FRANKLIN COUNTY SCHOOL BOARD

SPECIAL MEETING

WILLIE SPEED BOARD ROOM

SEPTEMBER 26, 2016

5:30 P.M.

AGENDA

I. CALL TO ORDER

II. KAREN PEDDIE-HR DIRECTOR

A. Leave of Absence-C Pope
B. Request to Transfer-Alternative Teacher-M Todd
C. Request to Hire-English/Language Arts Teacher-N Clatto
D. Request to Hire-Paraprofessional-A Stultz-Dunaway
E. Request to Hire-Paraprofessional- D Prince
F. Request to Hire-Paraprofessional-J Ritz
G. Request to Hire-Paraprofessional-D McMillan
H. Request to Hire-Part-time Geometry Teacher- J Davidson

III. ADJOURNMENT

FRANKLIN COUNTY DISTRICT SCHOOLS

Administrative Offices
85 School Road Suite 1
Eastpoint FL 32328
(850) 670-2810-Phone (850) 670-8579-Fax

Nina M Marks
Superintendent



TOGETHER EVERYONE ACHIEVES MORE

MEMORANDUM

TO: Nina Marks, Superintendent

FROM: Karen Peddie, Director of Human Resources

DATE: September 23, 2016

It is my recommendation that the Board consider the attached for a leave of absence given the current driver shortage.

District 1
George Thompson
Vice Chair

District 2
Pam Marshall

District 3
Teresa Ann Martin

District 4
Stacy Kirvin

District 5
Pam Shiver
Chair

An Equal Opportunity Employer
www.franklincountyschool.org



Karen Peddie <kpeddie@franklin.k12.fl.us>

Fwd: christinapope

1 message

Sonja Buffkin <sbuffkin@franklin.k12.fl.us> Wed, Sep 14, 2016 at 6:00 PM
To: Karen Peddie <kpeddie@franklin.k12.fl.us>

Sent from my iPhone

Begin forwarded message:

From: christina Pope <popechristina140@yahoo.com>
Date: September 14, 2016 at 5:53:09 PM EDT
To: "sbuffkin@franklin.k12.fl.us" <sbuffkin@franklin.k12.fl.us>
Subject: christinapope
Reply-To: christina Pope <popechristina140@yahoo.com>

I will not be able to return to work, the 2016-2017 school year. Due to medical issues. Sorry for any inconvenience, looking forward to coming back next school year.

Thank you,
Christina Pope
[redacted]

FRANKLIN COUNTY DISTRICT SCHOOLS

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85 School Road Suite 1
Eastpoint FL 32328
(850) 670-2810-Phone (850) 670-8579-Fax

Nina M Marks
Superintendent



TOGETHER EVERYONE ACHIEVES MORE

MEMORANDUM

TO: Nina Marks, Superintendent

FROM: Nick O'Grady, Director of Alternative School

DATE: September 23, 2016

I am requesting a transfer of Mike Todd from the Franklin County K-12 School to the Franklin County Alternative School immediately so there will be a quick transition at both schools. Mr. Todd has worked with the Alternative School students in the past and has experience with our students, he has knowledge of the on-line program used, and he knows the parents; thus providing for an efficient and equitable transition.

District 1
George Thompson
Vice Chair

District 2
Pam Marshall

District 3
Teresa Ann Martin

District 4
Stacy Kirvin

District 5
Pam Shiver
Chair

An Equal Opportunity Employer
www.franklincountyschool.org

Franklin County School District
Administrative Offices
85 School Road, Suite One
Eastpoint, Florida 32328

Nina M. Marks
Superintendent

Instructional_____
Non-Instructional_____

Prospective employees will receive consideration without discrimination because of race, creed, color, age, sex, national origin, handicap or veteran status.

APPLICATION FOR EMPLOYMENT

PERSONAL

Last Name	First	Middle	Date
Todd	Micahel	Dewayne	6/30/2016
[redacted]			[redacted]
[redacted]			Business Phone [redacted]
Position Desired: Assistant Principal FCS			[redacted]
Are you legally eligible for employment in the United States? Yes		When will you be available to begin work? ASAP	
Other special training or skills (languages, machine operation, etc.)			
Certification # 807069 State FLorida		Any previous employment with FCSB? yes	
Have you applied?_____ Date_____ ESOL Endorsed? Yes☐ No☐ Reading Endorsed? Yes☐ No☑		If yes, Years? 18 Position Teacher Supervisor Principal	

EDUCATION

SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	NUMBER OF YEARS COMPLETED	DID YOU GRADUATE? DATE	DEGREE OR DIPLOMA
*COLLEGE	Gulf Coast College, Panama City Florida Florida State University PC, Panama City Fl University of West Florida, Pensacola, fl	Liberal Arts Soicial Sciences Educational Leadership	2 2 2	yes, 1993 yes, 1998 yes, 2003	AA BS MsED
HIGH	Port St Joe Jr/Sr High Port St joe Florida	College Prep	7	yes, 1975	Diploma
OTHER	Vincennes University, Vincennes Indiana	Military Studeies	1	yes, 1981	AAS

All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE they receive payment for years of college.

MEMBERSHIP IN PROFESSIONAL OR CIVIC ORGANIZATIONS
(exclude those which may disclose your race, color, religion, or national origin)

Florida Athletic Coaches Association

MILITARY

COMPLETE THIS SECTION IF YOU SERVED IN THE U.S. ARMED FORCES	BRANCH OF SERVICE
Describe your duties and any special training. Enlisted 1978, attended Officer Candidate School 1984-85, Maintenance Officer Basic Course, Aberdeen Proving Grounds MD, 1986, Unit Movement Officer, Executive Officer, Platoon Leader Operation Desert Storm, 1991	Period of Active Duty(Month & Year) From 1978 To 1992 Rank at Discharge Captain Date of Final Discharge 2005

Please attach photo to application for identification purposes – SBE Rule 6A-4.0012(b), F.S. 231.17(1)(f), 231.47 requires fingerprint clearance for all instructional and substitute teachers; Board action 7-15-1985 requires fingerprint clearance for all employees.
Three Letter of Reference Must be Included with Application.

EMPLOYMENT

We may contact employers listed below unless you indicate – Do Not Contact – and the reason why?

Please give accurate, complete full time and part time employment record. Start with present or most recent employer.

1	Company Name St Joe Paper Company	Telephone ( )
	Address Port St Joe Florida	Employed (month and year) From 5/1977 To 12/9/1998
	Name of Supervisor (for reference) Robert Falsiki	Weekly Pay Start 10.00/Hr Last 38,000/yr
	State Job Title and Describe your work Stores Manager, Supervisor for 11 employees and $10.5 million spares parts for Company	Reason for Leaving company closed

2	Company Name Gulf County Schools	Telephone ( )
	Address 100 Shark Drive, Port St joe, Fl 32456	Employed (month and year) From 3/1998 To 6/1998
	Name of Supervisor (for reference) Tim Wilder, Assistant Principal	Weekly Pay Start _____ Last _____
	State Job Title and Describe your work In School Suspension Aide	Reason for Leaving Recieved position at Apalachicola High School in franklin County

3	Company Name	Telephone ( )
	Address	Employed (month and year) From _____ To _____
	Name of Supervisor (for reference)	Weekly Pay Start _____ Last _____
	State Job Title and Describe your work	Reason for Leaving

Personal Information: Of the employers listed above how many years of experience do you have in education (that can be used for this employment) 18 years? Total number of years you will be claiming in the Franklin County School System. 18

ANSWER QUESTION IF BOX IS CHECKED

If the employer has checked the box next to the question, the information requested is needed for a legally permissible reason, including, without limitation, national security considerations, a legitimate occupational qualification or business necessity. The Civil Rights Act of 1964 prohibits discrimination in employment because of race, color, religion, sex or national origin. Federal law also prohibits discrimination on the basis of age with respect to certain individuals. The laws of most States also prohibit some or all of the above types of discrimination as well as some additional types such as discrimination based on ancestry, marital status or physical or mental handicap or disability. Attach additional sheets of paper If necessary to answer questions completely.

☒ Provide dates you attended school

Elementary	High School	College	Other (Give name and dates)
From 1963 To 1969	From 1969 To 1975	From 1975 To 2003	From _____ To _____

☐ Sex Male x Female _____

☐ How long at present address? 15 years

☐ How long at previous address? _____ years

☒ What is your previous address?

☒ Are you over 18 years of age? Yes x No _____ If not, employment is subject to verification of minimum legal age.

☒ Have you ever been bonded? Yes _____ No x If yes, with what employers?

☒ Have you been convicted of a crime in the past 10 years? Yes x No _____ If yes, describe in full (attach sheet of paper)

☒ Have you ever been committed to a mental institution? Yes x No _____ If yes, explain (attach sheet of paper)

☒ State names of relatives and friends working for us other than your spouse. none

☒ Instructional Applicants: The following questions to be answered in own handwriting on attached sheet.

- What elements do you perceive as fundamental to the educational process?
- What are your opinions as it relates to classroom behavior?

ATTIRMATIVE ACTION SURVEY: This data is for analysis and affirmative action only. Submission of information about handicap is voluntary. Check one of the following. White x Black _____ Hispanic _____ American Indian _____ Asian _____

Check if any of the follow is applicable. Vietnam Era Veteran _____ Disabled Veteran _____ Handicapped Individual _____

SIGNATURE

The information provided in this application for employment is true, correct and complete. If employed, any misstatement or omission of fact on the application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request, the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

_____ _____

Signature Date

Karen Peddie

Human Resources Director

Franklin County Schools

Ms. Peddie,

I have been employed by Franklin County Schools since 1999. All needed documentation is on file with the District. If for any reason you need more please call me at 850-227-6557.

Thank You

Michael D Todd

Michael Todd

Michael Dewayne Todd
58 Dunlap Road
Eastpoint, Fl 32328
850-227-6557

June 22, 2016

Dear Mrs. Marks,

I would like to be considered for the Assistant Principal position at Franklin County School for which I am certified. I believe my training and experience will greatly enhance the staff and operations of the School System. I have 6 years of experience at the position of Athletic Director. I have been an educator for the past 18 years and have performed many other additional duties as Dean of the Elementary, Middle School, and High School, Athletic Director, coach, class sponsor, and Student Government Advisor.

I just completed the SAIL Academy Training offered by PAEC. It is a rigorous course designed to enhance my leadership skills. It cerified me for all Educational Leadership positions. I have a Masters Degree in Educational Leadership.

I was employed by St Joe Paper Company/Florida Coast Paper Company for 22 years before becoming an Educator. While at the Paper Company I worked in the Maintenance Department and supervised 11 employees.

I also served in the Florida Army National Guard for 20 years, where I reached the rank of Captain. While I was in the unit I served as Executive Officer, Maintenance Officer, Control Platoon Leader, and Unit Transportation and Movement Officer. I served as a Platoon Leader for the Company during Operation Desert Storm.

I look forward to meeting with you and discussing the position further. Please contact me at (850) 227-6557 or e-mail me at todd_md98@yahoo.com.

Sincerely,

Michael D. Todd

58 Dunlap Road
Eastpoint, Fl 32328

Cell: 850-227-6557
E-mail todd_md98@yahoo.com

Michael Dewayne Todd

Objective

To obtain a teaching position.

