



MONROE PUBLIC SCHOOLS

BOARD MEETING #17

September 22, 2015

7:00 p.m.

BOARD OF EDUCATION

MR. ROBERT YEO, PRESIDENT

MR. LAWRENCE VANWASSHENOVA, VICE-PRESIDENT

MR. RYAN PHILBECK, SECRETARY

DR. TEDD MARCH, PARLIAMENTARIAN

MR. MATTHEW BUNKELMAN, TRUSTEE

MRS. FLOREINE MENDEL, TRUSTEE

MRS. CYNTHIA TAYLOR, TRUSTEE

SUPERINTENDENT OF SCHOOLS

DR. BARRY N. MARTIN

“Monroe Public Schools is committed to being the premier education organization in the region. We are devoted to promoting high expectations for all in a state-of-the-art 21st century curriculum. We recognize that the students and communities we serve are our customers, and we promise to make all decisions in their best interest.”

NOTICE OF NON-DISCRIMINATION

It is the policy of Monroe Public Schools not to discriminate on the basis of race, color, national origin, gender, age, disability, religion, height, weight or marital status in its programs, services, employment, or any other activities. For information contact the office of the Superintendent of Schools, 1275 N. Macomb St., Monroe, MI 48162, (734) 265-3070.

Prepared by the Office of the Superintendent, Gayle Lambert, Secretary

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #17
Tuesday, September 22, 2015
7:00 p.m.

AGENDA

Page

A. Roll Call and Call to Order	Mr. Yeo	1
1. Pledge of Allegiance to the Flag	Mr. Yeo	
B. Public Commentary – Agenda Items Only	Mr. Yeo	
C. Discussion and Action Items		
1. Approval of Minutes	Mr. Yeo	2
Move to approve the minutes of the following meetings as submitted:		
• September 8, 2015, Board Meeting #16		
2. Reports and Updates	Mr. Yeo	7
• Informational Reports: Contracted Services Recommendations, Contracted Coaches, and Club Paid Coaches		
3. Staff Resignations	Mrs. Everly	9
Move to approve the resignations from Monroe Public Schools of Sonya Kalasho effective September 4, 2015; Daniel Fuerstenberg effective September 18, 2015; Mark Pitcher effective September 21, 2015; Sue Sacks effective September 30, 2015; and Mary Dolores Gagne effective November 25, 2015.		
4. Consent Agenda – Teacher Appointments	Mrs. Everly	14
Move that Agenda Items C.5 – C.6 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.		
5. Teacher Appointment	Mrs. Everly	15
Move to approve the appointment of Jessica Harmon as a teacher with Monroe Public Schools effective September 28, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.		
6. Teacher Appointment	Mrs. Everly	21
Move to approve the appointment of Emily Owens as a		

teacher with Monroe Public Schools effective September 23, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

- | | | |
|---|--------------------|-----------|
| <p>7. Clerical Appointment
Move to approve the appointment of Melinda Carr as a secretary with Monroe Public Schools effective September 28, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.</p> | <p>Mrs. Everly</p> | <p>23</p> |
| <p>8. Dreambox Learning - MMS
Move to approve the purchase of the one year DreamBox Learning site license for Monroe Middle School at the cost of \$6,000.00. This purchase will be funded from the 2015-16 general fund curriculum budget.</p> | <p>Mrs. Everly</p> | <p>27</p> |
| <p>9. Superintendent's Comments</p> | <p>Dr. Martin</p> | |
| <p>10. Old Business</p> | <p>Mr. Yeo</p> | |
| <p>11. New Business</p> | <p>Mr. Yeo</p> | |
| <p>12. Public Commentary – Any Topic</p> | <p>Mr. Yeo</p> | |
| <p>13. Adjournment
Move that the September 22, 2015, Board Meeting #17 of the Monroe Public Schools Board of Education be adjourned.</p> | <p>Mr. Yeo</p> | <p>29</p> |

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____
Dr. March	_____	_____
Mrs. Mentel	_____	_____
Mr. Philbeck	_____	_____
Mrs. Taylor	_____	_____
Mr. VanWasshenova	_____	_____

MONROE PUBLIC SCHOOLS BOARD OF EDUCATION

Board Meeting #16

September 8, 2015

7:00 p.m.

MINUTES

Roll Call and Call to Order

Board Members Present: President Robert Yeo, Vice President Lawrence VanWasshenova, Secretary Ryan Philbeck, Parliamentarian Dr. Tedd March (arrived at 7:07 p.m.), Trustee Matthew Bunkelman, Trustee Floreine Mentel, and Trustee Cynthia Taylor

Board Members Absent: None

Administrators Present: Barry Martin, Julie Everly, Katherine Eighmey, Jerry Oley, David Payne

Administrators Absent: None

President Yeo called the meeting to order at 7:02 p.m.

Public Commentary-Agenda Items Only

Selma Rankins expressed his opinion in regards to students not learning and the need to hire black teachers.

Approval of Minutes

Motion by Mr. VanWasshenova; support by Mrs. Mentel to approve the minutes of the following meetings as submitted:

- August 25, 2015, Board Work Session
- August 25, 2015, Board Meeting #15

Vote: Motion carried by a 7-0 roll call vote.

