

SECTION: 10
DATE: December 13, 2019

**BOARD OF REGENTS**  
EASTERN MICHIGAN UNIVERSITY

**RECOMMENDATION**

**APPOINTMENT OF CHARTER SCHOOL BOARD MEMBERS**

**ACTION REQUESTED**

It is recommended that the Board of Regents appoint Leah Davis to a three-year term on the Board of Directors of Ann Arbor Learning Community; appoint Melissa Trbovic and Sharon Brooks to three-year terms on the Board of Directors of Great Lakes Academy; and appoint Abubakr Amin to a three year term on the Board of Directors of Global Tech Academy.

**STAFF SUMMARY**

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

**Ann Arbor Learning Community**

Leah Davis is a Teacher at University of Michigan Children's Center in Ann Arbor, Michigan. She earned an Associate degree in Applied Science at Washtenaw Community College in Ann Arbor, Michigan. She is trained in CPR/First Aid by Dummies on the Run. She is the parent of several children at Ann Arbor Learning Community. This is a new appointment.

**Great Lakes Academy**

Melissa Trbovic is the Dean of Warrendale Charter Academy Middle School in Detroit, Michigan. She earned a Bachelor of Science degree in Elementary Education at Baker College in Clinton Township, Michigan and a Master of Arts degree in Educational Leadership at the Saginaw Valley State University in Chesterfield Township, Michigan. She is the Production Team Director at Grace Christian Church in Sterling Heights, Michigan. This is a new appointment.

Sharon Brooks is a Substitute Teacher at Edu Staff in Grand Rapids, Michigan. She earned both a Bachelor of Science degree in Community Development/Community Service and a Master of Arts degree in Curriculum Design and Instruction in Education at Central Michigan University in Mt. Pleasant, Michigan. This is a new appointment.

**Global Tech Academy**

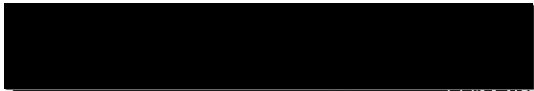
Abubakr Amin is a Design and Release Engineer at Ford Motor Company in Dearborn, Michigan. He earned a Bachelor of Science degree in Mechanical Engineering at the University of Michigan in Ann Arbor, Michigan and a Master of Education in Islamic Theology at the University of Madinah in Madinah, Saudi Arabi. This is a new appointment.

**FISCAL IMPLICATIONS**

None.

**ADMINISTRATIVE RECOMMENDATION**

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



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University Executive Officer  
Rhonda Longworth, Ph.D.

11/20/19  
Date

Leah Davis



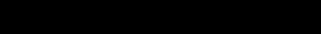


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To whom it may concern:

I am writing to apply for the position of AALC Board Member. I am invested in this program whole heartedly!

I am currently employed by The University of Michigan as a Children's Center Teacher. I have worked in the childcare field for 24 years, striving to bring quality care for children and their families. I came to this center 22 years ago. Since then, my interest in play-based curriculum has grown into a passion.

I have been involved in promoting play-based curriculum to my peers, as well as incoming families. I have been involved in trainings for new and current employees. I have been sought out as a mentor to help new staff get familiarized with our environment and our unique way to care for children. I, also, have experience in meeting licensing requirements and meeting accreditation requirements from NAEYC.

My email is  I can, also, be reached by phone at   
 Thank you for your time and consideration.

My Best to You,

Leah Davis

Leah Davis



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Work Experience

UNIVERSITY OF MICHIGAN, ANN ARBOR,  
*Team Teacher, Jul 2010 – present*

- Maintain a **safe** play environment.
- Dress children and change diapers.
- Observe and monitor children's play activities.
- Communicate with children's parents or guardians about daily activities, behaviors, and related issues.
- Sanitize toys and play equipment.
- Keep records on individual children, including daily observations and information about activities, meals served, and medications administered.
- Support children's emotional and social development, encouraging understanding of others and positive self-concepts.
- Identify signs of emotional or developmental problems in children and bring them to parents' or guardians' attention.
- Assist in preparing food and serving meals and refreshments to children.
- Instruct children in health and personal habits, such as eating, resting, and toilet habits.
- Create developmentally appropriate lesson plans.
- Read to children and teach them simple painting, drawing, handicrafts, and songs.
- Regulate children's rest periods.
- Perform general administrative tasks, such as taking attendance, editing internal paperwork, and making phone calls.
- Organize and store toys and materials to ensure order in activity areas.
- Organize and perform trainings for my peers.
- Organize fundraisers.
- Lead meetings with parent groups about various topics, including curriculum, children's development, and fundraisers.
- Give tours of the Children's Center to parents looking for quality care for their children.