Education

2014-2016 SAIL ACEDEMY COHORT II Graduate. Level II School Princip Course. PAEC.
2001-2003 Masters of Educational Leadership, University Of West Florida, Pensacola, FL.
1991-1998 Bachelors of Science, Social Sciences, Florida State University, Tallahassee, FL.
1975-1993 Associate of Arts, Liberal Arts, Gulf Coast Community College, Panama City, FL.
1985 U. S. Army Maintenance Officer Basic Course, Aberdeen Proving Grounds, Aberdeen, Maryland
1981 Associate of Applied Sciences, Vincennes University, Vincennes, IN.
1975 Honor Graduate Port St. Joe High School, Port St Joe Fl.

Awards received

1975 Port St Joe High School Hall Of Fame.

1975 Who's Who in American High Schools.

1978 – 1985 Florida Army National Guard, Staff Sergeant.

1980 Amateur Softball Association 2nd Team All-American

1981 Amateur Softball Association 1st Team All-American

1981 NATIONAL CHAMPION Amateur Softball Association

1985 Commissioned 2nd Lieutenant.

1986 Commandant's List, U.S. Army, Aberdeen Proving Ground, Aberdeen, MD.

1991 Operation Desert Storm, 1st Lieutenant Platoon Leader.

1993 Promoted to Captain. USAR.

Florida Teacher Certification: Social Science 6-12, Physical Education K-12, Drivers Education, Middle Grades Integrated Curriculum 5-9, Educational Leadership (All Levels).

CDL Class B Drivers' License with School Bus and Passenger Bus Endorsements

Work experience

1977 – 1998

St. Joe Forest Products (St. Joe Paper Co.), Florida Coast Paper Company. Supervisor of Stores. In charge of 10 million dollars of spare parts for company. Supervised 11 individuals and accounting procedures for control and distribution of materials.

Spring 1999

In-School Suspension Aide:
Port St. Joe High School Monday thru Wednesday.
Port St. Joe Middle School Thursday and Friday.
Responsible for discipline, acquiring work for students, completion of assigned work by students, substituting where needed if no students assigned ISS.
Head Middle School Baseball Coach for 1st year Team.

August 1999- Present

Social Science Teacher, Apalachicola High School, Apalachicola, FL., Franklin County Schools.
Responsible for teaching American History, American History Honors, American Government, Economics, World History, World Geography, Law Studies, Sociology, Global Studies, Physical Education, to grades 6-12.

Class 2004 Sponsor. Organized and conducted graduation exercise for Apalachicola High School.
Student Government Association Sponsor. Organized and conducted Homecoming activities.

1999-2000

Social Science Teacher
Assistant Varsity Football Coach ,OL,DL
Jr. Varsity Football Coach
Varsity Girls Basketball Coach
Varsity Girls Softball Coach

2000- 2001

Social Science Teacher
Assistant Varsity Football Coach, OL,DL
Jr. Varsity Football Coach
Varsity Girls Basketball Coach
Varsity Boys Baseball Coach

2001- 2002

Social Science Teacher
Assistant Varsity Football Coach, OL,DL
Varsity Boys Baseball Coach

2002-2003

Social Science Teacher
Assistant Varsity Football Coach, OL,DL
Varsity Boys Baseball Coach

2003-2004

Social Science Teacher
Athletic Director, Apalachicola High School
Varsity Girls Basketball Coach

2004-2005
Social Science Teacher
Athletic Director Apalachicola High School

2005-2006
Social Science Teacher
Athletic Director Apalachicola High School
Head Middle School Football Coach

2006-2007
Social Science Teacher
Athletic Director Apalachicola High School
Head Varsity Football Coach
Head Middle School Football Coach
Head Varsity Baseball Coach

2007-2008
Social Science Teacher

2008- 2009
Social Science Teacher
Athletic Director, Franklin County School
Asst. Football Coach, OL,DL
Head Middle School Boys Basketball Coach
Head Boys Baseball Coach

2009-2010
Dean, High School/Middle School Franklin County
Social Science Teacher
Athletic Director, Franklin County Schools
Radio Commentator- Oyster Radio
Asst. Boys Baseball Coach

2010-2011
Director, Franklin County Alternative School
Head Middle School Football Coach
Asst. Boys Baseball Coach

2011-2012
Director, Franklin County Alternative School
Sports Commentator-Forgotten Coast TV
Head Middle School Baseball Coach
Asst. Boys Baseball Coach

2012-2013
Teacher of Multiple Subjects
Franklin County Academy Instructor
Asst. Boys Baseball Coach

2013-2014
6th Grade Math Teacher
Assistant Varsity Football Coach OL/DL
Assistant Varsity Baseball Coach
Head Middle School Baseball Coach

2014-2015
FLVS Facilitator
Math (Geometry) Teacher
Assistant Varsity Football Coach, OL/DL
Assistant Varsity Softball Coach
Elemntary Dean Of Students

2015-2016
Social Science Teacher High School
Assistant Varsity Football Coach OL, DL, DC
Assistant Varsity Softball Coach
Graduate PAEC SAIL ACADEMY COHORT II

CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS AWARDED TO

Michael D. Todd

SAIL ACADEMY COHORT II
FDOE APPROVED

Mary Sue Neves — 4/6/2016

MARY SUE NEVES, PROJECT MANAGER — DATE

Maria I. Pouncey, Ed.D. — 4/6/2016

MARIA I. POUNCEY, ED.D., ADMINISTRATOR OF INSTRUCTIONAL SERVICES — DATE

PAEC

State of Florida Department of Education

Professional Educator's Certificate

This Certifies That

MICHAEL TODD

Has satisfactorily completed all requirements of Florida Statutes and State Board of Education Rules for the coverages or endorsements listed below:

DRIVER EDUCATION ENDORSEMENT

EDUCATIONAL LEADERSHIP (ALL LEVELS)

MIDDLE GRADES INTEGRATED CURRICULUM (GRADES 5 - 9)

PHYSICAL EDUCATION (GRADES K - 12)

SOCIAL SCIENCE (GRADES 6 - 12)

July 01, 2016 - June 30, 2021

Department of Education Number 807069

BRIAN DASSLER
DEPUTY CHANCELLOR FOR EDUCATOR QUALITY

102399150

PAM STEWART
COMMISSIONER OF EDUCATION

Issued May 02, 2016

CERTIFICATE OF COMPLETION

THIS CERTIFICATE IS AWARDED TO

Michael Todd

ESOL FOR ADMINISTRATORS–60 HOURS

Mary Sue Nevels, Kay Brewton 7/29/2015

MARY SUE NEVELS, PROJECT MANAGER — DATE

Maria I. Pouncey, Ed.D. 7/22/2015

MARIA I. POUNCEY, ED.D., ADMINISTRATOR OF INSTRUCTIONAL SERVICES — DATE

PAEC

Florida Educational Leadership Examination
SCORE REPORT

[redacted]

Score Report Date: November 5, 2014

MICHAEL D TODD
PO BOX 37
APALACHICOLA, FL 32329

This barcode contains unique examinee information (including Pass/Fail status). Any attempt to manipulate this barcode and/or the contents of the score report will result in distortion of the barcode and/or mismatch of data.

As of January 1, 2009, passing any of the FELE subtests requires a scale score of 200 or higher.

Current Test Administration Results

Test	Status	Date
FELE Subtest 3: Systems Leadership	Pass	October 11, 2014

Cumulative Results* as of November 5, 2014

Test	Status	Date
FELE Subtest 1: Leadership for Student Learning	Pass	October 11, 2014
FELE Subtest 2: Organizational Development	Pass	October 11, 2014
FELE Subtest 3: Systems Leadership	Pass	October 11, 2014

*Includes for each FELE subtest your passing status or, for subtests not yet passed, the highest scale score achieved as of the score reporting date.

Note that passing scores have been automatically submitted to the Department of Education's Bureau of Educator Certification.

SEE NEXT PAGE FOR IMPORTANT INFORMATION

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: Clatto (LAST) Noelle (FIRST) T (M.I.)

JOB TITLE: Teacher - English/Language Arts

- [x] **Instructional**
- [ ] **Non-Instructional**
- [ ] **New Position**
- [x] **Replacement**
- [x] **Salary**
- [ ] **Hourly**
- [x] **Full-Time**
- [ ] **Part-Time**

Start Date: 10/04/2016 **Placement Level:** IMB15 **Starting Salary: $** 45,164

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

Ms. Clatto is an experienced AP and Dual Enrollment English Teacher. She will be filling an immediate vacancy. Board policy 1130 allows for the Superintendent to approve her employment at the same school as her husband on the grounds that it is to the advantage to the district. She will be evaluated by Assistant Principal Jill Rudd.

SUPERVISOR SIGNATURE: _____ **DATE** _____

RECOMMENDED: _____ **FINANCE DIRECTOR** **DATE** _____

RECOMMENDED: Karen A. Liddle **HUMAN RESOURCE DIRECTOR** **DATE** 9/21/16

RECOMMENDED: _____ **SUPERINTENDENT** **DATE** _____

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- **Verification of Eligibility**
- **Fingerprinting & Background Screening**
- **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

Franklin County School District
Human Resource Department
85 School Rd. Eastpoint, FL 32328
850-670-2810 fax 850-670-8579

Today's Date: September 8 2016
Position Desired: Teacher (English)

Franklin County School District

Application for Employment

PLEASE NOTE: A complete application includes three (3) letters of reference and copies of any certification/licenses. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be considered. If you have no information to enter in a section, please write N/A. The Franklin County School District is an Equal Opportunity Employer and a Drug Free Workplace.

PERSONAL INFORMATION

Name (Last, First, MI): Clatto, Noelle J.
[redacted]
Length of residence in Franklin County: [redacted]
Have you ever been bonded? If so, by what company? N/A
[redacted] Alternative Phone Number
Date available to begin work? Oct. 2016
Are you over the age of 18 and legally eligible for employment in the United States? X Yes ___ No
List all relatives or friends that work for FCSB: Chip P. Clatto
Have you been convicted of a crime? N/A If so, please describe (attach on a separate sheet of paper)
Have you ever been employed with the FCSB? Position N/A Supervisor
If you hold a teaching certification please indicate below: Certificate # 0408680 State MO
Are you retired? ___ Yes X No If yes, date retired:
Are you claiming Veteran's Preference? ___ Yes X No. If yes, attach a DD214 or comparable discharge/separation or current reserve documentation that indicates the character of service as honorable.
List all skills or trainings obtained that are related to position desired:
B.S. Education (English), M.ed, NBCT, AP Certified
List professional memberships, committee work, community and church activities, etc.:

RECORD OF EDUCATION

Name of School or Institution	Course of Study	Degree or Diploma	Date Received
High School: St. John the Baptist	Gen.	Gen. HS	Spring 1992
College: MO. State. U.	Education Eng.	B.S. Education	Fall 1997
Special: Masters Ed. SW Baptist	Masters ed.	Ma Ed.	Fall 2003
Other: NBCT	National Board NBCT	Addl. Literature	Fall 2010

*All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE receiving payment for years of college

INSTRUCTIONAL APPLICANTS ONLY

Answer the following questions in your own handwriting and submit on a separate sheet of paper
- ☐ What elements do you perceive as fundamental to the educational process?
- ☐ What are your opinions as it relates to classroom behavior?

