

# KALEENA ALLYN CARTER



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## EDUCATION

### *Michigan State University*

M.A. – Educational Technology

Aug 2017 - Aug 2019

### *Academy of Art University*

M.A – Fine Art: Painting

Jan 2011 - Jan 2017

### *Eastern Michigan University*

B.A – Major: Mathematics Secondary Education /Minor: French Language For Teaching

Aug 2002 April 2007

## CREDENTIALS/ QUALIFICATIONS

- Clear Single Subject Teaching Credential (CA- USA)
- Cross-Cultural Language and Academic Development Certificate (CLAD)
- CPR Course for Adult/Child/Infant/AED (4hrs)
- Google Educator Level 2
- AACCA Spirit Safety Certification

## SKILLS

Curriculum Design & Development, Microsoft Suite, Adobe Suite, Website design/development, Social media, Google For Educators Suite, Maia Learning Platform, Recommendation Writing, The Common Application

## EXPERIENCE

### **College Counselor | Korea Kent Foreign School, Seoul, S. Korea**

Aug 2015 – Present

- ▼ Support, manage and oversee the senior college application process
- ▼ Schedule and oversee on-campus University visits
- ▼ Facilitate one to one counseling sessions & group seminars for upperclassmen
- ▼ Counsel and support secondary students in course selection & graduation requirements
- ▼ Plan & host information sessions for parents & students on funding & the general application process
- ▼ Maintain direct communication with university officials and EducationUSA representatives
- ▼ Provide yearly statistical reporting of the graduating class college outcomes
- ▼ Maintain membership and good standing within the IACAC & EARCOS community
- ▼ Manage and support teacher letter of recommendations
- ▼ Write counselor evaluation letters for required applicants

### **Secondary Math Teacher | Korea Kent Foreign School, S. Korea**

Aug 2013 – Present

**Courses:** *Pre-Algebra, Algebra I, Algebra II/Trigonometry, AP® Statistics, AP® Calculus AB*

- ▼ Implementing a rigorous curriculum in compliance with the United States common core mathematics standards
- ▼ Differentiating instruction to students with various educational and cultural backgrounds
- ▼ Collaborating with the ELL department to ensure the successful transition and learning of ELL students.
- ▼ Measuring student achievement by formative and informative assessments

- ▶ Practicing “Kagan” cooperative learning strategies to ensure student-driven learning
- ▶ Developing math placement tests to ensure matriculation into the proper math level upon enrollment.
- ▶ Preparing Student-driven & inquiry-based Ubd lesson plans that employ technology and hands-on Project Based Learning strategies

Jan 2011 - Aug 2013

**Secondary Math Teacher | Galileo Academy of Science & Technology, CA**

**Courses:** Algebra, Advanced Algebra, Geometry

- ▶ Aligned classroom curriculum in Algebra, Advanced Algebra, and Geometry to be in compliance with the California High School Mathematics Common Core standards
- ▶ Applied the English Language Development Standards to classes containing multiple English Language Learners
- ▶ Measured student achievement by formative and informative assessments
- ▶ Communicated effectively with the department head and teachers for mentoring, common assessment practices, and collaborative teaching methods
- ▶ Constantly used technology and hands-on manipulatives in day to day lessons to increase comprehension of abstract ideas
- ▶ Differentiated instruction to a wide range of learning styles
- ▶ Maintained strong rapport with parents, counselors and resource specialists to ensure student academic support and success

**English Instructor | OHA Junior English Academy, S. Korea**

Sept 2008 -Sept 2010

- ▶ Taught conversational English and listening/reading comprehension to a variety of elementary and middle school students
- ▶ Applied various methods of ESL instruction, including hand gestures and sign language
- ▶ Measured student achievement by formative and informative assessments
- ▶ Communicated with co-Korean grammar teacher about students' learning processes.
- ▶ Prepared end of the semester reports for each student
- ▶ Created and implemented a new curriculum for classes with special needs

**Cope, Intensive Math Teacher | C.O.P. E Alternative Non-Profit, Ypsilanti, MI**

Aug 2007 - Aug 2008

**Courses:** Mathematics, C.O.P.E Intensive

- ▶ Taught a range of high school mathematics courses to 'at-risk' students who could not function in the traditional school setting
- ▶ Differentiated instruction to students at various academic and achievement levels
- ▶ Promoted a positive atmosphere of success in academic achievement and conflict resolution
- ▶ Applied various methods of classroom management and innovative instruction to motivate hard to reach students

**HONORS/  
AWARDS**

**Eastern Michigan University**

- ▶ Institutional honors: Cum Laude
- ▶ Dean's List 2002-2007
- ▶ Certificate for Recognition for Academic Excellence 2004-2005

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<b>INVOLVEMENT</b>	▼ <b>Girls Up Club</b>   <i>Sponsor</i>   Korea Kent Foreign School	Aug 2018 - Present
	▼ <b>Educational Technology Team</b>   <i>Member</i>   Korea Kent Foreign School	Aug 2016 - Present
	▼ <b>Varsity Competitive Cheer</b>   <i>Head Coach</i>   Korea Kent Foreign School	Aug 2013 - Present
	▼ <b>Mu Alpha Theta Honor Society</b>   <i>Co-Sponsor</i>   Korea Kent Foreign School	Aug 2014 - Present
	▼ <b>Pee Wee Cheer</b>   <i>Head Coach</i>   Korea Kent Foreign School	Aug 2013 - Present
	▼ <b>Math Subject Committee</b>   <i>Lead</i>   Korea Kent Foreign School	Aug 2014 - Present
	▼ <b>Black Student Union</b>   <i>Sponsor</i>   Galileo Academy of Science & Technology	Aug 2011- Aug 2013

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<b>PROFESSIONAL DEVELOPMENT</b>	CIS/EARCOS - Institute on International Admission and Guidance   Bangkok, TH	Annually
	KORCOS conference for International teachers   SK	Annually
	<ul style="list-style-type: none"> <li>■ Presentation Speaker "<i>Blow of Steam in the Math Classroom</i>"</li> </ul>	Nov. 2018
	Google Applications Teachers & Education	
	<ul style="list-style-type: none"> <li>■ Presentation Speaker "<i>Blow of Steam in the Math Classroom</i>"</li> </ul>	Dec. 2018
	AP® Calculus AB/BC Workshop   Seoul, SK	Jan. 2017
	KISCA Conference for International Counselors   Seoul, SK	Mar 2016
	UCLA- Extension Teaching AP® Statistics   Online	June, 2014
Beginning Teacher Support & Assessment  CA, US	Aug 2012- Aug 2013	
Common Core State Standards in Mathematics   CA, US	Aug 2012	
<i>(Leadership Team member-Galileo High)</i>		

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<b>VOLUNTEER</b>	Crazy Multiply Curatorial Collective, Seoul  Curator	Aug 2015- Nov 2019
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<b>LANGUAGES</b>	▼ <b>English:</b> Native proficiency
	▼ <b>French:</b> Limited Working Proficiency
	▼ <b>Korean:</b> Elementary Working Proficiency
	▼ <b>American Sign Language:</b> Limited Working Proficiency

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<b>REFERENCES</b>	Available Upon Request
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