

SUSAN RUCKER

16046 CR 241
Tina, MO 64682
(660) 622-4444

EDUCATION

Master's Degree in Information Science and Learning Technologies in Educational Technology	May 2010
University of Missouri Columbia	Columbia, MO
Alternative Teaching Certification	May 2002
Central Missouri State University now University of Central Missouri,	Warrensburg, MO
Business Education Praxis	June 2001
Bachelor of Science Degree in Business Administration	May 1995
Central Missouri State University now University of Central Missouri,	Warrensburg, MO

TEACHING EXPERIENCE

Tina-Avalon R-2 School	Tina, Missouri
<u>Business Teacher</u>	August 1999 to Present
Certification: Vocational Business Ed 9-12, Expiration 2104	
Courses: Accounting 1, Business Management, Business Technology, Computer Applications, Computer Literacy, Desktop Publishing, Introduction to Business, Keyboarding, Multi-Media, Web Page Design.	
Yearbook Advisor	1999 to Present
Future Business Leaders of America Adviser (Chapter Founder)	2004 to Present
Class of 2007 Sponsor	2002 to 2007
<u>Summer School Teacher</u>	Summer 2006 to Present
Resource Students: Worked with students one-on-one.	
Substitute Teacher	
Grades Pre-K through High School	August 1997 to May 1999

HONORS

O'Dell Teacher of the Year Award	December 2005
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PROFESSIONAL RESPONSIBILITIES/ORGANIZATIONS

Maintain School Website	2000 to Present
Maintain Classroom Website	August 2008 to Present
Professional Development Committee	2005 to Present
FBLA Lead Chapter Adviser	2011 School Year
FBLA Missouri Board of Directors	2007 & 2009 School Years
Chair Missouri Business Educators Contest Association	2008
District Chair Northwest Missouri Business Contest	2007
New Teacher Mentor/Buddy	2005-2006 School Year
President Certified Teachers Association	2000-2001 School Year
Vice-President Certified Teachers Association	2000, 2009 to Present
Member of Missouri State Teachers Association	1999-Present
Member of Missouri Business Educators Association	1999-Present

TECHNOLOGY SKILLS

Software Experience: Adobe Acrobat Reader, Adobe Dreamweaver CS3.3, Adobe PageMaker 7.0, Adobe Photoshop CS3.3, CheckPro for Century 21, Dragon NaturallySpeaking 9, Easy Grade Pro, Exam View Pro, iLife 08 & 09, Internet Explorer, Firefox, Safari, Jostens Yeartech, Microsoft Access, Microsoft Excel, Microsoft Outlook, Microsoft PowerPoint, Microsoft Publisher, Microsoft Word, Microtype Multimedia, Netscape Navigator, SIS, SynchronEyes Teacher.
I love technology and I am very eager to learn and teach any new application.

Experience With: Digital Cameras, SMART Boards, Scanners, Writing Tablets & External Audio Devices.

REFERENCES

Dave Garber, Tina-Avalon Superintendent (660) 622-4211

Jana Holcer, Tina-Avalon Principal (660) 622-4211

Lauren Guilkey, Tina-Avalon Counselor (660) 622-4211

Jason Whitt, Norborne Principal (660) 593-3319