

# Henry Demby

## **Transition / Testing Coordinator - Catapult Learning / High Roads School of Philadelphia**

Philadelphia, PA 19104

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(215)589.2498

A highly motivated, enthusiastic, and dedicated educator who wants all children to be successful learners

Believe that all children bring individual contributions to the classroom

Committed to creating a classroom atmosphere that is stimulating and encouraging to all students

Demonstrated ability to manage special needs children and keep them focused and on task

Exceptional ability to establish a cooperative and professional relationship with parents, administrators, outside agencies and colleagues

Authorized to work in the US for any employer

## Work Experience

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### **Transition / Testing Coordinator**

High Roads School of Philadelphia / Catapult Learning - Philadelphia, PA

2017 to Present

- Manages transition and follow-up between school and LEA
- Participates in transition meetings
- Collaborates with students, families and special education teachers in developing a realistic and achievable post-secondary transition plans
- Links students with post-secondary special support coordinators
- Participates in the Individual Education Plan (IEP) process as required
- Facilitates the implementation of IEP program components relevant to transition planning, as well as, provides updates for IEP transition goals and objectives
- Assist families, parents, and students to access transition services
- Oversees maintenance of school attendance records and data
- Facilitates meetings with students, parents and staff as attendance issues arises
- Participates in multi-disciplinary meetings involving cooperation with other pupil personnel workers, school personnel, parents and community agencies
- Maintains appropriate school records and provides written reports and communications
- Participates as a resource person in in-service training and planning
- Works in collaboration with the Social Services team

### **Case Manager/Resource SPED Teacher**

World Communication Charter School

2016 to 2017

- Conducted Push - in and pull out of 25 SPED students on a daily basis
- Developed Individualized Education Programs (IEP's) for each student
- Assess students' skills to determine their needs and to develop teaching plans

- Adapt lessons to meet the needs of students
- Plan, organize, and assign activities that are specific to each student's abilities
- Teach and mentor students as a class, in small groups and one-on-one
- Implement IEP's, assess students' performance, and track their progress
- Update IEP's throughout the school year to reflect students' progress and goals
- Discuss students' progress with parents, teachers, counselors and administrators
- Prepare and help students transition from grade to grade

### **Director of Student Services**

Camelot Schools

2011 to 2015

- Provide in service trainings to teaching staff to include: classroom management, multiple teaching styles/methods, and cooperative learning strategies.
- Complete informal and formal teacher classroom observations.
- Promote pro-active relationships with Institutions of Higher Learning; creating a positive working partnership with local community colleges/universities, and creating a positive working partnership with vocational/technical institutions.
- Setting up SAT/ACT testing for all upperclassmen.
- Coordinate with SPED Director to acquire OVR services for SPED students.
- Ensuring that every senior has a post-secondary plan.
- Assisting students in filling out college, vocational and/or job applications.
- Assisting all seniors in filling out FASFA applications.
- Maintaining records of all senior post - secondary planning information.

### **Case Manager/Testing & Attendance Coordinator**

Camelot Schools

2013 to 2014

- Maintained a caseload of 200+ students on both the Middle and High School levels
- Handled all referrals regarding behavioral health services
- Referred families to the appropriate level of service and documented all activities
- Conducted and documented comprehensive intake; gathering supported and necessary documentation from other providers in a timely manner
- Scheduled families for evaluations to ensure all deadlines were met in a timely fashion
- Working closely with Clinical Care Managers and Lead Clinicians to schedule and attend all meetings as deemed necessary for assigned caseload and completed all interagency documents as required.
- Prepared necessary materials to CBH and other private insurers for service approvals.
- Communicated closely with the various mental health providers
- Maintained accurate records of treatment and client records
- Responsible for all state and school district testing
- Responsible for maintaining accurate attendance records for all students

### **Lead Teacher/Teacher Coach**

Camelot Schools of PA

2004 to 2011

- Teaching American/World History, African - American History and Career Development on the High School level.
- Coaching and mentoring all staff members on the High School Level
- Maintaining accurate academic and attendance records

- Mentor and guide "at risk" students by providing support and encouragement
- Facilitate parent/student partnerships in learning by encouraging parent involvement and informing parents of the students current level of progress
- Bringing in outside agencies/organizations to speak to students regarding life choices, career goals and academic/ work ethic concerns

### **English / Language Arts Teacher**

KIPP Philadelphia Charter

2003 to 2004

### **Teacher**

English and Language Arts

2001 to 2003

Maintained accurate academic and attendance records

Educational Specialist - Wordsworth Human Services - 2001-2003

- Created and developed mentally appropriate lesson/unit plans for all students
- Writing IEP's when deemed necessary by the School District of Philadelphia
- Testing all students to find appropriate educational levels and developed goals to mainstream them back into a "regular" school setting
- Liaison between Wordsworth Human Services/Wordsworth Academy and the School District of Philadelphia
- Working closely with Case Managers, Wrap-Around Specialists, and the Department of Human Services to insure that all needs were met for the child/client.
- Conducting home visits - meeting with parents, guardians and care-givers informing them of all resources available on the city, state and federal level.

### **4th Grade Lead Teacher/ Staff Recruiter**

Renaissance Advantage Charter School - Boston, MA

1999 to 1999

### **4th Grade Lead Teacher and PFT President**

West Oak Lane Charter School

1998 to 1999

- Teacher of 4th grade students in all academic subjects
- Coaching and mentoring of teachers and staff within grade group
- President of Philadelphia Federation of Teachers - Local 5056

## **Education**

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### **Masters Degree in Alternative Education in Alternative Education**

Lock Haven University

December 2008

### **Bachelor of Science in Education**

Indiana University of Pennsylvania - Indiana, PA

December 1985