

Tara Friga

Battlefield MO | C: (417) 299 – 2732 | E: tmfriga@gmail.com

Access Advisor offering knowledge of customer support and teaching with 13+ years of experience in Special Education. Passionate on ensuring excellent support with use of knowledgeable instruction. Focused, innovative support specialist with emphasis in customer service, problem-solver, and high-quality communicator.

Experience

Teleteachers

September 2020 – May 2021

Special Education Teacher

Remote

- Developed 90% of the virtual special education curriculum K-12 to 8 students every day to improve students' basic skills virtually.
- Communicated every week between district staff, client (student/parent), and company and effectively resolved 100% of concerns.

Nixa Public Schools

August 2015 – August 2020

ESL Specialist

Nixa, MO

- Developed 95% of the curriculum and materials to over 50-60 kids per year to improve students' reading, writing, listening, and speaking abilities.
- Coordinated and developed schedules at 5 schools while communicating with 15 administrators.
- Collaborated with ESL Specialist Team to organize 10 parent engagement nights.
- Recruited and coordinated up to 10 interpreters to assist students and families.
- Attended 95% IEP and evaluation meetings for ESL students with special education needs.
- Created 6 professional development presentations for ESL and Special Education local and multi-state.
- Trained 20+ pre-service teachers (college-aged) in ESL.
- Developed and collaborated a framework for the state of Missouri for ESL and Special Education.

Webb City Public Schools

January 2008 – May 2015

Special Education Teacher

Webb City, MO

- Redirected students using Positive Behavior Support (PBIS) with 90% in reduction of behaviors.
- Coordinated 25-30 special education students and 2 paraprofessionals schedules with a master schedule.
- Created and managed 150+ IEPs to define student learning objectives and educational strategies to support goals.
- Communicated with parents, staff, and students every day and led 100% of the meetings for each student.
- Instructed and modified general education curriculum for special-needs students across 10+ classifications and degrees using instructional techniques and technologies.
- Collaborated with 3rd grade teachers and developed state testing math questions for the state of Missouri.

Certifications

- Certified in Special Education Mid to Moderate Cross-Categorical
- Certified for English for Speakers of Other Languages (ESOL) in Missouri

Languages

- English
- Intermediate Spanish in listening, reading and writing
- Supported over 23 languages including Russian, Chinese, Korean, and Vietnamese.

Skills

- MS Office
 - Excellent written and verbal communication
 - Adaptability
 - Self-starter
 - Organization
 - Google Workspace applications
 - Zoom
 - Slack
- QuickBooks
- Presenter
- Microsoft Teams
- Therapylog (task management site)
- Google Hangout Meet

Education

Pittsburg State University

Master of Science: Teaching with an emphasis in English as a Second Language

Graduated summa cum laude

Pittsburg, KS

Missouri State University

Bachelor of Science in Special Education

Springfield, MO