

EDUCATION

Universidad Técnica de Manabí 1994

Bachelor of Business Administration & Marketing

LeTourneau University 2008

Bachelor of Business Management

Lamar University 2023

Master in Administration Educational Leadership

ACCOMPLISHMENTS

- Presented PBIS training for "Intro to CISD" to new teachers annually since 2019.
- Served on the District Instructional Materials Selection Committee for Proclamation 2022 Health and Physical Education adoption.
- Participated in CISD leadership training through the Aspiring to Lead Initiative.
- Contributed to the February 2022 Content Advisory Committee for the Texas Educator Certification Examination Program.
- Co-created CISD's Social Emotional Learning Curriculum and led the development of the Physical Education Online Curriculum for 2020-2021.
- Successfully managed a \$10,000 grant for the CATCH program and secured 4 grants for school gardens from Whole Foods.
- Organized annual Bike Rodeos and 5K Fun Runs for students and teachers.
- Orchestrated Health, Fitness, and Safety EXPO, attracting over 400 families and 12 sponsors in 2014.
- Served as Secretary and an active member of the Latin Women's Association of Malaysia in 2006.
- Languages: Spanish (Native), English (Fluent)

EXPERIENCE

Lone Star College - Adjunct Professor ESOL | March 2023 - present

- Design engaging lessons for ESOL (English Speakers of Other Languages) students, emphasizing comprehension and practical skills.
- Ensure timely submission of reports, demonstrating meticulous attention to administrative duties.
- Develop and follow clear course syllabi to enforce program consistency.
- Provide dedicated student support through advising and constant open communication via electronic means.
- Conduct assessments to track students' progress and promptly communicate results to college administration.
- Implement data analysis techniques to address student difficulties to ensure topic mastery.
- Foster inclusive relationships with students, colleagues, and the community.
- Actively participate in meetings and trainings for professional development.
- Assume additional duties as assigned, showing flexibility, and proactive support for the educational mission.

Conroe ISD | March 2010 - present

- Deliver engaging presentations for district and campus training.
- Use diverse teaching methods for interactive learning.
- Conduct regular assessments to track progress.
- Employ data analysis to address difficulties.
- Adapt teaching strategies for different learning needs.
- Collaborate for cross-disciplinary integration.
- Commit to professional growth.
- Maintain open communication with stakeholders.
- Serve on the leadership Foundations Committee (2010-2023).
- Foster a positive classroom atmosphere.
- Support teachers with content and strategies.

Spanish Teacher | Aug 2023 - present

- Deliver engaging Spanish instruction for 8th-grade students.
- Use technology for language reinforcement.
- Provide timely feedback to support language development.
- Organize enriching extracurricular activities to promote cultural enrichment.

Physical Education Facilitator | Aug 2020 - June 2023

- Prepared and conducted district-wide P.E. staff development sessions.
- Improved the physical education program across all instructional levels.
- Collaborated with the Coordinator of Health and Physical Education to develop, implement, and evaluate P.E. curriculum and assessments.
- Coordinated the district's health fitness assessment program (FITNESSGRAM).
- Managed the district's P.E. website and monthly newsletters.
- Fostered community partnerships to advocate for and enhance the physical education program.
- Participated as an active member of the School Health Advisory Council (SHAC)

CERTIFICATIONS & QUALIFICATIONS

- Teaching Certificate, Physical Education K-12, Bilingual Education K-4, Generalist Education K-4, LOTE-Spanish, Texas Reading Academies.
- Foundations of Project Management
- Project Initiation: Starting a Successful Project
- Leadership Showcase Program
- Grants & Budgets Administration
- Technology Content Leadership
- Program development and community involvement
- Project Management Certification (In Progress)
- Professional Development Trainer

Physical Education Coach | K-4th Grade | 2013 - 2023

- Chair department for CAMP (Computer-Art-Music-Phys. Ed.) Team, set clear objectives for the department, managed budget, facilitated problem solving meetings, lesson planning, and yearly projects.
- Motivated students for daily excellence and promoted the Coordinated Approach to Child Health (CATCH) program initiatives.
- Developed interactive learning tools to promote lifelong healthy lifestyles, nutrition awareness, and healthy living initiatives.
- Created and maintained P.E. technology assets for web and social media.

Bilingual Teacher | 2010 - 2013

- Active member of the Math & Science Department (bilingual setting).
- Collaborated in the Response to Intervention (RTI) data analysis process to monitor students' learning and behavior, facilitating early identification and necessary support.
- Led staff development on Interactive Notebooks software.
- Created and implemented hands-on, child-centered curriculum to enhance students' engagement.
- Designed a rigorous curriculum based on yearly data analytics, to prepare students for successful STAAR test outcomes.

TOOLS

- Microsoft Office (Word, Excel, PowerPoint, Outlook)
- Internet tools - Data base analysis
- Email tools
- Mac and PC OS
- Novice Video Production
- Website Content Management-WordPress-WIX
- Canvas — Learning Mgmt. System
- SeeSaw — Students Engagement Platform
- Book Creator - Certified author

Pearson- Professional Test Scorer - Remote | 2022-2024

- Performed rigorous evaluation of answers to open-ended questions, ensuring consistency and accuracy in scoring, based on the provided rubric.
- Internalized training materials and adhere to Pearson's scoring rubric to maintain uniformity across all assessments.
- Demonstrated impartiality by setting aside personal biases and strictly applying the scoring rubric in line with Pearson's requirements.
- Demonstrated understanding of intellectual property confidentiality and security protocols, consistently adhering to defined business practices ensuring maximum security.
- Consistently adhere to project schedules while managing multiple project deliverables ensuring timely completion and successful outcomes.

GymGuyz - The Woodlands Personal Trainer - Manager | 2014

- Managed cross-functional team, fostering innovation for cohesive workforce.
- Led strategic planning, executing market analysis using SEM for marketing outreach.
- Oversaw daily operations related to inventory, procurement, and general workflow.
- Monitored budgets, implemented cost-saving measures, and optimize financial processes.
- Forged strategic partnerships with key stakeholders and industry leaders, leading to an expansion of market reach meeting company's goals for client acquisition.
- Navigated HR challenges, ensuring sustained growth.
- Coached employees to reach company's growth and excellence goals.
- Ensured and supervised the delivery of high-quality workouts, thereby maintaining and enhancing members' satisfaction.

PERSONAL INTERESTS

- Marathon runner
- Community and volunteering involvement
- Reading
- Healthy cooking
- Traveling
- Languages