

Kienia Green-Brooks

Curriculum Vita

2400 Spring Rain Dr. #234
Spring, TX 77379
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Academic Background

B.S. Computer Science Wiley College

Training Experience

Instructional Technology Specialist
Marshall High School
Marshall, Texas
August 2003 – May 2006

- Managed campus assessment system
 - Trained department chairs and team leaders in usage of the assessment system
 - Provided support through all stages of the assessment system
 - Maintained accurate records within the assessment system
 - Monitored assessment system to keep academic dean and department chairs abreast of changes
 - Maintained proper supplies for the assessment system
 - Acted as liaison between the campus and assessment system developers at the regional service center
 - Created training manuals for assessment system
- Performed campus technology support
 - Collaborated with school leadership to create technical support for school vision, mission, and goals
 - Performed technical support for academic dean and teachers
 - Researched new technologies for campus use
 - Managed campus's electronic announcement system
 - Developed and maintained Marshall High School's academic webpage
 - Developed and maintained systems for teacher instructional support online
 - Worked with district technology specialist to ensure implementation of district programs
 - Created documents to meeting the school's vision, mission, and goals
- Student Intervention Team document to support
 - Provided technology support to teachers during vertical alignment for the English department
 - Served on the district technology committee
 - Created presentations for district, campus, and classroom use
- Organization and planning of staff development

- Provided instructional technology staff development in support of school and district technology plan
- Trained staff in use of Blackboard, MS PowerPoint, United Streaming, and multimedia equipment: LCD projector, Elmo document camera, Laptop, and desktop computer

Technical Skills

Knowledge of Visual Basic and C++, Java, HTML, Dreamweaver, and PhotoDraw.

Affiliations

Zeta Phi Beta Sorority Inc. & National Society of Black Engineers

References

Mrs. Regina Owens ~ 832-592-1607
Associate Principal for Instruction
DeKaney High School, Houston, TX

Dr. Shah Salam ~ 903-927-3303
Division Chair Business and Technology
Wiley College, Marshall, TX

Mrs. Sandra Shirey ~ 903-927-8800
English Department Chair
Marshall High School, Marshall, TX

Mrs. Robin McClaran ~ 903-927-8800
Mathematics Department Chair
Marshall High School, Marshall, TX

Mrs. Julia Bennett ~ 903-927-8800
Social Studies Department Chair
Marshall High School, Marshall, TX