

# LENA L LIU

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## SUMMARY

Awarded educator, curriculum specialist, experienced business development consultant, and entrepreneur. Extensive experience in organizational strategy, staff development, and program management. A mission-focused leader and trusted self-starter dedicated to bridging the opportunity gap, empowering school systems and the talent within them to maximize their potential.

## PROFESSIONAL EXPERIENCE

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### Founder

November 2016 to Present

*My Forté Learning, LLC*

- Provide the flexibility in scheduling and personalized curriculum for students who have their own forté (sports, arts, music, dance, etc.)
- Cultivate an intrinsic love of learning through personalized one-to-one instruction of K-12 student.

### Community Day Teacher

September 2017 to June 2018

*California Virtual Academy - Powered by K-12*

- Provided online and in person instruction to 3<sup>rd</sup> through 5<sup>th</sup> grade students throughout California using a blended learning approach
- Design and deliver lessons via Blackboard online learning solution
- Partner with students' learning coaches to provide curriculum support, educational resources and effective delivery modalities
- Build and maintain effective remote relationships with teachers, coaches and administrators
- Manage student progress and evaluations through cutting edge personalized learning platform

### Campus Director

August 2015 to November 2016

*Futures in Education, Inc. - Halstrom Academy*

- Manage all aspects of sales and operations for private school focused on 1:1 learning which serves students with unique needs in grades 6-12
- Directly supervise staff of up to 12 full and part-time employees including training, conducting performance reviews, processing payroll and facilitating all aspects of professional development
- Create and develop lasting relationships with professional resources to address student needs outside of the classroom, including therapists and clinicians
- Meet and exceed sales goals through outreach to local schools, community and parents on the West Side of Los Angeles
- Create and launch programs to foster campus culture and engage students in extracurricular activities
- Meet all requirements and maintain good standing with all creditors and approving organizations, including WASC, NWAC, NCAA and UC
- Maintain and update Salesforce database of over 500 to track leads and points of contact

### Director of Education

May 2012 to July 2015

*Franklin Educational Services*

- Matched instructors for 1:1 academic support and educational therapy to children of high-profile clientele
- Conducted intakes and evaluated neuropsychological evaluations and IEPs to determine appropriate services and application of Laurel Springs curriculum and ensure students met grade-level academic standards
- Managed operations of learning center which provided on-site instruction to up to 12 students daily
- Created marketing and promotional materials to recruit new students and top-tier instructors
- Recruited and on-boarded all new instructors including orientation facilitation
- Managed assignments for over 150 instructors, educational therapists, and reading specialists through ongoing supervision and instructional resources

- Lead graduate level Academic Management training workshops for all instructors

**Intervention Teacher**

September 2010 to June 2011

*Will Rogers Learning Community*

- Planned and taught Math lessons for 1st-5th grade intervention students to ensure understanding and mastery of basic concepts
- Consulted with parents, administration, and specialists to differentiate instruction and assess students' learning
- Incorporate developmentally appropriate classroom management strategies to accommodate a diverse student population

**6th Grade Founding/Lead Math Teacher**

August 2008 to July 2010

*New Los Angeles Charter School*

- Founded charter middle school focused on social justice which served socially diverse population of students from communities throughout Los Angeles
- Served as Department Head, ensuring students' classroom curriculum aligned with the state standards
- Counseled and guided students to meet their academic, social, and maturational needs
- Taught elective classes including technology, knitting and yoga

**Elementary School Teacher**

August 2006 to August 2008

*Frank Del Olmo Elementary School*

- Recognized as Most Effective Teacher (value-added) by Los Angeles Times based on California Standards Tests scores
- Planned and implemented lessons across content areas including Language Arts, Math, Science, Social Studies, with a language development emphasis
- Developed, designed, and instructed English Language Development to English Language Learners.
- Collaborated with grade-level team and administrators weekly to evaluate student performance and ensure consistency

**Elementary School Teacher**

August 2004 to August 2006

*Commonwealth Avenue Elementary School*

- Provided instruction to 1<sup>st</sup> and 3<sup>rd</sup> grade students in underserved community of Los Angeles
- Engaged with parents and incorporated them into school events and classroom activities to build community
- Evaluated student progress and conducted ongoing assessments to inform future instruction for 20 students

**SKILLS**

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- Educational Platforms: Blackboard, School Pathways, i-Ready, Powerschool Learning, Laurel Springs
- Software: Microsoft Office (PowerPoint, Word, Excel), Macromedia Dreamweaver, Adobe Photoshop, Adobe Acrobat, BestNotes, UCLA and teaching related programs
- Conversational Spanish, Taiwanese; Beginner Mandarin, Japanese
- Classically trained violinist (Jonas Brothers, DaKah Hip-Hop, Mos Def, Common, UCLA Symphony Orchestra)

**EDUCATION**

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**UNIVERSITY OF CALIFORNIA, LOS ANGELES** • Los Angeles, California

*Masters of Education*

*California Teaching Credential:* Multiple Subject Credential (Kindergarten-6th Grade)

**UNIVERSITY OF CALIFORNIA, LOS ANGELES** • Los Angeles, California

*Bachelor of Science:* Psychobiology

**UNIVERSITY OF PHOENIX** • Phoenix, Arizona

*California Teaching Credential:* Single-Subject Credential in Foundational Math