CHILD CARE INC., ANN ARBOR,  
*Team Teacher, Aug 1997 – Jun 2010*

- Maintain a **safe** play environment.
- Dress children and change diapers.
- Observe and monitor children's play activities.
- Communicate with children's parents or guardians about **daily** activities, behaviors, and related issues.
- Sanitize toys and play equipment.
- Keep records on individual children, including **daily** observations and information about activities, meals served, and medications administered.
- Support children's emotional and social development, encouraging understanding of others and positive self-concepts.
- Identify signs of emotional or developmental problems in children and bring them to parents' or guardians' attention.
- Assist in preparing food and serving meals and refreshments to children.
- Instruct children in health and personal habits, such as eating, resting, and toilet habits.
- Create developmentally appropriate lesson plans.
- Read to children and teach them simple painting, drawing, handicrafts, and songs.
- Regulate children's rest periods.

- Perform general administrative tasks, such as taking attendance, editing internal paperwork, and making phone calls.
- Organize and store toys and materials to ensure order in activity areas.
- Provide care for children with special needs.
- Lead meetings with parent groups on various topics, including children's development and play-based curriculum.
- Served as a mentor teacher.
- Planned and lead trainings for my peers.
- Discipline children by redirecting behavior, using reflective language, and practicing conflict resolution techniques.

## Education

WASHTENAW COMMUNITY COLLEGE, ANN ARBOR, MI  
*Associates in Applied Science Degree/Child Care Professional, May 2010*

## Additional Trainings

- CPR/First Aid by Dummies on the Run
- Creative Curriculum
- Child Protection, SIDS, and Shaken Baby Syndrome
- Andy Warhol Can! Can You?
- Challenging Behavior
- Allergies in the Child Care Setting
- Supporting Children in Resolving Conflicts
- Diversity in Team Building
- Boys, Boys, Boys
- Inclusion in the Toddler Classroom
- And many, many more....

# Melissa Ann Trbovic



**CERTIFICATION:** State of Michigan Administrator Elementary & Secondary K – 12 (ES):  
2012, Saginaw Valley State University

State of Michigan Professional Elementary K–5 (all subjects); K– 8 (self-cc);  
6– 8 (Math- EX): 2013

**EDUCATION:** Bachelor of Science Degree, Elementary Education, 2007:  
Baker College, Clinton Township, Michigan

Master’s Degree of Educational Leadership: Principalship, 2012:  
Saginaw Valley State University, Chesterfield Township, Michigan

## **EDUCATIONAL WORK EXPERIENCES:**

**2014-2016:** Warrendale Charter Academy, Detroit, Michigan  
**Mathematics Specialist; Dean of Middle School**

- Planned, co-taught, & modeled lessons for teachers & paraprofessionals
- Taught small group intervention based on triangulated data
- Conducted professional development focus groups
- Facilitated IAT intervention meetings
- Performed staff observations & gave feedback for growth
- 504 Coordinator
- English Language Learners Coordinator
- Conducted classroom observations & evaluations

**2011-2014:** Great Lakes Academy, Pontiac, Michigan  
**Assistant Principal**

- District data analysis manager
- Professional development coordinator
- School & District Improvement Plan team leader
- Presented necessary proposals to the school board for modifications to new/existing programs
- Arranged and maintained daily schedules ensuring adequate exposure to academic and extra-curricular subjects
- Managed student discipline by providing applicable classroom management strategies/techniques
- Coordinated standardized assessments by serving as test coordinator
- Performed staff observations and evaluations

