

# Michael Crain

## ***Education, Honors, and Certifications***

### **MED Administration**

William Woods University, Fulton, MO. Dec, 2015

### **BSE Middle School Education**

Southeast Missouri State University, Cape Girardeau, MO. Dec, 2009

### **AA Education**

Three Rivers Community College, Poplar Bluff, MO. Dec, 2007

### **Member of Distinction of Kappa Delta Pi Honor Society**

### **Dean's List**

### **Middle School Teacher of the Year for Missouri Troops To Teachers**

East Carter R-II School District 2010-2011

### **Certifications**

MO State Math/Science grades 5-9; Highly Qualified.

AK State Math/Science grades 5-9; Highly Qualified

AK State Type B Administration

## **Key Qualifications**

Masters in Administration

Google Level 1 certified Educator

Certified in Middle School Math and Science Grades 5-9

Plan and instruct subject area using a variety of instructional methods to accommodate individual learning styles.

Taught in a Bilingual School, teaching multiple subjects in one hour. I taught Pre-Algebra and Algebra I in one hour, taught Geometry and Algebra II in one hour, taught Middle School Math and Science to multiple grades at one time, grades 6-8.

Upward Bound sponsor - A program which promotes student achievement through mentoring, tutoring, and study and test taking skills.

Was Jr. Beta Club Sponsor and Student Council Sponsor

Detention Supervisor

Proficient in the use of education technologies – knowledgeable of Microsoft Office program, learning platforms such as Google Classroom and Schoology, and familiar in operations of MOSIS, Power School, and LUMENS. Proficient in the use of a Smart Technology.

Leadership and instructor experience as a Platoon Sergeant with the Missouri Army National Guard.

## **Professional Development in Education**

- **Mathematics Teacher**, East Carter Middle School, August 2010 to May 2011
- **Mathematics/Science Teacher**, Nanwalek Elementary High School, August 2011 to May 2012
- **Mathematics Teacher**, Poplar Bluff High School, August 2012 to May 2013

- **Mathematics Teacher**, Doniphan R-1 School District, August 2013 to Present

## ***Employment***

### **Doniphan R-1 School District**

August 2013 –Present

- Mathematics Teacher – High School Algebra A, Algebra B, and Algebra I
- Mathematics Teacher – Instruct Eighth Grade Pre-Algebra and Algebra I using a variety of pedagogical strategies to encourage active engagement and aligning all lessons with State standards, GLE/CLE's, and DOK levels.
- Engaged in the PLC community and actively helped develop common assessments used periodically to assess student mastery of core standards.
- On the Leadership, PBIS, Technology, and Care Teams
- Was selected and worked on the Content Bias Review for the new MO State Standards MAP Test.
- Extra-curricular activities: Student Council Sponsor, Tutoring, Remediation Supervisor

### **Poplar Bluff High School** 2013

August 2012 – May

- Mathematics Teacher - Instruct Freshmen Pre-Algebra and Algebra I using a variety of pedagogical strategies to encourage active engagement and aligning all lessons with State standards, GLE/CLE's, and DOK levels.
- Engaged in the PLC community and actively helped develop common assessments used periodically to assess student mastery of core standards.
- On a Freshmen team that involves academic and behavioral interventions focusing on student achievement and dropout prevention.
- Extra-curricular activities: Freshmen Sponsor and Student Council Sponsor.

### **Nanwalek Elementary High School**

August 2011 - May 2012

- Mathematics and Science Teacher – Instructed High School Biology, Pre-Algebra, Algebra I, Algebra II, Geometry, and a Vocational class - small engines/personal finance, and Middle School Science and Mathematics. Taught in a bilingual school often to multiple grades (6 - 12) at once utilizing the local culture to deepen student understanding of content.
- Detention Supervisor
- Provided after school tutoring
- Led School Implementation of the PBIS program
- Extra-curricular activities: Upward Bound Supervisor and Athletic Contract

### **East Carter Middle School** 2011

August 2010 – May

- Mathematics Teacher – Instruct 7<sup>th</sup> Grade Math and 8<sup>th</sup> grade Pre-Algebra using a variety of instructional strategies to actively engage students. Aligned all lesson plans with the State Content Standards and the Grade Level Expectations, and the state recommended Depth of Knowledge level.
- Extra Curricular Activities: Sponsor of the JR. Beta Club
- Detention Supervisor
- Provide after school Math tutoring for the Middle School
- Member of Technology Team for MSIP (Missouri School Improvement Plan) review

### **Readiness/Training NCO Missouri Army National Guard** 2007

March 2004 – January

- Oversaw the day to day affairs of the unit such as training schedules and course resources, meal planning, preparing unit members for schools/training.
- Provided quality training in warehouse management, law enforcement tactics, and combat tactics.
- Handled disciplinary matters within the unit as well as provided counseling for members of the

unit.

