



Objective

To use my program coordinating and teaching experience in such a way that it positively impacts and help students reach their full potential.

Education

University of Louisville, Louisville, KY
M. Ed with a concentration in Mathematics, 1995

Kentucky State University, Frankfort, KY
B.A. in Mathematics Education, 1987

Experience

Coordinator of Educator Prep

1/2022 – present, Simmons College of KY, Louisville, KY

- Coordinate activities to prepare students in academic requirements
- Act as mentor to provide guidance in student college transition and development
- Provided one-on-one tutoring when requested
- Assist students throughout matriculation toward graduation

**Retired Substitute Teacher/Special Assignment
Pathways School of Innovation**

2020 – 2021, Jefferson County Public Schools, Louisville, KY

- Assisted Non-Traditional students persist toward graduation
- Monitored and recorded student attendance daily
- Reported student coursework progress weekly
- Provided one-on-one tutoring when requested
- Provided guidance and enrolled students in various courses according to their individual Graduation Plans

Accelerated Learning Program Coordinator

2016 - 2018, Kentucky State University, Frankfort, KY

- Facilitate professional development meetings
- Gather program data
- Assist in tracking student attendance, early warning signs, and academic progress
- Organize observations and evaluations of faculty and instructional counselors
- Supervise and train instructional counselors
- Provide guidance in math content knowledge and conduct pedagogical trainings for tutors, instructional counselors, and supplemental instruction leaders in the Academic Center for Excellence.

Transition Center Program Coordinator/Lead Teacher

2014 - 2015, Jefferson County Public Schools (JCPS), Louisville, KY

- Helped At Risk and/or High Absentee students recover class credit
- Collected and reported empirical data and reported monthly to the Director
- Supervised and directed the learning of JCPS students returning from suspension
- Implemented Behavior Modification lessons daily

Suspension Truancy Offsite Program (STOP) Coordinator/Lead Teacher

2009 - 2014, Jefferson County Public Schools (JCPS), Louisville, KY

- Coordinated with all JCPS schools regarding STOP Assignments
- Managed teaching assistants
- Collected and reported empirical data from STOP contracts and IEPs
- Supervised and directed the learning of JCPS students grades 4th through 12th
- Implemented Behavior Modification lessons daily

Mathematics Teacher - Retired

1987 - 1990, 1992 - 2009, JCPS, Louisville, KY

- Taught, developed, and implemented daily lessons from various math courses
- Analyzed and reported student performance
- Conducted both individual and small group instruction
- Planned and conducted fieldtrips

Math and Science Program Coordinator/Teacher

1990 - 2007, Lincoln Foundation, Louisville, KY

- Collected and reported data for formal program evaluation
- Managed all student registrations
- Hired and managed JCPS teachers
- Developed and managed a program budget
- Planned and conducted fieldtrips in and out of state
- Recruited up to 400 student participants from Louisville, surrounding counties and Southern Indiana

Senior Lecturer and Graduate Assistant

1990 - 2002, University of Louisville, Transitional Studies, Louisville, KY

- Taught preparatory courses to both traditional and non-traditional students
- Tracked, analyzed, and reported student performance
- Monitored Tutoring Lab

Interests

Men of Quality Advisor/Mentor, Showcase of Historically Black College and Universities' Committee Member, Multicultural Teacher Recruitment Project Mentor, Theta Omega Chapter of Omega Psi Phi Fraternity Former Vice Basileus, American Cancer Society's Relay for Life Annual Fundraiser Team Captain, Sponsor/Creator of Fresh Fridays at KSU

References

References are available upon request.