



35100 Little Mack – Clinton Township, Michigan 48035 586.791.6300 – www.clintondaleschools.net

PUBLIC NOTICE OF MEETING

**THE CLINTONDALE COMMUNITY SCHOOLS BOARD OF EDUCATION WILL
CONVENE IN A REGULAR BOARD MEETING on:**

Monday, September 9, 2024, at 6:30pm

**35200 Little Mack, Clinton Township, MI 48035
High School Conference Center**

“The Clintondale Community Schools, upon at least three (3) hours prior notice of a given Board meeting, will provide necessary and reasonable auxiliary aids and services, such as signers for hearing-impaired persons and audiotapes of printed materials for visually-impaired persons, at the commencement of that meeting. Disabled persons requiring such auxiliary aids or services must notify the District by contacting Mandi Wise, Technology Department, by one of the following methods: 35100 Little Mack Avenue, Clinton Township, Michigan 48035, email:wisem@clintondaleschools.net or call 586-791-6300, extension 1023.”

If you should have any questions or if you plan to bring a group of people to the meeting, please call the Board of Education at (586) 791-6300.

**Mr. Jared Maynard
President, Board of Education**

Proposed minutes of the above meeting will be available for public inspection during regular business hours, at 35100 Little Mack, Clinton Township, MI and online not more than eight business days after said meeting, and approved minutes of said meeting will be available for public inspection during regular business hours, at the same location, not more than five business days after the meeting at which they are approved. Copies of the minutes shall also be available at the reasonable estimated cost of printing and copying.

This Notice is given in compliance with Act. No. 267 of the Public Acts of Michigan, 1976.

District Policy requires nondiscrimination on the basis of race, color, religion, national origin or ancestry, age, sex, marital status, English Proficiency, handicap, or disability, height or weight; in its programs, services, activities, employment, or admissions policies. The following persons have been designated to handle complaints, questions, etc.: Heather Halpin, The Age Act, Title VI, Title IX, 35100 Little Mack Clinton Township, MI (586)791-6300; Mr. Kenneth Janczarek, Title II and Section 504, 35200 Little Mack, Clinton Township, MI (586) 791-6300.



Clintondale Community Schools Board Agenda
35200 Little Mack - Clinton Township, MI 48035
High School Conference Center
September 9, 2024 6:30 p.m.
Regular Board Meeting

Call Regular Board Meeting to Order – 6:30 p.m. Regular Board Meeting began at: _____

ROLL CALL

Jared Maynard
Felicia Kaminski

Barry Powers
Diane Zontini

Lisa Valerio-Nowc
Michael Manning

Wilbur Jones

ALSO IN ATTENDANCE

PLEDGE OF ALLEGIANCE

AGENDA- It is recommended by the Superintendent and the Board President, that the Board approve the agenda as submitted or amended.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

APPROVAL OF THE MINUTES- It is recommended by the Superintendent and the Board President, that the Board approve Regular Board Meeting- Aug 26, 2024.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

CORRESPONDENCE

Genevieve Jones
LaTanya Mixon

Veronica Blackman
Amanda Nalu

It is recommended by the Superintendent and the Board President, that the Board accept the correspondence and receive them.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

SUPERINTENDENT'S REPORT- Monthly Report

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. ____

CONSENT ITEM - #1-5

1. **Instructional Assistant** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Irelle Hughes** as a GSRP Associate Teacher, effective immediately, contingent upon approved records check, physical and fingerprints. The rate of pay will be 21.01 per hour (Step 3 of the Instructional Assistant classification).

NOTE: Ms. Hughes is the current Varsity Cheer Coach.



Clintondale Community Schools Board Agenda
35200 Little Mack - Clinton Township, MI 48035
High School Conference Center
August 26, 2024 6:30 p.m.
Regular Board Meeting Minutes

Call Regular Board Meeting to Order – 6:30 p.m.

ROLL CALL

Jared Maynard	Barry Powers	Lisa Valerio-Nowc	Wilbur Jones
Felicia Kaminski	Diane Zontini	Michael Manning	

ALSO IN ATTENDANCE

Kenneth Janczarek- Superintendent	Lee Walmsley- Director of Human Resources
Teresa Wilson- Executive Assistant	Bob Walmsley- Director of Athletics
Melissa Klopowski- Director of Child Care	Alex Hichel- Director of Communications
Carla Kelley- Supervisor of Operations	Dr. Shauna Hemler- McGlennen Principal
Deborah Perry- Director of Special Services	Dr. Daniel Berry- 6-12 Principal
Rashida Shack- Parker Principal	Andrew Lewis- Human Resources Coordinator
Dawn Sanchez- Rainbow Principal	Veronica Klinefeltt- State Senator

PLEDGE OF ALLEGIANCE

AGENDA- Motion by Mr. Manning, Support by Ms. Kaminski, that the Board approve the agenda as amended. Motion carried 7-0.

APPROVAL OF THE MINUTES- Motion by Ms. Valerio-Nowc, Support by Mr. Manning, that the Board approve the Minutes. Motion carried 7-0.

CORRESPONDENCE- Motion by Mr. Manning, Support by Ms. Zontini, that the Board accept the correspondence and receive them. Motion carried 7-0.

LEGISLATIVE UPDATE- State Senator Veronica Klinefelt

SUPERINTENDENT'S REPORT

PUBLIC COMMENT REGARDING BUSINESS BEFORE THE BOARD

We encourage you to voice your opinion on topics on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. One.

CONSENT ITEM - #1-7

Motion by Mr. Jones, Support by Ms. Kaminski, that the Board accept the consent items as presented. Motion carried 7-0.

NON-CONSENT ITEMS- #1-20

1. Motion by Mr. Jones, Support by Ms. Zontini, that the Board approve the resignation of **Nicole Spaccarotelli**, Elementary Teacher, effective August 1, 2024, per her correspondence dated July 31, 2024. Motion carried 7-0.

Regular Meeting – August 26, 2024

Page #2

2. Motion by Mr. Jones, Support by Mr. Powers, that the Board approve the resignation of **Kelly Paton**, Elementary Teacher, effective August 15, 2024, per her correspondence dated July 31, 2024. Motion carried 7-0.
3. Motion by Mr. Jones, Support by Ms. Zontini, that the Board approve the resignation of **Sabrina Alsko**, Special Education Teacher, effective August 21, 2024, per her correspondence dated August 7, 2024. Motion carried 7-0.
4. Motion by Mr. Jones, Support by Mr. Manning, that the Board approve the resignation of **Kristen Fifield**, Elementary Teacher, effective August 7, 2024, per her correspondence dated August 7, 2024. Motion carried 7-0.
5. Motion by Mr. Jones, Support by Ms. Zontini that the Board approve the resignation of **Patricia McPherson**, GSRP Associate Teacher, effective immediately, per her correspondence dated August 17, 2024. Motion carried 7-0.
6. Motion by Mr. Jones, Support by Ms. Zontini, that the Board approve the resignation of **Shawn Shackelford**, High School Principal, effective August 9, 2024, per his correspondence dated August 8, 2024. Motion carried 7-0.
7. Motion by Mr. Jones, Support by Ms. Zontini that the Board approve the resignation of **Brittany Bryson**, Teacher, effective August 21, 2024, per her correspondence dated August 21, 2024. Motion carried 7-0.
8. Motion by Ms. Kaminski, Support by Mr. Manning, that the Board approve **Emma Ferrari** as an Elementary Teacher, beginning with the 2024-25 school year, contingent upon approved physical, records check and fingerprints. Motion carried 7-0.
9. Motion by Mr. Jones, Support by Ms. Zontini, that the Board approve the **2024-2025 Professional Development** plan. Motion carried 7-0.
10. Motion by Mr. Jones, Support by Mr. Powers, that the Board approve a contract adjustment and revised administrator contract, retroactive to July 1, 2024, to **Teresa Wilson**, Executive Assistant in the amount of \$3,000. Motion carried 7-0.
11. Motion by Ms. Kaminski, Support by Mr. Jones, that the Board approve the Administrator Agreement for Central Office Administrators, effective July 1, 2024. Motion carried 7-0.
12. Motion by Ms. Kaminski, Support by Mr. Jones, that the Board approve the Administrator Agreement for Building Principals, effective August 1, 2024. Motion carried 7-0.
13. Motion by Mr. Manning, Support by Mr. Jones, that the Board of Education approve the classes offered through Edmentum, our virtual course provider into the district board-approved course catalog. Motion carried 7-0.
14. Motion by Ms. Kaminski, Support by Mr. Jones, that the Board approve conference travel to the MASPA 3rd annual Essentials of K-12 Human Resources on September 10, 2024 for Andrew Lewis. Motion carried 7-0.
15. Motion by Mr. Powers, Support by Mr. Manning, that the Board approve conference travel to the MPAAA Fall Conference September 16-18, 2024 for Linda Klein. Motion carried 7-0.
16. Motion by Ms. Kaminski, Support by Ms. Zontini, that the Board approve the Annual Millage Recalculation. Motion carried 7-0.
17. Motion by Ms. Kaminski, Support by Mr. Manning, that the Board approve the creation of the Secondary Campus Principal position. Motion carried 7-0.

