

## Cynthia Cárdenas-Kolak, Ed. D.

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### Highlights of Qualifications

- 18 years professional experience as a K-12 teacher, trainer, and consultant in the field of English as a Second Language (ESL).
- Strong leadership, management, and presentation skills.
- Creative, resourceful, and thorough in developing professional development materials and K-12 curriculum across the disciplines
- Independent scholar and researcher in ESL teaching methods, intercultural relations, and culturally responsive leadership

### Professional Experiences

#### **Kolak Group Inc.**

President and Co-Founder, August 2003 – Present

Professional Development Consultant

- Provide professional development, coaching, and technical assistance in ESL and diversity issues

Project Director, Editor, Writer, and Presenter

- Collaborate with university professors, education service center specialists, district leaders and teachers to develop and publish professional development materials for the Texas Education Agency
  - *Extensions, Lessons Learned, and Updates: Building Connections in the High School Content Areas through Sheltered Instruction*—2007 Project
  - *LEER MAS II: From Effective Spanish Literacy Instruction to Academic English Language Proficiency*—2006 Project
  - *Sheltered Instruction in the Content Areas with the English Language Proficiency Standards*—2006 Project
  - *Science in the Elementary ESL Classroom: A Follow-up to Science in the Spanish Bilingual Classroom*—2006 Project
  - *Dual Language Immersion Programs: Two-way/One-way Developmental Bilingual Programs for Texas*—2005 Project
  - *Science in the Spanish Bilingual Classroom*—2005 Project
  - *Sheltered Instruction in the Middle School*—2004 Project
- Deliver training of trainer sessions for all projects produced for the Texas Education Agency
  - Successfully trained over 850 trainers in the state of Texas over the past four years to train teachers and administrators using materials developed for the Texas Education Agency

Principal Investigator

- Conduct research studies related to Kolak Group Inc. innovations in ESL instruction, intercultural relations, and culturally responsive leadership

**Region IV Education Service Center**

Secondary ESL Specialist, June 2000-August 2003

- Provided leadership, training, and technical assistance to all 52 school districts and 50+ charter schools in the Texas gulf coast region in the field of ESL services
- Managed state website for the Texas Center for Bilingual/ESL Professional Development
- Served as project manager and/or writer for trainings developed for the Texas Education Agency and trained over 500 trainers in the state of Texas over 3 years
  - *Effective Writing Instruction for ESL Writers: Targeting ESL Students Toward Success*—2003 Project
  - *Assessing English Language Learners*—2002 Project
  - *Building Connections in the High School Content Areas through Sheltered Instruction*—2002 Project
  - *Enhancing Instruction for Second Language Learners*—2000 Project

**Cypress-Fairbanks ISD**

Secondary ESL Helping Teacher, Cy-Fair High School, July 1999-2000

- Served as a teacher leader and coach for all district middle and high schools
- Presented and facilitated professional development, K-12

ESL, World Cultures, U.S. History, and ESL Reading Teacher, Truitt Middle School, August 1996-June 1999

First and Second Grade Teacher self-contained with ESL, Metcalf and Post Elementary Schools, August 1990-May 1996

## Education

**University of Houston**, Houston, Texas

Doctor of Education

Administration and Supervision

May 2001

**University of Houston**, Houston, Texas

Master of Education

December 1995

Mid-Management Certification

May 1996

**University of St. Thomas**, Houston, Texas

English as a Second Language Endorsement

December 1992

**Angelo State University**, San Angelo, Texas

Bachelor of Science in Education

May 1990

## **Specialized Skills and Training**

- Seven Habits of Highly Effective People
- Interpersonal Process Recall
- Sheltered Instruction Observation Protocol Institute
- Accelerated Learning
- Texas Quality Award
- Creative Training Techniques
- Accelerated Schools
- Working With Adults and Children of Poverty
- Houston Creativity Institute
- Blackboard
- Music Therapy
- Boy's Town Discipline Model
- 4MAT
- Project CRISS

## **Recent Conference Presentation Highlights**

- *Conveying Academic Content to English Language Learners*, 2008 ASCD National Conference, New Orleans, LA
- *Culturally Responsive Leadership: Diversifying the Workforce*, 2007 ASCD National Conference, Anaheim, CA
- *ESL in the Mathematics Classroom*, 2006 CMAT (Math) State Conference, Houston, TX
- *Intercultural Communication through Interpersonal Process Recall*, 2005 TESOL International Conference, San Antonio, TX
- *ESL Strategies That Work*, 2005 Texas Staff Development Council Conference, Dallas, TX
- *Differentiating Instruction for English Language Learners*, 2004 Texas ASCD Conference, Corpus Christi, TX
- *ESL Strategies That Work*, 2003 Texas ASCD Conference, Edinburg, TX
- *Enhancing Instruction and the Learning Environment for English Language Learners*, 2003 National Staff Development Council Conference, New Orleans, LA
- *Sheltered Instruction in the High School Content Areas: An Administrative Overview*, 2002 Texas Association of School Administrators Conference, Austin, TX
- *Bilingual/ESL Website and The Technology in Education (TIE) Bilingual Literacy Project*, 2002 National Association of Bilingual Education Conference, Dallas, TX
- *The Technology in Education (TIE) Project*, 2002 National Educational Computing Conference, San Antonio, TX