Reports and Update

The Informational Reports (Contracted Services Recommendation, Contracted Coaches, and Club Paid Coaches) were received.

Staff Resignation

Motion by Mrs. Taylor; support by Mr. Philbeck to approve the resignation from Monroe Public Schools of Kari Tackett effective August 31, 2015.

Vote: Motion carried by a 7-0 roll call vote.

Consent Agenda – Administrator Appointments

Motion by Mr. Philbeck; support by Mr. Bunkelman that Agenda Items C.5 – C.6 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

C.5 **Administrator Appointment** - Move to approve the appointment of Ronda Meier as an administrator with Monroe Public Schools effective September 1, 2015.

C.6 **Administrator Appointment** - Move to approve the appointment of Delsie Sissoko as an administrator with Monroe Public Schools effective September 1, 2015.

Vote: Motion carried by a 7-0 roll call vote.

Teacher Appointment

Motion by Mr. VanWasshenova; support by Mrs. Mentel to approve the appointment of Hollie Mazur as a teacher with Monroe Public Schools effective September 1, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 7-0 roll call vote.

Teacher Appointment

Motion by Mr. Bunkelman; support by Dr. March to approve the appointment of Alysha Vergowven as a teacher with Monroe Public Schools effective September 8, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 7-0 roll call vote.

Exempt Employee Appointment

Motion by Mrs. Mentel; support by Mr. VanWasshenova to approve the appointment of Angela Ostdiek as a Learning Bank instructor at Orchard Center High School for the 2015/16 school year effective September 8, 2015, and place on the appropriate salary level for this position, and upon completion of all pre-employment requirements.

Vote: Motion carried by a 7-0 roll call vote.

Ratification of the Teamster Master Agreement

Motion by Mr. Bunkelman; support by Mr. Philbeck to ratify the Master Agreement for July 1, 2015, through June 30, 2017, between the Teamsters Local 214 Bus Drivers and the Monroe Board of Education effective August 12, 2015.

Vote: Motion carried by a 7-0 roll call vote.

Discontinuation of Contract

Motion by Mrs. Taylor; support by Mrs. Mentel to approve the dissolution of the individual contract with Sue Sacks, as the Substance Abuse Coordinator, due to economic reasons and loss of funding, effective September 30, 2015; and to provide the appropriate notifications as required by her employment agreement with the district.

Discussion: Mrs. Everly indicated that other sources for this grant may be available in the future. For this year, however, we have a resource at the ISD who can provide services, as well as some of our student service providers who have substance abuse certifications.

Vote: Motion carried by a 7-0 roll call vote.

CTE – Project Based Instruction Materials

Motion by Mr. VanWasshenova; support by Mr. Bunkelman to approve the equipment and supplies for the Health Sciences team. This purchase will not exceed \$26,345.51 and will be funded utilizing the Chrysler Corp. STEM Grant, CTE General Fund, Added Cost funds and general funds.

Vote: Motion carried by a 7-0 roll call vote.

Superintendent Comments

Today was the first day of school and we hosted a large number of kindergarteners on their “first” first day and many high school seniors on their “last” first day, and thousands of students in between. From all accounts, this was a very smooth opening. Mrs. Everly agreed, adding that we welcomed the class of 2030 in our Young 5’s classrooms today. Mr. Oley acknowledged everyone in the transportation department for chipping in where help was needed, as well as building administrators and teachers for their help getting students off busses in the morning and back on the correct bus at the end of the day.

The Learning Bank hosted 160 students during the 2014/15 school year. Learning Bank students have a pass rate of 90%, compared with the national average pass rate of 69% for adult education and the GED. That percentage may have a chance to rise further, as new partnerships have been formed with the IHM Sisters and RSVP (Retired Senior Volunteer Program) to provide tutoring support to the Learning Bank and Orchard Adult Education students.

When Monroe High School has its next home football game on Friday, September 18, it will be Military Tribute Night, an event sponsored by the Monroe Football Mothers Club. The Trojans will wear special jerseys featuring camo numbers. Dozens of specially designed tee-shirts for the game have been sold. All active military and veterans are invited to the game and will be recognized during the contest.

Thank you to Jim Treece, branch manager of the downtown Monroe Old National Bank, which made a large donation of school supplies to Monroe Public Schools just before school started. Employees of the bank and several downtown businesses collected school supplies such as pencils, crayons, paper, glue sticks and markers. The donations were divided up between our five elementary schools.

This year in our machine shop class we have a new textbook – Machining and CNC (computer numerical control) Technology – and late last week the author of the textbook, Michael Fitzpatrick, stopped by Monroe High School for a tour of the shop and to discuss the text with teacher, Tim Smith. After he toured the facility, Mr. Fitzpatrick remarked, “In my 45 years in the business, the Monroe High machine shop is the most organized, best maintained and best set up I have ever seen in a high school or college.” While at Monroe High, Mr. Fitzpatrick also videotaped a greeting to the students where he explained the text and wished them well. That video was played for the students this morning when they got their text books.