**2007-2011:**

Great Lakes Academy, Pontiac, Michigan

**Teacher- Grades 4-6**

**Summer School Lead Teacher & Administrator**

**Department Head/Lead Teacher**

- Created and implemented English Language Arts and Mathematics curriculum for the fourth grade
- Conducted yearly professional development trainings on using technology in the classroom
- Created a brain-based learning environment to enhance student achievement
- Developed hands-on, inquiry based learning activities to instigate student engagement
- Consistently applied conflict resolution techniques for students to promote a cooperative learning environment
- Actively supported field placement students from Baker College of Auburn Hills and Oakland University
- Developed and monitored a Summer School program

**PROFESSIONAL  
DEVELOPMENT:**

Participant, Administrators Best Practice Summit, Grand Rapids, July 2015, 2016

Participant, Michigan's Fall School Improvement Conference, Lansing Center,  
Lansing, Michigan, August 2008-2016

Participant, Michigan's Spring School Improvement Conference, Lansing Center,  
Lansing, Michigan, April 2008-2016

Participant, MEMSPA Leadership Summit, Bay City, August 2012, 2014

Participant, Accountability Tour, Michigan Department of Education,  
Auburn Hills, November 2011

Participant, Best Practices, Oakland ISD, Baker College of Auburn Hills,  
Auburn Hills, Michigan, October 2011

Participant, Edline & Administrator's Plus workshop, Romulus, Michigan  
October 2010

Participant, Improving MEAP Scores, Quest Educational Systems, Troy,  
Michigan September 2009

Participant, Response to Intervention workshop, Southgate, Michigan,  
November 2008

**REGOGNITION:**

Teacher of the Year Bonus 2009

**CIVIC ACTIVITIES:**

Production Team Director, Grace Christian Church, Sterling Heights,  
Michigan, 2016-current

Program Assistant, Grace Christian Church, Sterling Heights,  
Michigan 2014-2016

Media Team Director, Grace Christian Church, Sterling Heights,  
Michigan 1997-2013

Youth Group Leader, Grace Christian Church, Sterling Heights, Michigan  
2003-2010

Grace Christian Church Member, Sterling Heights, Michigan 1990-current

# Sharon Lee Brooks

## Education Administrator

Seeking an opportunity to utilize my professional skills as an Education Administrator, working to improve and support students' academic success.

### Skills

#### *Personal*

- ✓ Excellent oral and written communication skills
- ✓ Experience in a school leadership role
- ✓ Strong analytical and critical thinking skills
- ✓ Effective use of technology

#### *Professional*

- ✓ Strong management skills.
- ✓ Results oriented in working with the administration and teaching staff, to implement and reinforce school-wide classroom management techniques.
- ✓ Experienced in implementing and supporting school guidelines and procedures.
- ✓ An experienced Community Organizer, who actively promotes student, parent, and community partnerships.
- ✓ Experience in developing strong disciplinary teams.
- ✓ Strong knowledge in developing a School-to-Work Program.

### Education:

- 2017      **Education Specialist (Ed.S)** University of Michigan (Central Office Admin. Endorsement Certificate)
- 2005      **Master of Arts, Curriculum Design and Instruction in Education**  
*Central Michigan University*
- 2003      **Bachelor of Science, Community Development/Community Service**  
*Central Michigan University*

### Experience:

- Adjunct Professor: Spring Arbor University      2007 – 2012
- Adjunct Professor: University of Detroit      2005 – 2006
- School Teacher: Pontiac School District      1990 - 2001



# ABUBAKR AMIN

## ENGINEERING PROFESSIONAL

A diligent, resourceful, and goal driven engineering professional with a reputation for being reliable. Expertise in defect avoidance through robust prevention, research, production vehicle inspections, and warranty analysis. Strong analytical abilities developed through experience with six-sigma techniques, CAE, and solving problems through engineering analysis. Demonstrated leadership through driving many issues to a robust closure.

