

Jessica M. Gilway

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PROFESSIONAL PROFILE

- Accomplished career demonstrating success as a Professional Educator, Teacher Leader and Administrator at the elementary and secondary education levels.
- Effective communicator with the ability to motivate and inspire both students and teachers to be innovative and resourceful in the implementation of new ideas, programs and skills.
- Extensive background in organizing, developing and implementing educational programs, curriculum alignment and professional development initiatives.
- Dedicated, reflective classroom teacher with the ability to plan, collaborate and analyze student achievement effectively and assure student success.

EDUCATION

Appalachian State University, Boone, NC
Doctoral Program in Educational Leadership
Currently in Second Semester of Coursework

The College of Santa Fe, Santa Fe, NM
TESOL and Bilingual Endorsements,
August 2004

Ohio Wesleyan University, Delaware, OH
Majors: International Studies,
Environmental Studies
Minors: Spanish, Biology
Bachelor of Arts, Cum Laude, May 2000

University of New Mexico, Albuquerque, New Mexico
Resident Teacher Program, graduated with distinction
Master of Arts in Elementary Education, July 2004

University of New Mexico, Albuquerque, New Mexico
UNM-Santa Fe Public Schools Intern Program
Elementary Education Certificate, August 2003

Universidad de San Francisco de Quito, Quito, Ecuador
Semester Study Abroad, July – December 1998

ACADEMIC HONORS AND AWARDS

- Recipient, Rating of Exceeds Expectations, Professional Development Dossier, State of New Mexico 3-Tiered Licensure Program, 2005
- Recipient, Educational Grant, Partners in Education, Santa Fe, NM, 2005
- Recipient, PNM Gas and Electric Company Earth Study Grant, Santa Fe, NM, 2005
- Masters Examination passed with Distinction, University of New Mexico, Master of Arts, 2004
- The Joann E. Dutton Trustee Award for Community Service, Ohio Wesleyan University, 2000
- The Meek Leadership Award, Ohio Wesleyan University, 2000
- Graduated Cum Laude, Ohio Wesleyan University, Bachelor of Arts, 2000

PROFESSIONAL QUALIFICATIONS

- State of New Mexico Level Two Professional K-8 Elementary Licensure with Endorsements in TESOL and Bilingual Education
- State of North Carolina Licensure in Spanish, ESL and Elementary Education

PROFESSIONAL EXPERIENCE

6th, 7th, 8th Grade Science and Spanish Teacher, 6th grade Social Studies Teacher, August 2010 – present

Two Rivers Community Charter School, Boone, North Carolina

- Planned and implemented an **integrated, cross-curricular learning expedition** for 45 middle school students
- Taught a **hands-on, experiential science curriculum** and an **interactive, introductory Spanish program**
- Collaboratively organized and facilitated **professional development** opportunities for staff using World Café, **Appreciative Inquiry** and Active Pedagogy to deliver content
- Attended Susan Kovalik Summer Institute and Meredith College Partners for Mathematics Summer Workshop
- Organized **school-wide recycling program** and worked to establish a school and community **gardening** program

5th Grade Teacher, January 2010 – June 2010

Two Rivers Community Charter School, Boone, North Carolina

- Actively **collaborated** with fellow staff members to assess student learning, design curriculum and implement **hands-on, student-centered learning** in the classroom
- Planned **differentiated** daily lesson plans, integrated unit plans, and long-range curricular plans
- **Coordinated** with inclusion teachers to design modified learning programs for **inclusion students**
- Taught a 5th grade class with an emphasis on **balanced literacy, math, social studies, organization skills and community building skills**
- Facilitated an extracurricular Battle of the Books program for 4th and 5th grade students

5th Grade Teacher, Writing Program Coordinator and Trainer, English Department Chair, and Literacy Committee Chairperson, July 2006 – July 2009

