

# Grand Ledge Public Schools Board of Education



**SEPTEMBER 9, 2024**

**WORK SESSION**

**SAWDON ADMINISTRATION BUILDING  
BOARD ROOM  
TIME**

# ***Grand Ledge Public Schools***

## **Work Session of the Board of Education**

Please take notice that the Board of Education will hold a Work Session on:

**Date:** Monday, September 9, 2024

**Place:** Sawdon Administration Building  
Board Room  
220 Lamson Street  
Grand Ledge, MI 48837

***Once the meeting begins, it will be Live Streamed  
at: [youtube.com/@GLPS21](https://youtube.com/@GLPS21) (click on Live)***

**Time:** 6:00 p.m.

**Purpose:** General Business

**Phone:** (517) 925-5400

Board minutes are located at the Board of Education office, 220 Lamson Street, Grand Ledge, MI 48837



William A. Barnes, Ed.D., Superintendent of Schools

cc: Buildings  
Board Members  
Lansing State Journal  
Melissa Mazzola, President, GLEA  
Ashleigh Lore, Vice-President, GLEA  
Sarah Hopper, President, MEA/NEA Unit I, Secretarial /Clerical  
Denise Truman, President, MEA/NEA Unit III, Food Service  
Allyson McCann, President, MEA/NEA Unit IV, TA/HC/Bus Assistants & Adv. Club  
Danis Peck, President, IUOE Local 547, A, B, C, E & H AFL-CIO, Bus Drivers  
Sarra Ruiz, President, Custodial Association

*Date of Posting: September 4, 2024*

**NOTE:** *Individuals may address the Board for up to three (3) minutes in the Public Comment segment of the meeting. Any person with a disability needing accommodations to attend a Board of Education meeting should contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend*

**Grand Ledge Public Schools  
Board of Education  
MEETING AGENDA  
Monday, September 9, 2024  
6:00 pm**

---

- I. Call to Order & Pledge of Allegiance.....Nicole Shannon, President
- II. Roll Call.....Dr. Bill Barnes, Superintendent
- III. Public Comment
- IV. Action Items
  - A. Approval of August 26, 2024 Meeting & Closed Session Minutes
  - B. Approval of Teacher Hirings
 

Name	Bldg	Position	Name	Bldg	Position
Rachel Bullock	H.S.	ESL/Spanish	Kayla Nguyen	Hayes	6 <sup>th</sup> Gr.
  - C. Approval of Instant Language Assistant (ILA) Roam Device Purchase
  - D. Receipt of FOIA Appeal
  - E. Approval of the Payment of Sinking Fund Invoices
  - F. Approval of the Payment of Proposal 1, Series 2 Bond Invoices
  - G. Approval of the Payment of Proposal 1, Series 3 Bond Invoices
  - H. Approval of the Payment of Proposal 1, Series 4 Bond Invoices
  - I. Selection of Board Trustee to Fill Board Vacancy
- V. Oath of Office
- VI. Discussion Item
  - A. Board Committee Assignments
- VII. Comments from Staff and Board
- VIII. Future Topics
  - A. Board Audit Committee – Monday, September 23, 2024, 5:15 p.m., Room 111A
  - B. Board Bond Committee – Monday, September 23, 2024, 5:30 p.m., Room 107
  - C. Board Meeting - Monday, September 23, 2024, 6:00 p.m., Board Room
- IX. Adjournment

---

**NOTE:** Individuals may address the Board for up to three (3) minutes in the Public Comment segments of the meeting. If any person with a disability needs accommodations at the Board of Education meeting, please contact Kim Manning at 925-5401 at least three (3) days prior to the date of the meeting he/she plans to attend.



**CALL TO ORDER &  
PLEDGE OF ALLEGIANCE**

President Nicole Shannon

"I pledge allegiance  
to the Flag  
of the United States of America,  
and to the republic  
for which it stands,  
one Nation under God,  
indivisible,  
with liberty and justice for all."



## ROLL CALL

Superintendent William Barnes



## PUBLIC COMMENT

Persons may address the board for up to three (3) minutes in the Public Comment segment of the meeting by providing your name and jurisdiction (City, Township / County) on one of the Public Comment forms provided at the sign in table and turning it in to the Superintendent's Assistant.

The meeting chair will use the Public Comment forms submitted to invite persons to come forward to make their public comment at the appropriate time.

Board Meetings are constructed to conduct necessary business of the board, while allowing time for the public to express concerns and opinions.

Out of respect for board members, students and staff, you will be interrupted if you:

- Personally attack a board member or district employee on issues unrelated to their job performance.
- Mention a student's name when discussing behavior or other incidents.
- Engage in discussion with other members of the audience.

You will be reminded when you are approaching the end of your three-minute limit so you can conclude with your strongest points.

The board will not respond to questions or comments during public comment but the Superintendent will do his best to answer questions at the end of the meeting. If immediate answers are not available, arrangements will be made to provide you with the information requested.



## ACTION ITEM A

### A. Approval of August 26, 2024 Meeting & Closed Session Minutes\*

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the August 26, 2024 Meeting and Closed Session Minutes, as presented.

**\*Closed Session Minutes will be at your places for review prior to approval and collected at the end of the meeting.**

**GRAND LEDGE PUBLIC SCHOOLS  
Board of Education**

**August 26, 2024**

**MINUTES**

President Shannon called the meeting to order at p.m. She led those present in the Pledge of Allegiance.

**ROLL CALL**

Roll Call by Superintendent Barnes indicated the presence of **Board Members**: Nicole Shannon, Denise DuFort, Ashley Kuykendoll, Jon Shiflett, Ben Cwayna and Toni Glasscoe. **Members Absent**: None. **Central Office Administrators**: Bill Barnes, Steve Gabriel, Julie Waterbury, Wendy Seida, Bill Albrecht, Kelly Jones, Mark Deschaine and John Ellsworth. **Others in Attendance**:, Coban Holmes, Chris Chester, John Piper, Kali Stevens and Kim Manning

**APPROVAL OF AGENDA ITEMS**

**Motion by Mrs. DuFort, seconded by Mr. Cwayna for the Grand Ledge Public Schools Board of Education to approve the August 26, 2024 Agenda Items, with the addition of New Business Item D, Board of Education Vacancy.**

President Shannon explained Mr. Smith is no longer residing within the boundaries of Grand Ledge Public Schools and is therefore, no longer able to serve as a member of the Grand Ledge Public Schools Board of Education. The board will have a discussion on filling this vacancy.

**The motion carried unanimously.**

**APPROVAL OF CONSENT AGENDA ITEMS**

**Motion by Mr. Cwayna, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the August 26, 2024 Consent Agenda Items, as presented.**

Included on the Consent Agenda were the August 12, 2024 Work Session & Special Meeting Minutes and the Teacher Hiring of Ricky Brooks and Heather Hicks.

**The motion carried unanimously.**

**REPORTS**

**A. Capitol Connections** – Dr. Glasscoe questioned how the district tracks and monitors legislation that impacts K-12 education or graduation requirements.

Dr. Barnes noted changes in graduation requirements happen periodically and the district is apprised of those when they come into play. If legislation is enacted, we update our curriculum guides and essential learnings as necessary.



Dr. Glasscoe further shared information regarding the Michigan Guarantee that assists students, living within the boundaries of the district, in offsetting costs to attend Lansing Community College.

**Eaton RESA** – Mrs. DuFort shared statistical participation information from a presentation by Lisa Segal who oversees the Early College program.

**B. Grand Ledge Education Foundation** – Ms. Shannon advised there was no report.

**C. Equity, Diversity and Inclusion Committee** – Ms. Kuykendoll advised the committee met and is working on collaborative partnerships across the community. She commended Dr. Barnes for the tremendous amount of time and effort he has put into this endeavor and shared more information will be shared in the future.

**D. Governance Committee** – Ms. Shannon advised there was no report.

**E. Bond Update** – Bond Supervisor John Piper provided the board with updates on construction as it relates to Willow Ridge, Hayes, High School, Neff, and Wacousta noting the district has received occupancy for the Wacousta building and kids will be thrilled to be in their building tomorrow.

Ms. Kuykendoll shared the excitement of her Wacousta students when they attended the recent Open House. She commended Mr. Piper on his ability to manage the many construction projects the district is undertaking and keeping everything on track and on-time.

