



PLYMOUTH-CANTON
COMMUNITY SCHOOLS

GLOBALLY FOCUSED. LOCALLY CONNECTED.

454 S. Harvey
Plymouth, Michigan

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting.

There is a time for public participation during the meeting as indicated in the agenda item Citizens' Comment.

Citizens' Comment Cards must be submitted before the start of the Board meeting per district policy #0167.3

(Organizational) Regular Meeting, July 23, 2024 - 7 p.m.

Call The Meeting to Order

- o Roll Call
- o Pledge of Allegiance

Organizational Meeting

[Adoption of Organizational Meeting Agenda July 23, 2024 \(p. 3\)](#)

[Calendar of Board Meetings 2024-2025 \(p. 7\)](#)

A. Adoption of Agenda/Approval of Consent Agenda

Action Item #25-07-02

1. Human Resources

New Hires

[New Hires \(p. 8\)](#)

Leaves, Resignations, and Retirements

[Leaves, Resignations, and Retirements \(p. 35\)](#)

2. Approval of Minutes

[Regular Meeting Minutes - June 25, 2024 \(p. 37\)](#)

[Special Meeting Minutes - July 15, 2024 \(p. 41\)](#)

B. Board Committee Reports/Action

1. President's Report

2. Student Performance & Achievement Committee (SPA)-Anupam Sidhu

Next Meeting: TBD

3. Policy Committee-Patti McCain

Next Meeting: TBD

4. Finance and Operations Committee-Patrick Kehoe

Next Meeting: August 8, 2024 - 5 p.m.

5. Student Voice in Action Committee-Josh Patterson & Sawee Pawar

Next Meeting: TBD

C. Administrative Reports/Recommendations

1. Superintendent's Report

D. Citizens' Comments

E. Discussion

F. Adjournment

District Vision: P-CCS will deliver an innovative educational experience which propels each student to excellence.

District Mission: P-CCS will develop capable, involved citizens who recognize that they are citizens of the world, use critical thinking skills, and are lifelong learners.

PLYMOUTH-CANTON COMMUNITY SCHOOLS
Plymouth, Michigan

BOARD OF EDUCATION ORGANIZATIONAL MEETING
July 23, 2024

E.J. McClendon Educational Center
454 S. Harvey, Plymouth, MI 48170
7:00 p.m.

AGENDA

1. Adoption of Agenda of Organizational Meeting
2. Discussion of Officer Positions
3. Election of Officers:

2024-2025

President: _____

Vice-President: _____

Secretary: _____

Treasurer: _____

4. **By-Laws Nos. 0164.1 and 0164.2 - Time, Place, and Notification of Meetings**

It was moved by Member _____ and seconded by Member _____ to adopt the following By-Laws.

By-Law Nos. 0164.1: Regular Meetings - Time, Place, and Notification

Regular meetings of the Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, shall be held on the second and fourth Tuesdays of each month. Exceptions: There will only be one meeting in July (7-23-24), one meeting in December (12-10-24), and one meeting in March (3-11-25) beginning at 7 p.m. at the following location (except as agreed herein) unless otherwise directed by a majority vote of the members:

E. J. McClendon Educational Center
454 South Harvey Street
Plymouth, Michigan 48170

By-Law No. 0164.2 Special Meetings - Time, Place, and Notification

Special meetings of the Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, may be called by the President of the Board, or any two members thereof, by serving on the other members a written notice of the day, time, and place of such special meetings, or by a majority vote of the Board.

PUBLIC NOTICE of each meeting of the Board of Education shall be given by posting a copy of the NOTICE on the message board by the front entrance to the E. J. McClendon Educational Center, 454 South Harvey, Plymouth, Michigan, at least eighteen (18) hours prior to the time of the meeting. The Executive Assistant to the Board of Education or other Central Office staff in her absence shall be appointed the designee for posting notice of meetings.

Ayes: Members _____
Nays: Members _____
The motion was _____

It was moved by Member _____ and seconded by Member _____ to direct the Executive Assistant of the Board of Education to advertise By-Laws Nos. 0164.1 and 0164.2 in the Detroit Newspaper Agency newspapers.

Ayes: Members _____
Nays: Members _____
The motion was _____

5. Authorized Signatures for School District business

It was moved by Member _____ and seconded by Member _____ to authorize the following signatures for School District business.

<u>Documents</u>	<u>2024-2025 Authorized Signatures</u>
A. Administrator Contracts	President, Secretary, or Superintendent
B. Teacher Contracts	
(1) Probationary	President, Secretary, or Superintendent
(2) Continuing Tenure	President, Secretary or Superintendent
C. Motor Vehicle Titles	Superintendent, Chief Finance and Operations Officer
D. Land Contracts	President, Secretary, or Superintendent
E. Deeds to Real Estate	President, Secretary, or Superintendent
F. Leases and Easements	President, Secretary, Superintendent or Chief Finance and Operations Officer
G. Deposit and Investment Accounts	President, Treasurer, Superintendent, Chief Finance, and Operations Officer, Director of Finance & Accounting
H. Vendor Contracts	Superintendent, Chief Finance and Operations Officer

Ayes: Members _____
Nays: Members _____
The motion was _____

6. Consider the following resolutions:

A. Naming Depository, Investment of Moneys, and Naming Signatories for all Funds

It was moved by Member _____ and seconded by Member _____ that the TREASURER and/or Chief Finance and Operations Officer be authorized to deposit all monies for all funds of the Plymouth-Canton Community Schools in the following banks:

Community Financial Credit Union
Fifth Third Bank
Flagstar Bank
Huntington National Bank
J. P. Morgan Chase Bank, N.A.
Michigan Liquid Asset Fund Plus
PNC Bank and PNC Capital Markets, LLC
Public Trust Advisors, LLC
The Bank of New York Mellon Trust Company, N.A.
U.S. Bank, N.A.

and further, to invest all monies of all funds of the Plymouth-Canton Community Schools in investments authorized under Section 1223 of the Michigan School Code of 1976, as amended,

and, further, that these banks be requested, authorized, and directed to honor checks, drafts, and other orders for the payment of money drawn in the name of Plymouth-Canton Community Schools against the named funds when bearing facsimile signature of TREASURER _____ and the facsimile signature of the PRESIDENT _____,

and, further, that the Huntington National Bank, Bank of New York Mellon, UMB Bank, N.A., and US Bank, N.A. be designated as the paying agents for bonds of the Plymouth-Canton Community Schools as required,

and, further, a Blanket Position Bond is required for all School District employees in the amount of \$100,000 and the cost of the Bond be provided by the School District.

Ayes: Members _____

Nays: Members _____

The motion was _____

B. Naming General Counsel

It was moved by Member _____ and seconded by Member _____ to appoint legal counsel for the 2024-2025 school year.

Collins and Blaha Law Firm, P.C. (General Counsel)

Ayes: Members _____

Nays: Members _____

The motion was _____

C. Naming Other SPECIFIC LEGAL COUNSEL as appointed by the Board of Education

It was moved by Member _____ and seconded by Member _____ to appoint other specific legal counsel as appointed by the Board of Education for the 2024-2025 school year. In addition, the Board of Education has the right to name other legal firms during the course of the year as they deem necessary.

Clark Hill, P.L.C.
Lacey & Jones, LLP
LaPointe and Associates, P.C.
Miller, Canfield, Paddock, and Stone, PLC
Thrun Law Firm, P.C.

Ayes: Members _____

Nays: Members _____

The motion was _____

D. Naming School District Auditor

It was moved by Member _____ and seconded by Member _____ to appoint Plante Moran, LLC, Certified Public Accountants, as the School District auditors for the 2024-2025 school year.

Ayes: Members _____

Nays: Members _____

The motion was _____

E. Naming School District Bond Financial Advisor

It was moved by Member _____ and seconded by Member _____ to appoint PFM Financial Advisors, LLC, as the School District's Bond Financial Advisor for the 2024-2025 school year.

