



To: Honorable Mayor, Vice Mayor
& Village Council

Date: December 30, 2013

From: Ron E. Williams, Village Manager

Re: Education Advisory Committee

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO AD HOC ADVISORY BOARDS; APPOINTING MEMBERS TO THE EDUCATION ADVISORY BOARD; PROVIDING AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS:

As you know, the Village Council formed the Education Advisory Board via Resolution 2013-81 on November 4, 2013. At the Council Meeting of December 9, 2013, three individuals were appointed to the Education Advisory Board. Councilwoman Lindsay appointed Dr. Sue Buslinger-Clifford; Vice Mayor DuBois appointed Karyn Cunningham; and, Councilman Fiore appointed Pam Tabor.

Two members remain to be appointed by Mayor Stanczyk and Councilman Schaffer. As resumes and applications have been received, they have been forwarded to those two members of the Council.

Upon selection of the final two members, staff will assist with coordinating a meeting. Mayor Stanczyk is the liaison to this Board.

FISCAL IMPACT:

This is an advisory committee and there is, therefore, no anticipated fiscal impact for formation of the Board.

RECOMMENDATION:

Council direction.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, RELATING TO AD HOC ADVISORY BOARDS; APPOINTING MEMBERS TO THE EDUCATION ADVISORY BOARD; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Village Council of the Village of Palmetto Bay (the "Village") had previously passed Resolution 2013-81, which created the Education Advisory Committee; and

WHEREAS, several individuals have provided their applications for consideration. The Council has reviewed qualifications and are desirous of appointing two individuals to the Board in order to have a full Board.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND VILLAGE COUNCIL OF THE VILLAGE OF PALMETTO BAY, FLORIDA, AS FOLLOWS:

Section 1. The following individuals are appointed:

Section 2. This resolution shall take effect immediately upon approval.

PASSED and ADOPTED this ____ day of January, 2014.

Attest: _____
Meighan Alexander
Village Clerk

Shelley Stanczyk
Mayor

APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE USE AND RELIANCE OF THE VILLAGE OF PALMETTO BAY ONLY:

John R. Herin, Jr.
Interim Village Attorney

FINAL VOTE AT ADOPTION:

Council Member Patrick Fiore _____

Council Member Tim Schaffer _____

Council Member Joan Lindsay _____

Vice-Mayor John DuBois _____

Mayor Shelley Stanczyk _____



**VILLAGE OF PALMETTO BAY
APPLICATION FOR ADVISORY BOARD
EDUCATION ADVISORY COMMITTEE**

Please complete the application, including attachments, and return to the Village Clerk, 9705 E. Hibiscus Street, Palmetto Bay 33157 (305-259-1234)

Name: Diane S. Quick
Home Address: 8520 Southwest 145th Street
City: Palmetto Bay State: FL Zip: 33158
Telephone: 305-255-5730 Cell: 305-479-6808
Email address: dquick@law.miami.edu

EDUCATION (Attach additional information to application, if necessary)

Degree(s) Bachelor of Arts in Russian Studies; Juris Doctor with a specialization in health law
School: Wellesley College; Boston University School of Law
Year Graduated: 1998; 2001

CURRENT OCCUPATION

Occupation: Director, Career Development Office
Employer: University of Miami School of Law
Business Address: 1311 Miller Drive, Suite A-112
City: Coral Gables State: FL Zip: 33146
Telephone: 305-284-5945 Fax: 305-284-6213
Email address: dquick@law.miami.edu

What prompted your interest in the Education Advisory Committee? The passage of the Education Compact between the Village and Miami-Dade County Public Schools (M-DCPS). I am excited about the possibilities of this new partnership, particularly in the ability to deepen local citizens' impact on our schools in the years to come.