In response to a question by the board regarding the HVAC system at the High School, Mr. Piper shared the system is slated to be replaced in August 2025 noting the work can only be done when the building is unoccupied. The chiller, which were ordered a year ago, will not be ready until early 2025 and the switch is not expected until mid-August 2025.

**F. Superintendent** – Dr. Barnes expressed his appreciation for the kind words for Mr. Piper noting the only reason the Wacousta project was done early was because of the pride John had in that project. He noted during school open houses he usually tries to make an appearance at each of the buildings, but this year he wanted to hear and see the reaction for the new building; which was overwhelmingly positive. He shared he is pleased, and impressed, with what was accomplished and thanked Mr. Piper and Mike Dahl with Clark Construction. He noted in the same vein, our high school families got an email tonight delaying the start of the school year for high school students due to temperatures in the building. He pointed out, this is not a construction issue, this is a 1997 chiller issue. He shared that he, along with Dr. Gabriel and Dr. Wright have been monitoring the building regularly and last week, the building was cool and comfortable. This can be associated with the new univents that have been installed, but the chiller can still be a problem. He shared the district has a contingency plan with the purchase of room air conditioning units

for Wednesday, and noting the temperature are expected to cool back down. He noted for the vast majority of our students, grades Kindergarten through 8<sup>th</sup> grade will start school tomorrow. He shared the district has been monitoring enrollment as there are many who want to be a part of Grand Ledge Public Schools, which speaks to the leadership of the board, the administration, teachers and all of our staff. In closing he shared the district welcomed staff back last Wednesday and many staff participated in three-days of getting together and gearing up for this new year. He noted a book that was left for each member sharing this is a book study with our instructional staff, "Cultivating a Classroom of Calm".

**PUBLIC COMMENT**

There was no public comment.

**NEW BUSINESS**

**A. 2024-2025 CURRICULUM GUIDES AND ESSENTIAL LEARNINGS**

**Motion by Mrs. DuFort, seconded by Ms. Shiflett for the Grand Ledge Public Schools Board of Education to approve the 2024-2025 Curriculum Guides and Essential Learnings, as presented.**

Dr. Barnes noted the board regularly approves the district Curriculum Guide for the high school and elective offerings at the middle and intermediate school.

**The motion carried unanimously.**

**B. 2024-2025 STUDENT HANDBOOKS**

**Motion by Mr. Shiflett, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the 2024-2025 Student Handbooks, as presented.**

Dr. Barnes reviewed the changes for the individual building handbooks as well as a district-wide change to clean up the language and practices around student attendance and truancy. Additionally he noted the Distance Learning Handbook noting there are no specific updates and the Early Childhood Special Education (ECSE) Handbook which was tightened up and nice put together.

**The motion carried unanimously.**

**C. FIRST AMENDMENT TO THE SUPERINTENDENT EMPLOYMENT CONTRACT**

**Motion by Mrs. DuFort, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the First Amendment to the Superintendent Employment Contract between the Grand Ledge Public Schools Board of Education and Superintendent Dr. William Barnes, as presented.**

President Shannon noted she worked with district legal counsel to ensure the recent changes to the laws governing the superintendent's contract were capture appropriately and correctly. She noted the amendment include evaluation language, addition of the superintendent's salary schedule, extending the contract, removal of

the merit pay bonus at the request of Dr. Barnes, and adding Juneteenth as a recognized holiday to coincide with other employment contracts for the district. She shared that Dr. Barnes did not request a closed session and for transparency, he wanted this discussion to take place in open session.

Dr. Barnes thanked the board for their consideration of extending his contract. He noted the evaluation language as well as the inclusion of the salary schedule are part of the new law, but pointed out the salary schedule is not a new salary schedule and it was the one originally agreed upon, it is just being included as part of the contract. He remarked he did think it was important, since the contract is with the Board of Education and board members represent the community, that the community hear the discussion.

A detailed discussion among the members addressed that a salary increase is contingent upon an effective or higher rating on the yearly evaluation, concerns on removing the merit pay and salary schedule in order to retain a highly effective superintendent, and the ability to renegotiate the contract at any time at the request of the board or the superintendent.

**The motion carried unanimously.**

#### **D. Board Vacancy**

A detailed discussion among the members brought consensus to post the vacancy immediately and accept letters of interest, qualifications and resumes from those interested in filling the partial-term vacancy through December 31, 2024. Letters of interest can be submitted until 8:00 a.m. on Thursday, September 5, 2024. It was further decided the board would screen and interview candidates at their September 9, 2024 regularly scheduled meeting. Further discussion on the process noted the board may select up to five candidates to interview, the candidates will be provided approximately three minutes to introduce themselves to the board including why they are interested in filling the vacancy and their qualifications. The board will then ask questions to the candidates (each board members should prepare questions they would like to ask the candidates) and then the board will vote to select the candidate to fill the vacancy.

#### **COMMENTS FROM STAFF & BOARD**

Executive Director of Curriculum, Instruction and Assessment Dr. Bill Albrecht noted he attended several of the open houses throughout the district and acknowledged the work of our staff from grounds to maintenance, custodian, secretaries, teachers, just everyone. He further shared the results of our most recent AP testing noting there were 78 students who received scholar honors.

Deputy Superintendent Dr. Steve Gabriel commended Mr. Piper for his work overseeing the bond projects noting that the new Wacousta Building was not expected to be completed until November or December and the project was completed well ahead of schedule with the building ready for students tomorrow.

Dr. Glasscoe posed the question of how many students took AP tests.

Mr. Shiflett recognized the outstanding candidates that have filled our vacancies commenting he has known Heather Hicks for quite some time and she is a great addition.

Mrs. DuFort reiterated Mr. Shiflett's remarks on the great candidates noting this says a lot about where we are. She shared her favorite part of the new Wacousta building is the huge windows in the library.

President Shannon encouraged everyone to check out the high school student parking lot for the senior painted parking spots. She expressed our seniors are extremely talented and it is very cool we allowed them this opportunity.

**CLOSED SESSION – Negotiations & Review of GLPS Security Plan**

**Motion by Mr. Shiflett, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to move into Closed Session for the purpose of discussing Negotiations Strategies as Per Section 8(1)(c) of the Open Meetings Act and to review the Grand Ledge Public Schools Security Plan, as Per Section 8(1)(k) of the Open Meetings Act, PA 267 of 1976.**

**ROLL CALL VOTE:**

<b>Dr. Glasscoe</b>	<b><u>YES</u></b>	<b>Ms. Kuykendoll</b>	<b><u>YES</u></b>
<b>Mr. Cwayna</b>	<b><u>YES</u></b>	<b>Mrs. DuFort</b>	<b><u>YES</u></b>
<b>Mr. Shiflett</b>	<b><u>YES</u></b>	<b>President Shannon</b>	<b><u>YES</u></b>

**The motion carried unanimously at 7:34 p.m.**

**RECONVENE IN OPEN SESSION**

The meeting reconvened in Open Session at 8:26 p.m.

**APPROVAL OF LETTERS OF AGREEMENT**

**Motion by Mrs. DuFort, seconded by Mr. Cwayna for the Grand Ledge Public Schools Board of Education to approve the Letters of Agreement between the Grand Ledge Public Schools Board of Education and the Grand Ledge Education Association, as presented. The motion carried unanimously.**

**GLPS SECURITY PLAN**

**Motion by Mr. Cwayna, seconded by Dr. Glasscoe for the Grand Ledge Public Schools Board of Education to approve the Grand Ledge Public Schools Security Plan, as presented. The motion carried unanimously.**

**ADJOURNMENT**

The meeting adjourned at 8:27 p.m.

Respectfully Submitted:

Attest:

\_\_\_\_\_  
Ashley Kuykendoll, Secretary

\_\_\_\_\_  
Nicole Shannon, President



## ACTION ITEM B

### B. Approval of Teacher Hirings

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Hiring of Rachel Bullock and Kayla Nguyen, as presented.



---

---

**INTEROFFICE MEMORANDUM**

---

---

**TO:** Dr. William A. Barnes, Superintendent of Schools  
**FROM:** Kelly J. Jones, Director of Human Resources  
**SUBJECT:** Teacher Recommendations  
**DATE:** September 4, 2024

---

I recommend the hiring of the following candidates for employment during the 2024-2025 School Year. Each candidate has the qualifications and certifications necessary for the recommended position.

