mlarkin1@charlotte.edu

Melissa L. Larkin

Education:

University of North Carolina - Charlotte: Doctorate in Educational Leadership - Superintendency Concentration. Started August 2023, expected completion Fall 2026.

University of Virginia: Masters in Curriculum & Instruction. May 2012. Dean's List. Teacher Assistant for Math Enrichment Program. Graduate Assistant: Office of Admissions for Curry School of Education.

University of South Carolina: BA Elementary Education. May 2011. Magna Cum Laude. Outstanding Senior in Education Award. President & Dean's List. Capstone Scholar & McKissick scholarship.

ULACIT University: Semester abroad-Spring 2009. 12 credit hours, 100 volunteer teaching hours.

Relevant Experience:

University Supervisor & Lecturer

UNC-Charlotte: Cato College- Office of School & Community Partnerships. July 2022- present

- University Supervisor for 15-22 graduate & undergraduate student teachers per semester.
  - Complete an initial visit and 3 observation cycles with feedback and goal setting per student teacher. Collaborate between principals, clinical educators, student teachers, and our office. Teach a monthly seminar based on data and patterns from observations.
    - Data from Course Evaluations:
      - *The University Supervisor facilitated effective conferences with my assigned clinical education and myself: Average Score = 4.69 / 5*
      - *The University Supervisor used seminar to provide useful information and ideas: Average Score = 4.66 / 5*
      - *Overall, the University Supervisor was very effective: Average Score = 4.8 / 5*
  - Led support training for assigned clinical educators.
- Assist all elementary education student teachers in completing edTPA through support sessions that target each task as well as leading an in-person student teacher peer review.
  - edTPA Pass rate: 97.1%
- Manage a caseload of year-long interns and their clinical educators
  - Ensure interns in their semester before student teaching meet hour & course requirements. Present information to interns at live sessions throughout the semester.
  - Communicate with clinical educators to support collaboration among all stakeholders.
- Student Teacher of the Year Committee Chair: December 2024- present.
  - Collect nominations and supporting documents. Lead the committee through the selection process and present awards to selected student teachers.

- ❏ Participate and collaborate in Elementary Education department meetings, Reading and Elementary meetings, as well as Office of School and Community Partnership committees.
    - ❏ Created a compilation of resources then used in coursepack for elementary candidates.
    - ❏ Refined clinical educator training based on survey responses. Created resources to improve clinical educator feedback during the student teaching semester.
- ❏ Support conferences hosted by the university or college with preparation, resources, check-in, moderating sessions, and panel participants.

Professional Development Facilitator

Charlotte Mecklenburg Schools: Crestdale Middle. August 2021- June 2022

- ❏ Professional Development Facilitator for all subject areas (40+ teachers). Collaborated with specialists and administration to improve secondary instruction through data analysis, coaching cycles, and revamping of PLC meetings.
    - ❏ Created professional development for staff meetings, department meetings, and early release afternoons. Targeted student engagement, movement, & ownership of learning. Completed walkthroughs to check implementation of professional development and provide individual feedback to staff.
    - ❏ Modeled PLCs and weekly data meetings for other facilitators. Developed planning templates and data trackers for teachers to utilize during meetings. Led 6-8 science, 7-8 ELA, and 6th grade math PLC's.
- ❏ Mentor Contact & Clinical Educator: Coached 18 beginning teachers.
    - ❏ Supported beginning teachers through co-teaching, individualized planning support sessions based on observation and feedback coaching cycles, and organizing peer observations. Prioritized support based on needs. Created a first semester coaching schedule. Updated support priorities at middle of the year based on benchmarks, MAP, semester grades, and survey data.
    - ❏ Planned monthly mentor and mentee meetings. Created and provided mentor training. Provided monthly records of activity documentation to the district and state.
    - ❏ Facilitated a weekly teacher residency PLC. Completed assignments, provided feedback, and assisted with completion of the edTPA process. Supported this work with weekly walkthroughs, monthly documentation, and regular communication with the teacher residency program.
- ❏ Student Club Coordinator: Created 50 weekly student interest clubs. Coordinated placement of 1,000 students each semester. Utilized surveys and feedback to improve the experience.

