

Jennifer J. Phillips

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Education**Liberty University**

Ed.S in Administration and Leadership

01/2014 – 08/2025

University of Phoenix

M.A.T.Ed in Teacher Education/Elementary Education

02/2010 – 05/2012

Georgia State University, Atlanta, GA

B.A. in Biology and Sociology

08/2002 – 05/2009

Georgia Perimeter College, Decatur, GA

A.S. in Biology/Pre-Medicine

08/2000 – 07/2002

Certifications

- Georgia T-5 Teaching Certificate
 - Virginia Elementary Education PK-6 Certificate
 - Administration and Supervision PK-12 (Passed Praxis)
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Endorsements

- Griffin RESA Coaching Endorsement
 - Griffin RESA Gifted Endorsement
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Professional Experience

Creighton's Corner Elementary School (VA)

First Grade Teacher

- Delivered engaging hands-on lessons in reading, math, Virginia Studies, Health, and English Language Arts.
- Delivered small-group instruction to support individual and small-group instruction.
- Utilized research-based strategies to meet students' needs and administer curriculum-based testing.
- Provided interventions, remediation, and enrichment where appropriate.
- Fostered parent-teacher communication to support student growth.

Lyman Hall Elementary School (GA)

Fourth Grade Teacher (Virtual & In-Person)

08/2021 – 05/2023

- Lead Grade Level Teacher
- Designed and implemented standards-based lesson plans aligned with Georgia state standards.
- Delivered whole group and small group instruction, differentiating to meet diverse student needs.
- Administered and supervised curriculum-based assessments, ensuring data-driven interventions for students below grade level.
- Maintained open communication with parents regarding student performance and progress.
- Participated in professional development to enhance teaching practices and foster a safe learning environment.

Legacy Elementary School (VA)

Fourth Grade Teacher (Virtual)

09/2020 – 06/2021

- Delivered engaging online lessons in reading, math, Virginia Studies, and English Language Arts.
- Designed virtual breakout rooms to support individual and small-group instruction.
- Utilized research-based strategies to meet students' needs and administer curriculum-based testing.
- Fostered parent-teacher communication to support student growth in a virtual environment.

Clayton County Public Schools (GA)

Lead Elementary Early Intervention Specialist

08/2017 – 05/2020

- Led literacy and math interventions for students and facilitated professional development for teachers.
- Assessed student progress using data-driven tools such as DIBELS, MAP, and i-Ready.
- Coordinated and presented schoolwide data to administrators and stakeholders.
- Developed schedules, assigned teachers to students, and oversaw intervention programs.

New Teacher Mentor

08/2017 – 02/2020

- Provided mentoring and support for teachers with 0-3 years of experience, focusing on lesson planning, classroom management, and differentiation.
- Maintained detailed mentorship logs and collaborated with lead mentors.

Response to Intervention (RTI) Chair / Multi-Tiered System of Support (MTSS) Chair

08/2013 – 02/2020

- Organized and led meetings with parents and teachers to develop interventions for academic and behavioral improvement.
- Collected and analyzed intervention data to inform next steps and model strategies for teachers.

Second Grade Teacher

08/2015 – 05/2017

Kindergarten Teacher

01/2012 – 05/2015

Paraprofessional

11/2009 – 12/2011

Additional Experience**Substitute Teacher, Clayton County Public Schools**

11/2007 – 11/2009

Camp Counselor/After School Instructor, YMCA (Atlanta, GA)

05/2008 – 08/2010

After School Instructor, Charles R. Drew Charter School

01/2008 – 08/2009

Key Skills and Leadership Highlights

- **Instructional Leadership:** Expertise in mentoring, coaching, and leading professional development to enhance teacher effectiveness.
 - **Data-Driven Practices:** Skilled in analyzing student performance data to implement targeted interventions and improve academic outcomes.
 - **Collaborative Teamwork:** Adept at fostering relationships with educators, parents, and administrators to create a supportive learning environment.
 - **Curriculum Design:** Proficient in developing and executing standards-aligned lesson plans and instructional strategies.
 - **Program Coordination:** Experienced in overseeing intervention programs, scheduling, and compliance with educational policies.
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