List any extra-curricular/supplemental experience or training that you have:
Cheerleading Coach, Junior Class Sponsor, Gradebook Coach

All information contained in the application is public record subject to disclosure under the provisions of Florida Statues, Section 119.07, except as may be specifically excluded by this statute. Employment of personnel in Franklin County School District is in compliance with Federal and State Laws regarding nondiscrimination and preference. Any person who believes he/she may need reasonable accommodations during the application or interview process should notify the Human Resource Department @ 850-670-2810 extension 4128.

EMPLOYMENT HISTORY

Describe all work experience in detail, beginning with your current or most recent job. Include military service (indicate rank), internships and job-related volunteer work, if applicable. Indicate number of employees supervised. Use a separate block to describe each position or gap in employment. If needed, attach additional sheets, using the same format as on the application. All information in this section must be completed. Resumes may be attached to provide additional information. All former employers/supervisors may be contacted.

From	To	Employer	Supervisor	Address	Position	Hours/ Week	Reason For Leaving
Fall 16	current	Broward County Dist.	Debra Santoro	Fort Lauderdale 33315 SW 7880 Ave. Ft. Lauderdale	Eng. Teacher	40	NA
Fall 15	Sp. 16	NSU University School	Robyn Rikyal		Eng. Teacher	40	new post.
Fall 01	Sp. 15	Rockwood schools	Dan Ramsey	2351 Clarkson Rd Chesterfield, MO 63017	Eng Teacher	40	Moved

SUBSTANCE ABUSE AND FINGERPRINT POLICY

To prevent hiring individuals who use illegal drugs or individuals whose use of legal drugs or alcohol indicates a potential for impaired or unsafe job performance, the Franklin County School Board requires pre-employment screening examinations. By signing below it is understood that the Board is released from liability. Initial positive drug/alcohol results will require a Confirmation Test. If the Confirmation Test supports initial positive findings, these findings will be reviewed with the applicant and employment will be denied. Employment is contingent until all results being received and reviewed by Human Resources.

Persons who are to be recommended for employment and applicants who wish to substitute in a teaching, school food service, transportation, or custodial position are required to comply with the following:

1) Complete an application, indicating the position desired, (teachers must include subject area), attach three (3) letters of reference, provide documentation of education in the form of transcripts or certification to the Human Resources Department.
2) Schedule to have your fingerprints processed at the District Office by the Automated Fingerprint-based System. There is a nonrefundable fee of $52.75, payable in advance with either Visa/Mastercard or money order made payable to Cogent Systems. You may register online and make payment by internet: http://www.cogentid.com or by calling 1-866-365-6767.
3) Present the Human Resources Department with $35.00 (must be exact) or a money order made out to the Franklin County District Office for a drug screen form. You must present this form to any Quest Diagnostics Lab; test results will be forwarded to the HR Department.

The information provided in this application for employment is true, correct and complete. If employed, any misstatement or omission of fact on the application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

I UNDERSTAND THAT SHOULD I FAIL THE PRE-EMPLOYMENT SCREENING OR BACKGROUND CHECK, I WILL NOT BE APPROVED FOR EMPLOYMENT IN THE DISTRICT.

Noelle Clatto
PRINTED NAME OF APPLICANT

Noelle Clatto
SIGNATURE OF APPLICANT

DATE

1. Elements fundamental to the education process include Mastery of subject matter, knowing your audience (students) and being able to adapt and change from class to class, organization, effective communication and willingness to continously learn and collaborate.

2. Classrooms should be designed by the teacher in such a way that the students know exactly what to expect Routines should be set in place and at all times the teacher should hold high expectations for student behavior, respect and course-work. Not every discipline case is the same and teachers should always appropriately handle situations immediately and as they arise.

- Noell Clatt
9-8-2016

ROCKWOOD SCHOOL DISTRICT
Growing Together, Learning for Life

Marquette High School
2351 Clarkson Road
Chesterfield, MO 63017

Phone: 636-891-6000
ramseydan@rsdmo.org

Dr. Daniel P. Ramsey
Assistant Principal

9/9/2016

RE: Ms. Noelle T. Clatto

Dear Sir or Madam:

Please accept this letter of recommendation on behalf of Ms. Noelle T. Clatto, an applicant for a teaching position within your school district. Ms. Clatto and I have been acquainted for approximately nine years. For eight of those years, I was her evaluating principal at Marquette High School in suburban St. Louis. Marquette is one of the largest (2300 students) and highest performing schools in the state of Missouri. I feel qualified to provide you with an appraisal of her exceptional abilities.

I have been a principal for 11 years in two very high performing school districts in Missouri. In all my years, Ms. Clatto has been the most effective and most versatile teacher I have ever worked with. She could effectively build relationships and taught all students types every day. For years, part of her day she was helping students earn some of the highest Advanced Placement scores in school history. Many years, the rest of her days were spent working with students who were significantly behind in reading. Literally, every student she worked with showed impressive growth. In one of our many conversations, I asked her why she believed in demanding so much of her students and herself. Without hesitation, she responded that every student who walked into her room no matter what background, challenges, or feelings about English, they had one person who believed in them and that person was her. Noelle's classroom reflects this belief daily in the relationships she establishes with her students and the rigorous, yet creative lessons she presents. Her can-do attitude and energy is inspiring to her students and colleagues. She is also one of those very rare people who can reach the students and teachers that so many others struggle with. Simply put, the woman is AMAZING and you would be a fool to not hire her.

In addition to being an amazing teacher and mentor to students, during her time at Marquette, she was highly respected by her peers and supervisors. When I started to redevelop Professional Development at MHS, Noelle was the first person I turned to. She worked hard to make programing relevant, beneficial to her peers, and fun! She also did an amazing job planning the prom and other school-wide events year after year.

Overall Noelle is a very caring, conscientious, dedicated, exemplary citizen and educational leader, who truly puts students above herself without exception. I consider her a friend, a passionate educator who always does what is best for kids, and a trusted advisor. Accordingly, I am pleased to recommend her, and urge you to give her every consideration.

Please call with any questions you may have.

Sincerely,

Dan Ramsey, Ed.D.
Principal, Class of 2019

NSU University School
NOVA SOUTHEASTERN UNIVERSITY
Middle School

Recognized School of Excellence

March 11, 2016

Dear Sir or Madam:

Please accept this letter of recommendation on behalf of Ms. Noelle Clatto, a teaching applicant for a position within your school district. Ms. Clatto and I have been acquainted for approximately one year. During this time I served as her supervisor at NSU University Middle School in Fort Lauderdale, Florida. I feel qualified to provide you with an appraisal of Ms. Clatto's outstanding teaching abilities.

NSU University Middle School is a private (non-independent) school of approximately 436 students. Ms. Clatto, having taught for 16 years in a large Midwest public high school, was met with the challenge of re-creating an 8th Honors English curriculum while at the same time providing rigorous yet personalized instruction to her students. During her first semester at University School, I witnessed Ms. Clatto teach lessons that allowed the students to develop and practice their reading, analytical, writing, and public speaking skills. Because Ms. Clatto understands the expectations of high school, she focused on making sure the students continued to improve their writing maturity, their in-depth reading analysis, and their ability to synthesize and connect a variety of texts to themselves and the world at large. From teaching the students the latest media presentation techniques to utilizing round-table discussions and "fishbowl" lessons, Ms. Clatto diversified her lessons and consistently made sure the students were generating creative yet meaningful assignments in a student-centered, supportive learning environment. As the year progressed, Ms. Clatto continued to integrate accelerated lessons which included poetry and Shakespeare analysis as well as SAT/ACT preparation. At all times, Ms. Clatto held her students to high expectations and she accommodated individual learning styles to ensure that all students succeeded.

During her short time at University, Ms. Clatto became highly respected by her peers. She participated in professional development meetings and workshops, both with the 6-12 English Department and within the Middle school community. She judged our Upper School's Poetry Out Loud Contest, helped improve the middle school Summer Reading program, provided input and helped pilot new digital textbooks and accompanying reading lists, and worked with the English department in creating a revised grammar program. As a new teacher (to the school), Ms. Clatto collaborates with her mentor(s) and other new teachers to provide assistance and support regarding all facets of the University School's highly unique culture and expectations. Ms. Clatto is a team player who is always willing to share her work and experiences with her colleagues.

3375 SW 75th Avenue • Dauer Building • Fort Lauderdale, Florida 33314-1400
(954) 262-4444 • Fax: (954) 262-3860 • Web site: *uschool.nova.edu*

NSU University School is accredited by the Southern Association of Colleges and Schools, Florida Council of Independent Schools, and the Florida Kindergarten Council. NSU University School is a member of the National Association of Independent Schools, the Educational Records Bureau, the College Entrance Examination Board, the National Association for College Admission Counseling, the National Association of Laboratory Schools, and the American Camping Association.

Ms. Clatto maintains consistent contact with her students and parents. She posts clear and detailed daily activities, promptly maintains her online gradebook, and communicates to the parents via e-mail and phone calls their child's updates and progress. She is a highly respected educator and has been repeatedly complimented (from parents and students alike) for being a challenging yet caring teacher who knows her craft well and teaches her lessons in an enthusiastic and invigorating way. Her unwavering professionalism and exceptional classroom management/organizational skills help make her a passionate educator who always does what is best for the students. I am pleased to recommend her, and urge you to give her every consideration. Please feel free to call with any questions you may have.

Respectfully,

Robyn Kaiyal Ph.D
Middle School Director
NSU University School
Middle School Dauer Building
3375 SW 75th Avenue,
Fort Lauderdale, FL 33314
Tel: 954 262-4482
Fax: 954 262-3860

State of Florida
Department of Education

Bureau of Educator Certification
325 West Gaines Street, Room 201
Tallahassee, Florida 32399-0400

Official Statement of Status of Eligibility

NOELLE CLATTO
6757 SW 41ST DR
FORT LAUDERDALE, FL 33314

Florida DOE Number: 1293699
Applicant ID Number: ###-##-9984
Processing Date: November 09, 2015
Expiration Date: November 09, 2018

DO NOT DESTROY. PLEASE RETAIN UNTIL ALL REQUIREMENTS ARE COMPLETE.

This Official Statement of Status of Eligibility outlines requirements for issuance of a Florida Educator's Certificate. Florida school district personnel will advise you of any additional requirements for employment in the school district and compliance with the federal No Child Left Behind Act.

For Florida educator certification purposes, college degrees and credits must be earned at institutions accredited by an agency recognized by the U.S. Department of Education or approved by the Florida Department of Education. College level credits recommended by the American Council on Education (ACE) are also acceptable.

YOU ARE ELIGIBLE FOR A FLORIDA EDUCATOR'S CERTIFICATE AS SHOWN BELOW.

PROFESSIONAL CERTIFICATE: For issuance of a Professional Educator's Certificate valid for five years covering ENGLISH (GRADES 6 – 12), official documentation of the following requirements must be submitted to the Bureau of Educator Certification:

- results of your fingerprint processing from the Florida Department of Law Enforcement and the FBI. Your employer will assist you in completing the fingerprint process. If your application or fingerprint report reflects a criminal offense or suspension/revocation record, your file will be referred to Professional Practices Services for further review. Issuance of your certificate will be contingent upon the results of this review.

  If you are seeking employment in Florida, your employer will assist you in completing the fingerprint process. If you do not plan to seek employment in Florida or if you have an immediate need for issuance of your Professional Certificate, please see the Fingerprint Processing Instructions enclosure.

  Please note: If you choose to have your fingerprints processed prior to Florida employment, it may be necessary to have your fingerprints reprocessed and you may have to pay a second processing fee as a condition of employment in a Florida public school.

