

# CHARISSE FLEXIE M. LENDIO

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## EXPERIENCE SUMMARY

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- Develop and implement engaging lesson plans aligned with the prescribed curriculum and learning objectives.
- Utilized formative and summative assessments to track student progress, providing timely feedback to guide instruction and support individual needs.
- Fostered a positive classroom culture by promoting respect, collaboration, and a love for learning.
- Integrate technology effectively into instruction, utilizing educational apps, multimedia resources, and interactive whiteboards to enhance student engagement and comprehension.
- Collaborates with grade-level team members to develop cross-curricular projects and activities that encouraged critical thinking and problem-solving skills.
- Communicated regularly with parents through newsletters, conferences, and online platforms, ensuring a strong home-school partnership.
- Participated in professional development opportunities, attending workshops and conferences to stay current on educational trends and best practices.
- Actively participated in school-wide initiatives and committees, contributing to curriculum development, student support, and school improvement efforts.

## EXPERIENCE

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Sept 2023

- Present

### **Al Rayana Charter Schools -Grade School Teacher, Abu Dhabi, UAE**

- Plan, prepare, and deliver instructional activities that facilitate active learning experiences.
- Develop lesson plans in accordance with curriculum guidelines and school policies.
- Utilize various teaching methods and materials to engage students and promote understanding of subject matter.
- Provide constructive feedback to students to encourage academic growth and improvement.
- Create a positive and inclusive classroom environment that fosters student participation, collaboration, and respect for diversity.
- Establish and maintain open communication with students, parents, and colleagues to address individual needs and concerns.
- Collaborate with other teachers and school staff to coordinate curriculum, share resources, and support student learning.
- Participate in professional development activities to stay informed about current educational practices and enhance teaching skills.
- Attend staff meetings, parent-teacher conferences, and other school events as required

**Sadie Tillis Elementary of Duval County Public School, Florida, USA**

**English Language Arts/ Inclusion Class for Grades 2-3**

- Meets and instructs assigned classes in the locations and at times designated.
- Plans a program of study that, as much as possible, meets the individual needs, interests, and abilities of the students.
- Prepares for classes assigned and shows written evidence of preparation upon request of immediate superior.
- Creates a classroom environment that is conducive to learning and appropriate to the maturity and interests of the students.
- Supervises students to protect the students from conditions harmful to learning and/or to the student's mental and/or physical health and/or safety.
- Takes all necessary and reasonable precautions to protect students, equipment, materials, and facilities.
- Assesses the accomplishments of students on a regular basis and provides progress reports as required.
- Maintains accurate, complete, and correct records as required by law, District policy, and administrative regulation.
- Help facilitate and inform the implementation of problem-solving and response-to-intervention strategies that apply to students' both academic and social behavior.
- Provides high-quality instruction and interventions that are matched to student needs, monitoring progress frequently to make decisions about changes in instruction or goals and applying student response data to important educational decisions seeking the assistance of District specialists as required.
- Assists the administration in implementing all policies and/or rules governing student life and conduct and, for the classroom, develops reasonable rules of classroom behavior and procedure, and maintains order in the classroom in a fair and just manner.
- Encourages students to set and maintain standards of classroom behavior.
- Makes provision for being available to students and parents for education-related purposes outside the instructional day when required or requested to do so under reasonable terms.
- Plans and supervises purposeful assignments for teacher aide(s) and/or volunteer(s) and, cooperatively with department heads, evaluates their job performance.
- Attends staff meetings and serves on staff committees as required.

April 2015  
- May 2018

**PROIS International Christian School System – Grade School  
Teacher, Philippines**

- Develop and implement engaging lesson plans aligned with the prescribed curriculum and learning objectives.
- Deliver interactive and differentiated instruction to meet the diverse learning needs of students.
- Foster a positive and inclusive classroom environment that promotes respect, collaboration, and active participation.
- Assess student learning through various formative and summative assessment methods, such as quizzes, tests, projects, and presentations.
- Provide timely and constructive feedback to students to support their academic growth and improvement.
- Plan and facilitate hands-on activities, group projects, and discussions to enhance student engagement and critical thinking skills.
- Utilize instructional technology and resources effectively to enhance teaching and learning experiences.
- Maintain accurate and up-to-date records of student attendance, grades, and progress reports.
- Collaborate with colleagues to develop interdisciplinary projects and initiatives that enhance the overall learning experience for students.
- Communicate regularly with parents or guardians regarding student progress, behavior, and academic concerns.
- Participates in faculty meetings, professional development workshops, and school events to stay updated with best practices in education.
- Foster a safe and nurturing classroom environment that supports the social-emotional development of students.
- Actively engage in ongoing professional development to enhance teaching skills and stay abreast of current educational trends and methodologies.
- Serve as a mentor and role model for students, promoting character development, values, and ethical behavior.

## EDUCATION

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- 2016**                    **University of Science and Technology of Southern Philippines (formerly Mindanao University of Science and Technology)**  
*Masters of Arts in Teaching major in Special Education*  
C.M Recto Ave. Lapasan, Cagayan de Oro City, Philippines  
**Expected Graduation (2025)**
- 2014**                    **University of Science and Technology of Southern Philippines (formerly Mindanao University of Science and Technology)**  
*Bachelor of Elementary Education major in Special Education*  
C.M Recto Ave. Lapasan, Cagayan de Oro City, Philippines

## PROFESSIONAL DEVELOPMENTS/ CERTIFICATES

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- Florida Department of Education’s Exchange Certificate
- Florida Civics Seal OF Excellence Endorsement Course
- Elementary BEST and Benchmark Advance Curriculum
- Enhancing Equity through Culturally Responsive Teaching
- Reading Difficulties, Disabilities, and Dyslexia
- Elementary Champs and Professional Code of Ethics
- Corrective Implementation Training for Teachers
- Introduction to i-Ready
- RMSE Teacher Implementation Training
- Youth Mental Health First Aid
- Getting started with Levelled Literacy (LLI)

## PROFESSIONAL REFERENCES

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### **Helen Dunbar**

Principal  
Sadie Tillis Elementary School  
[dunbarh@duvalschools.org](mailto:dunbarh@duvalschools.org)  
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### **Samantha Harney**

Reading Coach  
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### **Danielle Perry**

Assistant Principal  
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### **Ariel Ernest**

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