SUMMARY OF QUALIFICATIONS

- Twenty-two years of experience as an educator in diverse settings
- Dynamic professional development for teachers across eight states
- Capacity-building training and coaching of principals to implement developmental teacher evaluation
- Innovative use of technology and extensive work with students, parents, staff and community
- Effective and engaging delivery of curriculum in over 300 classrooms

EDUCATION

Harvard Graduate School of Education - Cambridge, Massachusetts

Master of Education in Technology, Innovation and Education - May 2009

John Carroll University – University Heights, Ohio

Master of Education - May 2000 State of Ohio Elementary Certification: Grades 1-8

Columbia University, New York City

Bachelor of Arts in Comparative Literature - May 1993

New York University, Madrid Spain

Study Abroad in Literature - Spring 1990

WORK EXPERIENCE

All You Can Teach Consultancy, LLC

Chief Consultant

- Collaborate with school leaders to deliver professional development
- Coordinate school initiatives in the areas of community engagement and service learning
- Provide training for administrators and instructional leads regarding developmental teacher evaluation • observation and feedback

Renaissance Middle School, Fulton County Schools, Georgia

ELA Lead and Reading Teacher

- Developed and implemented learning experiences for 8th grade students according to Common Core Standards in high needs, urban school.
- Provided training and guidance to 6th 8th grade ELA teachers

Georgia State University, College of Education

University Supervisor for Student Teachers

- Confer with student teacher and mentor teacher, conduct classroom observations
- Assess student work via online portal
- Suggest teaching approaches and materials to encourage opportunities for reflection and experimentation in classroom teaching techniques.

Cambridge Education, LLC

Senior Education Specialist

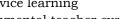
- Trained and coached over 1,000 administrators in the implementation of new teacher evaluation systems
- Delivered high quality professional development for over 2,000 teachers in GA,FL, VA, MS, NYC and MI. Workshop topics included: Content Literacy, Differentiation, Assessment for Learning, Feedback and Questioning, PLC support, classroom observation with feedback and support (a representative sample of teacher PD can be found in the Research and Scholarship section)
- In collaboration with principals and instructional leaders, developed and delivered tailored professional • development workshops and coaching structures to improve teaching and learning
- Delivered Teacher Evaluation training as a Certified Charlotte Danielson Framework facilitator (Florida) •

8/2015 - Present

7/2014 - 8/2015

1/2014 - 6/2014

8/2009 - 11/2013



Harvard Achievement Gap Initiative

Research Assistant to Professor Ronald Ferguson

Conducted research, recruited and interviewed subjects, recruited and trained research team, collected and analyzed data and reported findings in How I was Parented research project.

Beachwood Middle School, Beachwood City Schools, Ohio

4th/6th Grade Classroom Teacher

- Used data to analyze student performance and individualize instruction using differentiation strategies
- Planned and executed student-centered lessons with co-teacher in both inclusion and regular education • classes in English/Language Arts, Math and Social Studies
- Implemented Fountas and Pinnell Guided Reading Program to bolster reading performance
- Utilized a wide range of technology in curriculum delivery including, Smart Board, Elmo, Inspiration, iMovie, Podcasts, student-administered class website, Edmodo and more.

South Euclid Lyndhurst Schools, South Euclid, Ohio

6th Grade Intern Teacher, Greenview Upper Elementary School

Instructed academically and culturally diverse students in inclusion setting

Coordinated lesson planning and delivery with Intervention Specialist and grade level team

K-6 Urban Experience Intern, Orchard School of Science, Cleveland Metropolitan Schools

Planned and delivered lessons for proficiency readiness in Math-Ed Center

Cleveland Metropolitan Schools, Cleveland, Ohio

Long Term Substitute, JD Gallagher Middle School

- Provided classroom instruction as well as support to In-School Suspension program
- Provided Achievement Test tutoring for At-risk youth
- Created and directed school "Proficiency Talent Show"

Great Lakes Theater Festival, Cleveland, Ohio

Actor-Teacher, Grades K -12

Shakespeare and Classical Literature School Residency: a student-centered outreach

- Incorporated acting, teaching and literacy skills to aid students in gaining a critical understanding of • classical literature in 275 classrooms across Northeast Ohio
- Performed roles: Juliet/Tybalt; Ophelia/Gertrude; Cassius/Portia/Lady Macbeth •
- Supervised Summer Theater Institute staff/students, developed curriculum, directed production ٠

RESEARCH AND SCHOLARSHIP

Papers

Singleton, T.N. (2009, May). Swagger: The new academic social networking for urban youth. Paper presented at the BRIDGE Educational Enterprise Idea Competition, Harvard Graduate School of Education, Cambridge, MA. Singleton, T.N. (2009, June). Swagger: A trans-media experience for urban youth. Paper presented to Morehouse College Director of Creative Writing and Media Studies program, Atlanta, GA.