Ayes: Members _____

Nays: Members _____

The motion was _____

7. Designate Routine Advertisement

It was moved by Member _____ and seconded by Member _____ that the Detroit Newspaper Agency, or the Michigan Chronicle newspapers be designated for the following routine advertisements:

- (A) Notice of Budget Hearing and Truth in Taxation Hearing
- (B) Invitation for Bids
- (C) Request for Proposals

And, that The Bond Buyer or the Detroit Legal News, as required, be designated for publication of:

- (A) Call for Redemption of Bonds
- (B) Sale of Bonds
- (C) Sale of Tax Anticipation Notes

a) And, that Invitation for Bids for Major Renovations, Additions, and New Construction- P.A. 232 of July 21, 2004, requires schools to post-construction solicitations for a minimum of two (2) weeks on the State of Michigan's "SIGMA Michigan" website.

Ayes: Members _____

Nays: Members _____

The motion was _____

Move to Adopt Agenda and Consent Agenda for the Regular Meeting.

E.J. McClendon Educational Center
454 S. Harvey, Plymouth, MI 48170

Meeting of the Board of Education
2024-2025
(subject to change)

DATE	TIME	MEETING TOPIC	LOCATION
July 15, 2024	4 p.m.	Special Meeting	E.J. McClendon Center
July 23, 2024	7 p.m.	Organizational Meeting	E.J. McClendon Center
August 13, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
August 27, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
September 10, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
September 24, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
October 8, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
October 22, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
November 12, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
November 26, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
December 10, 2024	7 p.m.	Regular Meeting	E.J. McClendon Center
January 14, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
January 28, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
February 11, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
February 25, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
March 11, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
April 8, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
April 22, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
May 13, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
May 27, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
June 10, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center
June 24, 2025	7 p.m.	Regular Meeting	E.J. McClendon Center

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The Board shall comply with Subtitle A of Title II of the Americans with Disabilities Act of 1990, being Public Law 101-336, 42 USC 12101 et. Seq. or successor law. Requests for reasonable accommodation to participate in the meeting may be made by calling Diane Robertson, Executive Assistant to the Superintendent, at 734-416-3048 for voice & TDD calls or email to diane.robertson@pccsk12.com five days in advance of the meeting. Video recording of any open meeting is permitted with prior approval of the Superintendent. 7-3-24

New Contracts

2023/2024 School Year

<u>NAME/POSITION/SCHOOL CERTIFICATION</u>	<u>HIRE DATE SALARY</u>	<u>DEGREE/UNIVERSITY EXPERIENCE</u>
BENNETT, MIKAILA SOCIAL WORKER BENTLEY CERTIFICATE: SOCIAL WORKER (LICENSE AND APPROVAL): EXP: 06/04/2025 K-12 SD	08/26/2024	BA-Ferris State College MA-Florida
FAIRBANKS, JENNIFER F ELEMENTARY ASD TEACHER TONDA CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2029 K-12 SV 6-12 BA 6-12 BD	08/26/2024	BA-Eastern Mich. Univ. MA-Madonna College 4 YRS WAYNE WESTLAND, 3 YRS REDFORD UNION, 10 YRS LINCOLN PK
LOWES, GEOFFREY CHEMISTRY SALEM CERTIFICATE: PROFESSIONAL TEACHING CERTIFICATE: EXP: 06/30/2025 6-12 DC 6-12 DE	08/26/2024	BA-Univ of Mich - Dearborn 1 YR ANN ARBOR, 15 YRS JACKSON
MCLAREN, MARISSA A NURSE ERIKSSON/ISBISTER CERTIFICATE: REGISTER NURSE LICENSE: EXP: 06/19/2026 K-12 NY	08/26/2024	BA-Eastern Mich. Univ. 5 YRS HOSPITAL EXP
MITCHELL, CARLI SPEECH PATHOLOGIST - EARLY ON ALLEN CERTIFICATE: SPEECH PATHOLOGY LICENSE (LARA): EXP: 05/23/2026 K-12 sb	08/26/2024	BA-Eastern Mich. Univ. MA-Eastern Mich. Univ. MA+30-Eastern Mich. Univ. 4 YRS TAYLOR PUBLIC SCHOOLS
SALEH, CAROLINE (0.4) LANGUAGE ARTS PIONEER CERTIFICATE: STANDARD TEACHING CERTIFICATE: EXP: 06/30/2029 6-12 BA 6-12 CC	08/26/2024	BA-Univ of Mich - Dearborn

MOTION:

AUTOMATICALLY ACCEPT AS PART OF THE CONSENT AGENDA ACTION.

"Move that the Board of Education approve the new hires as listed above."

MOVED _____ **SECONDED** _____ **VOTE** _____

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: 5 VXi ` ` A UXmi b
..... 7 \ JYZHuman Resource ` CZVWf

RE: Plymouth-Canton Community Schools
... 5 gg]ghUbhDf]bW]dU`Uh7 Ublrb` <] [\ ` GW cc`

DATE: > i ` m & 3, 2024

Attached is the resume of Ô|ã^Á^â^!@^! who is being recommended for the Á
CE•ãcæÁ|ã&ãæÁæÔæç}Áã@Á&@[]Á[•ã}È It is the consensus of the
committee that Ô|ã^Á^â^!@^! be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the
Board of Education approves the appointment of Ô|ã^Á^â^!@^! to the position of Á
CE•ãcæÁ|ã&ãæÁæÔæç}Áã@Á&@[]È

Ayes _____ Nays _____

Claire Federhofer

CERTIFICATION	Michigan Standard Secondary Certificate 6 – 12 English, 6 – 12 History	June 2018
EDUCATION	Eastern Michigan University Post Masters Certificate in K – 12 Basic School Administration	December 2023 Ypsilanti, MI
	University of Michigan School of Education M.A in Educational Studies with Secondary Certification	August 2018 Ann Arbor, MI
	Middlebury College Bread Loaf School of English M.A in English	August 2022 Middlebury, VT
	University of the Witwatersrand B.A with Honors in English	December 2011 Johannesburg, RSA
	University of South Africa Postgraduate Certificate in Education	December 2009 Pretoria, RSA
	University of the Witwatersrand Bachelor of Arts in English, History and Dramatic Arts	December 2006 Johannesburg, RSA

ADMINISTRATIVE EXPERIENCE

HURON HIGH SCHOOL, Ann Arbor, Michigan **April 2023 - March 2024**

Administrative Intern 9th Grade Dean

- Collaborate with the leadership team to ensure smooth daily operations of the school.
- Assist with conflict resolution discussions and mediation of student relationships.
- Supporting teachers with classroom management strategies.
- Assistance with organization of events including pep rallies, curriculum evenings, and activities to support 8th grade transition to high school.
- Support the integration of the IB philosophy of inquiry into Huron learning environment

AFRICAN LEADERSHIP ACADEMY, Honeydew, South Africa **2015 – 2018**

Academic Program Coordinator

- Worked with the academic team to design and refine academic policies and support the academic registration and success of 200 students in first and second year programs.
- Designed and executed the implementation of a block schedule timetable.
- Attended monthly one-on-one academic meetings with students to monitor academic progress and monitor adjustments to boarding school life.
- Coordination of programs to inform learners of courses and subject selection procedures.
- Monitoring of academic placement procedures.

GERMISTON HIGH SCHOOL, Germiston, South Africa **2009 – 2011**

Year Head

- Monitored the academic performance and behaviour of 200 - 250 students per year. This included managing relationships between parents, teachers and students.
- Planned annual grade-level community activities which included a grade 8 camp out, grade 9 dance and grade 10 service project
- Managed budgets and initiated fund raising activities
- Collaborated with 8 – 10 teachers to support students in their homeroom classes, implement SEL routines and create community.
- Managed paperwork for internal and external suspension and expulsion protocol

- Worked with parents to support students from diverse backgrounds
- Attended weekly meetings with the administrative team to strategize on academic processes, disciplinary procedures, and school management in general.
- Monitored student and teacher attendance.
- Mentored new and experienced teachers on classroom management techniques.

