

# DAWN ABOUD SHELLEY

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## PROFESSIONAL PROFILE

### *Educator*

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Highly motivated, creative professional, offering distinguished career in supporting all students.

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## EDUCATION AND CREDENTIALS

**Educational Leadership Certification** • Longwood University  
Farmville, Virginia

**Master of Education** • University of Florida  
Gainesville, Florida

**Aspiring Special Education Leaders Academy** • Virginia Department of Education

### *Licenses and Certifications*

Virginia Postgraduate Professional License

- K-12 Emotional Disturbance
  - K-12 Specific Learning Disabilities
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## PROFESSIONAL EXPERIENCE

**FREDERICKSBURG CITY PUBLIC SCHOOLS**– Fredericksburg, VA

**Special Education Teacher** (2012-present)

In collaboration with division leadership, develop an alternative to suspension program. Create behavior intervention strategies to support students and teachers. Implementation team for Positive Behavior Intervention and Supports (PBIS). Support new teachers with special education regulations and requirements. Design curriculum, plan, and instruct using a variety of teaching aids, motivation, and strategies to engage students with disabilities in the active learning process for all academic subjects. Using data, evaluate student progress, including a determination of the students' success or areas of need to drive instruction. Coordinate and lead various meetings and conferences. Report progress and provide reports based upon data findings. Collaborate with colleagues to supplement the special student in the regular education setting. Provide ongoing communication with administration and parents on student progress.

### ***Key Achievements:***

- Developed alternative to suspension program for elementary and middle students
- Guest speaker at the “Put Kids First” rally at the Virginia Capitol, Richmond, Virginia
- Presenter at Virginia School Board Association Annual Conference; 2013 “What’s so Special About Special Education,” 2014, “Special Education 101”
- Piloted the researched-based programs “Word Mapping” and “Multisensory Structured Learning Education” for division
- Support School Administration as needed

## **SPOTSYLVANIA COUNTY PUBLIC SCHOOLS–** Fredericksburg, VA

**School Board Member** (2012-present)

**Elected school board chairman** (2015)

**Elected vice-chairman** (2017, 2018)

Craft and balance a budget of over \$300,000,000. Align budget with Division Strategic Plan. Develop Division vision and goals. Use accountability measures. Review budgeting amendments throughout the fiscal year. Design policy to best serve students. Assist in governance. Interview and hire superintendent. Review superintendent's performance. Collaborate with superintendent for best needs of the district's students. Participate in accreditation process. Apply problem solving techniques to complex educational situations. Effectively present complex information to constituents and all stakeholders. Support constituents' students' needs.

### ***Key Achievements:***

- Presenter: National Association for the Education of Homeless Children and Youth annual conference in October, 2014.
- Special Education Advisory Committee member
- Chairman Northern Virginia Special Education Regional Program
- School accreditation 100%

## **ELITE ACADEMY–** Fredericksburg, VA

**Special Education Teacher** (March, 2012-June, 2012)

Taught students with severe emotional disabilities, who had been placed in a private day therapeutic day treatment facility, in grades six through eight in all subject areas. Maintained classroom rules and procedures to support behavioral, emotional, and instructional requirements. Collaborated with the behavior support professionals to design strategies that best supported each student.

## **SPOTSYLVANIA COUNTY SCHOOLS–** Fredericksburg, VA

**Special Education Teacher** (2008-2011)

Planned for and instructed students with disabilities. Provided SOL curricula in English, US History, Science, and Math. Analyzed data to find strengths and areas of need for each student to best drive instruction. Provided communication with administration and parents on student progress. Responsible for composing and implementing Individualized Education Plans. Managed the lifecycle of various special education documents to ensure adherence with various mandates. Administered Standards of Learning assessments. Collected evidence for Virginia Grade Level Assessment portfolios.

### ***Key Achievements:***

- Member of US Congressman Wittman's Education Advisory Council
- Contributed in writing the grant, On the Right Track
- Selected participant in Teaching United States History Grant
- Selected member Virginia Department of Education VGLA Range Finding Committee
- Behavior Support Specialist
- Chairperson of Supportive Organizational Structure Committee

## **Long-term Substitute** (2005 to 2008)

Provided students with and without disabilities in grades K-5 with the daily instruction necessary to achieve success in the SOL curriculum. Aided and administered Standards of Learning Assessments. Trained new teacher to be a successful leader in an Emotionally Disturbed school program.

## **MERIDIAN PUBLIC SCHOOLS –** Meridian, MS

**Career Discovery Teacher** (1994-1995)

Piloted the Career Discovery course for seventh grade students for the State of Mississippi. Responsible for planning lessons for a new curriculum. Managed the purchasing of the supplies necessary to teach the curriculum. Responsible for continued communication with the state on the program. Differentiated lessons for children with different learning styles.

**Special Education Teacher (1993-1994)**

Taught children with emotional disabilities. Responsible for composing and implementing student Individualized Education Plan. Lesson plans for all subjects and learning levels. Maintained classroom management of severely emotionally disabled children.

**Key Achievements:**

- Successful in the implementation of the pilot program for Career Discovery
- Successfully transitioned students into the regular education setting

**DUVAL COUNTY SCHOOLS– Jacksonville, FL****Teacher of Varying Exceptionalities (1987-1993)**

Taught sixth through twelfth grade. Taught English, math, history, and science. Responsible for composing and implementing student Individualized Education Plans. Planned and instructed using a variety of teaching aids, motivation, and strategies to engage students in the active learning process. Differentiated instruction for different learning styles. Responsible for mentoring and evaluating new teachers. Successfully coached cheerleading squads to championships. Sponsored Anchor Club.

**Key Achievements:**

- Successfully chaired the Special Education Department for accreditation with the Southern Association for Colleges and Schools (SACS)
- SACS activity committee member
- Certified peer teacher with the State of Florida Beginning Teacher Program
- Duval County Rookie Teacher of the Year
- Member of Duval County Year Round Education task force

**THE LONGABERGER COMPANY – Zanesville, OH****Independent Longaberger Home Consultant (2002-2005)**

Successfully grew own Longaberger business. Recruited consultants.

**Independent Longaberger Branch Leader (2005-2008)**

Successfully managed a branch of Longaberger consultants. Trained Longaberger consultants. Held meetings for updates on company business.

**Key Achievements:**

- Brought business to branch level status in less than three years.
- National sales award and recruitment status

**VARIOUS VOLUNTEER ACTIVITIES – Spotsylvania, VA**

Volunteer work with Spotsylvania County Schools, Spotsylvania Parks and Recreation, and Fredericksburg Parks and Recreation.

**Key Achievements:**

- Volunteer work with the PTA
- Chairman of PTA committees
- Volunteer work with Spotsylvania County Schools
- Volunteer coach with Fredericksburg Parks and Recreation
- Church small group leader (Bible study)
- Church volunteer team leader
- Various volunteer activities throughout community

**REFERENCES UPON REQUEST**