

## John D. Iscipline

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### ~ ASSISTANT PRINCIPAL ~

Highly skilled and overtly student-focused educational leader possessing a strong commitment to the development of students, staff, and providing a stimulating, safe, and motivating learning environment. Dynamic visionary leader and solid team player with a proven track record in collaborating with the school community, increasing student academics, and maintaining excellence in education. Trustworthy professional with superior communication skills to develop strong and lasting relationships with all members of the school community.

#### Core competencies include:

- Budget Development
- Performance Standards Development
- Teaching Mentoring & Development
- Mission Statements & School Vision
- School Administration
- Classroom Evaluation
- Student Teacher Supervision
- Curriculum Development & Improvements
- School Security & Safety
- Standardized Testing & Scores
- Program Management & Coordination
- Program Evaluation & Assessment
- Leadership & Team Building
- Workshop & Seminar Presentations

### EDUCATION & CREDENTIALS

**Certified Advanced Graduate Studies (2004);** Major: Educational Administration  
University of Horton - Horton, CA

**Bachelor of Science in Elementary Education (Early Childhood Specialization) (1991)**  
University of Horton - Horton, CA

**Principal/Assistant Principal (PreK-6) / Supervisor/Director Art (K-12)**

### ADMINISTRATIVE EXPERIENCE

JOHN SMITH PRIMARY SCHOOL - Horton, CA

1999 - Present

#### Assistant Principal

Supervise a team of professionals including para-professionals, nurses, and support staff. Oversee a student body of approximately 800 learners. Devise and coordinate scheduling, creating, and tracking work orders. Liaise with cafeteria, custodians, and maintenance staff on a daily basis, ensuring a safe and healthy learning environment for all school members.

#### Highlights & Contributions:

- Established and maintained rapport with staff, students, and parents; mentor and lead new teachers and interns, ensuring appropriate substitute coverage when necessary.
- Coordinated PDAS and training for the school district as well as organized all TAKS and training for campus, disaggregating data.
- Initiated and facilitated before- and after-school programs, Family Resource Center, and CATCH Cafeteria Program.
- Contributed to the academic and social tone of school through the consistent demonstration of professionalism and enthusiasm of the school community; upheld a commitment to educational excellence, establishing and promoting an atmosphere of mutual respect and trust.

John D. Iscipline

Page 2 of 2

Administrative Experience Continued...

- Developed a solid cohesive educational team by setting high expectations and encouraging team approach; established committees to address school issues and goals, promoting creativity and career development to all staff, allowing ideas and opinions to be shared.
- Actively involved in "Child Study", consisting of a team of administrators, counselors, district special education supervisors, and social workers who meet weekly to discuss "at risk" students; uphold the highest of confidentiality while devising an action plan, i.e., referrals for special education, testing, or outside placement.
- Conducted support-staff, long-term substitute, and first year teaching performance appraisals that included instructional performance observations and post-observation conferences.

### TEACHING EXPERIENCE

R.S. CARLAW ELEMENTARY SCHOOL - Horton, CA

1992 - 2000

Teacher (2<sup>nd</sup> Grade) 1995-2000

Teacher (4<sup>th</sup> Grade) 1993-1995

Teacher (5<sup>th</sup> Grade) 1992-1993

UPTOWN ELEMENTARY SCHOOL - Horton, CA

1991 - 1992

Teacher (3<sup>rd</sup> Grade)

### CAREER DEVELOPMENT

- Success For all Literacy Training 1999 - 2000
- Bay State Reader's Conference (QRI, DRI Assessment Training) 2002
- TERC Investigations Math Training 2000 - 2003
- Writer's Workshop 2001 -2003
- Violence Prevention 2001 - 2002
- Standardized Literacy & Math Assessments, Rubric Grading - 2000
- Teacher Mentor Training-Simmons College 2003
- Success with Differentiated Instruction - ASCD 2006 - Present

### COMMITTEE MEMBERSHIPS

- Character Education Committee Chairperson 2001 - Present
- Pupil Assistance Committee Chairperson 1993 - Present
- 504 Committee Chairperson 1993 - Present
- Strategic Planning Committee, Action Plan Chairperson 2002 - Present
- Monroe Council for Educational Research 2001 - 2000
- Career Education Committee 1998 - 2000
- Let Me Learn Committee 1999 - 2000

### PARENTING & TEACHER PROGRAMS FACILITATED

- How to Improve Your Child's Behavior 1994 / Positive Discipline 1995
- How to Help Your Child with Homework 1995 - 1997 / Self-Esteem 1997
- Your Child's Social Skills 1997 / Improving Your Child's Academic Skills 1997
- How to Talk So Kids Will Listen and Listen So Kids Will Talk 1998
- Conflict Resolution 1999 / The Power of Character 2002

REFERENCES AVAILABLE UPON REQUEST