What do you plan to accomplish as a Committee Member? Given the relative newness of the Compact and Committee, I would look forward to aiding in setting forth a common framework that will guide Committee Members in achieving the objectives of the Compact. For this reason, I am particularly interested in being one of the early Members of the Committee as I feel I would be joining the Committee at a critical juncture where one's involvement can be particularly impactful.

What is your vision for the Village's involvement with public schools? While there are many benefits to being part of one of the largest school districts in the nation, one disadvantage is the impersonal nature of the system. Through the Compact, the Village has a real opportunity to make the system more approachable to its residents, and to put a uniquely "Palmetto Bay" stamp on local schools. My vision includes providing local residents and businesses the opportunity to forge direct relationships with the schools through partnerships, sponsorships, programming and annual events in order to create a culture of unity between the Village and M-DCPS. Not only is such a collaboration rare within M-DCPS, I think it would reflect the spirit of the Village as I have come to know it in my time as a resident.

Please describe any special qualifications or experience that would be beneficial to your service on the Education Advisory Committee: Aside from personal experience, having attended a number of M-DCPS schools and programs, I believe my professional experience at University of Miami provides me with a unique perspective that can be utilized to the benefit of the committee. I delve into this perspective more deeply in my letter of intent.

Please indicate your affiliation(s) with any education-related organization and your role: I presently work for the University of Miami School of Law as the Director of Career Development.

REQUIRED ATTACHMENTS:

1. Letter of Intent stating the reason you wish to serve on the Education Advisory Committee.
2. Current resume
3. Three personal /professional references

8520 Southwest 145th Street
Palmetto Bay, FL 33158

Thursday, December 12, 2013

Office of the Village Clerk
9705 East Hibiscus Street
Palmetto Bay, FL 33157

Dear Members of the Palmetto Bay Village Council:

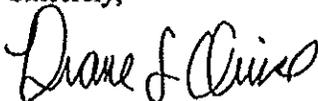
As a resident of Palmetto Bay excited at the prospect of a meaningful partnership between the Village and Miami-Dade County Public Schools (M-DCPS), I am writing to express my interest in joining the Education Advisory Committee. The progress of our public schools is a long-standing interest which stems from my own public education, my professional career in higher education administration and my future concerns over the schooling of my two young children. I believe my skill set, experiences and interest make me well-suited to the needs of the Committee.

A native of Miami, I was exposed to the best and worst of M-DCPS. Zoned for underperforming public schools but fortunate enough to graduate from one of the top magnet programs in M-DCPS' arsenal, I recognize the significant impact of primary and secondary education on one's trajectory in life. As the current Director of Career Development at University of Miami School of Law, my role is to advise students in all matters related to professional development. I work closely with legal employers to identify the key skills needed to succeed in the ever changing professional landscape. While some of the tools require formal legal education, others can be developed and honed throughout primary and secondary education, including accountability, empathy, critical thinking, solid reading comprehension, public speaking and an ability to work both independently and in group settings. I often work with law students just a few years removed from high school, and some lack these skills. While it is certainly possible to develop a skill set through internships and other professional experiences, I believe that public schools have the ability to foster their growth at an early age. While I fully intend to provide personal guidance to my own children, the eldest of which will begin kindergarten in 2015, I also look to our schools to further develop their potential.

It is for my children that I chose to reside in Palmetto Bay, as it provides the qualities of life I value most for my family. Though our schools are among the best in M-DCPS, as a Village we have an opportunity to do better; to impact and enhance our children's educational experience so that they will be in a position to succeed professionally. What strikes me most about the Village is the unique makeup of its population. Unlike the greater Miami area which is known for its transient population, Palmetto Bay is home to many individuals who were raised within or near its boundaries and who have now returned to raise their own families. Businesses have been in the area for decades and traditions are highly valued. Since the founding of the Village, new traditions abound. This will be the perfect opportunity to establish new traditions with our local schools, ones that our children will one day look forward to experiencing with their own children.