ADDITIONAL LEADERSHIP ROLES

HURON HIGH SCHOOL, Ann Arbor, MI

February 2023 – June 2023

English Department Co-Chair

- Assist Huron administrators and IB facilitators in developing and implementing all aspects of the IB Programme Standards and Practices with a focus on the Huron ELA IB units of inquiry:
- Vertical and horizontal alignment of curriculum
- Build criterion assessment practices
- Assist course teams through collaboration and data analysis
- Work with DP/CP coordinator and DP/CP core teachers to facilitate connections between the department and 11th/12th IB programming.
- Works with MYP/DP coordinators to design and lead Professional Development sessions during PD time or collaboration period
- Assist with compiling and reporting of DP internal and external assessments
- Assist and support in student registration for DP exams
- Review and give feedback on all departmental course designs/overviews/syllabi prior to start of the school year to ensure consistent elements on course overviews/syllabi
- Assist in interviewing teachers during the hiring process
- Maintain material orders for department

HURON HIGH SCHOOL, Ann Arbor, MI

September 2019 – June 2020

Huron Players Advisor

- Advising the after school theatre program regarding the selection of productions, directing productions, managing fundraising, and collaborating with production team members.
- Managing of the budget, allocation of funds to specific projects, and creation of purchase orders
- Communicating with students and parents about upcoming shows, rehearsal schedule changes, show changes, general expectations and requests for assistance.
- Setting up and co-ordinating production schedules
- Collaborating on set, costume, makeup and props design
- Managing all elements of production including ticket sales, poster distribution, front of house, marketing etc.

TEACHING EXPERIENCE

HURON HIGH SCHOOL, Ann Arbor, MI

September 2018 – Present

ELA Teacher

- Create unit and lesson plans collaboratively for English MYP 10, International Baccalaureate Diploma Program Language and Literature Year 1 and Year 2, Academic Literacy, Creative Writing, Theater and Journalism.
- Prepare lessons which included student led discussion classes, cooperative learning activities and individual assessments.
- Design interactive and engaging lessons for mixed-ability level students.
- Use SIOP strategies to build the necessary scaffolds for students to achieve success..

- Work with individual students during office hours to assist with homework management and scaffolding of larger projects.
- Attend parent teacher conferences to share feedback with parents regarding student performance in class and suggest strategies for improvement.
- Adapt in-person lessons using EdPuzzle, Padlet, Flipgrid and other online tools to be delivered asynchronously via Google Classroom and later Schoology.
- Re-design synchronous and asynchronous lessons for use in our online learning environment.

PIONEER HIGH SCHOOL, Ann Arbor, MI

September 2017 – June 2018

Student Teaching Intern

- Created unit and lesson plans for a senior team taught, interdisciplinary, honors level humanities class for *Gulliver's Travels*, *Candide* and Romantic poetry.
- Prepared lessons which included student led discussion classes, cooperative learning activities and individual in-class essay and analytical assessments.
- Designed a unit plan for a mixed ability sophomore English class using Reading Apprenticeship techniques and developed assignments to assess students' speaking and listening skills.
- Co-taught a unit on *Kindred* with my cooperating teacher where I focused on characterization and the Hero's Journey.
- Worked with individual students during office hours and the academic support program to assist with homework management and scaffolding of larger projects.

SCARLETT MIDDLE SCHOOL, Ann Arbor, MI

July 2017

Student Teaching Intern

- Learned about International Baccalaureate standards by engaging in the prearranged curriculum developed for students attending a summer school program.
- Created and led daily introductory activities that fostered relationships of trust and care for students to prepare them for the day's lesson.
- Collaborated with other teaching interns and teachers at the school to discuss the needs of individual students and to plan lessons that reflected the development of successful learning habits for students.

AFRICAN LEADERSHIP ACADEMY, Honeydew, South Africa

2013 – 2018

English and History Teacher

- Designed an alternative, leadership-focused, innovative curriculum for a two-year program intersecting writing skills, entrepreneurship and African studies for students across Africa.
- Adapted the Advanced Level Cambridge International curriculum in literature to meet the overall mission of the academy and make stronger connections to the core values of integrity, curiosity, humility, compassion, diversity and excellence, working with both British and world literature topics.
- Piloted the teaching of blended and online learning experiences for literature and language classes, using Canvas, Padlet, iMovie and the Google suite.
- Crafted inquiry based history classes to develop students analytical and critical thinking skills.
- Directed *The Crucible* and *Sleeping Beauty: A Pantomime* for the school's annual major productions in 2015 and 2016.

GERMISTON HIGH SCHOOL, Germiston, South Africa

2008 – 2011

Humanities Teacher

- Designed workbooks for Grade 10, 11 and 12 history and dramatic arts classes which focused on addressing the core curriculum standards and provided students with the necessary resources for success in the course. History course covered world history from 1400 – the present day. Dramatic arts classes started with ritual and storytelling and worked chronologically to various forms of modern day theatre.
- Assisted with the development of team lesson plans for teaching Grade 10 and 11 English language arts.

- Directed the first school musical, *Godspell*, with 50 students involved in the production.
- Mentored new and student teachers and provided support with developing classroom management and administrative skills.

ST. CATHERINE'S CONVENT

2007 – 2008

Germiston, RSA

History and English Teacher

- Created world history lesson plans for students in Grade 8 – 12 that focused on deepening students' understanding of sources and essay writing skills.
- Redesigned lesson plans for Grade 8 English students that were activity-based and student-focused. Texts that were studied included *Good Night Mr Tom*, *A Midsummer Night's Dream*, various forms of poetry and short stories.
- Assisted with the planning of the annual school production of *The Crucible*.

ST FRANCIS COLLEGE

2006 – 2007

Benoni, RSA

Intermediate Phase Teacher Grade 4 - 6

- Engaged in curriculum development for English, Social Sciences and Natural Science classes with the intention of creating greater integration between the learning areas for Grades 4 – 6.
- Organized the school production of *The Magic Faraway Tree* involving all the students in classes from kindergarten to Grade 6.
- Assisted with the organization of the school market festival and worked with the fundraising team to ensure the necessary funds were raised annually for school maintenance.
- Chartered the 'Culture Creatures Society' which prepared students to participate in the annual forensics competitions.

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Assistant Principal at Salem High School

DATE: July 23, 2024

Attached is the resume of Tara Ulrich who is being recommended for the Assistant Principal at Salem High School position. It is the consensus of the committee that Tara Ulrich be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Tara Ulrich to the position of Assistant Principal at Salem High School.

Ayes _____

Nays _____

TARA ULRICH

SUMMARY

Results oriented educator with a focused approach on student engagement, growth, and mastery.

EDUCATION

University of Central Florida – Orlando, FL

Master of Education, Educational Leadership (2007)

Magna Cum Laude

Indiana University – Bloomington, IN

Bachelor of Science, Social Studies Education (2002)

PROFESSIONAL LICENSING

- Social Science (6-12); Educational Leadership (K-12) State of Florida #912441
 - Social Studies (RX) (6-12) State of Michigan #PV0006524
 - Elementary & Secondary Administration (K-12) State of Michigan #AD0000839
-

PROFESSIONAL EXPERIENCE

High School Teacher/ Assistant Athletic Director

2022 to Present

Orange County Public Schools

Lake Buena Vista High School • Orlando, FL

- ⌘ Instructor for AP US Government; Government Honors; Government; Credit Recovery Lab for at-risk students
- ⌘ Clinical Educator trained to provide mentorship to new teachers including classroom observations and feedback
- ⌘ Conducted professional developments for new teachers on building positive student-teacher relationships
- ⌘ Member of the Faculty Advisory Committee which serves as a liaison between faculty and administration
- ⌘ Member of the Faculty Council for National Honor Society which includes screening applications and Honor Board duties
- ⌘ Athletic Department administrative duties including managing event operations and facilities in addition to supervising Athletic Department staff and planning seasonal Athletic Banquets
- ⌘ Assisted in the administration of AP Exams for several hundred students each spring
- ⌘ Assisted with the planning and execution of graduation for classes of approximately 400 students

