

Kelly L. Tetrick

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South St. Paul, Minnesota 55075

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Objective

To use my leadership skills and experience to support a learning community centered on the inclusion of diverse stakeholder groups and instructional behaviors and practices that promote achievement for all students preparing a next generation of learners to become world teachers, thinkers, participants and world changers.

Education

2009-2010	Hamline University Administrative Licensure Program, Director of Special Education	St Paul, MN
2005-2006	Bethel University MA Special Education Program	Arden Hills, MN
1981-1985	Hamline University BA History	St. Paul, MN

Experience

2006-Present Special School District #6 South St Paul, MN

Behavior Intervention Specialist

- Address the significant behaviors of students through collaboration with teachers, administration, support staff and parents/guardians
- Conduct Functional Behavior Assessments (FBA) and Positive Behavior Intervention Plans (PBIP) that will support the needs of diverse learners in the academic environment
- Conduct classroom observations and develop/utilize a variety of assessment and data collection tools to complete comprehensive evaluations
- Service students at 4 district buildings including elementary, secondary and community learning center
- Assist IEP teams to determine setting changes and student placements
- Work in collaboration with intermediate school districts and outside social service agencies to investigate student placement opportunities and options when needed

2006-2007 Special School District #6 South St Paul, MN

Assistive Technology Specialist

- Led district Universal Design for Learning cadre
- Conducted student assistive technology assessments
- Conducted staff development training on Read and Write Gold and Inspiration software
- Obtained the first Smart Board for the district through an MDE grant
- Created and maintained an inventory/checkout system for all district assistive technology devices and software equipment
- Promoted the concept of the Universally Designed classroom through the implementation of assistive technology and innovative strategies designed for teachers to deliver curriculum and all learners to learn

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2005-2006 Special School District #6 South St Paul, MN

Long Term Substitute Special Education Teacher

- K-3 Setting I and II Autism Program
- Delivered direct instruction reading, math and social skills to a variety of diverse learners
- Modified and adapted district core curriculum to address the needs of students
- Responsible for paraprofessional scheduling and supervision
- Due process responsibilities included IEP's, evaluation reports and team meetings

2003-2005 Special School District #6 South St Paul, MN

Special Education Paraprofessional

- 7-12 Setting I and II Autism Program
- Provided academic and social skills support to students in the general and special education setting

1999-2003 Special School District #6 South St Paul, MN

Substitute Teacher

- Pre K thru 6th grade including regular and special education

1985-1999 Northwest Airlines Eagan, MN

World Club Representative

- Trained staff in providing customer service to the most valued frequent fliers and business clients
- Responsibilities included staff development training and product development
- Awarded the NWA Team Excellence Award for Outstanding Customer Service Delivery (1990)

Committees and Professional Involvement

- Special Services and District Staff Development
- CIMP (Continuous Improvement Monitoring Process) Leadership Team
- Superintendent's Advisory
- Budget Advisory
- District Technology
- School Climate
- Diversity
- Elementary Safety
- School Referendum and Levy Advisory
- Teacher Mentor Program
- Universal Design for Learning Cadre
- Secondary Special Education Leadership
- Elementary and Secondary Child Study
- Secondary Student Assistance Team
- District CPI (Crisis Prevention Institute) Certified Instructor

Areas of Specialty

- Due Process
- Compliance
- Special Education Law
- Professional Learning Communities

Associations

- Phi Beta Kappa Honor Society
- Council for Exceptional Children (CEC)
- CPI (Crisis Prevention Institute) Certified Instructor