



Olga Hugelmeyer
Superintendent of Schools

Harold E. Kennedy, Jr.
School Business Administrator/Board Secretary

November 4, 2020

Ms. Michelle Santos
opra+request-17940-a462bfff@requests.opramachine.com

Dear Ms. Santos:

I am in receipt of your request for records pursuant to the State's Open Public Records Act.

1. Retrievable records for your request "the credentials, certifications and resume for my child's teacher Mrs. Shazia Majeed" are attached.

Sincerely,



Harold E. Kennedy, Jr.
School Business Administrator/Board Secretary

Office of the School Business Administrator/Board Secretary

500 North Broad Street, Elizabeth, New Jersey 07207 • Ph: 908.436.5112 • Fax: 908.436.5158
Email: kennedha@epsnj.org • Website: www.epsnj.org

SHAZIA MAJEED

Employment Experience

WEST NEW YORK BOARD OF EDUCATION

West New York, NJ

Preschool Intervention and Referral Team 09/17- Present

- Administer and collaborate with Master teachers on program goals and objectives and procedures for individual child cases
- Attend parent and teacher meetings regarding student development and provide outside community resources
- Evaluate the progress of referred students and facilitate written referral to The Child Study Team
- Implement behavior support plan for students with persistent behavior related difficulties
- Training staff members and provide ongoing professional development
- Assess with Master Teachers and Team members on the effectiveness of the coaching tool for teachers
- Administer a reflective process for teachers and their receptiveness to coaching and professional development

MOVING ON LIFE CENTER LLC

Teaneck, NJ

Behavioral Assistant 09/2014- Present

- Provides interventions that addresses emotional and behavioral challenges of youth with moderate to high needs
- Collaborate with outside agencies to meet clients goals
- Implement techniques and behavioral strategies to help clients reach behavioral goal
- Provide translation services for Intensive In-Community worker and Family
- Attend ongoing training and professional development

WEST NEW YORK BOARD OF EDUCATION

West New York, NJ

Permanent Substitute 05/2014-06/2017

- Worked with children with Special Education needs
- Adapted teaching techniques to work with a range of abilities in a 6th grade Bilingual class
- Evaluated students' performance using a variety of assessment methods

Och-Ziff Capital Management

Manhattan, NY

Admin 04/2016-02/2014

- Scheduled and organized meetings, conferences and off-sites including all related logistics
- Worked directly with facilities & accounting team on allocating and processing expenses for companies F&B
- Accomplished price negotiations with office food and beverage vendors
- Organized the purchasing and tracking of inventory
- Managed building and vendor relationships

Delaware North Companies- MET Life Stadium & Red bull Arena

Multiple Locations, NJ

Human Resource Clerk 09/2011-09/2014

- Recruiting and Training New Hires and Re-hires (In-Spanish)
- Schedule, administer, and organize applicants' interviews
- Administer pre-employment screening and tests (background check, drug test, etc)
- Maintain, interpret, distribute & present policy/ procedure manuals and other communication as directed
- Participate in overseeing staff members comply with company and facility policy

Education and Credentials

NEW JERSEY CITY UNIVERSITY

Jersey City, NJ

Master of Arts in Clinical Mental Health Counseling, 06/19

School Counseling Certification, 06/19

Child Parent Relationship Therapy Certified Training 5/19

RUTGERS UNIVERSITY

Newark, NJ

Bachelor of Science in Psychology, Minor Criminal Justice 05/14

Certifications

School Counseling Certification NJ 8/2019

SBIRT Certification 6/26/2018

Trauma Focused CBT 12/2018

ASIST 6/2017

Provisional Teacher Preschool- 3rd grade-10/17

Provisional Teacher of Students of Disability-10/17

Pre-School Intervention And Referral Team-6/2018

SHAZIA MAJEED

Behavioral Assistant Certification - 02/16

Internship Experience

HUDSON COUNTY SCHOOLS OF TECHNOLOGY

North Bergen, NJ

School Counselor Intern, 9/18 to 05/19

- Used the Power School system to find student schedules in order to adjust and add new classes.
- Implemented solution focused techniques in order to counsel students with emergency behavior situations.
- Provided College Information to students and technical trade school information.
- Advised students on college majors, admission requirements, entrance exams, financial aid, trade or technical schools, and apprenticeship programs.

MOVING ON LIFE CENTER LLC

Teaneck, NJ

Intensive In-Community Intern, 09/17 to 12/17

- Provide in-home/community counseling (IIC) to children and adolescents using evidence based practice/interventions in accordance with their needs.
- Translate for families in Spanish
- Partner up with community agencies to support youth needs

Awards

Member of Chi Sigma Iotta, Counseling National Honor Society

HRSA Grant Recipient 2018

Extracurricular

Founder of Shazia's Back to School Book Bag Drive-400 Book Bags Donated to WNYBOE 8/17-Present

Skills

Bilingual (Spanish). Proficient in one-on-one and group instruction. Strong interpersonal skills. Knowledge of a variety of instruction modalities. Exceptional verbal and written communication. Behavior management and disciplinary skills. Adept in conflict resolution strategies.

Certification View

Tracking Number: 680169
 SSN:
 Name: Majeed, Shazia

Birth Date:
 Email:
 Phone Number:

List of all the Certificate(s) issued by NJ Dept. Of Education as of Tue 10/20/2020 at 11:19:03 AM EDT

Seq #	Certificate Type	Endorsement	County Code	District Code	Basic Code	Month/Year Issued (MM/YYYY)	Month/Year Expiration (MM/YYYY)	Certificate ID
1	CE	1013 - Teacher of Preschool through Grade 3	00 - BY APPLICANT	0000 - UNKNOWN	9 - Eligibility for the Provisional Teacher Program Alternate Route.	09/2015		1002747
2	CE	2475 - Teacher of Students with Disabilities	00 - BY APPLICANT	0000 - UNKNOWN	9 - Eligibility for the Provisional Teacher Program Alternate Route.	03/2017		1052558
3	CE	1480 - Teacher of Bilingual/Bicultural Education	00 - BY APPLICANT	0000 - UNKNOWN	9 - Eligibility for the Provisional Teacher Program Alternate Route.	04/2017		1054234
4	Provisional	1013 - Teacher of Preschool through Grade 3	17 - Hudson	5670 - West New York Board of Education	9 - Eligibility for the Provisional Teacher Program Alternate Route.	09/2017	07/2019	1074103
5	Provisional	2475 - Teacher of Students with Disabilities	17 - Hudson	5670 - West New York Board of Education	9 - Eligibility for the Provisional Teacher Program Alternate Route.	09/2017	07/2019	1074104
6	Standard	2702 - School Counselor	61 - New Jersey City Univ	0000 - UNKNOWN	2 - Completion of a New Jersey approved professional education program.	08/2019		1137293
7	Provisional	1013 - Teacher of Preschool through Grade 3	39 - Union	1320 - Elizabeth Public Schools	9 - Eligibility for the Provisional Teacher	03/2020	07/2021	1157189

10/20/2020

Certificates List

8	Provisional	2475 - Teacher of Students with Disabilities	39 - Union	1320 - Elizabeth Public Schools	Program Alternate Route. 9 - Eligibility for the Provisional Teacher Program Alternate Route.	03/2020	07/2021	1157190
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