

## **Thomas A. Edison Charter School BOD Committees**

**Finance Committee** – this committee is responsible for the financial oversight of the Thomas A. Edison Charter School and functions as a subcommittee of the Permanent Board.

### **Primary Duties:**

- Review and oversee the presentation of monthly financial statements to the Board
- Works in conjunction with staff to develop a draft budget for review and adoption by the Board each year
- Consults with staff regarding financial matters
- Annual audit of the financials

**Personnel Committee** – this committee is responsible for human resources including maintaining and implementing personnel policies and procedures and functions as a subcommittee of the Permanent Board.

### **Primary Duties:**

- Personnel Policies and Procedures
- Hiring and Termination Policies
- Ensuring employees receive annual evaluations
- Review of all Terminations

**Operations Committee** – this committee is responsible for building maintenance, expansion and structural issues and functions as a subcommittee of the Permanent Board.

### **Primary Duties:**

- Review building maintenance issues
- Capacity Planning

**Audit Committee** – this committee is responsible for ensuring all groups involved in the financial reporting and internal controls process understand their roles; gain input from the external auditors and outside experts when needed; and safeguard the overall objectivity of the financial reporting and internal controls processes.

### **Primary duties:**

- Review internal control processes
- Provide proactive oversight of potential risks to the Board of Directors

**Executive Committee** – this committee consist of the Permanent Board Officers

**\*\*\*Please keep in mind that all final decisions are made by the Permanent Board\*\*\***

# James Neal

2200 North Locust Street

302-778-1101

james.neal@tecs.k12.de

## Objective

Continue to work with at-risk students from Wilmington and the surrounding areas at Thomas Edison Charter School. Striving to reach a population that is traditionally short-changed and counted out. Providing students with an opportunity to achieve at an academic level comparable to the best private schools in the area.

## Professional Achievements

### Classroom

- Three years as 2<sup>nd</sup> grade Team Lead
- 80%+ passing in both Math and ELA DCAS

### School at Large

- Co-coordinator of Saturday School Enrichment Program
- Summer School instructor
- Member of DCAS ELA approval committee (2010)
- Board of Directors Teacher Representative
- Teacher Member of Citizens Budget Oversight Committee
- Member of Vision 2015
- ILT Team Member
- Coauthor of 2<sup>nd</sup> grade ELA and Mathematics Curriculum Scope and Sequence aligned to the Common Core Standards

## Skills

- Certified EMINTS teacher
- Successful completion of educational application of Apple IPADs
- Successful completion of Problem Based Learning Instruction course
- Proficient in Microsoft Office
- Proficient in application of SMART technology and Notebook
- Trained in Achieve 3000
- Accomplished WebQuest designer

## Work History

Elementary Teacher	THOMAS EDISON CHARTER SCHOOL	8/2007 - Present
Substitute Teacher	St. Marks High School	12/2006- 5/2007
Camp Counselor	St. Marks Day Camp	Summer 2005
Swim instructor/Head Life Guard	Crestmoor Swim Club	Summers 2000- 2006

**Education**

BA Elementary      DeSales University  
Education              Quakertown PA

May 2012

**References**

References are available on request.

---

*EMILE A. BROWN*

*2 Shenandoah Drive  
Newark, DE 19111*

*email: feliciabrown02@comcast.net  
302.369.2585 (h) · 302-528-6480 (c)*

*PROFESSIONAL STRENGTHS*

Excellent strategist capable of developing and implementing policies and programs  
Strong leader with proven diplomatic and team-building abilities  
Experienced engineer with the ability to merge technical data with non-technical information  
Sound manager of financial resources and fiduciary responsibilities  
Flexible, resilient visionary who understands corporate, nonprofit and government environments

*EXPERIENCE*

*OPERATIONS MANAGER · SAVAGE SERVICES (KINDER-MORGAN)*

*Wilmington, Delaware · 2007 to Present*

Manage all operations of a 200 spot, railcar CSX storage facility, including developing and overseeing a \$600,000 budget and managing the direct distribution of raw materials products

- Oversee day to day management of operations, including supervision of eleven staff members
- Ensure terminal compliance with local, state, federal (EPA/OSHA/DOT/IRA) guidelines and regulations
- Develop customer service initiatives by creating community service projects

*MATH INSTRUCTOR · RED CLAY SCHOOL DISTRICT*

*Wilmington, Delaware · 2006 to 2007*

Instructed high school students in Algebra I and Algebra II at John Dickinson High School.

- Prepared students for standardized for state testing as well as college board
- Tutored students at all levels including college preparatory
- Counseled students and families on educational and personal matters

*WHOLESALE AND NATIONAL ACCOUNT MANAGER · SHELL OIL PRODUCTS U.S.*

*Houston, Texas · 2001 to 2005*

Managed Shell and multi-branded wholesale accounts, addressing all supply, terminal, promotional, and pricing issues. (2004–2005).

- Maintained the integrity of the Shell brand and all ancillary revenue producing services.
- Determined area marketing trends, rack efficiencies and provided direction for ground up and Shell conversion locations
- Established relationships with wholesalers to best address each individual corporate account needs and objectives

Managed national territory—marketing process oils to production facilities and Fortune 500 manufacturers—utilizing marketing strategies, budgeting, pricing, SAP, Seibel and long range planning. (2001–2004)

- Coordinated sales schedule for 46 sales accounts including Michelin and Owens-Corning, generating over 12 million dollars in annual sales and exceeding market share objective for 2003
- Established strong customer relationships by effectively utilizing strategic partners to develop and execute new sales applications, achieving an increase in revenue of 11.3% for the Eastern U.S.
- Negotiated pricing and freight delivery options to the specifications of the customers' individual delivery requirement
- Participated in business center projects and training to increase awareness of available resources and market trends
- Led community service effort with the Urban League's Black Executive Exchange Program, speaking at Wilberforce University, Claflin University, and South Carolina State University

(CONTINUED)

---

EMILE A. BROWN

PAGE 2

SALES CONSULTANT · MOTIVA (SHELL/TEXACO/SRI, INC.)

Philadelphia, Pennsylvania/Wilmington, Delaware · 1997 to 2001

Marketed and sold dual brand management to service station owners, meeting with service managers to facilitate effective implementation of marketing campaigns and company policies to generate increase revenues

- Implemented innovative management techniques to maximize sales objectives for C-stores in a three county territory
- Directed responsibility for volume/store sales, expense control and contribution objectives for investment facilities and customer accounts in territory
- Coordinated sales program and promotions with maximum customer participation
- Budgeted account sales of over \$21 million

TERMINAL MANAGER · TEXACO/SRI, INC

Coraopolis, Pennsylvania · 1993 to 1997

Managed all operations of a 29-acre, 500,000-barrel storage facility, including directing the distribution of gas and distillate products as well as packaged lubricants for CITGO/STAR. Educated on MBNA, MasterCard, and Visa policies and practices as well as federal regulation regarding credit card industry, certificates of deposit, money markets, and individual retirement accounts

- Managed a direct staff of 4 to 18 contract personnel
- Achieved employee training and development by increasing staff competency in computer skills, rotational assignments and initiating management preceptorships
- Developed customer service initiatives by creating community service projects
- Reduced the cost per gallon of product from .08 to .0575 (28%) by significantly increasing throughput and reducing waste
- Motivated others in the achievement of individual and organizational goals

TERMINAL SUPERVISOR/ASST. TERMINAL MANAGER · STAR ENTERPRISE (TEXACO/SRI, INC.)

Delaware City, Delaware · 1991 to 1993

Assisted Terminal Manager in the daily operations of distribution facility. Providing gasoline products to tri-state area.

- Ensured continued business development through quality control and customer service
- Supervised and dispatched 30 drivers in a 24-hour operation
- Evaluated unit efficiencies to decrease delay time for deliveries

ENVIRONMENTAL ENGINEER · STAR ENTERPRISE (TEXACO/SRI, INC.)

Moorestown, New Jersey · 1990 to 1991

Supervised contractors in the installation of oil/water separators and upgrades to vapor recovery systems and coordinated and implemented state compliance testing.

ENGINEER/INVENTORY CONTROL · STAR ENTERPRISE (TEXACO/SRI, INC.)

Moorestown, New Jersey · 1989 to 1990

Recruited personnel, negotiated with minority contractors for various field maintenance contracts, designed and implemented training procedures, managed RVP/Reid Vapor Pressure testing, and led designation and utilization of field maintenance services.

EDUCATION

**Old Dominion University** · Bachelor of Science · Mechanical Engineering · 1987

**University of Phoenix** · Completed coursework toward MBA

PROFESSIONAL  
MEMBERSHIPS

Board of Directors (Secretary), Thomas Edison Charter School, 2010  
Board Member (Treasurer) · Peter Spencer Family Life Foundation 2012  
Member · Metropolitan Wilmington Urban League  
Life member · Kappa Alpha Psi Fraternity Inc.

