

ASSISTANT PRINCIPAL

Summary

Motivated Assistant Principal eager to build positive relationships with students, parents, staff and teachers. Personable and relatable with ability to work with individuals of any socioeconomic or cultural background. Educational and organizational leader

Skills

Experience

Francis Howell School District | Saint Charles, MO
Assistant Principal
07/2019 - Current

- Established and enforced clear class objectives and requirements to promote consistent education for all students.
- Reviewed standardized test results to assess student progress and academic performance.
- Visited classrooms to evaluate teacher instructional techniques as part of annual evaluation cycle.
- Developed positive school climate by building effective communication within school.
- Coordinated transportation of students to and from school and extracurricular functions.
- Instructed teachers on classroom management, behavior and instructional strategies.
- Displayed strong decision making abilities and confidence to staff and students.
- Managed school administration operations and student recruitment, registration processes and class orientation sessions.
- Collaborate with human resources including hiring, training, policy enforcement and legal compliance for school employing over 75 staff members.
- Train SEL and Mental Health to teachers and students twice a year.
- Evaluated student behavior issues by reviewing established discipline standards and noting trends in infractions.
- Monitored and evaluated performance of school employees.
- Enforced disciplinary policies and procedures.
- Outlined, implemented and maintained personnel-related policies and procedures.
- Resolved various situations to cultivate strong student and parent relationships.
- Responded to crisis situations when severe mental health and

Resume Assistant Principal With Sped Backgraounf

Karin Nielsen-Saines



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