

BOARD OF REGENTS
EASTERN MICHIGAN UNIVERSITY

SECTION: 14
DATE:
April 16, 2013

RECOMMENDATION

APPOINTMENT OF CHARTER SCHOOLS BOARD MEMBERS

ACTION REQUESTED

It is recommended that the Board of Regents appoint Dr. Lumas Helaire, Klotylda Phillippi and Soh Suzuki to three-year terms and Michael Crouch and Alice Jennings-Edwards to two-year terms on the Board of Directors of The James and Grace Lee Boggs School; Antonio Boatwright, Kamal Cheeks and Hazel White to three-year terms and Dieasree Curry and Sarah Robinson to two-year terms on the Board of Directors of the Detroit Public Safety Academy; and Samy Ali-Khodja, Paula Kauffman and Dr. Franci Moorman to three-year terms and Adrian Iraola and Theron Kersey to two-year terms on the Board of Directors of the Global Tech Academy.

STAFF SUMMARY

According to the resolutions which establish these public school academies (charter schools), vacancies on their Boards of Directors shall be filled by the Eastern Michigan University Board of Regents.

The James and Grace Lee Boggs School

Dr. Lumas Helaire has been the Assistant Director of the Office of Academic and Multicultural Initiatives and the Director of Gaining Early Awareness and Readiness for Undergraduate Programs at the University of Michigan in Ann Arbor, Michigan since 2001. He earned a Bachelor's degree in Psychology in 2000 from Morehouse College in Atlanta, Georgia. He received a Master of Science degree in Developmental Psychology in 2004 and a Ph.D. in Education & Psychology in 2006 both from the University of Michigan in Ann Arbor, Michigan. He received a Certificate of Dopeness from the North Carolina AT&T State University Student Circle of the Association of Black Psychologists' Dialogue on Progressive Enlightenment (DOPE) Conference.

Klotylda Phillippi has been a Lecturer at the University of Michigan, Department of Educational Studies in Ann Arbor, Michigan since 2002. She earned a Bachelor's degree in Elementary Education from Alma College in Alma, Michigan in 1964, a Masters of Arts degree in Curriculum and Instruction in 1978 and a Ph.D. in Educational Policy and Social Analysis in 1995 both from Michigan State University in Lansing, Michigan. She is a member of Phi Kappa Phi, Honor Society, Michigan State University; American Educational Research Association; Michigan Council of Teachers of English; Michigan Reading Association; International Reading

Association; National Council of Teachers of English; Wayne County Reading Council and Wayne County Whole Language Group.

Soh Suzuki has been a Studio Instructor at the Detroit Institute of Arts in Detroit, Michigan since 2011. He received a Bachelor of Arts degree in Interdisciplinary Humanities in August 2002, a Bachelor of Fine Arts degree in Studio Art in May 2002 and Specialization in Museum Studies May 2002 all from Michigan State University in Lansing, Michigan. He was introduced to Detroit's grassroots community organizing initiatives through the planning of the twentieth-year remembrance of the Vincent Chin incident, and then working with Detroit Summer to create a community-based mural in Chinatown. He co-founded the Detroit Asian Youth Project and participates in Detroit Future Youth as an adult ally.

Michael Crouch has been a Program Manager/Farmer at Earthworks Urban Farm in Detroit, Michigan since 2008 and a Field and Greenhouse Coordinator there since 2004. He earned a Bachelor of Fine Arts degree in Art from Salisbury State University in Salisbury, Maryland in 1998. He also volunteers at Catherine Ferguson Academy Student Farm, Hope Takes Root Community Garden, Detroit Food Policy Council, Undoing Racism in the Detroit Food System and Detroit Agriculture Network.

Alice Jennings-Edwards has been a Partner/Attorney at Edwards & Jennings, P.C. in Detroit, Michigan since 1981. She earned a Bachelor of Arts degree in Social Work from Michigan State University in Lansing, Michigan in 1972. She received a Juris Doctor degree from Wayne State University in Detroit, Michigan in 1978. She belongs to the Civil Liberties Committee, the National Conference of Black Lawyers, the Wolverine Bar Association and the Michigan Trial Lawyers Association.

Detroit Public Safety Academy

Antonio Boatwright has been a Realtor for Front Page Realty Detroit in Detroit, Michigan since 2009. He has been a Certified Police Officer from the Detroit Police Academy in Detroit, Michigan since 1998 and a Certified Police Officer from the Virginia Police Academy since 2006. He has been a Licensed Realtor in Virginia since 2007, and a Licensed Realtor in Michigan since 2009.

Kamal Cheeks has been a Principal Accountant for the City of Detroit in Detroit, Michigan since 2007. He earned a Bachelor of Business Administration degree in Computer Information Systems from Ferris State University in Big Rapids, Michigan in 2002. He earned a Master of Business Administration degree in Finance from Grand Canyon University in Phoenix, Arizona in 2006. He is licensed as a State of Michigan Realtor. He is accountable for submitting annual state of Michigan campaign finance reports as the elected treasurer for the Young Democrats of America, Michigan Chapter and for candidates on state and local levels. He also coached high school basketball for Detroit Country Day High School.

Hazel White has been an Instructor for the City of Detroit, Department of Elections in Detroit, Michigan since 2008. Prior to working for the City of Detroit she was an Athletic Director for Charles R. Drew Middle School in Detroit, Michigan since 1970. She earned a degree in Health and Physical Education from University of Arkansas in Bluff, Arkansas in 1965 and a degree in

Health, Physical Education and Recreation from Indiana University in Bloomington, Indiana in 1969. She is the President of Rosedale Park Improvement Association and served on its board of directors for 8 years. She also spear-headed a drive for “at risk” children to attend a summer camp on college campus’ including the University of Michigan, Michigan State, Ferris State, Central Michigan University and Michigan Technology University.

Diasree Curry is a 14 year veteran law enforcement officer with the Detroit Police Department. After serving in several positions with the department including special operations, she is currently a youth investigation officer. She received her education through the Redford School System.

Sarah Robinson has been a self-employed Attorney since 2001. She earned a Bachelor of Arts degree in Biological Sciences in 1996, a Bachelor of Science degree in English in 1996 and a Juris Doctor degree in 2001, all from Wayne State University in Detroit, Michigan. She has received an award from the Chemistry Chair at Wayne State University. Ms. Robinson is a National Science Foundation Fellow.

Global Tech Academy

Samy Ali-Khodja has been employed as a Helpdesk Team Leader at NSF International in Ann Arbor, Michigan and has worked there since 2003. He earned a Degree in Civil Engineering HVAC from the University of Ain Bey Constantine in Constantine, Algeria in 1991, a C4 Certificate in Computer Science from University of Orsay in Essonne, France in 1994 and a Master of Science degree in Information Systems from Eastern Michigan University in Ypsilanti, Michigan in 2009,. He is an IACRB’s Certified Data Recovery Professional (Infosec 2011) and a Microsoft Certified Professional.

Paula Kauffman worked for OfficeMax in Naperville, Illinois as a District Sales Manager from 1998-2009. She earned a Bachelor of Art degree in Marketing from Eastern Michigan University in Ypsilanti, Michigan. She is a board member and Chair of the Development Committee for The Shelter Association of Washtenaw County in Ann Arbor, Michigan. She also is on the Development Committee of Michigan Ability Partners of Ann Arbor, Michigan.

Dr. Franci Moorman is a retired Classroom Teacher from the Willow Run School System in Ypsilanti, Michigan. She has a Bachelor of Science degree in Elementary Education in English from Virginia State University in Ettrick, Virginia, a Master of Arts degree in Administration and Education Specialist degree both from Eastern Michigan University in Ypsilanti, Michigan and a Ph.D. in Educational Psychology in Curriculum from the University of Michigan in Ann Arbor, Michigan. Also, she is currently the Associate Pastor of the Community Church of God in Ypsilanti, Michigan.

