

AIMEE E. JONES

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Dedicated education professional with over 20 years' experience in teaching, school counseling and leadership in K-12 public education system. Proven ability to collaborate effectively with fellow educators, administrators, parents and students. Strong interest in expanding online teaching experience within the KY Community & Technical College System.

PROFESSIONAL EXPERIENCE

JANUARY 2025 – PRESENT

ADJUNCT BIOLOGY PROFESSOR, WEST KY COMMUNITY & TECHNICAL COLLEGE

- Planned and delivered a double-section Anatomy & Physiology I course using a variety of instructional tools, including video.
- Aligned assessments with course standards and Student Learning Outcomes (SLOs) to ensure academic compliance and rigor.
- Utilized McGraw Hill CONNECT and BlackBoard for assignment and assessment deployment and course organization.

AUGUST 2011 – PRESENT

GRADES 6-12 SCHOOL COUNSELOR, WILLIAMSBURG INDEPENDENT SCHOOLS

- Offer short term individual counseling and referrals to outside agencies; work collaboratively with Cumberland River Behavioral Health and Intrust Counseling Services; averaged 185 individual sessions/yr over the last 4 yrs.
- Developed, wrote and disseminated Advisory Curriculum for weekly lessons for grades 6-12;
- Routinely monitored over 400 students' schedules, grades & progress toward graduation through Infinite Campus, including students attending virtually. Enrolled and monitored students in Edgenuity Learning Platform.
- Regularly assist seniors with College Applications, FAFSA & Scholarship applications; familiar with Parchment Services for sending transcripts
- Served as Building Assessment Coordinator for KY State Required Assessments, experience administering the ACT, AP Exams, KYOTE & CTE EOP Exams; familiar with Pearson Access Next, ACT Now, ACT Test Accommodations System and ACT Score Reporting;
- Organize and Maintain Student 504 Plans, including management and communication with students, parents and teachers;
- Facilitate and assist dual credit students' applications, monitor grades, document credits and monitor progress toward Associate's Degree.
- 11 years' experience of End of Year program planning including Senior Graduation, Senior Baccalaureate and Honors Program for grades 6-12;
- Experience as MTSS School Team leader, including planning and facilitating monthly meetings.
- Trained in and have experience with Threat Screeners & Assessments and Columbia -Suicide Severity Rating Scale; experience with Satchel Pulse SEL Screener
- Implemented, monitored and improved our School PBIS documents, policies and procedures.

AUGUST 2007-MAY 2011

CHEMISTRY & AP CHEMISTRY TEACHER, WILLIAMSBURG HIGH SCHOOL

- Effectively delivered instruction in Physical Science, Chemistry, Honors Chemistry & AP Chemistry;
- 71% AP Chemistry Exam Pass Rate in 2009;
- 3% Novice Reduction on State Science Assessment from 2008-2011;

- 3% Proficiency Increase on State Science Assessment from 2008-2011;
- 16% Distinguished Increase on State Science Assessment from 2009 to 2010
- Developed curriculum and laboratory procedures following College Board/Advanced Placement Standards.

JANUARY 2004 – MAY 2007

BIOLOGY TEACHER, WILLIAMSBURG HIGH SCHOOL

- Effectively taught Biology, Honors Biology & Anatomy & Physiology;
- Successfully planned curriculum for 4+ separate courses per semester;
- Provided simplified lectures to students regarding various areas of science;
- Developed laboratory procedures; monitored activities and safety during laboratory experiments
- Inventoried and recorded Laboratory equipment and chemicals.

EDUCATION & CERTIFICATES

SPRING & SUMMER 2023

CONTINUED GRADUATE EDUCATION WESTERN KENTUCKY UNIVERSITY, BOWLING GREEN, KY

6 GRADUATE HOURS, 2.5 GPA

DECEMBER 2011

CERTIFICATE FOR SCHOOL COUNSELOR UNIVERSITY OF THE CUMBERLANDS, WILLIAMSBURG, KY

51 GRADUATE HOURS, 3.82 GPA

MAY 2007

MASTERS OF ARTS IN SECONDARY EDUCATION UNION COLLEGE, BARBOURVILLE, KY

31 GRADUATE HOURS, 3.89 GPA

JANUARY 2004

BACHELOR'S OF SCIENCE IN SECONDARY EDUCATION CUMBERLAND COLLEGE, WILLIAMSBURG, KY

171 UNDERGRADUATE HOURS, 3.74 GPA; DOUBLE MINORS IN CHEMISTRY & PSYCHOLOGY

SKILLS & TRAINING

● Utilize CASEL Model of Social-Emotional Learning ● Knowledgeable in MTSS, PBIS & Satchel Pulse SEL Screener ● Complete KY DAC/BAC Training Annually ● Experience conducting Threat Assessments Screeners & Columbia Suicide Severity Screener ● Proficient in use and navigation of Infinite Campus, Edgenuity Learning Platform, BlackBoard, (including Respondus Remote Proctoring System) & McGraw Hill CONNECT, (including Proctorio Proctoring System)	● 14 years State & Standardized Testing Experience ● Demonstrate Leadership Skills ● Proficient in Planning ● Experience with Data review ● Proficient in Word, Excel, PowerPoint ● Experience with various communication apps including Google Meet, Zoom and Microsoft Teams ● Successfully completed the KCTCS Essential Standards course with full mastery.
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ACTIVITIES & RECOGNITIONS

● WISD Board of Education "Going the Extra Mile Award" Fall 2020, Spring 2023, Fall 2025 ● National Institute of School Leadership, 2019 ● BETA Club Sponsor 2011-present	● Local Interagency Council member ● Future Problem Solvers Coach ● High School Softball Assistant Coach ● Middle School Softball Assistant Coach
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- Family Resource Center Advisory Council Chairperson
- Infinite Campus Training annually 2011-2019, 2024

- ETS PRAXIS PLT Recognition of Excellence, 2003
- University of the Cumberland's Secondary Science Honor Student, May 2003