High School Teacher/PLC Lead

2005 to 2022

Orange County Public Schools

Olympia High School • Orlando, FL

- ⌘ Responsible for instruction in various Social Studies Courses

- ⌘ Instructor for AP US Government and AP Comparative Government; students in both courses consistently exceeded the state and national mean pass rate on the AP Exam
- ⌘ Professional Learning Community Lead Teacher for courses in Psychology, World History, and Government, which included leading collaboration amongst cohort teachers, developing and aligning curriculum, and leading the team in writing quarterly common assessments from which data was derived to be used as performance indicators to drive instruction; students outperformed nearly all other schools in the district
- ⌘ Faculty Advisor for The National Honor Society for Social Studies
- ⌘ Member of the Faculty Council for National Honor Society which includes screening applications and Honor Board duties
- ⌘ Faculty Advisory Committee Chair for three years; member on subsequent years
- ⌘ Clinical Educator trained to provide mentorship to new teachers including classroom observations and feedback
- ⌘ Served as an Athletic Representative assisting in event operations for our Athletic Department
- ⌘ Assisted in the administration of AP Exams for several hundred students each spring

Assistant Manager

2004 to 2005

Adidas • Howell, MI

- ⌘ Responsible for daily store operations
- ⌘ Customer service and merchandizing
- ⌘ Supervision of employees and hiring/ onboarding new staff members
- ⌘ Reconciling financials
- ⌘ Managing inventory and sales floor product flow
- ⌘ Served on a team to open a multi-million dollar concept store in Manhattan

Middle School Teacher

2003 to 2004

Osceola County School District

Celebration School K-8 • Celebration, FL

- ⌘ Responsible for teaching 6th grade Social Studies

Middle School Teacher

2002 to 2003

Michigan City Area Schools

Barker Middle School • Michigan City, IN

- ⌘ Responsible for teaching 7th grade Social Studies
- ⌘ Obtained business partners for school sponsorship as a member of the Parent and Community Relations Committee
- ⌘ Served as the Department Head for Social Studies which involved managing department operations and supply procurement
- ⌘ Served as a member of the K-12 District Social Studies Curriculum Writing Committee
- ⌘ Created and directed a co-ed intramural tennis program for 20 students

ADDITIONAL INFORMATION

- AP US Government Exam Reading Leadership Team (Table Leader) 2020-present; train and supervise a team of AP Exam Readers as they score, providing evaluation and feedback in addition to ensuring alignment with the scoring rubric
 - AP US Government Exam Remote Scorer (2019)
 - Red Cross First Aid & Safety/CPR/AED Certified (Certificate ID: 01A2ACR)
 - Three-time Teacher of the Year Nominee
-

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Accounting and Grants Coordinator

DATE: July 23, 2024

Attached is the resume of Wei Zhu who is being recommended for the Accounting and Grants Coordinator. It is the consensus of the committee that Wei Zhu be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Wei Zhu to the position of Accounting and Grants Coordinator.

Ayes _____ Nays _____

Wei Zhu

OBJECTIVE

The Accounting and Grants Associate position can offer the opportunity to utilize my professional accounting expertise and extensive computer experience. My ability to quickly learn and take on new responsibilities will be added tremendous value to PCCS.

SUMMARY

- Over thirty years of experience in accounting, consulting, and auditing
- Professional of using SMART, Oracle, PeopleSoft, QuickBooks, Sage 300 ERP (formerly Sage Accpac ERP) and Sage 50 Accounting (formerly Simply Accounting)
- Advanced in use of MS office application, comfortable working with Google applications
- Excellent critical thinking and analytical abilities
- Strong organizational, prioritizing and time management skills
- Strong attention to detail and accuracy
- Natural ability and flair to work on own initiative or as part of team
- Can work in fast paced environment
- Language: fluent in Mandarin

EDUCATION

B.S., Computer Science, minor in Business Administration

2002

Department of Science

University of Windsor, Windsor, ON, Canada

Relevant coursework: Financial Accounting I & II, Advanced Accounting I, Accounting Theory I, and Managerial Cost Accounting

WORK EXPERIENCE

Accounting Specialist - Accounts Payable

Plymouth-Canton Community Schools

2019-present

- Matching invoices to purchase orders and receivers
- Entering and uploading invoices into system
- Printing, sealing and distributing/mailling accounts payable checks
- Reconciling purchasing card statements
- Researching and resolving vendor discrepancies
- Reconciling monthly vendor statements to actual payments and following up on outstanding items
- Responding to vendor inquiries regarding payments
- Following up with district buildings and departments on open purchase orders and invoices with the goal of timely processing
- Monitoring outstanding check listing and following-up on stale items

Accounting Clerk

2016-2019

Tung Thih Electronic USA Co., Inc., Farmington Hills, MI

- Recorded financial transactions using QuickBooks
- Managed accounts payable and receivable
- Reconciled bank statements
- Updated the trial balance, profit-and-loss statement and balance sheet
- Produced monthly financial statements
- Prepared reports and summaries for managers
- Kept track of overdue accounts
- Provided Inventory Support

Accounting Clerk II

2009-2016

Calgary Board of Education, Calgary, AB, Canada

- Performed accounting, reconciliation and analysis functions
- Ensured all assigned vendors' invoices are sorted, batched, and processed within payment due dates
- Matched the request for payment
- Entered all assigned invoices, disbursement vouchers, and credit memos into the Oracle Accounts Payable Module
- Obtained approval signatures for invoices over \$5,000 for payment
- Verified the valid account codes are provided for distribution of charges
- On a regular basis, responded to individual supplier representatives regarding payment of specific invoices
- Followed up outstanding requests for approval, credit invoices, and signature approvals to ensure payment of invoices within contracted terms of payment for all assigned vendors
- Reconciled supplier's statements of account and/or past due notices, and followed up on outstanding invoices with suppliers to clear or credit items for payment
- Maintained file records for purchase orders, invoices, and journal entries
- Prepared and entered Purchasing Card journal entries

Certified Sage Accpac ERP Consultant

2007-2009

The A4W Consulting Group, Calgary, AB, Canada

- Assisted clients in bank reconciliations, year-end closing, and payroll tax table update
- Implemented Sage Accpac ERP, including the installation and set-up all modules required by clients
- Installed and configured database engine for server-client, peer-to-peer, and standalone computer environment with MS SQL and Pervasive SQL
- Set up Accpac, migrated data, upgraded Accpac software
- Supported accounting and technical services with on-site, email, telephone and remote access

Certified Sage Accpac ERP Consultant

2004-2006

Synergy Plus Solutions Inc., Windsor, ON, Canada

- Set up new company data in Accpac, migrated data from another database, and upgraded to most recent version
- Provided assistance in Accounts Receivable, Accounts Payable, General Ledger, Inventory Control, Order Entry, Purchase Order, and Payroll
- Trained clients in all modules, especially in bank and tax services, optional fields
- Created, modified, upgraded crystal reports using crystal report designer

Bookkeeper

2002-2004

DeMonte Fabricating Ltd., Windsor, ON, Canada

- Prepared invoice to customers using Sage Simply Accounting
- Reviewed receivables, made collection calls and sent statements for overdue customers periodically
- Pulled packing slips, input payable invoices and payments, attached copies of invoices to corresponding job number
- Prepared and posted journal entries
- Reconciled accounts and bank
- Maintained general ledgers and financial statements
- Participated monthly and yearly end closings

Bookkeeper

1997-1999

Green Pine Dry Cleaner Inc., Toronto, ON, Canada

- Managed all Accounts Payable and Accounts receivables pertaining to the portfolio
- Verified vendor invoices, checked authorization, coded detailed general ledger, reconciled bank accounts, posted transactions
- Prepared bank deposit, maintained petty cash, and posted receipts
- Prepared all of the related forms and management reporting
- Maintained and updated filing

Auditor

1986-1996

Shanghai Huang Pu District Audit Bureau, Shanghai, China

- Audited financial management, internal administrative control, revenue and tax payment
- Audited and analyzed month/year end financial statements
- Provided consultation on accounting and taxation for all kinds of institutions
- Developed policies, conducted social or economic surveys on local, regional, or national areas to assess development potential and future trends, planned development projects

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Early Middle College and Post Secondary Coordinator

DATE: July 23, 2024

Attached is the resume of Amanda Pelukas who is being recommended for the Early Middle College and Post Secondary Coordinator. It is the consensus of the committee that Amanda Pelukas be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Amanda Pelukas to the position of Early Middle College and Post Secondary Coordinator.

