



JENNA LEPKOWSKI

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lepkowskiportfolio.weebly.com

OBJECTIVE

To obtain a position as an elementary school teacher that will utilize my strong dedication to children's learning and to their educational needs

EDUCATION

MICHIGAN STATE UNIVERSITY — East Lansing, MI

Bachelor of Arts, Elementary Education, May 2013 (Dean's List – 3.6 GPA)

Specializations:

- ♦ Teaching major in Mathematics
- ♦ Urban Education Endorsement through the UECP (Urban Education Cohort Program)
- ♦ Assistant Director of TEAM (Tomorrow's Educators for the Advancement of Multiculturalism)

TEACHING-RELATED EXPERIENCE

MT. HOPE ELEMENTARY – Lansing, MI

Student Teacher, August 2013 – Present

- ♦ Developing and instructing detailed math, literacy, social studies and science unit plans for fourth-grade students
- ♦ Responsible for conceptualizing, coordinating and implementing the fourth-grade Earth Day field trip
- ♦ Maintain necessary communication with students' parents and guardians via e-mail, letters, phone calls and parent-teacher conferences
- ♦ Responsible for full control of classroom when mentor teacher is out of the building
- ♦ Created and implemented exciting and academic physical education, music, and art lessons
- ♦ Attend and work school-related after-school dances/activities to support students outside of academics
- ♦ Coach an after-school volleyball club for fourth graders to promote and encourage active lifestyles

SCHULZE ACADEMY – Detroit, MI

Student Teacher, June 2013 to August 2013

- ♦ Planned and instructed creative 4th grade math and science lessons that engage students in the learning process, under the supervision of a mentor teacher
- ♦ Participated in school-wide student field trips within the metro-Detroit area by taking responsibility for groups of students
- ♦ Contributed to the school garden program, integrating math and science curriculum into their gardening experience

LANSING SCHOOL DISTRICT – Lansing, MI

Student Volunteer, Jan. 2010 – April 2013

- ♦ Observed well-thought out and engaging lessons with singing, dancing and games in first- and fifth-grade classrooms
- ♦ Planned and taught hands-on literacy, math, social studies and science lessons while applying teaching techniques based on sound learning principles
- ♦ Developed positive relationships with students through awareness of their academic as well as personal needs

KIDQUEST CHILDCARE — Macomb, MI**Child Caretaker**, May 2010 to Present (during summer and school breaks)

- ◆ Administer care for children ages 3 months to thirteen years old, providing them with educational and developmental activities for their appropriate age group by creating fun and engaging opportunities to promote learning and develop motor skills
- ◆ Implement fitness activities to encourage movement and healthy lifestyle choices
- ◆ Continually developing positive relationships with parents and caregivers to create trust and alleviate any concerns regarding their children or the facility

PROFESSIONAL DEVELOPMENT**STUDY ISLAND & DATA ANALYSIS – Lansing, MI**

March 2014

INQUIRY-BASED MATH TEACHING – Lansing, MI

March 2014

IPAD & SMARTBOARD TRAINING – East Lansing, MI

April 2013

I AM A TEACHER EXPO – East Lansing, MI

March 2013

- ◆ Keynote speech by the Michigan Teacher of the Year, Bobbi Jo Kenyon
- ◆ Lectures on cultural awareness, closing the achievement gap and special education

ADDITIONAL EXPERIENCE**COLLEGE OF NATURAL SCIENCE, MICHIGAN STATE UNIVERSITY – East Lansing, MI****Office Assistant**, August 2011 – May 2013

- ◆ Collaborated with the study abroad coordinator to organize all feedback about the program
- ◆ Coordinated the printing and mailing of all acknowledgment letters through 26 departments
- ◆ Marketed study abroad events by creating and posting advertisements and assisting in events

CULINARY SERVICES, MICHIGAN STATE UNIVERSITY – East Lansing, MI**Hostess/Cashier/General Kitchen Worker/Cook**, August 2009 – May 2011

- ◆ Greeted and interacted with customers to ensure an enjoyable experience
- ◆ Managed all money transactions between customers and the dining hall
- ◆ Ensured all food was prepared and served in a safe and sanitary environment

TECHNOLOGY*Microsoft WORD**Microsoft Windows 7**SmartBoard Software**Google Applications**Microsoft EXCEL**Web Development Software**Promethean Board**Screen Capturing (Jing)**Microsoft POWERPOINT**iPad/Kindle/Tablet**Document Camera/ELMO**Projectors***REFERENCES****ROBIN MORITZ***Mentor Teacher, Mt. Hope Elementary*

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NANETTE KUHLMANN*Principal, Mt. Hope Elementary*

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