As a Committee Member, I would welcome the challenge of creating a foundation upon which the Committee can move forward for years to come while also developing and implementing short-term goals to ensure a more immediate impact by the Education Compact. Enclosed please find my completed application, resume and references. Thank you for your consideration.

Sincerely,



Diane S. Quick

Enclosure

DIANE S. QUICK

8520 Southwest 145th Street, Palmetto Bay, FL 33158 • (305) 479-6808 • dsquick@gmail.com

EXPERIENCE

UNIVERSITY OF MIAMI SCHOOL OF LAW, Coral Gables, FL

Director, Career Development Office (November 2006-Present)

Assistant Director, Career Development Office (June 2003-November 2006)

Develop, implement and interpret policies in consultation with Assistant Dean. Advise students and graduates on all aspect of career planning and professional development. Direct on- and off-campus recruitment programs. Develop and cultivate relationships with legal employers, and oversee marketing and employer outreach conducted by staff. Create marketing tools for use in employer outreach. Conduct career related workshops, programs and panel discussions. Compile, analyze and maintain statistical information on employment and recruiting for use in national surveys and publications. Train students, graduates, employers and staff on job posting and recruitment software. Supervise Employer Outreach Coordinator. Represent office at school wide events and on law school committees. Serve as administrative advisor to student organizations. Responsible for internal program design and implementation. Involved in research and adoption of external technology and other resources.

UNITED STATES DEPARTMENT OF LABOR, Boston, MA

Benefits Advisor, Employee Benefits Security Administration (July 2001-May 2003)

Provided technical and statutory assistance regarding rights and obligations under the regulatory provisions of ERISA, HIPAA, COBRA and related legislation. Conducted detailed fact-finding and legal research necessary to ascertain benefit eligibility. Assisted beneficiaries and plan officials in interpreting plan documents and analysis of facts. Worked closely with Congressional staff to provide constituents with assistance in the resolution of benefit disputes. Conducted presentations on ERISA-related topics to a variety of organizations.

EDUCATION

BOSTON UNIVERSITY SCHOOL OF LAW, Boston, MA

Juris Doctor, with specialization in health law, May 2001

WELLESLEY COLLEGE, Wellesley, MA

Bachelor of Arts, *magna cum laude*, in Russian Area Studies, May 1998

PUBLICATION

Employers and Insurers Not Obligated by the ADA to Provide Equal Benefit Plans for Physical and Mental Disabilities - Weyer v. Twentieth Century Fox Film Corp., 26 AM. J. L. & MED. 109 (2000).

SKILLS AND PROFESSIONAL AFFILIATIONS

Languages: Proficient in Spanish; Basic knowledge of Russian

Bar Admission: Commonwealth of Massachusetts; United States District Court, District of Massachusetts

Professional Affiliations: Member, NALP, The Association for Legal Career Professionals (Member, Nominating Committee 2011-2012; Presenter, Annual Educational Conference, 2005, 2007 and 2012); Member, SFALP, South Florida Association for Law Placement (President, 2010-2011).

DIANE S. QUICK

8520 Southwest 145th Street, Palmetto Bay, FL 33158 • (305) 479-6808 • dsquick@gmail.com

LIST OF REFERENCES

Marcelyn R. Cox
Assistant Dean
Career Development Office
University of Miami School of Law
1311 Miller Drive, Suite A-112
Coral Gables, FL 33146
Phone: (305) 284-2668
Email: mcox@law.miami.edu

Brad A. Sprayberry
Director of Attorney Recruiting and Professional Development
Gunster
777 South Flagler Drive
Suite 500 East
West Palm Beach, FL 33401
Phone: (561) 655-1980
Email: bsprayberry@gunster.com

Elizabeth Stack
CAP Counselor
Coral Gables Senior High School
450 Bird Road
Coral Gables, FL 33146
Phone: (305) 342-6377
Email: estack@dadeschools.net



