

Address:

Phone:

E-mail:

Education

STATE OF NJ CERTIFICATE OF ELIGIBILITY

Certified for School Administrator & Principal / Supervisor.

March 2002

MASTER OF BUSINESS ADMINISTRATION

Dr. Izzet Kenis, Graduate School of Business, Rutgers University.

May 2001

STATE OF NJ STANDARD TEACHER'S CERTIFICATE

Certified in Elementary through Alternate Route Program.

May 1995

Experience

BRICK BOARD OF EDUCATION, BRICK, NJ

1994 – Present

**EDUCATOR / SYSTEMS OPERATOR / TECHNOLOGY TRAINING LEADER/
CAMP BEADLESTON ASSISTANT DIRECTOR / HEAD BASEBALL COACH**

EDUCATOR

- Nine years experience as computer literacy educator at Lake Riviera Middle School.
- Acting Advisor of the 1st place-winning project for the "Ocean County Technology Contest."
- Middle School Representative for the District's Contract Negotiation Team.
- Brick Township Education Association Union Treasurer.

SYSTEMS OPERATOR

- Aided in the implementation of the Wide Area Network within the K-12 school district.
- Provided technological support to 2,500 workstations, 42 servers, and 582 printers throughout the school district.
- Responsible for the daily maintenance and upgrades to all hardware and software systems in the Lake Riviera Middle School.
- Created and developed the Lake Riviera Middle School Web Page.
- Responsible for the daily maintenance of the school Web Page.
- Created and implemented an expert database system for tracking inventory in the Lake Riviera Middle School.
- Provided technological support and consultation for *TeKConnect Technologies* during Y2K upgrade procedures.

TECHNOLOGY TRAINING LEADER

- Conducted training sessions in Microsoft Word, Excel, Access, PowerPoint, Publisher, IE5, Web Page Design, Networking, Integrate, district e-mail, and SASI to all staff at Lake Riviera Middle School.
- Conducted district wide training sessions in all Microsoft Office applications and in troubleshooting classroom workstations.

BEADLESTON ASSISTANT DIRECTOR

- Supervised all daily activities at the camp under the directive of Mrs. Anderson.
- Managed staff concerns, student discipline problems, parental issues, class trips, and public relations within the community.

HEAD BASEBALL COACH AT BRICK MEMORIAL HIGH SCHOOL

- Managed 5 staff members and 50 players.
- Responsible for budgeting, scheduling, creating practice plans, setting goals, researching avenues for collegiate opportunities, and conflict resolution.
- Executive Board member of the Diamond Club.

Computer Skills

BASIC, HTML, Novell 3.0, SASI, Integrate 8.0, Lotus Notes, Microsoft Access, Microsoft Excel, Microsoft FrontPage, Microsoft PowerPoint, Microsoft Word, IE5.5, Athena and Microsoft Publisher.

Michelle Chilson

Michelle
Cloud

Objective: To obtain a teaching position where I can utilize my creativity and enthusiasm to promote an inviting and cooperative environment.

Education:

Aug. 1996-Dec. 1999 Georgian Court College Lakewood, NJ
Bachelor of Arts in Elementary Education / Psychology

- Certificate of Eligibility with Advanced Standing
- GPA 3.5

Sept. 1995-May 1996 Rider University Lawrenceville, NJ

Teaching Experience:

Sept. 1999-Dec. 1999 Drum Point Road Elementary School Brick, NJ
Student Teacher
Planned and implemented lessons in all subjects for a fourth grade class of 30, reflecting a student-centered environment.

- Administered both small and whole group instruction
- Inspired student learning through lessons which incorporated the use of manipulatives, cooperative & group strategies, discovery learning, and learning centers
- Promoted literacy through the Whole Language/integrated approach
- Incorporated technology in the classroom
- Participated in team teaching and parent/teacher conferences
- Worked with in-class support teachers

Mar. 1999-May 1999 Primary Learning Center Brick, NJ
Junior Practicum
Planned and implemented lessons in a kindergarten class utilizing manipulatives.

- Participated in the administering of learning centers and activities which incorporated technology

May 1998-Jun. 1998 Clarke Street Elementary School Lakewood, NJ
Sophomore Experience
Observed and assisted students in a diverse second grade class.

Related Work Experience:

Feb. 2000-Present Middletown Township Public School System Middletown, NJ
Substitute Teacher

May 1999-Aug. 1999 Tiny World Nursery School Point Pleasant, NJ
Head Counselor for summer program
Responsible for the supervision of 15-20 four year old children.

