

CURRICULUM VITAE

Jamie D. Johnson

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SUMMARY

Enthusiastic, conscientious professional educator with strong information technology, business expertise, and organizational skills who cares about the overall education of diverse learners. The ability to provide quality education through research-based instructional strategies and methods, foster a safe learning environment, and integrate emerging technology in curriculum design and development through current educational strategies.

DEGREES

Ed.D. Instructional Technology and Distance Education
Curriculum and Teaching
Nova Southeastern University, Fort Lauderdale, Florida

Dissertation: *Factors Affecting the Diffusion of Distance Education at Three Historically Black Colleges and Universities in Texas*

M.Ed. Business Education
Indiana University of Pennsylvania, Indiana, Pennsylvania

B.S. Secondary Education—Business Education
Indiana University of Pennsylvania, Indiana, Pennsylvania

ADMINISTRATIVE EXPERIENCE

Denver Public School District, Montbello High School Summer
Denver, CO 2004

Assistant Principal

Planned and organized administrative responsibilities, teacher duties, and student activities.

- Wrote informal teacher evaluations.
- Supervised students' breaks.
- Maintained daily students' attendance records.
- Developed teacher evaluation rubric.
- Utilized conflict resolution strategies for student misconduct.
- Trained new summer school assistant principal.
- Conducted parent and student conferences.

Denver Public School District, Montbello High School and Rachel B. Noel Middle School 2001 –
Denver, CO 2002

Middle/High School Administrative Intern

Planned and organized administrative responsibilities, teacher duties, and student activities.

- Planned, organized, and coordinated the IOWA and Aprende Tests for Reading and Writing and Six-Trait Writing Sample.
- Planned, organized, and coordinated CSAP (state assessment) activities.
- Conducted CSAP Teachers Workshop
- Initiated and implemented College Prep Program.

- Planned, organized, and coordinated Academic Awards Program.
- Maintained students' records for discipline office.
- Served on personnel subcommittee.
- Created personnel subcommittee rubric.
- Interviewed and evaluated teacher candidates for teaching vacancies.
- Created and published staff newsletter.
- Job Fair Recruiter for Denver Public Schools.
- Created and planned Orientation Day and 1st Day Planning Activities.
- Designed and planned evacuation procedures.

INTERNSHIP EXPERIENCE

Bath Spa University
United Kingdom

Fall 2014

Learning Design Staff Intern - Collaborated virtually with a Learning Technologist and Senior Lecturer to design and develop an online learning module using learning theory and instructional design principles for a Blackboard learning management system. Converted face-to-face activities into online interactions for students and Senior Lecturer by integrating web 2.0 tools such as videos. Developed deliverables including storyboards and tutorials for using technology tools. Conducted usability testing for the completed module.

TEACHING EXPERIENCE

San Jacinto College District
Pasadena, TX

2011 – Present

Adjunct Professor-Business Office Technology and Business Administration

Facilitate business office technology curriculum in both virtual and classroom environments

Responsible for teaching the following courses

Credit Side

- Introduction to Accounting
- Business Computer Applications

San Jacinto College District-- Continuing Professional Development

Non-credit side

- Bank Teller Fundamentals
- Digital Literacy
- Keyboarding Camp
- Introduction to Accounting (Payroll Specialist Program)
- Accounting for Small Business
- Financial Skills for Non-Financial Employees

San Jacinto College District
Pasadena, TX

2011 – Present

Instructional Designer

- Create and deliver web-based and blended courses on Blackboard
- Develops education materials in written and electronic form to enhance the use of distance learning strategies
- Implement best practices in blended and fully online course delivery.
- Implement principles and methods for on-line learning, including course development and curriculum

Fort Bend Independent School District, Thurgood Marshall High School
Sugar Land, TX

2007 – 2011

High School Teacher--Business

Facilitated business office technology curriculum in a classroom environment

Responsible for teaching the following courses

- Accounting, Banking and Financial Services, College Now Accounting (dual credit), Introduction to Business, Business Information Multimedia Management, Virtual Business, Business Information Management, and Web Mastering
- Business Professional of America (BPA)—Co-Advisor
- UIL Accounting Coach