Ayes _____ Nays _____

Amanda A. Pelukas

EXPERIENCE

Virtual Academy Coordinator

Plymouth-Canton Community Schools

2020-Present, Plymouth, MI

- Coordinate the K-8 Virtual Academy Program and supervise online instructors to ensure quality of instruction and adherence to policies and procedures.
- Assist in the development of district-wide curricula to support student success in online learning environments.
- Coordinates Virtual Academy Instructional Team meetings.
- Work directly with The Learning Accelerator to identify a problem of practice. Analyzed student learning outcomes, refined processes and focused work to high-impact areas, and piloted new initiative to establish a more student centered program model.
- Serve as liaison between the school, virtual instructor, Counselor, student and family. Establish regular communication with parents to include parent workshops, newsletters, and updates on school website.
- PSAT and state testing site coordinator.
- Analyzes student performance data from state and District testing programs and supports the Virtual Academy Instructional team in differentiating to support students' needs based on the data.
- Manages all student records in the district learning management system and student management system.
- Serves as administrator of all Virtual instruction programs, fulfill responsibilities of the building principal.
- Collaborates with other departments and levels.
- Conduct teacher observations and final evaluations using the Charlotte Danielson evaluation tool.

Program Director, Wayne-Westland/Great Futures Online

Wayne-Westland Community School District

2016-2020, Westland, MI

- Managed and directed all aspects of the district virtual program.
- Growth from 20 to 200 students grades 9-12 from 2016-2019.
- 94% senior pass rate.
- 78% pass rate for underclassmen, exceeding the state average for online student success.
- Created and maintained all forms associated with the program, including: enrollment, student contracts, technology agreements, program handbooks, and contact logs.
- Created informational presentations and conducted meetings for interested students and families.

Teacher: English 9, English 11, English 12

Wayne Memorial High School

2007-2016, Wayne, MI

- Aligned Michigan's standards and created new curricula to fit the Common Core State Standards.
- Created common assessments for district-wide curriculum and analyzed data from assessments.
- Planned and instructed using differentiation to engage students in active learning.
- Involved with several student-focused organizations, including co-sponsor of the freshmen class, and Champions of Wayne mentor.
- Professional Learning Community (PLC) leader for 12th grade English department.
- Quad D Team Peer Coaching - Observe colleagues and make recommendations on adding more Quadrant D lessons to the curriculum.
- Common Core Team - District team reviewed, evaluated, and created rigorous assessments.
- Literacy Team - Created and implemented a reading across the curriculum program.

Virtual Classroom Teacher

Washtenaw Alliance for Virtual Education

2014-2016

- Assessed student work by providing feedback for improvement.
- Created formative and summative assessments through the virtual platform.
- Mentored students through weekly communication.

EDUCATION

Master of Arts in Teaching

Marygrove College • Detroit, MI • Graduate 2011

- Curriculum, Instruction, and Assessment

Master of Arts in Teaching

Secondary Education, Major in English, Minor in Speech Communication • Wayne State University • Detroit, MI • Graduate 2007

Bachelor of Arts

Wayne State University • Detroit, MI • Graduate 1995

- Concentration: Public Relations; Minor: Speech

CERTIFICATIONS

School Administrator Certificate

Michigan Department of Education

Professional Teaching Certificate

Michigan Department of Education

INVOLVEMENT

Speaker

DLAC - Digital Learning Annual Conference

- Designing High-Quality Virtual & Hybrid Learning: Resources, Research, Tools, & Strategies for District and School Leaders

Panel Presenter

edWeb.net

- Balancing Virtual and In-Person Learning: Moving Along the Hybrid Spectrum towards a Student-Centered Future
-

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Student Support Coordinator at Bentley

DATE: July 23, 2024

Attached is the resume of Christopher Hammond who is being recommended for the Student Support Coordinator at Bentley. It is the consensus of the committee that Christopher Hammond be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Christopher Hammond to the position of Student Support Coordinator at Bentley.

Ayes _____ Nays _____

Christopher Hammond, Ed.S.

Educator

CONTACT



CERTIFICATION

State of Michigan Teacher
Certification

Administrator Certification
March 2021

Nonviolent Crisis Intervention
Certification | April 2023

FEMA Certification
Introduction to Incident
Command System, ICS-100
September 2020

EDUCATION

Educational Specialist
Western Michigan University
Kalamazoo, MI | April 2024

MASTERS OF ART OF READING
Eastern Michigan University
Ypsilanti, MI | April 2007

BACHELOR OF SCIENCE IN
EDUCATION
Eastern Michigan University
Ypsilanti, MI | December 2002

PLYMOUTH-CANTON
LEADERSHIP PROGRAM
Plymouth, MI | May 2018

PROFILE

- Elementary school teacher who excels in cultivating and maintaining positive and productive relationships with all educational constituencies including parents, students, colleagues, administrators, and the community
- Strong instructional leader with significant education experience and solid foundation in best practices for all content areas, Social-Emotional Learning, and Cultural Proficient Instruction
- Skilled practitioner who continues to expand knowledge of current best practices through professional development and builds a network of diverse colleagues

PROFESSIONAL EXPERIENCE

INTERIM STUDENT SUPPORT COORDINATOR-
BENTLEY ELEMENTARY SCHOOL
March, 2024 - Present | Canton, MI

- Assist with supervision of all professional staff, paraprofessionals, administrative, and support staff
- Establish rapport with students, parents and critical family members
- 504 building coordinator(initial and renewals)
- Communicated with parents to discuss student support
- Collaborated with parents, staff, and students regarding student behavior, social/emotional, and education concerns
- Member of the MTSS team and provided input and suggestions for students
- Creates individual behavior plans and appropriate rewards and consequences (Tier 2 and 3)
- Implements 504 and IEP plans and participate in the MTSS process and data collection
- Site leader and assumed responsibility for the school when the principal was absent
- Member of building crisis team and help conduct emergency drills
- Member of the PBIS team and helped support the rolled out program

Christopher Hammond, Ed.S.

EDUCATOR

PROFESSIONAL AFFILIATIONS

Michigan Education Association
2003 – Present

Michigan Association of
Secondary Principals
2020-Present

Michigan Elementary & Middle
School Principal Association
2020-Present

PROFESSIONAL REFERENCES

Edward Latour
School Principal
Bentley Elementary School

Chris Walker
School Principal

Karen Thompson
Retired Teacher
Farrand Elementary School

Carolyn Washington
School Principal

EXPERIENCE CONTINUED

ELEMENTARY SCHOOL TEACHER | FARRAND
ELEMENTARY SCHOOL

August. 2003 - Present | Plymouth, MI

- A full-time teacher instructing classrooms up to 32 students in English Language Arts, Math, Science and Social Studies in fifth grade
- Establish rapport with students, parents and critical family members
- Proficient in the use of technology in teaching
- Enhance student engagement for learning science through maintaining collaborative learning classroom environment
- Observe, plan, teach and assess practice to inform and modify instruction for classes with many levels of ability
- Performs classroom benchmark assessments and standardized assessments
- Creates individual behavior plans and appropriate rewards and consequences
- Implements 504 and IEP plans and participate in the MTSS process and data collection
- Designs, planned and implemented math, reading, writing and social skills lessons for small groups of varying skill levels based on Common Core State Standards
- Member of building crisis team

OTHER RELATED EXPERIENCE

Path to Leadership - Michigan Association of Secondary Principals 2020-2021 | March 2021

- Completion of Modules of study for Pk-12 Administrator Certification
- Focuses on Human Resources, Michigan Continuous School Improvement Plan, and Leadership Qualities
- Completion of internship of 400 hours

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Student Support Coordinator at Bird

DATE: July 23, 2024

Attached is the resume of Kathryn Wagner who is being recommended for the Student Support Coordinator at Bird. It is the consensus of the committee that Kathryn Wagner be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Kathryn Wagner to the position of Student Support Coordinator at Bird.

