

Zinab Muñoz, Ed. D.

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OBJECTIVE

Pursuing consulting roles that allow me to utilize my strategic planning, emotionally intelligent leadership and unique P-20 expertise to maximize student and community achievement, through the development and preparation of high-quality, effective educators and strategic institutional partnerships.

EDUCATION

TEXAS TECH UNIVERSITY

Doctor of Education in Educational Leadership, August 2014-August 2017

- 3.82 GPA
- Superintendent of Dallas ISD and Dallas County Community College District President participated on Dissertation Committee

DALLAS BAPTIST UNIVERSITY

Master of Education in Educational Leadership, December 2012

- Graduated with 3.97 GPA
- Administrative Internship completed at Lively Elementary, Spring 2012

UNIVERSITY OF TEXAS AT ARLINGTON

Bachelor of Business Administration in International Business in Spanish, May 2008

- Graduated with a 3.26 GPA
- Member of Phi Sigma Theta National Honor Society
- Attended a summer course in Valladolid, Spain in 2007

RESEARCH

Educational Leadership for a New Model of Engagement: A Case Study Analysis of the Dallas ISD and Dallas Community College District Collegiate Academies Partnership- Dissertation, 2017, Texas Tech University

Pilot Study on the Impact of the 2+1 TechTeach Teacher Preparation Program on Developing Effective Qualities in Pre-Service Teachers and Their Alignment with Principals' Expectations- 2015, Texas Tech University

Building Foundations for Mathematical Proficiency: Developing Number Recognition Skills in Underachieving First Graders- 2014, Dallas Baptist University

CERTIFICATION

Principal EC-12 valid through January 2021

Generalist 4-8 valid through January 2021

Generalist EC-4 valid through January 2021

Bilingual Education Supplemental- Spanish valid through January 2021

PROFESSIONAL EXPERIENCE

DALLAS COUNTY COMMUNITY COLLEGE DISTRICT

Human Development Adjunct Faculty at Eastfield College, January 2018- Present

- Engage adult learners in learning effective college success strategies
- Deliver high-quality, effective instruction to guide students in developing successful life habits
- Assess student mastery using ongoing formative and summative assessment
- Analyze assessment data to reteach and guide students towards mastery

ESL Instructor at Eastfield College, January 2017-December 2017

- Engage adult learners in effective language learning strategies to maximize their English proficiency in listening, speaking, reading and writing
- Deliver high-quality, effective instruction
- Incorporate best practice English Language Learner strategies in activities and instruction
- Assess student mastery using ongoing formative and summative assessment
- Analyze assessment data to reteach and guide students towards mastery

References: Ms. Lauren Young, Human Development Program Coordinator
512.417.4119, LaurenYoung@dcccd.edu

Dr. Javier Olguín, Pleasant Grove Campus Executive Director
972.860.5306, JavierEOlguin@dcccd.edu

Ms. Dora Pacheco, Continuing Education Program Coordinator
972.860.7346, DoraPacheco@dcccd.edu

TEXAS TECH UNIVERSITY

Educational Leadership Adjunct Graduate Faculty, January 2018- Present

- Course instructor: EDLD5385 Teams in Educational Leadership
- Engage aspiring principals in learning how to lead effective Professional Learning Communities (PLCs)
- Prepare graduate students for state principal certification exam
- Assess student mastery using ongoing formative and summative assessment
- Analyze assessment data to reteach and guide students towards mastery

TechTeach 2+1 Institutional Partnership Liaison, August 2015-Present

- Build and maintain excellent, effective 2+1 TechTeach partnerships with Dallas, De Soto, Grand Prairie, Fort Worth ISDs
- Build and Maintain excellent partnerships with all colleges of Dallas County Community College District and Tarrant County College District
- Recruit high quality students for the 2+1 TechTeach program in the above mentioned school districts
- Increase the Dallas Fort Worth 2+1 cohorts' size, quality and retention of highly-qualified graduates as teachers in the partner districts
- Establish and sustain Early College High School partnerships, including designing coursework and transfer pathways, building support systems and educating students and parents in community presentations and through advisement
- Provide advisement and counseling to prospective and current teacher candidates in the 2+1 TechTeach program
- Course instructor: EDLL 4000 Student Teaching

References: Mrs. Donna Brasher, Assistant Director Student Services, and Certification Officer
806-834-2518, donna.brasher@ttu.edu

Dr. Scott Ridley, Dean of the College of Education
806-834-1431, scott.ridley@ttu.edu