Santa Cruz Cooperative School, Santa Cruz, Bolivia, South America

- **Developed** and implemented a **writing professional development program** and K-12 writing curriculum and **assessment program** based on the staff developed reaccreditation **writing action plan**
- **Instructed** a 5th grade class with an emphasis on **balanced literacy; math; science;** and study skills
- Facilitated monthly departmental meetings with the K-12 English department in **standards based vertical curriculum alignment**, Rubicon Atlas online curriculum updates, and remediation initiatives
- Planned and implemented monthly (K-12) **writing strategies workshops** based on the **6+1 Traits of writing**, writing across the curriculum initiatives, balanced literacy strategies, and **ESL strategies**.
- Coordinated the **Literacy Committee** and monitored, updated and presented our school wide accreditation action plan with a focus on improving student **writing across the curriculum** (K-12)
- Completed training in the **Rubicon Altas** online curriculum design and alignment program and served as a **teacher mentor** for fellow staff in program utilization to update curriculum and resources
- Implemented and **directed** a Kindergarten – 5th grade **science fair program**, designed the accompanying materials and curriculum, and administered **sample lessons** for each participating classroom
- Participated in the **professional development committee**, the **curriculum committee** and the **school accreditation** presentation committee
- Coordinated the 3rd – 5th grade annual spelling bee for three years
- Planned **differentiated** daily lesson plans, **integrated** unit plans, and long range cross curricular plans
- **Collaborated** with grade level team member to implement grade level **community service initiatives**
- Taught **extra-curricular programs** in African Dance, Dance Survey, and 5th-8th grade Field Day sports
- Facilitated an extracurricular, after school **writing remediation program** (2nd – 11th grade) for **at risk students** as identified by standardized writing assessments

Math and Writing Tutor– 2nd, 4th, 5th, 8th and 9th grades, August 2008 – June 2009

Santa Cruz Cooperative School, Santa Cruz, Bolivia, South America

- **Tutored** small groups and individual students identified as **at risk** in writing and **math** by their teachers
- Designed and implemented a **remedial writing curriculum** for high school students in persuasive writing

Bilingual Teacher (Spanish and English) – 5th grade, August 2002 – June 2006

Agua Fria Elementary School, Santa Fe, NM

- Taught a 5th **bilingual** class (50% English / 50% Spanish) with an emphasis on **dual language** balanced literacy, **bilingual math**, social studies, **science**, health and wellness, and life skills
- **Wrote, received and implemented** four **educational grants** for thematic-based projects, including worm composting, solar energy exploration, a Colonial America fair and a school mock election
- **Facilitated** whole staff professional **trainings** in standards-based **vertical curriculum alignment**
- Planned with **grade level team** to design curriculum and share ideas
- Implemented and directed Kindergarten – 6th grade **science fair** and designed accompanying curriculum
- Developed and **differentiated** daily lesson plans, **integrated thematic units** and long-range plans to deliver a **standards-based, student-centered curriculum**
- Cooperated with and participated in the **school bilingual task force** in the development of a **Two-Way Dual Language Immersion program** (Spanish and English)
- Completed training in and implemented the **ExLL Balanced Literacy program** on a daily basis
- Participated in the Agua Fria **Advisory Council** as a teacher representative and coordinated Community Day activities for 550 students and their families
- Worked as part of the **school planning committee** to develop an **Educational Plan for Student Success** and set school goals and strategies for **continuous improvement**
- Attended **professional development** conferences (NABE, La Cosecha Dual Language, West Coast Literacy, All Kids Can – Strengthening Quality Schools, and Writing in Mathematics)
- **Coordinated** the English and Spanish School Wide Spelling Bees

ESL and Math Tutor -4th, 5th, 6th grade, October 2004 – June 2006

Agua Fria Elementary School, Santa Fe, NM

- Created and implemented a beginning and intermediate **ESL curriculum** with 3 leveled tutoring groups
- Created and implemented a **supplementary math curriculum** to help **struggling students**

Educational Naturalist, January 2002 – June 2002

Pathfinder Ranch, Mountain Center, California

- Taught **natural science** and recreational classes daily to 5th, 6th and 7th grade students including Animal Ecology, Animal Husbandry, Geology, Nature Observation, Forest Ecology, Archery, Canoeing, Arts and Crafts, Team Challenge, Rock Climbing, Survival Skills and Swimming
- Created **lesson plans** and activities for educational and recreational classes

