



Kevin Wright

Assistant Principal

Aspiring assistant principal completing administrative internship at a 720-student elementary school. Six years of classroom teaching and two years as a grade-level chair, with experience leading PLCs, analyzing benchmark data, and coordinating Tier 2 interventions. Recently completed Oklahoma principal certification coursework.

CONTACT INFORMATION

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EDUCATION

- M.Ed. in Educational Leadership, University of Oklahoma, 2024
- B.S. in Elementary Education, Oklahoma State University, 2018
- Oklahoma Principal Certification (PK-8), in progress, expected 2024
- Oklahoma Elementary Education Teaching Certificate (Grades 1-8), 2018

KEY SKILLS

- PLC facilitation and instructional coaching
- Benchmark and OSTP data analysis (NWEA MAP, iReady)
- MTSS and Tier 2/3 intervention coordination
- Teacher observation and feedback using Marzano framework
- IEP and 504 meeting participation
- Science of Reading and structured literacy
- Parent and family engagement
- Attendance and behavior intervention planning
- PowerSchool and Google Workspace for Education
- Title I program support and compliance
- Restorative practices and PBIS

PROFESSIONAL EXPERIENCE

- **Administrative Intern / Grade 4 Teacher, Oak Ridge Elementary, Tulsa, OK**
2022 – Present
 - Shadow principal 8-10 hours per week across teacher observations, parent conferences, and IEP meetings; led 14 informal walkthroughs in spring 2024.
 - Coordinate the school's attendance team and lowered chronic absenteeism by roughly 6 points across grades 3-5 over one school year.
 - Teach a self-contained Grade 4 class of 26 students; class outperformed grade-level average on OSTP reading by 9 points.
 - Co-facilitate monthly staff PD on small-group reading instruction with the literacy coach.
- **Grade 2 Teacher, Oak Ridge Elementary, Tulsa, OK**
2018 – 2022
 - Served as grade-level chair for two years; led weekly PLCs and common assessment review.
 - Piloted a structured literacy block aligned to the Science of Reading; adopted school-wide in 2022.
 - Mentored one student teacher from the University of Tulsa during 2021-2022.

- Staff professional development design and delivery