

McKenzie A. Smith

EDUCATION & CREDENTIALS

Teacher Certification: T-4 for Elementary Education, P-5

Fall 2011

Shorter University, Rome, Georgia
Bachelor of Science in Early Childhood Education

Fall 2007 – Fall 2011

LEADERSHIP EXPERIENCE

- Assistant Administrator
- Grade Level Chairperson
- School Governance Council Chairperson
- Budget Committee Chairperson
- Personalized Learning Team Member
- RTI Committee Member
- Eagle Apprentice (Administration Apprenticeship)

PROFESSIONAL EXPERIENCE

Fulton County Board of Education, East Point, Georgia

October 2016 - Present

Assistant Administrator, Paul D. West Middle School

- Assists in the administration of the total school program in accordance with school vision, District philosophy, school board requirements, accrediting agency standards, and state school statutes
- Lead the implementations of multiple classroom management strategies to promote student growth and achievement.
- Lead and monitor programs that directly impact student behavior management, citizenship responsibilities, and growth
- Serve as the School Governance Council Chairperson. Lead a council of various stakeholders and community members. Create and implement strategic plans to achieve goals set for the school.

Fulton County Board of Education, East Point, Georgia

August 2014 – October 2016

Elementary School Teacher, 5th/4th Grade, Parklane Elementary School

- Analyzed data for the purposes of driving instruction and creating individualized learning goals for students.
- Implemented a variety of classroom management strategies to promote student growth and achievement.
- Serve as grade level chair. Coordinated and held grade level meetings and also facilitated collaborative planning efforts.
- Serve as the School Governance Council Chairperson. Lead a council of various stakeholders and community members. Create and implement strategic plans to achieve goals set for the school.

Atlanta Public Schools, Atlanta, Georgia

January 2012- May 2014

Elementary School Teacher, 4th Grade, Thomasville Heights Elementary School

- Analyzed data for the purposes of driving instruction and creating individualized learning goals for students.
- Implemented a variety of classroom management strategies to promote student achievement.
- Served as grade level chair this school year, 2013-2014. Coordinated and held grade level meetings and also facilitated collaborative planning efforts.
- Taught students through student-centered, standards-based instruction, and other research-based teaching methods for student comprehension and content mastery.

Elementary School Teacher, 5th/3rd/2nd Grades, Thomasville Heights Elementary School

- Taught students through student-centered, standards-based instruction, and other research-based teaching methods for student comprehension.
- Prepared units, lessons, and outlines to use in class that effectively covered standards and assessed students properly.
- Coordinated parent/teacher conferences to review student performance, behavior, and other issues.

Project GRAD

June 2013, June 2014

Residential Ambassador

- Supervise the students while they are in transit to and from the site where necessary.
- Monitor classroom climate, hallways, restrooms, and cafeteria during Summer Institute hours of operation to ensure an environment conducive to learning.

- Support the program in any area where assistance is needed, including supporting the Site Coordinator, other support staff, and the Summer Institute Project Administrator.

PROFESSIONAL AFFILIATIONS

National Education Association (NEA)

Georgia Association of Educators (GAE)