

PENELOPE TRAFTON

OBJECTIVE

College Instructor

PROFESSIONAL EXPERIENCE

2003 – Present

Adjunct Professor

California State University, East Bay (2005-Present)

University of San Francisco (2003-Present)

Alameda County Office of Education (2011-2014)

- Teach three Literacy courses and PACT Orientations for CSUEB – see note at end of syllabus addressing my abilities to teach the transformed semester courses*
- Student Teacher Placement Coordinator for Single Subject candidates for CSUEB (2016-Present)
- Assess PACT Early Literacy for CSUEB and California State TPA Tasks 1-4 for USF
- Teach Multiple Subject Math, Science, Social Studies, Health, and Student Teaching Seminars for USF
- Student Teacher Placement Coordinator for San Jose and Sacramento candidates for USF
- Supervise student teachers for USF
- Provided PACT Orientations for Alameda County Office of Education Teacher Credential Program

2002 - 2009

Independent Consultant

- Mathematics trainer for SB472 with Pearson Education (2009)
- Set up and managed pilots and provided in-services for science and social studies, and provided in-services for mathematics with Pearson Education (2006-2009)
- Mathematics trainer for AB466 with Calabash Professional Learning Systems and Technology in Learning (2002-2006)
- Contracted with publishers for marketing, writing, and editing of K-6 materials
- Set up and managed operations of Origo Education, Inc. (2004-2005)

1990 - 2001

Vice President – Marketing/Operations Manager

Sales and Marketing Manager

Teacher Trainer and Trainer of Consultants

Mimosa Education, Wright Group/McGraw-Hill

(Name change due to company purchase)

San Francisco, CA, Denver, CO and Bothell, WA

- Managed U.S. publishing office including all aspects of finance, operations, marketing, human resources, order processing, customer service, and inventory
- Recruited, supervised, and trained 65 per diem consultants, and organized in-services and staff development for districts across the country
- Coordinated national and regional exhibits, pilot programs, and workshops
- Coordinated marketing research for reading and mathematics products (2000-2001)
- Managed sales and marketing efforts in Western half of U.S. (1999-2000)

1988 – 1990	Freelance Writer and Editor Wrote and edited curriculum materials for publishers
1985 - 1987	Product Manager for Elementary and Secondary Language Arts Laidlaw Educational Publishers River Forest, IL
1982 – 1985	Product Manager for English, Spelling, Handwriting and Health McDougal, Littell & Company Skokie, IL
1979 - 1982	Product Manager for Mathematics and Science Consultant for three western states Harper & Row Publishers New York, NY
Prior to 1979	Classroom Teacher - Grades 1-5 Demonstration and Resource Teacher Trained 13 Student Teachers Summer School Principal Anaheim City School District Anaheim, CA

EDUCATION

Graduate

California State University, Fullerton
MS in Counseling
California Community College Counselor Credential
University of California, Irvine
California Standard Teaching Credential

Undergraduate

University of Missouri
BS in Education
Columbia, MO

PROFESSIONAL ORGANIZATIONS

International Literacy Association
National Association of Teachers of Mathematics

REFERENCES

Will be furnished upon request

* The courses I currently teach at California State University, East Bay are:
Multiple Subject Reading A and B, Reading and Social Studies (Reading C), and Team
Seminars One, Three, and Four (PACT Training).

I am familiar with the California Common Core State Standards for English Language Arts and Literacy in History/Social Studies, Science, and Technical Subjects as well as the California History-Social Science Content Standards and the College, Career, and Civic Life C3 Framework for Social Studies State Standards. I also have familiarity with the California Common Core State Standards for Mathematics and the NGSS Standards for California Public Schools. I incorporate these standards into my classes.

I have read the new semester course descriptions. The Reading/Social Studies classes include the same content I have been covering in the present quarter classes. The new semester Fieldwork Seminars cover training candidates on the edTPA. My work with PACT will help prepare me for teaching these classes along with training on the new format of the edTPA. Thus, I feel prepared to teach all of these classes under the new semester format.