3rd-5th Grade Instructional Coach

Chapel Hill-Carrboro City Schools: Seawell Elementary. August 2018 - June 2021

- ❏ Instructional coach for 3rd-5th grade teachers on all subject areas (15 total teachers and 7 teacher assistants). Collaborated with specialists, fellow coaches, administration, and other district positions to improve elementary instruction. Increased ELA, Math, and Science scores across all 3 grade levels with coaching during PLC's, individual coaching cycles, & work as

MTSS case manager.

- ❏ Led the 3rd grade math district PLC through the transition to virtual learning (March 2020) and back to hybrid (Spring 2021). Organized and facilitated monthly meetings that unpacked standards, wrote curriculum aligned to assessments, developed digitized resources for remote learning, provided feedback to my team, and analyzed district data.
- ❏ Standards Based Grading District team member. Overhauled our district's standards-based grading by creating proficiency scales, pacing guides, artifacts, and assessments in alignment with grade level standards. Delivered professional development district wide and school based.
- ❏ 3-5th Grade District Differentiation team member. Created differentiated resources for ELA and Math units, leading to more personalized learning experiences.
- ❏ Elementary Advisory Council member (Coach representative). Met monthly to offer insight and problem solve issues for our district.
- ❏ District Science Committee member (4th grade team). Unpacked standards and created aligned standards based resources.
- ❏ District Math Acceleration Committee member (Coach representative). Met monthly to analyze resources and pathways for students.
- ❏ Completed Fundations Facilitator certification & implemented program with 3rd grade team.
- ❏ Received professional development in William & Mary Gifted, ARC Resources, iReady diagnostics, Equity training, and through attending state Literacy and Math Conferences
- ❏ Collaborated with the Department of Public Instruction on their Curriculum Review and launching of NC Go Open.

Teaching Experience:

Chapel Hill-Carrboro City Schools: McDougle Elementary. Title I School. August 2017-June 2018

4th Grade- All subjects. **www.larkinlearns.weebly.com**

- ❏ MTSS Team Member: teacher representative for 3rd-5th grade Tier II and Tier III students. Helped re-align plans/ goals to MTSS model.
- ❏ Equity Team Member: participated in monthly meetings. Planned events using a diverse lens to improve school outcomes. Ex: Culturally Relevant Walkthroughs, Mix-It-Up Lunches, etc.
- ❏ Guest speaker at beginning teacher meetings for Work/Life Balance (Efficiency), Twitter in Education, & Parent Communication.
- ❏ Trained in Restorative Practices, Equity and Dismantling Racism, & Understanding by Design.
- ❏ Taught 3rd Read to Achieve Summer School. July - August 2018.
- ❏ @LearnwithLarkin: collection of my teaching ideas and experiences through my class Twitter.

Wake County: Yates Mill Elementary. Title I. Exceeded Expected Growth for EVAAS in Multi-Year Trend. May 2012- June 2017

Third Grade- All subjects.

- ❏ Started with 12/24 students labeled Read to Achieve, finished with 2/24 students labeled RTA.
- ❏ MTSS Team Member: case manager for 3rd grade Tier II & III students. Organized meetings/ data updates, assisted in plan writing, and aligned interventions to progress monitoring.
- ❏ SIP Internal Committee: participated in data collection, analysis, and action planning

regarding the school's internal environment.

Fifth Grade- Math and Science.

- ❏ Grade Chair: participated in school leadership meetings, created agendas for weekly PLC meetings, collected/ managed grade level data (benchmarks, SMART goals, etc.), planned/ coordinated grade level events/ meetings with parents, etc.
- ❏ Discovery Education Teacher Leader Corps: participated in 3 years of professional development, presented/ re-taught concepts at school site, & acted as a learning lab classroom.
- ❏ SIP Core Member-Math: Led monthly SIP meetings by creating agendas, compiling data, and creating action plans. Presented at quarterly SIP meetings with district personnel.
- ❏ Trained in SIOP, MTSS, MCLASS assessments, and differentiation.

Summer School: Taught all 5 summers while in Wake County.

- ❏ Read to Achieve: maintained passage portfolios & helped 2 more students exempt out of RTA.
- ❏ Taught 3rd grade, 4th grade, and rising 3rd/4th combined classes.
- ❏ Head Start: interviewed students/families, completed ranking forms, & filled a summer class.

Intervention Teacher: May 2012-June 2012.

- Implemented differentiated plans for K-5 intervention groups.

Current Research:

Co-Investigator for Evaluating the Impact of Experiential Education Innovations on edTPA Completion and Student Well-Being. Analyzed resident student teacher survey data along with demographic data and portfolio scores. Grant funded.

