

SALINE AREA SCHOOLS

BOARD OF EDUCATION

Special Meeting

Tuesday, August 19, 2025
Liberty School Board Room
6:30 pm



AGENDA

Mission

We, the Saline Area Schools, will equip all students with the knowledge, technological proficiency, and personal skills necessary to succeed in an increasingly complex society. We expect that our students, staff, and the Saline Community will share in these responsibilities.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting. Please note that students will be given priority to speak on any topic. The first public participation portion of the meeting will be limited to one-half hour (30 minutes) normally and limited to agenda items. A second public participation portion will be offered at the end of the agenda to allow for any other comment.

Individuals addressing the Board should take into consideration the rules of common courtesy. The public participation portion of the meeting cannot be used to make personal attacks against a Board Member, District Employee, or Student.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

4. ACTION ITEM

- A. **RECOMMENDED MOTION** to approve the 2025-27 Saline Education Association - Saline Board of Education Collective Bargaining Agreement

*Board of Education - Special Meeting
August 19, 2025*

- B. **RECOMMENDED MOTION** to receive and file the August 19, 2025 Human Resources Report

5. **PUBLIC COMMENT**

A member of the public may address the Board briefly, for up to three minutes, or request to be scheduled on the agenda of a future meeting.

STUDENTS

OTHER PUBLIC STAKEHOLDERS

6. **NEXT MEETING**

The next Board of Education Meeting will be held on August 26, 2025, at 6:30 PM.

8. **ADJOURNMENT**

RECOMMENDED MOTION ... to adjourn the Special Board of Education Meeting of August 19, 2025 at _____ PM.



TOPIC: Human Capital Recommendations

The following human capital changes, specifically new hires, are being presented to the Board of Education to receive and file:

NEW HIRES

<u>NAME</u>	<u>BLDG./DEPT.</u>	<u>ASSIGNMENT</u>	<u>STATUS</u>	<u>STEP</u>	<u>EFFECTIVE</u>
Kristin Morris	Pleasant Ridge	Paraeducator	New Hire	Step 1	20.Aug.2025
Constance Myers	Middle School	Resource Room Teacher	New Hire	MA15	20.Aug.2025
Susannah Golden	Harvest	Art Teacher	New Hire	BA1	20.Aug.2025
David Ringe	Operations	District Delivery Driver	New Hire	Step 1	20.Aug.2025
Edward Hennessey	Heritage	Paraeducator	New Hire	Step 5	20.Aug.2025
Meagan Houpt	Liberty	Registered Behavior Technician	New Hire	Step 2	20.Aug.2025
Kristen Lillemoen	High School	Science Teacher	New Hire	BA1	20.Aug.2025
Zachary Schwartzenberger	Middle School	Paraeducator	New Hire	Step 1	20.Aug.2025

RECOMMENDATION: That the Saline Area Schools Board of Education consents to the personnel report recommendations as presented.

SUSANNAH GOLDEN

Professional Experience

Office Manager

2016-current

Stempky Gardens/All Arbor Custom Fence

Saline, MI

- Responsible for all customer communication, which includes 10-15 calls and 30-40 emails per day
- Responsible for all HR and general administrative tasks, including employee payroll, invoicing, and accounts payable
- File and pay all quarterly and yearly taxes
- Coordinate scheduling and tasks with crew and customers through Google Drive

Administrative Assistant/Marketing Coordinator/Graphics and Design

2015-2016

Katherine's Catering

Ann Arbor, MI

- Responded to all donation requests and marketing inquiries through phone and email
- Responsible for weekly social media outreach through at least three posts per week on Instagram, Twitter, and Facebook
- Designed marketing brochures and fliers, as well as custom signage for events, such as weddings and fundraisers
- Maintained and edited main business website through WordPress
- Published monthly internal and external newsletters through MailChimp, with distribution numbers over three-thousand
- Translate marketing needs into focused and appealing advertisements using Adobe InDesign and Illustrator

Supervisor

2012-2014

Atwater's

Baltimore, MD

- Managed staff and delegated tasks among ten coworkers per shift
- Placed weekly orders with various suppliers

