

TAMMY HOFFER
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EDUCATION

Master of Science Special Education Strategist, University of North Dakota, Grand Forks, ND, August, 2010

Bachelor of Science in Business Education with a minor in ***Physical Education***, Dickinson State University, Dickinson, ND, April, 1992

CERTIFICATIONS

ID Consultant K-12, SLD Consultant K-12, ED Consultant K-12, SPED Strategist 7-12, Business Education 7-12 and Physical Education (includes Adaptive Physical Education)

PROFESSIONAL EXPERIENCE

University of North Dakota, Grand Forks, ND, August 2016 – Present

Instructor, Special Education Program, Department of Teaching and Learning

- Teach and co-teach online graduate level courses: SPED 506 Introduction to Emotional Disorders, SPED 555 Advanced Methods of Emotional Disturbance, SPED 578 Behavior Management, SPED 551 Advanced Assessment.
- Work collaboratively with UND professors in developing and delivering curriculum, lessons, and materials for online coursework using the Blackboard platform.
- Provide students timely feedback through Blackboard grade center, email, Blackboard, video and telephone conferencing.
- College of Education Human Development (CEHD) Finance Committee: helped develop proposal for merit-pay plan for faculty pay increases.
- Strategic Enrollment Recruitment Marketing (SERM) Committee: work collaboratively to plan marketing events and campaigns for the college.
- SPED Marketing Committee: plan and produce marketing materials, social media posts, event booths, and email marketing for the program.

University of North Dakota, Grand Forks, ND, June 2015 – August 2016

Adjunct Instructor, Special Education Program, Department of Teaching and Learning

- Teach and co-teach online graduate level courses: SPED 551 Advanced Assessment, SPED 555 Advanced Methods of Emotional Disturbance, SPED 578 Behavior Management.
- Work collaboratively with UND professors in developing and delivering curriculum, lessons, and materials for online coursework using the Blackboard platform.
- Provide students timely feedback through Blackboard grade center, email, Blackboard Instant Messenger, and telephone conferencing.

Beach High School, Beach, ND, August 2007 – August 2016

Special Education Teacher, Grades 7-12

- Manage and administer Special Education services to a caseload of 25-35 students per year for students with emotional disorders, learning disabilities, and intellectual disabilities.

- Lead team meetings and develop Individual Education Plans and Intervention Plans for students identified with special needs.
- Collaborate with general education teachers and paraprofessionals to provide ongoing accommodations, learning strategies, and supports in the general education classrooms for students on IEP's and Intervention Plans.
- Conduct curriculum based assessments and monitor students' progress toward meeting IEP goals and objectives.
- Implement and teach multiple modified parallel curricula including math, reading, English, science, and social studies in the resource room for students whose education needs cannot be met in the general education classrooms.
- Provide remedial and tutorial instruction for students in all subject areas in the resource room.
- Develop and administer functional behavior assessments, behavior intervention plans, and necessary skills training to students in need of emotional and behavioral supports.
- Work collaboratively with the Day Treatment Program in delivering instruction to and implementing strategies for students with emotional disturbance or specific learning disabilities.
- Participate actively on the Building Level Support Team to identify students in need of additional academic or emotional support and work with the team to design and implement academic and/or behavior interventions to increase students' success in the general education classrooms.
- Supervise, train, and lead a team of six paraprofessionals and coordinate two resource room teachers in providing accommodations, strategies, and curricula to students with special needs.
- Teach summer school physical education classes and provide modifications/accommodations to students with special needs by utilizing co-operative learning strategies.
- Assistant Girls Basketball Coach and Junior High Track Coach.
- Yearbook Advisor

Douglas County High School, Minden, NV, 1992-1996

Business Education Teacher, Grades 9-12

- Taught word processing, accounting, and business law to aspiring business students.
- Collaborated with colleagues and area business leaders to design and implement "The Company" to assist students in developing sought after work skills in a real office setting.
- Co-advised the Future Business Leaders of America club.
- Head Girls Basketball Coach, 1994 -1996

OTHER WORK EXPERIENCE

West Plains Implement Company, Beach, ND 1996-2001 and 2003-2007

Advertising and Marketing Coordinator

- Developed advertising and marketing campaigns for print, radio, television, and Internet to increase implement and parts sales for four store locations.
- Planned and facilitated successful employee training workshops, holiday events, the annual antique auction, company open houses, and various other community events sponsored by the company.

- Wrote the company newsletter and launched the first West Plains Implement website.