Adrian Iraola retired from the City of Ann Arbor as an architectural engineer consultant manager after 25 years. He earned a bachelor’s degree in Architectural Engineering from the National Polytechnic Institute in Mexico City, Mexico in 1977. He has been president of the Park Avenue Consultants Engineering Firm in Ann Arbor, Michigan since 2009. He is also an Ann Arbor

restaurateur. Mr. Iraola was on the staff of the Downtown Development Authority. He served on the board of directors of the Saline Area Soccer Association.

Theron Kersey is a retired assembly employee from Ford Motor Company. He worked there from 1965-2004. He has a high school diploma. He is currently a Pastor at Community Church of God where he has been affiliated since 1984.

FISCAL IMPLICATIONS

None.

ADMINISTRATIVE RECOMMENDATION

The proposed Board action has been reviewed and is recommended for Board approval.

University Executive Officer

Date

LUMAS J HELAIRE, PHD

Education

- 2006 Ph.D. Education & Psychology, University of Michigan – Ann Arbor MI
- 2004 M.S. Developmental Psychology, University of Michigan – Ann Arbor, MI
- 2000 B.S. Psychology, Magna Cum Laude, Phi Beta Kappa, Morehouse College – Atlanta, GA

Professional Summary

Eleven years of increasing responsibilities in college readiness and college student support program design, development and implementation, k-12 school and community relationship building, community-based and campus-based partnership development, and grant administration (budgeting, and personnel leadership, management and development).

Professional Experiences

2001 – Present Assistant Director, Office of Academic and Multicultural Initiatives (OAMI), University of Michigan – Ann Arbor

Direct GEAR UP (Gaining Early Awareness and Readiness for Undergraduate Programs)

- Guide staff in developing long-range vision, mission and organizational values. Developed structures and policies to align program activities with vision and mission.
- Developed intra university partnerships with researchers and evaluators to establish a research agenda for program evaluation, improvement and growth. Plan utilizes external resources for large-scale assessments and trains staff on using immediate assessments for decision-making.
- Developed culture with a holistic-based approach to college readiness and community outreach that has sustained positive relationships with three school districts over seven years and school administration turnover.
- Successfully manage annual \$500,000 budget and align expenses with GEAR UP and OAMI vision and priorities.
- Ensure program meets Federal and State objectives and fits the overarching mission of OAMI to develop college students' leadership and commitment to community outreach.
- Coordinate and prepare annual status and financial reports to the State.
- Coordinate the development of reports, presentations and educational and promotional materials relating to program initiatives for key stakeholders.
- Supervise and monitor placement of Masters of Social Work interns and AmeriCorps VISTA.
- Community outreach to support our initiatives for bolstering college-going culture.
- Establish short, mid and long-term goals and objectives for programming that is student, parent and school staff centered.
- Attend community functions to sustain and strengthen positive relationships with district and families.

LUMAS J HELAIRE, PHD

Coordinate Reverend Dr. Martin Luther King Jr. Symposium (2nd Largest in United States)

- Chair Symposium Committee made up of representatives from various units on campus to build consensus on theme, theme statement, and keynote speaker
- Coordinate logistics of keynote memorial lecture and provost breakfast for keynote speaker.
- Coordinate ad publications and website and social media.
- Attend interviews for radio and print advertising.

Co-Develop and Co-Coordinate, THREADS Mentoring Program (2001-2006)

- Designed and directed a 10-week program for approximately 200 sixth grade boys that 1) enhances academic identity and 2) increases level of understanding through 3) providing undergraduate male mentors as models.
- Interviewed, trained and supervised over 50 undergraduate males as mentors.
- Wrote up semester and year end summary reports on the progress of the program.
- Supervised the design and implementation of the 7th grade leadership component and 8th grade community service component of THREADS.
- Developed protocol and conducted focus groups aimed at gathering information from seventh-grade boys about the transition issues they encountered in sixth grade.

Manuscripts Under Review

Sims, B. & Helaire, L. J. (Under Review) Structured Dialogue in the Black College Classroom. *Taboo: The Journal of Culture and Education*.

Publications

Rowley, S. J., Helaire, L. J., & Banerjee, M. (2010). Reflecting upon Racism: School Involvement as a Function of Recent and Remembered Discrimination in African American Mothers, *Journal of Applied Developmental Psychology*, 31(1), 83-92.

Chavous, T. M., Harris, A., Rivas, D., Helaire, L., & Green, L. (2004). Racial Stereotypes and Gender in Context: African Americans at Predominantly Black and Predominantly White Colleges, *Sex Roles*, 51(1-1) 1-16.

Chavous, T.M., Rivas, D., Green, L., & Helaire, L. (2002). The roles of student social and economic background, perceptions of ethnic fit, and racial identification in the academic adjustment of African American college students. *Journal of Black Psychology*, 28(3), 234-260.

Professional Presentations

Helaire, L. J. "Holistic Leadership of GEAR UP Staff: How to Promote a Culture of Servant Leadership." Presented at NCCEP/GEAR UP Annual Conference, San Francisco, CA, July 2011.

LUMAS J HELAIRE, PHD

Helaire, L. J. "Reinventing Education, Reshaping Our Communities". Presented at the 16th Annual Governor's Education Summit, Lansing, Michigan, April 2011.

Olwell, R., Baldwin, A., & Helaire, L. J. Michigan Pre-College & Youth Outreach Conference. Roundtable at the University of Michigan, Ann Arbor, Michigan November 2009.

Helaire, L. J. "My Future My Present: Exploring General and Domain Specific Future Orientation Impact on Classroom Engagement and Grades for Middle School Students." Paper presentation at the Combined Program in Education & Psychology Departmental Brown Bag, Ann Arbor, Michigan April 2006.

Matlock, J., Helaire, L. J., Sims, B., Gibbs, T., & Lapidos, C. "It's great to be a girl & THREADS program: An innovative approach to college students mentoring middle students and learning from each other." Presented at the National Conference on Race and Ethnicity, New York, New York, June 2005.

Helaire, L. J. "Impact of racial socialization on African American children's perceptions of schooling and classroom engagement." Paper presentation at the Annual Meeting of the American Educational Research Association, San Diego, California, April 2004.

Helaire, L. J., Rowley, S. J., & Clinton, Y. "The effects of support for achievement and punishment for failure on the academic identities of African American adolescents." Paper presentation at the Biennial Meeting of the Society for Research on Adolescence, Baltimore, Maryland, April 2004.

Helaire, L. J. "African-American education-specific roles and academic socialization." Poster presentation at the Biennial Meeting of the Society for Research in Child Development, Tampa, Florida, April 2003.

Helaire, L. J. "African-American parental role construction and the factors beyond control: Interactions of race/ethnicity, gender, and social class." Poster presentation at the Annual Meeting of the American Educational Research Association, Chicago, Illinois, April 2003.

Helaire, L. J., & Cooper, S. M. "Communication: Teaching your children to be advocates of their own learning." Presented at the First Annual Parent Conference of the King-Chavez-Parks College Day Programs, Michigan State University, Lansing, Michigan, 2002.

Helaire, L. J. "African-American Parental Role Construction by Class and Gender". Poster presentation at the Black Graduate Conference in Psychology, Ann Arbor, Michigan, June 2002.

Invited Speeches and Workshops

Helaire, L. J. "Remember." Keynote speech delivered at Highland Park High School Graduation Ceremony, Highland Park, Michigan, June 2012.

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Helaire, L. J. "The Letter" Keynote speech delivered at University of Michigan School of Social Work Graduation Ceremony, Ann Arbor, MI, April 2012.

Helaire, L.J. Panelist at "Women of Color Task Force (WCTF) Career Conference Leadership Panel." University of Michigan, Ann Arbor, Michigan, March 2012.

Helaire L. J. "The Purpose of a College Education." Speech delivered at Project Lighthouse Campus Day, Ann Arbor, Michigan, April 2011.

Helaire L. J. Panelist at "We The People: Creating a Grassroots Movement to Transform Public Education." Washtenaw Community College, Ypsilanti, Michigan, January 2011.

Helaire, L. J. The Purpose of a Thing. Workshop conducted with high school students from Dudley High School and conference attendees at Dialogue On Professional Enlightenment (DOPE) Conference, Greensboro, North Carolina, March 2010.

Helaire, L. J. "The Leap From College Preparation to College." Workshop conducted at University Preparatory Academies Senior Summit, October 2010.

Helaire, L. J. "Ask of Yourself and You Shall Receive: Standards of Success" Workshop conducted for Alpha Kappa Alpha Sorority AKAdemics Study Session at the University of Michigan, Ann Arbor, Michigan, October 2010.

Helaire, L. J. "Living Equals Responsibility, Scholarship Equals Ability." Speech delivered at National Honor Society Induction Highland Park High School, Highland Park, Michigan, April 2010.

Gibbs, T. G., & Helaire, L. J. "Using Your Dreams and Education to Change the World." Workshop conducted at Crary Elementary, Detroit, Michigan, March 2010.

Helaire, L. J. "DOPE Moving Forward." Closing Speaker at the Dialogue On Progressive Enlightenment (DOPE) Conference, Greensboro, North Carolina, March 2010.

Helaire, L. J. "Black & Boy." Workshop conducted at Romulus Subcommittee on African American Boys, Romulus, Michigan, December 2009.

Helaire, L. J. "College for You First and the Employer Second." Keynote speech delivered at Intellectual Minds Making A Difference (IMMAD) Closing Ceremony, Detroit, Michigan, March 2009.

Helaire, L. J. "Mentoring Versus Coaching." Workshop conducted for City Year training for senior core members, Detroit, Michigan, September 2009.

Helaire, L. J. "He Dreamed Big and So Can You." Keynote speech delivered at Child's Elementary Martin Luther King Day Celebration, Ann Arbor, Michigan, January 2009.

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Helaire L. J. "Blueprint to Mentoring." Workshop conducted for City Year training for senior core members, Detroit, Michigan, September 2008.

Helaire, L. J. "The visible but unseen code to success: Code-switching and academic etiquette." Workshop conducted for sophomore males at Horizons-Upward Bound at Cranbrook-Kingswood, Bloomfield Hills, Michigan, July 2006.

Professional Activities

2011-Present President, School Board – Boggs Educational Center

Teaching Experience

2002 -2007 University of Michigan – Ann Arbor
Lecturer
Education 391: Educational Psychology and Human Development
Department of Education

Graduate Student Instructor
Psychology 111: Introduction to Psychology
Department of Psychology

Professional Honors and Awards

2011 Platform Guest School of Education 2011 Commencement at the University of Michigan

2010 Dialogue On Progressive Enlightenment (DOPE) Conference Certificate of Dopeness from the North Carolina A&T State University Student-Circle Chapter of the Association of Black Psychologists.

Computer Skills

MS Word, MS Excel, MS PowerPoint, Prezi, Various Online Organization and Sharing tools

Statistical Analysis Programs

SPSS, NVIVO, AMOS

Recommendations available upon request

LUMAS J. HELAIRE, PH.D.

Honors and Rewards

- 2011 Platform Guest School of Education 2011 Commencement at the University of Michigan
- 2010 Dialogue On Progressive Enlightenment (DOPE) Conference
Certificate of Dopeness from the North Carolina A&T State University
Student-Circle Chapter of the Association of Black Psychologists.
- 2000-2006 Rackham Merit Fellowship, University of Michigan
- 2005 Rackham One-term Dissertation Fellowship, University of Michigan
- 2005 CPEP Special Thesis Grant, University of Michigan
- 2003 Rackham Discretionary Funds (prelims), University of Michigan
Investigating African-American Parental Role Construction Across
Social Class and Gender
- 2000 Phi Beta Kappa, Morehouse College
- 2000 Golden Key National Honor Society, Morehouse College

Qualifications

- Experience developing broad strategic direction and frameworks to guide the vision and mission based on research and best-practices.
- Experience aligning research and evaluation to needs of program improvement.
- Ability to identify external resources to use in creating innovative mutually beneficial projects.
- Deep commitment to providing all students with a strong education and awareness of social justice.
- Strong management, mentoring and leadership skills.
- Exceptional relationship building skills, producing impactful partnerships and at state and local levels.
- Speak persuasively and positively to parents, students, and educators.
- Adapt to a change well.
- Emotional intelligence.
- Flexible.

Klotylda Hartshorn Phillippi, Ph.D.

Academic degrees:

Ph.D. Michigan State University, East Lansing, Michigan. December 1995. Department of Teacher Education, Educational Policy and Social Analysis.

M.A. Michigan State University, East Lansing, Michigan. 1978. Curriculum and Instruction, emphasis: literacy.

B.A. Alma College, Alma, Michigan. 1964. Major: Elementary Education

Professional experience:

2009-2011: Michigan Test for Teacher Certification – Developer and reviewer for the Early Childhood MTTC test.

August, 2002 to present: Lecture IV and Visiting Associate Professor, University of Michigan, Department of Educational Studies.

Courses taught:

Ed 303, Learning in and from Practice in the Field (student teaching semester)
Ed 307, Practicum in Elementary Education (first, second and third semester interns)

Ed. 401, Developmental Reading and Writing in the Elementary Classroom.

Ed. 403, Individualizing Reading and Writing Instruction in the Elementary Classroom.

Ed. 510, Teaching and Learning in Elementary Classrooms.

Ed 650, ELMAC, Practicum in Elementary Education

1994 –2002: Elementary school teacher for Plymouth-Canton Community Schools.
Grades taught: first, first/second, second, second/third, third.

1995 – 2002: Adjunct instructor, School of Education, University of Michigan, Ann Arbor, Michigan. Courses taught:

Ed. 401, Developmental Reading and Writing in the Elementary Classroom.

Ed. 403, Individualizing Reading and Writing Instruction in the Elementary Classroom.

Ed. 501, Literacy and Learning in Typical and Atypical Students:
Emergent/Primary Seminar and Practicum.

Ed. 510, Teaching and Learning in Elementary Classrooms. (Co-taught with Virginia Richardson 1998 – 2001, taught alone 2002)

- 1993-96: Co-chair of the K-3 Grade Level Task Force of the Michigan English Language Arts Frameworks project.
- 1993-94: Adjunct professor, Michigan State University, East Lansing, MI. Courses taught:
TE 401, Teaching of Subject Matter to Diverse Learners. (My sessions focused on teaching literacy.)
TE 801, Professional Role and Teaching Practice I
TE 803, Professional Role and Teaching Practice II
TE 844, Classroom Literacy Assessment
- Literacy consultant with the Michigan Partnership for New Education at Brownell and Gundry Elementary Schools, Holmes Middle School, Northwestern High School in Flint.
- 1992-93: Lecturer, University of Michigan, Ann Arbor, MI.
Courses taught:
Ed. 401 and Ed. 403 to undergraduates and Peace Corps Fellows.
- Literacy consultant to Carpenter Elementary School, a Professional Development School.
- 1991-92: Winter and spring terms -- Instructor, TE 312 Practicum in Developmental and Corrective Reading at Michigan State University.
- 1989-92: Elementary classroom teacher, Plymouth-Canton Community Schools. Grades taught: first, first/second, second/third.
- 1988-90: Graduate assistant at Michigan State University.
Courses taught:
TE 450, School and Society
TE 312. Practicum in Developmental and Corrective Reading
- 1988-89: On sabbatical leave from Plymouth-Canton to complete course work and practicum for Ph.D. at Michigan State University.
- Consultant to the Michigan Department of Education, Office of Technical Assistance and Evaluation. I wrote the interpretation manual for the revised test for reading and began developing prototypes for informal classroom assessment for reading and writing.
- 1985-86: Co-wrote grant and directed a project for Professional Development for teachers in Plymouth-Canton Community Schools and Dearborn Public Schools. It was designed as a ten-week course, meeting each week with a researcher in the field of literacy.