**VILLAGE OF PALMETTO BAY
APPLICATION FOR ADVISORY BOARD
EDUCATION ADVISORY COMMITTEE**

Please complete the application, including attachments, and return to the Village Clerk, 9705 E. Hibiscus Street, Palmetto Bay 33157 (305-259-1234)

Name: ALVIN I. SIEGEL
 Home Address: 15335 SW 85 AV
 City: PALMETTO BAY State: FL Zip: 33157
 Telephone: 305-238-2898 Cell: 305-807-0965
 Email address: POTEMAH198@AOL.COM

EDUCATION (Attach additional information to application, if necessary)
 Degree(s): BA, MA, Ph.D
 School: FIU ACCIDENTAL UNIV
 Year Graduated: 1974-75 - 1979

CURRENT OCCUPATION
 Occupation: RETIRED
 Employer: _____
 Business Address: _____
 City: _____ State: _____ Zip: _____
 Telephone: _____ Fax: _____
 Email address: _____

What prompted your interest in the Education Advisory Committee? PUBLIC SERVICE

What do you plan to accomplish as a Committee Member? HELP P.B. AS MUCH AS POSSIBLE

What is your vision for the Village's involvement with public schools? EXCELLENT COMMUNITY RELATIONS

Please describe any special qualifications or experience that would be beneficial to your service on the Education Advisory Committee: QUALIFIED IN ALL AREAS OF EDUCATION. SEE ENCLOSED COPIES OF MY EDUCATIONAL EXPERIENCE

Please indicate your affiliation(s) with any education-related organization and your role: NONE AT THIS TIME OTHER THAN FIU ALUMNI

- REQUIRED ATTACHMENTS:**
1. Letter of Intent stating the reason you wish to serve on the Education Advisory Committee.
 2. Current resume.
 3. Three personal /professional references.

RESUME OF ALVIN I. SIEGEL

PERSONAL DATA

NAME: Alvin Irwin Siegel
ADDRESS: 15335 S.W. 85TH Ave., Miami, Fl. 33157
HOME PHONE: 238-2895
BUSINESS: 16201 S.W. 95TH Ave., Suite 200, Miami, Fl. 33157
BUS.PHONE: 238-5777
BIRTHDATE: July 5TH., 1928
MARITAL STA: Married

EDUCATION

Miami-Dade Community College; AA Degree, graduated with honors.
GPA 4.0
Florida International University; 1975 BS Degree, Education Major
Florida International University; 1976 MS Degree, Education Major,
GPA 3.59
Occidental University, 1978 Doctor of Philosophy Degree, Disse-
tation, Urban Planing & Renewal

WORK EXPERIENCE

REAL ESTATE

Registered Real Estate Broker, previous 24 years.
Registered Mortgage Broker, previous 8 years.
President & Realtor, Cambridge Realty, Inc., since 1968.
Special Master, Dade County Property Appraisal Board, 1979 *to 1995*

TEACHING EXPERIENCE

SUBJECTS

Dade County Police Academy, 1957-58-59	Police training
Miami-Dade Community College, 1969 thru 1975, Downtown & South Campus	Real Estate & Law
Dade County School Board, 1967-68-69 and 1977 to 1985	Real Estate

For info
Present holder of a State of Florida teaching certificate rank #2 and eligible for a rank #2 post graduate certificate. I am certified in the area of police training courses, real estate courses, and as a co-ordinator in educational courses on the College level.

PROFESSIONAL BACKGROUND

Twenty five years experience in the real estate business and President, Cambridge Realty Inc., managing apx. 30 Salespeople, performing the usual duties of management. Prior to opening my own business, I held the position of Salesmanager with Steve Hessen Realty, in South Miami, apx. eight years. During this period of time, I was awarded the million dollar sales sward twice, and had the most productive sales staff ever experienced by the Firm.

