

# Taniko Miller-Davis

*"Literacy is the most basic currency of knowledge economy." ----Barack Obama*

9438 S. Wallace  
Chicago, IL 60620  
773.619.0304

[tmildav326@gmail.com](mailto:tmildav326@gmail.com)

## Career Objective

To effectively create resources, curriculum, and task, that adhere to the learning objectives of the Common Core writing standards, that include focused content, interactive activities, enrichment exercises and varied assessments while also embedding technology to enhance the learning experience.

## School Leadership Experience

### Writing Coordinator

Thomas J Higgins Community Academy

August 2021-Present

- Worked with the principals to create a school-wide focus and goals for the writing initiative
- Provided professional development on trending writing topics and/ or schools genre of study
- Guided teachers to collect and analyze writing tasks, through pre-assessments
- Developed action plans for writing conferences in response to determined student needs.
- Provided individualized, classroom-based support to implement the new writing program
- Modeled best teaching practices
- Worked with classroom teachers to fill in the gaps with topics such as grammar, journaling etc.

### Principal Designee

Thomas J. Higgins Community Academy

August 2015 - Present

- Provided proper supervision of staff in the absence of the Principal and Assistant Principal
- Maintained the instructional programming of the school community
- Ensured the continuity of the daily school operations continued without disruptions

### Network Lead Literacy Teacher

Thomas J. Higgins Community Academy

August 2015 - Present

- Facilitate school-wide and grade cluster meetings/professional development
- Provide coaching and mentoring to grade level clusters to promote student achievement
- Collaborate with administration and teacher leaders to analyze assessment data
- Collaborate with special education team to implement student IEP goals
- Collaborate with teachers to integrate technology into curriculum

### Department Chair – Middle School

Thomas J. Higgins Community Academy

August 2017 - Present

- Scheduled, coordinated, and attended regular department meetings
- Promoted data analysis, reflective thinking and collaborative decision making among team members
- Served as school representative at district level curriculum meetings
- Collaborated with administrative team to ensure the effective operation of the department
- Collaborated with other department leads to ensure consistency of curriculum articulation
- Coordinated, scheduled, and communicated with external partners for planning of 8th grade graduation activities and events

- Communicate with parents through phone conferences, meetings, report card pick up
- Coordinate the implementation of Restorative Justice practices

### Instructional Leadership Team

Thomas J. Higgins Community Academy  
Francis W. Parker Community Academy

August 2016 - Present  
August 2010 - January 2015

- Assisted with the research, planning and implementation of the Common Core State Standards for Literacy
- Prepared power point presentations and participated as a part of a team to disseminate and analyze school wide and classroom data
- Initiated data talks with administration and staff to promote data driven instruction
- Ensured use of effective, research-based teaching methodologies and practices
- Collaborated with teachers to assess student work sample for improvement of instruction
- Facilitated data-driven instruction discussions during grade level and vertical team meetings
- Reviewed resumes, screened candidates and participated on interview panel to fill vacancies

### Coordinator – Gifted Program

Francis W. Parker Community Academy

August 2009 - June 2014

- Provided support to administration with the delivery of instruction in gifted classrooms
- Coached Gifted Program teachers through targeted professional development, modeling, and collaborative planning
- Administered Chicago Abilities Test to students eligible to participate in Gifted Program
- Prepared and submitted annual reports to the Network office
- Facilitated staff development sessions on technology integration, data interpretation and best practices for writing instruction
- Coordinated the identification and placement of gifted students

### Professional Development Presentations

- Network 11 Teacher Leader Institute, 2014-2015, Literacy Facilitator  
Quarterly Professional Developments for 2014-2015 school year
- International Literacy Association, 2015, St. Louis, MO, Co-Presenter  
FAQs about TDQs 9 Frequently Asked questions about Text Dependent Questions)
- Ready, Set, Teach, August 2016, 2017, and 2018, Chicago, IL, Co-Presenter  
I Choose, You Choose, We ALL Choose Our Math Centers

Teaching Experience		
School	Position	Teaching Practices
Thomas J. Higgins Community Academy, (2015-Present)	Teacher Leader/Middle School Literacy Instructor (6 <sup>th</sup> , 7 <sup>th</sup> , 8 <sup>th</sup> ) Writing Lead/ Coordinator	-Culturally responsive teaching -Small groups -Balanced Literacy -Differentiated Instruction -Data Driven Instruction
Francis W. Parker Community Academy (2000-2015)	8 <sup>th</sup> Grade Literacy Teacher (2010-2015) 6 <sup>th</sup> -8 <sup>th</sup> Writing Teacher (2007-2010)	-Guided Reading -Reader's Workshop -Writer's Workshop -Technology Integration

	6 <sup>th</sup> Grade Literacy Teacher ( 2000-2007)	
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<b>Education</b>		
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<b>University</b>	<b>Degree</b>	
Concordia University Chicago, River Forest, IL	M. A. School Leadership	May 2013
Chicago State University, Chicago, IL	M. A. English	May 2008
Chicago State University, Chicago, IL	B. A. Secondary Education (Type 09)	May 2000

<b>Endorsements/Certifications</b>		
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Principal	English	Language Arts
Secondary Education	Gifted Education	

<b>Professional Honors/Affiliations</b>
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Recipient of Thomas J. Higgins “Teacher of the Year” Award for 2016-2017 and 2017-2018 school years  
 Union Delegate for Thomas J. Higgins Academy  
 WITS and Chicago Foundation of Education Recipients  
 Illinois Reading Association  
 Illinois Reading Council