

Monique Frasier

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PROFESSIONAL SUMMARY

Enthusiastic Administrator bringing several years of experience teaching high school English Literature and Reading Support: Passionate about working with struggling adolescent readers to enhance reading comprehension and problem solving skills by generating engaging and meaningful discussions and inquiry.

Qualifications

- In-depth knowledge of Connecticut Standards
- Proficient in instructional delivery techniques
- Proficient in Curriculum writing and development
- Review, evaluate and revise programs based on relevant data.
- Literacy coach
- Experienced professional development facilitator
- Motivated to help others, personable, key relationship builder/management.
- Student discipline
- Classroom Observation & Evaluation
- Hiring /Recruitment knowledge
- Leadership experience

Experience

Assistant Principal

2021-present

Bulkeley High School 395 Lyme Street Hartford, CT 65112

- Supervise grade 11 teachers, ran grade level team meeting.
- Enforces and establishes disciplinary measures for 11th-12th grade students.
- Supervise Alternate Credit Pathway Program for overage under credit students
- Supervise students in nonacademic settings
- Participate weekly in professional development to maintain continuous learning.
- Supervise operations in Principal's absence
- Assist with safety inspections and safety -drill practice activities
- Assist with teacher evaluations, coaching cycles and professional development
- Participates in weekly attendance meeting, to monitor report and follow up on average daily attendance, chronic absenteeism, and home visits.
- Supervise RISE Academy an educational setting for students in need of social, emotional, and behavioral supports with access to the mainstream environment.
- Supervise support staff, paraprofessionals, behavior technician, and/or Dean of Students.

Assistant Director

2018-2021

Common Ground High School 358 Springside Ave New Haven, CT 06515

- Assists in providing the leadership necessary to ensure that each teacher is following the graded course of study.

- Assists in helping teachers to implement and write curriculum
- Assists with teacher evaluations
- Provides professional development and best practices for effective teaching and supports instructional Leadership.
- Supervises and supports school Social Workers, SPED department, Campus Safety with student support services.
- Manages and supports School Climate committee.
- Assists in the planning and implementing of programs for the health, safety and general welfare of the students in the building
- Enforces and establishes disciplinary procedures which allows due process to the rights of students; familiarizes students, staff, and parents with the disciplinary procedures; hears and acts on behavior problems referred to the principal's office, supervises personnel responsible for Saturday Academy.
- Compiles annual discipline report

Reading Teacher

Common Ground High School-358 Springside Ave New Haven, CT 06515

2015-2018

- Trained in Teacher's College Reading & Writing Workshop model
- Planned and implemented Tier III instruction
- Administer diagnostic reading assessments and analyzed results
- Created literacy based lesson plans that prioritized the gradual release model.
- Partnered with families, SPED department, and other Support Services to support maintain student progress.
- Collaborated with departmental teams to support literacy enhancement and intervention.
- Documented student progress and provided feedback to administration to inform Tier I and Tier II instruction as well as professional development.
- Experience with struggling adolescent readers.
- Trained Literacy coach

English Teacher

Common Ground High School-358 Springside Ave New Haven, CT 06515

2007-2015

- Established clear objectives for all lessons, units, and projects.
- Adapted teaching methods and materials to meet students varying needs.
- Monitored progress and programs and preformed formal and informal reading assessments.
- Increased student performance on standardized assessments.
- Provided direct instruction in Reading for at risk students.
- Employed a broad range instructional techniques to retain student interest and maximize learning.
- Taught students to utilize problem solving methodology and techniques during assessments.
- Created lesson plans in line with school curriculum and state standards.
- Pursued professional development activities to broaden and deepen knowledge of content and teaching skills.
- Created an interactive classroom atmosphere to maintain student interest and facilitate learning.

EDUCATION

092 Intermediate Administrator Certification Program 2020
Sacred Heart University-5151 Park Avenue Fairfield, CT 06825

Six-year Diploma: Advanced Studies Reading 2016
Southern Connecticut State University- 501 Crescent Street New Haven, CT 06515

Master of Science: Connecticut Single Subject Teaching Credential in English 2012
Southern Connecticut State University-501 Crescent Street New Haven, CT 06515

Bachelor of Arts: English
California State University Fresno-Fresno, CA 1998

Certifications

092 Intermediate Administration and Supervision
015 English, Grades 7-12