### AREAS OF EXPERTISE

- Leading Projects
- Problem Prevention
- Green Belt Candidate
- Vehicle Level Testing
- Structural Analysis
- Production Vehicle Inspections
- Warranty Analysis
- Problem Solving
- Fuel Indication CAE Analysis

### PROFESSIONAL EXPERIENCE

- FORD MOTOR COMPANY, DEARBORN, MI** 2013 – PRESENT  
**FUEL SYSTEMS APPLICATIONS DESIGN AND RELEASE ENGINEER** 2017 – 2018
- Working on design and release of the carbon canister and surrounding components of current and future Ford Escape and Lincoln designs.
  - Leading crash safety and design of entire fuel systems of Ford Escape and Ford Bronco
  - Worked on design and release of the carbon canister of the 2018MY Mustang
  - Lead cost saving efforts on fuel tank shield for Mustang
  - Lead warranty, ongoing product development, and customer satisfaction issues regarding the Mustang fuel systems
- FUEL SYSTEMS CAMPAIGN PREVENTION/PREVENT RECURRENCE ENGINEER** 2015 – PRESENT
- Inspected production vehicles to find flaws in design, process, and manufacturing/supplier quality
  - Own prevent recurrence within Fuel Systems, including both PAC and management directed high impact items, driving issues to timely closure while ensuring robust prevention
  - Research and benchmark competitive recalls, and ensure robust prevention is in place within Ford by consulting with subject matter experts and technical leaders
  - Facilitate and document fuel spit-back and ORVR certification for all US sold vehicles
  - Prepared presentation for Vice President in regards to fuel leaks and what we have done to prevent them
  - Major organizational improvements to campaign prevention SharePoint site and campaign prevention process, and improved efficiency of these resources used by all fuel systems engineers (>200 engineers)
  - Lead weekly prevent recurrence process ensuring that our company doesn't repeat any engineering mistakes
  - Assumed responsibility (2-3 months) of both current role and supervisor's role of managing the entire prevent recurrence process in supervisor's absence
- FUEL INDICATION & DURABILITY COMPUTER-AIDED ENGINEERING (CAE) ENGINEER** 2013 – 2015
- Assess fuel indication performance using CAE tools of all Ford vehicles and recommend changes if necessary
  - Perform CAE structural analysis on the fuel system and develop fuel indication analytical capabilities
  - Perform component and system level testing to facilitate fuel indication tool verification
  - Perform CAE structural analysis on various fuel system components to determine if the system met requirements using ANSA, MetaPost, Abaqus and Nastran (all CAE tools),
- INDEPENDENT COLLABORATED INVENTION, ANN ARBOR, MI** 2012 – 2013  
**ENGINEER**
- Identified required materials for project through research and material strength properties
  - Created and manipulated wheels, cams, connecting rods and other parts using inventor
  - Tested durability and stability through mathematical analysis
  - Determined machinability and cost through research and practical tests
- UNIVERSITY OF MICHIGAN AUTOMOTIVE ENGINEERING, ANN ARBOR, MI** 2012  
**UNDERGRADUATE RESEARCH ASSISTANT**
- Converted simulated data to readable data and performed comparisons to tested data of high speed flow measurements by Particle Image Velocimetry (PIV) to analyze misfires in a direct injection engine

- Manufactured calibration plates for the PIV camera using the CNC Mill
- Authored a manual to demonstrate extraction of a two-dimensional velocity instantaneous picture

**UNIVERSITY OF MICHIGAN AUTOMOTIVE ENGINEERING, ANN ARBOR, MI**

2007 – PRESENT

- Teach community children Quran and Islamic studies at local mosque
- Tutor local kids math and physics

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**EDUCATION**

**Bachelor of Science, Mechanical Engineering, University of Michigan, Ann Arbor, MI, December 2013**  
**Bachelor of Education, Islamic Theology, Islamic University of Madinah, Madinah, Saudi Arabi, June 2007**

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**TECHNICAL PROFICIENCY**

Platforms: Windows Vista/7, Mac, Excel, PowerPoint, Word, Access

Languages: Catia, Minitab, MATLAB, MAPLE, SolidWorks, ANSA, MetaPost, Abaqus, and NASTRAN, English, Arabic