Rachel Bullock	High School	ESL/Spanish
Kayla Nguyen	Hayes Intermediate	6 <sup>th</sup> Grade

KJJ

# · RACHEL R. BULLOCK ·

August 16, 2024

Application for Grand Ledge Public Schools, ESL/Spanish Teacher

To Whom it May Concern:

As a teacher with more than a decade of experience in K-12 public schools; specifically Spanish and ESL, I am excitedly applying for the ESL & Spanish teacher position. Both my Spanish and ESL degrees have prepared me perfectly. Truly, language learning is my passion and the entire basis of my teaching career. I love to teach students how languages fuel the fire for learning!

The students we teach are our future. In order to give them the best education possible, we need to be thoroughly prepared. During my time as a classroom teacher, I have served my students by not only teaching directly in the classroom, but also by working closely with colleagues and different departments to improve our curriculum and methodology. I have assisted colleagues in discovering innovative ways of delivering instruction to our students and assisted teachers in improving their own teaching methods.

For three years, I served as the Chair of the School Improvement Team at Gardner International Magnet School; a K-8 public school. A major function of this position was identifying areas needing improvement regarding curriculum, assessment, and professional development opportunities for the teachers in the school. During this time, I also led professional development for the staff in SIOP and improving instruction for language learners. Using data collected over the course of a school year, I worked with one other ESL teacher to create the district-wide English Learner Learning Targets and Learning Guides for K-8 in the Lansing School District. Upon completion of these guides, I presented them twice at the MABE Conference in Dearborn. My study abroad in Madrid, Spain also helped me hone my Spanish skills both linguistically and as a classroom teacher.

I have enjoyed a positive and collaborative relationship with the staff in my previous positions and that will be helpful when working within the Grand Ledge Public School District. My knowledge of the many facets of education and all it entails will be an asset to the district. Working with colleagues throughout the years during PLCs helped our students in the classroom and during state assessments because we were able to collaborate, create, and implement thorough, data driven plans. When it comes to professional development, I am always willing to learn new things. I enjoy observing how my colleagues teach and learning from them. Throughout my teaching career, I have become flexible in my approaches as new techniques, curriculums, and research become available. Participating in committees, whether at the school or district level is something I enjoy and look forward to. Preparing and leading professional development is also something I am willing to do.

My creativity when it comes to education is unmatched and I can assist in the creation of necessary tools and curriculum for classroom teachers and administrators. I took the initiative in 2019 to obtain my administration certification so I would be able to better help students. With my experience in all grades in the K-12 public school system, as well as preschool, I am well-versed in all the areas of education that make up the core of the system and the needs of current and future students.

The Grand Ledge community is a wonderful place, and I am thrilled about this opportunity. Truly, nothing excites me more than the idea of creating a safe, inclusive, and fun space for my students to learn. I have submitted my resume for you to review and I look forward to hearing from you. Thank you so much for your time and consideration.

Sincerely,



Rachel R. Bullock

# • RACHEL R. BULLOCK •

---

## **Related Experience**

---

### **Lead Teacher**

Wacousta Cooperative Preschool

August 2023 – Present

- Ages 2.5 to 5-years
- Full-day class of 12 students
- Play-based learning with integrated literacy and math
- Design and implement lessons based on Michigan learning standards

### **ESL (English as a Second Language) Teacher**

August 2018 – June 2021

Gardner International Magnet School, Lansing Michigan

- Grades K-8
- Taught full-day self-contained ESL class
- Implemented WIDA, Michigan State, and National Standards

### **ESL (English as a Second Language) Teacher**

August 2015 – July 2018

Henry H. North Elementary School, Lansing, Michigan

- Grades K-6
- Taught full-day pull-out ESL, self-contained ESL classes
- Implemented WIDA, Michigan State, and National Standards

### **ESL (English as a Second Language) Teacher**

August 2012 – June 2014

Tioga Central Middle School, Tioga Center, New York

Tioga Central High School, Tioga Center, New York

- Grades 5, 6, 10, 11, and 12
- Worked with students from various countries on English skills
- Implemented New York State and National Standards

### **Spanish Teacher**

August 2011 – February 2015

Tioga Central High School, Tioga Center, New York

- Grades 9, 10, and 11
- Created daily lesson plans and activities
- Implemented New York State and National Standards

### **Spanish Teacher**

January 2011 – June 2011

Ernie Davis Middle School, Elmira, New York

- Grade: 7
- Created daily lesson plans for Spanish
- Implemented New York State and National Standards

## **Certifications**

---

### **State of Michigan:**

- Spanish 6-12, Professional Certification (FF)
  - Certificate #: PF0000000866773
- English to Speakers of Other Languages K-12, Professional Certification (NS)
  - Certificate #: PF0000000866773
- School Administrator Certificate, Elementary & Secondary Admin K-12 (ES)
  - Certificate #: SA0000001012186

### **SIOP Trainer**

- Issued: June 2018, Certified trainer through Center for Applied Linguistics of SIOP

### **Adult and Pediatric First Aid/CPR/AED**

- Issued: August 31, 2023



## **Education**

---

**Path to Leadership, Administrator Certification Program** December 2018 – December 2019  
➤ Michigan Association of Secondary School Principals (MASSP)

**State University of New York College at Cortland** August 2011 – May 2013  
➤ Master of Science in Education: Second Language Education  
➤ Concentration: English as a Second Language  
➤ Graduation: May 2013

**State University of New York College at Cortland** August 2008 – December 2010  
➤ Bachelor of Arts: Adolescence Education: Spanish  
➤ Graduation: December 2010

## **Accomplishments**

---

**Professional Development Presenter** 2017-Present  
➤ SIOP Trainer for Teachers  
○ Ongoing Leader of SIOP Professional Development  
○ Lansing School District

**Conference Presenter** May 2017 & 2018  
➤ MABE 2018, “Literacy and Language in Action”  
○ Presented on behalf of the Lansing School District  
○ “Creating Attainable Learning Targets”  
➤ MABE 2017, “Literacy and Language in Action: A Call for Courageous Collaboration”  
○ Presented on behalf of the Lansing School District  
○ “Creating Attainable Learning Targets”

**Co-Producer** January 2016 - 2018  
➤ Created EL Learning Targets and Learning Guides for K-8  
○ Lansing School District ESL Steering Committee  
○ Implemented expertise and data to create guides for educators with ELs

**Teacher in Charge** 2018-2019  
➤ Performed duties of lead administrator upon their absence

## **Committees**

---

SIT (School Improvement Team)	Chair	2018-2021
ESL District Steering Committee	Member	2015-2021
Science Committee	Member	2018-2021
ELA Committee	Member, Co-Chair	2015-2021, 2017-2018
CRPBIS Committee	Member	2015-2018

## **Conferences**

---

NABE, Las Vegas, Nevada February 2020  
➤ Attended lectures and presentations to improve teaching

MACUL 2019, Detroit, Michigan March 2019  
➤ Attended lectures and presentations to improve teaching

MABE 2018, Dearborn, Michigan May 2018  
➤ Presented on behalf of the Lansing School District

TESOL 2018, Chicago, Illinois March 2018  
➤ Attended lectures and presentations to improve teaching

MABE 2017, Dearborn, Michigan May 2017  
➤ Presented on behalf of the Lansing School District

TESOL 2017, Seattle, Washington March 2017  
➤ Attended lectures and presentations to improve teaching

## **Language Proficiency**

---

Oral Proficiency Interview

September 2010

- Scored as “Intermediate High” Speaker of Spanish

## **Teacher Panel**

---

Michigan State University, Lansing Michigan

2017-2019

- Discussion of education laws and practices with MSU seniors
- Question and Answer Session with student teacher candidates

## **Study Abroad**

---

Program through Binghamton University, Binghamton, New York

June 2009 – August 2009

- Madrid, Spain and Paris, France
- Improved Spanish proficiency
- Participated in intensive language courses at the high intermediate and low advanced levels
- Attended trips to major historical and cultural sites
- Established rapport quickly with individuals in an unfamiliar environment

## **Coaching**

---

Cheerleading Coach

2012-2014

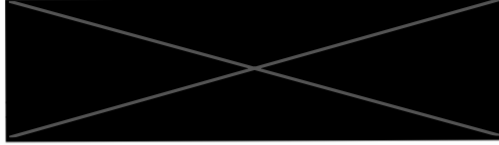
- Basketball Cheerleading Seasons
- Choreographed cheer and dance routines
- Attended all home basketball games

## **References**

---

Available upon request

Kayla Nguyen



August 20th, 2024

To whom it may concern:

I am interested in applying for your open 6th grade teacher position. I have had experience teaching 1<sup>st</sup>, 4<sup>th</sup>, and 6<sup>th</sup> grade in my six years of teaching which along with the education I have received from Michigan State University, the experiences I have had through the Teacher Education program there, and with being in my master's program at MSU as well has given me a deep understanding of the responsibilities and challenges of the educational realm. I am passionate about integrated science education, the successful education of English language learners and students of color, and am ready to bring that passion back to the classroom.

