

Curriculum Vitae

Cynthia B. Hales, M. Ed.

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Education

Began East Tennessee State University Educational Leadership Doctoral Program, 2004. Concentration in Postsecondary and Private Sector.

Master of Education, Early Childhood Special Education, East Tennessee State University, May 1996

Bachelor of Science, Elementary Education, East Tennessee State University, May 1992

Honors: Magna Cum Laude, Phi Kappa Phi, Kappa Delta Pi, Dean's List ETSU, and Alpha Lambda Delta

Certification

Tennessee Teacher License - Areas of Endorsement
Kindergarten-3, Elementary Grades 1-8, Pre K-3 Early Childhood, and
Special Education/Early Childhood.

Academic and Teaching Experience:

Clinical Instructor, East Tennessee State University, Human Development and Learning, August 2005

- Develop and maintain data-base of teachers in regional school systems for field placements and collaborate with College of Education student teaching administrators for student field placements
- Collaborate with student teacher mentor teacher in regional school systems
- Supervise graduates and undergraduate field and student teaching experiences

- Collaborate with Special Education Program in developing and writing NCATE and Council for Exceptional Children SPA continuing accreditation reports
- Teach special education courses
- Manage \$400,000 TN state funded grants for Special Education Institute and BASE-TN grants
 - recruit candidates
 - direct summer institute
 - procure educational materials
 - mentor adjunct faculty
 - manage budgets
 - maintain grant records for state report
 - prepare interim and year-end reports on grant activities
 - report to principle investigator
- Student Council for Exceptional Children sponsor
- Participate in campus recruitment activities and student orientations

Full-time Temporary Adjunct Faculty, East Tennessee State University in the Department of Human Development and Learning. *August 2003 – August 2005*

- Teach undergraduate students
- Supervise undergraduate field and student teaching experiences
- Collaborate with student teacher mentor teacher in regional school systems
- Assist department coordinator with development and maintenance of data-base of teachers in regional school systems for field placements and collaborate with College of Education student teaching administrators for student field placements
- Manage \$400,000 state funded grants for Special Education Institute, which includes management of budget, recruitment of students, direction of summer institute, procurement of educational materials, maintain grant records for state report, prepare interim and year-end reports on grant activities, and collaborate with principle investigator
- Co-sponsor Student Council for Exceptional Children
- Participate in campus recruitment activities and student orientations

Courses Taught

Undergraduate

- Introduction to Early Childhood Interventions
- Introduction to Exceptional Learners
- Functional Skills for Students with Severe Disabilities
- Inclusion of Exceptional Learners and Field Experience
- Student Teaching Supervision

Graduate

- Student Teaching Supervision

Professional Experience

Early Interventionist, Teaching Hands Early Intervention Program, Tennessee's Early Intervention System, First District. *July 2002 – August 2003*

Essential functions included early intervention instruction and support for families with children from birth-to-three who have disabilities or who are at-risk for developmental delay.

- Developed a home-based early intervention program for young children with disabilities or at-risk (birth-to-three).
- Collected and managed a database of service provided by the program personnel used for state and federal information on the effectiveness of early intervention.
- Prepared written reports for the program coordinator and supervisor concerning child service activities, program activities, and budget expenditures.
- Developed program policy and procedures in accordance with federal and state government mandates.
- Assessed and planned direct instruction for young children with disabilities or at-risk (birth-to-three).

- Provided training, mentoring, and support for families in understanding the needs and encouraging the development of young children with special needs.
- Developed and implemented public awareness activities concerning early intervention services and supports for families.
- Developed and maintained a library of resources for families and children.
- Mentored early intervention staff members.

Project Manager for the East Tennessee State University Center for Early Childhood Learning and Development, "Make A Difference Project". October 1999 – July 2002

Funded by a grant from the Tennessee State Department of Education, the "MAD" Project provides technical assistance to school personnel of the eight counties of northeast Tennessee.

Responsibilities included:

- Management of a \$140,000 project that included a project coordinator, graduate student assistants, and undergraduate student workers.
- Training and supervising project personnel in case management and assessment of individuals with disabilities who exhibit challenging behavior. Assessments included curricular, functional life skills, ecological, and functional behavior assessment.
- Recruiting, developing, and training multidisciplinary teams in positive behavior support and functional behavior assessment. Training responsibilities included development, preparation, and implementation of training modules for continuing education workshops (equivalent to ETSU graduate course in Management of Severe Behaviors).
- Case consultation and direct assessment of individuals (ages 3-21 years) with disabilities who exhibit challenging behavior. Assessments included curricular, functional life skills, environmental, and behavioral areas.

- Collecting, analyzing, and disseminating research data to Tennessee State Department of Education and at regional, national and international conferences.
- Reporting project activities weekly to the director of the project.

