to meet the needs of members in the fitness center and golf course daily.

Liberty Drive Elementary School**Thomasville, NC****June 2005-June 2013***4th and 5th Grade Teacher*

- Supervised roughly 75 students and ten staff members as the site coordinator of the 21st Century After School Enrichment Program. Duties included establishing and maintaining schedules, coordinating workflow, tracked and validated purchase orders, communicated with transportation, and processed paperwork and timesheets.
- Member of the Thomasville City Schools District Calendar Committee organizing, planning, and reviewing the instructional calendar based on state guidelines and requirements.
- Planned, integrated, and assessed best practiced instructional lessons in reading, mathematics, science, writing and social studies that aligned with the Common Core State Standards and Essential Standards.
- Member of the School Improvement Team (SIT) Chair, SIT Recorder, Thomasville City Schools Calendar Committee, 21st Century After-School Enrichment Program Site Coordinator, IMPACT Technology Grant Team Member, Technology Team representative, 5th Grade Mentor, and an interviewer for the school interview committee.
- Coordinated parent teacher conferences, IEP meetings, and quarterly meetings to discuss students' academic progress.
- Maintained students' academic paperwork, timelines of progress monitoring goals, and intervention services provided.

- Delivered professional presentations and training through professional development for staff, informational meetings for stakeholders, and addressed academic development at School Board meetings
- Provided administrative assistance in the form of interviewing potential candidates, performing peer observations, as well as determining outcomes of disciplinary situations and other issues that arose when administration was out of office.
- Collaborated with colleagues, administration, and instructional experts to enhance educational experience and instruction.
- Responsible for providing communication to students, staff, and stakeholders as well written daily lesson plans and educational grants.

Davidson County Community College (DCCC)

Thomasville, NC

July 2012-November 2012

Assistant Women's Volleyball Coach

*Conference Champions, Region 10 Tournament Champions, NJCAA District H Champions,
NJCAA National Women's Volleyball DIII Elite 8 Tournament— 7th Place, 2 players selected to All-Region 10 Team*

- Responsible for collecting/analyzing statistics during matches, providing transportation, preparing players prior to matches, and performing all coaching duties in absence of head coach.
- Specifically responsible for defensive preparation for the team.
- Led practice activities, modeled volleyball instructional practices, and provided disciplinary measures.
- Organized, analyzed, and processed team data, purchase orders, and equipment.
- Communicated with college staff regarding students, equipment, and volleyball program.

Rush-Henrietta Central School District

Rush-Henrietta, NY

September 2004-June 2005

Substitute Teacher

- Taught grade levels Kindergarten—12th Grade, ESL classes, Special Needs, and In School Suspension
- Ability to work effectively, adapt, be flexible, and think critically under minimal supervision while interpreting, following, and implementing instructional lessons provided.
- Flexible schedule allocating opportunity to work multiple shifts.

EDUCATION

Endicott College

Beverly, MA

August 2000-May 2004

Bachelor of Arts in Elementary Education

Gardner-Webb University

Boiling Springs, NC

August 2008-December 2011

Master's Degree in Educational Leadership

SPECIAL AWARDS/RECOGNITIONS

- Stage 4 Educator for Achievement First Schools March 2020
- PRIDE in Randolph County Schools December 2015
- Teacher of the Month September 2015
- Sedgefield Country Club Employee of the Month December 2014
- V.I.T.A.L. Award Winner Thomasville City Schools November 2013
- Thomasville City Schools District Teacher of the Year 2008-2009
- Liberty Drive Elementary Teacher of the Year 2008-2009
- Endicott College Scholar Athlete 2004
- Endicott College Men's Volleyball Captain 2002-2003
- New York State Section V Volleyball Champions 1998

RICHARD E. TOMPKINS

PROFESSIONAL SUMMARY

Seasoned professional with dependable experience in the field of Education. Prolific thought leader with a solid reputation in fostering open communication and productive collaboration amongst key stakeholders and diverse student groups. Results-driven educator skilled in developing and nurturing interpersonal relationships, while advocating for each student's academic success. Experienced problem solver with the ability to strategically plan and execute initiatives that drive effective educational outcomes, while delivering timely solutions that positively impact company goals and objectives.

CORE COMPETENCIES

- | | | | |
|--|------------------------|-----------------------|--------------------------|
| • Diversity, Equity, & Inclusion (DEI) | • Inclusive Learning | • Curriculum Design | • Classroom Management |
| • Cross-functional Team Collaboration | • Cultural Sensitivity | • Behavior Management | • Positive Reinforcement |
| • Differentiated Instruction | • Student Advocacy | • Crisis Management | • Student Development |

EDUCATION WORK EXPERIENCE

High Roads, Wallingford, CT
2021

March 2021 – June

Teacher's Assistant

- Supported students with developmental and behavioral disabilities, as well as autism spectrum diagnoses, by implementing treatment-focused infrastructures for behavior monitoring, while effectively tailoring teaching methods to various learning styles.
- Managed a rewards system for up to 10 students between the 4th through 6th grade in efforts to cultivate consistent progress, while maintaining a balance between intrinsic motivation and tangible achievements.
- Partnered with social workers and teachers to create comprehensive academic strategies that emphasized appropriate interventions, de-escalation techniques, and crisis management skills during student engagements both inside and outside of the classroom.
- Personalized mitigation strategies to address negative behaviors by implementing positive reinforcement and handle-with-care techniques to encourage students to stay on task and remaining committed to increasing their overall academic development.
- Established a conducive learning environment by designing curriculum plans to address academic and behavioral engagement barriers, while enhancing students interest, promoting social growth, and increasing self-esteem through meaningful interactions.