- Managed the unit's training facility including maintenance oversight, physical security, and weapons security.
- Served as a liaison between military families and the military as the Family Assistance Coordinator.

**Administrative NCO Missouri Army National Guard** February 2000 – March 2004

- Responsible for record keeping, unit promotions, and unit pay.

**Member of Missouri Army National Guard** January 1997 - March 2013

- Oversee training to ensure it is carried out properly and that all military standards and regulations are followed as the Platoon Sergeant.
- In charge of largest supply and support operation in northern Iraq during Operation Iraqi Freedom, Third Rotation.

### *Community Service Activities*

**Firefighter Doniphan City Fire Department** January 2001 – Present

**Master Scuba Diver for the Doniphan Rescue and Recovery Dive Team** May 2003 - Present

**Member of the Ripley County Emergency Management Agency** January 2001 – Present

**Coach Middle School girls AAU basketball team** Summer 2006

**CPR/AED Instructor** February 2010 - February 2012

# Gregory H. Melvin

---

## Education

<u>Master of Library &amp; Information Science</u> Syracuse University (Distance)	Projected Spring 2020 Syracuse, NY
<u>Master of Education, Educational Leadership</u> University of Alaska–Anchorage	May 2017 Anchorage, AK
<u>Bachelor of Science Degree in Special Education</u> Northeastern State University	December 2010 Tahlequah, OK

## Training/Leadership Skills

- Performed Acting Principal duties during administrator’s absence
- Able to coordinate complex scheduling of classified and certified staff within district requirements
- Possess working knowledge of legal aspects of Special Education and Section 504 law and regulations
- Provided professional development training for paraprofessionals based off site needs, and with focus on AK EED Paraprofessional & NRCP Standards
- Provided training to certified and classified staff for state assessments and universal screener implementation
- Received ongoing training in Safe & Civil Schools positive behavior support system, CHAMPS
- Attended the 37th LRP National Institute in New Orleans, LA with Post-Conference focus on Section 504 Compliance Issues & Updates
- Received Section 504 training in the 2016 CESD Fall Southwest Section 504 Conference in Austin, TX
- Received various training in teaching strategies, behavior management, and evidence-based practices within the CEC National Convention workshops in the years 2009-2012, 2015-2016

## Organization/Coordination

- Conducted professional development training sessions for school paraprofessionals, which includes progress monitoring toward AK EED Paraprofessional and NRCP Standards, materials organization, and regular updates to site administrator
- Performed duties as AIMSweb School Coordinator
- Staff training, materials organization, benchmark/progress monitoring management, scheduling, database management
- Performed duties as Site Test Coordinator & Proctor
- Staff training, materials organization and packaging, troubleshooting testing irregularities with the school administrator and district coordinator
- Experience with the following assessments: Standard Based Assessments (SBAs), High School Graduation Qualification Examinations (HSGQEs), Terra Nova, NAEP Assessments, Alaska Measures of Progress (AMPs), Work Keys, ELP-ACCESS, Alternate Assessments (ACCESS & DLM)
- Assisted in the technical transition of the district’s Special Education database system as the district switched from Goalview to Tienet (also known as PowerSchool Special Education). This included troubleshooting data flow issues both with Special Education district administrators and Tienet Support.
- Coordinated and assisted in planning events between the school and community
- Coordinated and maintained visual schoolwide paraprofessional schedules using Google Sheets software under the guidance of the school principal
- Lead the school Response Team (student support team focusing on providing academic & behavioral interventions) for several years

## Employment History

- Special Education Teacher (K-12) Fall 2017 – Present  
*Razdolna & Kachemak-Selo*, Kenai Peninsula Borough School District
- Special Education Teacher (K-12) Fall 2010 – Fall 2017  
*Brevig Mission School*, Bering Strait School District