Manager

2010-2012

Good Samaritan Hospital, Courtyard Coffeeshop

Baltimore, MD

- Hired and trained all employees in customer service, barista skills, and food safety
- Planned menu and designed and created all signage, including a large menu board, coffee signs, and weekly chalkboards
- Implemented monthly promotional discounts and specials

Supervisor/Sales and Service, Marketing/Graphics Assistant

2001-2010

Zingerman's Delicatessen

Ann Arbor, MI

- Certified to teach *The Art of Giving Great Service* to new employees
- Managed up to twelve staff members per shift, delegating tasks while also ensuring customer satisfaction
- Designed sign layouts and hand-painted signs for promotional products and events

Education

University of Michigan

January 2025-current

M-ARC Candidate

Ann Arbor, MI

Michigan Interim Teaching Certification Awarded May, 2025

Eastern Michigan University

2015-2016

Bachelor of Science, Psychology and Communications

Ypsilanti, MI

Summa Cum Laude, GPA: 3.9/4.0

Towson University

2011-2014

Completed 78 credits toward a Bachelor of Arts, Elementary Education

Towson, MD

GPA: 3.9/4.0

Technical Skills

- Adobe InDesign
- Dropbox
- MailChimp
- Quickbooks
- Survey Monkey
- Adobe Illustrator
- Google Drive
- Microsoft Office Suite
- Social Media
- WordPress

Kristen Lillemoen

1845 Woodbury Drive, Ann Arbor, Michigan 48104

kristenlillemoen@gmail.com

(614) 512-6383

Objective

I am seeking a position as a science teacher in secondary education. It is my goal as an educator to prepare my students to be scientific thinkers for the rest of their lives through the use of authentic, engaging, and relevant instruction.

Education

The Ohio State University

August 2020 - May 2025

- Bachelor of Science in STEM Education
- Licensure in 6-12 Biology (DA) and 6-12 Earth/Space Science (DH)

Olentangy Academy: STEM

August 2016 - May 2020

- High School Diploma
- Biomedical Pathway

Skills

- Laboratory safety & procedures
- Laboratory technology
- Accommodation of different learning styles
- Lesson and assessment design
- Classroom management
- Word-processing software

Recognition

- Diana M. Hunn Service Award for Pre-Service Teachers (2025)

Experience

Student Teacher

Thomas Worthington High School | August 2024 - April 2025

- Taught three sections of STEM Biology (9th) and two sections of Forensics (11th and 12th)
- Created lessons that emphasized the development of research skills, critical thinking, and data interpretation
- Collaborated with a team of teachers across disciplines
- Participated in MTSS, IEP, and 504 plan meetings

Student Teacher

Ann Davis Middle School | January 2024 - April 2024

- Observed three sections of 8th grade science
- Attended whole staff and science team meetings

Student Administrative Assistant

Oxley's By the Numbers | January 2023 - May 2025

- Guided employee training, ensuring that all new hires were properly trained on procedures and safety protocols
- Processed and tracked invoices with attention to detail

Research Aide

Nationwide Children's Hospital | October 2020 - March 2024

- Ensured researchers had access to all of the materials necessary to complete their work:
 - Prepared liquid and solid culture media
 - Sterilized glassware and disposable materials

Constance Marie Myers

Objective

To obtain a k-12 special education position in a resource room, teacher consultant or a regular education classroom, that provides accommodations and modifications for students with special needs. Creating a classroom environment for all students to learn, further their level of thinking, learning and growth is what I hope to obtain. Also interested in providing extracurricular activities and athletic programming and interested to fill the role of a principal by successfully leading the school through building high performing teams, responsibly managing work and people, and enlisting others in the school vision.

Education

Master of Arts. K-12 Administration Eastern Michigan University April 2012

Bachelor of Science Education, April 2007 Western Michigan University, Kalamazoo, Michigan Major: Special Education K-12 Learning Disabilities and Emotional Impairments

Minor: Mathematics and Science

Michigan Professional Certificate: K-12 special education (emotional impairment, learning disabilities), K-8 science, K-8 elementary education

15 Credits Michigan Technological University toward a Masters in Earth Science

Professional Experience

Northwest Community Schools, Jackson MI

TC/ Resource Room Northwest High School July 2024- Current

Taught 9th-12th grade students in English and physics this past year. I had my own resource room and taught many students to work on organizational skills as well as helping them on their goals and objectives. Also co-taught in UB English and UB Physics this past year with students. Taught content areas and focused on implementing behavior plans, IEP goals and objectives, collaborated with teachers, developed schedules and social skills. Also writing IEP plans that are to the standards of the State's requirements. Focused on transition plans for the students as they were graduating.