Project Coordinator for the ETSU Center for Early Childhood Learning and Development, "Make a Difference Project". October 1997- October 1999

Responsibilities included:

- Assessing individuals with disabilities who exhibit challenging behavior. Assessments include curricular, functional life skills, environmental, and behavioral areas.
- Providing extensive consultation with school personnel in the development, implementation, and evaluation of individual educational and behavioral plans.
- Recruiting and assisting in the development and training multidisciplinary teams in positive behavior support and functional behavior assessment. Training responsibilities included collaborating in the development, preparation, and implementation of training modules for continuing education workshops.
- Providing direct instruction and demonstration of behavioral strategies for teachers, teaching assistants, and other support personnel.
- Planning and implementing project presentations at regional and state conferences.
- Assisting the director and project manager in training and supervising graduate assistants and student workers in project activities.

- Assisting the director and project manager in compiling research data, writing reports, and articles.

Graduate Assistant in Special Education Department East Tennessee State University. August 1995 – May 1996.

- Coordinated a project that provided direct service coordination, consultation, assessment, and programming for children with disabilities (3 mos. - 5 yrs.) in the ETSU Child Study Center.
- Provided in-service training in inclusion of children with disabilities for Child Study Center staff.

Early Childhood Interventionist for Johnson City School System, Johnson City, Tennessee. August 1993- May 1995.

Responsible for:

- Planning, assessing, and implementing IEP's for preschool children with developmental delays in an integrated, multi-age classroom.
- Collaborating with a multidisciplinary team consisting of Speech and Language Pathologist, O.T., P.T., Vision Specialist, Deaf Educator and other agency personnel.
- Supervising teaching assistant, volunteers, and field placement students.

Child Find Coordinator, Johnson City School System, Johnson City, Tennessee. January 1994 – May 1994.

Responsible for

- Identifying, screening, and coordinating assessments of infants, toddlers, and preschool children with possible developmental delays
- Developing brochures about Johnson City School's Early Intervention Program
- Participating in Week of the Young Child activities
- Assisting the Early Intervention Supervisor with coordination of services.

Professional Memberships

Council for Exceptional Children, Division of Early Childhood, NAEYC, & Association for Behavior Analysis, Inc.

Presentations and Publications

1997

Fox, J., Vaughn, K., & Hales, C. (1997, December). Functional assessment, intervention and behavior challenges. Presented at the Tennessee Association of Administration of Administrators in Special Education, Gatlinburg, TN. Two hundred attendees.

1998

Fox, J., Vaughn, K., Hales, C., Bush, M., Byous, M., Orso, M., & Smith, S. (1998). Translating the IEP into practice: Ensuring positive outcomes for students with emotional and behavioral disorders in the areas of conduct and social skills. In L.M. Bullock & R.A. Gable (Eds.) Implementing the 1997 IDEA: New Challenges and Opportunities for Serving Students with Emotional/Behavioral Disorders (pp. 7-16). Reston, VA: Council for Exceptional Children.

Fox, J., Vaughn, K., Matheny, J., Orso, M., Smith, S., & Hales, C. (1998). Empowering schools to more effectively serve students with challenging behavior through functional assessment. Tennessee Educational Leadership, 25 (1), 14-17.

Vaughn, K., Hales, C., Bush, M., & Fox, J. (1998). Using a team-based consultative model to conduct functional behavioral assessments. Preventing School Failure, 43(1), 24-30.

Conroy, M.A., Hales, C., & Handy, R. (1998). Consultation: Strategies to facilitate inclusion. Dimensions of Early Childhood, 26(2), 13-18.

1999

Vaughn, K., Hales, C., Smith, S., & Orso, M. & Fox, J. (1998, February). New developments in functional behavioral assessments and instruments. Presented at the 1997-1998 Joint Conference on Children with Disabilities from Birth through 21, Nashville, TN. Thirty attendees.

Hales, C. (1998, January). Functional behavior assessments and communicative alternatives. Inservice training for Hancock County School System personnel. Sneedville, TN. 7 attendees.

Fox, J., Hales, C., & Smith, S. (1998, January). Developing behavior goals. A workshop presentation at the Unicoi County Schools System inservice. Unicoi, TN. Twenty-five attending.

Hales, C. (1998, January). The ETSU Make A Difference Project. A project description presentation at the Towards Inclusion in Early Childhood Project workshop sponsored by East Tennessee State University Center for Early Childhood Learning and Development and the Tennessee State Department of Education Johnson City, TN. Forty attendees.

Hales, C. & Smith, S. (1998, January). Challenging behaviors that characterize ADHD. A presentation at the Washington County Parents Encouraging Parents meeting, Johnson City, TN. 12 attendees.