PROFESSIONAL BACKGROUND CONTINUED

I am considered an expert in the real estate business with heavy teaching, managing, condominium & appraising experience. My appraisal experience includes nine mortgage companies, Telco Credit Union, many lawyers, and Dade County Housing & Urban Development Dept. I have 18 years experience as Appraiser, passed required courses for national designations and I am an expert in residential and commercial appraisals having completed over three thousand residential and sixty commercial appraisals to date. I have also worked with builders and helped with the research and development of their projects. I am familiar with the real estate laws of the State of Florida and with laws pertaining to law enforcement. I am a graduate of the Dade County Police Academy, (1956) and am certified and have taught many police training courses.

PROFESSIONAL ORGANIZATIONS

Former Member, Kendall-Perrine Board of Realtors, Florida & National Association of Realtors, National Society of Fee Appraisers, National Police Officers Association & National Rifle Association.

OFFICES HELD

National Society of Fee Appraisers, Miami Chapter, Vice-President & President, 1977 & 1978.

Century 21 Real Estate Council, Vice-President, 1975

Coconut Grove Lodge Free & Accepted Masons, Treasurer, 1978.

Served on many committees of the board of realtors, including research, education and civic affairs.

AWARD & DESIGNATION RECEIVED

Appointed by the Dade County Commission on May 16, 1973 to serve on the Dade County Minimum Standards Housing Appeals Board. I served until my resignation on February 15, 1978 and held 3 terms as Chairman and 2 terms as Vice Chairman. Florida Association of Realtors: earned designation (GRI) Graduate Realtors Institute after completing required courses.

National Association of Realtors: earned designation (CRS) Certified Residential Specialist, after meeting requirements.

National Society of Fee Appraisers: earned designation (NEA)

National Fee Appraiser, after meeting requirements.

Special Master, Dade County Property Appraisal Board since 1979 to ~~1985~~ 1995

MILITARY SERVICE

Served honorably in US Marines during WW#2 and Korean conflict. Served four years as Patrolman and one year as Police Officer. Cities of Miami & Hialeah, Florida in 1950's.

PERSONAL REFERENCES

References will be forwarded upon request.

Brief resume of Alvin I. Siegel

Served, Eagle Scout & Scoutmaster, Served in U.S. Marines in W.W.#2 & Korean wars, State Certified Real Estate Appraiser, Real Estate Broker and R.E. School Instructor and Owner. Dade County Tax Judge since 1979 and Owner & operator of Cambridge Realty.

Masonic Member of Miracle Lodge #321
Scottish Rite
Shrine since 1977

Offices held: Senior Warden Coconut Grove Lodge, also Treasurer.
Marshall, MAHI Provost Guard
President, Fla. Provost Guard A'ssn.
President, S.E.S.A. Provost Guard A'ssn.
Colonel in Chief, Internation Provost Guard A'ssn.
1993-94

Personal: Married to Ofelia Siegel (40) years
Seven Children
Eleven Grand Children
Three Great Grand Children

College degrees: Univ. of Miami BA
F.I.U. MA
Occidental Univ. MD/P.Hd
Greenwich Univ. J.D./Ph.D

Political

Appointments: served six years on the Dade County Minium standards Housing Appeals Board and three years as Chairperson.

Misc.

Retired from Government service and recieve a monthly pension.
Awarded many Real Estate education designations and held many/various offices in Realtors and Appraisal organizations.

Served as Patrolman, City of Miami and Police Instructor at the Dade County Police Academy.



MIAMI-DADE
COMMUNITY COLLEGE

Number one in America.

Education Center (DRE)
31st Combat Support Group
Homestead AFB, FL 33039

5 May 1988

TO WHOM IT MAY CONCERN:

Dr. Alvin Siegel has been a Police Firearms Instructor for us and is qualified to teach all phases of Combat Weaponry. When I attended The Southeast Institute of Criminal Justice, Dr. Siegel was the Firearms Instructor during thirty of a forty hour training component. His skill as an instructor and firearms specialist is outstanding (from firsthand experience), and I would recommend him highly for any firearms training or consulting position.