Enclosure: Fingerprint Processing Instructions

Find Certification information online at http://www.fldoe.org/teaching/certification
Contact our office at (US domestic calls) 800-445-6739 or (outside the US) 850-245-5049

COPY FOR TEACHER'S FILE

State of Missouri

This certificate issued by authority of the State Board of Education to

NOELLE T CLATTO

is a license to teach in the public schools of Missouri as herein specified, unless such certificate is revoked.

CERTIFICATE NUMBER: **0408680**

Teacher's Certificate

PRINTED ON THIS DATE: 1/2/2008

BSE - 1997 MS - 2003

SUBJECT OR SERVICE	GRADE LEVEL	TYPE OF CERTIFICATE	EFFECTIVE DATE	EXPIRATION DATE
ENGLISH	9-12	CAREER CPC	1/21/2008	1/21/2107

DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

Any entry made on this certificate other than by issuing authority will render the certificate void.

Commissioner of Education

DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION

IMG_2394.JPG
9/9/2016
https://mail.google.com/mail/u/0/?tab=wm#inbox/1570f10a53dc8f10?projector=1
1/1

FRANKLIN COUNTY DISTRICT SCHOOLS

Administrative Offices
85 School Road Suite 1
Eastpoint FL 32328
(850) 670-2810-Phone (850) 670-8579-Fax

Nina M Marks
Superintendent

TOGETHER EVERYONE ACHIEVES MORE

MEMORANDUM

TO: Nina Marks, Superintendent

FROM: Karen Peddie, Director of Human Resources

DATE: September 23, 2016

The district has a sizeable population of homeless students. In order to meet state and federal requirements and to meet the needs of individual students it is necessary to provide support services. The district receives grant funding for homeless services and previously had a contract with an individual who recently resigned. It is my recommendation that the Board approve the addition of a grant funded paraprofessional to provide these services.

The district should expect no financial impact from this additional position because the grant is around $30,000 which is well below the paraprofessional salary. The additional grant funds can be redirected to other allowable expenses within the grant application.

District 1
George Thompson
Vice Chair

District 2
Pam Marshall

District 3
Teresa Ann Martin

District 4
Stacy Kirvin

District 5
Pam Shiver
Chair

An Equal Opportunity Employer
www.franklincountyschool.org

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: Stultz-Dunaway (LAST) Angela (FIRST) S (M.I.)

JOB TITLE: Paraprofessional – Grant funded

- ☐ Instructional
- ☑ Non-Instructional
- ☑ New Position
- ☐ Replacement
- ☑ Salary
- ☐ Hourly
- ☑ Full-Time
- ☐ Part-Time

Start Date: 10/04/2016 **Placement Level:** NAD00 **Starting Salary: $** 16,157

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

SUPERVISOR SIGNATURE: _____ DATE _____

RECOMMENDED: _____ FINANCE DIRECTOR DATE _____

RECOMMENDED: Karen Peddie HUMAN RESOURCE DIRECTOR DATE 9/21/16

RECOMMENDED: _____ SUPERINTENDENT DATE _____

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- ► **Verification of Eligibility**
- ► **Fingerprinting & Background Screening**
- ► **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

AH

Franklin County School District
Administrative Offices
85 School Road, Suite One
Eastpoint, Florida 32328

Instructional_____
Non-Instructional_____

Prospective employers will receive Consideration without discrimation because of race, creed, color, age, sex, national origin, handicap or veteran status.

APPLICATION FOR EMPLOYMENT

PERSONAL

Last Name Stultz-Dunawa[illegible] First Anna Middle "Sunny" Date 1-22-2013

[redacted]

City, State, Zip [redacted] Business Phone [redacted]

Position Desired Substitute / Aid / etc. [redacted] Email Address [redacted]

Are you legally eligible for employment in the United States? yes

Other special training or skills (languages, machine operation, etc.) Para Certified in Franklin County

Certification # _____ State FL

Have you applied? ✓ Date 1-18-2013

Any previous employment with FCSB? No

If yes, Years?_____ Position_____

Supervisor_____

EDUCATION

	SCHOOL	NAME AND LOCATION OF SCHOOL	COURSE OF STUDY	NUMBER OF YEARS COMPLETED	DID YOU GRADUATE? DATE	DEGREE OR DIPLOMA
		Princeton/Cinti. Ohio	Art/General	12	1989	✓
	*COLLEGE	University Cincinnati	Commercial Art	2	1991	✓
	HIGH					
	OTHER					

All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE they receive payment for years of college.

MEMBERSHIP IN PROFESSIONAL OR CIVIC ORGANIZATIONS
(exclude those which may disclose your race, color, religion, or national origin)

Girl Scout Leader & Boy Scouts

SCANNED

MILITARY

COMPLETE THIS SECTION IF YOU SERVED IN THE U.S. ARMED FORCES	BRANCH OF SERVICE
Describe your duties and any special training.	Period of Active Duty(Month & Year) From To
	Rank at Discharge
	Date of Final Discharge

Please attach photo to application for identification purposes – SBE Rule 6A-4.0012(b), F.S. 231.17(1)(f), 231.47 requires fingerprint clearance for all instructional and substitute teachers; Board action 7-15-1985 requires fingerprint clearance for all employees.

Gmail by Google

M a Smith <msmith@franklin.k12.fl.us

etter of recommendation for Sunny Stultz-Dunnaway

message

Clark <lclark@franklin.k12.fl.us>
: Morna Smith <msmith@franklin.k12.fl.us> Sun, Dec 28, 2014 at 5:00 PI

To whom it may concern:
am writing on behalf of Sunny Dunnaway. I would most proudly like to recommend her for the paraprofessional position
pen at Franklin County School. Sunny has many qualities that would be and have been a tremendous asset to our school.
While she has been an actively involved parent since her children have been in our school system, she also has been very
elpful as a substitute and cheer coach volunteer.

Sunny is a hard worker, committed to making our school the best possible in any capacity she has the opportunity to serve.
She is creative, dependable, independent, self-motivated, and very passionate about helping children. The students know
er and love her already. She has built a rapport with many of them since being involved with Franklin County School.

hope she will seriously be considered for this paraprofessional position and be given the opportunity to be a true
SEAHAWK! She will be a great addition to our staff!

hank you for your attention and consideration of Sunny for this position.

ynn Clark

GMail by Google

na Smith <msmith@franklin.k12.fl.us

Recommendation for Sunny Stultz-Dunaway from Pam Schaffer

message

llison <allison@hotelsolymar.com.ec>
o: msmith@franklin.k12.fl.us, pschaffer@franklin.k12.fl.us Mon, Dec 29, 2014 at 7:04 PI

(from Pam Pehrson Schaffer—I'm in Ecuador visiting my daughter.)

Ms. Smith,

I would like to recommend Angela(Sunny) Stultz-Dunaway for the Paraprofessional position at Franklin County School. Sunny has worked as a substitute for several years at our school and has always been a wonderfully, positive person at all times with our students. As a substitute, she always follows the lesson plans, and adds her creative talents to any art or writing assignment. She taught for 3 months last year for Mrs. Jeanne Ford and did an outstanding job. Sunny volunteers a tremendous amount of her time and talent with the third grades and the cheerleaders. Our students are fortunate to have a creative, positive person like 'Ms. Sunny'.

have been fortunate to work with Sunny for the past 2 years.

highly recommend Sunny for the position.

incerely,

amela Pehrson Schaffer

ludos cordiales / Sincerely,

lison Schaffer de Perez

servations and Social Media | Hotel Solymar

ail: allison@hotelsolymar.com.ec

B PAGE: | FACEBOOK: | TWITTER: | INSTAGRAM: | LINKEDIN: | GOOGLE +: | FOURSQUARE:

To Whom It May Concern,

I am writing to you to recommend Sunny Stultz for the position as Paraprofessional at Franklin County School. Since Sunny first stepped onto our campus to volunteer as a Seahawk parent, her enthusiasm and excitement about the good things going on her has been very impressive to me. She is always seeing and pointing out the positive and when she sees a problem is the first to help find a solution. She is a very creative and her energy is unmatched. She always has the best interest for our students, faculty, and staff as a leader for any project or idea that she becomes involved with. She has been and will be a great asset to our campus.

Mrs. Stultz has worked in our school as a substitute for several years. She is dependable and very cooperative. She is always willing to give honest feedback and has a great relationship with the teachers and the students. She takes her responsibilities seriously and does her job to the fullest expectation. She also has volunteered countless hours in many capacities. She is here as a parent, community member, cheerleading assistant, and any other way she is asked to help. She gives of her time generously. Her talents would be an asset for a job as a paraprofessional. She develops a great relationship with teachers, students, and parents and works to keep that relationship a positive one. She is on time, can always be counted on to be in attendance, and completes projects above and beyond the expectation.

I have had Mrs. Stultz in my classroom as a substitute teacher and always find my classroom in order, assignments completed as I asked, and all of the duties expected of a substitute are to my satisfaction. She has also volunteered with art projects with my students and they loved working with her and she made the experience a very positive one.

I feel that Mrs. Stultz would be a great asset to our campus and would fill the position as a Paraprofessional in our school and meet the need no matter where she is needed. Please consider her for this position. She is a Seahawk at heart and shares the same goal as many of us, for our students to soar and be their best.

Thank you for considering her for this position.

Sincerely,

Leigh Smith

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: PRINCE (LAST) DE'LARA (FIRST) D (M.I.)

JOB TITLE: PARAPROFESSIONAL

- ☐ Instructional
- ☑ Non-Instructional
- ☐ New Position
- ☑ Replacement
- ☑ Salary
- ☐ Hourly
- ☑ Full-Time
- ☐ Part-Time

Start Date: 09/23/2016 **Placement Level:** NAA00 **Starting Salary: $** 16,660

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

SUPERVISOR SIGNATURE: _____ **DATE** _____

RECOMMENDED: _____ **FINANCE DIRECTOR** **DATE** _____

RECOMMENDED: Karen D Peddle **HUMAN RESOURCE DIRECTOR** **DATE** _____

RECOMMENDED: _____ **SUPERINTENDENT** **DATE** _____

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- ► **Verification of Eligibility**
- ► **Fingerprinting & Background Screening**
- ► **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

tried to Contact 8/31/1

Franklin County School District
Human Resource Department
85 School Rd. Eastpoint, FL 32328
850-670-2810 fax: 850-670-8579

Today's Date: 08/09/2016

Position Desired: Sub teaching, Teacher Asst., Girls Basketball Coach, Softball Coach, Volle

Franklin County School District

Application for Employment

PLEASE NOTE: *A complete application includes three (3) letters of reference and copies of any certification/licenses. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be considered. If you have no information to enter in a section, please write N/A. The Franklin County School District is an Equal Opportunity Employer and a Drug Free Workplace.*

PERSONAL INFORMATION

Name (Last, First, MI) Prince De'lara Decole	Email [redacted]	
Mailing Address (Street) [redacted]	City, State, and Zip Code [redacted]	
Length of residence in Franklin County 26 years	Have you ever been bonded? N/A If so, by what company?	
Preferred Phone Number	Alternative Phone Number [redacted]	Date available to begin work? ASAP
Are you over the age of 18 and legally eligible for employment in the United States? ____Yes ____No	List all relatives or friends that work for FCSB N/A	
Have you been convicted of a crime in the past 10 years? If so please describe (attach on a separate sheet of paper)	Have you ever been employed with the FCSB? No Position No Supervisor No	
If you hold a teaching certification please indicate below Certificate # _____ State _____	Are you retired? _ _Yes _ _No If yes, date retired: N/A	

Are you claiming Veteran's Preference? ____Yes No ____No. If yes, attach a DD214 or comparable discharge, separation or current reserve documentation that indicates the character of service as honorable.