My first year teaching professionally was completed in June of 2019 as a sixth grade science and social studies teacher in Fowlerville, Michigan. I taught three sections of sixth-grade science, and one section of sixth-grade social studies, as well as a section of STEM exploration. I taught for a little over in a year in New York State as a first and fourth grade general studies teacher in a private school, and 6<sup>th</sup> grade science at a charter school. Upon returning to Michigan I was a long term substitute virtual teacher for fourth grade students in East Lansing, and was a sixth grade science teacher in Mason, MI for three years. I have been teaching in the world pre, during, and post COVID-19 pandemic, which has allowed me to develop and hone many skills including time management, technology skills, and online learning platforms.

I specialized in integrated science education during my undergraduate education at Michigan State University. During my yearlong internship, I was placed in a first-grade classroom at Delta Center Elementary. Through the teacher preparation program, I was also able to receive specialized professional development on the education of English language learning students in the general education classroom. This professional development gave me the opportunity to receive more intensive training as well on that material, which provided me with many strategies to implement in my classroom to ensure the success not only of English language learning students at all levels of English language development but all students. I have my Master of Arts in Teaching and Curriculum with a concentration in educational technology, which has allowed me to expand my understanding and knowledge of the use of technology within the classroom and how to utilize it in a growing digital world.

Thank you so much for your time and consideration for the position, and I look forward to discussing any questions and other qualifications of the job soon. I feel certain that I would contribute new ideas, perspectives from an educator, recent classroom experience and understanding, as well as be a strong team member. Please contact me via phone at (517)

or email

Sincerely,  
Kayla Nguyen

# Kayla Nguyen

## Credentials

Michigan Elementary Provisional Certificate  
K-5 All Subjects (K-8 All Subjects Self-Contained)  
K-8 Integrated Science (DI) May 2028

## Education

Master of the Arts in Teaching and Curriculum August 2023  
*Michigan State University, East Lansing, Michigan*

- Concentration in Educational Technology

Teacher Certification May 2018  
*Michigan State University, East Lansing, Michigan*

- Completed 12 graduated credits

Bachelor of Arts, Elementary Education May 2017  
*Michigan State University, East Lansing, Michigan*

- Teaching Major of Integrated Science

## Non-Education Experience

Associate Quality Analyst  
*Auto-Owners Insurance Company, Lansing, Michigan* April, 2024-Present

- Develop and execute test plans for newly developed on-line products.
- Communicate effectively with business analysts and developers to determine appropriate use and testing considerations for developed products.
- Troubleshoot bugs and other key issues within programs.

## Education Experience

Sixth Grade Science Teacher August 30, 2022-April 2024  
Mason Middle School  
*Mason Public Schools, Mason, Michigan*

- Engaged students in scientific discourse and learning through Amplify Science curricula
- Engaged students in scientific discourse, exploration, and learning through laboratory experiences
- Utilized NWEA, classroom assessments, and observational data to adapt and differentiate instruction
- Utilized NWEA, classroom assessments, and observational data to plan mathematics interventions
- Implemented classroom management strategies
- Built positive student/teacher relationships using *Capturing Kids Hearts* methods and PBIS standards in the classroom

Sixth Grade Self-Contained Teacher August 30, 2021-June 14, 2022  
Mason Middle School  
*Mason Public Schools, Mason, Michigan*

- Engaged students in scientific discourse and learning through Amplify Science curricula
- Engaged students in mathematical thinking and problem solving using Envision Math curricula
- Engaged students in worldly thinking and connecting their world to the rest of society using provided social studies curricula
- Engaged students in deeper level thinking and reading prompts using Study Sync curricula
- Implemented classroom management strategies
- Built positive student/teacher relationships using *Capturing Kids Hearts* methods and PBIS standards in the classroom

Fourth Grade Virtual Teacher-EduStaff Long Term Sub  
Glencairn and Pinecrest Elementary School  
*East Lansing Public Schools, East Lansing, Michigan*

February 22, 2021-June 4, 2021

- Engage 4<sup>th</sup> grade students in equitable online mathematics instruction
- Engage 4<sup>th</sup> grade students in equitable online literacy instruction
- Engage 4<sup>th</sup> grade students in equitable science and social studies instruction
- Build a virtual classroom community using *Capturing Kids Hearts* and a Restorative Justice approach

Sixth Grade Science Teacher and English as a New Language Teacher  
Rochester Academy Charter School  
*Rochester, New York*

August 30, 2020- November 9, 2020

- Adapted and facilitated science lessons using New York State NGSS science standards via hybrid and virtual only learning
- Implemented classroom management strategies
- Built positive student/teacher relationships using *Capturing Kids Hearts* methods and Restorative Justice practices in the classroom physically and virtually
- Met with students who identified as speakers of other languages and supported their English development in the classroom

First and Fourth Grade General Studies Teacher  
Derech HaTorah of Rochester

September 4, 2019- June 18, 2020

*Talmudical Institute of Upstate New York, Rochester, New York*

- Designed and taught 1<sup>st</sup> and 4<sup>th</sup> grade literacy, math, science and social studies lessons aligned with NYS standards
- Implemented individualized small group reading assessment and support in first and fourth grade
- Designed and taught STEM centered science lessons for 1<sup>st</sup> and 4<sup>th</sup> grade aligned with Next Generation Science Standards and NYS standards
- Adapted tasks from the given curricula to be more engaging and socially equitable
- Applied classroom management strategies from *Capturing Kids Hearts* to build positive classroom environment

Sixth Grade Science Teacher

Fowlerville Junior High

August 27, 2018-June 7, 2019

*Fowlerville Community Schools, Fowlerville, Michigan*

- Adapted and facilitated science lessons using American Modeling Teachers Association curriculum
- Adapted social studies tasks from the given curriculum to be more engaging, socially equitable, and meaningful for all students
- Implemented classroom management strategies
- Built positive student/teacher relationships using *Capturing Kids Hearts* methods and PBIS standards in the classroom

Michigan State University Student Teaching

Delta Center Elementary School, First Grade

August 2017-April 2018

*Grand Ledge Public Schools, Lansing, Michigan*

- Designed and taught literacy, math, social studies, and science lessons
- Adapted tasks from the given curriculum to be more engaging and socially equitable
- Learned and applied classroom management strategies from *Capturing Kids Hearts*
- Facilitated daily routines in the classroom
- Member of the Positive Behavioral Interventions & Supports team

### Skills Profile

Proficient in:

- Google Suite
- Zoom
- Screencastify
- Microsoft Office
- Adobe Products
- Microsoft Teams



## ACTION ITEM C

### C. Approval of Instant Language Assistant (ILA) Roam Device Purchase

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the purchase of 44 ILA Roam devices in the amount of \$109,956.00, as presented.

**TO:** Dr. Bill Barnes, Superintendent  
**FROM:** Julie Waterbury, CFO  
**DATE:** September 9, 2024  
**RE:** Instant Language Assistant (ILA) Roam Device Purchase

**Recommendation:**

I recommend the Grand Ledge Public Schools Board of Education approve the purchase of 44 ILA Roam devices in the amount of \$109,956.00.

**Background Information:**

Administration is planning an afterschool program for English Language Learners and their families. As a part of this supplemental program, we would like to purchase ILA devices to be utilized in the delivery of the academic lessons. The devices will assist our staff with overcoming the language barriers that exist with many of our English Language Learners.

The pricing for the ILA devices was obtained from the cooperatively bid OMNIA Partners contract #R191902. The price per device is \$2,499 with a total purchase price of \$109,956 for 44 devices.

The 2024-25 general fund budget includes up to \$600,000 for afterschool and summer school programming for Section 11t eligible students. English Language Learners are Section 11t eligible and as such, we will be utilizing this federal fund grant source for the ILA purchase.

