

MELISSA MAY

SCIENCE INSTRUCTIONAL SPECIALIST

+1 909 519 7544
mgardner9196@gmail.com
www.linkedin.com/in/melissagmay
<https://mgardner9196.wixsite.com/portfolio>

PROFILE

Committed to creating and developing high quality education systems and programs to bring prosperity and equity to communities.

EXPERIENCE

SCIENCE INSTRUCTIONAL SPECIALIST

ALEXANDRIA CITY PUBLIC SCHOOLS (ACPS) | Aug 2017 - Present

Provided leadership, professional learning, and coaching support to teachers on the development of practices that increase opportunities for all students to succeed in general education settings. Required the facilitation of Professional Learning Community meetings on science and supported grade level teams with planning science instruction, modeling science instruction for teachers, managing and prepping science materials and assessments for teachers. Gathered, analyzed and interpreted data by creating presentations to deliver to administrators, superintendent and at state conferences while demonstrating knowledge of current research in instructional coaching, curriculum trends in instruction, teacher effectiveness, differentiated instruction, student learning, and best practices in instruction. Proven ability to work cooperatively and effectively with colleagues, including the ability to create and nurture a professional community of adult learners. Conducted non-evaluative walk-throughs and provided data-based, descriptive, non-judgmental feedback that facilitated teacher reflection and growth.

KEY CONTRIBUTIONS:

- Fully accredited school within one year by creating progress monitoring and data analysis systems.
- Prepared and presented monthly governance meeting reports to update directors and superintendent of school's progress.
- Positively represented district at Virginia TESOL Conference by delivering presentation regarding how data can be used to drive instruction and provide results.
- Organized and led professional learning sessions for teachers on WIDA Can-Do Objectives, Co-teaching, GLAD strategies, AVID WICOR, blended learning, STEAM, and discovery education SOS strategies at William Ramsay Elementary School.
- Developed STEAM (Science, Technology, Engineering, and Math) performance assessments.
- Formulated curriculum planning guides for second, third, fourth, and fifth grade science teachers to arrange instructional resources and unpack VDOE (Virginia Department of Education) standards.
- Received \$70,000.00 to remodel WRES science lab, purchase science resources and create a STEAM workshop within WRES (2018).
- Partnered with No Kids Hungry to receive a \$4,000.00 garden grant while coordinating an Amazon corporate volunteer day for garden cleanup (2019).
- Received grant from Amazon for \$10,000.00 to start a STEAM coding robotics club for WRES (2019).

SCIENCE AND ELL TEACHER

Alexandria City Public Schools | Aug 2013 - Aug 2017

Leveraged whole class, small-group, and flexible grouping strategies, as well as followed VDOE curriculum framework to offer (Sheltered Instruction Observation Protocol) SIOP and Explicit Direct Instruction (EDI). Used scaffolding to teach lessons, delivered constructive immediate feedback, and ensured that students mastered each lesson. Increased student engagements through games, smart notebook activities, spiral review, hands-on instruction, STEAM activities, and project-based learning tasks. Built and strengthened professional relationships with parents; updated them regarding their student's performance promptly.

PROFESSIONAL SKILLS

- Project management
- Root cause analysis
- Curriculum Design
- Conference presentations
- Coaching
- Facilitation of committee meetings
- Facilitation of professional learning community (PLC) meetings
- Evaluation of program effectiveness
- Development of professional learning opportunities
- Team/school management
- Data analysis and progress monitoring
- Resource and material management
- Networking expert

PERSONAL SKILLS

- Creative spirit
- Collaborative nature
- Reliable and professional
- Organized
- Time management
- Team player
- Fast learner
- Motivated

REFERENCES

MICHAEL ROUTHOSKA

Principal

michael.routhouska@acps.k12.va.us

MARIELA GARCIA-MARIA

Assistant Principal

mariela.garcia-maria@acps.k12.va.us

PETER JONES

ELL Teacher

peter.jones@acps.k12.va.us

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EXPERIENCE CONTINUED

KEY CONTRIBUTIONS:

- Delivered Alexandria immigrant oral history and mural project in 2017; partnered with "I Learn America" director, Jean-Michele Dissard to host a storytelling workshop for refugee students from Central America.
- Gained a grant of \$600 from (Parent-Teacher Association) PTA in 2017 to accomplish a school-wide mosaic art installation, showing science content.
- Secured a grant of \$2K from PTA and donors choose to establish a flexible classroom and procure materials to incorporate a fully functional blended learning environment in 2017.
- Devised data analysis plan uniting WIDA standards/benchmarks for ELL students in 2016 to create a literacy diet for ELL students (levels 1-5).
- Developed WIDA benchmark workbook in 2015 to evaluate students' progress towards achieving proficiency across WIDA Can-Do standards for levels 1-5, as well as analyze ELL growth.
- Coordinated school and community-wide color run (2015 & 2016) for raising money to invite Sergio Avelar in school to inspire students about the importance of education, family, and community.

STUDENT TEACHER

Ontario-Montclair School District | Aug 2011 - Feb 2012

Planned daily lessons and taught students in close collaboration with kindergarten and third grade teachers. Organized and facilitated family nights and monthly parent workshops.

INTERVENTIONIST

Casa Ramona Academy | Aug 2008 - Aug 2011

Examined student data to uncover academic gaps in Math and English; developed an (Response to Intervention) RTI curriculum program to enable students to pass California high school exit exam.

KEY CONTRIBUTIONS:

- Achieved pass rate of 92% in less than two months by utilizing progress monitoring and curriculum design customized to the strengths and weaknesses of each individual student.

ADDITIONAL EXPERIENCE

Police Cadet, Ontario Police Department | Oct 1997 - Aug 2006

EDUCATION AND CREDENTIALS

MASTERS OF EDUCATION, BEST PRACTICES, CREDENTIAL

National University | 2010 - 2013

BACHELOR OF ARTS, MAJOR IN LIBERAL ARTS, MINOR IN ENVIRONMENTAL SCIENCE

California State University Chico | 2008 - 2010

VIRGINIA FULL EDUCATION LICENSE (K-6), 2016

VIRGINIA FULL ELL LICENSE, 2016

MEMBERSHIPS AND ACCOMPLISHMENTS

- Member of New American Leaders Policy Summit and Awards Dinner, 2019
- Alumni New American Leaders - Ready to Lead, 2018
- Member of ACPS Science Coaching Cohort, 2018
- Member of ACPS Professional Development/ Talent Committee, 2018
- Member of Blended Learning Committee, 2018
- GLAD certification and committee member, 2017
- TAG endorsement, 2017
- WUSA9 Channel News Teacher of the Week, 2016
- 2016 Smithsonian Science Partnership in data analysis & scientific investigations, 2016
- US Department of State Global Teaching Conference, 2016 - 2018
- Mid-Atlantic Equity Consortium (MAEC), 2016 - 2017
- Coordinated Jonathan Gardner Softball Tournament raising over \$10,000 the first year, 2010 to 2016
- Coordinated OPD 40th Anniversary/Explorer Reunion, 2010
- OPD Fundraising Special Event Detail, 2001 to 2006
- National FBI/DEA Law Enforcement Leadership Academy Quantico, VA, 2001