

Amy Jo Starr

2509 West 70th Street
Richfield, Minnesota 55423
(651) 592-9414
coch0062@umn.edu

Objective	Reflective education leader seeking to support a learning community with a commitment to student growth, development, and academic excellence
Education	B.S., Family Social Science, University of Minnesota, August 2002 Masters of Education/Initial Licensure, Family and Consumer Science, University of Minnesota, June 2004 Administrative Licensure, K - 12 Principal, Hamline University, Anticipated March 2011 Urban Teaching Certificate, Hamline University, Anticipated Spring 2011
Leadership and Administrative Experience	Administrative Intern, Eagle Ridge Junior High, Gideon Pond Elementary School, and Burnsville Area Learning Center Savage, MN Dates: 9/2009 - 7/2010 Responsibilities: Address student behavior issues utilizing a positive discipline approach; articulate acceptable behavior and the applicable school policy; administer appropriate consequences; communicate with parents/guardians regarding attendance, dismissals and suspensions; intervene in physical altercations; restrain threatening students; conduct searches; counsel students using conflict prevention and mediation techniques; evaluate and coach teachers; facilitate Professional Learning Communities; oversee security of students and staff during passing time, breakfast and lunch, busses, bomb threat drills, fire drills, and lock downs. Department Chair, Eagle Ridge Junior High Dates: 9/2009 - present Responsibilities: Create school improvement plan with School Leadership Team; manage department funds; facilitate department meetings; attend area lead meetings. Professional Learning Community Facilitator, Eagle Ridge Junior High Dates: 9/2009 - present Responsibilities: Create school action plan to support schoolwide student achievement goal; collaborate with building principal regarding focus and needs of building PLC's; facilitate PLC groups; review the professional development plan and activities of PLC to ensure timeliness; accurate records and progress towards site goals; facilitate peer observations; coach teachers; train staff in the performance appraisal process. Co-President of PTSO, Richfield Dual Language School Dates: 2007 - 2009 Duties: Presided at and facilitated all PTSO Meetings; prepared a written agenda for each meeting; coordinated and organized fundraising; coordinated special schools events; collaborated with teachers and staff to meet the needs of the school. Student Council Advisor, Maple Grove Junior High Dates: 2005 - 2008 Duties: Supervised student council members; administered school store; assisted in the coordination and implementation of community service, and facilitated fundraising.

**Teaching
Experience**

Eagle Ridge Junior High Savage, MN

Dates: 8/2008- present

Title: Family and Consumer Science Teacher

Responsibilities: Facilitate student learning in FACS 7, FACS 8, Teen Issues and Foods 9; develop and implement curriculum; manage budget for department; communicate with parents; utilize various learning strategies for diverse populations; integrate technology into daily lessons; served on calendar and safety committees; establish and maintain relationships with students, parents and colleagues.

Osseo Senior High School and Maple Grove Junior High Osseo, MN

Dates: 8/2005 - 6/2008

Title: Family and Consumer Science Teacher

Responsibilities: Facilitated student learning in Food Prep, Meal Prep, Interpersonal Relationships, Child Development, FACS 7 and FACS 8; developed and implemented curriculum aligned with Minnesota State Standards; communicated with parents; utilized various learning strategies for diverse populations; integrated technology into daily lessons; served as teacher leader on Teacher Advisory Team; established and maintained relationships with students, parents and colleagues.

Agua Fria Union High School Avondale, AZ

Dates: 7/2004 – 5/2005

Title: Family and Consumer Science Teacher

Responsibilities: Taught courses in Child Development, Business Management Technology, and Life FACS; developed curriculum aligned with Arizona State Standards; promoted parental involvement; mapped curriculum; tutored reading; homebound tutor.

Minnesota Department of Education Roseville, MN

Dates: 10/1998- 5/2004

Title: Office and Administrative Specialist

Responsibilities: Served as a record keeper for the Minnesota Academic Standards committees, maintained databases, files, and budget expenditures for statewide Advanced Placement and International Baccalaureate programs; answered phones; scheduled/planned meetings; assisted with mass mailings; made copies and provided clerical support; created documents using Microsoft Word, Excel, Access, Power Point, Outlook and Scanning software.

Minnesota Organization on Adolescent Pregnancy, Prevention & Parenting St. Paul, MN

Dates: 3/2002 – 1/2003

Title: Community Program Coordinator Intern

Responsibilities: Served as the program coordinator for May Teen Pregnancy Awareness Month and October Let's Talk Month; organized and facilitated a metro-wide collaborative of diverse organizations; disseminated accurate information on teen pregnancy prevention; worked directly with at-risk youth; organized speakers; maintained database and budget expenditures.