

Michael R. Kolak, M. Ed.

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Highlights of Qualifications

- 16 years professional experience as a corporate and K-12 teacher, trainer, and consultant in the field of English as a Second Language (ESL) and instructional technology.
- Strong curriculum design and facilitation skills.
- Strong understanding of ESL issues and sheltered methods to enhance student success.
- Excellent knowledge and experience in organizational development training, performance coaching, gap analysis, instructional design, and consulting.
- Effective team member who is comfortable with leading and collaborating

Professional Experiences

Kolak Group Inc., Houston, TX

Co-Founder

Professional Development Consultant

- Provide professional development, coaching, and technical assistance in ESL and diversity issues
- Specialize in content related strategies for English as a Second Language learners

Project Manager 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

Cypress-Fairbanks ISD, Houston, TX

Teacher and Staff Development Trainer, K-12

Social Studies, Science, and Technology Integration with special emphasis on inclusion and co-teaching of special education and ESL students.

- Chairperson for District Personnel Services Committee for three years
- Member of the District Performance Improvement Committee
- ROPES Facilitator
- Campus DARE Coordinator
- Created training and lessons for Texas Assessment of Academic Skills (TAAS) pilot
- Piloted distance learning programs

The Williams Companies, Inc., Houston, TX

Learning Consultant

- Experience designing and delivering training programs to geographically dispersed work groups to meet performance goals
- Mentor other training professionals in presentation skills, training design

Shell Oil Company, Houston, TX

Learning Consultant

- Served as training liaison for enterprise wide applications (SAP)
- Used Accelerated Learning methods to deliver training
- Arranged and planned for learning events to close performance gaps with in house experts and training vendors
- Performed needs analysis to identify performance needs
- Managed a staff of subject matter experts in developing and delivering training programs

Education

University of Houston, Houston, Texas

Master of Education, 1997

University of Wisconsin, Stevens Point, WI

Bachelor of Science in Education, 1991

University of Kansas, Lawrence, KS

Studied Culture and Language in Zagreb, Croatia, 1986

Specialized Skills and Training

- Accelerated Learning Certified
- Boy's Town Discipline Model
- Blanchard Certified Trainer
- Information Mapping Certified
- Development Dimensions International (DDI) Certified
- Insight Certified

Recent Conference Presentation Highlights

- *Culturally Responsive Instruction in the Content Areas*, 2006 Texas Association of Bilingual Education Conference, Galveston, TX
- *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
- *Enhancing Instruction and the Learning Environment for English Language Learners*, 2003 National Staff Development Council Conference, New Orleans, LA