18. Motion by Mr. Manning, Support by Ms. Kaminski, that the Board approve the placement of Daniel Berry, Ed.D. in the role of Secondary Campus Principal with salary commensurate to the High School Principal Scale proposed in the administration contract. Motion carried 7-0.

19. Motion by Mr. Manning, Support by Mr. Jones, that the Board approve the creation of an Assistant Principal position for Clintondale Middle School. Motion carried 7-0.

1AD- Motion by Mr. Manning, Support by Ms. Kaminski, that the Board approve Michelle Nemitz as Mystery Science Teacher. Motion carried 7-0.

2AD- Motion by Mr. Manning, Support by Ms. Kaminski, that the Board approve John Forlini as Assistant Principal. Motion carried 7-0.

20. Motion by Mr. Maynard, Support by Mr. Jones, that the Board approve the termination of Edward Makinen, Chief Financial Officer, effective August 27, 2024. Motion carried 7-0.

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. ____

Motion by Mr. Jones, Support by Ms. Zontini, that the Board approve the bills ending August 16, 2024. Motion carried 7-0.

Motion by Mr. Jones, Support by Mr. Manning, that the regular Board of Education meeting adjourn at 9:55pm. Motion carried 7-0.



McG Student Council Advisor

1 message

Sun, Sep 1, 2024 at 6:32 PM

Hi Lee,

I am writing to please resign from McGlennen's Student Council Advisor position for the 2024-25 school year. I have obligations after school, as my son is involved in athletics.

It was great to work with the students last year! Thank you very much.

Genevieve Jones

**Reading Interventionist
McGlennen Elementary School**



Resignation letter - Veronica Blackman

1 message

Mon, Aug 26, 2024 at 3:29 PM

Dear Clintondale Community Schools,

Let me preface by saying, thank you for the opportunity to serve the children in your district. Due to personal and professional reasons, I am resigning from my position as a cross categorical teacher effective immediately. My desire is to service children closer to where I reside-Detroit.

"Always strive to go above and beyond the call of duty for children, a child will love you for it!"

Respectfully submitted,
Ms. Blackman

Special Education- Instructional Coach/Cross Categorical Tchr
35100 Little Mack Ave.
Clinton Township, MI. 48035
586.791.6300 x 4009 office

"Only in the darkness can you see the stars."
~Dr. Martin Luther King Jr.



Resignation for La Tanya Mixon

1 message



Mon, Aug 26, 2024 at 9:16 AM

Ms. Walmsley,

Please accept this email as a formal resignation from Clintondale Community Schools.

My last day is today 8/26/2024. I am grateful for the Behavior Coach position I held at Clintondale Middle School for the 2023-2024 school year and deeply appreciate the valuable experience I gained serving in that capacity. I no longer desire to remain employed at Clintondale as a school social worker or at the elementary school level.

Thank you for the opportunity to be a part of the staff at Clintondale Middle School.

Best and blessings,
La Tanya Mixon

1/24/25

Hi Shauna,

I am writing this letter as a notification of my resignation of my 1st grade position at McGlinnen as of Thursday, August 22, 2024.

This has truly been one of the most difficult decisions I have had to make but financially, this is what's best for my family and I. I truly appreciate everything you and Clintondale has done for me over the past couple years. It has allowed me to learned and grow so much as a teacher and I have gained so many meaningful friendships and positive family relationships. Something that I am so incredibly thankful for. Shauna, I wish you and McGlinnen nothing but the best and hope you don't take this decision personally. I will miss you all so much!

Wishing you a wonderful school year!

Amanda Nalu

Sent from my iPhone



MEMO to the Board of Education for September 9, 2024

CONSENT ITEMS - #1-5

1. **Instructional Assistant** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Irelle Hughes** as a GSRP Associate Teacher, effective immediately, contingent upon approved records check, physical and fingerprints. The rate of pay will be 21.01 per hour (Step 3 of the Instructional Assistant classification).

NOTE: Ms. Hughes is the current Varsity Cheer Coach.

2. **Instructional Assistant** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Sarah Andrews** as a GSRP Associate Teacher, effective immediately, contingent upon approved records check, physical and fingerprints. The rate of pay will be 21.01 per hour (Step 3 of the Instructional Assistant classification).

NOTE: The Board President pre-approved Mr. Evans to begin in his custodial role prior to full board approval.

3. **CTE Paraprofessional** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Susan Mayer** as a CTE Paraprofessional, effective immediately. The rate of pay will be 19.70 per hour.

NOTE: Mrs. Mayer is being recalled from layoff status as an instructional assistant. This is a 5.75 hour position in the Dragon Cafe. Since this is a 5.75 hour position, the employee is not eligible for a medical package.

4. **Cheer Coach** - It is recommended by the Superintendent and the Director of Athletics that the Board approve **Zykia Davis** as the Middle School Cheer Coach, beginning with the 2024-25 season.

NOTE: Ms. Davis is the current Social Worker at Parker Elementary. The rate of pay will be \$1,983.20 (Step 1 of the BA Salary Schedule).

5. **Club Sponsor Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Genevieve Jones**, McGlinnen Student Council Sponsor, effective immediately, per her correspondence dated September 1, 2024.



NON-CONSENT ITEMS - #1-4

1. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Veronica Blackman**, Special Education Teacher, effective August 31, 2024, per her correspondence dated August 26, 2024.

NOTE: Mrs. Blackman worked for the district for 3 years.

2. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **LaTanya Mixon, Social Worker**, effective August 26, 2024, per her correspondence dated July 31, 2024.

NOTE: Ms. Mixon worked for the district for 1 year.

3. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Amanda Nalu**, Elementary Teacher, effective August 22, 2024, per her correspondence dated August 22, 2024.

NOTE: Mrs. Nalu worked for the district for 2 years.

4. **Teacher** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Laurel Wentz** as an Elementary Teacher, beginning with the 2024-25 school year, contingent upon approved physical, records check and fingerprints.

NOTE: The rate of pay will be \$39,664.00, Step 1 of the BA Salary Schedule. The Board President pre-approved Ms. Wentz to begin in this role prior to full board approval.



A natural leader who takes pride in being goal oriented and self-motivated. Welcome challenges and have proven effective work ethics. Excellent presentation skills with education and professional experience in office administration, project planning, and customer service. Strongly interested in a career that will allow me to advance by continuing to develop skills that will benefit the overall goals in Education.

Education

Pursuing, Early Childhood Education, Central State University, Wilberforce, OH

High School Diploma, Michigan Collegiate High School, Warren, MI, June 2013

Technical Skills

- Software includes Microsoft Office: Excel, PowerPoint, Word and Outlook.

Certifications

- First aid and CPR
- Paraprofessional

Relevant Professional Experience

Head Cheer Coach

Michigan Collegiate High School

June 2017-Present

- Plan and direct practices and training and technique sessions.
- Teach basic skills and knowledge essential to the performance of the sport.
- Provides individual and team counseling and motivation as required.
- Plan for and direct the team at scheduled events.
- Supervise team while traveling to and from games.
- Plan and direct the acquisition, issuance, maintenance, inventorying of uniforms.

Machine Operator

Fiat Chrysler

May 2018- April 2019

- Performed various tasks on Chrysler Assembly Production Line
 - Sand Cars
 - Sealed Car Doors
 - Wiped Cars Down

Assistant Teacher

Rainbow Childcare

June -2017- August 2018

- Assistant Lead Teacher with classroom activities.

- Create a positive, nurturing environment, and contribute to curriculum lesson plans.
- Served meals and snacks and kept classrooms cleaned.

Youth Dance Instructor

Alkebu-Lan Center, Detroit MI

June 2015 – September 2016

- Provided individualized and small group dance instruction.
- Assist with summer youth recreational activities
- Monitor and observe children during non-school hours.

