

Ramona Leah Gore

Summary of Qualification

Texas A&M – Commerce

Ten plus years' experience teaching within the BAAS and BGS programs as adjunct instructor.

Texas A&M – Commerce – TRIO

Ten plus years' experience – Finance/Career/Senior College Readiness

Subjects relating to business, finance, personal finance, career, and senior readiness are taught to Grades 9th thru 12th enrolled in the TRIO/Upward Bound.

Sulphur Bluff ISD – Dean of Students

Four years' experience as Counselor, District Testing Coordinator, District UIL Director, and Director Of Special Services.

- Eight years' experience teaching self-contained all level Life Skills for severe/profoundly retarded and handicapped elementary and secondary school students. Behavioral students are also incorporated into the room so that I may assist in tutoring and incident interventions.
- Five years experience teaching junior high and high school being responsible for nine varied interdisciplinary subjects.
 - Part-time: Seventeen years' experience tutoring high school students for exit level examinations in all core subjects. Thirteen years' experience teaching summer school for academically challenged elementary and high school students.
- Assistant Registrar responsible for coordination of all processes for commencement including certification of all students for graduation.
- Eighteen plus years' experience providing a wide range of services to university personnel and students in provision of Admissions and Employee Services including benefits and related functions. Human Resource Management, Case Management, and Program Development experience in diverse security-sensitive settings including all benefits offered to over 1400 Texas A&M participants and dependents.
- Supervisory, Training, and Field Research experience working with multicultural populations
- Experience in Employment/Financial advisement and longitudinal tracking of University students using MS Windows, MS Office, University Mainframe (Cagle-TELNET) and various PC system applications

Education

Texas A&M University at Commerce

May 2008

Master of Education: *Curriculum and Development*

Texas A&M University at Commerce

August 1999

Bachelor of Science: *Counseling* Minor: *Interdisciplinary Studies*

Paris Junior College

May 1989

Associate of Science: *Psychology*

Teaching Certifications

Certification: *Career and Technology*

July 2004

Certification: *English as a Second Language Proficiency Rater*

Spring 2006 to present

Certification: *Office Education Grades (6-12)*

May 2006

Certification: *EC-4 Grades Generalist*

November 2006

Certification: *All Level; Special Education*

January 2007

Certification: *English as a Second Language Supplemental*

February 200

Certification: *Family & Consumer Science- Composite*

May 2009

Certification: *Speech (7-12)*

February 2015

Certification: *Restraint Training*
Licensure: *CDL Texas Drivers License*

January 2011
January 2006

Special Training/Courses
Masters of Business and Administration
Currently Being Pursued

(Mgt. 501) Distribution Management for Global Markets (Mgt. 589) New Business Ventures
(Mgt. 589) Global Entrepreneurship (Mgt. 587) Executive Development
(Mgt. 590) Global Competiveness (Fin. 501) Finance for Decision Makers
(Mkt. 521) Marketing and Management
Integrating Technology/Computer Apps.

Related Experience

August 2010 to Present

Texas A&M Commerce –Ten plus years/ experience, adjunct instructor, teaching within the BGS and BAAS Programs, “Organizational Change and Diversity”, “Unselfish Service and Diversity”, “Global Technology an Society”, “Global Business Today” and “Fearless Investigation – Business Research Methodology”.

Professional Experience

July 2015 to May 2019 Retired

Dean of Students
Sulphur Bluff ISD

Responsibilities for this position include all STAAR Testing coordination and administration. In-class experience will encompass guiding the secondary students through Financial Literacy components and Pre-Collegiate Readiness. I serve as master scheduler and provide high school degree plans for all students to graduate successfully. As an administrator. I will also be involved in the process of all teacher evaluations and mentoring conducted on the SBISD campus. Also included, I will serve as U.I.L. Academic and Speaking District Coordinator and coach.

June 2010 to Present

TRIO/Upward Bound/ Senior Seminar Instructor & Personal Finance

Texas A&M Commerce

Individuals ranging from 9th thru 12th grade, first generation college students, are taught the basic skills needed to enter and remain successfully in college. Skills introduced include grade point average calculation, college investigation, application process, scholarship investigation, ACT, SAT, THEA, dorm life, meal plans, curriculum rentals, work-study jobs, loans, grants, financial aid process, Texas Application, and college registration plus much more. **Personal Finance** includes the skills needed to live alone, credit card pros and cons, identity fraud, career investigation, resume writing, interviewing, checking accounts, loans, and the organization of a budget.

