

# Claire D. Cook

## Certifications

Michigan Elementary Standard Certificate May 2019  
K-5 All Subjects (K-8 All Subjects Self-Contained Classroom)  
Adult and Pediatric First Aid, CPR and AED August 2019

## Education

Teacher Certification May 2019  
*Michigan State University*, East Lansing, Michigan

- Completed 12 graduate-level credits

Bachelor of Arts, Elementary Education May 2018  
*Michigan State University*, East Lansing, Michigan

- Teaching Major: Language Arts
- Teaching Minor: TESOL (Teaching English as a Second Language)

GPA: 3.80

## Teaching Experience

2<sup>nd</sup> Grade Teacher August 2019-Present  
*Discovery Elementary School, Williamston Community Schools*, Williamston, Michigan

- Manage my own classroom of second graders
- Create daily authentic lessons that align with the curriculum provided for our district
- Plan and execute daily small group instruction based on students reading and comprehension levels, as well as work along side a para-professional who helps pull students to provide them with extra reading support
- Work with colleagues to provide a behavior plan with achievable rewards to support students needs to help them be successful in the classroom with our daily routines
- Worked along side support staff to create an Individual Educational Plan (IEP) for a student who needs extra support to meet grade level expectations

Year-long Teaching Intern- First Grade August 2018-April 2019  
*Delta Center Elementary School, Grand Ledge Public Schools*, Grand Ledge, Michigan

- Worked in conjunction with a mentor teacher to plan and create equitable lessons for first grade students in all subject areas
- Created a positive and inclusive learning environment through the use of Positive Behavior Interventions and Supports (PBIS) lessons
- Planned small group literacy instruction for a variety of leveled readers through the use of the Journey's curriculum provided
- Worked with several students ranging from low to high on the autism spectrum, helping them to be successful in a typically structured classroom

Field Placement  
*Lewton Elementary School*, Lansing, Michigan September 2017-April 2018

- Planned and assisted in fifth grade classroom activities, taught lessons in all subject areas that fit the curriculum and needs of the students
- Worked in small groups and one-on-one with students in all subject areas and adapted assignments to their personal abilities
- Observed a bilingual classroom, where students learned in English half of the day and Spanish the other half

#### Field Placement

*Marble Elementary School*, East Lansing, Michigan

January 2017-April 2017

- Planned, prepared and taught first grade Language Arts lessons
- Read stories to an assigned student every week and helped her with her book handling knowledge and skills

#### Field Placement

*MacDonald Middle School*, East Lansing, Michigan

September 2016-December 2016

- Worked within an ESL (English as a second language) classroom with students within 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades, helping them develop their proficiency in the English language
- Integrated technology using laptops and iPad's to enhance these second language learners overall intake of the English language

### **Teaching Related Work Experience**

Certified Personal Trainer and Group Exercise Coach

April 2018-Present

*Orangetheory Fitness*, East Lansing, MI

- Instructed member based group fitness classes of up to 36 people
- Taught individuals through strength, endurance, and power based workouts
- Worked personally to guide and instruct members on their own individual needs and physical restrictions

Fitness Instructor and Staff Position

August 2016-April 2018

*IM West*, East Lansing, MI

- Instructed group cycling classes for MSU students, faculty and staff
- Lead a high energy workout class to help the members achieve their fitness goals and build a healthy lifestyle
- Organized the facility and equipment, and managed the front check-in desk

Nanny and Home Caretaker

August 2011-April 2018

*Okemos*, Michigan

- Caregiver and babysitter for a local family of three children
- Chauffeured children to and from school function and events
- Assisted the children with their daily homework routines and helped them to complete their assignments

Swim Instructor and Coach

May 2012-August 2015

*University Club of Michigan State*, East Lansing, Michigan

- Swim instructor for children from the ages of 5-14 years old and coach of the University Club's competitive swim team
- Worked in small groups and one on one to motivate, support and lead members of the swim team