List all skills or trainings obtained that are related to position desired

Field of experience (over a hundred plus observation hrs.),Volunteer Summer Basketball Coach 2016, College Basketball, Softball, Volleyball Manager (concordia),

List professional memberships, committee work, community and church activities, etc.

Concordia Spiritual Life Member, Women Center Member, Volunteer Basketball Coach 2016.

RECORD OF EDUCATION

Name of School or Institution	Course of Study	Degree or Diploma	Date Received
High School Franklin County High Scho		Diploma	2008
College Concordia College Alabam	Elementary Education	AA Degree	2010
Special			
Other			

**All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE receiving payment for years of college*

INSTRUCTIONAL APPLICANTS ONLY

Answer the following questions in your own handwriting and submit on a separate sheet of paper

- What elements do you perceive as fundamental to the educational process?
- What are your opinions as it relates to classroom behavior?

List any extra-curricular/supplemental experience or training that you have

All information contained in the application is public record subject to disclosure under the provisions of Florida Statues, Section 119.07, except as may be specifically excluded by this statute. Employment of personnel in Franklin County School District is in compliance with Federal and State Laws regarding nondiscrimination and preference. Any person who believes he/she may need reasonable accommodations during the application or interview process should notify the Human Resource Department @ 850-670-2810 extension 4128.

EMPLOYMENT HISTORY

Describe all work experience in detail, beginning with your current or most recent job. Include military service (indicate rank), internships and job-related volunteer work, if applicable. Indicate number of employees supervised. Use a separate block to describe each position or gap in employment. If needed, attach additional sheets, using the same format as on the application. All information in this section must be completed. Resumes may be attached to provide additional information. All former employers/supervisors may be contacted.

From	To	Employer	Supervisor	Address	Position	Hours/ Week	Reason For Leaving
2012	2016	Ms. Leigh		Water Street	housekeeper		income
2010	2010	Mrs. Prickett		Eastpoint	Inspector	20	school
2005	2005	Val Webb, Betty Webb		5th Street (Armory)	Student Worker	20	school
2004	2004	Betty Webb		6th Street (Community Center)	Student Worker	20	school

SUBSTANCE ABUSE AND FINGERPRINT POLICY

To prevent hiring individuals who use illegal drugs or individuals whose use of legal drugs or alcohol indicates a potential for impaired or unsafe job performance, the Franklin County School Board requires pre-employment screening examinations. By signing below it is understood that the Board is released from liability. Initial positive drug/alcohol results will require a Confirmation Test. If the Confirmation Test supports initial positive findings, these findings will be reviewed with the applicant and employment will be denied. Employment is contingent until all results being received and reviewed by Human Resources.

Persons who are to be recommended for employment and applicants who wish to substitute in a teaching, school food service, transportation, or custodial position are required to comply with the following:

1) Complete an application, indicating the position desired, (teachers must include subject area), attach three (3) letters of reference, provide documentation of education in the form of transcripts or certification to the Human Resources Department.
2) Schedule to have your fingerprints processed at the District Office by the Automated Fingerprint-based System. There is a nonrefundable fee of $52.75, payable in advance with either Visa/Mastercard or money order made payable to Cogent Systems. You may register online and make payment by internet: http://www.cogentid.com or by calling 1-866-365-6767.
3) Present the Human Resources Department with $35.00 (must be exact) or a money order made out to the Franklin County District Office for a drug screen form. You must present this form to any Quest Diagnostics Lab; test results will be forwarded to the HR Department.

The information provided in this application for employment is true, correct and complete. If employed, any misstatement or omission of fact on the application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

I UNDERSTAND THAT SHOULD I FAIL THE PRE-EMPLOYMENT SCREENING OR BACKGROUND CHECK, I WILL NOT BE APPROVED FOR EMPLOYMENT IN THE DISTRICT.

Deiara Prince — PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT — 08/09/2016 — DATE

DE'IARA PRINCE

deiaraprince@yahoo.com

EXPERIENCE

06/2012 to 07/2016 **Housekeeper**

Waterstreet Hotel- Aplachicola, Fl

06/2010 to 11/2010 **Inspector**

Resort Vacation- St. George Island, Fl

06/2005 to 08/2005 **Student Worker**

City of Apalachicola- Apalachicola, Fl

Summer Program Job with great experience engaging with the children.

06/2004 to 08/2004 **Student Worker**

City of Apalachicola-

Experienced a great impact with interacting with the children.

Additional experience- Over hundred plus field of experience (observation) hours.

EDUCATION

Concordia College Alabama- Elementary Education Bachelor of Science (2008-present)

Concordia College Alabama- Associates of Arts (2008-2010)

Franklin County High School- Diploma Eastpoint, Fl, USA

ACCOMPLISHMENTS

Served as a member in the Women Center at Concordia College Alabama.

Coached a summer league basketball team (The Worriors) in 2016.

Graduated High School with a diploma.

Served as a Spiritual Life member at Concordia College Alabama.

HIGHLIGHTS

- College level basketball
- College level softball (Experienced Nationals in Akron Ohio 2014)
- Basketball MVP award (2008)
- Miss Green & Gold (CONCORDIA)
- The first Miss **FCHS**
- Volleyball Mananger (CONCORDIA)
- Calm under pressure
- Critical thinker
- Flexible and adaptive
- Personable and friendly
- Team building
- Fast learner
- Responsible
- Team Captain for Basketball and Volley

Summary

Good people skills and effective at a learning environment for all students. Server over a hundred plus field of experience at Concordia College Alabama. Mature and dedicated who adapts to new situations and technologies with ease. The drive to get students excited about learning.

Thursday, August 18, 2016

To whom it may concern,

I confirm that I have known De'Iara Prince for twenty years. I have known her to be an outstanding person and student from grade school to college. I had the opportunity to work with her this summer as she was a volunteer coach in my youth basketball league. She was very intuitive, attentive, and treated every child with respect. The children respected her and responded well to instructions. At all times I found her to be reliable, hardworking, and honest. I recommend that she would be an asset to your school.

Sincerely,

Mackenzie Williams

Varsity Basketball Coach at Franklin County Schools

PE Teacher at ABC School

Franklin County Schools
Ms. K. Peddie
Director of Human Services.
85 School Road
Eastpoint, FL 32328

Ms. Peddie:

I was asked to send a recommendation for Ms. Delara Prince. I have known Ms. Prince sent she was in middle school. She was a member of the basketball team that I coached.

Ms. Prince has always been a hard worker, on the court and off. She is focused and is not intimidated by hard w3ork. She in one who takes the initiative when work needs to be done. Delara is a stable young lady and works hard become the person she is. She .

I am pleased to recommend her for the coaching staff and substitute treacher at FCS. If you need more information or a verbal confirmation, please contact me at (850) 370-0365.

Sincere,

Angeline Stanley,
ESE Instructor

August 22, 2016

To whom it may concern:

I am pleased to write a letter of recommendation for De'Iara Prince. I highly recommend Ms. Prince for employment in our school, as well as our Middle School Volleyball Coach pos.

I have known Ms. Prince for over ten years and have seen her persevere through any obstacle to achieve her goals. We went to high school together, and also played on the same volleyball team. She became a mother at a young age and still managed to not only finish high school, but go on to attend Concordia College. While there, she played basketball and softball and was the volleyball manager. She was also involved in the community by being a part of the Alabama Womens' Center and the Spiritual Life Team.

Ms. Prince has strong ties into the community of Franklin County and I think she would be an asset to our school system and a great role model for our students. She was even our very first Miss Seahawk! If you have any further questions with regard to her background or qualifications, please do not hesitate to contact me.

Tara Klink
Science Teacher
Head Volleyball Coach
Franklin County Schools
tklink@franklin.k12.fl.us
(850) 670-2800 ext. 2001

CONCORDIA COLLEGE
ALABAMA
1712 Broad Street
Selma, Alabama 36701
(334) 874-5700 • Fax: (334) 874-5755

COPY • COPY • COPY
CONCORDIA COLLEGE ALABAMA

9/23/2016

Student Name : Prince, De'lara D

Student ID : 00000020874

Provided Solely for:

MS. PEDDIE

Major: Education

Term: Fall 2008

EH	098		Preparatory English	5.00	P
MH	010		Prep Arithmetic	5.00	P
OR	101		Orient. To College	1.00	A
PE	113		Aerobics	1.00	A
RD	097		Preparatory Reading	5.00	P

	ATT	ERN	HRS	PTS	GPA
TERM:	17.00	17.00	2.00	8.00	4.00
CUM:	17.00	17.00	2.00	8.00	4.00

Term: Spring 2009

EH	111		English Comp. I	3.00 D
MH	112		Intermediate Algebra	3.00 D
MU	125		Music Appreciation	3.00 A
PE	114		Yoga	1.00 A
RE	120		New Testament	3.00 A
SC	100		Survey Gen. Science	4.00 C
SC	101		General Science Lab	0.00 --

	ATT	ERN	HRS	PTS	GPA
TERM:	17.00	17.00	17.00	42.00	2.47
CUM:	34.00	34.00	19.00	50.00	2.63

Term: Fall 2009

CI	122	Lec	Microcomputer Software	3.00	C
EH	112	Lec	English Composition II	3.00	D
GE	230	Lec	World Geography	3.00	B
MH	221	Lec	College Algebra	3.00	C
PE	112	Lec	Personal Fitness	1.00	A
PE	222	Lec	Personal Health	2.00	B
PSY	110	Lec	General Psychology	3.00 F	R

	ATT	ERN	HRS	PTS	GPA
TERM:	18.00	15.00	18.00	34.00	1.89
CUM:	52.00	49.00	34.00	84.00	2.47

Term: SPRING 2010

ENG	205	Lec	General Speech	3.00	C
FLS	100	Lec	Spanish I	3.00	A
HPR	221	Lab	First Aid	2.00	C
PS	223	Lec	American Government	3.00	A
PSY	110	Lec	General Psychology	3.00	C
REL	110	Lec	Old Testament	3.00	C

	ATT	ERN	HRS	PTS	GPA
TERM:	17.00	17.00	17.00	46.00	2.71
CUM:	69.00	66.00	51.00	130.00	2.55

Term: FALL2010

BIO	100	Lec	General Biology	4.00 D	R
BIO	100L	Lab	General Biology Lab	0.00 --	
ENG	211	Lec	World Literature I	3.00 D	
ENG	224	Lec	African-American Writers	3.00 C	
HIS	112	Lec	Modern Western World	3.00 F	R

	ATT	ERN	HRS	PTS	GPA
TERM:	13.00	10.00	13.00	13.00	1.00
CUM:	82.00	72.00	57.00	139.00	2.44

Term: SPRING 2011

BUS	201	Lec	Principles Of Economics I	3.00	F
EDU	101	Lec	Orientation To Teaching	3.00	B
EDU	220	Lec	Educational Foundations	3.00	C
HIS	221	Lec	US History to 1865	3.00	B
SWK	110	Lec	Social Welfare History and Programs	3.00	FA

	ATT	ERN	HRS	PTS	GPA
TERM:	15.00	9.00	15.00	24.00	1.60
CUM:	97.00	81.00	72.00	163.00	2.26

Term: FALL2011

BIO	112	Lec	General Biology II & Lab	4.00	A
ECE	300	Lec	Introduction To Early Childhood Education	3.00	A
HIS	112	Lec	Modern Western World	3.00	B
PSY	200	Lec	Child Growth and Development	3.00 D	R

	ATT	ERN	HRS	PTS	GPA
TERM:	13.00	13.00	13.00	40.00	3.08
CUM:	110.00	91.00	82.00	200.00	2.44

Concordia College Alabama is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate of Arts degree and the Bachelor of Science degree.