Fox, J., Vaughn, K., Hales, C., Bush, M., Smith, S., Orso, M., & Byous, M. (1998, February). New developments in functional behavioral assessments: Methods and instruments. Presented at the Annual Joint Conference on Disabilities, Nashville, TN. Twenty-six attendees.

Vaughn, K., & Hales, C. (1998, April). Discovering the motivation for challenging behaviors in early childhood: A functional behavioral view of behaviors. A workshop presentation at the Tennessee Head Start and Tennessee Association of Community Action Agencies Training Conference. Kingsport, TN. Forty-five attendees.

Hales, C. & Bush, M. (1998, July). Exploring intervention strategies that address the motivation for challenging behaviors. A workshop presentation at The Sixth Annual Northeast Tennessee Special Education Conference, Gatlinburg, TN. Seventy-five attendees.

Fox, J., Bush, M., Hales C., & Moore, D. (1998, October). Washington County Schools workshop. An inservice workshop presentation for Washington County School System personnel, Jonesborough, TN.

Fox, J., Vaughn, K., Hales, C., Ujcich, K., Wilson, L., Bitner, P., & Grogan, B. (1999, February). ETSU's "Make A Difference Project": A collaborative approach to developing positive behavioral support plans. Presented at the Annual Joint Conference on Disabilities, Nashville, TN. Forty-five attendees.

Hales, C. & Moore, D. (1999, February). The ETSU's "Make A Difference Project". A project description presented at the Watauga Counselors Association meeting, Johnson City, TN. Twelve attendees.

Vaughn, K. & Hales, C. (1999, June). Developing Positive Behavior Support Plans. A workshop presented at East Tennessee State University, Johnson City, TN. Three attendees.

Fox, J & Hales, C. (1999, July). "He just won't do his work!": Strategies for Challenging Behaviors. A paper presented at the Seventh Annual Northeast Tennessee Education Conference in Knoxville, TN. Seventy-five attendees.

Hales, C. & Lodien, D (1999, July). Developing Positive Behavior Support Plans within Developmentally Appropriate Settings. A paper presented at the 1999 East Tennessee State University Early Childhood Conference: Guiding Early Childhood Into the New Millennium, Johnson City, TN. Forty-five attendees.

Hales, C. (1999, August). ETSU's Make A Difference Project. A live TV interview for the morning news broadcast on WJHL, Johnson City, TN.

2000

Hales, C. (2000, April). The ETSU Make a Difference Project and overview of functional behavior assessment. An invited lecture at East Tennessee State University special education class. Johnson City, TN. 7 participants.

Fox, J., Hales, C., Blevins, L., Jones, V., Carter, K., & Hamilton, S. (2000, July). 10 Tips for developing behavior plans. Eighth Annual Northeast Tennessee Special Education Conference, Knoxville, TN.

Hales, C., Hall, C., Fox, J., Blevins, L., Jones, V., Carter, K., & Hamilton, S., (2000, July). Non-Compliance: Four Strategies That Work. Eighth Annual Northeast Tennessee Special Education Conference, Knoxville, TN.

Hales, C., Blackenbeckler, S., & Jones, V. (2000, July). Non-Compliance: Four Strategies That Work. Celebrating Early Childhood in a New Century, Early Childhood Conference, East Tennessee State University, Johnson City, TN.

Fox, J., & Hales, C. (2000, September). Functional Behavior Assessment Tools Workshop, Hawkins County School System, Rogersville, TN, September 28, 2000.

2001

Hales, C., Blevins, L., Winningham, D., Eldridge, C., Inman, K., Davis, T., Davis, J., Brall, S. (2001, February). Functional behavior assessment: Challenges and solutions in starting and continuing a team-based approach. Celebrating Diversity, 2001 Joint Conference on Children and Youth with Disabilities from Birth through 21. Franklin, TN.

Fox, J., Hales, C., Blevins, L., Brall, S., Hamilton, S., Jones, V., Plante, D. (2001, May) A functional behavioral assessment of student challenging behaviors: Descriptive data on age, disability, target behaviors, and time to complete FBAs. A paper presented at Nawlins 2001, Association for Behavior Analysis Conference. New Orleans, LA 57 attendees.

Fox, J., Hales, C., & Blevins, L. (2001, May). Direct assessment tools and strategies for functional behavior assessment and behavior intervention plans. An invited workshop at the Mental Health Issues in the Schools, Tennessee Association of School Psychologists Spring Institute 2001. Knoxville, TN. 30 participants.

Fox, J., Hales, C., & Blevins, L. (2001, October). Does this work for my kids? Issues of the use of functional assessment with students with emotional and behavioral disorders. A paper presented at Programming for a Diverse Population of Children with Emotional Disorders: New Challenges and New Opportunities for Ensuring Positive Outcomes, International Conference on children with Youth and Behavioral Disorders. Atlanta, GA. 25 participants.

