

# Michelle Batesole

Field Supervisor

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## SCHOOL ADMINISTRATOR

Dedicated school administrator with a passion for collaborating with the community in order to improve the early educational experience. Proactive in providing training for parents, teachers and staff conducive to growth and learning. Effective in the use of data collection and review to drive improvement.

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## EDUCATION

California State University East Bay	Masters in Educational Leadership	June 2005
California State University Hayward	Multiple Subject Teaching Credential	June 1999
California State University Chico	Bachelor of Arts, Child Development	June 1989

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## PROFESSIONAL EXPERIENCE

### Student Teacher Supervisor | California State University East Bay

- Scheduled introductory meetings, observations and evaluations with student candidates and cooperating teachers.
- Observed and provided feedback to student candidates
- Reviewed lessons plans
- Collaborated and provided support, guidance, feedback and encouragement to student candidates
- Completed all required paper work, including end of placement evaluations

### Elementary School Principal | Woodside Elementary, Concord CA | 2008-2012

- Created and monitored an effective school climate program using BEST practices
- Planned and implemented staff development
- Monitored staff effectiveness using observations and evaluations
- Coordinated with teachers, staff, and parents to insure continued growth and improvement
- Facilitated IEP, GATE, Site Council, and English Learner meetings and programs
- Managed budgets and maintained fiscal responsibilities
- Participated in district provided training opportunities
- Coordinated the purchasing and distribution of educational materials
- Planned and implemented community events

### Elementary School Vice Principal | Highlands Elementary, Concord CA | 2006-2008

- Coordinated and facilitated the school site leadership team
- Planned and implemented staff development in collaboration with school principal
- Collaborated with teachers and staff to develop effective school practices
- Facilitated the implementation of the school climate program
- Actively engaged with students on a daily basis while supervising recess and school activities
- Facilitated and participated in IEP, and Site Council meetings

**Teacher** | Highlands Elementary, Concord CA | 1999 to 2006

- Developed and implemented core curriculum focused on meeting the needs of all individuals
- Implemented a variety of instructional methods and active engagement
- Utilized assessments and data to guide instruction
- Acted as grade level leader

**Executive Director, The Growing Room/Larson's Children Center** | Danville CA | 1991-1998

- Reported to the Board of Directors
- Maintained successful operation of four licensed school-aged childcare centers and one pre-school
- Accountable for all financial aspects of the business
- Met and exceeded standards set forth by Community Care Licensing
- Coordinated the bidding, proposal, and acquisition of new sites
- Managed all personnel requirements