Teachers Assistant

STARR Academy, Harper Woods MI

June 2014 – August 2014

- Provide additional assistance in reading and writing.
- Assist in managing daily classroom activities.
- Provide supervision of children ages 7-9.
- Assist the teacher by record keeping of attendance and assignment grading.
- Responsible for copying and printing assignments for students.
- Reinforce lessons presented by the teacher by reviewing material with students one-on-one or in small groups.
- Enforce school and class rules to help teach students proper behavior

Regular Meeting – September 9, 2024

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2. **Instructional Assistant** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Sarah Andrews** as a GSRP Associate Teacher, effective immediately, contingent upon approved records check, physical and fingerprints. The rate of pay will be 21.01 per hour (Step 3 of the Instructional Assistant classification).

3. **CTE Paraprofessional** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Susan Mayer** as a CTE Paraprofessional, effective immediately. The rate of pay will be 19.70 per hour.

NOTE: Mrs. Mayer is being recalled from layoff status as an instructional assistant. This is a 5.75 hour position in the Dragon Cafe. Since this is a 5.75 hour position, the employee is not eligible for a medical package.

4. **Cheer Coach** - It is recommended by the Superintendent and the Director of Athletics that the Board approve **Zykia Davis** as the Middle School Cheer Coach, beginning with the 2024-25 season.

NOTE: Ms. Davis is the current Social Worker at Parker Elementary. The rate of pay will be \$1,983.20 (Step 1 of the BA Salary Schedule).

5. **Club Sponsor Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Genevieve Jones**, McGlennen Student Council Sponsor, effective immediately, per her correspondence dated September 1, 2024.

END OF CONSENT ITEM- Please ask if any Board Member would like to isolate and item.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

NON-CONSENT ITEMS- #1-8

1. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Veronica Blackman**, Special Education Teacher, effective August 31, 2024, per her correspondence dated August 26, 2024.

NOTE: Mrs. Blackman worked for the district for 3 years.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

2. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **LaTanya Mixon, Social Worker**, effective August 26, 2024, per her correspondence dated July 31, 2024.

NOTE: Ms. Mixon worked for the district for 1 year.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

3. **Resignation** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve the resignation of **Amanda Nalu**, Elementary Teacher, effective August 22, 2024, per her correspondence dated August 22, 2024.

NOTE: Mrs. Nalu worked for the district for 2 years.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

Sarah Andrews

Rainbow
IA

③ I A's

I am very passionate about children and teaching children.

Authorized to work in the US for any employer

Work Experience

GSRP Associate Teacher

Everlasting Word Early Childcare-Saint Clair Shores, MI
November 2023 to Present

The GSRP associate teacher is responsible for working as a team member in providing a quality educational program for preschool children by supporting the classroom teacher in planning, assessing, and instructing students. The position includes assisting the classroom teacher in maintaining required records to ensure grant compliance and meet licensing guidelines.

Private Nanny

Grosse Pointe, MI
August 2021 to Present

- Organize creative activities and educational games (e.g. drawing, crafting and puppet games)
- Prepare children's meals and feed them (including bottle-feeding for babies)
- Change diapers and bathe infants
- Help older children wash up and take baths
- Schedule nap times
- Teach children appropriate social behaviors, such as being respectful to each other and helping out with chores
- Transport children to and from school and extracurricular activities
- Tidy up play areas and children's rooms
- Assist young students with homework
- Ensure children's safety during indoors and outdoors activities
- Take care of children in case of injury or illness
- Perform housekeeping tasks as needed
- Work with parents to ensure children's growth and social development

Preschool Lead Teacher

Lakeshore Learning Center
December 2019 to September 2022

Lead Preschool teacher for children ages 3-4. Plan and develop theme based curriculum and activities according to specific development stages and needs. Support children in their social/emotional, physical, cognitive and creative growth. Provide children with a safe and happy environment.

Autism Paraprofessional

Grosse Pointe Public School System-Grosse Pointe, MI
September 2020 to April 2022

I work one-on-one and with groups of children in a asd classroom.

Associate Teacher

East Detroit Public Schools

September 2013 to December 2018

Provided a developmentally appropriate curriculum designed to promote academic, behavior, social, and health and nutrition plans for four-year old students. Program included literacy activities, stories, song, math, art and play in a warm, caring and orderly environment ensuring compliance with the Creative Curriculum. Developed and maintained an appropriate relationship with parents and informed them of their students progress. Conducted parent conferences and in-home visits per GSRP guidelines.

Education

Associate in Early Child Education

Baker College of Clinton Township

January 2004 to May 2006

Associate

Skills

- CPR trained (10+ years)
- Early Childhood Education (5 years)
- Childcare (2 years)
- Teaching
- Classroom Management
- Toddler Care (1 year)
- Experience with Children (10+ years)
- Curriculum Development
- Special Education (2 years)
- Organizational Skills
- Special Needs (4 years)
- Babysitting
- Autism Experience (4 years)
- Classroom Experience
- Tutoring
- Experience Working With Students
- Developmental Disabilities Experience
- Behavior Management
- Special education
- Early childhood education
- Classroom experience
- Experience working with students
- Childcare

- Classroom management
- Childhood development
- Preschool experience (7 years)
- Lesson planning

Certifications and Licenses

Early Childhood Education

Child Development Associate

May 2006 to Present

First Aid Certification

November 2023 to November 2025

CPR Certification

November 2023 to November 2025

Assessments

Work motivation — Proficient

April 2022

Level of motivation and discipline applied toward work

Full results: Proficient

Elementary school classroom management — Proficient

August 2023

Managing behavior in elementary school classrooms

Full results: Proficient

Work style: Reliability — Proficient

April 2022

Tendency to be reliable, dependable, and act with integrity at work

Full results: Proficient

Middle school classroom management — Proficient

August 2023

Minimizing classroom disruption and engaging students

Full results: Proficient

Supervisory skills: Motivating & assessing employees — Proficient

June 2023

Motivating others to achieve objectives and identifying improvements or corrective actions

Full results: Proficient

Early childhood development — Proficient

May 2022

Knowledge of the development of children ages 0-3 and of ways to foster that development
Full results: Proficient

Administrative assistant/receptionist — Completed

May 2022

Using basic scheduling and organizational skills in an office setting
Full results: Completed

Early childhood development — Proficient

January 2023

Knowledge of the development of children ages 0-3 and of ways to foster that development
Full results: Proficient

Early childhood development — Proficient

October 2021

Knowledge of the development of children ages 0-3 and of ways to foster that development
Full results: Proficient

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

CPI trained

Zykia Davis

Travel Social Worker

Contact

Address

Harper Woods, MI 48225



Skills

Counseling services

Family collaboration

Functional Behavioral
Assessments (FBA)

Confidential case
documentation

Behavioral Intervention Plans
(BIP)

Life skills development

Documentation

IEP understanding

Risk Assessments

Dedicated Social Worker providing exceptional professional care and implements appropriate interventions. Utilizes variety of resources to identify unique needs and assist vulnerable populations. Adept at establishing strong rapport with individuals from diverse backgrounds. Skilled in selecting and utilizing appropriate treatment modalities and interventions to meet needs of individuals. Passionate about helping people manage mental health and improve quality of life.

Work History

2022-08 -
Current

School Social Worker/Mental Health Therapist

AMN Healthcare, Fresno, CA

- Worked with teachers to implement behavioral improvement plans based on established assessments.
- Helped clients develop new coping mechanisms and techniques to drive behavior modification.
- Provided case management services, counseling, education and life-skills training to diverse, at-risk student population.
- Provided educational support services to students with emotional, intellectual and physical disabilities.
- Created intervention and treatment plans for students in need of assistance.
- Utilized meditation and visualization to support clients in meeting therapeutic goals.
- Observed and monitored client behavior and responses to treatment.
- Prepared reports to summarize clients' mental health status and treatment progress.
- Stayed current on mental health research to follow new developments and research in mental health field.

2022-02 -
2022-06

School Social Worker

AMN Healthcare, Lansing, MI

- Helped clients develop new coping mechanisms and techniques to drive behavior modification.
- Completed psychosocial histories of students under evaluation.

- Trained and guided teachers on how to identify and support students.
- Provided group and individual counseling to address problems.
- Observed student behavior and developed behavioral interventions.
- Formulated treatment plan strategies with multidisciplinary teams to provide comprehensive and continuous care plan.

2020-10 -
2021-06

School Social Worker

Saline Public Schools, Saline, MI

- Helped clients develop new coping mechanisms and techniques to drive behavior modification.
- Provided case management services, counseling, education and life-skills training to diverse, at-risk student population.
- Created intervention and treatment plans for students in need of assistance.
- Participated in IEP, RTI and other related meetings that determined and implemented school-wide policies.
- Wrote and developed FBAs and PBIPs for each student.
- Identified student barriers to self-sufficiency and created relevant IEPs.
- Evaluated, assessed and diagnosed learning and social issues.
- Monitored students for signs of trauma, abuse and neglect.

