

## **Claudia Ramirez Lopez**

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### **EDUCATION**

- National University - Master of Education, Emphasis in Social Emotional Learning (May 2023)
- University of California, Berkeley - Bachelor of Arts, Sociology (May 2021)
- San Jose City College - A.S., Early Childhood Education (May 2025)
  - Hold Site Supervisor Permit from CTC

### **EXPERIENCE**

#### **SOMOS Mayfair — San Jose, CA**

Child Care Provider / Maestra (2025)

- Supported center-level operations by planning and implementing developmentally appropriate curriculum, maintaining attendance/incident documentation, and ensuring compliance with SOMOS policies, health standards, and mandated reporting regulations.
- Built strong, culturally responsive relationships with parents, caregivers, and school district partners, providing ongoing communication about child development and modeling strategies that strengthened family engagement and school readiness.
- Maintained a safe, nurturing, and organized learning environment by supervising daily routines, managing transitions, preparing meals aligned with FIRST 5 guidelines, and ensuring consistent sanitation, safety checks, and program readiness.

#### **Kidango — San Jose, CA**

Education Specialist (2025)

- Provided on-site coaching and technical assistance to licensed child care providers, supporting compliance with Title 5/Title 22 regulations, contract requirements (CCTR/CFCC), and DRDP documentation to strengthen program quality and operational readiness.
- Analyzed DRDP, FCCERS, and Parent Survey data to guide providers in developing targeted Quality Improvement Plans, contributing to measurable gains in learning environments, curriculum implementation, and child outcomes.
- Served as a liaison between families, providers, and agency leadership, coordinating professional development, delivering responsive communication, and supporting high-quality, inclusive early learning practices across multiple sites.

#### **Stratford Preparatory — San Jose, CA**

Dean of Students (Summer 2025)

- Led student life operations for a 6–8 grade school community, overseeing schoolwide culture, SEL programming, behavioral systems, and alignment with site leadership goals.
- Managed complex student conduct processes with confidentiality, fairness, and adherence to school policies, contributing to a positive, safe, and inclusive campus environment.
- Collaborated with teachers, families, and administrators on intervention planning, fostering strong communication systems and consistent student support practices.

#### **Breakthrough Silicon Valley — San Jose, CA**

Instructional Coach (Summer 2025)

- Supervised and coached a team of seven new teachers through structured observations, data-driven feedback, and individualized coaching that improved instructional effectiveness and classroom management.

- Led department meetings and facilitated professional development workshops on curriculum planning, pedagogy, and behavior support, contributing to a high-functioning instructional team.
- Partnered with program leadership to maintain program quality, strengthen teacher capacity, and ensure a supportive learning environment for middle and high school students.

### **Voices College-Bound Language Academies — San Jose, CA**

Math Intervention Teacher • Spanish Language Arts Lead • Dual Immersion Teacher (2021–2025)

- Implemented differentiated instruction aligned with IEPs/504 plans and SEL principles to support academic and behavioral growth for K–5 students.
- Coordinated grade-level professional development, curriculum alignment, and instructional planning, contributing to consistent schoolwide practices.
- Fostered culturally responsive, inclusive classrooms by partnering with families, collaborating with multidisciplinary teams, and supporting whole-child development.

### **SKILLS & CERTIFICATIONS**

- Bilingual: Spanish & English
- Leadership & Supervision: Coaching, staff support, parent collaboration, professional development
- Regulatory Knowledge: Title 5, Title 22, DRDP, FCCERS, IFSP/IEP collaboration
- Certifications: CPR/AED/First Aid, Mandated Reporter
- Early Learning Expertise: Curriculum planning, SEL, family engagement, culturally responsive practices
- Administrative Skills: Enrollment & attendance documentation, safety protocols, incident reporting, quality improvement planning