Please feel free to contact me if any further information is required. My Office No. at HAFB is (305) 257-5445.

Respectfully,

A handwritten signature in black ink, appearing to read 'R. Handelsman', written over a horizontal line.

Robert Handelsman, Ph.D,
Director, Life Lab, HAFB Center

Florida International University

On recommendation of the Faculty and by virtue of the authority vested in it by the

Florida Board of Regents hereby confers upon

Alvin Irwin Siegel

the degree of

Master of Science

School of Education

In Testimony Whereof, the signatures of the University's officers are hereto affixed in Miami, Florida,

March 18, 1976

Marshall M. Lewis
Chairman, Board of Regents

E. J. York, Jr.
Chancellor



[Signature]
President of the University

[Signature]
Dean

Miami-Dade Community College

honors

ALVIN I. SIEGEL

in recognition of

Outstanding Academic Achievement

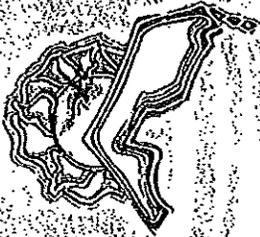
During the WINTER Term of the 1973-74 Academic Year



Peter Marko, J.
President

William M. Stoker
Acting Vice-President

ORIGINAL CERTIFICATE



STATE OF FLORIDA
DEPARTMENT OF EDUCATION

TEACHER'S CERTIFICATE



The person listed below has met all the requirements for the Florida Teacher's Certificate as specified hereon.

SIEGEL, ALVIN INKWIN
15325 SW 85 AVE
MIAMI FLA 33157

PLEASE REFER TO YOUR
DEPARTMENT OF EDUCATION
NUMBER AT ALL TIMES
096051

RANK
2
CERTIFICATE TYPE
02 POST GRADUATE

- 0. Early Childhood
- 1. Adult
- 2. Elementary
- 3. Secondary (7-12)
- 4. Junior College
- 5. Elementary & Secondary
- 6. Vocational-Technical
- 7. Junior High School (7-9)
- 8. Middle School
- 9. Middle School

INSTRUCTIONAL LEVEL SUBJECT CODE

7 610 REAL ESTAT 7 552 COORD TIC

INSTRUCTIONAL LEVEL	SUBJECT CODE	BIRTH DATE	DATE APP. RECEIVED	EFFECTIVE DATE OF RANK	DATE OF ISSUE	VALID PERIOD	PUB SERV		
							Month	Day	Year
7 610	REAL ESTAT	07/05/28	04/19/76	03/18/76	04/22/76	July 1 1976	5	034	JK COLLEGE

Therefore, in accordance with Section 231.17, Florida Statutes, this teaching credential is issued giving authorization to teach in the subjects listed above.

Auditors Number
D 29044

John S. Stephens
Administrator, Teacher Certification

Ralph D. Mullins, Jr.
Commissioner of Education

ANY CHANGE, ERASURE, OR MULTILATION OF THIS CERTIFICATE WILL RENDER IT NULL AND VOID.

CENTRAL UNIVERSITY OF ST. LOUIS
608 FORTYTH BOULEVARD
CLAYTON, MISSOURI 63105



TO WHOM IT MAY CONCERN

NAME: ALVIN L. STEGAL

FIELD OF STUDY: Urban Renewal and Development

DEGREE SOUGHT: PH.D.

DATE ENTERED AS CANDIDATE: April 17, 1978

COURSE WORK, PROFESSIONAL INVOLVEMENT, WORK EXPERIENCE:

Grant #2019

Bachelor of Science: Florida International University, 1975

Master of Science: " " " " 1976

State of Florida Teacher's Certificate, 1976

Teaching Experience: Dade County Police Academy - Police Training
" " School Board - Real Estate
Miami-Dade Community College - Real Estate

Member of numerous professional organizations - e.g. National Association of Realtor, National Police Officers Association, