

Curriculum Vitae
Dr. Simone P. Kotraba
Website: HeartMindSolutions.org
E-mail: Simone@HeartMindSolutions.org
Phone: 857-302-0010

EDUCATION

2013 Ed.D., Special Education, Abraham S. Fischler School of Education, Nova Southeastern University
2003 M.S., Education Special Education Childhood Education, Touro College
2002 B.A., History, City University of New York–College of Staten Island

PROFESSIONAL LICENSES/CERTIFICATIONS

2018 Principal/Assistant Principal, Pre-K-8 Massachusetts Licenses
2017 Administrator Sheltered English Immersion Endorsement (SEI)
2016 License Applied Behavior Analyst (LABA) – Board of Registration of Allied Mental Health and Human Services Professions
2013 Board Certified Behavior Analyst – Doctoral (BCBA-D), Behavior Analyst Certification Board
2008 Board Certified Behavior Analyst (BCBA), Behavior Analyst Certification Board
2006 Applied Behavior Analysis Certification, Caldwell College
2003 Teacher of the Handicapped K-12, New Jersey Department of Education

COACHING AND ASSESSMENT CERTIFICATIONS

2021 HeartMath Building Personal Resilience™ Mentor/Coach
2021 Human Synergistics® International Consultant Life Styles Inventory™ with Item-Level Feedback (LSI ILF) and Acumen® Leadership WorkStyles™ (LWS)
2020 Barrett Values Centre Leadership Consultant/Coach
2020 PER-K® Results Catalyst and PSYCH-K® Preferred Facilitator with the PSYCH-K® Centre International

PROFESSIONAL EXPERIENCE

2020–Present **Founder/Coach, HeartMindSolutions LLC, Boston MA**
2016-2019 **Vice Principal, Jackson Mann K-8 School (Pre-K-8), Boston Public Schools, Boston, MA**
2015-2016 **Program Director for Applied Behavior Analysis (Pre-K-12), Boston Public Schools, Boston, MA**
2010-2016 **Online Adjunct Professor of Special Education, Goodwin College of Education, Department of Teacher Education and Special Education, Drexel University, Philadelphia, PA**
2011-2014 **Assistant Professor of Special Education, Graduate School of Education, Division of Education, The College of New Rochelle, New Rochelle, NY**
2010-2011 **Adjunct Professor of Special Education, Department of Teacher Education and Special Education, Rider University, Lawrenceville, New Jersey**

2006–2011 **Director | Private Practice, Rainbow Consulting LLC, Ewing, NJ**

2005–2007 **Special Education Teacher and Behavior Analyst, Bernards Township Public Schools, Basking Ridge, NJ**

2003–2005 **Special Education Teacher, Leonia Public Schools, Leonia, NJ Duties:**

UNDERGRADUATE COURSES TAUGHT

2010-2011 Student Teaching

2010-2011 Differentiated Instruction and Universal Design for Learning 2010-2011 Special Education Foundations: Referral and Assessment

GRADUATE COURSES TAUGHT/TEACHING

2011-2016 Research Methods; Emotional and Behavioral Supports of Individuals with Disabilities Behavior & Sensory Support Autism Spectrum Disorders; Pervasive Developmental Disorders

2010-2011 Understanding Learning Disabilities and Assistive Technology 2011-2011 Positive Behavior Support

2011-2014 Instructional and Curricular Components for Students with Autism & Severe Disabilities

2011-2014 Methods for Teaching Children with Autism

2011-2014 Classroom Management, Division of Education

2011-2014 Special Education Practicum

2011-2014 Models, Policies & Practices in Early Childhood Special Education 2011-2014 Planning and Implementation of Effective Programs and Interventions for Children w/Disabilities

DEPARTMENT/SCHOOL SERVICE ACTIVITIES

2021-Present Board Member, Project Alanza

2016-2019 Chair, Restorative Justice Leadership Team

2015-2019 Chair, Student Support and Behavior Leadership Team

2015-2019 Chair, Hiring Committee

2015-2019 Member, Instructional Leadership Team

2011-2014 Member, Committee of Student Affairs

2011-2014 Member, Committee for Student Teaching

2012-2014 Member, Faculty Search Committee

RELATED PROFESSIONAL SKILLS

Google Doc, Excel and Zoom

Blackboard, ANGEL and TaskStream

Online and Hybrid Learning Platform

Educator Evaluation and Feedback (EDFS)

Student Information System (SIS)

Data Warehouse and EasyTrac

Special Education Information Management System (SEIMS)

Autism Curriculum Encyclopedia (ACE)

Crisis Prevention Intervention Trained (CPI)