REFERENCES

Available upon request

## EMILE A. BROWN

2 Shenandoah Drive

Newark, DE 19711-3700

302.369.2585 (h) • 302-528-6480 (c)

email: wilreturn@verizon.net

### STRENGTHS:

- Ability to positively influence student-athlete
- Excellent team building skills
- Effective communicator with players and parents
- Maturity to handle the challenges in establishing a basketball program from ground zero
- Flexibility in interaction with all individuals
- Willingness to start and complete projects successfully
- Recruiting and identifying qualities within the student-athlete to expand upon

### ACCOMPLISHMENTS:

- Coordinated and enhanced relationship with Basketball Boosters Committee
- Maintained extensive travel across country during professional career
- Successfully recruited international players (Switzerland and Jamaica)
- Established relationships with college level coaches

### AFFILIATIONS:

- National Association of Basketball Coaches
- Black Coaches Association
- Kappa Alpha Psi Fraternity Inc.
- (ODI) Quality Action Coordinator

### EDUCATION

B.S. • Mechanical Engineering • Old Dominion University • Norfolk, VA • 1987

### COACHING EXPERIENCE

- 2007–2010 *Assistant Coach*, John Dickinson High School, Wilmington, DE/Head Coach Kevin Fillingame & James Realer
- April 2010 *Participant*, Nike Coaches Clinic, Pittsburgh PA
- Summer 2007 *Team Coach*, Monte Ross (U of DE) Basketball Camp
- 2005–2010 **IAABO Board #11 Member**
- Summer 2005 *Team Coach*, Dave Henderson (U of DE) Basketball Camp
- 2005–2006 *Assistant Coach/Middle School Head Coach*, Sanford School, Hockessin, DE, Head Coach Stan Waterman  
*Assistant Coach*, Cardinal Ritter High School Indianapolis, IN AD/Head Coach Bill Martin  
*Assistant Coach*, St Peter's Cathedral School, Wilmington, DE, Girls' 7<sup>th</sup> and 8<sup>th</sup> grade team
- May 2003 *Participant*, Nike Coaches Clinic, Las Vegas NV
- 2002–2003 *Assistant Coach*, American Christian School, Aston, PA Head Coach Ty Taylor  
*Assistant Coach*, St Peter's Cathedral School, Wilmington, DE Girls' 5<sup>th</sup> and 6<sup>th</sup> grade team
- May 2002 *Participant*, Nike Coaches Clinic, Mohegan Sun, Connecticut
- 2001–2002 *Assistant Coach*, Alexis I duPont, Greenville, DE. Head Coach Gene Thompson
- 1998–2001 *Assistant Coach*, Alexis I duPont High School, Greenville, DE, Head Coach, Gregory K. Williams, 1998-2001. Served as Acting Head Coach for three games (2-1) during suspension. Helped lead team to State Championship title in 2000 and Semi-Finals in 2001
- 1999–2000 *Head Coach*, Newark Parks & Recreation Leagues Clippers 1999-2000, Lakers 2001
- 1989–1994 *Committee Member*, Kappa Kappa Psi Annual high school basketball tournament sponsored by the Kappa Alpha Psi Fraternity, Coordinated the schedules and procured awards for players and officials.
- 1986–1987 *Referee*, Intramural games at Old Dominion University after completing the Virginia State High School Officials class and passed exam,

### BASKETBALL PHILOSOPHY

Basketball is five players on the court at one time working as one. I believe in playing at least ten players in a "Pressure Defense" method of play—creating turnovers and capitalizing on the opponent's mistakes. This requires the players to be in excellent physical shape. Therefore, the ability to run and not get tired is a staple of my belief. In addition, you have to work within the ability of your players and get the most out of their abilities. For example, I never expect the players to do anything I would not do; therefore the first practice would start on the track, running three miles. The youth of today require instant access and proof of your desire to help them reach their goals. "Training the whole student, for life's lessons".

**Patsy Pipkin-Perry**

311 Vanier Drive  
Newark, DE 19711  
[pperrya@yahoo.com](mailto:pperrya@yahoo.com)

Home: (302) 455-9306

Fax: (302) 286-7458

Cell: (302) 983-6883

**OBJECTIVE:** Lead Founder of Charter School

**EDUCATION:** Wilmington College  
320 DuPont Highway  
New Castle, DE 19720  
Major: Secondary School Counseling – M. Ed. June 2005  
Major: Secondary School Administration June 1990

The Catholic University of America  
620 Michigan Avenue, NE  
Washington, DC 20064  
Major: Business Education and Office  
Administration – M.A. August 1982

Benedict College  
1600 Harden Street  
Columbia, SC 29204  
Major: Business Education – B.S. May 1973

**EXPERIENCE:** **Secondary School Counselor** August 2005 to present

Concord High School – Wilmington, DE

- Manage a caseload of 285 plus students (Grades 9 – 12)
- Consultant for staff and parents
- Coordinate the DSTP for the school
- Coordinate the Achievers Academy at Concord (Equity Initiative)
- Coordinate the summer co-op program
- Vocational education liaison
- Instituted a counseling group project for troubled youth (mentoring)
- Named Delaware State School “**Counselor of the Year**” April 2010

**Co-op Coordinator/Business Teacher** August 2003  
Concord High School – Wilmington, DE to August 2005

- Organized the first  
Business Professionals of America Chapter
- Developed a group counseling mentoring program for at-risk African  
American males
- Assisted the principal in planning and presenting a summer teacher  
“Student Achievement Workshop”



**EXPERIENCE**  
**CONTINUED:**

Page 2 of 2

**Assistant Principal**

Oxford Area High School – Oxford, PA

August 2001  
to August 2003

- Launched and coordinated the graduation project program for seniors – a state graduation requirement for PA schools
- Wrote a school-wide student activities manual
- Revised the 9<sup>th</sup> grade orientation manual
- Organized a mentoring and tutoring program for 9<sup>th</sup> grade at-risk youth
- Wrote three grants for disruptive youth programs totaling over \$100,000.00
- Strengthened community relations
- Chaired the student assistance team
- Collaborated with state outreach agencies
- Supervised professionals
- Supervised instructional programs
- Disciplined the 9<sup>th</sup> and 12<sup>th</sup> grade students
- Trained and earned certification to be a mentor
- Trained and earned certification for nonviolent crisis intervention

**Business Education Teacher**

Delcastle Technical High School – Wilmington, DE

August 1996  
to June 2001

- Awarded “**State Business Professionals of America (BPA) Chapter of the Year**”

**Business Education Teacher**

Newark High School -- Newark, DE

November 1985  
to August 1996

- Chaired the Vocational and Business Education Department
- Named “**Teacher of the Year**”
- Elected BPA Board member and officer
- Voted State BPA “**Advisor of the Year**” (twice)
- Wrote a collaborative technology grant with the middle school

**Assistant Professor**

Goldey Beacom College  
Wilmington, DE

June 1980  
to November 1985

- Appointed senior instructor of program

### **Extra Curricular Activities**

- **Education Founding Board of Directors – President**
  - **LEAN New Tech Academy**
- **Education Consultant (Teacher/Staff Development)**
  - **Pritchett Associates, LLC**
- **Interim Program Director (September 2010 – present)**
  - **Forum to Advance Minorities in Engineering (FAME)**
- **Education Board of Directors Member (Curriculum Specialist)**
  - **Thomas A. Edison Charter School**
- **Alpha Kappa Alpha Sorority, Inc.**
  - **Past Parliamentarian (2007 – 2009)**
  - **By-Laws Committee Co-Chairperson**
  - **Scholarship Committee Member**
  - **Debutante Committee Member**
- **Mt. Zion UAME Church**
  - **Class Ministry Leader**
  - **Jr. Usher Board Director**
  - **Technology Committee Chairperson**
  - **Senior Choir Member**
- **Delaware School Counselor Association (DSCA)**
  - **Member**
- **Past Member**
  - **Phi Delta Kappa**

## Most Recent Achievements and Accomplishments

### ***2003 - CURRENT***

- Established a Founding Board of Directors for a proposed charter school in 2015 – LEAN New Tech Academy (November 2011 - present).
- Received the “*Educator of the Year Award*” at the Delaware State Capitol Day Program in Dover, DE presented by Alpha Kappa Alpha Sorority, Inc. (June 2011).
- Brandywine School District “Bullying” Committee High School Coordinator (June 2011 – present).
- Received the “*Markevic A. Johnson Distinguished Educator Award*” at a recognition luncheon at the Christina Hilton Hotel, Newark, DE (May 2011).
- School Homeless Coordinator (2010 - present).
- Career and Volunteer Expo School Wide Coordinator (2010 - present).
- Developed and designed the website for Mt. Zion UAME Church (August 2010).
- State of Delaware “***Secondary School Counselor of the Year***” (April 2010).
- “Achievers Academy at Concord” — Founder and Coordinator (August 2008 – present). School Mentoring and Character Development Program.
- Concord High School Equity Committee Coach (Spring 2008 – Fall 2009).
- Ninth Grade Orientation Day Coordinator (Classes of 2010 and 2011).
- Black History Month Coordinator (February 2006 – present).

- Advised students who participated in the state wide Junior Entrepreneurship Training (JET) program. Currently coordinate a school business project after winning first place at the state level in this junior entrepreneurship training program funded by Delaware State University (August 2006 – present).
- DSTP State Test Coordinator for Concord (2005 – 2010).
- Initiated the first African American Student Union Organizations (mentoring) at Concord (2006 – present). Wrote two successful MBNA grants totaling over \$5,000.00 to support the program.
- Brandywine School District Summer School Administrator – Aspiring Administrator's Program (summer of 2005).
- Certificate of Merit – *Nominated Teacher of the Year (2005)*.
- Brandywine School District Aspiring Administrator's Program (2004 – 2005).
- Coordinator of the Sunshine Committee. (Reactivated the committee in 2004) Coordinated the committee 2004 – 2006.
- *State Advisor of the Year for Business Professionals of America (2004)*.
- State and National Award Winner for Business Professionals of America (2003 – 2005).
- State ex-officio officer of the Board of Directors for Business Professionals of America (2003 – 2005).
- Wrote the Banking Curriculum Program for the business Department at Concord (2003).

# ***William C. Jones, M.S.***

1910 North Broom Street - Wilmington, DE 19802 - (302) 420-9332 - willcjones1@verizon.net

---

## **SUMMARY OF QUALIFICATIONS**

Human Resources Professional with over fifteen years of experience in management developing and implementing effective personnel solutions in both union and non-union environments. Qualifications include: project management, evaluation and implementation of human resources programs and policies, performance management, employee training and safety.