- 1978-1988: Elementary Learning Specialist, Plymouth-Canton Community Schools. Responsibilities included curriculum development in language arts, providing staff development to teachers and administrators, providing instruction in reading, writing, and mathematics for students who experienced difficulty.
- 1979-1986: Summers, Director of Plymouth-Canton Community Schools' Summer Tutorial Program. I supervised certified teachers and aides, developed the curriculum, provided staff development, and was the summer principal.
- 1974-78: Classroom teacher in Plymouth-Canton Community Schools. Grades taught: kindergarten, first, second.
- 1968-74: Homemaker and parent of two daughters.
- 1973-74: President, Plymouth Cooperative Nursery. We had 110 families and 5 teachers and maintained our own facility.
- 1964-68: Teacher, Livonia Public Schools. Grades taught: kindergarten, Developmental First Grade.
- 1966-67: Summers. Head Start preschool teacher for three- and four-year-olds.

Professional and academic association memberships (past and current):

Phi Kappa Phi, Honor Society, Michigan State University
 American Educational Research Association
 Michigan Council of Teachers of English
 Michigan Reading Association
 International Reading Association
 National Council of Teachers of English
 Wayne County Reading Council, past President
 Wayne County Whole Language Group

Publications and papers presented:

Michigan Reading Journal, winter, 1993. "A Response to Mark." An article about the importance of providing opportunities for our students to do inquiry and for teachers to do inquiry themselves via "action research."

In the Company of Guiding and Sustaining Friends: The Possibility of Educational Reform Originating in the Complex and Uncertain Practice of Teaching. Dissertation for the degree of Ph.D. at Michigan State University, 1995.

Mandating a Constructivist Approach to Early Elementary Literacy Instruction – the Intended and Unintended Consequences in One School District. Paper presented at the annual meeting of the American Educational Research Association, San Diego, CA, and April 1998.

Presentations made:

Michigan Reading Association Conference – “Instructional Supports for Teacher Interns by Mentor Teachers and University Instructors “ March, 2011

North Dakota Study Group Annual Meeting - Title: How to support university Teacher Education undergrads in having ‘courageous conversations’ and to teach ‘for a better world.’ February, 2011

Michigan Reading Association Conference – “Learning Together. Embedding Teacher Education in a Focused School Site” March, 2009.

Kappa Delta Pi – “Creating a Professional Portfolio” meeting presentation, November, 2008.

Kappa Delta Pi- “Celebration of Teaching” presentation: Shakespeare Buddies. February 7, 2007.

Bryant Elementary School, Ann Arbor – Professional Development Workshop – “Writing in the K through 2 classrooms” – August 31, 2006.

Plymouth-Canton Community Schools Professional Development workshop – “Growing Essays in the writing workshop” - October 5, 2005.

Plymouth-Canton Community Schools Professional Development workshop – “Reading Like Writers” Part II – March, 2005.

Kappa Delta Pi fall conference, “Fresh Perspectives on Essential Professional Development,” – presentation: “Managing assessment with our youngest readers and writers.” November 6, 2004

Plymouth-Canton Community Schools Professional Development workshop – “Reading Like Writers” Part I – October 6, 2004.

Michigan Council for Teachers of English Conference – “Making History Come Alive via the Language Arts” – a collaboration with a high school American History class. (October, 2004)
– “Shakespeare Buddies – third graders and high schoolers learning together.” (October, 2003)

Center for the Investigation of Early Reading Achievement (CIERA)
“I think Eric Carle wants kids to know stuff.” Authors working with authors in early elementary classrooms. (July 28, 2003)

“Do you want to know what Aborigines are? I bet you do?” Reading and writing informational texts around the world with first graders. (July 30, 2003)

Michigan Reading Association Conferences:

“The Research the National Reading Panel didn’t consider speaks so loudly to teachers and families.” March, 2004

“Why Research the NRP didn’t consider speaks so clearly to teachers and families.”
(March, 2004)

“Opportunity to Learn Standards for the Michigan English Language Arts Frameworks Project.”

“Finding our Way – Teachers of Special Needs Students Working Together in Classrooms.”

“Quien te enseno a escribir asi? Whole Language in an Urban Spanish Language Immersion School.”

“Informal Literacy Assessment in Classrooms.”

“An Overview of Project S.O.A.R.R.”

“How to Conduct Young Author Celebrations.”

Hazel Park School District:

“Selecting Books for Emergent Readers.”

Berrien County Intermediate School District:

“Vignettes of putting the new State Content Standards into Practice.”

Detroit Public Schools – Academia de las Americas:

Consultant to first, second, and third grade teachers and Berna Ravitz, Principal.

Lapeer Community Schools:

Whole Language Workshop – 2-day seminar.

Perry Public Schools:

One-day workshop – “Emergent Reading and Writing.”

Farmington Public Schools, High Meadow School:

“Using Expository Texts in Classrooms, Connections to the MEAP.”

State of Reading Conferences for the Michigan Department of Education:

“Story Mapping” and “Informal Assessment.”

Ann Arbor Cooperative Nursery School:

“Literacy Learning Before School.”

Michigan Association of Supervision and Curriculum Development Conference:

“Organizing for On-going Staff Development.”

Lutheran Southeastern Michigan District Teachers’ Conference:

“Meeting Students’ Needs in Reading.”

Soh Suzuki

Education

Michigan State University; East Lansing, Michigan

Bachelor of Arts, Interdisciplinary Humanities: August 2002

Bachelor of Fine Arts, Studio Art: May 2002

Specialization, Museum Studies: May 2002

Skills

- Familiarity with workshop facilitation, both in formal and informal environments
- Thorough experience in organizing programs for diverse groups of individuals
- Adept at handling multiple tasks and initiating new projects

Work Experience

- **Detroit Institute of Arts**; Detroit, Michigan
Studio Instructor, Education Studio, Department of Learning & Interpretation: October 2011 - present
 - Facilitate various art-making classes, particularly Art Discovery Program
 - Participate in the development of studio practices parallel to Visual Thinking Strategy
 - Develop class plans on ongoing basis with a team of teaching artists
 - Train and support studio assistants and interns

Studio Assistant, Education Studio, Dept. of Learning & Interpretation: March 2007 - October 2011

 - Co-taught various art-making classes
 - Prepared for workshops and classes offered through Education Studio
 - Interviewed staff candidates and conducted new staff orientations

Studio Assistant – Drop-In Workshop, Dept. of Learning & Interpretation: August 2005 - June 2011

 - Facilitated informal art-making workshops with various groups of individuals
 - Engaged museum visitors in hands-on art-making activities
 - Represented the museum at off-site workshops