Community Education’s latest fall catalogue is out and class sign up starts tomorrow. The Community Education office has moved back to the Administration Building and is located in the rear of the building.

The Monroe High School band will make its annual tour through the district on Thursday, September 17. The band will play several songs from its fall show at each school, and end each visit with the Monroe High School fight song.

The Certified Nursing Assistant class that is offered on Monday evenings at MHS still has a few openings, and you do not have to be a Monroe High School student to qualify. Starting September 14, this after-school class will meet once weekly on Mondays for the 2015-16 school year. We have offered a CNA class during the day at MHS for three years and it has been highly successful, but this is the first time we’ve offered the class after school hours and opened it up to students from other districts.

Congratulations to Monroe High School graduate Audie Cole, who made the squad again this year with the Minnesota Vikings. He is listed as the starting middle linebacker. Audie is the only Monroe County high school graduate playing football in the National Football League.

Old Business

Mr. Yeo stated that he and Mrs. Taylor are investigating a new process for the superintendent review.

New Business

There was none at this time.

Public Commentary-Any Topic

Selma Rankins praised Mrs. Sacks for everything she has done for him and his family. He hopes that Dr. Martin and Mrs. Everly understand him when he says there should be more black teachers.

Mrs. Taylor enjoyed the recent newsletter that was sent to parents and staff. It promoted many positive things that happened during the summer, as well as things for the future. Based on Mr. O'Connor's recommendation to find a way to identify our schools, Mrs. Taylor would like Board members to tour the district to see how this may be accomplished. Mr. Yeo will work with Mrs. Lambert to schedule a date.

Adjournment

Motion by Mr. VanWasshenova; support by Mr. Philbeck that the September 8, 2015, Board Meeting #16 of the Monroe Public Schools Board of Education be adjourned.

Vote: Motion carried by a 7-0 hand vote at 7:53 p.m.

Ryan Philbeck, Secretary

APPROVAL OF MINUTES

ENCLOSURES

- September 8, 2015, Board Meeting #16 Minutes

RECOMMENDATION

Move to approve the following minutes as submitted:

- September 8, 2015, Board Meeting #16

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Ms. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Board Meeting #17

Item #C.2

REPORTS AND UPDATES

BOARD COMMITTEES/OTHER REPORTS

- Informational Reports: Contracted Services Recommendations, Contracted Coaches, and Club Paid Coaches

For the 2015-16 School Year we will be working with EduStaff to provide Contracted Student Support Services. The following changes have occurred within the Student Support Team:

Informational Report
Contracted Services Recommendations

For the 2015/16 school year:

- Peggy Jacobs for MHS Student Service Provider
- Renae Hoskins for Monroe Middle School Climate Liaison

Informational Report
Contracted Coaches

No new report

Informational Report
Club Paid Coaches

No new report

STAFF RESIGNATIONS

BACKGROUND

We have received a letter of resignation from **Sonya Kalasho** for the purpose of other employment. Her resignation was effective September 4, 2015. Ms. Kalasho was employed with our district for the past 7 years. She was most recently employed as an elementary teacher at Custer.

We have received a letter of resignation from **Daniel Fuerstenberg** for the purpose of other employment. His resignation was effective September 18, 2015. Mr. Fuerstenberg was employed with our district for the past 2 years. He was most recently employed as an elementary teacher at Custer.

We have received a letter of resignation from **Mark Pitcher** for the purpose of retirement. His resignation was effective September 21, 2015. Mr. Pitcher was employed with our district for the past 30 years. He was most recently employed as a teacher at Monroe Middle School.

We have received a letter of resignation from **Sue Sacks** for the purpose of retirement. Her resignation will be effective September 30, 2015. Ms. Sacks was employed with our district for the past 27 years. She was most recently employed as the substance abuse coordinator.

We have received a letter of resignation from **Mary Dolores Gagne** for the purpose of retirement. Her resignation will be effective November 25, 2015. Ms. Gagne was employed with our district for the past 22 years. She was most recently employed as a custodian at Arborwood Campus.

ENCLOSURES

Letter(s) of Resignation

RECOMMENDATION

Move to approve the resignations from Monroe Public Schools of Sonya Kalasho effective September 4, 2015; Daniel Fuerstenberg effective September 18, 2015; Mark Pitcher effective September 21, 2015; Sue Sacks effective September 30, 2015; and Mary Dolores Gagne effective November 25, 2015.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Holly Scherer

From: Dan Fuerstenberg
Sent: Wednesday, September 16, 2015 4:25 PM
To: Julie Everly; Lisa McLaughlin; Ronda Meier; Holly Scherer
Subject: Letter of Resignation

Good Afternoon,

I am writing this email to let you know that I am resigning my teaching position at Custer Elementary. I am forever indebted to Monroe Public Schools and the opportunities that I have had here. I have worked with so many amazing people, and have learned so much from them along the way. I hope and know that MPS will continue to have wonderful success educating the youth of our district with all of the many talented individuals that make up our staff.