Achievement First (Amistad Academy Middle School), New Haven, CT
2020

October 2019 – June

Behavioral Specialist

- Served as a key stakeholder in providing support to middle school students for behavioral, emotional, and cognitive development.
- Spearheaded the construction and implementation of personalized progressive plans for up to 4 scholars simultaneously, focusing on the establishment of coping skills and behavioral management techniques in order to help the student remain engaged.
- Utilized crisis intervention tactics when guiding students back to a functioning behavioral baseline, while recognizing problem areas, and implementing strategies for improvement.
- Conducted review meetings with teachers to discuss student progression, and noted areas of improvement, while also involving parents and guardians to assist in acclimating students to support systems that tailor to their needs.

Achievement First (Amistad Academy Elementary), New Haven, CT
2018

August 2013 – June

First Grade Teacher
2018

December 2014 – June

- Facilitated educational charter school content for 30 first grade students, while implementing a structured curriculum based on Common Core standards in order to maximize learning and ensure academic achievement.
- Created lessons plans centered around improving student literacy and reading comprehension, while implementing standard curriculums with a team of 6 educators.
- Monitored each students overall lesson comprehension by conducting weekly unit assessments to identify notable academic achievements, progression, and areas of improvement.
- Observed all levels of scholar engagement, emotional behaviors, and daily interactions, noting supportive resources for academic success, resulting in over 95% of students being promoted to their next grade levels.

Teacher in Residence
2014

August 2013 – December

- Executed daily academic initiatives by teaching classes of up to 30 students and facilitating lesson plans assigned by the lead teacher.

RICHARD E. TOMPKINS

OTHER WORK EXPERIENCE

Uber, Inc., Connecticut

February 2016 –

Present

Driver

- Deliver exceptional service by enhancing the customer experience through personalized interactions and transportation support.
- Curate a unique client experience for over 120 customers per week by maintaining a high acceptance rate of 95% and an overall customer satisfaction score of 4.98 out of 5 stars (99.6%) for 7 consecutive years.
- Uphold strict compliance with company policies and regulations, while ensuring a safe environment for passengers at all times.

3PL Teleservices Worldwide, Milford CT

October 2012 – August

2013

Customer Service Specialist

- Supported all financial transactions for clients by assisting with all inquiries such as processing exchanges, returns, or refunds while troubleshooting any discrepancies to track order statuses and cancel accounts.

EDUCATION

University of Connecticut, Storrs, CT – Bachelor of Arts in Political Science

May

2012

LEADERSHIP EXPERIENCE

University of Connecticut African American Cultural Center, Storrs, CT

September 2008 – May 2009

Editor-In-Chief of The Vision

- Designed creative content, approved visual designs, and implemented promotion techniques for the African American Cultural Center's (AACC) monthly newsletter entitled "The Vision."
- Promoted diversity and inclusion initiatives within the institution by assisting with researching content, interviewing University figureheads, and composing articles of relevancy.

TECHNICAL SKILLS

- | | | | |
|-------------------|------------|--------------|-----------|
| • Microsoft Word | • Excel | • PowerPoint | • Outlook |
| • Infinite Campus | • Ecometry | • Netcashe | • Mozart |

Samantha Jo Zaprzalka

With my college education and experience, I look forward to continuing to pursue my passion in business education. I am highly motivated, goal-oriented and resourceful with a strong dedication to help students of all ages become responsible and productive citizens, effective decision-makers, and life-long learners through active learning and participation.

EXPERIENCE

The Gilbert School, Winsted, CT —Business Teacher

September 2014 - PRESENT

Personal Finance- What every student needs to know; Resume/cover letter writing, savings & checking accounts, personal budgeting "reality check," credit, identity theft, Investing.

Career Exploration- Helping students identify their interest, skills, and develop career goals. Focused on the importance of career readiness including career portfolios, resumes, cover letters, and mock interviews.

Entrepreneurship - Focus on creativity and innovation, covering topics such as ideation, business planning, and marketing.

Marketing- Functions of marketing, segmentation, research, social & environmental responsibility, ethics, and public relations.

Intro to business- covers topics of all other business classes also including: entrepreneurship, business management, business plans & customer service

International Business: Culture, communication, global economy, trade, and exchange rates.

Information Technology: Basics of, Google; drive, docs & applications, as well as keyboarding.

High School Yearbook- 2024-2025 first year; comprehensive yearbook production, including leading all picture day activities and communications (including seniors and sports) and facilitated project based learning for students from concept to publication.

Rocky Hill High School, Rocky Hill CT —Long Term Substitute

October 2013 - June 2014

Classes Taught: Personal Finance, Marketing, Intro to business, Economics, International Business, Business Law

EDUCATION

University of New Haven, West Haven CT — *Masters in Secondary Business Education*

December 2011 - May 2013

Student taught at Norwich Free Academy, Norwich CT

January 2013-May 2013

Mitchell College, New London CT — *Bachelor's Degree*

September 2008- May 2011

Major in Business Administration, Minor in Marketing

3.62 GPA

SKILLS

Organized

Student Centered

Effective communications skills

Strong interpersonal and problem solving skills

American Red Cross & CPR Certified

AWARDS

**Teacher of the Year
2023-2024**

Leadership Activities

**Student Council Advisor
August 2022- Present**

**Powerschool Administrator
for Teachers August 2017-
Present**

**Google Certified Trainer
August 2020- April 2025**

**Varsity Cheerleading Coach
September 2014- November 2021**