Houston Community College
Houston, TX

2008 – 2009

Adjunct Professor--Business Administration (Accounting)

Facilitated business administration curriculum in a classroom environment

Responsible for teaching the following courses

- Introduction to Accounting
- Computerized Accounting (Peachtree and QuickBooks)

Denver Public School District, Montbello High School/East High School
Denver, CO

1997 – 2007

High School Teacher—Business

Facilitated business office technology, marketing, and business administration curriculum in a classroom environment

Responsible for teaching the following courses

- Business, marketing, and technology courses.
- District Curriculum Plan Developer for Career and Technology - collaborated in developing business and marketing curriculum objectives and assisted with drafting and revising academic plans.
- Assisted in writing business and marketing standards for Denver Public School District
- Piloted insurance program and sat on insurance executive board.
- Inserved John Ehrect High School business teachers for insurance program (New Orleans, LA).
- Served one term on teacher task force to redesign insurance curriculum for high schools.
- Supervised Career Connection Experience (Student Internship)
- FBLA and DECA Advisor
- Chairperson of the Business/Marketing Education Department
- Operated and controlled business/marketing department budget (\$116,000).
- Wrote grants for Perkins funds (\$116,000) to revitalize business/marketing department.
- Webmaster- created and updated school website to communicate with and provide resources for staff, parents and community members

Johnson and Wales University
Denver, CO

2005

Adjunct Professor--College of Education, Division of Career and Technology

Facilitated curriculum development course in a classroom environment

Responsible for teaching the following course to career and technology education majors

- Curriculum design and development

- Denver Public School District, Emily Griffin Opportunity School
Denver, CO 1998 – 1999
Instructor--Business
Facilitated business office technology in a classroom environment
Responsible for teaching the following courses to adult students
- Word Processing (beginning, intermediate, and advance)
 - Data entry
- Denver Business College 1996 – 1997
Denver, CO
Instructor--Business and Technology
Facilitated business office technology in a classroom environment
Responsible for teaching the following courses to adult students
- Word Processing (beginning, intermediate, and advance)
 - Accounting
- Adams County School District 14, Adams City Middle School 1996 – 1997
Commerce City, CO
Middle School Teacher--Technology
Facilitated computer literacy course in a classroom environment
Responsible for teaching the following course to middle school students
- Taught Computer Literacy and productivity tools to middle school students.
- DuBois Area School District, DuBois Area High School 1989 – 1996
DuBois, PA
High School Teacher—Business
Facilitated business office technology and business administration curriculum in a classroom environment
- Responsible for teaching the following courses to high school students: Introduction to Business, Keyboarding, Shorthand, Computer Literacy and Word Processing FBLA Advisor.
 - Responsible for training elementary teachers in teaching elementary keyboarding
 - Responsible for developing business curriculum for new course
- Indiana Area School District, Indiana Area High School 1986
Indiana, PA
High School Teacher--Business
Facilitated business office technology in a classroom environment
Responsible for teaching the following courses to high school students.
- Keyboarding and Shorthand
- Indiana University of Pennsylvania 1985 – 1986
Indiana, PA
Adjunct Professor-Business and Office Administration
Facilitated business office technology curriculum in classroom environment
Responsible for teaching the following courses to students:
- Introduction to Business
 - Business Math
- Graduate Assistant** 1984 – 1985
Responsible for assisting instructors in the following courses
- Shorthand and business math courses
 - Supervised computer lab

OUTREACH

PROJECT/Role	PARTICIPANTS	SPONSORSHIP	PERIOD
John Ehret High School: Inservice Facilitator	High School Business Teachers	Insurance Agencies in Colorado and Louisiana	2000

COMMITTEES

- Business Education Curriculum Committee
 • Course Syllabus
 • Standards
 • Pacing and Planning Academic Awards Program, Coordinator
2003, 2004
2001 – 2004
- CSAP Coordinator—Co-SAL
2002 – 2003
2004 – 2005
- CSAP—Committee member
2003 – 2004
- Personnel Subcommittee
2001 – 2005
- Social Committee
2001 – 2005
- College Prep Program, Montbello High School
2001 – 2002
- Conflict Resolution Program (initial stage), Montbello High School
2002
- Taskforce for Insurance Curriculum Redesign
2001

RESEARCH/SCHOLARSHIP

PUBLICATIONS

Refereed Journal Publications

Berry, T, Gonzalez, Y., & Johnson, J. (2012). Promoting interactive classroom instruction and student engagement: Using ICOT to assess technology integration with upper grade students. *Journal of Technology Integration in the Classroom*, 4(1), 29-34.

