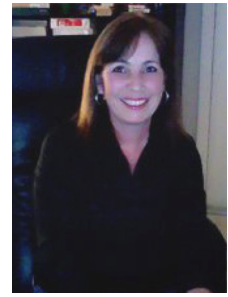


**Sandra Toth**  
Resume  
[sjtoth2012@icloud.com](mailto:sjtoth2012@icloud.com)  
352.201.8665



## **Education**



Master of Arts in Educational Technology (MAET)  
Michigan State University  
Florida, Online, May 2014  
Major: Educational Technology



Bachelors of Science  
University of South Florida  
Florida, May 1988  
Major: English Education



Associates of Arts  
St. Petersburg Junior College  
Florida, May 1986

## **Certification**

FL, IL, MO, and CO -Professional Educator's Certificate/English-Grades 6<sup>th</sup>-12<sup>th</sup>

## **Certificate**

Educational Technology Certificate, Michigan State University-2012

## **Professional Experience**

**Online High School English Teacher, Teacher Trainer, & Editor, October 2010-Present**

K12.com/fueleducation

<http://www.k12.com/>

- **Teacher**-I am currently teaching Creative Writing, Journalism, Public Speaking, British Literature and Composition, American Literature and Composition/Grades 9th-12th

*Past:*

*Teacher Training Team-I instructed teachers how to use our LMSs (eCollege & Blackboard) and graded teacher assignments in our training courses. I also held open house sessions that provide synchronous support for teachers.*

*Mentor-I mentored new teachers, helping them to get started teaching online.*

*Interviewing Team-Interviewed potential new hires*

*Production Lead Team-Editor*

**High School English Teacher, 1988-1990**  
**Schuyler R-1 High School, Queen City, MO**

- Teacher-Taught American Literature, Grammar, Speech Communications, and Writing Composition to 9<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> graders
- Conducted individual student conferences
- Incorporated new texts into standard curriculum
- Organized cooperative learning activities
- Chaperoned field trip and school dances
- Tutored students seeking guidance with course work
- Coached basketball cheerleading year

**Student Teaching, 1988**

- Kennedy Middle School, Clearwater, FL
- Taught American Literature, Writing, and Grammar to 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders
- Wrote and taught own lesson plans
- Tutored students and chaperoned dances
- Designed and painted classroom and school bulletin boards

**Related Experience, 1990 –2007**

- Have successfully homeschooled my 4 daughters for the last 21 years
- Started and ran my own homeschooling support group for 3 years
- While running my support group I arranged for educational speakers to lecture and for guest teachers to give workshops
- Wrote, designed, and published monthly newsletters for my homeschool support group

- Completed two continuing educational courses, summer 2009: EME 2040 Introduction to Educational Technology and DEP 2004 Human Growth and Development

## **Computer Skills**

Mac Computer, Windows Computer, Mac iPad, Blackboard LMS, eCollege LMS, Blackboard Collaborate, Windows/Macintosh, MS Word, MS PowerPoint, Adobe Photoshop, Excel, Desktop Publishing, Email Applications, Internet Browsers, MS Office, Websites, Blogs, iMovie, Audacity, Prezi, Google Docs, Glogster, and more

## **Hobbies**

Computers, photography, reading, piano, drawing, gardening, & cooking

## **References**

### **Dr. Lisa Collins**

K12/ FuelEducation  
Senior Director, Instruction  
2300 Corporate Park Drive  
Herndon, VA 20171  
Phone: 855.228.6070 x5975  
Email: [lcollins@getfueled.com](mailto:lcollins@getfueled.com)

*Dr. Collins is my head supervisor.*

### **Tim Boylan**

Instructional Manager  
K12/ FuelEducation  
2300 Corporate Park Drive  
Herndon, VA 20171  
Phone: 866.283.0300 ext. 4759  
Email: [tboylan@getfueled.com](mailto:tboylan@getfueled.com)

*Mr. Boylan is my manager and oversees my teaching responsibilities.*

### **Tracy Harelson**

K12/ FuelEducation  
Production Manager, Client Services  
2300 Corporate Park Drive  
Herndon, VA 20171  
Phone: 866.912.8588

Email: [tharelson@getfueled.com](mailto:tharelson@getfueled.com)

*I worked with Ms. Harelson on the Teaching Training Team and the Production Team.*

**Dr. Dennis Walker**

Physician, Citrus Cardiology Consultants, P.A.

308 W. Highlands Blvd

Inverness, FL 34452

Phone: 352.726.8353

*Personal Reference*

**Jamie Lillard**

District Sales Manager for Central Florida Home Health, LLC

P.O. Box 908

Lecanto, FL 34460

Phone: 352.586.4117

*Personal Reference*