I received a phone call over the weekend to take a job that has been a lifelong dream of mine. After much thought, talks with family and friends, I have decided to accept the job. With your permission I would like to finish out the week, and have Friday, September 18, be my last day working for MPS. I was hoping that allowing me to finish these couple days would allow the school time to find a replacement to start Monday. I also thought it would make a smoother transition for the students and new teacher for me to finish out the week and begin fresh on Monday.

As some of you may remember when I was first interviewing for a teaching position with MPS, I was working at a Summer Camp program. The Summer Camp and Campground Board had a meeting recently to replace the current managers who are retiring and my name came up. The Board has asked me to work at the camp year-round as the property manager, program director and summer camp lead. They would like me to start working as soon as possible to get the Fall Programs set up, learn how to winterize the buildings, and start planning next years events.

Once again, I am forever grateful for having this amazing opportunity to work for Monroe Public Schools these past few years. From the bottom of my heart, a sincere "Thank You" for this privilege to work with and for you!

Sincerely,

*Dan Fuerstenberg
Custer Elementary
3rd Grade Teacher*

September 9, 2015


To: Personnel Department Monroe Public Schools

From: Mark Pitcher

Re. employment Status

Due medical conditions beyond my control, I am tending my resignation effective at the end of the school day September 21, 2015.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Pitcher". The signature is stylized with a large, sweeping initial "M" and a long horizontal line extending to the right.

Mark Pitcher

September 4, 2015

Dear Dr. Martin and the Monroe Public School Board of Education,


Effective September 30, 2015, I will retire from my positions with the Monroe Public School District.

After 28 years of serving students from elementary through high school, this was not an easy decision. Much was accomplished during this time by developing and implementing programing and securing grant funding.

Several events led to my decision to retire including lack of funding and support for the substance abuse prevention and early intervention programs.

I wish only the best for the continued success of Monroe Public School students.

Sincerely,



Sue Sacks, M.A., CPC-R

September 17, 2015

Human Resources
Monroe Public Schools
1275 N. Macomb St
Monroe, MI 48162

To Whom it may concern:

Please accept my resignation for the purpose of my retirement. My last day will be November 25, 2015. My retirement date will be December 1, 2015.

Sincerely,

A handwritten signature in cursive script that reads "Mary Dolores Gagne". The signature is written in black ink and is positioned below the word "Sincerely,".

Mary Dolores Gagne

CC: Jerry Oley
Tim Salenbien

CONSENT AGENDA – TEACHER APPOINTMENTS

ENCLOSURES

- C.5 Jessica Harmon
- C.6 Emily Owens

RECOMMENDATION

Move that Agenda Items C.5 – C.6 be considered as a Consent Agenda, and that the consent agenda items be approved as recommended.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

September 22, 2015
Item #C.5

TEACHER APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Jessica Harmon as a teacher with Monroe Public Schools. This teacher will be assigned as a Spanish teacher at Monroe High School for the 2015/16 school year.

Mrs. Harmon holds a Bachelor of Arts from Oakland University and a Master of Education from Eastern Michigan University. She holds certifications in French, Spanish, and learning disabilities. Mrs. Harmon was most recently employed with Van Buren Public Schools in Belleville, Michigan.

Members of the interview panel were: Sandy Kreps, principal; Brian DeMaggio and Kristen Hovest, teachers; Ellen Ivey, student service provider; and Shawna Mann, parent.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Jessica Harmon as a teacher with Monroe Public Schools effective September 28, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

Jessica Rene Harmon

To Whom It May Concern:

Bonjour and hola! My name is Jessica Harmon. I would like to take this opportunity to share a little about who I am. I am currently certified in French (K-12), Spanish (6-12) and Learning Disabilities (K-12). Educating students and sharing my knowledge in another language and culture is my passion. As teachers we strive to not only educate our students but to create moral, responsible and unique people. Learning another language and studying their culture gives students a chance to better understand themselves and their own culture. To accomplish this connection, I tie culture and other parts of the curriculum into each lesson to help them see how the language and culture affect our society.

In my classroom I try to focus on interactions between students and using the language in real life situations. I use project-based learning and the TPRS methods to help students understand and relate to the language. In order to further student understanding of difficult topics in reading cultural information I employ group reading and Reading Apprenticeship methods. I also use authentic resources written by French or Spanish authors including music, newspaper articles, blogs and websites.

There are many types of learners and often I have found that not every student can accomplish the same goal in the same way. It is important to me that I adapt my classroom and lesson plans to help fit all types of learners. Through student participation in creating the goals and making small accommodations, I work to help all students to be successful.

I understand that teaching is more than seeing students in a classroom, it is being involved in other parts of their lives outside of the classroom, Coaching and supervising dances or activities in the community are a couple of ways that I have gotten to know my students and I hope to have more of these opportunities in the future. If you wish to speak with me further please call me at () or email me at (). Thank you for your time and consideration.

Sincerely,

Jessica Harmon

Jessica Rene Harmon

Objective: To create life-long learners of culture and languages in French or Spanish by helping the learners see and make connections to other parts of the curriculum and their own culture.