Assistant to Museum Technician, Collections Management Department: Summer 2007

 - Assisted in the reinstallation process of museum collections
 - Collaborated in projects with interdepartmental staff
 - Attended an instructional seminar on art handling and received on-site trainings
- **Pewabic Pottery**; Detroit, Michigan
Instructor, Community and Youth Programs: September 2009 - present
 - Teach pottery classes through after-school and summer programs
 - Prepare for classes and handle the firing process of students' projects
 - Represent the organization at various schools and community centers
- **Detroit Hot Pots at Ladybug Studios**, Contemporary Art Institute of Detroit; Detroit, Michigan
Co-op Member/Co-Founder, Detroit Hot Pots: October 2011 - present
 - Co-founded the collective with a small group of individuals interested in working with clay
 - Provide informal learning experiences to membership and neighborhood residents
 - Handle bookkeeping for the organization
- **Avalon International Breads**; Detroit, Michigan
Administrative Assistant, Administration: April 2007 – September 2012
 - Maintained production database and updated information as needed
 - Maintained invoicing system using Quickbooks program
 - Handled and processed internal and external orders and prepared production numbers

Production Manager, Sweets Production Department: May 2005 - December 2006

- Supervised up to six-staff team and managed its day-to-day operation
- Budgeted departmental expenses based on weekly projections and revenues
- Conducted item inventories and placed orders to wholesalers
- Trained new staff on work environment and introduced them to business philosophy

Wholesale Assistant, Wholesale Department: September 2004 - May 2005

- Verified daily orders and delivered products in timely manner
- Created inventory form and managed orders for designated customers
- Handled daily administrative tasks

- **Detroit Asian Youth Project; Detroit, Michigan**

Founding Coordinator: April 2004 - present

- Founded the program with a small group of community organizers
- Outreach and recruit Asian American high school-age youth
- Coordinate activities and workshops by utilizing community resources
- Lead discussions on topics relevant to participants' social and cultural identity
- Coordinate networking development as a part of Detroit Future Media Program
- Responsible for handling organizational finance

- **Eastern Michigan University; Ypsilanti, Michigan**

Educational Program Coordinator, Residence Education, University Housing: August - December 2003

- Planned and organized programs for the entire residence hall system
- Supervised paraprofessional student staff through Study Tables program
- Created publicity materials for Residence Education and its initiatives
- Developed assessment measures to evaluate Residence Education services

- **The College of Wooster; Wooster, Ohio**

Residence Director, Wagner Hall, Department of Residential Life & Housing: August 2002 - June 2003

- Oversaw over 120 students in the residence hall
- Supervised four paraprofessional Resident Assistants and facilitated weekly team meetings
- Conducted primary judicial hearings for reported incidents in the residence hall
- Served on the Resident Assistant Selection Committee to hire over 40 new staff members

Administrative Intern, Office of Multi-ethnic Student Affairs: August 2002 - May 2003

- Implement the office services provided to the campus community, particularly to students of color
- Advised individual students and various campus student organizations
- Edited and published monthly newsletter and other office related publications
- Coordinated campus-wide events such as MLK Celebration and Black Scholar in Residence
- Developed and distributed assessment measures to evaluate the office services

- **Michigan State University Museum; East Lansing, Michigan**

Programming Assistant, Folk Arts Division: December 2000 - August 2001 & January 2002 - July 2002

- Staffed at National Folk Festivals and Great Lakes Folk Festival
- Assisted in a field research on traditional children's activities
- Prepared photographic images for Michigan 4-H exhibition
- Inventoried archival museum publications and relocated publication storage

- **Nokomis Learning Center; Okemos, Michigan**

Programming Intern: September 2001 - December 2001

- Assisted in installing a small exhibit of Native American artwork
- Designed and created hands-on activity tools
- Handled daily administrative assignments

Related Experience and Activities

- **Studio Staff:** May 2009 - September 2009
Ladybug Community Studio, Contemporary Art Institute Detroit (CAID); Detroit, Michigan
- **Volunteer:** January 2009 - December 2010
Museum of Contemporary Art Detroit (MOCAD); Detroit, Michigan
- **Exhibition Installation Coordinator:** December 2008
Celebrating Asian Heritage, Association of Chinese Americans; Madison Heights, Michigan
- **Lead Artist:** May 2008 - September 2008
Osborn Mural Project, Community Arts Partnership, College for Creative Studies; Detroit, Michigan
- **Mathematics Tutor:** October 2006 - June 2007
Project Graduation, Henry Ford Academy; Dearborn, Michigan
- **Substitute Teacher:** May 2006 - December 2006
Koby International Academy; Novi, Michigan
- **Painting Teacher:** Summer 2005 & 2006
Summer Youth Camp, Association of Chinese Americans; Detroit, Michigan
- **Teaching Assistant:** Spring 2004
"Asians and Blacks in Detroit," American Culture, University of Michigan; Ann Arbor, Michigan
- **Office Assistant:** February 2004 - July 2004
Detroit Summer; Detroit, Michigan
- **Resident Associate:** January 2004 - May 2005
James and Grace Lee Boggs Center to Nurture Community Leadership; Detroit, Michigan
- **Project Coordinator:** Summer 2003
Chinatown Mural Project, Detroit Summer; Detroit, Michigan
- **Seminar Facilitator,** Emerging Leaders Seminar: February 2003
Student Activities Office, The College of Wooster; Wooster, Ohio
- **Racial Ethnic Student Aide (Minority Aide):** August 1999 - May 2001 & January 2002 - May 2002
Office of Racial Ethnic Student Affairs, Michigan State University; East Lansing, Michigan
- **Peer Assistant,** Maximizing Academic Growth In College (MAGIC): July 2000, 2002 & 2003
Office of Racial Ethnic Student Affairs, Michigan State University; East Lansing, Michigan
- **Site Leader - Alternative Spring Break:** October 2001 - March 2002
Alternative Spring Break, Service Learning Center, Michigan State University; East Lansing, Michigan
- **Facilitator,** ShockWaves: September 2001 - January 2002
Department of Student Life, Michigan State University; East Lansing, Michigan
- **Presenter/Facilitator:** March 1999 - 2002
Mid-Michigan APA Forum, Lansing Community College; Lansing, Michigan

Community Art Projects

- **Community Mural:** December 2009 – June 2010
Community Art Grant Program, Kresge Foundation; Detroit, Michigan
- **Tiled Bench:** August 2009
Hubbard Farms Community Garden; Detroit, Michigan
- **Courtyard Mural:** June 2009
Go-Getters Drop-In Center, Southwest Solutions; Detroit, Michigan
- **Bricolage Mural:** May 2009
Arts League of Michigan; Detroit, Michigan
- **Osborn Youth Mural:** August 2008
Community+Public Art : DETROIT, College for Creative Studies; Detroit, Michigan
- **Participatory Installation Sculpture:** May 2008
Detroit Asian Youth Project; Detroit, Michigan
- **Detroit Chinatown Mural:** August 2003
Detroit Summer; Detroit, Michigan

M. Patrick Crouch

EDUCATION

Bachelor of Fine Arts degree in Art

August 1998

Salisbury State University, Salisbury MD
Concentration: Three-dimensional Studio

Master Gardener Training

Winter 2004

Permaculture Certificate

Summer 2007

WORK EXPERIENCE

Program Manager/Farmer

Earthworks Urban Farm, Detroit MI

September 2008 - Present

Duties: Oversee six staff members and eight apprentices. Develop new programming and funding sources. Oversee day to day operations of non-profit programming, including staff development, management, and budgets. Manage two acres of diverse vegetables, fruits, herbs, flowers, and greenhouses for transplant production and season extension. Diverse program management including apprentice program, farmers markets and mobile market, two youth programs, outreach to local schools, churches and community groups. Also major collaborator in Garden Resource Program Collaborative through which we provided 100,000's of transplants, technical support for gardeners and farmers, and teaching.

Earthworks Field and Greenhouse Coordinator

Earthworks Urban Farm, Detroit MI

July 2004 - August 2008

Duties: Managed two acres of diverse vegetables, fruits, herbs, and flowers. Developed crop and greenhouse schedules and rotations. Ordered seeds and other field supplies. Maintained two tractors, rototillers and an arsenal of tools. Ran volunteer days twice a week year round. Supported beekeepers, and youth programs where needed. Coordinated greenhouse production for Garden Resource Program Collaborative. Provided educational classes for adult and children.

