

AIMEE E. JONES

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Experienced Secondary Science Teacher and School Counselor with high-quality teaching, counseling, and leadership skills offering 20 years' experience in education in Kentucky. Outstanding skills in collaborating with teachers, school administrators, parents and students. Excellent written and oral communication and organizational skills.

PROFESSIONAL EXPERIENCE

AUGUST 2011 – PRESENT

GRADES 6-12 SCHOOL COUNSELOR, WILLIAMSBURG INDEPENDENT SCHOOLS

- Offered 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 Student Information System.
- 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 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;
- 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 for 4+ separate courses per semester;
- Provided simplified lectures to students regarding various areas of science;
- Developed laboratory procedures;
- Inventoried and recorded Laboratory equipment and chemicals.

EDUCATION & CERTIFICATES

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

- Utilize CASEL Model of Social-Emotional Learning
- Knowledgeable in MTSS, PBIS
- Complete KY DAC/BAC Training Annually
- 11 years State & Standardized Testing Experience
- Experience conducting Threat Assessments Screeners & Columbia Suicide Severity Screener
- Proficient in use and navigation of Infinite Campus
- Demonstrate Leadership Skills
- Proficient in Planning
- Experience with Data review
- Proficient in World, Excel, PowerPoint
- Knowledgeable in Google Apps
- Excellent Organizational & Documentation Skills
- Excellent written and oral Communication Skills

ACTIVITIES & RECOGNITIONS

- WISD Board of Education "Going the Extra Mile Award" Spring 2023, Fall 2020
- National Institute of School Leadership
- BETA Club Sponsor 2011-present
- Family Resource Center Advisory Council Chairperson
- Infinite Campus Training annually 2011-2019
- Local Interagency Council member
- Future Problem Solvers Coach
- Middle & High School Softball Assistant Coach
- ETS PRAXIS PLT Recognition of Excellence, 2003
- University of the Cumberland's Secondary Science Honor Student