INVITED PRESENTATION

Johnson, J. D. (February, 2005). *Integrating Technology to Create Games*. Presented at the Career and Technology Education Best Practice Conference, Denver, CO.

Johnson, J. D. & Sills-Brown, A. (June, 2005). I-Safe: Internet Safety Grades K-12. Presented at the Technology in Education Conference, Copper Mountain, CO

Johnson, J. D. & Sills-Brown, A. (June, 2006). I-Safe: Internet Safety Grades K-12. Presented at the Technology in Education Conference, Copper Mountain, CO

Johnson, J. D. (June, 2006). Introduction to Web Page Design. Presented at the Technology in Education Conference, Copper Mountain, CO.

PROFESSIONAL DEVELOPMENT

ACAdemic Learning. Development of online curriculum to interact with students in a distance environment.

PROFESSIONAL ORGANIZATIONS

Association for Educational Communications and Technology	2013 – Present
Delta Epsilon Iota	2015
Delta Pi Epsilon	1985 – Present
• Secretary	1994 – 1996
Kappa Delta Pi	2011 – Present
National Business Education Association	1989 – Present
Pennsylvania Business Education Association	1989 – 1996
Phi Gamma Sigma	2015
Tri-State Business Education Association	1989 – 1996
• Secretary	
• Treasurer	
• President Elect	
• Conference Coordinator	
United States Distance Learning Association	2013 – Present

STUDENT ORGANIZATIONS

Business Professionals of America, Co-Advisor	2007 – 2011
• BPA Volunteer—Thurgood Marshall High School	2012 – Present
Future Business Leaders of America, Advisor	1989 – 2006
DECA, Advisor	1997 – 2006
Phi Beta Lambda, Advisor	1985 – 1986
• Computer Camp Volunteer—San Jacinto Community College	Spring 2013
UIL Accounting Advisor	2010 – 2011

CERTIFICATIONS

- Texas Educator Certificate, Business Education
- Principal Licensure—Certificate 11792
- Pennsylvania Professional Certificate—Certificate No. 92-007444
- Career and Technology Education—Certified
- Microsoft Office Specialist-Word 2007
- Certificate of Professional Development—ACAdemic Learning (Distance Learning), June 28, 2012

TECHNOLOGY SKILLS

- Adobe Design Web Premium
 - Dreamweaver
 - Fireworks
 - Flash
 - Photoshop
- Business Information Management I
- Digital and Interactive Media
- Digital Design for Instructional Technology and Distance Education
- Internet Research
- Distance Education
- Instructional Technology
- MS DOS Operating System
- Audacity Audio Software
- Microsoft Office 2010, 2013 and Windows
 - Microsoft Word
 - Microsoft Excel
 - Microsoft Access
 - Microsoft Outlook
 - Microsoft Power Point
 - Microsoft Publisher
- Peachtree Accounting Software
- QuickBooks Accounting Software
- Web Design (HTML)
- WebCT, Blackboard Learning System, Moodle and Canvas
- Camtasia, Snagit, Blackboard Collaborate, PRS clicker System

RELEVANT COURSES

- Adult and Continuing Education Program Planning
- Assessment Centered Curricular Design
- Curriculum Articulation
- Curriculum and Program Development
- Curriculum Renewal
- Curriculum Teaching and Technology
- Instructional Design
- Instructional Media
- Management and Evaluation of Instructional Technology and Distance Education
- Principles of Distance Education
- Principles of Instructional Technology
- Systems Analysis and Design
- Theories of Learning