2019-06 -
2020-09

Intervention Specialist

Family Youth Interventions, Mount Clemens, MI

- Performed psychological research methods.
- Prepared accurate case history records.
- Offered crisis counseling and intervention at school, home and in community to support student needs.
- Facilitated small group instruction to address individual learning needs.
- Developed and implemented behavior management plans to improve student behavior.
- Improved behavior by modeling positive choices



September 3, 2024

Clintondale Community Schools Board of Education,

- Zykia Davis – Middle School Cheer Coach. The Athletic Director and Superintendent recommend that the Board of Education approve the hiring of Zykia Davis as the Middle School cheer coach. Zykia has been a volunteer assistant with the the varsity high school team. Zykia works as a Social Worker at Parker Elementary and wants to make an impact with our female athletes. Zykia will start at Step 1 of the BA salary schedule.

The athletic department, middle school, and high school are excited for the fall sports season.

4. **Teacher** - It is recommended by the Superintendent and the Director of Human Resources that the Board approve **Laurel Wentz** as an Elementary Teacher, beginning with the 2024-25 school year, contingent upon approved physical, records check and fingerprints.

NOTE: The rate of pay will be \$39,664.00, Step 1 of the BA Salary Schedule. The Board President pre-approved Ms. Wentz to begin in this role prior to full board approval.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

5. **Conference Travel** - It is recommended by the Superintendent and Board President that the Board approve conference travel to the MASB Leadership Conference on October 25 and October 26, 2024 for Teresa Wilson.

NOTE: The total cost for the conference is \$716.07 plus receipts for meals. She should return with reports of the conference and submit to the Board.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

6. **Adoption of the Strategic Plan**- It is recommended by the Superintendent and Board President that the Board approve and adopt the 2024-2025 Strategic Plan.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

7. **Interim Chief Financial Officer**- It is recommended by the Superintendent and the Director of Human Resources that the Board approve Presleigh Derosette as Interim Chief Financial Officer.

NOTE: The rate of pay will be \$100,000.00, pro-rated to July 1, 2024.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

8. **Closed Session**- It is recommended by the Superintendent that the Board of Education enter into a Closed Session as authorized by Section 8(a) of the Open Meetings Act to discuss Superintendent Evaluation.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

GENERAL PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

We encourage you to voice your opinion on topics not on the agenda. Please stand and be recognized by the Chairperson, and state your name and address before commenting. To provide the opportunity for all to participate, board policy limits each individual to three minutes. To ensure due process and respect of individual rights, the District maintains a formal process for handling complaints against individuals. A problem involving an individual(s) or specific incident is best handled through administrative channels. Speakers are asked to express themselves in a civil manner, with due respect for the dignity and privacy of others who may be affected by your comments, speakers should be aware that if your statements violate the rights of others under the law of defamation or invasion of privacy, you may be held legally responsible. ____

APPROVAL OF BILLS - It is recommended by the Superintendent and Board President, that the Board approve the bills ending August 30, 2024.

Motion by _____ Support by _____ Y _____ N _____ Ab _____

ADJOURNMENT

Motioned by: _____ Supported by: _____ Time: _____

Laurel Wentz

PROFESSIONAL PROFILE

Motivated and passionate educator with over 4 years of valuable experience in an elementary setting. Reliable collaborator that cultivates trusting and professional relationships with administration, faculty, and parents. Builds strong connections with students by getting to know their interests and utilizing them to engage and support students in their education. Creates safe and engaging learning environments that inspire students from all backgrounds to learn.

CERTIFICATIONS

Michigan Department of Education – *Temporary Teaching Certificate*, Elementary Education, K-5 Date Issued: 02/05/2024
(K-8 self-contained classroom)

EDUCATION

Bachelor of Arts, Elementary Education Graduation Date: 01/2024
Western Governors University | Salt Lake City, UT

EXPERIENCE IN EDUCATION

Edustaff/Mohawk Elementary | Macomb, MI Employment: 03/2024-06/2024

Long-Term Substitute Teacher

- Communicated respectfully and promptly with parents, fellow staff members, and administrators
- Assisted and subbed in other classrooms as needed during prep hours
- Conducted daily small groups with students based on academic abilities and needs
- Created and utilized formative as well as summative assessments to gauge student achievement and adjusted instruction as needed based on results
- Implemented behavior management strategies and used positive reinforcement to promote desired behaviors

Mesa Public Schools | Mesa, AZ

Student Teaching Dates: 08/2023 – 01-2024

Student Teacher 2nd Grade

- Integrated technology during lessons to make content more accessible and engaging to students
- Designed exciting and creative lessons that adhered to state standards and required curriculum
- Utilized a variety of instructional strategies such as scaffolding, differentiation, modeling, think-pair-shares, and positive-reinforcement
- Managed and redirected distracting behaviors as well as off-task students to maintain a positive and productive learning environment
- Participated in all grade-level PLCs as well as schoolwide staff meetings and IEP meetings
- Fostered a positive and structured learning environment by implementing quick and orderly procedures

Mesa Public Schools | Mesa, AZ

Employment Dates: 09/2019 – 07/2023

Instructional Assistant K-3

- Worked one-on-one to support and encourage students when they experienced challenges

- Assisted children with a variety of social, emotional, and cognitive needs
- Communicated and collaborated with classroom teachers and coworkers to find the best ways to assist and work with students
- Supervised and kept students focused and engaged during instruction and independent work
- Prioritized students' safety throughout the school including in the classroom, on the playground, and in the hallways
- Resolved any conflicts that arose between students and fostered a positive classroom environment

- Assisted children with a variety of social, emotional, and cognitive needs
- Communicated and collaborated with classroom teachers and coworkers to find the best ways to assist and work with students
- Supervised and kept students focused and engaged during instruction and independent work
- Prioritized students' safety throughout the school including in the classroom, on the playground, and in the hallways
- Resolved any conflicts that arose between students and fostered a positive classroom environment

STATE OF MICHIGAN

State Board of Education

Department of Education


TEMPORARY TEACHING CERTIFICATE

awarded to

LAUREL WENTZ

In accordance with Michigan Compiled Laws and Administrative Rules, the holder of this certificate is authorized to teach in any Michigan school all subjects and grades indicated.

ELEMENTARY K-5 ALL SUBJECTS (K-5 ALL SUBJECTS IN SELF-CONTAINED CLASSROOM) (7G)



Michael F. Rice, Ph.D.
Superintendent of Public Instruction

Certification requirements are subject to change. The certificate holder is responsible for being knowledgeable about current and revised regulations. It is the responsibility of the certificate holder to maintain a valid appropriate certification by meeting the requirements for certificate renewal as prescribed by statute and/or the State Board of Education.

MICHIGAN CODE OF EDUCATIONAL ETHICS

The following ethical standards address the professional educator's commitment and responsibility to (and for):

Code of Ethics	https://www.michigan.gov/-/media/Project/Websites/mde/educator_services/wolf_practices/code_of_ethics.pdf
The Profession	Trust in the educational system depends upon a level of professional conduct and responsibility that may be higher than required by law. This entails holding one and others to the same ethical standards.
Professional Competence	Commitment to the highest levels of professional and ethical practice, including demonstration of the knowledge, skills and dispositions required for professional competence.
To Students	A primary obligation to treat students with dignity and respect, including promoting the health, safety and well-being of students by establishing and maintaining appropriate verbal, physical, emotional and social boundaries.
The School Community	Promotion of positive relationships and effective interactions with all members of the school community, while maintaining professional boundaries.
Ethical Use of Technology	Consideration of the impact of consuming, creating, distributing and communicating information through all technologies. Vigilance to ensure that appropriate boundaries of time, place and role are maintained when using electronic communication.

ADVISORY TO EDUCATOR

In accordance with Public Act 96 of the Public Acts of 1995, it is a criminal misdemeanor to: use a suspended, surrendered, revoked, nullified, fraudulently obtained, altered or forged educator certificate, or a certificate of another person.

TO BE EMPLOYED AS AN EDUCATOR IN MICHIGAN THE EDUCATOR OATH MUST BE SIGNED, NOTARIZED, AND SUBMITTED TO YOUR EMPLOYER. THIS IS AN OFFICIAL CERTIFICATE ONCE SIGNED AND NOTARIZED.

EDUCATOR OATH - STATE OF MICHIGAN

I do solemnly swear (or affirm) that I will support the Constitution of the United States of America and the Constitution of the State of Michigan, and that I will faithfully discharge the duties of the office of educator according to the best of my ability.