AmeriCorps VISTA

Detroit Agriculture Network, Detroit MI

July 2003 – July 2004

Duties: Solicit donations of seed and other growing materials. Oversee development of transplant production for Garden Resource Program Collaborative. Provide technical support for community gardeners. Developed cover crop and plant rotations for urban farms. Developed a curriculum for engaging youth in education programs based around gardening, specific to the city of Detroit. Developed weekly small farmers market as a tool for distributing excess produce and literature on

urban gardening in the city of Detroit. Developed a education series covering many topics of community gardening, two of which I taught. Helped to develop the Urban Roots Community Gardening Training program, a nine week gardening and community organizing program.

Greenhouse worker
2003

August 2001- April

Silver Seed Greenhouses, Salisbury MD

Duties: All aspect of organic greenhouse production. Mix soil, fill flats, seed flats, water and fertilize transplants, scout for pests, prick out seedlings into flats, organize customer orders and build, and maintain, greenhouses.

Volunteer Work

Catherine Ferguson Academy Student Farm - general farm maintenance and goat milking

Hope Takes Root Community Garden - designed, implemented and managed a polyculture orchard.

Detroit Food Policy Council - served in an at large position as well as on the Human Resources Subcommittee

Undoing Racism in the Detroit Food System - helped to plan and implement an Undoing Racism training for members of Detroit's food community.

Detroit Agriculture Network - served as board member of an organization working to develop deeper networks of community gardeners in Detroit.

Conference Presentations

United States Social Forum 2010 *Undoing Racism in the Food System*

Black Farmers Conference 2010 Brooklyn *Growing the Next Generation of Farmers*

Growing Power Urban Agriculture and Small Farms 2010 *Undoing Racism in the Food System*

Pax Christi Michigan 2009 *Food Justice as a Vehicle for Social Change*

Great Lakes Bioneers 2007 *Seed Saving for Food Sovereignty*

Additional Training

Center for Progressive Leadership - *Civic Engagement Academy* 2011

Rockwood Leadership Institute - *Art of Leadership Training* 2011

People's Institute for Survival and Beyond - *Undoing Racism Training* 2010

Alice B. Jennings

EDUCATION

Legal

Wayne State University
Juris Doctor, 1978

Pre-Legal

Michigan State University
B.A. Social Work Cum Laude,
1972

Wilbur Wright High School
Summa Cum Laude, 1969

EMPLOYMENT

EDWARDS & JENNINGS, P.C.
Partner, Formation 1981 to present.

Specializing in Civil Rights (*landmark case of Gilford v. Detroit Edison, a class action involving a corporate restructuring with over 1400 employees based on race, age and gender; lead counsel in Coch, et al. v. Detroit Edison*) and Employment Law, and other multi-party and individual Civil Rights claims

PHILO, ATKINSON, DARLING, STEINBERG,
HARPER & EDWARDS, P.C.
Associate Attorney 1978 to 1981
Partner 1980-1981, Specializing in Workers'
Compensation and Personal Injury

PROFESSIONAL AFFILIATIONS

State Bar of Michigan, Former Chairperson

Civil Liberties Committee (1994-1995)

**PROFESSIONAL
AFFILIATIONS**
CON'T

National Conference of Black Lawyers

Wolverine Bar Association

Black Women Lawyers Association Harriet Tubman
Trail Blazer Award 2007

Michigan Trial Lawyers Association, sustaining member

Pro Bono Trial Attorney with Sugar Law
Center, involved in landmark case of NAACP
v. John Engler, Governor, et al.,
Environmental Justice; Receive NAACP legal
Award

LEADERSHIP

Honorary Board Member and Former Board
Member of Rosa and Raymond Parks Institute
for Self-Development

Grace and James Lee Boggs Center to Nurture
Community Leadership, former Board
Member and Coordinator of Subcommittee of
Artist & Children Creating Community
Together (*an inner-city mural project*)
(ACT)

Former, Executive Board Member of Detroiters Working
for Environmental Justice

ACTIVITIES

(DWEJ), General Counsel and Founder, 1994 to 1999

Former, Detroit Summer, General Counsel 1992 to 1996

Former, Save Our Sons & Daughters
General Counsel and Founder
1986 to December, 1993.

Coalition To Save The City of Detroit Human
Rights Ordinance
Legal Committee, 1979 to 1981

WRITINGS

Co-Editor, Peace Education: A Conflict Resolution Curriculum for Elementary Age Children (1993 Published by Save Our Sons & Daughters)

Without Justification: A Community Perspective On The Death Of Malice Green (Article, 1992)

Contributing author, Affirmative Action In Crisis: A Handbook for Activist. (Published by the National Lawyers Guild and the National Conference of Black Lawyers (1977)

Antonio J. Boatwright

Objective

Seeking a position that will allow me to utilize my extensive security management skills, administration expertise, leadership skills and 10 years of experience in preserving law and order

Experience

2009- Keller Williams Realty Detroit, MI

Real Estate Sales Consultant

- Interact and build relationships with real estate network and community.
 - Assist customers in buying or selling or leasing properties.
 - Negotiate property deals with customers and real estate personnel.
-

2006-2008 Metropolitan Washington Airport Authority Dulles, VA

Police Officer

- Provide superior service to all employed or traveling within Washington jurisdiction.
 - Patrol airport on foot or in patrol vehicle; check security of airport buildings, facilities, vehicles and grounds.
 - Monitor and disseminate relevant threat information, law enforcement data, and other intelligence.
-

1998-2004 Detroit Police Department Detroit, MI

Patrol Police Officer

- Patrol city streets to deter crime and assist citizens as needed; note suspicious persons or activities; take action or report the situation.
 - Investigate criminal or suspicious activities; secure crime scenes, gather information, interview/interrogate witness/suspects; make arrests.
 - Prepare accurate and timely reports regarding response calls; prepare cases for court; appear in court to present evidence and serve as a witness.
-

Education

1992-1996 Redford High School Detroit, MI

Other Skills and Training

- Detroit Police Academy- Certified Police Officer-1998
- Virginia Police Academy- Certified Police Officer- 2006
- Licensed Realtor in Virginia- 2007
- Licensed Realtor in Michigan-2009

References

References are available on request.

KAMAL I. CHEEKS

EDUCATION

Masters of Business Administration, Concentration of Finance
Grand Canyon University, August 2004–December 2006

Bachelors of Business Administration, Concentration in Computer Information Systems
Ferris State University, August 1998–December 2002

EMPLOYMENT HISTORY

City of Detroit, Administrative Hearings, February 2007 – September 7, 2012
Principal Accountant

- Responsible for Managing and implementing processes for the departments Revenue, Expenses, Budgeting & Reporting
- Oversee department's daily revenue collection process, resolve all monetary adjustments and reconcile bank deposits.
- Project coordinator for a cross-functional group that designed an FTP interface that automates journal entries and credit revenue into the cities DRMS system.
- Analyzed spending trends, prepared annual budgets and successfully expend under projected net tax cost figures annually.
- Initiate and process the department contracts, creation of purchase orders, approve refunds and distribute funds though the city's vendor payment process.

Detroit Housing Commission, March 2004-Janurary 2007
Finance Division, Account Payable/Receivable Specialist

- Analyzed capital fund invoices for expenditure availability, contract payment terms and HUD subsidy compliance. Responsible for updating the General Ledger, preparing bank deposits, completed month-end closing reports as well as the utility account manager for over 4,000 housing units.