# PRICE QUOTATION

## CARASOFT TECHNOLOGY CORP

11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190  
PHONE (703) 871-8585 | FAX (703) 871-8505  
WWW.CARASOFT.COM | SALES@CARASOFT.COM



**TO:** Julie Waterbury  
Chief Financial Officer  
Grand Ledge Public Schools  
USA

**FROM:** Amine Charrat  
Carahsoft Technology Corp.  
11493 Sunset Hills Road  
Suite 100  
Reston, Virginia 20190

**EMAIL:** waterburyj@glcomets.net

**EMAIL:** Amine.Charrat@carahsoft.com

**PHONE:** (540) 658-6000

**PHONE:** (571) 590-6028

**TERMS:** OMNIA EDU contract: R191902  
Term: April 30, 2025  
FTIN:52-2189693  
Shipping Point: FOB Destination  
Credit Cards: VISA/MasterCard/AMEX  
Remit To: Same as Above  
Payment Terms: Net 30 (On Approved Credit)  
Sales Tax May Apply

**QUOTE NO:** 49855934  
**QUOTE DATE:** 09/06/2024  
**QUOTE EXPIRES:** 10/06/2024  
**RFQ NO:**  
**SHIPPING:** GROUND  
**TOTAL PRICE:** \$109,956.00  
**TOTAL QUOTE:** \$109,956.00

LINE NO.	PART NO.	DESCRIPTION	QUOTE PRICE	QTY	EXTENDED PRICE
1	ILAROAMC6-24-3-756	Includes two 6" fully managed hardware units, charging accessories, 3 years of unlimited AI service for all room types, software updates, a 1-year limited warranty, and basic customer support. TranslateLive LLC - ILAROAMC6-24-3	\$2,499.00	COOP 44	\$109,956.00
<b>SUBTOTAL:</b>					<b>\$109,956.00</b>
<b>TOTAL PRICE:</b>					<b>\$109,956.00</b>
<b>TOTAL QUOTE:</b>					<b>\$109,956.00</b>

Any order placed against quote subject to Terms and Conditions found here:  
<https://www.translatelive.com/ila-terms-and-conditions/>



# OMNIA<sup>®</sup>

PARTNERS



## Technology Product Solutions and Related Services Executive Summary

**Lead Agency:** Cobb County, GA

**Solicitation:** 23-6692

**RFP Issued:** August 26, 2022

**Pre-Proposal Date:** September 14, 2022

**Response Due Date:** October 13, 2022

**Proposals Received:** 18

**Awarded to:** **carahsoft**

**Contract #:** 23-6692-01

The Cobb County Purchasing Department issued RFP 23-6692 on August 26, 2022, to establish a national cooperative contract for Technology Product Solutions and Related Services.

The solicitation included cooperative purchasing language in **National Contract** section as stated below:

*“Cobb County, GA, as the Principal Procurement Agency, defined in Attachment A, has partnered with OMNIA Partners, Public Sector (“OMNIA Partners”) to make the resultant contract (also known as the “Master Agreement” in materials distributed by OMNIA Partners) from this solicitation available to other public agencies nationally, including state and local governmental entities, public and private primary, secondary and higher education entities, non-profit entities, and agencies for the public benefit (“Public Agencies”), through OMNIA Partners’ cooperative purchasing program. Cobb County, GA is acting as the contracting agency for any other Public Agency that elects to utilize the resulting Master Agreement. Use of the Master Agreement by any Public Agency is preceded by their registration with OMNIA Partners (a “Participating Public Agency”) and by using the Master Agreement, any such Participating Public Agency agrees that it is registered with OMNIA Partners, whether pursuant to the terms of a Master Intergovernmental Cooperative Purchasing Agreement, a form of which is attached hereto on Attachment A, or as otherwise agreed to. Attachment A contains additional information about OMNIA Partners and the cooperative purchasing program”.*

Notice of the solicitation was sent to potential offerors, as well as advertised in the following:

- Cobb County Purchasing website
- OMNIA Partners website
- USA Today, nationwide
- Arizona Business Gazette, AZ
- San Bernardino County Sun, CA
- Honolulu Star-Advertiser, HI
- The Herald-News – Will County (IL)
- The Advocate – New Orleans, LA
- The New Jersey Herald, NJ
- Albany Times Union, NY
- Daily Journal of Commerce, OR
- The State, SC
- Deseret News, UT
- Richmond Times-Dispatch, VA
- Seattle Daily Journal of Commerce, WA
- Houston Community Newspapers, TX
- Helena Independent Record, MT
- Las Vegas Review-Journal
- Kennebec Journal/Morning Sentinel, ME

Socio-economic Outreach: To encourage participation of small businesses, minority owned businesses and women owned businesses were notified of the Request for Proposal

On October 13, 2022, proposals were received from the following offerors:

- Alegna Technologies, Inc.
- SHI International Corp.
- Carbyne, Inc.
- Insight Public Sector, Inc.
- Audio Enhancement, Inc.
- Emergent, LLC
- Govconnection, Inc. dba Connection - Public Sector Solutions
- Iron Bow Technologies, LLC
- DLT Solutions, LLC
- Vertosoft, LLC
- Presidio Networked Solutions, LLC
- Virtual Technologies Inc.
- CDW Government LLC
- Carahsoft Technology Corporation
- Vurkada, Inc. Fiscal Note Inc.
- AGParts Worldwide Inc.
- Virtucom, Inc.

The proposals were evaluated by an evaluation committee. Using the evaluation criteria established in the RFP, the committee elected to enter into negotiations with **Carahsoft Technology Corporation** and proceeding with contract award upon successful completion of negotiations.

Geographic Preferences: Cobb County included a geographic preference, but it did not impact the score for the national award.

The Cobb County, GA, OMNIA Partners and Carahsoft Technology Corporation successfully negotiated a contract, and the Cobb County executed the agreement with a contract effective date of May 1, 2023.

Contract include: A robust catalog of manufacturer, services, and reseller partners. Supplier provided federal funds certifications which are available on the OMNIA Partners website for review.

Diversity Certification: Carahsoft maintains a vast ecosystem of partners of various socioeconomic classifications, including resellers, systems integrators, and service providers. Partner network includes a very diverse group with varying specializations, credentials, product lines, and business types, including over 700 Small Businesses

Term:

Initial thirty-six-month agreement from May 1, 2023 through April 30, 2026 with the option to renew two (2) additional one-year periods through April 30, 2028.

Pricing/Discount:

Various percentage discount off vendor partner list price. Refer to separate discount schedule.

OMNIA Partners website:

[Carahsoft Technology Corp. Cooperative Contract | Contract Documentation \(omniapartners.com\)](#)

Carahsoft - Contract # R191902  
Educational Software and Value-Add Partners

Manufacturer	Discount off List
The New Push, LLC	2.00%
The Sanborn Map Company, Inc.	2.00%
The Tomorrow Companies, Inc.	2.00%
The Wire Digital, Inc. dba WireScreen	2.00%
Thentia	0.50%
Thetus	2.99%
think-cell Software GmbH	2.00%
Thinkst Applied Research (Pty) Limited	2.00%
ThinLaunch Software LLC	2.62%
Thought Stream LLC, d/b/a Bluescape	2.00%
Threatblockr, Inc.	2.00%
ThreatDown, powered by Malwarebytes	2.00%
ThreatLocker	0.50%
Throughline	2.00%
Thycotic	0.50%
TIBCO Software Federal Inc.	25.00%
TimeTrade	0.50%
Tintri	0.27%
TLUX Technologies Limited	2.00%
To A Finish LLC	2.00%
TonicAI, Inc.	2.00%
Torch Research, LLC dba Torch.AI	2.00%
TouchShare	0.00%
Traction on Demand	0.50%
TrainCy, LTD	2.00%
TranslateLive, LLC	2.00%
TransPerfect Translations International, Inc.	2.00%
TransUnion	8.16%
Trellis Data USA, Inc.	2.00%
Trellix Public Sector, LLC	2.00%
Tricentis	2.00%
Trimble Inc.	2.00%
Trinity Cyber LLC	0.50%
Tripwire Maintenance and Services	2.00%
Tripwire Tier 1	0.00%
Tripwire Tier 2	3.06%
Tripwire Tier 3	12.00%
True Elements	2.00%
True Zero Technologies, Inc.	2.00%
Trusona, Inc.	2.00%
Trusted Data Solutions, LLC	2.00%
TrustLayer, Inc.	2.00%
Trustwave	9.00%
TTEC Government Solutions, LLC.	2.00%
TTech Inc. dba AIRIA	2.00%
Tufin	2.00%
Tungsten Automation	1.00%
Turing Video, Inc.	2.00%
Twilio	1.60%
Two Six Labs, LLC dba Two Six Technologies	2.00%
TyGR LLC	0.50%
Typesafe	23.18%
UberEther, Inc.	2.00%
UC innovation Inc	0.50%
Udacity, Inc.	0.50%
Udemy, Inc.	20.00%
UiPath	2.00%
Unit4 Business Software Inc.	0.50%
Unqork, Inc.	2.00%
Unstructured Technologies, Inc.	2.00%
UpGuard, Inc.	2.00%