Certifications:

- French (K-12)
- Spanish (6-12)
- Learning Disabilities (K-12)



- 🌐 Committed, resourceful and goal-oriented, using many resources to differentiate instruction and obtain understanding for all students.
- 🌐 Technologically advanced professional educator capable of using technology to advance students' capabilities in a classroom, blended or online setting.
- 🌐 Implementer of real world experiences through exchanges, current and past literature, Internet websites and native speakers in the area.
- 🌐 Analytic and versatile thinker, effective at developing and implementing creative ideas for instruction and student output.
- 🌐 Creator of a safe, caring, fun and positive environment within the classroom.
- 🌐 Active participant of educational improvement across the curriculum inside and outside of the classroom.

EDUCATION & QUALIFICATIONS

Fall 2014 – Master of Education, Learning Disabilities

Eastern Michigan University, Ypsilanti, MI

May 2010 – Bachelor of Arts, French w/ Teaching Certification

Oakland University, Rochester Hills, MI

Study Abroad Opportunity, French

University of Alberta, Edmonton, AB, Canada

June 2004 – Associates of Arts

St. Clair County Community College, Port Huron, MI

AWARDS & ACHIEVEMENTS

- Successful completion of a back-to-back French Exchange 2013
- Creation of French IV & V and Spanish IV & V curriculum with approval by the board 2013
- Awarded Claes Nobel Educator of Distinction by The National Society of High School Scholars 2012
- Successful completion of hosting French exchange students 2012

- Successful travel with students of all levels to Germany, France & Spain 2012
 - President of French Club at Oakland University 2008-2009
- Created a curriculum for GEAR UP French Academy at Oakland University 2008
- Helped to create and align with curriculum several exchanges at the college level 2007
 - Academic Honors 2006-2010

•

PROFESSIONAL TEACHING EXPERIENCES

MICHIGAN VIRTUAL UNIVERSITY, LANSING, MI

(ONLINE)

2014-2015

- Provide feedback and support for students taking this course.
- Provide extra materials to help students understand the curriculum

VAN BUREN PUBLIC SCHOOLS, BELLEVILLE, MI

(BELLEVILLE HIGH SCHOOL & MCBRIDE MIDDLE SCHOOL)

2014-2015

- Develop the French curriculum and pacing guide for French 1 and French 2, starting from nothing.
- Develop communicational activities, projects and assessments for French 1 and French 2 that incorporate cultures of francophone countries.
- Develop assessments and projects that incorporate other parts of the curriculum including World History and Culinary arts for French 1.
- Incorporate real world resources with activities to enhance the curriculum, including news casts, commercials, journal articles and current music.
- Assess student progress and make modifications to the curriculum for struggling and advanced students.
- Create modified and advanced activities, based on the changes for
- Create "TPRStorytelling" activities for use in the classroom.
- Develop "Reading Apprenticeship" activities for cultural information.
-

SALINE AREA SCHOOLS, SALINE, MI

(SALINE HIGH SCHOOL & SALINE MIDDLE SCHOOL)

2013-2014

- Create goal-oriented objectives, supported by activities for Middle School and High School in French and Spanish.
- Tutor students in French and Spanish
- Help to facilitate the French Exchange
- Create goals and curriculum for French Conversation
- Structured curriculum for French I–V
- Developed the space and curriculum for nex-generation classroom.
- Used technology to create a flipped classroom environment.

**SOUTHGATE COMMUNITY SCHOOLS, SOUTHGATE, MI
(ANDERSON HIGH SCHOOL & DAVIDSON MIDDLE SCHOOL)**

2010-2013

- Create goal-oriented objectives, supported by activities for: French I, II, III and IV, Spanish IV, Exploratory French and Exploratory Spanish.
- Create goal-oriented objectives, supported by activities, exams and projects both online and in the classroom for a blended learning course in French. (approved by not yet implemented)
- Created goal-oriented thematic units with targeted objectives based on real world experience for French IV & V and Spanish IV & V.
- Create formative and summative assessments based on text in the target language, real life experiences and the culture.
- Started a French club with activities that are relevant to the language and cultures of francophone countries.
- Successfully started and implemented a French exchange with students at both the high school and middle school.
- Created modified projects, tests and assignments, and implemented accommodations for students with disabilities.
- Created a blended classroom environment and curriculum for French 1-4
- Participated in data and school improvement teams.
- Class sponsor.
- Chaperoned dances and student events.
- Proctored IOWA, MEAP, MME & ACT exams.

ARMADA HIGH SCHOOL, ARMADA, MI

2009-2010 : STUDENT TEACHING EXPERIENCE

- Helped to prepare new syllabi and goals for French I, II, III & IV while transitioning from semesters to trimesters.
- Prepared and taught lesson plans for all levels of French and Spanish II & IV.
- Tutored students in French & Spanish
- Prepared cross lingual lesson plans for advanced levels of French and Spanish.
- Created modified projects, tests and assignments, and implemented accommodations for students with disabilities.
- Observed NCA accreditation process.