Program Director, May 2000-December 2001

Adventures in Real Communication, Chagrin Falls, OH

- Facilitated ongoing interaction and development of relationships with International Partners in Spain, Germany, France, Ecuador, Costa Rica, Mexico, Japan and Brazil
- Recruited, interviewed, and hired community coordinators, traveling teachers and their students through conference attendance, classroom presentations, referrals and networking
- Facilitated training of new staff, coordinators, traveling teachers, and students
- Conducted host family, student and coordinator orientations and interviews
- Created and designed promotional and informational brochures for teachers, students and International partners
- Managed traveling teachers and community coordinators and their respective programs
- Planned, organized, and budgeted outbound group programs to Costa Rica, Spain, Ecuador, France and Germany

COURSES TAUGHT

Private School (3 years)

5th grade – literacy, math, science
Writing Remediation
Technology Integration
African and Latin Dance

Public School (5 years)

Bilingual 5th Grade – literacy,
math, science, social studies, life
skills, health & wellness
Character Education
Parent ESL, Math and Literacy
Skills classes
6th, 7th, 8th grade Science
6th, 7th, 8th grade Spanish
6th grade Social Studies

Environmental Science (1 year)

Animal Ecology, Forest Ecology,
Geology, Animal Husbandry,

Nature Observation, Survival,
Nature Journaling

PRESENTATIONS

- “Literacy Action Plan Report” (2007) Presented to the SACS-CASI accreditation visitation team on action plan implementation, Santa Cruz Cooperative School, Santa Cruz, Bolivia.
- “Using Movement and Music in the Bilingual and ESL classroom.” (2006) Presented with Ed Gorman at the New Mexico Association for Bilingual Education Conference, Albuquerque, NM.
- “Using Movement and Music in the Bilingual and ESL classroom.” (2005) Presented at the La Cosecha Dual Language Conference, Santa Ana, NM.
- “Using Movement and Music in the Bilingual and ESL classroom.” (2005) Presented to the Santa Fe Public Schools Intern Program, UNM, Santa Fe, NM.
- “Brain-Based Learning.” (2004) Presented to the Santa Fe Public Schools Intern Program, UNM, Santa Fe, NM.
- “Multiple Intelligences.” (2003) Presented to the Santa Fe Public Schools Intern Program, UNM, Santa Fe, NM.

STAFF WORKSHOPS

- “6 + 1 Traits of Writing” and “Writing Across the Curriculum.” A series of twenty workshops given during the 2007-2008 and 2008-2009 school years to the PreK-12 staff, Santa Cruz Cooperative School, Santa Cruz, Bolivia.
- “Las 6 Características de la Escritura Buena.” Two workshops given to the Spanish department staff to integrate our curriculum across the languages, 2007 and 2008, Santa Cruz Cooperative School, Santa Cruz, Bolivia.
- “Model Science Fair Lessons.” A series of model lessons presented to each grade level – 1st through 5th - to prepare them to teach their students the Scientific Method using model experiments, 2008 and 2009, Santa Cruz Cooperative School, Santa Cruz, Bolivia.
- “Standards-Based Vertical Curriculum Alignment.” A series of six workshops prepared and presented with a team to the whole staff throughout the school year, 2005-2006, Agua Fria Elementary School, Santa Fe, NM.

PROFESSIONAL DEVELOPMENT

Certifications

- National Dance Institute Train the Trainer Certified Teacher, Santa Fe Public Schools, Santa Fe, NM, 2005-2006.
- ExLL Balanced Literacy program Certified Teacher, Santa Fe Public Schools, Santa Fe, NM, 2004-2006.
- Bilingual and TESOL Certified Teacher, College of Santa Fe, Santa Fe, NM, 2003-2004.
- Intel Teach To the Future Certified Teacher, Coursework at University of New Mexico, Albuquerque, NM, 2003.

Conferences Attended

- Highly Effective Teaching Model Summer Institute, Lake Tahoe, CA, 2010.
- Meredith College Partners in Mathematics Workshop, Raleigh, NC, 2010.
- National Association for Bilingual Education (NABE) Annual Conference, Phoenix, AZ, 2006.
- La Cosecha Dual Language Annual Conference, Santa Ana, NM, 2004 to 2006.
- New Mexico Association for Bilingual Education (NMABE) Annual Conference, Albuquerque, NM, 2005.
- West Coast Literacy Conference, Anaheim, CA, 2006.
- All Kids Can- Strengthening Quality Schools, Santa Ana, NM, 2005.