Educator Signature

This certificate was subscribed and sworn to before me, along with picture identification, on 26-Feb-2024

Atiqur Rahman

Notary Print Name

Atiqur Rahman

Notary Signature

Commission Expires: Nov 2, 2030

ATIQUUR RAHMAN
Notary Public, State of Michigan
County of Macomb
My Commission Expires Nov. 2, 2030
Acting in the County of Macomb

Notary Seal

EMPLOYERS MUST VERIFY EDUCATOR CERTIFICATIONS AT: <http://mdoe.state.mi.us/MOECS/PublicCredentialSearch.aspx>
For information on the renewal or advancement requirements of this educator certificate please go to www.michigan.gov/teachercert

CLINTONDALE COMMUNITY SCHOOLS

(Completed by Principal, Secretary or Director)

LEAVE DAY OR CONFERENCE REQUEST

Account Name Workshop/ConferenceAccount No. 08589

This form is for approvals ONLY. No payments will be made from this form unless accompanied by a Payment Authorization or Purchase Order Number listed. All expenses will be reimbursed after submission of Conference Evaluation Form and original receipts with Travel Expense Report.

PLEASE TYPE OR PRINT: (PRESS FIRMLY:)

Name Teresa Wilson Building Admin Date 9/4/24Conference Title MASB Leadership ConferenceConference Location 1001 Centennial Way Lansing MI 48917Date(s) Requested Oct 25+26 Completed Registration Form Must Be Attached.

Registration Deadline _____ IMPORTANT: CONFERENCE MUST BE PAID IN ADVANCE BY EMPLOYEE, UNLESS OTHERWISE SPECIFIED BY IMMEDIATE SUPERVISOR. IF PRE-PAYMENT IS REQUIRED, PAYMENT AUTHORIZATION OR PURCHASE ORDER MUST BE SUBMITTED WITH THIS FORM OR THE PAPERWORK WILL NOT BE PROCESSED FOR PAYMENT.

CONFERENCE EXPENSES

Registration Fee 389.00
 Lodging 179.67
 Meals receipts to follow
 Travel 220 X .67 \$147.40
 Current Mileage Rate

Sub Cost (If sub is requested) _____

Other (Specify) _____

Is conference reimbursed by MISD? No*Total Expenses 706.07
+ Meals

*All Expenses Must Be Sustained by Receipts
 and will be reimbursed after attending conference.

(To be Listed on Travel Expense Report and submitted with Conference Evaluation Form after attending conference.)

Is attendance required by Supervisor? No X Yes _____SUBSTITUTE: Is one needed? No X Yes _____ If yes, call SWITCHBOARD to arrange for a substitute.

Additional Information:

Reflective Leaders are Effective Leaders

APPROVED

Administrator/Supervisor

Date _____

Superintendent/Personnel Coordinator

Date _____

Distribution: White: Personnel Office Yellow: Business Office Pink: Substitute Clerk Green: Supervisor Gold: Employee

TYPE OF LEAVE REQUESTED

1. Number of Personal Days with Pay _____

2. Number of Personal Days without Pay _____

3. Union Business _____

4. Jury Duty _____

5. Funeral _____

6. Vacation Day(s) _____

7. School Business X

8. Other _____

Employee Signature Teresa Wilson

Teresa Wilson <wilsont@clintondaleschools.net>**MASB Order Received CRM:0001196**

1 message

MASB Event Registration <MASBEventRegistration@masb.org>

Tue, Aug 27, 2024 at 1:18 PM

To: "Teresa R. Wilson" <wilsont@clintondaleschools.net>Cc: "Teresa R. Wilson" <wilsont@clintondaleschools.net>**Michigan Association of School Boards**[1001 Centennial Way, Suite 400 Lansing, MI 48917](#)

Teresa R. Wilson
Clintondale Community Schools
[35100 Little Mack Avenue](#)

[Clinton Township, MI 48035](#)

We have received your registration for the following:

2024 Annual Leadership Conference

10/24/2024 8:30 AM - 10/27/2024 3:30 PM

Event Format: Hybrid

Location: Lansing Center

\$389.00 Main Conference: Friday & Saturday**\$389.00 Total**

In-person events: See above for location information. A *Know Before You Go* email with the location address will be sent to you by 1 p.m. the day before the event.

Virtual live events: Your access and handout links will be sent via email by 1 p.m. the day before the event.

Online self-paced courses: To access a self-paced course or recorded webinar, log in to your MASB account and go to the Learning Portal button. Email compass@masb.org with questions.

NEW! Board Member Training Reimbursement

Public Act 87 of 2021, Article 3, Part 2, Sections 201 and 1100, authorizes the Michigan Department of Education to reimburse local school districts for school board member training. Local districts may be reimbursed up to \$100 per course for individual board members receiving such training. To learn more information, please visit

<https://www.masb.org/learning/training-reimbursement>

MASB is an approved training program provider for the classes listed at www.masb.org/cbas.

EVENT CANCELLATIONS: No refunds are given for cancellations within seven days of the event; substitutions may be made in lieu of cancellations. All cancellations must be submitted in writing and will be charged a \$25 cancellation fee.

For complete event policy information, visit masb.org/eventpolicies

[HOME](#) / [LEARNING](#) / [UPCOMING EVENTS](#) / **2024 ANNUAL LEADERSHIP CONFERENCE**

2024 Annual Leadership Conference

The Power of Perspective

Oct. 24 – 27, 2024

Lansing Center, Lansing

The Annual Leadership Conference is our flagship event and a must-attend for both new and veteran board members, educators and administrators from across Michigan. This year's conference will delve into the transformative power of perspective, highlighting how positive attitude and self-reflection can significantly impact leadership, both at the board table and in education. Attendees can expect a diverse range of keynote presentations, interactive sessions and Board Member Certification Classes (CBAs) from renowned speakers and experts.

ALC also provides the perfect opportunity to network, learn from and build relationships with fellow board members and other education leaders. By coming together, we can vastly improve student outcomes and achievement.

[REGISTER NOW →](#)[VIEW SCHEDULE →](#)[REGISTRATION CHECKLIST ↓](#)

Questions?

[CONTACT US →](#)



Strategic Plan 2024 - 2027

Clintondale Community Schools



Clintondale Community Schools

Mission

The Clintondale Community Schools District will provide an academic environment that prepares our diverse student body to reach its potential and become productive members of society.

Vision

Inspire all students to have a successful future and compete in a global society.

Core Values

We set higher standards for students, measuring their learning goals, and then providing incentives in the form of rewarding achievement in an effort to ensure all students are receiving a good education and tax dollars aren't wasted.



Key Information

PLC (Professional Learning Community): Professional practices that teachers utilize to work in groups to analyze data and support student learning.

4 Questions of a PLC:

1. What do we want all students to know and be able to do?
2. How will we know if they learn it?
3. How will we respond when some students do not learn?
4. How will we extend the learning for students who are already proficient?

Danielson Domains: Developed by Charlotte Danielson, the Danielson domains are an evaluation tool that we use to support teachers in their practice through four areas: 1. Planning and Preparation, 2. Classroom Environment, 3. Instruction, and 4. Professional Responsibilities.

Kagan Training: Research-based instructional strategies to support academic achievement through increasing active engagement of students.

Restorative Practices: A proactive strategy of working with students to support them as well as the learning community.

Clintondale Community Schools Strategic Plan 2024 - 2027

Focus Areas

- Student Growth and Achievement
- Student Wellness and Wellbeing
- Business, Finance, and Operations
- Employment Services
- Community Engagement



Student Growth and Achievement

Goals

Goal 1: Continued increase in academic index scores from the State of Michigan.

- Improve M-Step scores by 5% by 2025.

Goal 2: Continued increase in local assessments.

- Continued increase in the number of students meeting their RIT goals.

Goal 3: Future pathways

- Increase in graduation rates.
 - Increase the options we offer students.
-

Student Growth and Achievement Three Year Action Steps

Year 1 - 2024/25

- Opened Early Childhood Center
- Expanded GSRP to Six Classrooms
- Continued Implementation of Curriculum
 - Math
 - Reading/Writing
- Focus on Quality Tier 1 Instructional Practices
- Focus on Domains 1 and 2 of Danielson
- Reset on PLC
- Evaluate CTE options

Year 2 - 2025/26

- Focus on Domains 1 and 2 of Danielson
- Focus on Domain 3 of Danielson
- Focus on Tier 2 and 3 Supports
- Continued focus on PLC
- Instructional Rounds
- Continued focus on PLC process focusing in questions 3 and 4
- Review CTE options for potential growth

Year 3 - 2026/27

- Curriculum audit
- Instructional rounds
- Review CTE options for potential growth
- Focus on all four Danielson Domains
- Continued focus and evaluation on all four questions of a PLC

Student Wellness and Wellbeing

Goals

Goal 1: Focus on the classroom environment of respect and rapport to support all students.