RELATED EXPEIRENCE

- Licensed state of Michigan Realtor that assist buyers and sellers with selecting, representation, and contract preparation for commercial and residential dwellings. Elected to the board of the Detroit Association of Realtors in January 2011, current Co-Treasurer and membership chair for the organization.
- Accountable for submitting annual state of Michigan campaign finance reports as the elected treasurer for the Young Democrats of America (YDA) Michigan chapter and for candidates on state and local levels.
- Coached High School basketball for Detroit Country Day High School.

Affiliations

A Step ahead male mentoring, National Association of Realtors, Young Professionals Network, Fellowship Chapel Usher Board, MBC Real Estate Company, Kapital

Builders Investment LLC, Congressional Black Caucus leadership boot camp graduate, Detroit Country Day School Athletic Department.

Human Resource Department

Human Resources,

Enclosed is an application for the recently advertised General Manager position (01-07-31), in the General Services Department. Currently, I hold a position at the Department of Administrative Hearings as the Principal Accountant. As a candidate for the General Manager job vacancy, you will find my work experience, education, office proficiencies and related skills all match the listed qualifications.

Over the past three years, I have obtained extensive knowledge of the City of Detroit DRMS system, payment process, budgeting process, year-end closing and auditing process.

Throughout my employment with the Department of Administrative Hearings, I have been in a leadership capacity on various projects such as:

- Automating the departments journal entries through an FTP file transfer
- Contract vendor to allow online and automated IVR (voice) payments
- Purchase computer and printer needs for the entire department
- Organized holiday social event for the department staff

In my former capacity at the Detroit Housing Commission, my first task was to construct a Access database to manage utility payments amounting to over 5.3 million annually for the entire agency of seventeen high-rise buildings and over 300 single-family housing units. I also had the responsibility of managing DHC's revenue, validate, track and submit capital fund disbursements to upper-level management for approval. My resume is enclosed with a list of references and I appreciate your time and consideration.

Sincerely,

Kamal I. Checks

Hazel H. White

Education: **University of Arkansas, Pine Bluff, Arkansas**
Formerly AM&N College Class of 1965
Major: Health and Physical Education
Indiana University, Bloomington, Indiana
Class of 1969
Major: Health, Physical Education and Recreation

Employment

Experience: **Health & Physical Education Instructor, Louisville Public Schools**
Duvall Junior High School, Louisville, KY 1965-1970

Physical Education Instructor, Detroit Public Schools
Charles R. Drew Middle School, Detroit, MI 1970-2006
-Mentor of 1st yr teachers
-Chair School Improvement team
-Det. Fed of Teachers Committee Member

Athletic Director, Detroit Public Schools
Charles R. Drew Middle School, Detroit, MI 1992-2006

National Youth Sports Program, NCAA
University of Detroit Mercy, Detroit, MI 1982-2006
-Administrative Staff/Educational Specialist
-Direct and Supervise Staff/Students

Election Poll Worker Trainer, City of Detroit,
Department of Elections, Detroit MI 2008-Present

**Community
Service:**

President, Rosedale Park Improvement Association
-Initiated the Historical District Movement
-Redevelopment of Flintstone Park
-Delegated responsibilities of several committees
-Served on Board of Directors 8 years

Detroit Chamber of Commerce
-Spearheaded a drive for at risk children to attend a summer camp on a college campus. Funding was obtained by writing grants, by soliciting from corporations, and the community. Participating schools were U of M, State, Ferris State, CSU, and Mich. Tech.

DIEASREE CURRY

RELEVANT SKILLS

Youth Investigations/ police officer

- **Handle cases involving juvenile offenders-talk to youth- courses taken in discipline, and management.**
- **Handle Missing juveniles and adults-mentor youth who need assistance with everyday struggles**
- **Handle all East side of Detroit cases concerning youth, and Crime resulting in youth arrest**
- **Received Multiple Certificates for studies while in police department, and also received the rank of black belt in the martial arts at age 21.**

EMPLOYMENT HISTORY

97-99 AJM PACKAGING- paper plate factory, packaging and shipping.

99-present- Police Officer with the City of Detroit- Started police academy on March 1, 1999 graduated July 1, 1999 Worked on Patrol till 2004. I Worked Special Operations 2004 till March 2009. Since Then I Work Investigations dealing with all juvenile offenders, and juveniles missing.

EDUCATION

Graduated 1996 at Redford High School

Sarah Robinson

Professional Experience

Attorney
Self-Employed
November 2001-present
Specializing in criminal defense

Teacher's Assistant
Detroit Public Schools Science Education
In Concert with Wayne State University
And National Science Foundation
September 2001-June 2002

Education

Wayne State University Law School
Detroit, MI
Juris Doctor
May 2001

Wayne State University
Detroit, MI
Bachelor of Science English
December 1996
Cum Laude

Wayne State University
Detroit, MI
Bachelor of Arts Biological Sciences
December 1996

Western International High School
Detroit, MI

Awards

Chemistry Chair Wayne State University Award
National Science Foundation Fellow

SAMY ALI-KHODJA

IT Manager and Administrator with more than 15 years of experience leading and providing global support to business enterprise networks and user populations. Multi-disciplinary expertise includes leading global initiatives in network design, implementation, and technical support. Improves the performance of technical support operations through effective leadership of strategic initiatives, technical teams, and support programs. Holds a Master of Science in Information Systems. Fluent speaker of French, Arabic, and English. Notable achievements in technical support leadership include:

- o Established standard operating procedures for global help desk operations, Budgeting for IT needs, providing new tracking and reporting of all technical support issues; centralized the management of technical support operations, allowing better oversight of the global enterprise.
- o Analyzed and revamped global technical support operations to implement new processes that improved helpdesk response times, enhanced the network, and reduced employee turnover.
- o Procured, designed, and implemented laptops, desktops, printing and all IT needs, for all locations, local and remote.
- o Participated in the testing and deployment of Polycom video conferencing to facilitate better communications between international teams.
- o Implemented a new Citrix remote desktop platform to provide international connectivity to remote technical support personnel, allowing central management of global support processes.

PROFESSIONAL EXPERIENCE

NSF INTERNATIONAL, Ann Arbor, Michigan

2003 - Present

Helpdesk Team Leader (2005 - Present)

- Manage helpdesk projects and programs, Global IT budgeting, technical support operations, and personnel working in California, Michigan, and Brussels Belgium.
- Establish and direct comprehensive global support of 2,000 network users; provide support on hardware and software deployments, updates, upgrades, and user account management.
- Evaluate and approve RFPs for new support management platforms and solutions; procure all hardware, software, and peripherals required to implement new systems.
- Propose and recommend new technology platforms to senior management to gain consensus for new project initiatives.

Helpdesk Technician (2003 - 2005)

- Led the migration of user operating systems from Win ME to Windows 2000, a solution that reduced calls to the helpdesk by up to 90%.
- Optimized network operating efficiency and integrity through the creative use of technical platforms and support procedures.
- Ensured optimum system uptimes by providing end-to-end support of global users' hardware and software platforms.
- Implemented new support processes for new office expansions; translated business requirements into comprehensive, stable, helpdesk solutions.

PROFESSIONAL EXPERIENCE *(Continued)*

AON, SERVICES CORP., Mount Clemens, Michigan

1998 - 2003

Support System Administrator Level II (1998 - 2003)

Network & Citrix Administrator (1998 - 2003)

- Supported more than 500 users working across six states, providing on-site, remote, and telephone support for desktops, laptops, servers, workstations, and operating systems.
- Conducted complete network design, implementation, and maintenance for new office locations; developed topologies, installed servers, desktop workstations, and peripheral devices.
- Serviced hardware and software platforms with ghosting, testing, and troubleshooting processes; documented standard procedures for technical support.
- Performed user account management, establishing permissions and access to hardware and software in alignment with network security and operating policies.