Ayes _____ Nays _____

Kathryn Wagner, Ed.D.

EDUCATION:

Ed.D. Curriculum, Instruction, and Assessment, Walden University, October 2013

M.A. Educational Leadership, Eastern Michigan University, 2006

B.A. Elementary Education, University of Michigan, 2002

PROFESSIONAL EXPERIENCE:

Classroom Teacher, Grade 4, Bird Elementary, Plymouth, Michigan, 2021-present

- Collaborated with colleagues to ensure that all students are learning
- Connected often with families to ensure student learning.

Classroom Teacher, Grades 3-5 King Elementary/Logan Elementary, Ann Arbor, Michigan, 2002-present

- Collaborated with colleagues to ensure that all students are learning
- Mentored other teachers, new to the district, as well as student teachers from University of Michigan
- Led building and district level professional development

Mentor Teacher for U of M/Eastern Student Interns, 2006-present

- Helped interns to help them become effective in their instruction
- Provided scaffolding to help them with their areas that needed development

Equity Team Leader, Logan Elementary, Ann Arbor, Michigan. 2009-2012

- Led staff development on culturally-relevant teaching
- Led the equity team in the building
- Presented with the team nationally at conference on equity, October 2011
- Planned, organized, and helped implement building-wide equity initiatives
- Organized building-wide Professional Development Day around Equity, February 2011

Lead Teacher, Logan Elementary, Ann Arbor, Michigan, 2009-2012

- Fulfilled principal's role on school days when building principal is out of building
- Led staff in training during various staff meetings
- Assisted with afternoon bus duty at the end of each school day
- Collaborated with building principal to make building-based decisions

PROFESSIONAL AFFILIATIONS

ASCD (formerly Association for Supervision and Curriculum Development)
 National Association for Multicultural Education
 Advisory Board Member for Teaching Tolerance Magazine

HONORS/AWARDS

National Award for Culturally Relevant Teaching, Southern Poverty Law Center, December 2011

- One of five national awardees for equity in education
- Award was in conjunction with *Learning for Justice* magazine

Award for Excellence in Teaching Mathematics, May 2001

PROFESSIONAL DEVELOPMENT

Classroom Management
Leadership Skills
Mentor/Mentee
Responsive Classroom

Special Needs Education
Team Building Techniques
Student-Centered Learning
Effective Principals

Crisis-Response
Kinetic Learning
ELL Training

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Student Support Coordinator at Field

DATE: July 23, 2024

Attached is the resume of Kara Thompson who is being recommended for the Student Support Coordinator at Field. It is the consensus of the committee that Kara Thompson be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Kara Thompson to the position of Student Support Coordinator at Field.

Ayes _____ Nays _____

KARA THOMPSON

EXPERIENCE:

August 2022-Present

Field Elementary, Plymouth-Canton Community Schools
Student Success Specialist

- Worked with administrators, teachers, and staff to create and implement plans for students with Tier 2 academic, social and emotional, and behavioral needs
- Crafted goals and used Panorama to monitor progress
- Responded to behavioral needs with the knowledge of culturally responsive practices such as Restorative Practices, Circles, Zones of Regulation, and Responsive Classroom methods.
- Participated on the NVC Team
- Built relationships with students, staff, and families to create a culture of trust and respect
- Served on the PBIS Team and initiated a 2nd and 3rd grade weekly event to promote expected behavior

August 2019 – June 2022

Hoben Elementary, Plymouth-Canton Community Schools
3rd Grade Teacher

- Implemented Responsive Classroom, Zones of Regulation, and Second Step in my class to create a welcoming environment that inspires academic, social, and emotional growth
- Taught using a full Workshop Model with a mini-lesson, small differentiated groups, shared reading, and intentional intervention groups in reading and writing
- Introduced Math Workshop to team and helped team implement Math Workshop into their classrooms
- Served as a Mentor Teacher, Equity Team Co-lead, and on district SEL Team

May 2016– June 2019

Forest Edge Elementary, Fairfax County Public Schools
2nd/3rd Grade Teacher

- Facilitated and participated in weekly PLC meetings to collaboratively unpack, pace, and plan curriculum as well as reflect on assessment data
- Co-taught an inclusion classroom in which I collaborated daily to provide an equitable education to all students with 504s and IEPs
- Served as Equity Lead to attend, plan, and provide professional development around culturally responsive teaching and planning

August 2015- May 2016

Chrysler Elementary, Detroit Public Schools
Teacher Intern

EDUCATION:

Eastern Michigan University

K-12 Basic School Administration [Post-Master's Certificate]

January 2023- Present

Michigan State University

Master of Education

January 2019- December 2020

K-Post Secondary Leadership

Bachelor of Arts

August 2011- May 2015 Elementary Education

K-5 All Subject Areas Teaching Major: Language Arts Minor: TESOL

CERTIFICATION:

Michigan Elementary Education

K-5 and K-8 Self Contained

COMMITTEES/LEADERSHIP:

FESTIVE (social) Committee

Team Lead

Responsive Classroom Mentor

School Improvement Committee

School Improvement Team

Words Their Way District Implementation

Master Schedule Committee

Response to Intervention Team

Hoben Equity Co-lead

District SEL Team

NVC Team

PBIS Team

District Student Handbook Committee

PROFESSIONAL DEVELOPMENT:

TC Reading and Writing Workshop: August 2016, July 2017, August 2018

Responsive Classroom Course: September 2016- December 2016

FCPS Cultural Proficiency (Facilitated): February 2018/2019

Equity Cohort: October 2018-January 2019

Building a Trauma Informed Classroom: January 2019-March 2019

Harvard Graduate School of Education- Racism, Equity, and Leadership Principal Conference: February 2019

Restorative Practices: October 2019. April 2022

SIOP Model Training: January 2020

CPI Training: March 2023

MEMORANDUM

TO: Dr. Monica Merritt, Superintendent
Board of Education Members

FROM: Abdul Madyun
Chief Human Resource Officer

RE: Plymouth-Canton Community Schools
Assistant Principal at Discovery Middle School

DATE: July 23, 2024

Attached is the resume of Randolph Hull who is being recommended for the Assistant Principal at Discovery Middle School position. It is the consensus of the committee that Randolph Hull be appointed to the position.

BOARD RESOLUTION

It was moved by _____ and seconded by _____ that the Board of Education approves the appointment of Randolph Hull to the position of Assistant Principal at Discovery Middle School.

Ayes _____ Nays _____

Contact



Skills

Data Focused Instruction and Usage
Positive Relationships Interactions
Outstanding Communication
Detailed Organizational skills
Creative Innovation and Design
High Level of Instructional Coaching

Education

Harvard Kennedy School of Business
- CSML Certification 2022

MASSP Pathway to Leadership
Administrator Certification 2014

Masters Secondary Administration
Wayne State University 2010

Masters in Arts and Teaching
Wayne State University 2006

- **Michigan Test for Teacher Certification (MTTC) Review Advisory Committee 2024**
- **Data Analysis Course Schoolcraft College 2022**
- **Jim Knight Institute 2021**
- **Smarter Balanced Assessment**
- **Eastern Michigan Leading Equity and Justice 2020**
- **Charlotte Danielson Observation Certification 2020**

Randolph Hull M.Ed, Ed.S, CSML

K-12 Principal/Administrator

Experience

Ann Arbor Public Schools 2023 - Present
Clague Middle School
2616 Nixon Rd. Ann Arbor, MI 48105

- Assistant Principal Middle School (6-8)
- Nominated as a Schools to Watch School 2024
- Voted Top 10 Michigan School and Top 3 Middle School
- Co Leadership Model

Wayne State University 2021 - Present
College of Education
42 W. Warren Ave. Detroit, MI 48202

- Clinical Instructional Coach (CIC) - Student teaching programs
- Evaluated and supported intern hours for new teacher program
- Direct cohort meetings and educational practices

South Redford School District) 2019 - 2023
Pierce Middle School (6-8)
26141 Schoolcraft Redford MI 48239

- Assistant Principal Middle School (6-8)
- Supervised staff and approximately 700 students
- Supervision of instructional programs and support activities
 - Read 180 and Math 180 Programs
 - Sports and Afterschool Clubs
 - Tutoring and Mentor Programs
- Evaluating observations and instructional practices.
- Initiated needed improvements based on data.
- Counseled students and parents regarding achievement, growth, and conduct.
- Extra-curricular activities, intervention supports, and other matters related to student success.

