

Susan Payton Switzer

Susan@SusanSwitzer.com

Professional Experience

2011-Present • Chicago Board Of Education – Chicago, IL

Technology Teacher in the West Town community

- Develop and implement Pre-K to 8 NETS-S aligned curriculum and High School Prep curriculum to 8th graders
- Participate in instructional leadership team
- Deliver ongoing professional development on data analysis and technology integration
- Designed and implemented \$50,000 engineering lab
- Pioneered full school day initiative including student enrichment programs.

2005-2011 • Chicago Board Of Education – Chicago, IL

Assistant Principal for linguistically and culturally diverse schools

- Lead internal school review of School Improvement Planning including process and outcome analysis.
- Lead data analysis teams to guide program implementation and analysis through data triangulation.
 - Student cohort meeting and exceeding standards on ISAT advanced from 67% to 92% from 2005-2009.
 - More than 50% of students making expected gains on NWEA MAP 2010-2011.
- Lead school-wide administrative and instructional technology planning and usage.
- Coordinated school budget including establishing long-term budgetary planning.
- Enabled positive school-community relations through collective project planning, implementation and evaluation.
- Coached and supervised team of staff in daily operations including implementing specialized services.
- Supervised specialized services programs, bilingual and ESL education programs, arts and technology programs.

2002-2005 • Chicago Board Of Education – Chicago, IL

Area Instructional Technology Coordinator in the Austin and Belmont-Cragin communities for Area 3

- Engaged in school-based mentoring activities through school walkthroughs and ongoing coaching for 22 schools.
- Provided skills-based and content-based professional development for principals, teachers, students and parents.
- Evaluated and reported impact of services for Area-level and School-level services.
- Developed coherence and alignment through skills training for technology data management and assessment systems.
- Built District-level capacity for integrating technology through inter-department collaboration.

2000-2002 • Futurekids, Inc. – Long Beach, CA

Education Consultant Chicago-based with national territory

- Managed and implemented comprehensive technology integration projects for unit schools and school districts.
- Assisted schools in all areas of technology integration.
- Designed professional development curricula for K-12 teachers, paraprofessionals and administrators.
- Managed billing and revenue for eight-state Midwestern region.
- Developed curricular resources for K-8 teachers promoting technology integration and constructivism.

1997-2000 • Chicago Board Of Education – Chicago, IL

4th and 5th Grade Teacher in the Lawndale community

- Designed staff development for teachers to promote innovative classroom and school programs.
- Designed mission statement and staff development objectives for School Improvement Plan.
- Piloted McGraw–Hill computer program to enhance reading comprehension in partnership with technology teacher.
- Collaborated with grade level team members and worked toward vertical curricular alignment.

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Education and Certification

American College of Education- Chicago, IL

English as a Second Language Certificate -2012

State of Illinois, English as New Language Endorsement

Lewis University – Romeoville, IL

School Administration Certification –2003

State of Illinois, General Administrative certification

Walden University – Minneapolis, MN

Master of Science with Educational Technology Specialization- 2002

State of Illinois, Technology Specialist Endorsement

DePaul University – Chicago, IL

Bachelor of Science in Elementary Education –1997

State of Illinois, Elementary K-9 certification

State of Illinois, Social Science and Middle Level Education Endorsements

Honors and Activities

- Awarded grants from the CFE, Rochelle Lee Fund, Kids Gardening, and Chicago Green Corps
- Completed Instituto Cervantes' Initial program of four course for Spanish as a second language
- Facilitated successful exiting of Corey H. ISBE monitoring process and CPS bilingual compliance monitoring
- Golden Apple Scholar
- Intel Master Teacher Trainer, Proficient in Mac and Windows environments
- Presenter at Chicago's Tech Talk, Illinois' Computing Educators Conference and ISTE's National Conference
- WIDA ACCESS and MODEL certified test administrator

References

- Available upon request