Operations Support Technician (1997 - 1998)

- Administered P390 and AS400 systems used to print checks; configured and supported hardware and software systems, maintaining high integrity and security for sensitive financial operations.
- Oversaw system activities through on-site and remote monitoring of hardware and software, and implemented backup media for disaster recovery.

TECHNICAL SKILLS

IACRB's Certified Data Recovery Professional (Infosec 2011)

Microsoft Certified Professional (MCP)

TRAINING experience with NSF new hires, company and computer policies

OPERATING SYSTEMS: Microsoft Windows family OS, Sun UNIX, Linux, Cisco IOS, DOS, OS/2 Warp

HARDWARE: Mobile computing, Desktops, Laptops, Servers, Mainframe IBM AS400, P390, Sun Microsystems, PDA devices, Network printers and copiers, Switches, Routers, E-devices

PROGRAMMING LANGUAGES: Visual basic, C#, PASCAL, FORTRAN, Sun ASSEMBLY, MS Visual Studio.

NETWORK MANAGEMENT & SOFTWARE SUPPORT: Call management Ecast, Matrix42, BMC (Formell remedy), MS Project, Visio, Active Directory, SQL, Exchange, Group Policy, TIVOLI, and various backup and security utilities

NETWORK COMMUNICATION PROTOCOLS: SMTP, POP3, FTP, DNS, DHCP BGP, OSPF, Frame Relay, VLAN, Quality of Service). TCP/IP, IPX/SPX, Fluke tools and network monitoring/protocols.

EDUCATION

Master of Science, Information Systems Graduated with Honors, 06/2009

EASTERN MICHIGAN UNIVERSITY, Ypsilanti, Michigan

C4 Certificate Computer Science, 06/1994

UNIVERSITY OF ORSAY, Essonne, France

Degree in Civil Engineering HVAC, 12/1991

UNIVERSITY OF AIN BEY CONSTANTINE, Constantine, Algeria

PAULA KAUFFMAN

MARKETING EXECUTIVE

Highly effective marketing executive with proven leadership skills and sales results. Extensive background in strategic sales planning and negotiations that results in profitable revenue growth. Outstanding presentation and communication skills. Adept at building strong collaborative relationships with both clients and business units.

PROFESSIONAL EXPERIENCE

OFFICEMAX-NAPERVILLE, ILLINOIS

JANUARY 2006-MAY 2009

District Sales Manager-Contract Furniture

Recruited to build sales teams in MI, IN, and KY to cultivate new contract furniture clients and build strong customer relationships. Responsible for profit & loss, sales forecasting, budgets and maintaining preferred vendor relationships.

- Initiated a selling strategy with a focus on Healthcare and Higher Education.
- Awarded \$1m project from Allied Health, Louisville, KY.
- Created a competitive market analysis to aggressively target accounts by collaborating with internal business units. Synergy resulted in \$1m of new business at Bellarmine University, Semonin Realtors, Westin, and Lawrence Technology University.

OFFICEMAX – NAPERVILLE, ILLINOIS

OCTOBER 1998-DECEMBER 2005

District Sales Manager-Office Products

Managed 30 sales and support associates to drive sales growth in all channels of business-to-business distribution.

- Worked with General Motors to secure a national contract for \$20m. Responsible for implementing and hiring on-site personnel to manage common process. Implemented EDI and integrated online ordering systems. Presented cost saving measurements quarterly to client while maintaining profitability in account.
- Negotiated new contracts with The University of Michigan, Borders, Masco, State of Michigan, Domino's, Michigan State University and Eastern Michigan University that increased sales from \$20m to \$36m annually.
- Provided sales training and developed role-play modules.
- Developed and coordinated marketing events that included the Michigan Minority Business Development Council golf outings and client specific events.
- Facilitated Total Quality training and participated in Steering committee to identify cost savings.
- Presidents Club winner in 2002 for ranking top 10 nationally.

BOISE CASCADE OFFICE PRODUCTS- WARREN, MICHIGAN

JUNE 1987-OCTOBER 1998

Account Executive

Responsible for increasing market share in a national expansion through acquisition of national and key accounts.

- Awarded \$1m contract with The University of Michigan to launch a new single source purchasing strategy.
- Built account base that included key account wins at Borders, Masco, and Eastern Michigan University by building strong relationships.
- Prepared presentations and business reviews to increase sales opportunities within accounts.
- Awarded Inner Circle and Sales Executive Club for exceeding corporate goals 1992-1998.

EDUCATION

EASTERN MICHIGAN UNIVERSITY – YPSILANTI, MICHIGAN B.A. MARKETING

PROFESSIONAL AFFILIATIONS

The Shelter Association of Washtenaw County, Ann Arbor, MI – Board Member, Chair of Development Committee, Michigan Ability Partners, Ann Arbor, MI - Development Committee

CERTIFIED TRAINING – OFFICE MAX

Coaching & Development, Professional Sales Negotiations, ROI-Financial, Activity Based Costing and Total Quality

FRANCI HELM MOORMAN

Experience

Franklin County Schools Penhook, VA
Classroom Teacher
▪ Kindergarten through seventh grade – 2 years

Willow Run School System Ypsilanti, MI
Classroom Teacher
▪ Fifth grade – 1 year
▪ First through Third grades – 2 years
▪ Reading Teacher/Title One Coordinator – 4 years
▪ Principal/Central Administrator – 15 years

Washtenaw Community College Ann Arbor, MI
Coordinator/Program Specialist

Open Door Childcare Center Ypsilanti, MI
Childcare Director

Education

Virginia State University Richmond, VA
▪ B.S., Elementary Education/English

Eastern Michigan University Ypsilanti, MI
▪ M.A., Administration
▪ SP.ED Degree, Reading

University of Michigan Ann Arbor, MI
▪ Ph.D., Educational Psychology/Curriculum

Honors

Magna Cum Laude, Summa Cum Laude

Organizations

Community Collaborative Outreach, African American Cultural and Historical Museum, MTA, Trends in Higher Education

Career Highlights of Adrian Iraola

- Retired architectural engineer consultant manager with the City of Ann Arbor after 25 years.
- Earned a bachelor's degree in architectural engineering from the National Polytechnic Institute in Mexico City, Mexico (1977).
- President of the Park Avenue Consultants Engineering Firm in Ann Arbor, Michigan since 2009.
- Owner of restaurants in Ann Arbor.
- Former staff member of the Ann Arbor Downtown Development Authority.
- Served on the board of directors of the Saline Area Soccer Association.

Theron W. Kersey

Community Involvement

- **Pastoral Advisory Council –Hope Clinic-** gives essential input on the spiritual direction of the ministry.
- **Committee Member-MPRI Steering Team** –assisting returning citizens by allowing the church to be a station of hope.
- **Co-founder - Our Own Thing Music Instructional Program**-introduced a music instruction program allowing students in the community to receive instruction and instruments at no cost to those who cannot afford it.
- **Pastoral Advisor – Collaborative Outreach Board**-Create programs to that improve the quality of life for Ypsilanti citizens.
- **Committee Member-Covenant Pastors Fellowship**-Promote fellowship among local churches.
- **Credentials Committee-Church of God in Michigan**-be responsive to those who aspire to be ordained ministers in the Church of God in Michigan.

Leadership Experience

2006-present	Pastor	Community Church of God
1984-2006	Associate Pastor	Community Church of God

Professional Experience

Ford Motor Company 1965-2004

- Assembled quality automotive parts, met daily quotas and company deadlines.
- Discovered faulty mechanical devices, diagnosed and determined appropriate corrective action for problems with assembly line machinery.
- Collaborated with engineering staff to find solutions to repair malfunctioning machinery.
- Managed assembly lines; kept line running smoothly.
- Maintained good working relationships among personnel and staff.