CONCORDIA COLLEGE
ALABAMA

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Chinester Grayson, Registrar

CONCORDIA COLLEGE
ALABAMA
1712 Broad Street
Selma, Alabama 36701
(334) 874-5700 • Fax: (334) 874-5755

9/23/2016

Student Name : Prince, De'lara D

Student ID : 00000020874

Provided Solely for:

MS. PEDDIE

Term: SPRING 2012

BIO	100	Lec	General Biology	4.00	C
BIO	100L	Lab	General Biology Lab(Lecture 1)	0.00	--
EDU	300	Lec	Introduction to Instructional Technology	3.00	B
EDU	315	Lec	Educational Psychology	3.00	B
MTH	110	Lec	Elementary Algebra	3.00	C

	ATT	ERN	HRS	PTS	GPA
TERM:	13.00	13.00	13.00	32.00	2.46
CUM:	123.00	104.00	95.00	232.00	2.44

Term: FALL 2012

EDU	305	Lec	Children's Literature(HYBRID)	3.00	B
EDU	310	Lec	Reading Skills Development	3.00	A
EDU	320	Lec	Teaching Health and Physical Education	3.00	D R
EDU	340	Lec	Teaching Science	3.00	B
PSY	200	Lec	Child Growth and Development	3.00	C

	ATT	ERN	HRS	PTS	GPA
TERM:	15.00	15.00	15.00	39.00	2.60
CUM:	138.00	116.00	107.00	268.00	2.50

Term: SPRING 2013

EDU	330	Lec	Teaching Mathematics	3.00	W
EDU	350	Lec	Teaching Reading	3.00	W
EDU	360	Lec	Teaching The Fine Arts	3.00	W
MTH	300	Lec	Mathematics For Elementary Teachers	3.00	W

	ATT	ERN	HRS	PTS	GPA
TERM:	12.00	0.00	0.00	0.00	0.00
CUM:	150.00	116.00	107.00	268.00	2.50

Term: Fall 2013

EDU	350	Lec	Teaching Reading	3.00	C
EDU	380	Lec	Teaching Language Art	3.00	B
EDU	410	Lec	Classroom Organization and Management	3.00	C
ELE	300	Lec	Elementary School Curriculum	3.00	B
ELE	310	Lec	Teaching Social Studies	3.00	C

	ATT	ERN	HRS	PTS	GPA
TERM:	15.00	15.00	15.00	36.00	2.40
CUM:	165.00	131.00	122.00	304.00	2.49

Term: SPRING 2014

EDU	320	Lec	Teaching Health and Physical Education	3.00	B
EDU	330	Lec	Teaching Mathematics	3.00	A
EDU	360	Lec	Teaching The Fine Arts	3.00	C
EDU	480	Lec	Diagnosis and Remediation	3.00	C
MTH	202	Lec	Mathematics for Elementary Teachers II	3.00	B

	ATT	ERN	HRS	PTS	GPA
TERM:	15.00	15.00	15.00	42.00	2.80
CUM:	180.00	146.00	137.00	346.00	2.53

Term: Fall 2014

EDU	450	Lec	Measurement and Evaluation	3.00	C
EDU	490	Lec	Inclusion and the Exceptional Learner	3.00	F R
HPR	121	Lec	Basketball	1.00	A R
HPR	224	Lec	Volleyball	1.00	A R
HPR	226	Lec	Softball	1.00	A
MTH	201	Lec	Mathematics for Elementary Teachers I	3.00	C

	ATT	ERN	HRS	PTS	GPA
TERM:	12.00	9.00	12.00	24.00	2.00
CUM:	192.00	153.00	144.00	362.00	2.51

Term: SPRING 2015

EDU	490	Lec	Inclusion & the Exceptional Learner(online)	3.00	F
HPR	121	Lec	Basketball	1.00	A
HPR	224	Lec	Volleyball	1.00	A
HPR	225	Lec	Recreational Games	1.00	A

	ATT	ERN	HRS	PTS	GPA
TERM:	6.00	3.00	6.00	12.00	2.00
CUM:	198.00	156.00	150.00	374.00	2.49

Concordia College Alabama is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate of Arts degree and the Bachelor of Science degree.

CONCORDIA COLLEGE
ALABAMA

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Chinester Grayson, Registrar

COPY • COPY • COPY
CONCORDIA COLLEGE ALABAMA

FRANKLIN COUNTY DISTRICT SCHOOLS

Administrative Offices
85 School Road Suite 1
Eastpoint FL 32328
(850) 670-2810-Phone (850) 670-8579-Fax

Nina M Marks
Superintendent



TOGETHER EVERYONE ACHIEVES MORE

MEMORANDUM

TO: Nina Marks, Superintendent

FROM: Karen Peddie, Director of Human Resources KP

DATE: September 23, 2016

The district ESOL student population continues to rise. In order to meet state and federal requirements and to meet the needs of individual students it is necessary to provide support services. It is my recommendation that the Board approve the addition of a paraprofessional position and hire Ms. Julianna Ritz to provide these services. She holds a current teaching certificate and is bi-lingual in German, Hungarian, Spanish, and Russian.

The district should expect minimal financial impact from this additional position because ESOL students generate higher FTE and it is anticipated that the position will be fully funded.

District 1
George Thompson
Vice Chair

District 2
Pam Marshall

District 3
Teresa Ann Martin

District 4
Stacy Kirvin

District 5
Pam Shiver
Chair

An Equal Opportunity Employer
www.franklincountyschool.org

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: Ritz (LAST) Julianna (FIRST) M (M.I.)

JOB TITLE: Paraprofessional

- ☐ Instructional
- ☑ Non-Instructional
- ☑ New Position
- ☐ Replacement
- ☑ Salary
- ☐ Hourly
- ☑ Full-Time
- ☐ Part-Time

Start Date: 10/04/2016 **Placement Level:** NAB00 **Starting Salary:** $ 17,237

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

SUPERVISOR SIGNATURE: _____ **DATE**

RECOMMENDED: _____ **FINANCE DIRECTOR** **DATE**

RECOMMENDED: Karen D. Reddick **HUMAN RESOURCE DIRECTOR** 9/21/16 **DATE**

RECOMMENDED: _____ **SUPERINTENDENT** **DATE**

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- ► **Verification of Eligibility**
- ► **Fingerprinting & Background Screening**
- ► **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

Franklin County School District
Human Resource Department
85 School Rd. Eastpoint, FL 32328
850-670-2810 fax: 850-670-8579

Today's Date: _____

Position Desired: Para Professional

Franklin County School District

Application for Employment

PLEASE NOTE: *A complete application includes three (3) letters of reference and copies of any certification/licenses. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be considered. If you have no information to enter in a section, please write N/A. The Franklin County School District is an Equal Opportunity Employer and a Drug Free Workplace.*

PERSONAL INFORMATION

Name (Last, First, MI) Ritz, Julianna M [redacted]

[redacted]

Length of residence in Franklin County 14 yrs

Have you ever been bonded? NO
If so, by what company? _____

Preferred Phone Number [redacted]

Alternative Phone Number NONE

Date available to begin work? IMMEDIATELY

Are you over the age of 18 and legally eligible for employment in the United States? ✓ Yes ___ No

List all relatives or friends that work for FCSB
Louise Chipman, Mike Todd, etc.

Have you been convicted of a crime in the past 10 years? If so please describe (attach on a separate sheet of paper)

Have you ever been employed with the FCSB? Folsom. David. Jones
Position Health Aid. Sub Supervisor Shuffee, Todd, Stanley Barber

If you hold a teaching certification please indicate below
Certificate # 1193262 State FL ✓

Are you retired? ___ Yes ✓ No
If yes, date retired: _____

Are you claiming Veteran's Preference? ___ Yes ___ No. If yes, attach a DD214 or comparable discharge, separation or current reserve documentation that indicates the character of service as honorable.

List all skills or trainings obtained that are related to position desired
Teachers K-6 cert. Languages- German, Hungarian, Spanish, Russian, Arts needlework

List professional memberships, committee work, community and church activities, etc.
Costume designs execution- for FDS and various schools, choral group. Theatre frat.

RECORD OF EDUCATION

Name of School or Institution	Course of Study	Degree or Diploma	Date Received
High School Budapest Teachers College	Accelerated study	K-~~8~~	1955 ~~K-8~~
College Fairleigh Dickinson University Teaneck. N.J	Teachers College Theatre minor	K-8 N.J.	1975
Special CCC of Middletown N.Y.	Accelerated Nursing	None	—
Other			

**All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE receiving payment for years of college*

INSTRUCTIONAL APPLICANTS ONLY

Answer the following questions in your own handwriting and submit on a separate sheet of paper

- What elements do you perceive as fundamental to the educational process?
- What are your opinions as it relates to classroom behavior?

List any extra-curricular/supplemental experience or training that you have

All information contained in the application is public record subject to disclosure under the provisions of Florida Statues, Section 119.07, except as may be specifically excluded by this statute. Employment of personnel in Franklin County School District is in compliance with Federal and State Laws regarding nondiscrimination and preference. Any person who believes he/she may need reasonable accommodations during the application or interview process should notify the Human Resource Department @ 850-670-2810 extension 4128.

State of Florida Department of Education

PROFESSIONAL EDUCATOR'S CERTIFICATE

This Certifies That

JULIANNA RITZ

Has satisfactorily completed all requirements of Florida Statutes and State Board of Education Rules for the coverages or endorsements listed below:

ELEMENTARY EDUCATION / (GRADES K - 6)

July 01, 2012 - June 30, 2017

Department of Education Number 1193362

Pam Stewart
Chancellor, Public Schools

Dr. Tony Bennett
Commissioner of Education

Issued February 21, 2013

Cooperating Teacher's Statement - Mid-Period Report (Continued)

4. Did you give the student an opportunity to teach in one or more subject fields?

Julie has had an opportunity to teach language, Science, Soc. Studies and Health.

What subjects?

5. Write a short statement giving your reaction to this student during his teaching. (Activities related to: Preparing to teach, lesson plans, rapport with pupils, knowledge of subject, use of resources, voice, pupil reactions, etc.)

Julie spends a great deal of time preparing her lessons - She constantly brings in materials of interest & motivation - She is eager to discuss her lesson plans & has always been open to suggestions. She established rapport with the pupils in the class & has been able to work in large or small groups. She has even devoted many lunch hours to spend time with students. She has been able to go beyond her lesson plan when the situation called for it. She knows her material & is able to impart this knowledge to the class.

Form No.6(b)

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: McMillan (LAST) Deerma (FIRST) R (M.I.)