Hales, C. & Plante, D. (2001). The East Tennessee State University Make a Difference Project. A poster presentation at The Early Years: Shining Through, the 41st Annual Early Childhood Conference. Johnson City, TN 100 participants.

Fox, J., Hales, C., & Blevins, L. (2001, August) Classroom procedures for collecting and analyzing data. A paper presented at Carter County Schools, Hampton, TN. 41 participants. Fox, J., Hales, C., & Blevins, L. (2001, October). Challenges in developing interventions for persons with behavior challenges in

schools and other applied settings: Functional behavior assessment to effective intervention. A paper presented at TABA 2001. The annual Tennessee Association for Behavior Analysts conference. Nashville, TN. 11 participants.

Fox, J., Hales, C., Blevins, L., & Davis, C. (200, October). Functional assessment in developing behavior plans for students with emotional-behavioral disorders. A paper presented at Programming for a Diverse Population of Children with Emotional/Behavioral Disorders: New Challenges and New Opportunities for Ensuring Positive Outcomes. The International Conference on children and Youth with Behavioral Disorders. Atlanta, GA. 13 participants.

Hales, C., McLain, E., Daughtery, Y., Vodenick, D., Burdine, D., Jackson, N., & Wood, M. (2001, November). Church Hill Middle School Make a Difference Team. A 2-hour in-service workshop on team technical assistance in conducting functional behavior assessment and developing positive behavior support for students with behavior challenges. Church Hill Middle School. Church Hill, TN. 47 participants.

Hales, C. (2001, November). Behavior Intervention Plans. A 2-hour interactive computer module workshop on developing and writing positive behavior support plans. East Tennessee State University. Johnson City, TN. 5 participants.

Hales, C. & Blevins, L. (2001, December). Social Skills and Social Interaction Training for Students with Disabilities. A 2.5-hour preservice guest lecture for Behavior Management for Students with Severe Behavior Disorders at East Tennessee State University. Johnson City, TN. 12 participants.

2002

Fox, J., Blevins, L., Gregg, C. & Hales, C. (2002, January). Six Keys for Unlocking Challenging Behavior. A 2-hour in-service workshop on problem-solving strategies for developing positive behavior in students with problem behaviors. Unicoi Middle School. Unicoi, TN. 35 participants.

Hales, C. (2002, February). Behavior Intervention Plans. A 2-hour interactive computer module workshop on developing and writing positive behavior support plans. East Tennessee State University. Johnson City, TN. 5 participants.

Hales, C. (2002, February). The ETSU Make a Difference Project. A 2-hour workshop on functional behavior assessment and functional analysis for the Intro to Exceptional Learners class. Northeast State Community College. Blountville, TN. 15 participants.

Hales, C. (2002, April). Ways of improving behavior. A workshop presented at the Hancock County Early Learning Program. Sneedville, TN. 10 participants.

Fox, J., Wheeler, J., Mayton, M., Blevins, L., & Plante, D. (2002, May). An analysis of referral characteristics and treatment efficacy associated with statewide behavior assistance teams. A paper presented at the 2002 ABA Convention. Toronto, Canada. 100 participants.

Hales, C., Fox, J., & Blevins, L. (2002, July). Make a Difference Project team training 2002-2003. A four-day workshop in providing team training positive

behavior support for school age individuals with behavior challenges to educators in the local LEA's. Johnson City, TN. 24 participants.

Hales, C., Johnson, J. & Holzwarth, V. (2002, July). Autism spectrum disorder: Red flags and options. A paper presented at The Tenth Northeast Tennessee's Special Education Annual Conference. Knoxville, TN.

Hales, C., & Blevins, L. (2002, July). Developing and using social stories to teach social skills and routines to students with autism spectrum disorder or developmental delays. A paper presented at The Tenth Northeast Tennessee's Special Education Annual Conference. Knoxville, TN.

Hales, C., & Johnson, J. (2002, July). Autism spectrum disorder: Red flags and options.

A paper presented at East Tennessee State University Early Childhood Conference, Johnson City, TN.

Buchanan, M. & Hales, C. (2002, September). Songs, stories, and social situations: Positive guidance for young children. A paper presented at the FAST Conference, Knoxville, TN.

Hales, C., Holzwarth, V., Blevins, L., & Fox, J. (2002, October). Developing and using social stories to teach social skills and routines to students with autism spectrum disorder or developmental delays. A paper presented at the Vanderbilt University TRIAD Conference, Nashville, TN.

2004

Hales, C. (2004, October). Taking learning to task: creative strategies for teaching adult learners. A book review presented at East Tennessee State University. Johnson City, TN

Hales, C. (2004, November). An action plan for increasing active participation in distance education courses. A paper presented at East Tennessee State University. Johnson City, TN.