Co-Investigator with A. Jolly & H. Aiken for CoachTRAC. Research project to create an observational tool to measure instructional coaching practices as well as support psychometric analysis of the tool.

Conference Presentations & Publications:

Jolly, A. C., Maxwell, D., Fisher, T., Larkin, M., Greene, T., & Okraski, C. (2025). *From Needs Assessment to Program Innovation: edTPA Support for Non-traditional Teachers* [Manuscript submitted for publication]. Office of School and Community Partnerships, University of North Carolina Charlotte.

NC Association of Colleges for Teacher Education: *From Stress to Success: A Pilot Case Study Exploring Programmatic Changes on edTPA Outcomes and Candidate Experience* co-presenter. Raleigh, NC. September, 2025.

NC Regional edTPA Conference: *From Stress to Success: A Pilot Case Study Exploring Programmatic Changes on edTPA Outcomes and Candidate Experience* co-presenter. Pembroke, NC. August, 2025.

National Association for Co-Teaching Conference: *Collaborative Pathways: Elevating the Student Teaching Experience through Differentiated Co-Planning and Co-Teaching Strategies*. Charlotte, NC.

October, 2024.

NC Association of Colleges for Teacher Education: *Navigating the Digital Frontier: The Role of GenAI in Transforming Teacher Preparation* co-presenter. Raleigh, NC. September, 2024.

Education Law Association Annual Conference: *Educator Advocacy Legal Successes.* Proposal Accepted. June, 2024.

Teacher to Teacher Conference: *Analyzing Streaming Platforms for Best Teaching Practices*. Charlotte, NC. March, 2024.

Caldwell County's Beginning Teacher Conference: *Conquering the edTPA* co-presenter. Caldwell County, NC. November, 2023.

Teacher to Teacher Conference: *Teacher Voice in Scripted Curriculum* co-presenter. Charlotte, NC. February, 2023.

American Education Research Association Conference: *Cross-Race Mentoring & Mentoring of K-12 Novice Teachers* panel presenter and chair. Vancouver, BC. April 2012.

Charleston Teacher Quality Symposium: *Building Children's Reading and Writing Competence: Effective Practices from Beginning Teachers* panel presenter. Charleston, SC. June 2011.

Co-author of *"I'm not supposed to like White people, but I like you": Re-segregation, racial literacy in young children and implications for teacher education. In J. Brookes-Buck and C.C. Yeakey (Eds.), Being on the Wrong Side of History: Critical Readings on Re-segregation and Race in the 21st Century.*

Author of book review for *Getting It Done* by Chenoweth & Theokas. American School Board Journal: April 2012.

Community Organizations & Outreach:

North Carolina Foster Parent: Fall 2020- present. Emergency and respite care for children ages 0-10.

Member of NCACTE Advocacy and Policy Committee: March 2023-present. Attend monthly meetings regarding strategic goals, contribute a section to monthly advocacy newsletter, as well as assist the yearly update meeting at the state conference.

Member of NCACTE Student Teacher of the Year Selection Committee: November 2024-present. Serve as a representative for large universities in selecting annual finalists and the winner.

edTPA District Support: Fall 2024- present. Presented to Union County residency teachers in collaboration with their beginning teacher program regarding edTPA and successful completion.

Niner Elementary Lab School: Fall 2023- May 2025. Volunteer hours for classroom and school support.

Girls on the Run and GOFAR Run Club: March 2015- May 2018. Volunteer coach for schools' run clubs.

Read and Feed: June 2014- May 2017. Served dinner and worked on reading fluency/ comprehension strategies with identified students.

Honors & Recognitions:

Top 20% of math teachers in the district *and* top 20% in the state. (2017-2018)

Featured in News & Observer article "Wake Seeks to Shift Focus" (November 2013)

Named the Diane Kent Parker Nominee (2012)

Certifications:

NC Teaching License (K-6): Elementary Certified.

Praxis II 0011 & 0012 and PLT: passed

CITI Social & Behavioral Research (IRB): December 2023

CPR Certified: January 2024

Language: *Conversational Spanish.*

Attended Spanish Immersion Elementary School.

Studied abroad in Sevilla, Spain (summer) and San Jose, Costa Rica (semester).

Volunteer taught in a 2nd grade Spanish speaking classroom. Earned certificate for 100 volunteer hours.