Dexter Community Schools, Dexter MI

Beacon Elementary School- DEEC

TC/ Resource Room November 2021- June 2024

Taught all content areas PK-2nd grade as well as a teacher consultant and resource teacher. Focused on implementing behavior plans, IEP goals and objectives, collaborated with teachers,

developed schedules for teaching assistants, and social skills. Push and pull out services in the resource room and in the classroom.

Ann Arbor Public Schools, Ann Arbor MI

Self-Contained EI: August 2015-2018

TC/ Resource Room August 2018-November 2021

Taught all content areas to 3-8 th grade students in a self-contained emotional impaired classroom, as well as a teacher consultant and resource teacher (5-8th grade) according to the Common Core Standards. Focused on implementing behavior plans, IEP goals and objectives, collaborated with teachers, developed schedules for teaching assistants, and social skills. Served on the social committee, school improvement, Mind-up Committee, and Student Council advisor for middle school.

Middle School at Parkside: Jackson Public Schools, Jackson, MI

Self-Contained EI: August 2007-2015 Taught all content areas to 6 th , 7 th and 8 th grade students in a self-contained emotional impaired classroom, according to the Common Core Standards. Focused on implementing behavior plans, IEP goals and objectives, and social skills. Served on the school improvement team and as the Special Education Department Chair. Worked and implemented the IB (international Baccalaureate) units and ways of teaching. Also completed an internship in administration where I focused on school improvement, building committee, curriculum, facilitating the development, articulation implementation and stewardship of a vision of learning, promoting school culture, ensuring the management of the organization, operations and resources for a safe learning environment, collaborating with families and community members, and understanding technology to apply it to advance student achievement.

Northeastern Elementary: Kalamazoo Public Schools, Kalamazoo, MI

Intern Teacher: December 2006-April 2007 Taught all content areas to sixth grade students in a general education classroom. Administered DIBELS, curriculum based measurement, Read Naturally, and worked to accommodate students with learning disabilities in a general education setting. Part of the Urban Program through Western Michigan University.

Northeastern Elementary: Kalamazoo Public Schools, Kalamazoo, MI

Intern Teacher: August- December 2006 Taught all content areas to six students 4-6 th grade in a self-contained emotional impaired classroom, according to the Michigan Content Standards. Administered DIBELS, worked with students on their IEP goals and objectives, curriculum based measurements and followed through with students on behavioral plans for the individual students and whole class. Also provided a professional development for the staff on interventions in Special education.

Paw Paw High School: Paw Paw Community Schools, Paw Paw, MI

Pre-Intern Teacher: January-April 2006 Taught science, social studies, and English to high school students in inclusive and self contained classrooms. Worked with many students with learning disabilities, and helped the teachers make accommodations and modifications in the general education setting.

Mattawan Later Elementary: Mattawan School District, Mattawan, MI

Pre-Intern Teacher: January- April 2006 Taught math and science for 25 fifth graders and provided accommodations and modifications. Provided instruction for math and science with another pre-intern and demonstrated many co-teaching models. Practiced with the students inquiry based teaching and learning and integrated the schools curriculum within our lessons.

Richland Elementary School: Richland Community Schools, Richland, MI

Pre-Intern Teacher: August- December 2004 Taught in a kindergarten classroom and focused on assessing students to find out what level they are at. Worked with students on curriculum based measurement and progress monitoring over a set period of time.

Related Experience

Ann Arbor STEAM: Project Based Learning, EXPOs with students to display their work, Social Committee, Mind-Up Committee, Project Read, Fountas and Pinnell Benchmark Assessment.

Chelsea Community Education: WRAP camp Nature camp counselor and Director of Program. Organized a program for kids grades K-8th grade. Program planned with the Waterloo Discovery Center. Currently the director and continue to have camp in the summer.

Middle School at Parkside: School Improvement Team, Special Education Department Chair, Building Committee, Student Council Advisor, After School Teacher, Summer school Site coordinator and administrator. Filling in for administrators as teacher in charge, coordinating school events, organizing open house, mentor teacher, serving on curriculum selection for mathematics, and coordinating the MEAP/M-Step Schedule for special education. Student council supervisor, Be More Kind supervisor, organizer for talent show and School Dances and events.

City of Ann Arbor: Paraprofessional Worked at numerous summer school programs assisting students with all disabilities for summers from 2003- 2005. At Home paraprofessional and

Babysitter: Babysat for three children from August 1998 until present. One of the children was diagnosed with autism and I helped out at camps and summer programs that he attended.

Chelsea School District, Summer Counselor and Paraprofessional Worked for an outdoor summer camp for 8 years through Chelsea School District for kindergarten-Middle school and children with special needs. Took children on hikes, provided them with education about nature and provided many activities for them to do throughout the day. Also worked in a classroom for age's k-9th to receive extra summer school for students with many disabilities.

Blockbuster Video Worked as a manager from 2002-2008 providing customer service, leadership and management skills.

Additional Certifications:

Infant, child and Adult CPR and first aid

Nurtured Heart Training Non-Violent Crisis intervention training (1/23/15 to Current)

Bloodborn Pathogens

Reader's Apprenticeship

International Baccalaureate (IB trained)

Honors and Activities:

-School Leadership Team (2022- Current)

-School Collaborative Culture Committee (2022-Current)

-Student Council Advisor (2007-2021)

-Special Education Department Chair (2014-2015)

-Power of One Award (2014-2015)

-MITEP (Michigan Teachers Excellence Program) Student for Earth Science from Michigan Tech (2011-2014) -

Challenge Day School Coordinator 2006-2015

-Safe School Ambassador Co-Advisor

-Safe School Ambassador Co-Advisor 2012-2013

- You make a Difference Award 2009

- Urban Program-Western Michigan University Internship Program Dec 2006-April 2007

-Western Michigan University's Dean List- August 2003-2007

-Athletic Scholarship for Softball at Western Michigan University, August 2003-April 2006

-Who's Who among Students in American Universities and College Recipient, April 2006

Computer Skills

Microsoft Word, Excel, Power point, Internet Explorer, Dream Weaver, IPAD, SMART board software, Kid Pix Deluxe, Ipads, PowerSchool, Data Director, Elmo, Document Camera, Schoology. PowerSchool and Powerteacher. Assistive technology writing experience and use of apps on Apple and Android devices.

Hobbies and Interests

Athletics and coaching- softball, volleyball, and basketball, curriculum development classes, school improvement, student council and any other extra curricular activities for students.

Coaching Experience

Chelsea High School Junior Varsity Softball - 2023- Present

Junior Varsity coach for Chelsea high school starting in the Winter of 2023. Focus on the skills and development, provide opportunities for growth, a setting for teamwork, cooperation and sportsmanship. Girls focused on working together as a team and becoming better people while doing it. Attended the spring trip for softball with all the girls from the program all the way to Varsity to develop them to get ready for the season. Work toward a competitive team and season for all the girls.

Chelsea High School Freshman Volleyball- 2023- Present

Freshman volleyball coach for Chelsea high school starting in the fall of 2023. Focus on the skills and development, provide opportunities for growth, a setting for teamwork, cooperation and sportsmanship. Girls focused on working together as a team and becoming better people while doing it.

Michigan Classics Softball- 2021-Present

Head coach for 13U softball for 3 years. Coached girls ages 9-13 and worked on softball skills and development. Head of the Michigan Classics organization as the overall program director starting in 2023.. Working on developing the program, finding coaches, mentoring, helping to manage the teams, manage the social media and work on community outreach.

Chelsea Girls Volleyball Youth Recreation Coach- 2021-Present

Working with community education and the 5th-6th grade volleyball program to establish a program to develop young athletes with volleyball skills to prepare them for middle school volleyball and beyond. Coming together and practicing together with all teams and then dividing teams up equally to compete for their games. Players work toward making an all-star team to play on.

Chelsea Girls Basketball Youth Recreation Coach- 2021-Present

Assisting my daughters basketball teams grades 4th-7th grade over the years to develop basketball skills to compete with other youth from the surrounding areas.