Workshops Attended

- Writing in Mathematics, Marilyn Burns workshop, Santa Fe, NM, 2005.
- Guiding Readers and Writings, Fountas and Pinnell workshop, Albuquerque, NM, 2006.
- Power Standards, Re-Learning NM Curriculum Alignment workshop, Santa Fe, NM, 2005 to 2006.
- 6 + 1 Traits of Writing, Re-learning NM workshop, Agua Fria Elementary, Santa Fe, NM, 2005.
- Baldrige School Improvement Model, Re-Learning NM workshop, Agua Fria Elementary, Santa Fe, NM, 2005 to 2006.
- Using Action Plans for School Improvement, Pat Woodruff, Framingham State University, Santa Cruz, Bolivia, 2006.
- Rubicon Atlas, online curriculum teacher training, Rosa Garcia, Rubicon Atlas, Santa Cruz, Bolivia, 2008.

OTHER

Language Skills

- Bilingual and biliterate in Spanish

Technology and Software Skills

- Microsoft Office – extensively trained in Power Point, Publisher, Excel, Word and Outlook.
- Rubicon Atlas online curriculum program – lead team member
- Grade Quick / Grade Pro / Edline online grading and parent communication programs
- Academic programs: WPP Online writing remediation program, Accelerated Reader, ALEKS math program
- Proficient at use of Skype for communication
- LCD projector skills for use in the classroom and presentations
- Trained in the use of Smart Board technology and document camera technology

COMMUNITY SERVICE

Hogar de Niñas Cristo Viene, Santa Cruz, Bolivia, 2007-2009.

This is an orphanage that lovingly houses girls and boys from abused homes and teaches them vocational skills.

- Volunteered as vocational coach once a week instructing the girls in jewelry making
- Organized fundraising jewelry sales at the annual holiday bazaar
- Coordinated four school bake sales to sell jewelry and baked goods to benefit the home
- Hosted two women's tea fundraisers to sell jewelry and have the girls share their jewelry skills as teachers
- Sponsored holiday, birthday and children's day celebrations for the home
- Created a student volunteer program for weekly student involvement in the training program at the home
- Facilitated bagel sales for the home in the community and within the school community
- Fundraised approximately \$3,000 over the two and a half years to benefit programming at the home

Hogar de Niños Eben-Ezer, Santa Cruz, Bolivia, 2006-2009.

This is an orphanage that generously houses 15 boys with severe and profound disabilities. The home teaches them basic life and social skill, as well as, educational and vocational skills for able-bodied children.

- Fundraised approximately \$2,500 over the three years to benefit program development at the home
- Managed and organized giving and materials donation program with the staff and students at the school
- Coordinated two bake sales to directly sponsor the purchasing of vocational equipment for the boys
- Assisted in the reorganization and certification of the home to facilitate a legal pathway for donations
- Recruited volunteers for group outings with the boys to the zoo, park and restaurants to promote socialization
- Organized annual holiday and monthly birthday parties for the home and solicited sponsors
- Donated food and time once a month to help with the operating costs of the home

Agua Fria Parent Resource Center Volunteer, Santa Fe, NM, 2004-2006.

- Volunteered after school in the parent resource center teaching basic math skills, ESL and home literacy
- Served on the board of directors for the resource center and developed programming
- Sponsored community day as a part of the parent resource center and facilitated community partnerships

Habitat for Humanity, Building a Community Project, Delaware, OH, 1998-2000

This was a project to facilitate positive collaboration between the student body, Greek Community, Student Council, the Ohio Wesleyan University staff and community members to improve the community we lived in one family at a time.

- Organized weekly volunteers for Tuesday, Thursday and Saturday building times
- Coordinated fundraising efforts through the office of community service
- Worked with the Wilson family to help them make their house a home
- Volunteered as a weekly builder and volunteered over 100 hours of building time