## **EDUCATION**

Wilmington University  
M.S. Human Resources Management

Professional in Human Resources Certification (PHR)  
Society of Human Resources Management

2005 Villanova University  
PHR/SPHR Human Resources Management Course

Virginia State University  
B.S. Public Administration

U.S. Army Infantry Officer Training Course

## **PROFESSIONAL EXPERIENCE**

**HUMAN RESOURCES TECHNICIAN**                      New Castle County, DE 1/08-Present

Human Resources Professional performing a myriad of professional tasks in human resources management to include employee relations, recruitment and testing, employee training and development, salary administration, benefits administration, safety and loss prevention for municipal unionized and non-union employees to ensure a highly motivated and productive workforce. Primary emphasis include: interviewing and selection of qualified candidates, policy interpretation, conducting investigations subject to disciplinary actions, responding to EEOC complaints and assisting in resolving labor and employee relation grievances.

**PERSONNEL ADMINISTRATOR**                      City of Wilmington, DE 10/94-1/08

Provided Human Resources support to 1200 management thru non-exempt employees in an union and non-union environment. Primary emphasis included: interviewing and selection of qualified candidates, providing counsel on employee matters, policy interpretation, conducting investigations subject to disciplinary actions, responding to EEOC complaints, representing the city at unemployment hearings and assisting in resolving labor and employee relations grievances. Administrative functions included: maintaining a database of people metrics for review, (i.e. disciplinary actions, attrition, EEO, AA hiring trends), salary compensation and employee satisfaction data. Provided reasonable accommodations and modified duty assignments for employees with medical restrictions and work related injuries. Performed as a advisor to the Mayor regarding compliance with the American with Disabilities Act compliance. Special projects included: Working with the Human Resources Director in developing and implementing recommendations to improve the city's employment policies, processes and practices; authored and co-author personnel policies and procedures;

restructured the fire department's physical agility test to ensure a fair and equitable hiring process; developed a quantitative method for evaluating contractual bids and proposals.

**ON-SITE MANAGER**

**Olsten Staffing Services, Dover, DE 6/94-09/94**

Managed a direct staff of two employees and a workforce of 100 employees. Administered personnel policies and procedures for a paper manufacturer. Scope of responsibilities included: recruitment and staffing, co-employment issues, benefits administration, compensation planning, timekeeping and OSHA safety reporting. Coordinated with production managers to manage change in staffing needs to accomplish production goals in a semi-automatic work environment. Reviewed absenteeism trends and created a new absenteeism policy resulting in a 10% improvement in attendance and punctuality. Investigated on the job injuries/accidents and responded to the insurance carrier. Managed the largest paper manufacturer contract valued at 600K.

**U.S. Army Lieutenant/Work History, 1989-1993**

**HEALTH BENEFITS ADVISOR**

**Fort Ord, CA 07/93-11/93**

Supervised six employees for a medical facility benefits department. Coordinated with the staff, carriers and executive management in order to ensure the proper administration of patient benefit plans and coverage for employees. Ensured compliance of current benefit plans through research, interpretation, and any necessary corrective action to ensure compliance. Managed the timely processing of medical insurance claims thereby reducing billing and reimbursement disputes and increasing customer satisfaction. Provided consultative services to customers/patients regarding medical insurance plans and healthcare coverage. Incurred 8% savings in expenditure through an exhaustive audit of health care claims.

**ADMINISTRATIVE MANAGER**

**Fort Ord, CA 07/92-07/93**

Managed a myriad of auxiliary services for a 230 bed medical facility. Responsibilities include "Subject Matter Expert" health care coverage and benefits overviews for military personnel and dependents. Developed CPR alert procedure/ manual and cascaded training to hospital employees. Performed as Unit Safety Officer for evacuations and mass casualty exercises.

**MAINTENANCE MANAGER**

**Fort Ord, CA 11/91-07/92**

Supervised 248 military personnel in the maintenance of weapons, automotive and communication equipment valued at more than 1 million dollars. Effectively monitored and ensured compliance with OSHA and preventive maintenance regulations. Obtained a 95% operational status of 17 vehicles, exceeding the standards by 10%. Recognized for maintaining 12 months of safe man-hours. Performed as the Unit Safety Officer and Motor Pool Officer.

**PERSONNEL OFFICER**

**Fort Ord, CA 11/90-11/91**

Supervised 10 employees in the efforts of ensuring personnel readiness and administrative support for worldwide deployments. Provided personnel support to 900 employees in the areas of job placement, payroll issues, life insurance policies, and completion of a power of attorneys form and will. Filled vacancies for professional, technical and management level positions within the U.S and internationally. Provided career counseling to military personnel. Developed a vacancy and position allocation system to track re-enlistments and promotions. Implemented performance evaluation tracking system to audit performance evaluation and create metric reports. Performed as Unit Safety Officer.

**Professional Organizations & Affiliations**

Member of Delaware Safety Council  
National Public Employee Labor Relations Association  
National Employment Law Institute Certificate  
Society of Human Resources Management  
Wilmington College Employer Advisory Board  
Delaware Employment Law Seminars  
Council on Employment Management Seminars  
Personnel Law Update Seminars  
Delaware Bar Association Seminar  
Delaware Workforce Development Council  
Governor's Committee on Peoples with Disabilities  
Mayor's Advisory Committee on Peoples with Disabilities  
New Castle County Diversity Commission  
YMCA Youth Sports Volunteer

# Mikkel B. Christie

58 W. 8t Street ♦ New Castle, DE 19720 ♦ H (302) 395-1972 ♦ C (302)377-2514 ♦ mikkelmcb@gmail.com

## PROFILE

Experienced and goal-oriented finance professional with a successful track record of maximizing financial potential, driving efficiency, and establishing financial controls through evaluation of financial management systems. Talent for preparation and analysis of financial reports that summarize and forecast financial position.

Flexible and versatile – able to maintain a sense of calm under pressure. Poised and competent with demonstrated ability to easily transcend cultural differences. Thrive in deadline-driven environments. Excellent team-building skills.

## Skills Summary

- |                      |                      |                            |
|----------------------|----------------------|----------------------------|
| ♦ Forecasting        | ♦ Expense Management | ♦ Relationship Management  |
| ♦ Financial Analysis | ♦ Financial Control  | ♦ Settlement               |
| ♦ Strategic Planning | ♦ Accounting         | ♦ Balance Sheet Management |
| ♦ Budgeting          | ♦ Project Management | ♦ P&L Management           |

## Professional Experience

BARCLAYCARD US- WILMINGTON, DE

2010-PRESENT

### FINANCE MANAGER

- ♦ Prepares and reviews financial reports and P&L management for partner organizations, ensuring full compliance with contractual service level agreements and managing deadlines.
  - Manages, develops, and reviews work of a direct report accountant.
  - Responsible for managing all aspects of partner financial settlements, including review of daily cash settlements, monthly billing and invoicing, and preparation and accounting of assets sales and purchases.
  - Oversees all balance sheet management for servicing partners, as well as, all journal entries and reconciliations for Month/Quarter/Year-End Closes.
  - Manages partner deliverables against deadlines and communicates status updates to partners.
  - Fulfills all requests from internal and external auditors and provides proper support and analysis.

JP MORGAN CHASE- WILMINGTON, DE

2004-2010

### SENIOR FINANCIAL ANALYST (2007-2010)

- ♦ Prepared financial reports, developed budgets, and provided variance analysis in accordance with business plan. Compiled and presented monthly financial reviews, including profitability analysis, for senior management.
  - Forecasted volume drivers and revenue dollars for \$9 Billion Chase Retail Portfolio.
  - Created New Product P&L, and provided analytics, for Slate Exclusives Product that is currently being marketed in the largest Retail Bank Network in the nation
  - Provided strategic financial analysis report directly to General Manager which lead to a 20% reduction in Card Reward Expense.
  - Identified, collected, and organized data from multiple sources, as well as performed statistical analysis, to consolidate information for use in management reporting
  - Analyzed financial statements and evaluated budget performance to pinpoint areas of Risk and Opportunity

### FINANCIAL CONTROL STAFF ACCOUNTANT (2005-2007)

- ♦ Closed and prepared monthly financial statements and audit reports. Performed monthly account reconciliations and monitored general ledger transactions.



# Mikkel B. Christie

- Consistently met deadlines while demonstrating strong analytical and problem-solving skills to achieve corporate objectives of the [North American] Investment bank.
- Established, proposed and streamlined financial controls to minimize risk exposure within the Equities line of business.
- Performed reconciliations, and balance sheet support, for numerous daily trade transactions, acting as a liaison for front office traders and operations.
- Investigated P&L variances in daily actuals vs. the forecast.
- Initiated and documented policies and procedures for the accounting department for business control, preventing and avoiding risk exposure and potential audit findings.

## **DERIVATIVES ACCOUNTING SPECIALIST (2004-2005)**

- ◆ Carried out general ledger functions, including account analysis and reconciliation, journal entries, and AR/AP.
  - Conducted investigations of unexpected cash amounts that enter and leave the bank in an effort to limit Profit and Loss risk
  - Leveraged with operations to identify and correct erroneous cash flows.
  - Collaborated with counterparties to resolve discrepancies in payments and terms for Credit Default and Interest Rate Swaps.