- Organized crafts, games, nature walks, and other activities
- Integrated literacy into daily activities through big books, read alouds, and stories on cassette

Dec. 1998-Aug. 1999 Chalk Garden Nursery School Point Pleasant, NJ
Substitute Teacher

Additional Work Experience:

- Apr. 1998-Dec. 1999 Spirits Unlimited Ortley Beach, NJ
Key Holder/Shift Supervisor
Responsible for the physical and financial safety of the store.
- Apr. 1994-Dec. 1997 Laurelton Village Nursing Home Brick, NJ
Dietary Aide
Responsible for the preparation of meals according to specialized nutritional diets.

Honors:

- Deans list (Georgian Court College)
- Kappa Delta Pi member

Certifications of Participation:

- Internet for the Classroom Workshop
- Experiencing Learning Disabilities Workshop
- Hands-on Algebra/In Class Support Workshop
- Shared Inquiry/Flying Pencils Workshop
- NASA in theCurriculum Workshop
- Desktop Publishing Workshop

Computer Skills:

Proficient in Windows 95-98, Word Perfect, Microsoft Word, Microsoft Publisher, and the ability to use research technology in a classroom setting.

References:

Samuel Balom	Principal-Drum Point Road Elementary School, Brick
Kimberly Bennett	Fourth Grade Teacher-Drum Point Road Elementary, Brick
Catherine Leo	Nursery School Director/Owner-Point Pleasant
Linda Ramirez	Teacher-Lanes Mill Elementary School, Brick
Michael Liberatore	Manager-Spirits Unlimited, Ortley Beach
Tracey Cole	Kindergarten Teacher-Primary Learning Center, Brick

TRACY J. HARPER

Tracy
Crowley

OBJECTIVE

I am seeking a classroom position in which I can utilize my knowledge, skills, and elementary/special education experiences to facilitate academic, social, and personal growth of students.

EDUCATION

Syracuse University, Syracuse, NY
Bachelor of Science, December, 1998

Major: Inclusive Elementary and Special Education
Minor: Psychology

Honors

Dean's List, 1995 - 1998
Golden Key National Honor Society
Professional Development School Presenter, Fall 1997 - Spring 1998

CERTIFICATION

New York State Elementary Education (N-6), May, 1999
New York State Special Education (K-12), May, 1999
New Jersey Elementary Education (N-8), September, 1999
New Jersey Teacher of the Handicapped (K-12), May, 1999

INTERESTS, SKILLS, AND MEMBERSHIPS

Member of the Professional Development School
Member of the National Council of Teachers of Mathematics
Advisor of Interact Club

PROFESSIONAL EXPERIENCE

Manchester Township High School, Manchester, NJ <i>Special Education Teacher</i> , (Grades 9-11, Suburban)	2000-2001
Green Brook School District, Green Brook, NJ <i>Resource Room Teacher</i> (Grades 4 - 7, Suburban)	1999 - 2000
Alpha School, Lakewood, NJ <i>Teacher of the Handicapped</i> (High School, Suburban)	Summer 1999
Alpha School, Lakewood, NJ <i>Assistant Teacher of the Handicapped</i> (Preschool, Suburban)	January- June , 1999
Atchinson Elementary School, Tinton Falls, NJ <i>After School Science Instructor</i> (Grades K - 4, Suburban)	January - May, 1999
Sylvan Learning Center, Toms River, NJ <i>Instructor, Reading and Mathematics</i> (Ages 7 - 15)	February - May, 1999

STUDENT AND PRACTICUM TEACHING

Walberta Park Primary School, Syracuse, NY Student Teacher (First Grade/Inclusive, Suburban)	<i>Fall, 1998</i>
McKinley Brighton Elementary School, Syracuse, NY Student Teacher (Fifth Grade, Urban)	<i>Fall, 1998</i>
Ed Smith Elementary School, Syracuse, NY Practicum Teacher (Third Grade/Inclusive, Urban)	<i>Spring, 1998</i>
McKinley Brighton Elementary School, Syracuse, NY Practicum Teacher (Fourth Grade/Self-Contained, Urban)	<i>Fall, 1997</i>
Cicero Elementary School, Syracuse, NY Practicum Teacher (Third Grade/Inclusive, Suburban)	<i>Fall, 1997</i>
Nurturing World Preschool, Syracuse, NY Practicum Teacher (Toddlers, Urban)	<i>Spring, 1997</i>
Franklin Elementary School, Syracuse, NY Practicum Teacher (Kindergarten, Suburban)	<i>Fall, 1996</i>

Responsibilities for positions listed above:

- Modified lessons to meet the needs of students with special needs using Individual Education Plans
- Planned and taught lessons with a multiple intelligence and multi-level approach by utilizing small groups and/or large groups in student centered lessons
- Participated in team meetings to reinforce goals and objectives of Individual Educational Plans
- Motivated students through community building and cooperative learning activities
- Instructed, tutored, and provided one-on-one support to students with and without multiple disabilities
- Organized community fund drives
- Communicated with parents through parent/teacher conferences, weekly newsletters and written correspondence
- Planned and implemented various educational activities for preschoolers
- Planned and implemented thematic reading, language arts and social studies and hands-on, exploratory math and science units

RELATED EXPERIENCE

Exceptional Family Resources

Respite Companion - spent 2 hours per week with fifteen year old boy with Tourette's Syndrome

East Dover Elementary School, Toms River, NJ

Sixth Grade/Self Contained (1994 - 1995)

Actively assisted and taught lessons 3 days per week through community action program

REFERENCES

Available upon request

Michael Curatola

OBJECTIVE

To obtain a position teaching life sciences at the secondary level.