WALTON CHARTER SCHOOL, PONTIAC, MI

SUMMER 2009 : ELEMENTARY STUDENT TEACHING EXPERIENCE

MOUNT CLEMENS HIGH SCHOOL, MOUNT CLEMENS, MI

WINTER 2009 : HIGH SCHOOL STUDENT TEACHING OBSERVATION

OTHER PROFESSIONAL EXPERIENCES

UNIVERSITY OF ALBERTA, EDMONTON, AB

2006-2007 : ADMINISTRATIVE ASSISTANT TO THE DIRECTOR OF EDUCATION ABROAD

- Research other universities' study abroad programs.
- Research prospective universities in China, Russia, France, Spain and England.
- Create alignment between curriculums of the prospective university and the University of Alberta.
- Organize and implement fundraising events for the study abroad programs.
- Attend and take notes at meetings with the director.

VOLUNTEERING

- French Exchange Director 2011-Present
- Oakland University GEAR-UP Program 2009: Initiated and set-up lesson plans for French program
 - Taught Sunday school 2000-2009
- Marysville Girl's Minor League Softball Coach 2006-2007
- Marysville Youth Soccer Organization Coach 2006-2007

TEACHER APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Emily Owens as a teacher with Monroe Public Schools. This teacher will be assigned as an elementary teacher for the 2015/16 school year.

Ms. Owens holds a bachelor’s degree from Eastern Michigan University. She completed her student teaching in the fall at Arborwood. She was most recently employed with EduStaff and assigned as a long term sub in the spring at Manor and starting this year at Arborwood.

Members of the interview panel were: Steve Pollzzie, principal; Jen Abram, Angela Sneider, Mandi Perkey, teachers.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Emily Owens as a teacher with Monroe Public Schools effective September 23, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

EMILY OWENS

OBJECTIVE

First grade teaching position in which I will provide a warm, supportive environment for developing academic, social, and emotional growth.

HIGHLIGHTS

- Common Core Knowledge
- Interpersonal Skills
- Time Management
- Problem Solving
- Organized
- Plan, Teach, Debrief
- Goal Driven
- Resourceful

PROFESSIONAL EXPERIENCE

Elementary Student Teaching:

Arborwood South, Monroe Michigan
1 / 2 Grade, September-December 2014
Cooperating teacher: Melissa Watterson

Early Childhood Student Teaching:

Riverside Early Learning Academy, Monroe Michigan.
Young 4 & 5's, January-April 2015
Cooperating teaching: Julie Reaume

Permanent Subbing Position: Manor Elementary School, Monroe Michigan. April-June 2015

EDUCATION

Bachelor of Science
Major: Liberal Arts & Early Childhood Education
Eastern Michigan University
April 2015
Cum Laude

CLERICAL APPOINTMENT

BACKGROUND

On behalf of the administration and the interview panel I am recommending the appointment of Melinda Carr as Classification I Secretary with Monroe Public Schools. Mrs. Carr will be assigned at Monroe High Schools for the 2015/16 school year.

Mrs. Carr is a high school graduate with additional credits from both Monroe County and Washtenaw Community Colleges. She was most recently employed with Jefferson Public Schools. Mrs. Carr also has 14 years of past experience with Monroe Public Schools.

Members of the interview panel were: Barry Martin, Superintendent; Julie Everly, Deputy Superintendent; Sandy Kreps, Principal; Holly Scherer, HR Specialist, and Michelle Young, union secretary.

ENCLOSURE(S)

Resume

RECOMMENDATION

Move to approve the appointment of Melinda Carr as secretary with Monroe Public Schools effective Monday, September 28, 2015, and place on the appropriate salary level as contained in the Master Agreement, and upon completion of all pre-employment requirements.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____

MELINDA K. CARR

PROFESSIONAL SUMMARY

Highly organized and detail-oriented Administrative Assistant with more than 20 years of experience providing administrative support in both corporate and education-based arenas. Areas of strength include:

- Microsoft Word, Excel, Power Point, Publisher, Outlook, Access
- Experience with both Pearson and TalentEd Programs and eFinance Accounting System
- Experience with PowerSchool, eSchool, CIMS Student Information Systems, COGNOS
- Experience working with Parlant Scheduling System, and Corby Security System Monitoring, Troubleshooting and Programming
- Experience with PTO Manager Program
- Experience in pulling data from MDE website for MTSS, NWEA, GAD reporting
- Excellent communication, time management, and organizational skills
- Self-starter, highly motivated, and also work well in team setting
- Great project management skills, works well under pressure, and can meet project deadlines in a timely manner
- Experience with CEO Transcript and Archive System as well as Parchment and Docufide Transcript Programs
- Experience with QuickBooks

WORK HISTORY

Jefferson High School, Administrative Assistant to the Vice Principal 2014-Current

Monroe, MI 48162

- MTSS Tracking Database coordination and updating.
- Work with Technology to research GAD Reports twice a year.
- Responsible for Student Count / Enrollment Records and any associated auditing.
- Enroll/Drop students on a regular basis, along with updating of Access database.
- Monitoring attendance reporting on a daily basis.
- Responsible for all transcript requests through JHS and Docufide.
- Work with Assistant Principal to coordinate Bear Pride Day, testing days, GPA Challenge.
- Responsible for car tag registration and maintenance of master database for students.
- Maintenance and updating of student debts database in eSchool and Excel.
- Responsible for updating the JHS webpage as needed.

