Rosalind Fairbrother-Achebe

Dean of Students

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SUMMARY

Dean of students with 9 years in public high schools, including 5 leading discipline, attendance and student support for a 1,400-student campus. Cut out-of-school suspensions by 41% with restorative practices, raised average daily attendance by 3 points and leads a 6-person student support team. Trained in threat assessment, Title IX and MTSS.

EXPERIENCE

Dean of Students — Geist Reservoir High School

Indianapolis, IN · Jul 2021 – Present

- Lead discipline, attendance and student support for 1,400 students and 95 staff, reporting to the principal.
- Cut out-of-school suspensions by 41% in 3 years by adding restorative conferences and an in-school reset room.
- Raised average daily attendance from 89% to 92% through weekly attendance teams and 300+ family contacts a semester.
- Chair a 6-person student support team that reviews about 40 referred students a month under MTSS.
- Led 14 threat assessments and 3 campus lockdown drills a year, with 0 findings in the district safety audit.

Assistant Dean and English Teacher — Eagle Creek Preparatory Academy

Indianapolis, IN · Aug 2016 – Jun 2021

- Handled about 25 conduct referrals a week for grades 9 and 10, closing each within 2 school days.
- Started a 9th-grade mentoring program pairing 60 students with staff, lifting first-year credit completion by 8 points.
- Taught 4 sections of English 10 while serving as assistant dean, with 87% passing the state exam.

SKILLS

Student conduct: Code of conduct, restorative practices, due process hearings, PBIS, behavior plans

Student support: MTSS, attendance intervention, 504 and IEP coordination, mentoring, family outreach

Safety: Threat assessment, crisis response, emergency drills, Title IX procedures

Systems: PowerSchool, Infinite Campus, Google Workspace, Excel

CERTIFICATIONS

Indiana Building Level Administrator License

Behavioral Threat Assessment Training, state school safety academy

EDUCATION

Master of Education, Educational Leadership, Butler University, 2019

Bachelor of Arts, English Education, Ball State University, 2014

Fictional example by FindAJobAI: the person, employers and numbers are invented.