EDUCATION

Ed.M., Rutgers University Graduate School of Education

May 2002

New Brunswick, NJ

Area of Specialization: Biological Science Certification

Graduate Cumulative G.P.A.: 3.9

B.S., College of William & Mary, Williamsburg, VA

May 2000

Major: Biological Psychology

Undergraduate Cumulative G.P.A.: 3.4

TEACHING EXPERIENCE

Student Teaching Internship, Red Bank Regional High School, Little Silver, NJ, Fall 2001

- Responsible in all aspects of teaching for four classes of 9th grade Lab Science and one class of 10th grade Biology
- Used a variety of teaching strategies to facilitate different learning styles
- Engaged students with demonstrations and activities requiring their application of scientific knowledge
- Designed lesson plans with regard to the NJ Core Curriculum Content Standards
- Designed assessments such as tests, quizzes, laboratories, and inquiry-based lessons
- Collaborated with another teacher to create problem-based learning lesson plans
- Integrated technology in the classroom with PowerPoint presentations, internet projects, web-based animations, and use of laser disc player
- Attended department and full staff meetings
- Participated in parent-teacher conferences
- Helped and worked with students before and after school on a regular basis

Science Teacher Intern, Waksman Student Scholars Program, Waksman Institute, Piscataway, NJ, Summer 2001

- Participated in project funded by National Institute of Health and The Howard Hughes Medical Institute involving high school students, science teachers, scientists, and guest lecturers in an academic research learning environment
- Used RNA Interference (RNAi) to search for homologous genes in *C. elegans*
- Collaborated with a group of interns to create an interactive chapter on Polymerase Chain Reaction, or PCR, to be included in an internet-based "talking textbook"
- Provided mentoring to high school student scholars
- Facilitated bioethical discussions with groups of students on a weekly basis

Pre-Teacher Fieldwork, Cranford High School, Cranford, NJ, Spring 2001

- Observed 9th grade College Prep Biology courses and assisted in laboratory activities
- Created an inquiry-based lesson on arthropods

Substitute Teacher, Red Bank Regional High School, NJ, 2000-2001

- Implemented lesson plans and all necessary classroom activities
- Created and maintained active learning environments in the absence of the teacher

WORK EXPERIENCE

Bookkeeper, A&P Supermarket, Little Silver, NJ, 1994-2001

- Held several positions from sales clerk, to frozen department manager, to bookkeeper
- Provided outstanding customer service, trained and supervised employees in several departments, organized the frozen foods department, and completed and received grocery orders
- Managed sales clerks and handled customer service responsibilities in addition to numerous bookkeeping duties

HONORS & AWARDS

- Fall 1999- Student Research Grant, College of William & Mary Undergraduate Science Education and Research Program, funded by a Howard Hughes Medical Institute grant through the Undergraduate Biological Sciences Education Program to the College of William & Mary
- Fall 1999- Minor Research Grant awarded by the Faculty Research Committee at the College of William & Mary
- Received a **Congressional Award** for outstanding leadership and community service.

SKILLS

Computer Experience

Microsoft Office 2000 Applications (PowerPoint, Word, Excel, Outlook), Windows, Internet Explorer, Netscape, iMovie

Educational Skills

Experience in creating a safe and inclusive classroom community, Knowledge and proficiency using the New Jersey Core Curriculum Content Standards to plan lessons, Ability to integrate technology into the classroom, Sensitivity to issues of diversity, Ability to adjust lessons to meet the different learning styles of students, Use of student-centered teaching styles such as inquiry-based learning and problem-based learning

Athletic Coaching Skills

Completed a coaching course as an undergraduate, Worked as an intramural sports official, Participated in several officiating clinics, Captained many recreational sports teams

References

Dr. Kefyn Catley
Science Education professor at Rutgers University

Dr. Kefyn Catley
Department of Learning and Teaching
Rutgers University
Newark, NJ 07102
kcatley@rutgers.edu

Ms. Denise Barrett
Cooperating Teacher at Red Bank Regional High School

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Dr. Wayne Goldman
Family Friend/Chief of Psychology at Monmouth Medical Center

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Evan Lothian
Friend/Classmate at the Graduate School of Education

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