## ACTION ITEM D

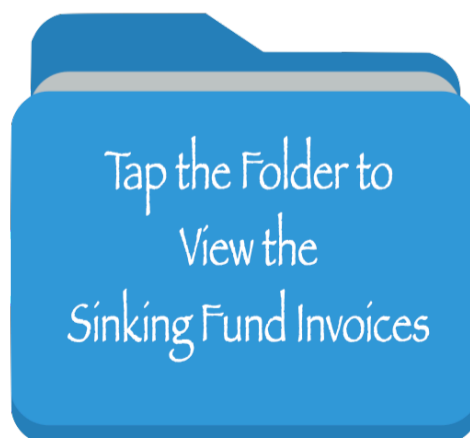
D. Receipt of FOIA Appeal



## ACTION ITEM E

### E. Approval of the Payment of Sinking Fund Invoices

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Payment of Sinking Fund Invoices in the amount of \$113,710.55, as presented.

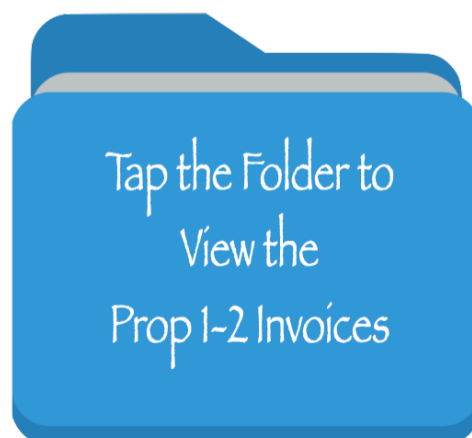




## ACTION ITEM F

### F. Approval of the Payment of Proposal 1, Series 2 Bond Invoices

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 1, Series 2 Bond Invoices in the amount of \$1,736,822.25, as presented.





## ACTION ITEM G

### G. Approval of the Payment of Proposal 1, Series 3 Bond Invoices

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 1, Series 3 Bond Invoices in the amount of \$2,085,691.54, as presented.

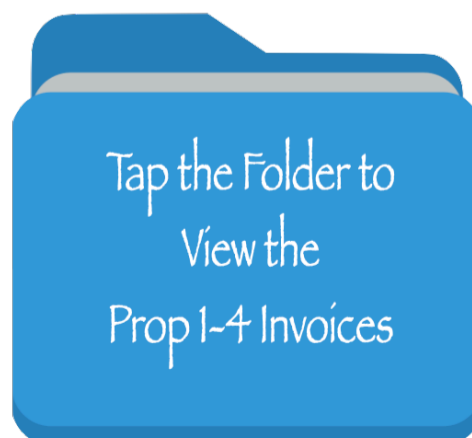




## ACTION ITEM H

### H. Approval of the Payment of Proposal 1, Series 4 Bond Invoices

**PROPOSED MOTION:** I move the Grand Ledge Public Schools Board of Education approve the Payment of Proposal 1, Series 4 Bond Invoices in the amount of \$9,675.56, as presented.







## ACTION ITEM I

### I. Selection of Candidate to Fill Board Vacancy

Four (4) Letters of Interest were received for the open Board of Education Trustee position.

- Brenton Bell
- Coban Holmes
- Tim Marsh
- Kristin Wangelin

The President will seek nominations for candidate interviews.

Member	_____	Nominates	_____
Member	_____	Nominates	_____
Member	_____	Nominates	_____
Member	_____	Nominates	_____

**August 30, 2024**

**Grand Ledge Public Schools  
Administration Building  
220 Lamson Street  
Grand Ledge, Michigan 48837**

**Grand Ledge School Board:**

**I am applying for the vacancy position for the Grand Ledge School Board.**

**I meet the criteria of being a qualified candidate for this position. I am a 2024 graduate student at Grand Ledge High School. Therefore, I have firsthand knowledge of what is happening with our students, teachers and working personnel of the Grand Ledge School system. My reputation stands solid with these people which makes me the most qualified person for the position.**

**Enclosed is my resume which includes my activities as a student, my work experience, and my involvement with my local church and community.**

**Enclosed are letters of recommendation supporting me as the most qualified person for this position.**

**I know I can make a difference in this position as I care about my Grand Ledge community family, especially the schools, the students and teachers.**

**Thank you for your consideration of me for this position.**

**Sincerely,**

**Brenton Bell**

# RESUME

BRENTON BELL

[REDACTED]  
[REDACTED]  
Lansing, Michigan 48917  
[REDACTED]

## Grand Ledge School Education:

Attended Head Start Program at Neff Elementary School in 2010-2012 for my kindergarten and first year. Attended Delta Center Elementary School from 2012-2018. Attended Hayes Middle School from 2018-2020. Finally, I attended Grand Ledge High School from 2020-2024.

## School Involvement:

**LINKS Program (2012-2018):** I was a friend and mentor to autistic students. It gave me an opportunity to spend time with them; listening to their needs and helping them to overcome obstacles and then help them to be active and involved students.

**Suicide and Prevention Club (2018-2020):** I was the founder and President of the Hayes Middle School Suicide and Prevention program. I wrote a paper on suicide in one of my classes and I was asked to form this club to help students. I organized and planned the meetings. This club encouraged students affected by suicide to attend and discuss their situations in a safe environment and this resulted in many of them leading more productive lives. I won the Everson Guild Award (2018-2019) for creating this program and its success it was happening with these students.

**Student Council (2020-2021):** I represented the students as I best I could as my tenure was during the time of the covid crisis. I stayed involved with the students on a limited basis.

**Turning Point USA (2023-2024):** I was the President and founder of the Grand Ledge Chapter of this organization. The purpose of the organization is to inform the students of their constitutional rights and the importance of voting. Therefore, we registered students so they could vote in elections.

**Election of the 2022 Grand Ledge School Board:** I was actively involved and supported people running for the Grand Ledge School Board. I was involved in the social media, talked with the citizens in various venues, and spoke at the school board meetings.

### **College Education:**

Beginning August 26, 2024, I began my college education program at Great Lakes Christian College located at 6211 West Willow Highway, Lansing, Michigan, 48917. My double majors are Pastoral Ministry and Bible Theology. These majors will result in an MBA degree.

I am attending Great Lakes Christian College as I want to continue my local community involvement and my connections with my community family.

### **Professional Work Experience:**

I help the community citizens through landscape and mechanical work. While these work areas do not involve an actual job with pay, it gives me an opportunity to help my community family in their time of need.

### **Community Involvement:**

I volunteer at Believers' Church, Eagle, Michigan, as I am a member. I am a youth leader, so I mentor our young people.

I am politically involved in the Grand Ledge area as I want to improve my community and help our citizens. As a young person of the Grand Ledge community, my perspective offers great insight to make improvements in these areas. It is an honor to serve.

Grand Ledge School Board  
220 Lamson St  
Grand Ledge, MI 48837

Dear Members of the Grand Ledge School Board:

Thank you for your service to the Grand Ledge schools, the parents, and all the citizens of our community. It is my honor to serve alongside all of you, and to partner together for the best education Grand Ledge can offer. Therefore, it is my recommendation to consider Brenton Bell, graduate of Grand Ledge High School, 2024, for the position of Interim Grand Ledge School Board Member.

Since we do not currently have a recent Grand Ledge High School graduate, I think it is a rare opportunity to find someone of his caliber and willingness to serve in this capacity. Additionally, he is committed to improving Grand Ledge schools, working together with current board members, and has the experience of the current state of the school culture and curriculum.

