

# Perla Almaraz-Martinez

**Portfolio:** <https://laughing-yonath-83dd46.netlify.app/>

**GitHub:** /palmarazmartinez | **LinkedIn:** in/perla-alarazmartinez932

**Email:** palmarazmartinez@gmail.com | **Phone:** 773-655-9613 | **Location:** Coppell, TX 75019

## EDUCATION

---

### **The Chicago School of Professional Psychology**

*Educational Specialist Degree in School Psychology (Ed.S.)*

**Chicago, IL**

*July 2014*

### **Occidental College**

*Bachelor of Arts, Psychology*

**Los Angeles, CA**

*May 2011*

## PROGRAMMING PROJECTS, LANGUAGES, & FRAMEWORKS

---

### • **SheCodes Workshop Projects- Remote**

*November 2020-Present*

- My First Website: HTML, CSS, JavaScript, Netlify
- Weather Application-JavaScript: HTML, CSS, Bootstrap, JavaScript, OpenWeather API, Netlify
- Weather Application-React: HTML, CSS, Bootstrap, React, OpenWeather API, Netlify

### • **Back-End:** Python, Node.js

### • **Developer Tools:** Git/Github, CodeSandbox, Third-Party RESTful APIs, VSCode, Netlify

## PROFESSIONAL EXPERIENCE

---

### **Irving Independent School District**

*Licensed Specialist in School Psychology*

**Irving, TX**

*September 2020-Present*

- Perform psychological work in assessment, behavior management, consultation, and counseling for students with emotional disabilities, learning disabilities, and behavioral problems
- Complete functional behavior assessments and develop behavior management plans
- Participate in the Admission, Review, and Dismissal (ARD) Committee to assist with appropriate placement and development of Individual Education Plans (IEP) for students according to state and district procedures
- Consult with school staff concerning the educational needs of students and interpretation of assessment data
- Conduct individual counseling and consultation sessions
- Write psychological evaluation reports after administering, scoring, and interpreting test data

### **ProCare Therapy-VocoVision**

*Contract School Psychologist*

**Las Vegas, NV**

*April 2020-June 2020*

- Virtual/remote substitute school psychologist for Democracy Prep at the Agassi Campus (DPAC)
- Daily virtual consultation and collaboration with ELL parents, teachers, and other school staff specialists
- Provided virtual instructional support to develop a student's academic, social, emotional, and life skills
- Virtually attended Special Education eligibility and IEP meetings with parents, teachers, and other school staff
- Created standard procedure for collecting eSignatures via Gmail for all Special Education meetings
- Served as a translator for meetings and translated Special Education forms from English to Spanish

### **The Apothecary Shoppe-Parallel**

*Inventory Director*

**Las Vegas, NV**

*April 2019-March 2020*

- Ensured compliance of inventory by adhering to all local and state laws
- Daily troubleshooting of the dispensary's inventory databases to ensure compliance with Nevada's METRC system for 500+ products
- Updated Standard Operating Procedures (SOP) for inventory and packaging department job duties
- Created technical SOPs for Point of Sale (POS) systems and for online product inventory updates
- Daily management of 10 inventory department and 6 packaging department employees
- Trained and assisted with the on-boarding of new inventory and packaging team members

- Participated in strategy meetings for the transition of Adilas to Flourish, a POS system:
  - Established ticketing system in order to track and report errors for the Flourish rollout
  - Trained inventory staff on how to use Flourish for fulfillment and inventory discrepancy investigations

**MedMen**  
*Operations Associate*

**Las Vegas, NV**  
*October 2018 – January 2019*

- Member selected to assist with the opening of MedMen’s new 24-hour store. Tasks included: Ensuring compliant packaging of cannabis products before transportation to new location; Assisting with layout of inventory and sales floor rooms; Developing labeling system for over 40 vendors
- Co-lead in store audit for over 300+ products to verify accuracy of barcodes, product delivery count, and testing information for each product
- Performed daily updates of product inventory for Weedmaps, Leafly, and MedMen store menus
- Frequent troubleshooting of company printer and barcode printers
- Assisted with visual displays for all MedMen products

**The Stepping Stones Group**  
*Contract School Psychologist*

**Las Vegas, NV & Corona, CA**  
*December 2015-May 2018*

- Worked for the Clark County School District (CCSD) and Corona Norco Unified School District (CNUSD)
- Performed psycho-educational assessments for Special Education students
- Daily consultation and collaboration with parents, teachers, and other school staff
- Wrote psycho-educational reports for over 120 Special Education students
- Provided instructional support to develop a student’s academic, social, emotional, and life skills
- Attended professional developments to expand upon current knowledge and stay up to date on current concerns and state regulations

**Pasadena Unified School District**  
*School Psychologist*

**Pasadena, CA**  
*August 2014-June 2015*

- Performed and wrote psycho-educational assessments for Special Education students
- Consulted with school staff and teachers regarding the psychological, social, behavioral, cognitive, and education needs for all students
- Provided counseling to students in general and Special Education
- Worked collaboratively with community agencies serving Special Education students, foster care students, and homeless families
- Created functional behavior analyses and developed positive behavior intervention plans

**Kenai Peninsula Borough School District**  
*School Psychologist Intern*

**Seward, AK**  
*August 2013-May 2014*

- School Psychologist Intern for the Seward Elementary, Middle, and High School, Moose Pass School (K-8<sup>th</sup>), and Hope School (K-12<sup>th</sup>)
- Provided intervention and instructional supports to develop students’ academic, social, emotional, developmental, and life skills
- Participated on the Response to Intervention, Section 504, Special Education Eligibility, Individualized Education Program (IEP), and Suicide Prevention/Crisis Management teams
- Developed functional behavior assessments, delivered instructional and behavioral interventions, and administered and wrote psychological assessments for educational purposes
- Attended in-service training and professional development once a month
- Provided counseling on an individual basis to students