August 2010 to Present

Adjunct Instructor

Texas A&M Commerce

Two courses are currently being taught through the Department of Applied Sciences regarding the ever changing dynamics of the workplace and the consumer population relating to diversity and structural reorganization due to the global economic influences. Laws and customs pertaining to this matter protecting employees, companies, and consumers are deeply embedded into the curriculum.

August 2009 to August 2014

Elementary Life Skills Teacher

Lamar Elementary School

All core subjects are taught to students ranging from 1st-4th grade. Life skills are incorporated into the curriculum for life enrichment and personal independence. In-class experience includes working with

individuals that are compromised by mental retardation, learning disabilities, oppositional defiance, anger management issues, self-mutilation, Autism, and emotionally disturbed. I am currently trained in restraint and dealt with young adults that are extremely aggressive and violent.

August 2007 to June 2009

**Secondary Life Skills Teacher
Como-Pickton CISD**

All core subjects taught to a variety of 16 students ranging from 6th-12th grade. Life skills are incorporated into the curriculum for life enrichment and personal independence. In-class experience includes working with individuals that are compromised by mental retardation, learning disabilities, oppositional defiance, anger management issues, blindness, self-mutilation, Autism, Asperger's Syndrome, emotionally disturbed, and Goldenhar Syndrome. I have been trained in restraint and dealt with young adults that are extremely aggressive and violent. Special Olympics Volunteer.

August 2005 to May 2007

**High School Teacher
Sulphur Bluff ISD
High School**

Accounting I and II, Telecommunications Networking, Business Imagining and Multimedia, Theatre Arts

Eighth Grade Teacher

American History, Reading (TAKS 100% passing)

**Seventh Grade Teacher
Science**

August 2004 to May 2005

**Seventh Grade Teacher
Sulphur Bluff Junior High
Theater Arts and Science**

Eighth Grade Teacher

Theater Arts, American History, Literature and Language, and Reading (TAKS 100% passing)

**Special Education Teacher
Third Grade Reading**

February 2003 to August 2004

**Assistant Registrar
Texas A&M University at Commerce**

Responsible for the coordination of all processes for graduation and commencement ceremonies. Provides supervision for daily operations and decisions in the absence of the Registrar and Associate Registrar. Certifies eligibility of students for graduation. Advises students daily with questions and problems regarding their degree program leading to graduation. Responsible for posting degrees, class ranking, dissertation, thesis, honors and academic distinction each semester to the integrated student information system upon completion of degree. Maintains permanent files, degree plans, and certification of all graduates.

October 1999 to January 2003

**Insurance/Retirement Coordinator/Employee Services
Texas A&M University at Commerce**

Responsible for coordination of health insurance and all optional coverage, i.e., dental, life, accidental death, disability, long term care, and tax saver accounts offered at Texas A&M University-Commerce. Maintains all computer data screens (over 20) on Budget, Personnel and Payroll systems that pertain to insurance, bill creation, bank draft, premium collections, enrollment /program changes and dependent data. Corresponds daily both in writing and verbally with Texas A&M System Human Resources Office, retirees, employees, insurance companies, doctor's offices, hospitals, Medicare and others for various insurance concerns and problem solving.

Coordinates application and status of Evidence of Insurability, death claims and Long Term Disability. Creates and implements Summer Enrollment program (June through Oct.) for entire university populous.

Awards and Organizations

Sulphur Bluff Scholarship Foundation Board Member

University Interscholastic League District Coordinator

University Interscholastic League Speak Events State Judge

University Interscholastic League Speaking Events Regional Board Member

University Interscholastic League Excellence Award 2015-2016

East Texas African American Leadership Conference: Dr. Joe Minter Education Award Recipient 2009

Texas A&M University System HR Star Award for Outstanding Customer Service 2003

Suma Cum Laude

Magna Cum Laude

Phi Theta Kappa International Honor Society

Psi Chi National Honor Society in Psychology

Alpha Chi National Honors Society

United Office Personnel Association Scholarship Recipient

M.L. Hazel Scholarship Recipient