Teaching and Leadership Experience since 2007

- Edmonson Elementary Middle School
 - (K-8) - Middle School Dean/AP
- Detroit Public Schools (Renaissance High School 9-12)
- Blanche Kelso Bruce Alternative Schools for Boys (6-12)
- Catherine Ferguson Alternative School for Girls (9-12)
- Winans Academy of Performing Arts (6-12)
- Highland Park Community Schools (9-12)

2023/24 SCHOOL YEAR

LEAVES

LADNER, CHRISTINE
INNOVATION PERIOD TEACHER
TONDA
09/24/2012

Unpaid Leave of Absence
August 26, 2024 through June 11, 2025

RESIGNATIONS

BELANGER, HEIDI
ELEM. CLSRM.
BIRD
09/15/2005

Resignation effective July 11, 2024.

FARKAS, KRISTEN
ASST PRIN STDNT ACTIVITIES & ATHLETICS
CANTON
11/28/2022

Resignation effective June 30, 2024.

HINES, ALEXIA
NURSE
ERIKSSON
08/28/2023

Resignation effective July 15, 2024.

JARMUSEVICH, JENNIFER
(0.5) ELEM. CLSRM. JS W/S FEILER
HOBEN
08/27/2012

Resignation effective June 30, 2024.

MAJSZAK, STACIE
COUNSELOR (NON-INSTRUCTIONAL)
DISCOVERY
09/24/2007

Resignation effective August 23, 2024.

MARSH, SAMUEL
DEAN OF STUDENT SUPPORT
DISCOVERY
08/15/2023

Resignation effective July 15, 2024.

REA, KAYTLINN
ART ELEMENTARY
WORKMAN
08/28/2023

Resignation effective July 8, 2024.

STARRAK, JESSICA
TEACHER ON SPECIAL ASSIGN - HS
STARKWEATHER
08/25/2005

Resignation effective July 10, 2024.

REESE, TAMONA
ELEM. CLSRM.
FIELD
08/26/2019

Resignation effective August 1, 2024.

WILLIAMS, MACKENZIE
(0.5) SPEECH PATHOLOGIST
DODSON
08/28/2023

Resignation effective July 8, 2024.

RETIREMENTS

NAME, ASSIGNMENT, DATE OF HIRE

REASON, EFFECTIVE DATE

DEAN, KATHRYN
ELEM. CLSRM. - EL TEACHER
FIELD
10/14/2013
NURSE
ERIKSSON

Retirement effective September 16, 2024.

WOOSTER, WILLIAM
SOCIAL STUDIES
WEST
02/06/1995

Retirement effective October 20, 2024.

MOTION:

AUTOMATICALLY ACCEPT AS PART OF THE CONSENT AGENDA ACTION.

BOARD OF EDUCATION REGULAR MEETING MINUTES
June 25, 2024

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Regular Meeting on Tuesday, June 25, 2024, at 7 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

President Wilson called the Regular Meeting to order a 7 p.m. in the Boardroom.

Present: Members Kehoe, McCain, Picard, and Wilson

Absent: Members Christenson, Sidhu, and Westra

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools
Dr. Liz Vartanian-Gibbs, Assistant Superintendent of Student & Family Engagement
Mr. Kurt Tyszkiewicz, Assistant Superintendent of Student Services
Ms. Jill Minnick, Chief Finance and Operations Officer
Ms. Bethany Rayl, Chief Academic and Innovation Officer
Mr. Abdul Madyun, Chief Human Resource Officer
Ms. Carly Rays, Assistant Director of Marketing and Promotion
Mr. Jonathan Flukes, Director of Data, Assessment, Research, and Evaluation
Dr. Denise Lilly, Executive Director of Elementary Education
Mr. James Hunter, Liberty Middle School Principal
Mr. Hal Heard, Executive Director of High School Education
Mr. Kevin Karr, Exec. Director Curriculum, Instruction Assessment & Prof. Development

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and Board
Mr. Josh Patterson, SVA Student Co-Chair

Josh Patterson led the Pledge of Allegiance.

A. Adoption of the Agenda/Approval of the Consent Agenda

Action Item #24-06-84: Member Picard requested that Policy #2340 be removed from the consent agenda to allow for additional discussion. It was moved by Member Kehoe and seconded by Member McCain to adopt the Agenda and the **Amended** Consent Agenda after the removal of Policy #2340 as presented. The Consent Agenda consisted of New Hires, Leaves, Resignations, Retirements, Regular Meeting Minutes of June 11, 2024, Special Meeting Minutes of June 13, 2024, Final Reading Policies, a Cooperative Education Program Agreement between Wayne-Westland Community School District and Plymouth-Canton Community Schools for the 2024-2025 school year, a Cooperative Education Agreement with Livonia Special Education Transition Program for the 2024-2025 school year, a Tentative Agreement with the Plymouth-Canton Cafeteria Association (PCCA), a Tentative Agreement with the Plymouth-Canton Paraprofessional Association (PCPA), a Tentative Agreement with the Plymouth-Canton Licensed Technicians (PCLT), and a Tentative Agreement with the Plymouth Congress of Administrators (PCA). Superintendent Merritt thanked the human resources team and union representatives for their collaborative efforts to reach successful agreements for various memberships throughout the district.

Ayes: Members Kehoe, McCain, Picard, and Wilson

Nays: None

The motion was carried 4-0

Action Item #24-06-88: It was moved by Member Kehoe and seconded by Member Picard to Approve Policy #2340-Field Trips and Overnight Travel. An opportunity for additional Board discussion related to this policy was provided prior to voting.

Ayes: Members Kehoe, McCain, Picard, and Wilson

Nays: None

The motion was carried 4-0

New Hires

Butka, Jason	Computer Science/Marketing Canton High School	Effective 8-26-24
Chonko, Megan	Co-Teacher Resource Room East Middle School	Effective 8-26-24
Conat, Kari	Co-Teacher Resource Room Plymouth High School	Effective 8-26-24
Coppel, Katheryne	ECDD – Special Education Teacher Allen Early Learning Academy	Effective 8-26-24
Ivey, Faith	Social Worker Canton High School	Effective 8-26-24
Jones, Christian	Math Salem High School	Effective 8-26-24

Leaves

Crecelius, Allison	ECDD –Special Education Teacher Allen Early Learning Academy	Leave of Absence for the 2024-2025 School Year
Johnson, Carolanne	ECDD – Special Education Teacher Allen Early Learning Academy	Leave of Absence for the 2024-2025 School Year
Swihart, Jessica	Elementary Classroom Eriksson Elementary School	Leave of Absence for the 2024-2025 School Year

Resignations

Dixit, Sonia	Assoc. Director of Payroll & Grants Administrative Office	Resignation Effective 6-21-24
Johnson, Tracye	Executive Director of Specialized Services Administrative Office	Resignation Effective 6-30-24
Lee, Michelle	Elementary School Principal Eriksson Elementary School	Resignation Effective 6-30-24
Schroeder, Susan	Resource Room Bentley Elementary School	Resignation Effective 6-12-24

Retirements

Ehrenberger, Dayna	Elementary Classroom Elementary VA	Retirement Effective 6-12-24
Hawk, Jennifer	Physics Plymouth High School	Retirement Effective 6-12-24
Jeffress, Virginia	Language Arts Discovery Middle School	Retirement Effective 6-12-24
Jones, Dana	Director of Elementary Childhood Education Allen Early Learning Academy	Retirement Effective 6-30-24
Silvester, Darrin	Political Science/AM CULT BBLL Salem High School	Retirement Effective 6-12-24
West, Michelle	Elementary Classroom Bentley Elementary School	Retirement Effective 6-12-24

Approval of Minutes

The Regular Meeting Minutes of June 11, 2024, and the Special Meeting Minutes of June 13, 2024, were approved as presented.