JOB TITLE: Paraprofessional

- [ ] Instructional
- [x] Non-Instructional
- [ ] New Position
- [x] Replacement
- [x] Salary
- [ ] Hourly
- [x] Full-Time
- [ ] Part-Time

Start Date: 10/04/2016 **Placement Level:** NAB04 **Starting Salary: $** 17,852

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

SUPERVISOR SIGNATURE: _____ **DATE:** 9/23/16

RECOMMENDED: _____ (FINANCE DIRECTOR) **DATE:** _____

RECOMMENDED: Karen Pedder (HUMAN RESOURCE DIRECTOR) **DATE:** 9/21/16

RECOMMENDED: _____ (SUPERINTENDENT) **DATE:** _____

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- **Verification of Eligibility**
- **Fingerprinting & Background Screening**
- **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

Franklin County School District
Human Resource Department
85 School Rd. Eastpoint, FL 32328
850-670-2810 fax: 850-670-8579

Today's Date: 8-15-16

Position Desired: Paraprofessional

Franklin County School District

Application for Employment

PLEASE NOTE: *A complete application includes three (3) letters of reference and copies of any certification/licenses. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be considered. If you have no information to enter in a section, please write N/A. The Franklin County School District is an Equal Opportunity Employer and a Drug Free Workplace.*

PERSONAL INFORMATION

Name (Last, First, MI) McMillan DeErma R.	Email deermaruth1@gmail.com
[redacted]	City, State, and Zip Code [redacted]
Length of residence in Franklin County 6 years	Have you ever been bonded? No If so, by what company?
Preferred Phone Number [redacted]	Alternative Phone Number Date available to begin work? 8-16-16
Are you over the age of 18 and legally eligible for employment in the United States? ✓Yes ___No	List all relatives or friends that work for FCSB Crystal Millender - Neice
Have you ever been convicted of a crime? If so, please describe (attach on a separate sheet of paper)	Have you ever been employed with the FCSB? Position Substitute Teacher Supervisor Joy Towns
If you hold a teaching certification please indicate below Certificate # _____ State _____	Are you retired? _Yes ✓No If yes, date retired: _____

Are you claiming Veteran's Preference? ____Yes ____No. If yes, attach a DD214 or comparable discharge, separation or current reserve documentation that indicates the character of service as honorable.

List all skills or trainings obtained that are related to position desired I Taught School for four years, I Taught at The NEST After School Program, Tutored children with reading disabilities, Substituted K-12 at FCS.

List professional memberships, committee work, community and church activities, etc.

RECORD OF EDUCATION

Name of School or Institution	Course of Study	Degree or Diploma	Date Received
High School Milton High School	Clerical	Diploma	6/1976
College Trinity Baptist College	Elementary Ed.	Bachelor of Science	5/2006
Special			
Other			

**All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE receiving payment for years of college*

INSTRUCTIONAL APPLICANTS ONLY

Answer the following questions in your own handwriting and submit on a separate sheet of paper

- What elements do you perceive as fundamental to the educational process?
- What are your opinions as it relates to classroom behavior?

List any extra-curricular/supplemental experience or training that you have

All information contained in the application is public record subject to disclosure under the provisions of Florida Statues, Section 119.07, except as may be specifically excluded by this statute. Employment of personnel in Franklin County School District is in compliance with Federal and State Laws regarding nondiscrimination and preference. Any person who believes he/she may need reasonable accommodations during the application or interview process should notify the Human Resource Department @ 850-670-2810 extension 4128.

DEERMA R. MCMILLAN

3077 Highway 98 East, Carrabelle, Florida – 850.443.7035 – DeErmaRuth1@gmail.com

EDUCATION

Trinity Baptist College, Jacksonville, Florida
Bachelor of Science, Elementary Education
Grade Point Average: 3.72:4.00; *cum laude*

PROFESSIONAL EXPERIENCE

Apalachicola Forrest Youth Camp, Sumatra, Florida — DECEMBER 2012 – SEPTEMBER 2013 (1 yr)
Elementary Education Teacher

Franklin County School District, Carrabelle, Florida — AUGUST 2011 – JUNE 2011; NOVEMBER 2013 – OCTOBER 2013
Elementary Education Teacher – The Nest after School Program, Franklin County, Florida

Florida Department of Health, Carrabelle, Florida — DECEMBER 2012 – SEPTEMBER 2013
Accountant I, Franklin County, Florida

East Point Medical Center, East Point Florida, Florida — JUNE 2011 – DECEMBER 2012
Scheduler, Receptionist, Leon County, Florida

Florida Department of Health, Tallahassee, Florida — APRIL 2010 – JUNE 2011
Medical Disability Adjudicator, Leon County, Florida

Kelly Educational Staffing, Jacksonville, Florida — OCTOBER 2009 – MARCH 2010
Substitute Teacher, Duval County, Florida

Cedar Hills Baptist Christian School, Jacksonville, Florida — AUGUST 2006 – MAY 2009 (3yrs)
First Grade Teacher

Trinity Ministries, Inc., Jacksonville, Florida — AUGUST 2001 – MAY 2003
Substitute Teacher and Tutor

Homemaker and Pastor's Wife, Pennsylvania and Florida — MAY 1990 – PRESENT

Geisinger Medical Center, Danville, Pennsylvania — AUGUST 1983 – MAY 1990
Medical Insurance Billing Clerk and Collector

PROFESSIONAL AND PERSONAL REFERENCES

More References Available Upon Request

Ms. Judy Pugh
Principal
Cedar Hills Baptist Christian School
4200 Jammes Road
Jacksonville, Florida 32210
904.772.0872

Ms. Joy Shiver
Site Director
The Nest Learning Center
1001 Gray Avenue
Carrabelle, Florida 32322
850.697.2177

FLORIDA DEPARTMENT OF HEALTH

Rick Scott
Governor

H. Frank Farmer, Jr., M.D., Ph.D.
State Surgeon General

May 26, 2011

To Whom It May Concern:

It is my pleasure to recommend to you Mrs. DeErma McMillan. As her supervisor for a little over a year now, I have had the opportunity to observe many facets of this bright lady.

A particularly outstanding characteristic is her ability to positively interact with individuals who come from a variety of socioeconomic and racial/ethnic backgrounds. In her position with our agency, she had to constantly deal with individuals by phone (we do not interact with our clients face to face as most of them are in south Florida), which I feel is far more difficult given the inability to visually observes nuances of communication in the client.

Dee, as she is also known, is a remarkably patient and even tempered person. Our clientele are often confrontational and readily express their frustration at having to deal with a government entity. Dee handles each situation with grace and is supportive of the caller's dignity, helping to facilitate effective communication.

Finally, Dee demonstrates a dedication to each task, to those she works for and those whom she serves. Her work ethic is impeccable and every action sincere. She is a team player and also has the ability to work independently.

She speaks often of her love of teaching children and demonstrates many characteristics that I believe would serve her well in the school setting. I hope that you will consider her credentials. If I may provide any additional information, please feel free to call me at (850) 488-9150 ext. 2044.

Sincerely,

Catherine Grider
General Operations Manager

Homeless

Shannon Venable <svenable@franklin.k12.fl.us> Tue, Sep 13, 2016 at 2:30 PM
To: Karen Peddie <kpeddie@franklin.k12.fl.us>

I do not have the grant application, but it's normally around $30,000. So, a beginning Para would be $16,157 + $9,292 benefits = $25,449.00.

Sincerely,
Shannon Venable
Director of Financial Services
Franklin County School District
Phone: 850-670-2810 ext. 4105

[Florida has a very broad Public Records Law. All correspondence sent to or from this entity is subject to the Public Records Law of Florida. Email communication may be subject to public and media disclosure upon request. Under Florida Law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.]

~An Equal Opportunity School District~
[Quoted text hidden]

FRANKLIN COUNTY SCHOOL DISTRICT
REQUEST TO HIRE

APPLICANT INFORMATION

APPLICANT NAME: Davidson (LAST) Jeremy (FIRST) ____ (M.I.)

JOB TITLE: Teacher - Geometry - Part time

- [x] Instructional
- [ ] Non-Instructional
- [ ] New Position
- [x] Replacement
- [x] Salary
- [ ] Hourly
- [ ] Full-Time
- [x] Part-Time

Start Date: 09/27/2016 **Placement Level:** IMB01 **Starting Salary: $** 21,804

ALL NEW HIRES WILL START AT STEP 0 PENDING VERIFICATION OF EXPERIENCE

Comments:

SUPERVISOR SIGNATURE: _____ DATE

RECOMMENDED: _____ FINANCE DIRECTOR DATE

RECOMMENDED: Karen D Peddie HUMAN RESOURCE DIRECTOR 9/23/16 DATE

RECOMMENDED: _____ SUPERINTENDENT DATE

Pre-Employment Procedures: All new employees MUST satisfactorily complete and submit all personnel and payroll requirements, which specifically include the following:

- **Verification of Eligibility**
- **Fingerprinting & Background Screening**
- **Drug Screening**

Form: Request to Hire-2015-16
Revised-02/12/16

Franklin County School District
Human Resource Department
85 School Rd. Eastpoint, FL 32328
850-670-2810 fax: 850-670-8579

Today's Date: _____

Position Desired: _____

Franklin County School District

Application for Employment

PLEASE NOTE: *A complete application includes three (3) letters of reference and copies of any certification/licenses. If your application is incomplete or does not clearly show the experience and/or training required, your application may not be considered. If you have no information to enter in a section, please write N/A. The Franklin County School District is an Equal Opportunity Employer and a Drug Free Workplace.*

PERSONAL INFORMATION

Name (Last, First, MI) DAVIDSON, JEREMY, P	Email [redacted]
Mailing Address (Street) [redacted]	City, State, and Zip Code [redacted]
Length of residence in Franklin County 5 YEARS	Have you ever been bonded? NO If so, by what company? _____
Preferred Phone Number [redacted]	Alternative Phone Number
Date available to begin work? 9.	
Are you over the age of 18 and legally eligible for employment in the United States? X Yes ___ No	List all relatives or friends that work for FCSB N/A
Have you ever been convicted of a crime? NO If so, please describe (attach on a separate sheet of paper)	Have you ever been employed with the FCSB? NO Position _____ Supervisor _____
If you hold a teaching certification please indicate below Certificate # _____ State _____	Are you retired? _ _Yes _X_No If yes, date retired: _____

Are you claiming Veteran's Preference? ___Yes X No. If yes, attach a DD214 or comparable discharge, separation or current reserve documentation that indicates the character of service as honorable.

List all skills or trainings obtained that are related to position desired

HALLIBORTON MWD TRAINER, WRITING STANDARDS FOR EFFICENCY

List professional memberships, committee work, community and church activities, etc.

DUCKS UNLIMITED CHAIR, FRANKLIN NEEDS VOLUNTEER, DIP OFF VOLUNTEER HUMANE SOCIETY

RECORD OF EDUCATION

Name of School or Institution	Course of Study	Degree or Diploma	Date Received
High School WINTER HAVEN	COLLEGE PREP	DIPLOMA	1990
College UNIVERSITY OF FLORIDA	PRE MED/ARCHITECT	BACHLORS IN DESIGN (ARCHITECTURE)	1996
Special SOUTH UNIVERSITY OF FLORIDA	ARCHITECTURE	MASTERS OF ARCHITECTURE	2005
Other			

**All Teachers and Substitute Teachers must supply official transcripts to verify degree BEFORE receiving payment for years of college*

INSTRUCTIONAL APPLICANTS ONLY

Answer the following questions in your own handwriting and submit on a separate sheet of paper

- What elements do you perceive as fundamental to the educational process? CLEAR OBJECTIVE'S & GOALS
- What are your opinions as it relates to classroom behavior? THRU CONSISTENCY OF LEARNING PROCEDURE CLASSROOM BEHAVIOR WITH REASONABLE OBJECTIVES ARE ACHIEVED.