Manor Elementary, Secretary to the Principal 2009 - 2014

Riverside Elementary, Secretary to the Principal 2005 - 2009

Monroe, MI 48162

- Meet and greet all internal and external customers in a friendly, positive, and helpful manner.
- Maintenance of the Manor website and Facebook page - updated daily.
- Responsible for student records, printing of report cards each trimester, and maintenance of student data in PowerSchool.
- Responsible for setting up the school calendar, assignment of course numbers and sections, and scheduling students for classes in PowerSchool.
- Creation and distribution of newsletters, brochures, flyers and/or other documents to keep parents, students and staff updated on important events.
- Coordination and scheduling of field trips, conferences, picture days, assemblies, and other related activities as needed.
- Processing payroll for 18 classroom and lunch aides on a bi-weekly basis.
- Processing of purchase orders, payment requests, mainstreaming orders, and supply orders as needed.
- Organization, distribution, and tracking of all MEAP materials for school.

14 YEARS
with Monroe

Counseling Center Secretary, Monroe High School

2002 - 2005

Monroe, MI 48162

- Answered and directed all Counseling Center calls and scheduled appointments.
- Responsible for the Pariant Online Scheduling System – trouble-shooting, and set up of course numbers in the Master Schedule.
- Maintenance of scholarship files and mailing available to students and parents in a timely fashion.
- Maintenance and updating of Career Pathway Databases for Counseling Staff.
- Assisted with the printing of transcripts, printing and mailing report cards, and processing student data and maintaining student records.
- Pulled transcripts using the CEO Archival System as requested.

Accountant, Country Printing

2001 - 2002

Flatrock, MI 48134

- Handled all payroll and benefits issues for employees.
- Processed print orders and assisted customers with placing orders.
- Answered phones and directed questions to appropriate personnel.
- Inputting of all accounting/payroll data into QuickBooks.

Customer Operations Administrator – Michigan, Michigan Gas Utilities

2000 – 2001

Administrative Assistant, Michigan Gas Utilities

1996 – 2000

Receptionist, Michigan Gas Utilities

1993 - 1996

Monroe, MI 48161

- Planned and coordinated logistics and materials for meetings and staff events.
- Created detailed cost-analysis studies for process improvements within corporation.
- Created expense reports, processed mileage reports and reconciled Procurement Card statements each month.
- Responsible for the maintenance and monitoring of the CORBY Security System in the Monroe office.
- Responsible for District Building Cash Audits each month.
- Recorded MSDS data information as requested.
- Created PowerPoint presentations for 4 Directors.
- Main contact person for investigation/resolution of complaints for Michigan Public Service Commission.
- Worked with gas customers to resolve disputes, answer questions.

Custodian, Ann Arbor Public Schools

1988 - 1993

Ann Arbor, MI 48104

- Custodial and maintenance duties as assigned.

Secretary, University of Michigan, Med Sci II

1986 - 1988

Monroe, MI 48162

- Typed and organized Crash Investigation Data for Dr. Donald Huelke, Professor of Anatomy.
- Photographed crashed automobiles to be presented as evidence in crash investigations.
- Answered multi-line phone and directed calls accordingly.

EDUCATION / TRAINING

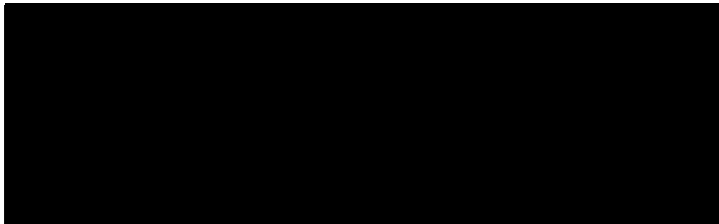
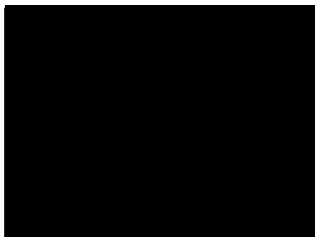
High School Diploma – Willow Run High School
Ypsilanti, Michigan 48198

- Cum Laude Graduate – Class of 1985
- Monroe County Community College – Fine Arts Program (9 Credit Hours)
- Washtenaw Community College – Graphic Illustration Program (37 Credit Hours)

Additional Training:

- Leader In Me Training – Manor Elementary
- Certified in CPR and AED by the American Red Cross – 2014
- STEP-Up Clerical Program completion - Monroe Public Schools
- 7-Habits of Highly Effective People Training - Michigan Gas Utilities
- A.L.I.C.E. Training
- Health Module Completion for the 2015-2016 School Year

REFERENCES



**DREAMBOX LEARNING
 MONROE MIDDLE SCHOOL**

BACKGROUND

Over the past few years Monroe Middle School has been seeking a technology component to support basic math instruction, as well as intervention or enrichment instruction, for students. From January 2015 through June 2015 Monroe Middle School piloted the DreamBox Learning math program. This has been utilized in our elementary schools for the past recent years. They were interested in assessing if this implementation would have a positive impact on math comprehension and scores for middle school students. Many programs, including with free internet-based resources, have been researched and tried in classrooms. Just as we found with our elementary usage, none of these programs had the positive impact that DreamBox Learning has on the development of mathematical thinking and basic fact fluency.

