

Joi B. Davies

Objective To provide assistance and professional growth to teachers, including training and mentoring in the use of materials, assessment strategies and best practices to improve student achievement.

Teaching Experience 2000-2006 Pinellas County Schools Largo, FL
Mathematics Teacher – Tyrone Middle

- Develops six week lesson plans for Pre-Algebra and Algebra
- Uses a variety of teaching methods to present daily lessons
- Uses I CAN Learn Educational System software
- Uses various assessment methods
- Monitors and documents student's academic progress
- Counsels and assists students with questions and/or problems
- Serves as Pro-Ed Facilitator
- Serves on the School Improvement Plan Writing Team
- Served as School Advisory Council Chairperson
- Served on the Curriculum Committee
- Organizes the annual 8th Grade Field Trip
- Organizes the annual 8th Grade Celebration Day
- Serves as coordinator for the STEP (Students Targeted for Educational Performance) Program
- Serves as a member of Technology Team
- Serves as Facilitator of Highest Student Achievement – Math School Improvement Team
- Serves as sponsor for the TMS Steppers

1997-2000 Orange County Public Schools Orlando, FL
Mathematics Teacher – Conway Middle

- Developed nine week lesson plans for Pre-Algebra and Algebra
- Used a variety of teaching methods to present daily lessons
- Used various assessment methods
- Monitored and documented student's academic progress
- Counseled and assisted students with questions and/or problems
- Served on the Faculty Advisory Committee
- Served on the Faculty/Student Award Recognition Committee
- Facilitated the Prime Time/KCET Math Parent Workshop
- Served as a tutor for the YMCA Afterschool Program
- Organized the Math Fair

1994-1997 Pinellas County Schools Largo, FL
Mathematics Teacher – Seminole High and Tyrone Middle

- Developed six week lesson plans for Pre-Algebra and Algebra
- Used a variety of teaching methods to present daily lessons
- Used various assessment methods
- Monitored and documented student's academic progress
- Counseled and assisted students with questions and/or problems
- Served as co-sponsor for the STEP (Students Targeted for Educational Performance) Program
- Served as a mentor for FFEA (Florida Future Educators of America)
- Served as a mentor for the National Honor Society

Work Experience	2006 – Present	Pinellas County Schools Region IV – High School Programs	Largo, FL
	Instructional Staff Developer – Secondary Mathematics		
	<ul style="list-style-type: none"> • Maintains a professional development plan and engages in professional development activities • Visits Algebra-related classrooms to observe instructional practice and suggest growth steps for teachers • Models, co-teaches and mentors teachers in support of their professional development • Assists teachers in evaluating and improving instructional planning processes • Assists in developing and monitoring assessments aligned to Mathematics Sunshine State Standards • Provides opportunities for teachers to increase their understanding of best practices • Coordinates activities among Secondary Math supervisors, Director of High School Education and teachers in support of best practices • Assists schools in articulation of subject area materials and program needs from grade to grade and school to school • Ensures fidelity of instruction in Mathematics • Represents Mathematics on cross functional teams • Aggregates and monitors school data to help adjust program development, implementation and improvement • Coordinates professional training for teachers • Assists schools in locating, securing, and disseminating instructional materials • Assists teachers with required assessments and data driven decision making • Performs other related duties as required 		
	1999-1999	nStor Corporation, Inc.	Lake Mary, FL
	Buyer		
	<ul style="list-style-type: none"> • Assisted computer technicians in buying products to build computer systems 		
	1997-1997	Promus Hotel Corporation	Memphis, TN
	Reservation Sales Representative		
	<ul style="list-style-type: none"> • Answers incoming reservation requests and issues via telephone. • Documents and solves as many incoming phone reservation issues on the first call as possible. 		
	1994-1997	PIMEG	St. Petersburg, FL
	Mathematics Tutor		
	<ul style="list-style-type: none"> • Served as a tutor in all levels of mathematics for Pinellas Minority Engineering Graduates Program 		
1990-1993	Florida A&M University	Tallahassee, FL	
Student Assistant			
<ul style="list-style-type: none"> • Assisted students with problems and/or concerns • Performed receptionist and secretarial duties 			
Education	2000-2002	University of South Florida	Tampa, FL
	<ul style="list-style-type: none"> • M.A. in Adult Education/Specialization in Curriculum Design 		
	1994-1994	The Ohio State University	Columbus, OH
<ul style="list-style-type: none"> • Opening Doors Summer Graduate Program • Graduate Research: Secondary Mathematics Education and African-American Students: Some Problems and a Proposed Curriculum 			
1990-1994	Florida A&M University	Tallahassee, FL	

- B.S. in Mathematics/Minor in Secondary Education

Professional Memberships	Pinellas Council of Teachers of Mathematics Florida Council of Teachers of Mathematics Florida Association of Mathematics Supervisors National Council of Teachers of Mathematics National Council of Supervisors of Mathematics Association for Supervision and Curriculum Development Pinellas Association of Black School Educators Florida A&M University National Alumni Association Alpha Kappa Alpha Sorority, Inc. Delta Kappa Gamma Society International Ebony Scholars Academic Club, Inc.
Skills	Aggressive and self-motivated with high levels of initiative Persistent, meticulous, and capable of functioning within a team or independently Results oriented, sensitive, and able to assess needs quickly Proficient in the use of computers and several software programs Proficient with 10-key
References	Available upon request