Goal 2: Increase the daily attendance rates.

Goal 3: Increase cooperation and communication in K -12 classrooms.



Student Wellness and Wellbeing 3-Year Action Steps

Year 1 - 2024/25

- Provide district-wide K-12 bus transportation
- K-12 behavior coaches in all buildings
- District-wide focus on Domain 2 of Danielson
- Follow up Kagan training in 6-12 classrooms
- Implement restorative practices
- Focus on Tier 1 Instruction

Year 2 - 2025/26

- Continued focus on Domain 2 of Danielson
- Review of Kagan 6-12 training and classroom implementation
- Incorporate restorative practices
- Continued focus on Domain 2 of Danielson
- Review of attendance data
- Community survey collection

Year 3 - 2026/27

- Review and evaluate our 3-year behavior data
- Review and evaluate our 3-year attendance data
- Review and evaluate our behavior coach interventions

Business, Finance, and Operations

Goals

Goal 1: Maximize resources to provide a high-quality educational experience for all students and increase the Fund Balance.

Goal 2: Support employee practices and building infrastructure to better support the safety of students and staff.

Goal 3: Identify the facility needs and develop a 3-to 5-year plan to address facility needs.



Business, Finance, and Operations 3-Year Action Steps

Year 1 - 2024/25

- Right-size Clintondale Community Schools
 - Staffing
 - Buildings
 - Programs
- Facility assessments plans
 - 3-5 year plan
- Develop a 3-5 year technology implementation plan
- Review innovative programing options
- Research grant options

Year 2 - 2025/26

- Facility and systems review
- Implementation of facility and technology plans
- Review of staffing and programing needs
- Review of innovative programing implementation
- Revisit safety and security plans

Year 3 - 2026/27

- Evaluate and review our facility and technology plans
- Implementation of innovative programing

Employment Services



Goals

Goal 1: Recruit and retain talent to support and enhance student success.

Goal 2: Support staff with ongoing quality professional development.

Goal 3: Support staff through leadership and mentoring with a focus on leadership skills

Employment Services 3-Year Action Steps

Year 1 - 2024/25

- Implementation of early interviewing and screening to identify potential candidates.
- Contact and work with local universities to identify potential candidates.
- Implementation of the Grow Your Own
- Support teacher cadet CTE program
- Implement quality PD
- Implement quality onboarding of new staff

Year 2 - 2025/26

- Review and implement onboarding processes and procedures
- Staff survey
- Increase staff leadership opportunities
- Review of professional development implementation

Year 3 - 2026/27

- Adjust professional development plans to meet teacher and student needs
- Tailor onboarding processes and procedures to support the staff

Community Engagement Goals



Goal 1: Build strong relationships within the community.

Goal 2: Engage stakeholders at all levels.

Goal 3: Promote positive brand image that will enhance other goals such as enrollment.

Community Engagement 3-Year Action Steps

Year 1 - 2024/25

- Grow community engagement through social media.
- Conduct community focus group around strengths and needs
- Identify/expand resources to support the community
- Focus on strategic communication to targeted stakeholders

Year 2 - 2025/26

- Expand community-based groups to support families
- Implement community suggestions from focus groups
- Survey community regarding instructional programming
- Establish targeted marketing plans

Year 3 - 2026/27

- Survey community on program expansions
- Evaluate community engagement

Clintondale Community Schools Strategic Plan 2024 - 2027

Focus Areas

- Student Growth and Achievement
- Student Wellness and Wellbeing
- Business, Finance, and Operations
- Employment Services
- Community Engagement





Accountability | Achievement | Equity | Hard Work | Community

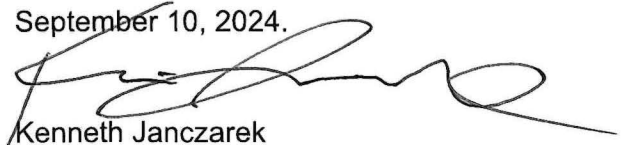
September 9, 2024

Clintondale Community Schools Board of Education,

It's the recommendation of the Superintendent of Clintondale Community Schools, Kenneth Janczarek, and Director of Human Resources, Lee Walmsley, that the Board of Education approve the appointment of Presleigh Derosette, current Accountant for Clintondale Community Schools, into the role of Interim CFO (Chief Financial Officer) effective September 10, 2024. As CFO, Presleigh will be responsible for the day-to-day operations of the business office and completing her responsibilities as the Accountant. Presleigh has worked for Clintondale Community Schools since November of 2023 as an Accountant, has participated in continuous professional learning, and is working toward multiple certifications. In addition to her BS in Business Administration, Presleigh is working toward her MSBO Michigan Business Manager Certification and participation in the Oakland Schools Business Office Training Program. Presleigh's experience as an accountant, combined with her experience at Clintondale Community Schools will support her greatly in her role as Interim CFO.

The pay rate for Presleigh in the role of Interim CFO will be \$100,000.00 and pro-rated to July 1, 2024, minus any overtime accrued while she was filling in to keep the district and business office moving forward in the absence of our CFO. Presleigh has been supporting the business office since the end of the 2023/24 school year stepping up in multiple areas to ensure the business office complied with requirements.

Please let me know if you have any questions regarding the recommendation for Presleigh Derosette to be appointed as Interim CFO (Chief Financial Officer) effective September 10, 2024.



Kenneth Janczarek
Superintendent - Clintondale Community Schools

9/03/24 7.15.21
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 8/17/24 TO 8/30/24

CLNSHERRY

CD0502
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
1231	8/30/24	07009	2651	HEIDI SHAGENA			CHAUFFEUR'S LICENSE * MANUAL CHECK TOTAL *	50.00 50.00
1232	8/30/24	96780	2651	HEIDI SHAGENA			MHSAA CAP I CLASS * MANUAL CHECK TOTAL *	60.00 60.00
1233	8/30/24	09010	2227	TERESA WILSON			USB * MANUAL CHECK TOTAL *	21.19 21.19
1234	8/30/24	07009	2652	DANIEL LOUGHMAN			CHAUFFERS LICENSE * MANUAL CHECK TOTAL *	50.00 50.00
1235	8/30/24	96760	2651	HEIDI SHAGENA			STATE TRACK MILEAGE * MANUAL CHECK TOTAL *	247.90 247.90
1236	8/30/24	04240	397	DAWN SANCHEZ			RBW-GRAND OPENING SUPPLIES * MANUAL CHECK TOTAL *	43.98 43.98
124904	8/23/24	07849	1680	COMPLETE INTERACTIVE TECHNOLOG	83642	250058	Monthly CTap Leasing *COMPUTER CHECK TOTAL*	870.00 870.00
124905	8/23/24	07849	2017	CONVERGENT TECHNOLOGY PARTNERS	18768		ERATE CONSULTING *COMPUTER CHECK TOTAL*	425.00 425.00
124906	8/23/24	00910	2282	DRIVERGENT INC	3496	250019	Summer School	6,240.00
124906	8/23/24	00910	2282	DRIVERGENT INC	3497		Summer School *COMPUTER CHECK TOTAL*	1,560.00 7,800.00
124908	8/23/24	04635	2520	HAGS HUNKS LLC	9334776		PKR-JUNK REMOVAL *COMPUTER CHECK TOTAL*	500.00 500.00
124909	8/23/24	07849	268695	INACOMP	24449		TECH-4 HP LAPTOPS *COMPUTER CHECK TOTAL*	2,132.00 2,132.00
124910	8/23/24	07000	1256	KSS ENTERPRISES	159627		CREDIT MEMO *COMPUTER CHECK TOTAL*	79.26- 79.26-
124911	8/23/24	09470	414730	OCCUPATIONAL HEALTH CENTERS	715553799		NH PHYS-EVANS, DAVIS, BERRY *COMPUTER CHECK TOTAL*	632.00 632.00
124912	8/23/24	00860	451000	QUILL CORPORATION	39850939		SUPT OFFICE SUPPLIES	127.40
124912	8/23/24	08940	451000	QUILL CORPORATION	39850939		ADMIN OFFICE SUPPLIES	234.57
124912	8/23/24	05760	451000	QUILL CORPORATION	39852303		Markers	44.10
124912	8/23/24	05760	451000	QUILL CORPORATION	39852303		Markers	54.55
124912	8/23/24	05760	451000	QUILL CORPORATION	39852303		Markers	74.60
124912	8/23/24	05760	451000	QUILL CORPORATION	39852303		Marker	26.64
124912	8/23/24	05760	451000	QUILL CORPORATION	39852303		Marker	22.46
124912	8/23/24	05960	451000	QUILL CORPORATION	39852303		Stapler	144.36
124912	8/23/24	05960	451000	QUILL CORPORATION	39852303		Staples	40.92
124912	8/23/24	00860	451000	QUILL CORPORATION	39859960		SUPT OFFICE SUPPLIE	27.68
124912	8/23/24	05960	451000	QUILL CORPORATION	39868120		Key Tags	16.50