DreamBox Learning is an online adaptive math program that aligns with the newly adopted national Core Curriculum Standards. It was created in partnership with leading mathematical researchers, Catherine Fosnot and Skip Fennell. This program provides literally millions of different paths through the kindergarten through eighth grade curricula, based on a child's needs and supports every student from struggling to advanced. As students use the program, their mathematical abilities are assessed with every click and teachers are provided the necessary information to adjust their instruction to match the needs of each student. Students also are able to use DreamBox Learning at home and parents are provided with up to date information about the child's mathematical progress.

ENCLOSURE(S)

See the attached cost proposal for a 1 year site license for Monroe Middle School.

RECOMMENDATION

Move to approve the purchase of the one year DreamBox Learning site license for Monroe Middle School at the cost of \$6,000.00. This purchase will be funded from the 2015-16 general fund curriculum budget.

MOTION: _____ **SUPPORT:** _____ **ACTION:** _____

	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Mr. Bunkelman	_____	_____	_____	_____
Dr. March	_____	_____	_____	_____
Mrs. Mentel	_____	_____	_____	_____
Mr. Philbeck	_____	_____	_____	_____
Mrs. Taylor	_____	_____	_____	_____
Mr. VanWasshenova	_____	_____	_____	_____
Mr. Yeo	_____	_____	_____	_____



QUOTE

305 108th Ave. NE, Suite 200
 Bellevue, WA 98004-4454
 Phone: 877.451.7845
 Fax: 425.484.6476
schools@dreambox.com
www.dreambox.com

Date:	September 14, 2015
Quote #	DB011519605
Quote Type:	Existing
Promo Code:	
Valid Until:	9/15/2015 12:00:00 AM

Customer	Prepared By
Julie Everly Assistant Superintendent of Elementary Education and Instruction everly@monroe.k12.mi.us (734) 265-3000	MONROE PUBLIC SCHOOLS, MI P.O. BOX 733 MONROE, MI 48162 LeeRon Yahalomi Senior Account Manager leeron.yahalomi@dreambox.com

Qty	Description	Price	Sub-Total
1	Middle School Site License 1 Year Subscription (6-8) Grade 7-8= 806 students	\$6,000.00	\$6,000.00
	Sales Tax	\$0.00	\$0.00
	Outside of the states of Washington South Carolina, Arizona and Hawaii, customers are responsible for remitting any taxes imposed by their states.	Total Amount:	\$6,000.00

Purchase Options:

- To pay by purchase order, please fax your purchase order to 425-484-6476.
- To pay by credit card please click
<https://dreambox.secure.force.com/pmtx/SiteQuoteApproval?id=0068000000uQNRR>

This Quote is specifically conditioned upon the acceptance of the below terms and conditions. Issuance of a purchase order and/or payment for any of the products listed in this Quote by Customer shall be deemed acceptance of the below terms and conditions.

Terms and Conditions:

This quotation is valid for 30 days from delivery unless otherwise indicated or earlier terminated by DreamBox Learning. Customer must issue a purchase order referencing the Quote number above to complete the sale of the products listed in this Quote. DreamBox Learning objects to any different or additional terms in Customer's purchase/sales order documentation, except as expressly agreed to in writing. Applicable activation codes for the subscriptions purchased will be issued following receipt of the authorized purchase order. Annual subscriptions begin on date of receipt of the applicable purchase order by DreamBox or upon the annual renewal date, as applicable. Billing terms are net 30 days from receipt by DreamBox Learning of the purchase order. All taxes, fees, levies are subject to change at the time of the order. Payments outstanding more than 30 days may result in cancellation of the subscriptions. All fees and payments are non-refundable. No failure or delay by DreamBox Learning in exercising any right shall constitute a waiver of that right. The subscriptions referenced in this Quote are subject to the acceptance of all terms set forth in the current version of the Terms of Use at <http://www.dreambox.com>. DreamBox Learning does not warrant its products or services except as specifically agreed to in writing. Any dispute regarding this Quote shall be governed by the laws of the State of Washington, and the parties agree to accept the exclusive jurisdiction of the state and federal courts located in King County, Washington, regardless of conflicts of laws. Initial Term of this Agreement shall be 12 calendar months from the Billing Start Date as set forth in the preceding Services Agreement. At the end of the initial term, this Agreement shall be able to be renewed automatically for consecutive renewal terms of 12 calendar months.

Termination for cause can be effected by either party's written notice, effective upon receipt, if the other party has failed to cure a material breach for 30 consecutive days after receiving a detailed written request to cure. Such termination shall be customer's sole and exclusive remedy in case of non- or mal-performance by DreamBox Learning including but not limited to DreamBox Education services less effective than agreed. No warranties are extended. All services are provided "as is." DreamBox Learning disclaims all express and implied warranties.

ADJOURNMENT

RECOMMENDATION

Move to adjourn the September 22, 2015, Board Meeting #17.

HAND VOTE

MOTION: _____ SUPPORT: _____ ACTION: _____

TIME: _____