Final Reading Policies

- Policy #2370.01 – Online/Blended Learning Program

B. Celebrating Success

Member McCoin presented the Volunteer in Public School (VIP) Award to Mr. Marc Smith, a dedicated parent volunteer from Canton High School. Marc served as President of the Canton Football Booster Club, contributing countless hours managing the club, fundraising, announcing games, and overseeing coach headsets and team equipment. He is a deserving recipient of this award for his exceptional dedication and support of the Canton High School Football Program.

C. Board Committee Reports/Action

President Report - Shawn Wilson

President Wilson provided a brief description of each Board officer's role and reminded all members that the Board would vote for 2024-2025 officers at the July 23, 2024, Organizational Meeting. Board members were given an opportunity to express their interest in officer roles.

Student Performance and Achievement Committee (SPA) - Anupam Chugh Sidhu

The SPA committee has not met since the last Board meeting. The next SPA meeting will be held in the fall, and the date will be published on the district website after the 2024-2025 calendar has been approved.

Policy Advisory Committee - Patti McCoin

Member McCoin shared that the Policy Committee met this evening and reviewed several policies, some of which are being forwarded to district legal counsel for assistance with revised language to comply with current legislation. The next Policy meeting will be held in the fall, and the date will be published on the district website after the 2024-2025 calendar has been approved.

Finance and Operations Committee - Patrick Kehoe

Member Kehoe shared that the F&O Committee met on June 20, 2024, and reviewed custodial and transportation key performance indicators. The committee also reviewed a draft of an ADA data report and May financial statements. The next F&O meeting will be held in the fall, and the date will be published on the district website after the 2024-2025 calendar has been approved.

Student Voice in Action Committee – Josh Patterson and Sae Pawar

Josh Patterson, SVA co-chair, shared that the SVA Committee has not met since the last meeting. The next SVA meeting will be held in the fall, and the date will be published on the district website after the 2024-2025 calendar has been approved.

D. Administrative Reports/Recommendations

Superintendent's Report

Superintendent Merritt commended staff and students across the district for their efforts in completing an outstanding school year. She shared updates on numerous construction projects, including ongoing work at P-CEP, East Middle School, West Middle School, and Hoben Elementary School. She expressed gratitude to the community for supporting the 2020 Bond, which is facilitating these significant improvements for our students. Community members can stay informed and receive weekly updates on districtwide construction projects by visiting the P-CCS website.

Teaching and Learning – Bethany Rayl

2024 Spring Data Review (Strategic Goal A) (Presentation)

Ms. Bethany Rayl, Chief Academic and Innovation Officer, and Mr. Jonathan Flukes, Director of Data, Assessment, Research, and Evaluation, presented an overview of the 2024 Spring Data Results. The presentation highlighted the progress toward the objectives of the P-CCS Dynamic Plan and district goals to increase student achievement, reduce achievement gaps, and address student needs through multiple tiers of support. Members of the Teaching and Learning Team provided additional insights and assisted with the presentation.

Key findings related to attendance, behavior, social-emotional needs, achievement, benchmark assessments, and course grades were examined. The data revealed that more students are passing courses, and both absences and suspensions have decreased compared to previous reports. The data shows a trend toward pre-pandemic levels across most student groups.

NWEA data, which measures student achievement and growth over time compared to a national norm, shows that P-CCS students achieve above the national average at all grade levels. The review also included a detailed breakdown of data and key findings by demographics, grade level, and mode of instruction.

Next steps to support student success during the 2024-2025 school year were also reviewed.

Board members were given an opportunity to comment and ask questions.

Finance and Operations - Jill Minnick

Final Reading Resolutions

- **Action Item #24-06-85:** It was moved by Member Kehoe and seconded by Member McCoin to Approve a Resolution to Adopt the 2024-2025 Proposed Budget. (Final Reading)

Ayes: Members Kehoe, McCoin, Picard, Wilson

Nays: None

The motion was carried 4-0

- **Action Item #24-06-86:** It was moved by Member Kehoe and seconded by Member Picard to Approve a Resolution for Awards for Bid Package #HS-4A - Canton High School Innovation Hub/Robotics Addition. 136 bids were received, and the bond construction team conducted post-bid interviews with the low-qualified bidders for each scope of work. The recommended awards total \$2,610,446 and will be paid from 2020 and 2023 bond funds. (Final Reading)

Ayes: Members Kehoe, McCoin, Picard, Wilson

Nays: None

The motion was carried 4-0

E. Citizens' Comments

- Andrew Pass spoke about his Educational Content Company.

F. Action Items/Discussion

- **Action Item #24-06-87:** It was moved by Member Kehoe and seconded by Member McCoin to Approve a Resolution in Support of Regional Enhancement Millage for the General Election Ballot in November. The current regional enhancement millage, set to expire at the end of 2027, is being recommended by Wayne RESA now so it can be included on the 2024 general election ballot, avoiding the need for a special election. (First and Final Reading)

Ayes: Members Kehoe, McCoin, and Wilson

Nays: Member Picard

The motion was left on the table with a 3-1 vote. Without a majority of four members supporting or denying the resolution, no official action was taken.

G. Follow-up Board Questions

- None

H. Adjournment

President Wilson adjourned the Regular Meeting at 8:53 p.m.

Anupam Chugh Sidhu
Secretary, Board of Education

BOARD OF EDUCATION SPECIAL MEETING MINUTES
July 15, 2024

The Board of Education of the Plymouth-Canton Community Schools, Wayne and Washtenaw Counties, Michigan, met in a Special Meeting on Wednesday, July 15, 2024, at 4 p.m. at the E. J. McClendon Educational Center, 454 S. Harvey Street, Plymouth, Michigan, 48170.

Present: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
Absent: Member Wilson

Superintendent Merritt called the Special Meeting to order at 4:04 p.m. in the Boardroom.

Administrators Present: Dr. Monica L. Merritt, Superintendent of Schools

Others Present: Ms. Diane Robertson, Executive Assistant to the Superintendent and the Board
Ms. Sae Pawar, SVA Student Representative

Superintendent Merritt led the Pledge of Allegiance.

A. Adoption of the Agenda

It was moved by Member Kehoe and seconded by Member Christenson to Adopt the Agenda as presented.

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
Nays: None
The motion was carried 6-0

B. Citizens' Comments

- Mr. John Johnston regarding the Regional Millage Enhancement Millage Resolution.

C. Action Items/Discussion

- **Action Item #25-07-01:** It was moved by Member Kehoe and seconded by Member Westra to Approve a Resolution in Support of a Regional Enhancement Millage for the General Election Ballot in November. This resolution was reviewed during the regular Board meeting on June 25, 2024. However, the meeting lacked a quorum of four members supporting or denying the resolution for a majority vote, so no official action was taken at that time. During this special meeting, the resolution was revisited, allowing Board members to comment and ask questions. The current enhancement millage is set to expire in 2028. (First and Final Reading)

Ayes: Members Christenson, Kehoe, McCoin, Picard, Sidhu, and Westra
Nays: Member Picard
The motion was carried 5-1
- **Discussion:** Superintendent Merritt reminded everyone that the election of Board Officers for the 2024-2025 school year will take place during the Organizational meeting on July 23, 2024. Board members were given an opportunity to express their interest in officer roles.

Superintendent Merritt adjourned the Special Meeting at 4:33 p.m.

Anupam Chugh Sidhu
Secretary, Board of Education