I have hardly seen such an intelligent, hardworking, and service-minded person of this younger generation! Therefore, I highly recommend him to the Grand Ledge School Board, and hope you will appoint him to this interim position.

Thank you!

State Representative Gina Johnsen



September 2, 2024

Grand Ledge School Board  
Administration Building  
220 Lamson Street  
Grand Ledge, Michigan 48837

Grand Ledge School Board:

My name is Jan Seeger. I have lived in the Grand Ledge School District for over 30 years. My husband and I raised our children in the Grand Ledge and Eagle community, and they attended the Grand Ledge Schools.

Prior to my retirement, I was a government employee for over 38 years. I dedicated my life in serving the Michigan citizens. I did it with integrity and commitment to make Michigan a great state to live in. Some of my accomplishments include public hearings, promoting reward and recognition programs for our employees, serving as administrative support staff member, customer service representative and a paralegal in state government.

I am recommending Brenton Bell to serve as an interim Grand Ledge School Board member. I have seen this young man in action. He has lived in the Grand Ledge community all his life. He is the heartbeat for the students, the parents, and teachers of Grand Ledge. His relationship with the community is beyond anyone's expectations. He cares and promotes what is right and best for his community, especially his fellow students.

Now Brenton Bell is running for the Grand Ledge School Board in the 2024 election. Many of our community members, including myself, support him for this position as we know Brenton can make a difference.

In the meantime, due to this interim position opening on the school board through December, it will allow the community to see Brenton in action. He will serve the community and make decisions promoting what is best for the students, the parents, the teachers, and the Grand Ledge community.

I am asking you to do what is best for our community and the Grand Ledge Schools by appointing Brenton Bell to this temporary position on the school board.

Respectfully Submitted

Jan M. Seeger

# COBAN HOLMES

  
Grand Ledge, MI 48837  


Grand Ledge School Board  
c/o Kim Manning  
220 Lamson Street  
Grand Ledge, MI 48837

Dear Board Members,

I am excited to apply for this partial-term board position. I have lived in the Grand Ledge school district for 10 years and have two children who are Comets.

While my career is in IT, public education is something I have cared deeply about since I was a student working as a volunteer with the technology staff in my district. I believe public education is the cornerstone of a strong community like ours. I'm married to someone who has dedicated their career to public education, and I follow issues important to public education.

In my 18-year career, I have held multiple positions focusing on different areas of information technology. I know the technological portion of my experience is not the most applicable to this role, however I have also worked on many initiatives that required skills which are more relevant.

As the lead administrator for our collaboration platform Slack, I support about 3,500 users across multiple divisions and affiliated companies. These users all have diverse needs and backgrounds that must be considered when making policy decisions. This role also requires community moderation, which means I have helped manage disputes and coach people on productive communication techniques.

I also serve on the leadership team that sets direction for the Claims Systems Department. The leadership team works on long-term resource planning, managing divisional priorities, and providing updates to stakeholders. We frequently find creative ways to manage competing priorities and determine the best course of action.

I know the importance of public schools. I know how it has impacted my life and the lives of my children. I hope I will be able to serve my community and help Grand Ledge continue to support students and families.

Sincerely,



Coban Holmes

September 3, 2024

# COBAN HOLMES

Grand Ledge, MI 48837

## APPLICATION INFRASTRUCTURE ENGINEER

I'm an empathetic listener who builds welcoming communities.

## EXPERIENCE

### Auto-Owners Insurance Company

#### Application Infrastructure Engineer – Claims Systems

May 2006 – Current

I lead the infrastructure team for Claims Systems, which focuses on server administration, automation, troubleshooting, and communication. I proposed and got approval to host company sponsored game days twice a year. These events give employees a fun way to meet new people, make relationships, and strengthen our community while playing board and video games.

- Team Lead
- Server administration
- Proactive problem solving
- 24-hour support
- Collaboration and Communication

### Collaboration Platform Administrator

Jan 2016 – Current

I am the lead administrator and content moderator of our collaboration platform Slack. I started on this project with a small team that evaluated multiple competing products before proposing the purchase of Slack to the executive team. The platform now has over 3,500 users across multiple divisions and affiliated companies.

- Lead administrator
- Community moderation
- Developed training program
- Lead training for all users
- End user support

### Claims Systems Leadership

Dec 2011 – Current

I serve as one of the members of a leadership team that sets direction for the larger team keeping track of division-wide goals and updating stakeholders of progress.

- Project planning
- Stakeholder communication
- Team building
- Feedback loops

## SKILLS

- Data analysis
- Collaboration
- Problem solving
- Meeting facilitation
- Engaging in critical conversations
- Adaptable teamwork
- Long-term project planning
- Community outreach
- Solution evaluation



# COBAN HOLMES

  
Grand Ledge, MI 48837  


Grand Ledge School Board  
c/o Kim Manning  
220 Lamson Street  
Grand Ledge, MI 48837

Dear Board Members,

As requested in the board vacancy announcement, this letter is to affirm that I am eligible to be a member of the School Board. I am a registered school elector in the Grand Ledge School District. I have lived at the address above for the last nine years. I have not been convicted of a felony. I am not employed by Grand Ledge Public Schools.

Sincerely,



Coban Holmes  
September 3, 2024

Timothy Marsh



Grand Ledge, MI 48837



September 3, 2024

Nicole Shannon

President

Grand Ledge Public Schools Board of Education

220 Lamson St.

Grand Ledge, MI 48837

September 3, 2024

Dear President Shannon,

I am writing to express my interest in the vacancy on the Grand Ledge Public Schools Board of Education. I am eager to contribute to the ongoing success and growth of the schools.

I believe that my past experience as a member of the Grand Ledge Public Schools Board of Education, along with my strong community connections would be a benefit. My past experiences with school bond issues, along with being an owner representative on military construction projects, would also be of value. I also wish to emphasize that I am not looking for anything other than an "interim" position, I would fill the current opening until after the November elections.

Enclosed is my resume, which provides further details about my qualifications and experiences. I am eager to discuss how my background, skills, and enthusiasm align with the needs of the Board.

Sincerely,

Timothy Marsh



# TIMOTHY MARSH



Grand Ledge, MI 48837

## Summary

---

Experienced professional with a strong background in technology-related roles. Proficient in software development, system administration, and technical support. Skilled in problem-solving and optimizing performance. Capable of managing projects and collaborating effectively with teams. Committed to continuous learning and staying current with industry trends to contribute to organizational success.

## Skills

---

- Policy Implementation
- Decision-Making
- Process Improvement
- Cross-Functional Teamwork
- Work Planning and Prioritization
- Performance Improvement
- Performance Evaluations
- Management Support

## Experience

---

Playmakers | Okemos, MI  
**Associate**

07/2011 - 07/2022

- Managed the installation, configuration, maintenance, and troubleshooting of network systems.
- Monitored system performance and identified areas for improvement.
- Provided technical support to end users on a variety of issues.
- Trained staff members on various aspects of computer usage and software applications.
- Identified opportunities for cost savings through improved efficiency in IT processes.

Michigan Army National Guard | Grand Ledge, MI

**Senior Aircraft Maintainer**

01/2006 - 06/2011

- Senior enlisted adviser to the Deputy Chief of Staff for Aviation and Safety
- Prepared detailed reports summarizing progress made towards meeting objectives set forth by senior U.S Army leadership.
- Assisted in developing policies and procedures for Aviation Safety.
- Monitored performance metrics related to U.S. Army flying hour programs.
- Coordinated implementation of new technological tools to improve aircraft maintenance tracking and documentation.
- Analyzed maintenance expenditures and developed financial models for future budgets.

Army Aviation Support Facility | Grand Ledge, MI

**Aircraft Maintenance Supervisor**

06/1993 - 06/2011

- Managed large-scale maintenance program for aircraft.
- Determined schedules, sequences and assignments for work activities, based on priority, quantity of equipment and personnel skill.
- Implemented onsite safety protocols and procedures and properly trained team members on prevention measures.
- Established and enforced clear safety policies to protect workers from injury.
- Coordinated efficient maintenance schedules to keep systems running at peak levels.

- Established preventative maintenance programs designed to reduce costly repairs by identifying potential issues before they occur.
- Developed and implemented aircraft maintenance procedures to ensure compliance with airworthiness regulations.

