

ALISON TOPPER

315 W. San Antonio Ave.
Boerne, TX 78006
210 347-4261

Website: www.alisontopper.weebly.com
Email: alisonptopper@gmail.com

Overview of Skills:

- Dedicated, versatile educator, committed to hands on, project based learning to enhance student career and college readiness. Experienced at high school and middle school levels.
- Curriculum writing: specifically in the area of Career/Technology and Science
- Technology and technology integration: Experienced with Google Apps for Education, Moodle, Edmodo and utilization of social media and personal devices such as iPods, iPads, smartphones in the classroom. Able to utilize various programs including MS Office, Google, Adobe products, Web 2.0 tools, website development.
- Adult Education/Staff development and training, including Career/Technology education, Science Academy, technology integration
- Development of on line education and blended learning in various environments

Professional Experience:

- **Instructional Support Teacher**, Northside ISD, San Antonio, TX, 2014 - present
 - Develop and maintain TEKS-aligned curriculum for Technology Applications/computer literacy instructors K-12, district wide in on-line and blended learning format
 - Model and co-teach
 - Develop and provide staff development in face to face and on line environments for adult learners
- **FCS Teacher**, Sandra Day O'Connor High School, Northside, ISD, San Antonio, TX 2011-2014
 - Subjects include: Food Science, Restaurant Management, Child Development, Principles of Hospitality, 9 – 12th grade
 - Curriculum development for Food Science, Restaurant Management, Principles of Hospitality, Career & Technology Education Department
- **Campus Instructional Technologist at** Anson Jones, Title 1 Middle School, Northside ISD, San Antonio, TX. 2010-2011.
 - Manage technology and technology integration of curriculum for a campus with 1100 students and 75 teachers. Duties include:
 - Work with teachers and students on various technology projects Serve as campus webmaster
 - Provide on campus staff development for teachers, as well as participating as a presenter at a district wide Technology Camp, aimed at increasing teacher use of technology
 - Coordination of college readiness programs
- **Department Coordinator/Science Dept. and Teacher** at Pat Neff, a Title 1 Middle School in Northside ISD, San Antonio, TX, 2005 – 2010.
 - Supervise department of 8 Science teachers, grades 6 – 8
 - Lead team to plan and deliver lessons according to TEKS and NISD curriculum.
 - Through departmental planning initiatives, our diverse population of students saw improvement in Benchmark/TAKS test scores throughout the years of my tenure.
- **Consultant/Curriculum Writer, Voelcker Biosciences Teacher Academy, and the Teacher Enrichment Initiatives at the University of Texas Health Science Center at San Antonio**, June 2009 – 2011
 - Participated as teacher/leader on committee to pilot/organize consortium of science teachers in San Antonio area
 - Wrote curriculum integrating neuroscience and addiction research for middle and high school aged students

Educational Experience:

- M.Ed, Instructional Technology/Distance Education, Texas Tech, Lubbock, TX
- B.S. Nutrition/Foodservice Management, VA Tech, Blacksburg, VA
- Educator since 2005, with the following teaching certifications
 - **Technology Applications**, EC – 12
 - **Family & Consumer Science** Composite certification covering Nutrition, Human Growth and Development, Housing & Interior Design
 - **4 – 8 Grade Generalist** please note this certification covers same competencies as English/Language Arts, Science, Math, and Social Studies
 - Accounting Courses, Northern Virginia Community College

Additional Professional Experience:

- **Bookkeeping Consultant**, San Antonio, TX: 2003-2005: provide accounting and administrative services, software installation, and training to several small businesses, including home builder, CPA, and interior design/window covering business
- **Catering/Foodservice Management**, Boerne, TX: 2004 – 2006: assist local restaurant, Trinity Café, with training, management, and marketing.
- **Drapery Designs, Etc.**, Springfield, VA: 1996 – 2003: **Business Manager** of interior design firm specializing in fabrication of window treatments and home furnishing. Interfaced with interior designers in project planning and instruction.
- **LC Technologies**, Fairfax, VA: 1988 – 1997: **Controller** of high technology computer development firm, developing innovative eye operated computer
- Prior experience: worked for several corporations in managerial capacity involving accounting/foodservice.

Leadership/Facilitator Positions with Children & Adults:

- Designed, planned, and conducted local **Cooking Camp** for children ages 6 – 12.
- Facilitator of **book discussion group, cook and coordinate breakfast volunteers** St. Helena's Episcopal Church, Boerne, TX
- Head **Girl Scout leader** of large Girl Scout troop (approximately 25 girls) of various ages, planned activities, crafts, based on badge curriculum, served 7 years
- **Active in Cub Scouts and Boy Scouts**, planned activities based on merit badge curriculum for various ages of boys, 1st – 6th grade, served 6 years
- **Sunday School teacher**, 3 year olds, Good Shepherd Episcopal Church, Burke, VA, planned activities and crafts based on curriculum, served 3 years
- Conducted various enrichment programs at elementary school level, including **computer workshops and book discussion groups**, served 5 years