9/03/24 7.15.21
CLINTONDALE

DETAIL CHECK REGISTER BY FUND
FROM 8/17/24 TO 8/30/24

CLNSHERRY

CD0502
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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT
11 General Fund								
124912	8/23/24	08859	451000	QUILL CORPORATION	39897084		RBW OPENING SUPPLIES	58.61
							COMPUTER CHECK TOTAL	872.39
124913	8/23/24	07221	507150	SPENCER OIL CO	73124	250020	Dist FUEL	1,058.06
							COMPUTER CHECK TOTAL	1,058.06
124914	8/23/24	99977	2113	ZOOM VIDEO COMMUNICATIONS, INC	INV269248825		24/25 ANNUAL SUBSCRIPTION	12,728.83
							COMPUTER CHECK TOTAL	12,728.83
124916	8/29/24	07849	1373	BLUUM OF MINNESOTA, LLC	1002362	250084	GO GUARDIAN ADMIN & TEACHERS	20,288.00
							COMPUTER CHECK TOTAL	20,288.00
124917	8/29/24	96710	82335	BURKE'S SPORT HAVEN, INC.	125617	250091	Volleyballs	400.00
124917	8/29/24	96710	82335	BURKE'S SPORT HAVEN, INC.	125617		Volleyballs	232.00
124917	8/29/24	96710	82335	BURKE'S SPORT HAVEN, INC.	125617		Dry-erase boards	36.00
							COMPUTER CHECK TOTAL	668.00
124919	8/29/24	99977	1609	FILEWAVE (USA) INC	21916	250085	24/25 LICENSES	4,337.40
							COMPUTER CHECK TOTAL	4,337.40
124920	8/29/24	07220	214875	GALLAGHER FIRE EQUIPMENT COMPA	MB73317	250088	Fire Extinguishers	354.00
							COMPUTER CHECK TOTAL	354.00
124921	8/29/24	06900	1683	GFL ENVIRONMENTAL USA INC	0066799807	250010	Rubbish Removal	1,345.54
							COMPUTER CHECK TOTAL	1,345.54
124922	8/29/24	09085	329760	MACKINAW ADMINISTRATORS, LLC	96100		JULY CHECK REGISTER	700.80
							COMPUTER CHECK TOTAL	700.80
124923	8/29/24	07849	2117	MARCO TECHNOLOGIES, LLC	INV12836912	250086	VEEAM BACKUP ESSENTIALS RENEW	856.00
							COMPUTER CHECK TOTAL	856.00
124924	8/29/24	05575	330460	MASC/MAHS			ADVISORS MEMB-SHIER/TAYLOR	100.00
							COMPUTER CHECK TOTAL	100.00
124925	8/29/24	07381	435900	PIONEER MANUFACTURING COMPANY	INV-212391	250095	Paint-FOOTBALL FIELD	2,876.77
							COMPUTER CHECK TOTAL	2,876.77
124926	8/29/24	08859	451000	QUILL CORPORATION	40094444		ROUND LABELS-COMMUNICATIONS	15.90
							COMPUTER CHECK TOTAL	15.90
124927	8/29/24	05760	1935	R.A. DINKLE & ASSOCIATES, INC	121320	250045	Skills for Health & Life	137.50
124927	8/29/24	05760	1935	R.A. DINKLE & ASSOCIATES, INC	121320		Shipping	9.63
							COMPUTER CHECK TOTAL	147.13
124928	8/29/24	07600	494700	SHERWIN-WILLIAMS COMPANY	3903-4	250089	Paint & Supplies	544.12
124928	8/29/24	07600	494700	SHERWIN-WILLIAMS COMPANY	3937-2		Paint & Supplies	79.07
							COMPUTER CHECK TOTAL	623.19
124929	8/29/24	06900	495400	SIGNS BY TOMORROW	I-50500		TEMP KIOSK SIGN/DIRECTIONAL SI	1,258.00
124929	8/29/24	06900	495400	SIGNS BY TOMORROW	I-50564		FRONT DOOR BANNER/SIGNS	3,375.00

9/03/24 7.15.21
CLINTONDALE

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11 General Fund								
							COMPUTER CHECK TOTAL	4,633.00
124930	8/29/24	07009	584	STATE OF MICHIGAN			ELEVATOR INSPECTION/LICENSE	155.00
							COMPUTER CHECK TOTAL	155.00
124932	8/29/24	08859	2655	YOUNIQUECARDS.COM	643533		4' X 4' SIGNS	300.00
							COMPUTER CHECK TOTAL	300.00
124933	8/29/24	08941	340100	MACOMB COUNTY TREASURER	AR24000910		SPECIAL ELECTION INVOICE	2,007.56
							COMPUTER CHECK TOTAL	2,007.56
124934	8/29/24	40000	2517	WILLIAM D BAKEMAN			BACK TO SCHOOL DJ-MCG	100.00
							COMPUTER CHECK TOTAL	100.00
124935	8/29/24	40000	2511	WILBUR JONES			BACK TO SCHOOL DJ-PKR	100.00
							COMPUTER CHECK TOTAL	100.00
124936	8/30/24	40072	555	AFLAC			SUPPLEMENTAL INS 8/30 PAY	856.80
							COMPUTER CHECK TOTAL	856.80
124937	8/30/24	40070	2468	HOLZMAN LAW, PLLC			CASE #07C03197GC01 8/30 PAY	228.78
							COMPUTER CHECK TOTAL	228.78
124938	8/30/24	40117	333675	THE MICHIGAN 529 ADVISOR PLAN			MICH 529 PLAN 8/30 PAY	385.00
							COMPUTER CHECK TOTAL	385.00
124939	8/30/24	40066	210600	MISDU			FRIEND OF THE COURT 8/30 PAY	515.75
							COMPUTER CHECK TOTAL	515.75
8723	8/19/24	07500	324900	LOWES BUSINESS ACCOUNT		250012	Maintenane Supplies	864.89
8723	8/19/24	06900	324900	LOWES BUSINESS ACCOUNT			RBW SUPPLIES	972.06
8723	8/19/24	07600	324900	LOWES BUSINESS ACCOUNT			PAINT SUPPLIES	154.50
							* MANUAL CHECK TOTAL *	1,991.45
8724	8/19/24	06945	140020	DTE ENERGY			FH 910001864388 THRU 7/18	64.02
							* MANUAL CHECK TOTAL *	64.02
8725	8/21/24	40150	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			CONTRIBUTION 8/15 PAY	151,332.94
8725	8/21/24	40102	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			MIP PAYMENT 8/15 PAY	29,459.51
8725	8/21/24	40103	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			TDP PAYMENT 8/15 PAY	350.00
8725	8/21/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-DCP PAYMENT 8/15 PAY	10,397.94
8725	8/21/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-DCP MATCH 8/15 PAY	4,341.79
8725	8/21/24	40029	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-PHF PAYMENT 8/15 PAY	2,999.03
8725	8/21/24	40022	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			D%-PHF MATCH 8/15 PAY	2,999.03
							* MANUAL CHECK TOTAL *	201,880.24
8726	8/21/24	05720	474	VERIZON WIRELESS	9971309955		SECURITY CELL PHONE	49.19
8726	8/21/24	07340	474	VERIZON WIRELESS	9971309955		MAINTENANCE CELL PHONES	316.27
8726	8/21/24	05721	474	VERIZON WIRELESS	9971309955		TECHNOLOGY CELL PHONE	49.19
8726	8/21/24	06950	474	VERIZON WIRELESS	9971309955		SQUARE TABLET	40.01
8726	8/21/24	08592	474	VERIZON WIRELESS	9971309955		SUPT CELL PHONE	49.19