List any extra-curricular/supplemental experience or training that you have

All information contained in the application is public record subject to disclosure under the provisions of Florida Statues, Section 119.07, except as may be specifically excluded by this statute. Employment of personnel in Franklin County School District is in compliance with Federal and State Laws regarding nondiscrimination and preference. Any person who believes he/she may need reasonable accommodations during the application or interview process should notify the Human Resource Department @ 850-670-2810 extension 4128.

EMPLOYMENT HISTORY

Describe all work experience in detail, beginning with your current or most recent job. Include military service (indicate rank), internships and job-related volunteer work, if applicable. Indicate number of employees supervised. Use a separate block to describe each position or gap in employment. If needed, attach additional sheets, using the same format as on the application. All information in this section must be completed. Resumes may be attached to provide additional information. All former employers/supervisors may be contacted.

From	To	Employer	Supervisor	Address with phone number	Position	Hours/ Week	Reason For Leaving
7/15	9/+ 16	PAJ. DESIGN + GUIDE SERVICE	SELF EMPLOYED	PO Box 881 APALACHICOLA, FL 32329	PHOTOGRAPHER ARTIST, JEWELER BOAT CAPTAIN		N/A
3/12	6/15	HALLIBURTON SPERRY DRILLING	TIM RICKETTS	6360 E YELLOW STONE Hwy EVANSVILLE, WY 82636	MWD-16 (LEAD) FIELD ENGINEER	84+	START BUSINESS AND MORE TIME W/ FAMILY
1/11	6/11	TAYLOR COUNTY SCHOOL (PERRY PRIMARY)	PRINCIPAL	400 NORTH CLARK ST PERRY, FL 32347	K-2 LONG TERM SUB	40+	MOVED BACK TO ST. PETE (ECONOMY)
9/10	12/10	TAYLOR COUNTY HIGH SCHOOL	DONNA TUTTLE	900 JOHNSON STRIPLING RD PERRY, FL 32347	LONG TERM SUB HONORS MATH	40+	END OF LONG TERM
3/08	5/10	BEHART PETERANECZ ARCHITECTURE	JORDAN BEHAR	2430 TERMINAL DR S ST. PETERSBURY 33712	OFFICE MANAGER LEAD DESIGNER	60	ECONOMY LAY OFF
1/7	3/8	KA ARCHITECTURE	KEN SIEZMORE	GENESIS BUILDING CLEVELAND, OH 44131 (TAMPA OFFICE)	LEAD DESIGNER PROJECT MANAGER	40+	TAMPA OFFICE CLOSED DUE TO ECONOMY

SUBSTANCE ABUSE AND FINGERPRINT POLICY

To prevent hiring individuals who use illegal drugs or individuals whose use of legal drugs or alcohol indicates a potential for impaired or unsafe job performance, the Franklin County School Board requires pre-employment screening examinations. By signing below it is understood that the Board is released from liability. Initial positive drug/alcohol results will require a Confirmation Test. If the Confirmation Test supports initial positive findings, these findings will be reviewed with the applicant and employment will be denied. Employment is contingent until all results being received and reviewed by Human Resources.

Persons who are to be recommended for employment and applicants who wish to substitute in a teaching, school food service, transportation, or custodial position are required to comply with the following:

1) Complete an application, indicating the position desired, (teachers must include subject area), attach three (3) letters of reference, provide documentation of education in the form of transcripts or certification to the Human Resources Department.
2) Schedule to have your fingerprints processed at the District Office by the Automated Fingerprint-based System. There is a nonrefundable fee of $52.75, payable in advance with either Visa/Mastercard or money order made payable to Cogent Systems. You may register online and make payment by internet: http://www.cogentid.com or by calling 1-866-365-6767.
3) Present the Human Resources Department with $35.00 (must be exact) or a money order made out to the Franklin County District Office for a drug screen form. You must present this form to any Quest Diagnostics Lab; test results will be forwarded to the HR Department.

The information provided in this application for employment is true, correct and complete. If employed, any misstatement or omission of fact on the application may result in my dismissal. I understand that acceptance of an offer of employment does not create a contractual obligation upon the employer to continue to employ me in the future. If you decide to engage an investigative consumer reporting agency to report on my credit and personal history, I authorize you to do so. If a report is obtained you must provide, at my request the name and address of the agency so I may obtain from them the nature and substance of the information contained in the report.

I UNDERSTAND THAT SHOULD I FAIL THE PRE-EMPLOYMENT SCREENING OR BACKGROUND CHECK, I WILL NOT BE APPROVED FOR EMPLOYMENT IN THE DISTRICT.

JEREMY DAVIDSON
PRINTED NAME OF APPLICANT

SIGNATURE OF APPLICANT

9.23.16
DATE

September 21, 2016

To whom it may concern,

It has been two years since I have known Jeremy, as both, a close friend and fellow committee member for a local non-profit organization. I was first introduced to Jeremy when I joined a local Ducks Unlimited chapter for Franklin County. I am writing this reference letter with regard to his application for a teaching position with the Franklin County School System.

Jeremy is professional, disciplined and punctual. His dedication to our non-profit organization we have started, constantly helping our committee to work efficiently under nerve-wracking deadlines and underfunded conditions speaks volumes about his hard work, determination and composed demeanor. During our Ducks Unlimited fundraiser project, he worked as a project leader and demonstrated excellent leadership skills and morale.

I would also like to add that, Jeremy is a compassionate human being with praiseworthy perseverance and ambition. I believe that he is a deserving candidate for the teaching position and would prove to be an indispensable asset for the school system. I thereby, strongly recommend Jeremy for the aforementioned post.

Sincerely,

Carrie A. Jones

Carrie Anne Jones
Treasurer- Apalachicola Valley Ducks Unlimited
carriea724@gmail.com

September 21, 2016

To Whom It May Concern,

I have had the privilege of knowing Jeremy Davidson for the past eight years, during that time I worked with him at Taylor County High School as a math instructor. While Mr. Davidson was employed as a teacher at Taylor County High, he and I taught some of the same courses and collaborated together on instruction, lesson plans, etc. Mr. Davidson always conducted himself very professionally with other staff members and the students. I feel that he made a positive impact on the students he came into contact with here at Taylor County and with his experience in Architecture that was a bonus in the area of Geometry that he could expose students to with "real world" examples that he has actually encountered that others like myself have not. I believe that Mr. Davidson will be an asset and recommend him for your teaching position.

Sincerely,

Donna Tuttle

Math Instructor

Taylor County High

February 16, 2009

To whom it may concern,

Jeremy Davidson was employed with **ka** from January 7, 2008 through January 26, 2009. Jeremy was hired for employment in our Tampa Florida office, and under my supervision.

Jeremy was a positive addition to our team and office. He is professional and personable, and works with a high level of intensity with an aim of continued self-improvement. Jeremy contributed to the office's needs by providing team management and design leadership, primarily on a large mixed-use project in Maryland. Jeremy confidently stepped into the leadership shoes for the project, and contributed greatly in the design development and construction document phases of an important and complex project. Jeremy was also involved in two open-air centers in Mexico, and various office charettes and presentations. Additionally during his employment with **ka**, Jeremy contributed willingly in establishing numerous vendor contacts and managing our materials library.

Jeremy is very conversational, shows attention to detail, and has a passion to manage, all bringing beneficial insight to our team.

It would be a pleasure to speak on Jeremy's behalf.

Sincerely,

Kenneth R Sizemore
Director

February 17, 2009

To Whom It May Concern:

It is my pleasure to write this letter of recommendation on behalf of Jeremy Davidson. I have known and worked with Jeremy since January 2008 when he joined **ka** Architecture as a member of our **ka** Tampa Office.

As a Senior Project Associate, Jeremy was the leader of the **ka** Tampa design team that was responsible for the design of Woodmore Towne Centre in Glenarden, Maryland.

Under Jeremy's leadership and participation in the design process, the design was completed within a limited time schedule. Presentation drawings and materials were created, assembled and presented to the client by Jeremy. Subsequent to the client's approval of the design, the Prince George's County Design Review Board approved the design for the project. This was a major accomplishment in a short period of time, and kept the project moving quickly ahead and on schedule.

In addition to the Woodmore Towne Centre architectural design, Jeremy was also responsible for the completion of the Tenant Criteria Manual for Woodmore Towne Centre, which included the incorporation of the architectural designs and design standards for the tenants.

Jeremy is a true team player with an infectious positive can-do approach to his work. He inspires those who work with him, to achieve a high level of architectural design, while at the same time giving careful consideration to the methods and materials of construction that will be employed to achieve those designs.

I am confident that you will be very pleased to have Jeremy as a member of your team. His talent leadership and communication abilities will be a true asset to any firm that he is a part off. Please give him consideration if you have the opportunity. Please do not hesitate to contact me at 216-830-1586 or arichner@kainc.com.

Very truly yours,

ka architecture

Albert L. Richner, AIA
Studio Leader – Architect

c: HR File

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February 16, 2009

To Whom It May Concern:

As a Senior Project Architect at **ka**, Inc., I have worked directly with Jeremy Davidson for the past eight months on the preparation of Design and Construction Documents for a large open-air lifestyle center project in Glenarden, Maryland. Based on this experience, I recommend Jeremy to your organization if the opportunity exists.

On a project level, Jeremy worked with me on a variety of tasks and preparation of both design and construction drawings for the Woodmore Towne Centre. Most importantly, as Jeremy worked in Tampa, Florida, he was a key liaison in the communication between our two offices. He was a constant source for sharing information, especially in keeping the other team members in his location up to date.

Jeremy was involved in this project prior to my joining the team and he was instrumental in taking the project through the early design phases. He helped with preparing what became the milestone Design Development presentation to the Owner that ultimately led to the production of traditional Construction Documents. His ability to carry and translate design intent into the technical portion was critical to the success of our team. Specifically, Jeremy played a large role in making the material, finish and color selections and getting that information into the documents.

Additionally, Jeremy helped author a significant portion of the Tenant Criteria Manual and worked regularly with the Owner to revise as necessary given the ever-changing leasing requirements and as the building design evolved and became more detailed. Also, he prepared and coordinated many of the presentation drawings required to gain approval of the entitlement process through the governing authorities.

On a firm level, Jeremy truly was a leader within our Tampa office. From the times I visited that location to work directly with the team there, it was obvious that others sought his opinion and direction. He tried very hard to keep an open link to those back in Cleveland.

The primary reason I recommend Jeremy Davidson is his willingness to communicate well and take on leadership. He is truly willing to take on nearly any task or combination thereof with a smile and good attitude in an effort to achieve success. Jeremy would be a valuable addition to any organization fortunate to include him on their team.

If you have questions please feel free to contact me at (216) 830-1585 or by email at tbrandt@kainc.com.

Very truly yours,

ka architecture

Todd A. Brandt, NCARB, AIA, CSI, CDT, ICC
Senior Project Architect/Assistant Director of Technical Documents

c: HR File

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