Grand Ledge Public Schools | Grand Ledge, MI

**Board of Education Member**

01/1993 - 06/2001

- Advocated for educational excellence for the community's youth and put their interests first.
- Monitored the district's performance to ensure it meet its established goals in terms of academics, finances, and operations.
- Worked with community leadership of Strategic Planning Committee to ensure passage of GLPS Bond in 1994.

## Education and Training

---

Lansing Community College | Lansing, MI

Applied Technology

04/1991

## Military Service

---

- U.S. Navy March 1972 – June 1976
- U.S. Army National Guard June 1976 – November 2004, November 2005 – June 2011
- U.S. Army Operation Iraqi Freedom Nov 2004 – Nov 2005

## Activities

---

- MHSAA Registered Official Swimming & Diving, Cross Country Track & Field

## Accomplishments

---

- U.S. Army Meritorious Service Medal
- U.S. Army Humanitarian Service Medal
- "Eddy Award" in Non-Coaching Category Honor Roll of Champions Track & Field Committee
- "Grant - Averill Award" Michigan Interscholastic Track Coaches Association

## Certifications

---

- FAA Airframe & Powerplant Mechanic
- U.S. Army Aircraft Accident Investigation

## Volunteer Activities

---

- Volunteer Michigan State University Track & Field, Cross Country
- Volunteer Greater Lansing Cross Country Championship
- Volunteer Greater Lansing Honor Roll Track & Field Meet
- Volunteer Grand Ledge Swimming & Diving
- Volunteer Grand Ledge Track & Field
- Volunteer Grand Ledge Musical Theater

Timothy Marsh

[REDACTED]

Grand Ledge, MI 48837

[REDACTED]

[REDACTED]

September 3, 2024

Nicole Shannon

President

Grand Ledge Public Schools Board of Education

220 Lamson St.

Grand Ledge, MI 48837

September 3, 2024

Dear President Shannon,

I am writing to confirm my eligibility for the Board Vacancy on the Grand Ledge Public Schools Board of Education.

My current address is [REDACTED] Grand Ledge, MI 48837, which is within the Grand Ledge Public Schools boundary. I have resided at this address for the last 18 years.

Additionally, I am not on the Grand Ledge Public Schools payroll.

Sincerely,

Timothy Marsh



Kimberly Manning <manningk@glcomets.net>

---

## GLPS Board of Education Vacancy Application

1 message

---

Kristin Wangelin <

Thu, Sep 5, 2024 at 6:10 AM

To: "manningk@glcomets.net" <manningk@glcomets.net>

Kristin Wangelin

  
Lansing, MI 48917

September 5, 2024

Grand Ledge Public Schools  
Attn: Board of Education  
220 Lamson St.  
Grand Ledge, MI 48837

Dear Grand Ledge Public Schools Board of Education:

I would like to express my interest in serving to fill the current partial-term vacancy through December 31, 2024. My family has been in Delta Township and part of the Grand Ledge Public School system since 2013. I am a former educator and have assisted children, teenagers, and adults in multiple educational settings in both public and private environments. I have worked with individuals at all ends of the educational spectrum and have continuously desired for each student to achieve his or her potential. As a mom of four, I have personally experienced Grand Ledge Public Schools' care and instruction for my broad spectrum of children, including phenomenal services in Special Ed for my daughter with special needs and multiple advanced classes and opportunities for my two sons at the high school. My youngest daughter is currently in 8<sup>th</sup> grade at Our Savior Lutheran and will be at the High School Fall of 2025. If the Board believes my skills and experience would be a good fit to fill the vacancy, I would be honored to serve.

Please find attached my resume and letter of eligibility.

Thank you,

Kristin Wangelin

---

### 2 attachments

 **Kristin Wangelin\_resume.pdf**  
65K

 **Eligibility Letter\_GLPS Board.pdf**  
60K

## Kristin J. Wangelin

Lansing, MI · 

.....

### CURRENT PROFESSIONAL EXPERIENCE

Ritt's Done Right Construction, DeWitt, Michigan

Office Manager & Designer

Manage office needs, coordinate client care, monitor project progression, design additions to blend client desires and function, clerical work, billing

### EDUCATION

Webster University, St. Louis, Missouri

M.A.T. in Communication Arts, 2007

Emphasis in Foreign Language (Spanish)

Concordia University, Ann Arbor, Michigan

B.A. Secondary Education, *summa cum laude*, 2002

Mathematics Major, Spanish Minor, Lutheran Teacher Diploma

### ADDITIONAL PROFESSIONAL EXPERIENCE

Lansing Community College, Lansing, Michigan

Adjunct Instructor, Developmental Mathematics, 2017-2022

Taught Developmental Mathematics classes in person and virtually, assisted students in achieving success in mathematical concepts, provided an educational environment that fostered learning at a collegiate level for students who struggled in mathematics

The Learning Concern Tutoring Center, Grand Ledge, Michigan

Elementary and High School Tutor, 2014-2018

Tutored individual students with behavior and/or emotional impairment, provided support for both students and parents during stressful school transition times, and tutored traditional students in various subjects.

EDUStaff, Grand Ledge Public Schools, Grand Ledge, Michigan

Substitute Teacher, 2015-2017

Substitute taught for elementary and secondary teachers and specialists.

Rishel Middle School, Denver Public Schools

7<sup>th</sup> & 8<sup>th</sup> Grade Mathematics Teacher, English Language Acquisition (ELA), 2005-2006

Provided mathematics instruction in a Spanish and English setting for students whose native language was Spanish, worked on the school's ELA team to assess students' language skills and their readiness for transition into English-only classes.

Frankfurt International School, Frankfurt, Germany

Substitute Teacher, 2004-2005

Taught in a multicultural setting at both the elementary and upper school campuses, substituting for general education and specialist teachers in grades 2-5, and Spanish and Mathematics in grades 7-12.

Lutheran High School North, St. Louis, Missouri

Spanish & Mathematics Teacher, 2002-2004

Developed and implemented an overall course structure for the Spanish II, III, and IV curriculum, taught one math class a semester (Geometry, Algebra I), coached freshmen volleyball, and coordinated the school's dance team.

## **RELATED EXPERIENCE**

Michigan Advisory Board for COFA (Christian Outreach for Africa)

Member 2021-present, Chairperson 2022-present

Assist the COFA Board in direction for funding, prioritizing projects, and financial sustainability at a multi-site Christian ministry that includes several churches, schools, an orphanage, and a health clinic based in Middelburg, South Africa.

Stay-at-home Mom, 2006-2014

Cared for our four children and managed our household.



Kristin Wangelin



Lansing, MI 48917

September 4, 2024


Grand Ledge Public Schools

Attn: Office of the Superintendent

220 Lamson St.

Grand Ledge, MI 48837

Dear Dr. Barnes and the Grand Ledge Public Schools Board of Education:

This letter serves to provide affirmation of eligibility to serve on the Grand Ledge Public Schools Board of Education. My residence,  Lansing, MI 48917 is within the Grand Ledge Public Schools District, and I am not on the district payroll. Thank you for considering me to serve in this capacity.

Sincerely,

Kristin Wangelin



## ACTION ITEM I

### I. Selection of Candidate to Fill Board Vacancy

The Board President will officiate during the nomination process.

The President will ask three times for nominations for the position. The nominations will then be closed and an indication of support for each of the nominations will be requested. A nominee is elected by a majority vote of the board.

Member	_____	Nominates	_____	Vote:	_____
Member	_____	Nominates	_____	Vote:	_____
Member	_____	Nominates	_____	Vote:	_____



## OATH OF OFFICE

Kim Manning will administer the Oath of Office to the newly appointed Board Trustee.

I, **(insert name)**, do solemnly swear that I will support the Constitution of the United States and the Constitution of this State, and that I will faithfully discharge the duties of the office of Member of the Board of Education of Grand Ledge Public Schools according to the best of my ability.



## DISCUSSION ITEM

### A. Board Committee Assignments



## COMMENTS FROM STAFF & BOARD



## FUTURE TOPICS

- Board Audit Committee - Monday, September 23, 2024, 5:15 p.m., Room 111A
- Board Bond Committee - Monday, September 23, 2024, 5:30 p.m., Room 107
- Board Meeting - Monday, September 23, 2024, 6:00 p.m., Board Room



## ADJOURNMENT

Time: \_\_\_\_\_