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11 General Fund								
8726	8/21/24	08025	474	VERIZON WIRELESS	9971309955		SCHOOL NURSE CELL PHONE	49.19
							* MANUAL CHECK TOTAL *	553.04
8727	8/23/24	09135	2046	PRIORITY HEALTH			EE HRA CLAIMS THRU 8/19	3,536.13
							* MANUAL CHECK TOTAL *	3,536.13
8728	8/26/24	40151	364800	MICHIGAN PUBLIC SCHOOL EMPLOYE			UAAL RATE STABLIZATION	249,580.64
							* MANUAL CHECK TOTAL *	249,580.64
8729	8/27/24	02240	103625	CHARTER TWP. OF CLINTON WATER			MCG 485021415000 THRU 7/23	323.06
8729	8/27/24	04290	103625	CHARTER TWP. OF CLINTON WATER			RBW 582033749000 THRU 7/23	301.22
8729	8/27/24	04670	103625	CHARTER TWP. OF CLINTON WATER			PKR 410522055000 THRU 7/23	355.82
8729	8/27/24	06930	103625	CHARTER TWP. OF CLINTON WATER			ADM 295035100001 THRU 7/23	154.92
8729	8/27/24	06935	103625	CHARTER TWP. OF CLINTON WATER			FH 295035202000 THRU 7/23	438.42
8729	8/27/24	06935	103625	CHARTER TWP. OF CLINTON WATER			FH 157521381001 THRU 7/23	114.00
8729	8/27/24	05360	103625	CHARTER TWP. OF CLINTON WATER			MS 295035200000 THRU 7/23	464.51
8729	8/27/24	06150	103625	CHARTER TWP. OF CLINTON WATER			HS 295035200000 THRU 7/23	309.67
							* MANUAL CHECK TOTAL *	2,461.62
8730	8/27/24	06950	1273	WOW! BUSINESS			ALARM/PHONE BACK UP	638.92
							* MANUAL CHECK TOTAL *	638.92
8731	8/28/24	40004	624	FLAGSTAR BANK			DD & NET CHECKS 8/30 PAY	326,350.57
							* MANUAL CHECK TOTAL *	326,350.57
8732	8/29/24	40122	515100	STATE OF MICHIGAN			STATE TAXES 8/30 PAY	19,532.45
							* MANUAL CHECK TOTAL *	19,532.45
8733	8/29/24	40110	412	MICHIGAN SCHOOLS AND GOVERNMEN			CU DEPOSIT 8/30 PAY	46,241.52
							* MANUAL CHECK TOTAL *	46,241.52
8734	8/30/24	40120	1557	TSA CONSULTING GROUP			EE ANNUITIES 8/30 PAY	21,470.42
							* MANUAL CHECK TOTAL *	21,470.42
8735	8/30/24	40100	411	UNITED STATES TREASURY			FEDERAL TAXES 8/30 PAY	46,445.72
8735	8/30/24	40106	411	UNITED STATES TREASURY			FICA/MED TAXES 8/30 PAY	41,061.58
8735	8/30/24	40152	411	UNITED STATES TREASURY			FICA/MED MATCH 8/30 PAY	41,061.58
							* MANUAL CHECK TOTAL *	128,568.88
8736	8/30/24	40030	899	HEALTH EQUITY			EE HSA CONTRIBUTION 8/30 PAY	4,971.00
							* MANUAL CHECK TOTAL *	4,971.00
8737	8/30/24	09135	2046	PRIORITY HEALTH			EE HRA CLAIMS THRU 8/26	1,648.12
							* MANUAL CHECK TOTAL *	1,648.12

11 General Fund

COMPUTER CHECKS	32	\$68,533.64
MANUAL CHECKS	21	\$1,009,962.09
TOTAL CHECKS	53	\$1,078,495.73

*** VOID SUMMARY ***

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11 General Fund

COMPUTER VOID CHECKS	*NON-PAYMENT*
VOID CHECKS - COMPUTER	
VOID CHECKS - MANUAL	
TOTAL VOID CHECKS	

TOTAL NET CHECKS	53	\$1,078,495.73
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REPLACEMENT CHECKS

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT

12 Federal Grants								
124918	8/29/24	11118	2145	COGNIA INC	00178826		PD-STUDENT EMPOWERMENT	34,500.00
							COMPUTER CHECK TOTAL	34,500.00
12 Federal Grants								
							COMPUTER CHECKS	1 \$34,500.00
							MANUAL CHECKS	
							TOTAL CHECKS	1 \$34,500.00
							*** VOID SUMMARY ***	
							COMPUTER VOID CHECKS	*NON-PAYMENT*
							VOID CHECKS - COMPUTER	
							VOID CHECKS - MANUAL	
							TOTAL VOID CHECKS	
							TOTAL NET CHECKS	1 \$34,500.00
							REPLACEMENT CHECKS	

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT

13 State and Local Grants								
124902	8/23/24	11051	85855	C & G PUBLISHING	0021815-IN		FULL PAGE - RBW/GSRP	1,219.00
							COMPUTER CHECK TOTAL	1,219.00
124903	8/23/24	04893	517750	CARE	6811		STUDENT ASSISTANCE SERV 24/25	2,475.00
							COMPUTER CHECK TOTAL	2,475.00
124907	8/23/24	11146	2552	EDYNAMIC HOLDINGS LP	INV-EL-00004960	250075	Knowledge Matters Site VOC ED	3,400.00
							COMPUTER CHECK TOTAL	3,400.00
124915	8/29/24	11146	299	ADOBE SYSTEMS INCORPORATED	260633716	250090	Creative Cloud LICENSES 24/25	2,460.00
							COMPUTER CHECK TOTAL	2,460.00
124931	8/29/24	99901	563750	WAKELY ASSOCIATES INC	245408R		DOC PREP FOR DOORS-LOCKSMITH	750.00
							COMPUTER CHECK TOTAL	750.00

13 State and Local Grants

COMPUTER CHECKS	5	\$10,304.00
MANUAL CHECKS		
TOTAL CHECKS	5	\$10,304.00

*** VOID SUMMARY ***
COMPUTER VOID CHECKS *NON-PAYMENT*
VOID CHECKS - COMPUTER
VOID CHECKS - MANUAL
TOTAL VOID CHECKS

TOTAL NET CHECKS	5	\$10,304.00
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REPLACEMENT CHECKS

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CHECK NUMBER	CHECK DATE	ASN	VEND #	VENDOR NAME	INVOICE NO	PO #	DESCRIPTION	AMOUNT

25 School Lunch Fund								
124910*	8/23/24	82122	1256	KSS ENTERPRISES	1602327		FOOD SERVICE SUPPLIES	1,287.80
							COMPUTER CHECK TOTAL	1,287.80
25 School Lunch Fund								
							COMPUTER CHECKS	1 \$1,287.80
							MANUAL CHECKS	
							TOTAL CHECKS	1 \$1,287.80
							*** VOID SUMMARY ***	
							COMPUTER VOID CHECKS	*NON-PAYMENT*
							VOID CHECKS - COMPUTER	
							VOID CHECKS - MANUAL	
							TOTAL VOID CHECKS	
							TOTAL NET CHECKS	1 \$1,287.80

*=CHECK ALSO EXISTS IN A PRIOR FUND

REPLACEMENT CHECKS

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29 Student/School Activity Fund								
3584	8/29/24	85936	55900	B & R SPORTING GOODS	DO-10922		VOLLEYBALL JERSEYS	468.00
							COMPUTER CHECK TOTAL	468.00
3585	8/29/24	85900	790	CARLA KELLEY			ASBESTOS TRAINING-FOOD	71.18
							COMPUTER CHECK TOTAL	71.18
3586	8/29/24	85963	2208	TRACY WADE	2234		WELCOME BACK LAWN SIGNS MG/PK	318.00
							COMPUTER CHECK TOTAL	318.00
3587	8/29/24	85911	297850	KRAATZ FLORIST	019681		SYMPATHY FLOWERS-KLEIN	115.99
							COMPUTER CHECK TOTAL	115.99

29 Student/School Activity Fund

COMPUTER CHECKS	4	\$973.17
MANUAL CHECKS		
TOTAL CHECKS	4	\$973.17
*** VOID SUMMARY ***		
COMPUTER VOID CHECKS		*NON-PAYMENT*
VOID CHECKS - COMPUTER		
VOID CHECKS - MANUAL		
TOTAL VOID CHECKS		
TOTAL NET CHECKS	4	\$973.17
REPLACEMENT CHECKS		

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*** GRAND TOTALS ***

COMPUTER CHECKS	42	\$115,598.61
MANUAL CHECKS	21	\$1,009,962.09
TOTAL CHECKS	63	\$1,125,560.70

*** VOID SUMMARY ***

COMPUTER VOID CHECKS	*NON-PAYMENT*
VOID CHECKS - COMPUTER	
VOID CHECKS - MANUAL	
TOTAL VOID CHECKS	

TOTAL NET CHECKS	63	\$1,125,560.70
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REPLACEMENT CHECKS

CHECKS IN MULTIPLE FUNDS ONLY COUNTED ONCE FOR GRAND TOTALS

** SPOILED CHECKS NOT INCLUDED IN THIS REPORT **