Grant Experience

Grant Writer

Black People Run Bike and Swim (BPRBS), community-based health and fitness advocacy non-profit organization, 2013 to present.

Workshops and Professional Development (representative sample)

"Strategies to Promote Differentiated Instruction," August 2013

- Love T. Nolan Elementary School, Fulton County Schools
- Facilitated a differentiated professional development workshop with school staff.

Summer 2009

1999 - 2000

1993 - 1997

1998 - 1999

2000 - 2009

"Unpacking and Strategizing around Student Perception Survey Results," May 2013

- Union High School, Grand Rapids, MI
- Provided guidance for teachers in interpreting data from student perception results and in setting deliberate practice goals based on student feedback.

"Content Literacy: Everyone's Job," December 2012 through March 2013

- Renaissance Middle School, Fulton County Schools
- Following the School Improvement Plan, supported teachers in PLC meetings in embedding content literacy and vocabulary acquisition strategies in lesson plans in science and social studies.

"Classroom Observation and Feedback for Teacher Development," 2010-2013

- Mississippi State and 5 counties in Florida
- Provided ongoing training in effective classroom observation and feedback approaches in whole and small groups and facilitated 1-to-1 coaching and certification to over 1,000 school and district administrators.

"Teacher and Student Efficacy," August, 2010

- Petersburg School District
- Created curriculum and delivered training for a 2-day workshop presented to turn-key staff and administrators.

LEADERSHIP AND COMMUNITY

Interim Co-Chair, Differential Achievement Committee, (DAC), Beachwood Schools, Ohio

- Examined and disseminated research/best practices relative to Achievement Gap
- Planned and facilitated district's professional development training on race and achievement
- Made presentations and recommendations to the Board of Education

Founder, Development Coordinator, Beachwood Scholars Advisory Network

- Collaborated with field experts, staff, students, and parents to develop program content while maintaining alignment with DAC and district goals
- Supervised staff and parent volunteers in executing program and conducted formative and summative assessments to maintain and increase program quality
- Coordinated the expansion and supervision of the program to schools across district
- Established and collaborated with auxiliary <u>Parent Partners Group</u> to achieve program goals

PARENT AND COMMUNITY ACTIVITIES

- Collaborated with *Diversity Matters* parent group regarding needs of students of color in district
- Developed and facilitated parent-student engagement events such as *Entrepreneur Night, Poetry Tea, Parent Information Night, awards ceremonies* and *Mock College Interview Night*
- Presented to Parent Advisory Board regarding adoption of new reading curriculum

VOLUNTEER

- On-air reader for weekly radio show, *Recreational Magazine*, for Georgia Radio Reading Service (GARRS)
- Provided reading support to community track team, Unified-N-Flight
- Facilitated Literature Circles for *Parent Book Club* in Euclid City Schools as a volunteer for the Institute for Educational Renewal, John Carroll University
- Provided reading support for adults learning to read for the Birmingham Literacy Council

OTHER

- Taught Summer Enrichment activities through 2005 Summer of Dance in Danshui, Taiwan
- Directed annual dramas for middle and elementary school
- Cyclist and member of BPRBS community-based health and fitness advocacy group
- Performed and appeared in ads, commercials and industrial videos with The Talent Group Agency

HONORS AND AWARDS

• Intellectual Contribution/Faculty Tribute Award, June 2009

Nominated by cohort peers and faculty for academic achievement and contribution to the academic life of Harvard University Graduate School of Education. \$10,000. (Departmental)

- Beachwood Diversity Matters Distinguished Staff Award, February 2008
- Awarded annually to one staff member for exceptional service in promoting and celebrating diversity in the school district.
 - Beachwood Scholars Parents Award, June 2007

Recognized by parents for vision and dedication to the Beachwood Scholars Advisory Network Program.