

# KARA FREEMAN

kara.t.freeman@gmail.com  
(972) 246-9491

10131 Cimmaron Trail  
Dallas, TX 75243

---

**Education** Texas A&M University, College Station, Texas, July 2015-May 2018  
Master of Science in Mathematics

Berry College, Mount Berry, Georgia, August 2005-May 2008  
Bachelor of Science in Mathematics, Summa Cum Laude

---

**Employment** **Parish Episcopal School, Dallas, TX**

**History** *Math Teacher*, Fall 2014-present

- Serve as an advisor to a small group of students during their four years in the upper school
  - Attend daily chapel and meet three times a week with the purpose of fostering positive relationships between myself and the students and among the students as a group
  - Serve as an advocate and guide as students navigate through course selection, their relationships with their academic teachers, diversity and wellness trainings, honor council hearings, etc.
  - Hold student-led parent/teacher conferences twice a year and write an annual letter to parents
- Engage in self-reflection and professional growth opportunities, which are updated and evaluated online in a Professional Learning Individual Plan
- Provide detailed feedback through online comments for student and parent viewing
- Design and implement curriculum for the following courses:
  - AP Calculus BC 2014-present
  - Trigonometry and Statistics 2016-present
  - Precalculus Honors 2016-present
  - Multivariable Calculus 2016-2017
  - Algebra 1 2014-2016

**Richardson Independent School District, L.V. Berkner High School, Richardson, TX**

*Math Department Head*, Fall 2012-Spring 2014

- Managed department of 25 math teachers
- Attended regular meetings with the Secondary Math Curriculum Director to work with the district math curriculum specialists and other district math department heads and relay information to and from the department
- Attended regular meetings with the campus Instructional Leadership Team, held by the head principal, to work with other campus department heads and relay information to and from the department
- Communicated with district math curriculum specialist and campus instructional specialist
- Worked directly with the evaluating Assistant Principal over the math department
- Planned and led monthly department meetings
- Planned and led staff development trainings for the math teachers on Berkner's campus as well as the math teachers on the elementary and junior high feeder schools
- Planned and implemented remediation for targeted students; this included, but was not limited to, tutoring plans/contracts, parent contact, before/after school and lunch tutoring, pull-out tutoring, and Saturday schools

*Math Teacher*, Fall 2008-Spring 2014

- Designed and implemented curriculum for the following courses:
  - Algebra 1                    2008-2014
  - ESL Algebra 1            2009-2014
  - AP Calculus BC          2010-2014
  - AP Calculus AB          2013-2014
  - Pre-AP Precalculus      2009-2010
  - Algebra 1 Block          2009-2010
  - Geometry                  2008-2009

**University of Texas at Dallas**, Richardson, TX

*Texas PreFreshman Engineering Program (TexPREP)*, Summers 2011 and 2012

- Taught Intro to Probability and Statistics, part of the Year 3 curriculum of the four-year program
- Developed and implemented curriculum, with a strong focus on technical writing

***Related  
Experience  
in Education***

**Student Engagement Committee Member**, Parish Episcopal School, 2015-present

Design, implement, and analyze prototypes of student schedules in order to maximize student engagement during the school day

**Upper School Scheduling Coordinator**, Parish Episcopal School, 2015-present

- Organize course registration for approximately 400 upper school students
- Design upper school master schedule, including individual teacher and room schedules

**SAT Prep Class**, Richardson Independent School District, 2010-2014

Taught a course each semester for students to prepare for the math section of the SAT

**National Honor Society Sponsor**, L.V. Berkner High School, 2010-2012

Managed membership of over 200 students

**Algebra 1 End of Course (EOC) Test Analysis Committee Member**, Austin, TX, 2010

Analyzed test questions to be approved for the Algebra 1 EOC Exam for the State of Texas Assessment of Academic Readiness (STAAR)

**Curriculum Writer**, Richardson Independent School District, 2009-2010

Developed curriculum for RISD to align with Algebra 1 Texas Essential Knowledge and Skills

***Certifications***

- Mathematics 8-12, Texas
- English as a Second Language Supplemental, Texas