TechTeach 2+1 Program Site Coordinator and Instructor, July 2014-August 2015

- Course instructor: EDBL 3300 *Introduction to Teaching* and EDLL 4000 *Student Teaching*
- Establish excellent relations with partnering campuses, Dallas ISD and Mountain View Community College
- Serve as a liaison between Texas Tech faculty and staff, DISD central and campus administration, Mountain View Community College administration, teacher candidates, and mentor teachers
- Supervise and evaluate up to 30 teacher candidates per cohort
- Provide support to teacher candidates and mentor teachers in sharing co-teaching, co-planning and co-assessment responsibilities.
- Observe and evaluate candidates' instructional ability via weekly walkthroughs and 4 performance assessment cycles
- Provide feedback to teacher candidates and monitor for growth and development

References: **Dr. Kathryn Button; Co-Director, US PREP Grant**

806-834-2620, kathryn.button@ttu.edu

IRVING ISD

TJ LEE ELEMENTARY SCHOOL,

Bilingual/ESL Summer School Supervisor June 2014

- Coordinate and supervise curriculum implementation.
- Oversee instruction, teacher effectiveness and classroom management.
- Organize and maintain campus facility.
- Keep accurate student attendance and payroll records.
- Create schedules for lunch, enrichment classes and paraprofessionals.

Reference: **Ms. Tina Dugan, Elementary World Languages Coordinator**

817-320-1704, tbeene@irvingisd.net

FARINE ELEMENTARY SCHOOL

Administrative Liaison July 2013 - Present

- Observe teaching methods to provide constructive coaching and to determine areas where improvement is needed.
- Model lessons for teachers and co-teach.
- Plan and lead professional development activities for teachers and staff.
- Facilitate data review PLCs
- Confer with teachers and students individually to review performance data and set goals for beginning, middle and end of year assessments, and STAAR.
- Coordinate, and oversee campus implementation of Student Success Process, district's Response to Intervention process.
- Campus LPAC coordinator and TELPAS testing coordinator.
- Facilitate special education-related activities such as ARD meetings, and provide support to teachers, case managers and special educators.
- Textbooks coordinator- keep accurate inventory, issue new materials and identify and fulfill needs.

Reference: **Dr. Shannon Cole; Elementary Principal**

972-816-5578, scole@irvingisd.net

TOWNSELL ELEMENTARY SCHOOL

Bilingual/ESL Summer School Supervisor June 2013

- Coordinate and supervise curriculum implementation.
- Oversee instruction, teacher effectiveness and classroom management.
- Keep accurate student attendance and payroll records.
- Create schedules for lunch, enrichment classes and paraprofessionals.

Reference: **Ms. Karen Lopez, Elementary World Languages Coordinator**

970-405-0500, karenlopez44@icloud.com

HANES ELEMENTARY,SCHOOL

Bilingual Gifted and Talented Teacher June 2012 - June 2013

- First Grade Bilingual Gifted and Talented Teacher
- Member of District Language Arts Resource and Curriculum Correlation Team.
- Geography Bee Sponsor.
- Hanes Elementary PTA Board Member: Historian.
- Creator and Editor of School Board Appreciation video on behalf of the school.

Reference: Ms. Carmen Derrick, Elementary Principal
817-239-3641, cderrick@irvingisd.net

LIVELY ELEMENTARY SCHOOL

Bilingual Gifted and Talented Teacher August 2008 - June 2012

- Fifth Grade Bilingual Gifted and Talented Teacher
- Third Grade Bilingual Teacher
- Administrative Internship- Spring 2012.
- Campus Bilingual Lead Teacher 2011-2012, member of the LPAC team.
- Student Celebrations Team Leader 2009-2012.
- Co-creator, actor and editor of "Wacky Word of the Week" a weekly academic vocabulary show broadcast on the morning announcements during 2008-2011.
- Creator of and Sponsor for a campus-wide fundraiser for disaster relief in Haiti 2010.

Reference: Ms. Patt Notgrass, Elementary Principal
972-998-3347, pnotgrass@aol.com

ADDITIONAL SKILLS

- Fluent in listening, speaking, reading and writing English, Spanish and Arabic
- Positive, inspirational leadership; emotional intelligence and persuasive interpersonal communication style; natural relationship builder
- Proficiency in qualitative research skills
- Goal-oriented; takes pride in setting high standards, and exceeding goals and targets
- Strong problem solving skills; ability to make quick, effective decisions to achieve desired outcomes
- Receptiveness to feedback, growth mind-set
- Proficient with technology, applications and social media; skillful video editing abilities
- Dedicated to delivering a world-class experience to every stakeholder; driven by a business and customer service background