BARCLAYCARD US (FORMERLY JUNIPER BANK) - WILMINGTON DE

2000-2004

## **RELATIONSHIP MANAGER, OPERATIONS**

- Resolved customer complaints and provided customer service
- Interfaced with customer via inbound phone calls, internet chat sessions, and Email
- Assisted in the training and development of new employees
- Handled escalated customer contacts for customers unsatisfied with their customer service experience

## **Education**

WILMINGTON UNIVERSITY – New Castle, DE  
Master of Business Administration, 2004

SHAW UNIVERSITY – Raleigh, NC  
B.S., Business Administration with concentration in Management, 1998

## **Community Involvement**

THOMAS EDISON CHARTER SCHOOL – Wilmington, DE  
Treasurer, Board of Directors, 2009 to Present

MT SINAI BAPTIST CHURCH – New Castle, DE  
Board of Directors/Financial Secretary, 2007 to Present

CENTRAL YMCA – Wilmington, DE  
Board Member, 2007 to 2009

**Tanyell Howard**  
**816 Kirkwood Street**  
**Wilmington, DE 19801**  
**Tanyellhoward1@hotmail.com**  
**(302) 225-0541**

**Education**

B.S. Lincoln University (Political Science)

M.S. Wilmington University (Human Resources Management)

**Work Experience**

**Labor Law Enforcement Officer II (Worker's Compensation Specialist)**

**State of Delaware**

**12/2009 – Present**

- Gathers information, conducts interviews, and analyzes confidential evidence to determine if worker's compensation laws, rules, regulations, standards, policies, and procedures are adhered to.
- Serves as a liaison to help provide an interpretation of the various laws and regulations to employers, employees, unions, attorneys, and other organizations in legal matters regarding worker's compensation matters.
- Prepares cases for litigation, schedules hearings for the Industrial Accident Board, and maintains the official Hearing Calendar.
- Provides assistance to pro-se claimants by helping them protect and assert their rights under the law.

**Human Resources Plant Disability Programs Manager/Representative (On-Site Chrysler)**

**Sedgwick CMS**

**08/2007 – 12/2009**

- Developed initiatives designed to improve disability processes in unionized environment for Worker's Compensation, Short Term, and Extended Disability cases.
- Maintained disability programs budget, and developed audit processes to ensure cost effectiveness in regards to the company disability budget.
- Coordinated and maintained all records for disability leaves and reinstatements.
- Assisted with payroll issues, and employee relations issues.
- Delivered informative presentations regarding Human Resources and Disability matters within the company.
- Made recommendations to legal counsel and provided concurrence and authority to the resolution of all Worker's Compensation cases.
- Actively attended hearings held by the Industrial Accident Board and participated in depositions on behalf of Chrysler.
- Served as a Safety Committee member and assisted the Safety department with work-site evaluations for potential industrial hazards.

**Worker's Compensation Examiner II****Sedgwick CMS****07/2006 – 08/2007**

- Processed Worker's Compensation claims by determining compensability, benefits due on indemnity claims, and maintained proper reserves.
- Effectively coordinated action plans and return to work efforts.
- Managed subrogation of claims and negotiated settlements.
- Met deadlines and submitted timely status reports on all required cases.

**Worker's Compensation Adjuster****ACE USA****09/2004 – 07/2006**

- Investigated Delaware, Pennsylvania, and New Jersey claims to determine extent of injury, and compensability.
- Utilized medical cost containment measures to control financial loss.
- Developed strategies to effectively manage cases to conclusion.
- Traveled to various accounts for onsite evaluation and file reviews.

**Pension Administrator****Benefit Services Unlimited****04/2004 – 09/2004**

- Reviewed, verified, calculated, and authorized benefit payments to participants and beneficiaries covered by Pension Benefits Guaranty Corporation (PBGC).
- Analyzed pension plans, dates of plan terminations, and other circumstances of PBGC trusteeship.
- Determined legal, policy, and related issues requiring resolution prior to the determination of level of guaranteed benefits.
- Assisted with building databases of participant information.

**Knowledge, Skills, and Abilities**

Knowledge of Human Resources Practices and Principles, Title VII, EEOC, ADA, FMLA, FLSA, EPA, COBRA, ERISA, OSHA, knowledge of accounting principles, Microsoft Word, Excel, Access, and PowerPoint, WordPerfect, Outlook, Lotus Notes, Oracle PeopleSoft, internet research, fax, copier, printer, ability to maintain effective relationships with all levels of management, ability to formulate and conduct presentations to all audience types, ability to multi-task and work with no supervision, experience with handling extremely confidential employee information, experience with training and coaching employees, and experience in meeting weekly/monthly deadlines.

**Affiliations**

Member of Alpha Kappa Alpha Sorority, Inc.

Active Director of Thomas A. Edison Charter School Board of Directors

## **RONALD PINKETT, MBA**

**800 West Matson Run Parkway  
Wilmington, Delaware 19802**

**Ronald.Pinkett@comcast.net**

**(302) 764-9256: home  
(302) 753-3770: cell**

### **SENIOR FINANCIAL MANAGER/CONTROLLER/CFO**

Strategic and Tactical results-focused Finance Executive and Financial Management leader with specialties in both public and private sector Fiscal Management, Policy/Procedure Development, Strategic Analysis and Business Relations. Managed budgets of \$150M and staff up to 125 employees. Produced strong and sustainable profit gains, while implementing financial controls, investigating internal operations and providing expertise in both change management and turn-around situations, returning businesses to solvency while restoring a positive public image. With strong and decisive leadership qualifications combined with excellent analytical, organizational, and cross-cultural communication skills, I possess a proven track record of strengthening internal controls, improving cash management, budget analysis and forecasting. Additionally I created corrective action plans and maintained strong fiscal management while allowing businesses the opportunity to grow and prosper. Industry exposure in Financial Services, Municipal and State Government, Not-for-Profit, Banking, and Credit Card.

### **CORE COMPETENCIES**

P&L Responsibility	Financial Management	Financial Analysis & Reporting
Revenue Generation	Training & Mentoring	Budget Analysis & Forecasting
Cash Management	Team Building	HR/Benefits Administration
Collective Bargaining	Corrective Action Plans	Policies & Procedure Creation
Fiscal Management	Process Re-Engineering	Internal Controls/Reporting

### **PROFESSIONAL EXPERIENCE**

**JP MORGAN CHASE** Wilmington, DE 2005-2010

Global leader in investment banking, financial services for consumers and businesses

#### **Financial Analysis Manager**

- Assessed the profitability of a recently acquired subsidiary involving evaluating senior management, product pricing, and viability in the market and ensuring all products offered would yield a reasonable ROI. Implementation resulted in the business segment being restored to profitability within 10 months.

#### **Selected Achievements**

- Partnered with marketing strategy team and lead financial analysis for \$20B Balance Transfer program within core US credit card business.
- Drove business growth by creating financial forecasts, projections, annual budget and profit improvement programs for Healthcare financing.
- Created detailed corrective action plans for new business acquisitions and reviewed business operations to guarantee consistent regulatory/corporate compliance.
- Established business process/procedures for Investment Decisioning Department within finance for credit card services resulting in significant improvement of internal controls.

**CITY OF WILMINGTON** Wilmington, DE 2001-2005

Municipal Government for city of 80K

#### **Director of Finance/Chief Financial Officer**

CITY OF WILMINGTON, (Cont'd)**Director of Finance/Chief Financial Officer**

- Formulated a new collection team and collection strategy to increase lagging revenue/cash flow and reviewed outstanding receivables while establishing pro-active collection strategies increasing cash flow by \$5M and decreasing receivables by 40%.

## Selected Achievements

- Administered the City's \$150M operating budget successfully recording a surplus each year.
- Interfaced with high-profile senior officials and other personnel within the Mayor's Office, City Council and city departments and business leaders to ensure seamless taxation operations.
- Increased Revenue Division internal controls discovering over \$2M of un-reconciled differences.
- Strategically steered citywide financial operations including finance, purchasing, information technology, direct billing/collection of revenues and managing a staff of 125.

STATE OF DELAWARE, Department of Transportation      Dover, DE

1998-2001

**Director/Administrator, Division of Motor Fuel Tax**

- Identified cash flow problems within Motor Fuel Tax division relating to poor management techniques and lack of an enforcement plan, creating a plan to drastically improve operations and enforcement tactics, increasing revenues by 10%.

## Selected Achievements

- Optimized division-wide efficiency by handling all directing/licensing, registration, auditing, revenue collection, refunds and accounting.
- Executed quality standards to ensure customer satisfaction, reducing complaints by 50%+

MARITIME EXCHANGE: Delaware River & Bay,      Philadelphia, PA

1995-1998

Trade association representing port and related businesses in PA, DE and NJ

**Business Manager/Controller/Human Resources Manager**

- Developed policy/procedure handbook for employees as well as creating strong Human Resources practices, coordinating benefits/health coverage and providing quality staff recruitment.

AMERICAN EXPRESS CENTURION BANK

Newark, DE

1990-1994

Financial services for consumers and businesses

**Unit Manager/Outside Agencies**

- Recovered over \$2M in collection write-offs to increase bottom line results and audited internal controls of external collection agencies to ensure corporate/federal compliance.

## Selected Achievements

- Improved income via enhanced cash management processes and developing A/P processes.
- Awarded a perfect audit by increasing internal controls in A/P, travel/entertainment processing and cash disbursements.

WACHOVIA BANK CARD SERVICES

New Castle, DE

1994

**Accounting Officer****EDUCATION****Master of Business Administration (MBA)**Wilmington University**Bachelor of Science (BS) Accounting and Business Administration**Delaware State University

# RONALD PINKETT

800 West Matson Run Parkway ■ Wilmington, Delaware 19802 ☎ (302) 764 9256 / (302) 753 3770

✉ ronald.pinkett@comcast.net

## SENIOR FINANCE EXECUTIVE

### PROFILE

Proactive, well-organized, and results-focused Finance Executive demonstrating the highest integrity and offering comprehensive knowledge in business accounting principles and appropriate applications. Possess proven expertise in completing projects within time and budget constraints. Proficient in evaluating organizational needs; consistent in exceeding revenue and profit objectives within competitive and challenging markets. Produced strong and sustainable profit gains, while implementing financial controls, investigating internal operations and returning insolvent businesses to solvency while restoring a positive public image. Strong and decisive leadership qualifications combined with excellent analytical, organizational, and cross-cultural communication skills.

### AREAS OF EXPERTISE

**Financial Analysis and Reporting**  
**Financial Management**  
**Cash Management**  
**Budget Analysis and Forecasting**  
**HR/Benefits Administration**  
**Auditing, Budgeting, and Reconciliation**  
**Corrective Action Plans**

**Team Building and Leadership**  
**Collective Bargaining**  
**Time Management, Prioritization**  
  
**Organizational Management**  
**Leadership and Problem Solving**

### CAREER HISTORY

**FINANCIAL ANALYSIS MANAGER**  
JP Morgan Chase,  
Wilmington, Delaware 19801

**2005-Present**

Hours per Week: 40

Conduct competitive analysis on credit card industry for the senior management team and work with marketing strategy team. Lead financial analysis for \$20B Balance Transfer program within core U.S. credit card business. Facilitate business growth by developing financial forecasts, projections, annual budgets, and profit improvement programs for health care financing. Present financial counsel to key business executives on tactical marketing programs to ensure revenue growth and competitive advantage within the industry.

- ☑ Established business procedures for Investment Decisioning Department within finance for credit card services resulting in significant improvement in internal controls
- ☑ Designed detailed corrective action plans for new business acquisitions and analyzed business operations to ensure profitability and reduce risk exposure; increased annual revenues for health care segment by more than 500%

# RONALD PINKETT

800 West Matson Run Parkway ■ Wilmington, Delaware 19802 ☎ (302) 764 9256 / (302) 753 3770

ronald.pinkett@comcast.net

---

## DIRECTOR OF FINANCE, CFO

2001-2005

City of Wilmington,

Wilmington, Delaware 19801

Hours per Week: 50

Provided primary leadership in overseeing city-wide financial operations, including directing the billing/collection of revenues and managing 125-member staff. Executed proper treatment/receipt of accounting records using strong analytical skills. Coordinated with high-profile personnel within the Mayor's office, City Council, and city departments, including local business representatives and citizens, to guarantee efficient taxation operations and community communications at all times. Oversaw City's accounting, budgeting, purchasing, tax and water billings, revenue collections and data processing.

- ☑ Administered City's \$150M operating budget successfully recording a surplus each year
- ☑ Reduced outstanding receivables by 40% and obtained a bond rating upgrade by establishing targeted fiscal controls
- ☑ Expanded revenue division internal controls and discovered \$2M of unreconciled differences
- ☑ Awarded the Government Finance Officers Associations (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" for four consecutive years

## ADMINISTRATOR

1998-2001

State of Delaware Division of Motor Fuel Tax,

Dover, Delaware 19901

Hours per Week: 40

Setup, managed, and led operations of the Motor Fuel Tax Administration to ensure adherence with all federal/state laws, rules and regulations dealing with motor carriers, International Fuel Tax Agreement, International Registration Plan, motor fuels and special fuels. Oversaw diverse functions related to directing and licensing, registration, auditing, revenue collection, refunds and accounting within the division.

- ☑ Enhanced audits performed by the Motor Fuel Tax Administration by 20% annually while maintaining staffing levels resulting in a 10% increase in revenues
- ☑ Executed quality standards to ensure customer satisfaction while reducing complaints by more than 50%

## BUSINESS MANAGER/CONTROLLER/

1995-1998

## DEPARTMENT HEAD OF HUMAN RESOURCES

Maritime Exchange for the Delaware River & Bay,

Philadelphia, Pennsylvania 19106

Hours per Week: 45

Led all fiscal activities, accounts payable and accounts receivable, compilation of annual budget with quarterly review/adjustments, assessment of all financial statements, general ledger and cash management, and forecasting. Modified and enhanced accounting policy and procedure documents as well as authored employee handbook, maintained personnel files, coordinated benefits and health coverage, and provided quality staff recruitment.

- ☑ Obtained company's 1st perfect audit through creation and implementation of comprehensive accounting policies manual
- ☑ Reduced pension contributions by 50% by improving new cost-effective pension plan
- ☑ Decreased telecommunications expenses by 10% and developed a new employee healthcare coverage plan that reduced annual expenses by 10%

# RONALD PINKETT

☎ 800 West Matson Run Parkway • Wilmington, Delaware 19802 ☎ (302) 764 9256 / (302) 753 3770

✉ ronald.pinkett@comcast.net

---

## ACCOUNTING OFFICER

1994

Wachovia Bank Card Services,  
New Castle, Delaware 19720

Hours per Week:40

Supervised and ensured timely, accurate completion of adjusting entries, reconcilements, accounts payable, research and regulatory reporting. Implemented bank reconciliation process increasing accuracy and ensuring timely completion.

- ☑ Developed cash management process increasing funds availability in excess of \$50K on a daily basis
- ☑ Instrumental in completing all bank adjustments, reconcilements, A/P, research, and regulatory reporting to include creating bank processes that increased accuracy and ensured on-time completion of fiscal efforts

---

## UNIT MANAGER (OUTSIDE AGENCIES/ACCOUNTING

1990-1994

American Express Centurion Bank,  
Newark, Delaware 19711

Hours per Week:45

Provided hand-on supervision to external vendor operations for bankruptcy processing and collection activities to include objectively evaluating severely delinquent/problem accounts for suitable collection alternatives. Audited internal controls of various external collection agencies which ensured corporate/federal compliance and proper remittance of funds. Developed procedures and policies for A/P processes, cash disbursements, and operating expenses resulting in an increase in revenue through improved cash management.

- ☑ Recovered over \$2M in collection write-offs to increase bottom-line results
- ☑ Received a perfect audit by increasing internal controls in A/P, cash disbursements, and travel/entertainment processing
- ☑ Improved income via enhanced cash management processes, along with developing policies/procedures for A/P processes, cash disbursements, and operating expenses

---

## FINANCIAL OFFICER

1987-1990

Marine Midland Bank,  
Wilmington, Delaware 19801

Hours per Week:40

Examined financial data for completeness, internal accuracy and conformance with uniform accounting classifications. Managed wire transfer activity in excess of \$400M and CD operations of \$100M on a daily basis. Strategic asset planning, financial analysis and budgeting for ten commercial finance offices. Analyzed expenses and income, spread variances and weekly asset reports. Researched specific accounting problems and proposed solutions.

- ☑ Automated Certificate of Deposit operations resulting in an increase in productivity of 60%

---

## GENERAL LEDGER ACCOUNTANT

1985-1987

MBank USA,  
Wilmington, Delaware 19801

Hours per Week:60

In charge of processing all adjustments to cardholder accounts, reporting monthly cardholders outstanding balances, daily trial balance approval, daily reconciliation of all bankcard plans. Performed monthly finance charges, daily reconciliations, monthly amortizations and depreciations.



# RONALD PINKETT

☎ 800 West Matson Run Parkway ▪ Wilmington, Delaware 19802 ☎ (302) 764 9256 / (302) 753 3770  
✉ ronald.pinkett@comcast.net

---

## BANK CARD ACCOUNTANT

1984-1985

Mellon Bank,  
Wilmington, Delaware 19801

Hours per Week:40

Performed daily reconciliations of Visa, Master Charge and various other accounts. Daily posting and balancing.

## AUDITOR

1984

International Playtex,  
Dover, Delaware 19901

Hours per Week:40

Audited rebates and discounts for apparel products.

## EDUCATION

### Master of Business Administration

Wilmington University, Wilmington, Delaware 19801 ▪ 1993

### Bachelor of Science in Accounting and Business Administration (*Dual Degrees*)

Delaware State University, Dover, Delaware 19901 ▪ 1984

## TRAINING

2000	Duke University, Durham, North Carolina <b>Strategic Leadership for Government Executives</b> <ul style="list-style-type: none"><li>▪ Diversity Training, Staff Management</li><li>▪ Total Quality Management</li><li>▪ Time Management</li></ul>

## AWARDS

1992, 1993, 2007, 2008	▪ Black Executive Exchange Program, National Urban League
2003	▪ Leading Excellence in Quality Service Award
2002	▪ Excellence in Community Service Award, New Castle County ▪ Dedication and Commitment Award, Wilmington Housing Authority
2001	▪ William Hicks Anderson Award for Community Service
2000	▪ Excellence in Reference Checking, Delaware Department of Transportation
	▪ 20 years of <b>Outstanding Service and Commitment</b> , Stormin's Classic Summer Youth Basketball League

## ACTIVITIES AND AFFILIATION

Board of Directors: Downtown YMCA (Present), Thomas Edison Charter School, President, (Present), Wilmington Housing Authority, Past Vice Chairman, Treasurer, (1998-2002)

- Successfully transformed a failing agency from a \$2-million deficit to a \$2-million surplus in 3 years. Reorganized the entity from the verge of receivership by developing internal controls which maximized performance and fiscal productivity. Discovered fiscal improprieties which lead to prosecution for theft and fraud.
- Kappa Alpha Psi Fraternity, National Black MBA Association  
Financial Executive Exchange Network

# CHRISTOPHER BELCHER

---

117 West 39<sup>th</sup> Street • Wilmington, Delaware • 19802 • (302) 465-5613 • chris.belcher@tecs.k12.de.us

## **EDUCATION**

Wesley College     Dover, Delaware

BS Business Administration (Concentration in Marketing),     May 2003

## **PROFESSIONAL TEACHING EXPERIENCE**

THOMAS EDISON CHARTER SCHOOL, Wilmington, Delaware

August 2003 to Present

### **Technology Teacher**

Responsible for teaching computer technology and word processing skills to students in K – 8<sup>th</sup> grade. Developing technology plans regarding school implementation of software. Adaptive learning projects in Microsoft Excel, Power Point, Word and Publisher including but not limited to:

- Benchmarking in Math, Reading and Social Studies
- Auto Skills in Reading Comprehension
- Professional and Person Letter Writing
- Historical Reports
- Business Reports
- Research Reports
- Advertising Reports
- How-To Project
- Google Sketch-up

## **LEADERSHIP EXPERIENCE (PAST AND PRESENT)**

THOMAS EDISON CHARTER SCHOOL, Wilmington, Delaware

August 2001 to Present

### **Specialist Team Leader**

Responsible for providing motivational team leadership for educational plan development, implementation, evaluation and reporting for the specialist team. Identify, coordinate and promote opportunities for collaboration both within and between content areas. Also responsible for reporting to the administrative team in an effective and timely manner any updates, concerns and data produced by the team.

### **Technology Test Coordinator**

Responsible for administering assessments for student achievement and progress. Categorize students in different academic areas from results of assessments.

- Auto Skills in Reading Comprehension
- SRI (Scholastic Reading Inventory)
- MAP Testing in Reading, Math and Social Studies
- Benchmarking in Math, Reading and Social Studies

### **After School Activities Director (2003-2007)**

Responsible for coordinating, scheduling, and overseeing all school-wide after school activities. Coordinate and formalize the master calendar after receiving reports on all after school activities from each teacher. Resolve parental concerns throughout the year and organize locations and times of special events.

Responsibilities include, but not limited too:

- Coordinating Transportation
- Parental Communication
- Behavior Intervention
- Mentoring Students
- Scheduling issues
- Detention
- Tutoring

### **Saturday School Administrator (2003-2007)**

Manage Faculty, Staff and Student participation during DSTP Prep classes.

Accountable for site operations during DSTP prep classes for student achievement.

- Monitor observations of teachers performance
- Monitor progress with student performance

### **Bus Duty Director (2001-2006)**

Coordinates all communication with transportation services regarding school schedule, disciplinary issues and arrival/departure procedures.

- Organize Bus Conduct Reports

### **Certified Reading Curriculum Trainer (2001-2005)**

Organized and arrange schedule for tutors assessing students in all grade levels.

Administered and analyzed data of assessments. Responsible for the integration of the reading curriculum throughout all grade levels. Trained faculty on innovative reading techniques.

- SFA (Success For All) Reading curriculum
- Assess all grade levels for reading placement

### **MEMBERSHIPS**

Kappa Alpha Psi Fraternity, Inc 1998-Present

President of Xi Mu Chapter 1998-2001

**Gwendel Pennington**  
Email: gwendel825@gmail.com  
20 Erbitea Lane New Castle, DE 19720  
(302) 276-1363 home / (302) 323-7723 work

***Current accomplishments achieved by the Team under my direction:***

- Reduced the ledger from \$13 million to \$6 million in a year
- Located and posted 55,700 unapplied posted payments in a year
- Achieved a 4% defect rate with the Payment Research Team Compliance Review
- Earned a 4.39 on the Employee Opinion Survey

**Employment History:**

***Discover Bank***

1988 to present

*Team Leader in Payment Research*

- Manage team to resolve all missing, unidentified, and encode payment errors for enterprise
- Conducted interviews and posted requisitions for open positions in department
- Simplified the transition of workflow in Payment Research as a result of the payment processing center closing, volumes doubled with out increase in staff
- Ensure team is compliant with all FDIC regulations, NACHA rules and regulations
- Earned Excellent in Leadership, 2006

*Team Leader in the Training*

- Managed exempt Training Specialist and oversaw training bay
- Address any disciplinary issues with staff and new hires
- Trained new hire classes in absence of training specialist

*Team Leader in Customer Service*

- Earned Excellence in Leadership in 1996
- Coordinated contest for Department

Other positions in the Company, prior to Management

*Team Coach in Customer Service*

*Senior Account Manager in Customer Service*

*Senior Collector in Cardmember Assistant*

*Agent in Voice Authorization*

**Education:**

Wesley College

Associates Degree with a Concentration in Business

**Current Volunteer Initiatives:**

Thomas Edison Charter, Board Member

Parent Teacher Organization, President

Junior Achievement, Consultant: K- 5<sup>th</sup>

Juvenile Diabetes Walk, Captain/Sponsor

### **Halvin T. Blocksom**

**A native of Delaware, Mr. Blocksom spent his childhood in Sussex County primarily in Seaford, Delaware. His early education was at Seaford Frederick Douglas Elementary and Junior High School. After earning his B.S. degree from Delaware State College (now Delaware State University) his first employment was at his beloved Jason High School. He earned his M.S. from Wilmington University.**

**Hal has serviced the Delaware educational community for many years and in several capacities. His training and experiences with various schools and districts committees and special assignments are very broad and extensive.**

**After serving forty- two years in public education, Mr. Blocksom retired in 2003; He also ended many years of part-time work as youth specialist and director of youth employment for the city of Wilmington in 2009.**

**He enjoys biking, golfing, fishing, reading, vacationing and studying the Bible. He is an ordained deacon and choir director at his home church in Seaford, DE, He presently serves as a board member of Thomas A. Edison School.**

**Halvin and his wife, Pauline, live in Wilmington. They have two daughters and eight grand sons**

---

## **G. Jerry Velazquez, PMP, LEED AP**

**612 West Fourth Street**

**Wilmington, DE 19801-2002**

**302-494-4190**

---

### **Summary of Experience**

Background includes experience in project management, construction management, project controls, financial planning/tracking, and computer utilization. Positions have included extensive involvement with a wide range of construction and design professionals, contractors, management personnel, consultants and various government agencies. Assignments have included working with or for a construction management firm, general contractor, a mass transit system, municipal hospital construction agency, solid waste management firm and a school construction agency. Extensive on site project construction experience and hands on familiarity in the development of scheduling and cost reporting/tracking requirements and change order management associated with the design and construction phases for various project types. Comprehensive hands-on working knowledge and experience with Prolog, Expedition, Primavera, Suretrak and Microsoft Projects software.

### **Experience**

#### **Construction Manager**

##### **Hill International, Inc.**

*Philadelphia, Pennsylvania*

*2003 – Present*

Currently on assignment to SDP Office of Capital Programs, responsibilities include the reviewing, negotiating and approval of construction project change orders, reviewing of contractor's schedule of values and the reviewing of base line construction schedules being processed in conjunction with SDP \$3 billion capital construction program. Other project assignments include:

- **Tren Urbano Project** – San Juan, Puerto Rico – A \$2.5 billion urban rail transportation project involving an FTA request for project change order review, due to cost and schedule overruns, for project compliance.
- **Springhouse Middle School Renovation & Expansion Project** – Allentown, PA – Hill awarded construction management contract for \$20 million project – Project start up activities, development of project schedule, review and approval of schedule of values.
- **Council Rock High School Renovation Project** – Newtown, PA – Hill awarded construction management contract, involved in management and supervision of construction activities, responsible for the negotiation of multi contractor claims of \$2 million with final settlement at \$850,000.
- **Tasker Homes Phase I** – Philadelphia, PA – Hill awarded Owner Representative contract for Philadelphia Housing Authority. Project involved the project management and supervision of general contractor for a \$170 million complete demolition and reconstruction of PHA's oldest public housing site. Phase I scope include the complete abatement and demolition of 1,000 housing unit, along with the removal and new installation of 50 acres of underground utilities and reconstruction of revised street and sidewalk configurations, along with new construction of 500 housing units consisting of single home, row home and senior citizen apartment building.

#### **Construction Manager – Capital School District Project – Dover, Delaware**

##### **Bancroft Construction Company**

*Wilmington, Delaware*

*2001 – 2002*

Construction Manager on project team, responsible for the renovations and expansions of four schools in the Capital School District's capital construction program. Projects involved phasing construction while maintaining school operations. Scopes included new electrical, plumbing, mechanical systems, life safety upgrades, site improvements and expansions consisting of new multi purpose additions with full service kitchens in two schools and expansion of additional corridor spaces in other two schools. Each school had a construction budget of approx. \$3.5 million.

### **Project Manager**

#### **Barclay White Incorporated**

*Wilmington, Delaware*

*1998 - 2001*

Project Manager for the renovation and expansion of Milford Memorial Hospital in Milford, Delaware. This project included the addition of approx. 20,000 sq. ft., which included a new cancer treatment center and a new entrance pavilion. Renovations included a new hospital main corridor, new mechanicals systems and new life safety improvements. Construction budget was approx. \$15 million.

Project Manager involved in providing construction management services to Yale University for the renovation of Branford College. This project involved renovating 300,000 sq. ft. to the basement, windows, dining facilities, bathrooms, and student suites. The project included removal and replacement of the electrical, heating, HVAC, plumbing systems and life safety code upgrades, new furnishings and installation of a new telecommunication system. Construction budget was \$30 million.

#### **Construction Manager – Townsend Hall Project – University of Delaware**

##### **Bancroft Construction Company**

*Wilmington, Delaware*

*1998 – 2000*

Construction manager for the renovation of Townsend Hall, a \$13.5 million project. The project was a multi-phase project involving complete interior renovation and building systems replacement along with a 9,000 sq. ft. addition to the existing building.

- Interfaced directly with University of Delaware Facility Management staff and Project Architect.
- Responsible for coordinating contractors, RFI's, submittals, progress payments and change order processing.

G. Jerry Velazquez

---

**Project Executive – Miami Northwestern Senior High School Project**

**Gaston – Thacker, General Partners**

*Miami, Florida*

*1994 – 1997*

Accountable for the construction management of a new replacement school building, consisting of 391,000 SF, and a construction budget of \$54 million. School was designed for 3,000 students. In addition to the normal academic spaces, it contained various vocational labs. These included welding, auto body/auto mechanic, printing/graphics, a dry cleaner, a full working and teaching theater, and a host of magnet programs spaces incorporated for art, dance photography, theater arts and teaching nurses and dental suites and the John H. Peavy Health Clinic.

- Interfaced directly with Dade County Public School (Owner), Project Architect, and Owner's Consultants.
- Responsible for subcontractor scheduling, Owner meetings, progress payments and change order processing.
- Supervision of a staff comprised of project managers, project engineers and superintendents.
- Developed and managed a cost loaded schedule (3,000 activities) and the project budget.

**Project Controller – Harlem Ambulatory Care Building Project**

**New York City Health and Hospitals Corporation- Capital Programs**

*New York, New York*

*1992 – 1994*

Member of Site Project Management Office responsible for the design and construction of a new Ambulatory Care Building, a 150,000 sq. ft., and \$42 million medical care facility, located at the Harlem Hospital Center.

- Development and implementation of project scheduling methodology from pre-design development phase to construction completion.
- Responsible for tracking and reporting on project budget, including reviewing and approving all consultant and contractor requisitions and project office expenditures.
- Other significant duties and function included the participation in value engineering of project, negotiation of project Construction Manager's contract from \$2 million to \$7 million, which included \$1 million for asbestos and demolition work, trade contract scope development and bidding and awarding of trade contracts.

**Project Controls Specialist**

**New York City School Construction Authority**

*Long Island City, New York*

*1990 – 1992*

Involved in the tracking of project schedules and budgets for projects located throughout the NYC Public School System for the purpose of reporting on a five year \$4.3 billion Capital Construction Program to SCA Trustees, various city government agencies and senior management on a monthly basis.

- Followed up on contractor's CPM schedules and bar charts to assure that the planning, schedules, costs and executions of the contractors work was being preformed in coordination with contract requirements.
- Supported Quality Assurance Team in verification of change orders, progress payments and actual percentage of completed work in place.
- Followed up on repetitive deficiencies and Internal Audit recommendations to assure that SCA field personnel were made aware of deficiencies and necessary corrective measures.
- Analyzed, followed up and assisted in the implementation of recommendations made by various outside consultants as they related to the operations of project management and project execution.
- Provided support to field personnel with regard to project cost tracking and scheduling.

**Director of Project Services – Engineering Department**

**Chambers Development Company, Inc.**

*Pittsburgh, Pennsylvania*

*1988 – 1990*

Responsible for the administration and supervision of Project Services, in the Engineering Department, of a major solid waste management firm. Significant duties and functions included:

- Development and institution of resource loaded computerized project schedules for all landfill projects located in various states; formulation of work breakdown structures and cost accounts formats resulting in standardizing all project budgets; compiling cost and material estimates; design and implementation of project site control methods and procedures.
- Review and analysis of progress schedule reports and cost budget overruns; supervision of staff of five, provided support to internal departments regarding budgeting techniques, scheduling, cost control techniques and computer utilization.

G. Jerry Velazquez

---

**Senior Management Consultant – Engineering Support Systems – Capital Programs**

**New City Health & Hospitals Corporation**

*New York, New York*

1987 – 1988

Responsible for the preparation of special project status reports for the Chief Engineer of Capital Programs

- Involved in the implementation of PC system and applications programs for project reports integrating cost, schedule, manpower and status reporting.
- Developed databases, financial spreadsheets, charts and graphs utilizing Primavera, Database, Dbase III, Lotus 123 and other business and engineering application software.

**Consultant**

**Management Concepts Systems and Services**

*New York, New York*

1985 – 1987

Provided computerized project scheduling support and program status reporting for the Long Island Railroad Capital Construction Program.

- Developed and implemented PC computer based system for financial reporting of a ten year \$2.1 billion Capital Construction Program.

**Assistant to the President**

**Endeco Group Limited**

*New York, New York*

1984 – 1985

Construction management firm engaged in two NYC college projects – a new \$20 million campus, Megars Evers College and \$4 million exterior and interior renovation project, Hostos Community College.

- Developed computerization of company operations for estimating, planning/scheduling, word processing and accounting.
- Engaged in oversight of contractor compliance, solicitation of bids, and preparation of construction documents.

**Deputy Manager**

**Apple Bank for Savings**

*New York, New York*

1975 – 1984

Extensive management experience acquired in saving bank, which had assets of over \$1.5 billion. Co-managed the bank's Main Office and staff of thirty.

- Provided financial counseling to small businesses on bank services and loan packaging.
- Served as senior supervisor for branch opening in 1978. Devised bank floor administration procedures. Special projects: management of annual Abandoned Property Reports, special management task during merger with Central Savings Bank.

**Education**

**Certification Programs**

2006	LEED Accredited Professional
2005	Project Management Profession Certification
1989	Penn State University – Cost Estimating, Analysis and Control
1988	Turner Construction Company – Construction Management Seminars
1985	Alliance of Majority/Minority Contractors – Internship Training Program
1980	American Institute of Banking – Banking Operations and Supervision

**Business Administration and Computer Science**

Mercy College, Bronx, New York – 1982

Queens College, Flushing, New York – 1975

**Consultant**

State University of Old Westbury Entrepreneurial Center – Westbury, New York – Instructor

New York Shipyard Corporation – Brooklyn, New York – Scheduling and Project Controls

AMENY – Association of Minority Enterprises of New York – Hempstead, New York

Blueberry Treatment Center for Autistic Children – New York, New York

**Volunteer**

Licenses and Inspections Review Board, City of Wilmington – Board Member

Thomas A. Edison Charter School, Wilmington, DE – School Board Member

West Center City Neighborhood Planning Advisory Committee, Wilmington, DE – President, Board of Directors

Quaker Hill Neighborhood Association, Wilmington, DE – Board Member

**References available upon request**



**Rev. Aaron R. Moore**  
**8 William Penn Square**  
**New Castle, Delaware 19720**

### **Education**

Delcastle Vocational-Technical High School, Wilmington, DE  
Community College of Baltimore - Associates Degree - Hotel, Motel & Restaurant  
United Christian College - Bachelors of Theology (Valedictorian)  
Jamison School of Theology - Master of Theology  
Howard University School of Divinity - Master of Arts in Religious Studies

### **Present Work Experience**

Manna Christian Fellowship Church - Pastor & Founder  
Connections CSP, Inc. - Director of Pastoral Services  
Congo Funeral Home - Chaplain & Spiritual Advisor  
Outreach Prison Ministry - Coordinator & Founder

### **Past Work Experience**

Radisson Hotel - Assistant Manager of Dining Services  
Marriott Health Care - Assistant Manager of Food Services  
Crosslands Retirement Community - Assistant Director of Food Service  
Layton Home - Director of Dining Services  
Shipley Manor Retirement & Health Center - Director of Dining Services  
Episcopal Church Home - Director of Dining Services  
Interdenominational Minister's Action Council of DE - Executive Director

### **Past & Present Certifications**

Court Appointed Special Advocate (CASA)  
ServSafe Certification  
Clinical Pastoral Education II (CPE) Certification - Christiana Care Systems  
Certified Associate Alcohol & Drug Counselor  
HIV/AIDS Education, Counseling and Testing  
Parents As Teachers, Parent Educator  
Human Behavioral Counselor  
Thresholds Teacher Certification

# Vera M. Holmes Toliver

---

## **Professional Summary**

Results oriented leader and member of management teams, focused upon developing, implementing and achieving strategic goals and objectives. Diverse experience in litigation, internal audit, employment, business and commercial transactions. Effective negotiating and leadership skills and strong interpersonal communication abilities have led to positions with increasing levels of responsibility. Highly developed ability to combine business perspective with legal knowledge to provide positive outcomes.

## **Professional Experience**

### **1999 – Present   Hercules Incorporate/Ashland Inc.   Wilmington, DE Senior Counsel II Litigation**

Proactively advise and counsel employees and management worldwide in a variety of legal and business matters. Responsible for many legal functions including review, drafting and negotiation of multi-million dollar sales and service agreements for the Global Procurement, General Services, Finance, Real Estate and Human Resources departments. Development of intellectual property audit and education program for Asia Pacific. Responsible for negotiation and administration of global outsourcing agreements. Responsible for development and implementation of corporate Diversity/Inclusion program. Responsibility for dispute resolutions with third parties. Management of corporate litigation including pre-trial preparation, trial and settlement negotiation. Litigation responsibilities include the management of outside firms, budgets, strategy and settlement negotiation in the areas of employment law, workers compensation, toxic tort, anti-trust, construction law, personal injury and general contract disputes. Additional responsibilities include staffing and managing outside consultants and staff to support administration of in house litigation efforts in a multi-billion dollar lawsuit recommending procedures and processes to facilitate corporate compliance with recently enacted federal regulations.

### **1991 - Present   Widener University School of Law Wilmington, DE Adjunct Professor**

Instructed second and third year law students in the areas of pre-trial methods (pleadings, discovery, motions and settlement) and trial methods (trial preparation and execution).

### **Team Leader for the Intensive Trial Advocacy Program**

Responsible for assisting in the successful completion of a minimum of forty students enrolled in a nine day intensive trial preparation course. Responsibilities also include recruitment, class assignment and preparation of volunteer faculty across the country. Volunteer staff includes lawyers, judges, medical professionals and police officers.

### **1998–1999                      Hercules Incorporated                      Wilmington, DE Global Business Intelligence Manager, Pulp and Paper Division**

Proactively advise senior management regarding long-term strategic plans by identifying, recommending and validating business opportunities and threats by maintaining awareness of current and pending legislative and competitor activities around the world pertinent to the interest of the business; interaction with customers, suppliers and competitors in the industry. Additional responsibilities include coordination, facilitation and management of corporate marketing educational programs.

### **1993–1999                      Hercules Incorporated                      Wilmington, DE A - 34**

### **Counsel**

- Responsible for management of insurance coverage litigation which included: supervise activities of outside counsel, managed team of ten outside consultants, lawyers and paralegals, negotiated settlements with over forty insurance carriers, managed discovery and developed trial strategy. Instrumental in obtaining in excess of \$60,000,000. Organized review, reproduction and summary of over 10,000,000 pages of documents in less than five months with a staff of six people. Additional responsibilities included management of workers compensation claims throughout the United States, contracts and claims managed by our insurance department, divestitures, and wrongful termination actions.

### **1990 – 1993 Kelly Jasons McGuire & Spinnelli Wilmington, DE Associate**

Responsible for discovery and trial preparation in complex tort litigation. Managed all of the firms corporate law matters including business structures, mergers and acquisitions and entertainment law. Responsibilities also included representation of clients in personal injury, wrongful termination, real estate and family law matters.

### **Education**

#### **1986–1989 Widener University of Law Wilmington, DE**

- Juris Doctorate.
- Graduated Cum Laude.

#### **1984 - 1986 Shippensburg University of PA Shippensburg, PA**

- Master Business Administration
- Management Science & Logistics concentration
- Graduate Fellowship

#### **1979–1984 Shippensburg University of PA Shippensburg, PA**

- Bachelor of Science.
- Major: Biology

### **Other**

- Admissions: Supreme Court of New Jersey (1989); U. S. District Court for the State of New Jersey (1989); Supreme Court of Delaware (1990); U. S. District Court of Delaware (1990); Supreme Court of Pennsylvania (1990).
- Associate member of Delaware Board of Bar Examiners (1994-1999)
- Executive Committee Multi-cultural Judges and Lawyers Section DSBA (2008 to present)
- Board of Directors Thomas Edison Charter School (2009 – present)
- Widener University School of Law Dean's Minority Council

# Thomas Edison Charter School

## Required charter school board finance training MASTER LIST

School Name	Board Member Name	Board Member Email	Finance training completed (YES or NO)	Who Provided Training?	Date of Training
Thomas A. Edison Charter	Ronald P. Pinkett	<a href="mailto:Ronald.Pinkett@comcast.net">Ronald.Pinkett@comcast.net</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Vera Toliver-Holmes	<a href="mailto:vmholmes@ashland.com">vmholmes@ashland.com</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Mikkel Christie	<a href="mailto:Mikkelmbc@gmail.com">Mikkelmbc@gmail.com</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Patsy Pipkin-Perry	<a href="mailto:pperrya@yahoo.com">pperrya@yahoo.com</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Reverend Aaron Moore	<a href="mailto:rev.moore@connectionsccsp.org">rev.moore@connectionsccsp.org</a>	Yes	DDOE/Dover	2009
Thomas A. Edison Charter	Emile Brown	<a href="mailto:emilebrown@savageservices.com">emilebrown@savageservices.com</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Hal Blocksom	<a href="mailto:hblocksom@aol.com">hblocksom@aol.com</a>	Yes	DDOE/Dover	2009
Thomas A. Edison Charter	Jerry Valezquez	<a href="mailto:Gierryv1@aol.com">Gierryv1@aol.com</a>	Yes	DDOE/Dover	2009
Thomas A. Edison Charter	William Jones	<a href="mailto:willcjones1@verizon.net">willcjones1@verizon.net</a>	No		
Thomas A. Edison Charter	Gwendel Pennington	<a href="mailto:Gwendel825@comcast.net">Gwendel825@comcast.net</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Tanyell Howard-Atley	<a href="mailto:Tanyellhoward1@hotmail.com">Tanyellhoward1@hotmail.com</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	Chris Belcher	<a href="mailto:abelcher@tecs.k12.de.us">abelcher@tecs.k12.de.us</a>	Yes	Scott Kessel	1/25/12
Thomas A. Edison Charter	James Neal	<a href="mailto:ineal903@gmail.com">ineal903@gmail.com</a>	Yes	Scott Kessel	1/25/12

## Required Citizen Budget Oversight Committee training MASTER LIST

School Name	Board Member Name	CBOC Member Email	CBOC training completed (YES or NO)	Who Provided Training?	Date of Training
Edison	Ronald P. Pinkett	<a href="mailto:Ronald.Pinkett@comcast.net">Ronald.Pinkett@comcast.net</a>	Yes	Scott Kessel	1/25/12
Edison	Mikkel Christie	<a href="mailto:Mikkelmbc@gmail.com">Mikkelmbc@gmail.com</a>	Yes	Scott Kessel	1/25/12
Edison	Gwendel Pennington	<a href="mailto:Gwendel825@comcast.net">Gwendel825@comcast.net</a>	Yes	Scott Kessel	1/25/12
Edison	Tanyell Howard-Atley	<a href="mailto:Tanyellhoward1@hotmail.com">Tanyellhoward1@hotmail.com</a>	Yes	Scott Kessel	1/25/12
Edison	Chris Belcher	<a href="mailto:abelcher@tecs.k12.de.us">abelcher@tecs.k12.de.us</a>	Yes	Scott Kessel	1/25/12
Edison	James Neal	<a href="mailto:ineal903@gmail.com">ineal903@gmail.com</a>	Yes	Scott Kessel	1/25/12
Edison	Patricia Winder	<a href="mailto:pwinder@tecs.k12.de.us">pwinder@tecs.k12.de.us</a>	Yes	Scott Kessel	1/25/12
Edison	Emile Brown	<a href="mailto:emilebrown@savageservices.com">emilebrown@savageservices.com</a>	Yes	Scott Kessel	1/25/12
Edison	Vera Holmes	<a href="mailto:vmholmes@ashland.com">vmholmes@ashland.com</a>	Yes	Scott Kessel	1/25/12
Edison	Patsy Pipkin-Perry	<a href="mailto:pperrya@yahoo.com">pperrya@yahoo.com</a>	Yes	Scott Kessel	1/25/12
Edison	Patricia Bigelow (DOE Listason)	<a href="mailto:pbigelow@DOE.K12.DE.US">pbigelow@DOE.K12.DE.US</a>	Yes	Scott Kessel	1/25/12

## Patricia Winder

---

**From:** Patricia Winder <pwinder@tecs.k12.de.us>  
**Sent:** Tuesday, April 24, 2012 5:12 PM  
**To:** ronald.pinkett@comcast.net  
**Subject:** FW: National Charter Schools Conference 2012 Registration Summary

FYI

Patricia S. Winder  
Chief Financial Officer  
Thomas A. Edison Charter School  
2200 North Locust Street  
Wilmington, DE 19802  
(302) 778-1101 ext 1149  
Fax: (302) 778-2232  
[pwinder@tecs.k12.de.us](mailto:pwinder@tecs.k12.de.us)

-----Original Message-----

From: [natlcharterconf@ce.uoregon.edu](mailto:natlcharterconf@ce.uoregon.edu) [mailto:[natlcharterconf@ce.uoregon.edu](mailto:natlcharterconf@ce.uoregon.edu)]  
Sent: Tuesday, April 24, 2012 4:49 PM  
To: [pwinder@tecs.k12.de.us](mailto:pwinder@tecs.k12.de.us)  
Subject: National Charter Schools Conference 2012 Registration Summary

Dear Patricia,

Thank you for registering your group members for the 20th Annual National Charter Schools Conference. The conference will be held June 19 - June 22, 2012 at the Minneapolis Convention Center in Minneapolis, Minnesota.

The following is important information about your Group registration. Please keep this email for your reference.

Carefully check the contact information listed below. If corrections are necessary, please reply to this email or print and fax it to (541) 346-3545 with your changes. Corrections must be made by June 8, 2012. After this date, changes may be made onsite.

-----  
Registered Group Members:  
-----

- 1) Hal Blocksom  
Confirmation #: 13399914  
Phone: 302-778-1101  
Email: [hblocksom@aol.com](mailto:hblocksom@aol.com)  
Registration Option: Full Conference Registration (\$550.00)
- ~~2) Pauline Blocksom  
Confirmation #: 13399915  
Phone: 302-778-1101  
Email: [hblocksom@aol.com](mailto:hblocksom@aol.com)  
Registration Option: Full Conference Registration (\$550.00)~~

*Board Attendee*

*Board Attendees*

- 3) Mikkel Christie  
Confirmation #: 13399916  
Phone: 302-778-1101  
Email: [MikkeImbc@gmail.com](mailto:MikkeImbc@gmail.com)  
Registration Option: Full Conference Registration (\$550.00)
- 4) Emile Brown  
Confirmation #: 13399917  
Phone: 302-778-1101  
Email: [emilebrown@savageservices.com](mailto:emilebrown@savageservices.com)  
Registration Option: Full Conference Registration (\$550.00)
- 5) Ronald Pinkett  
Confirmation #: 13469240  
Phone: 302-778-1101  
Email: [ronald.pinkett@comcast.net](mailto:ronald.pinkett@comcast.net)  
Registration Option: Full Conference Registration (\$550.00)

To register additional group members, log in to Group Manager (link and login information below):

<[https://center.uoregon.edu/NCSC/2012/registration/group\\_manager/login.php](https://center.uoregon.edu/NCSC/2012/registration/group_manager/login.php)>

Group ID: 14616609  
Email: [pwinder@tects.k12.de.us](mailto:pwinder@tects.k12.de.us)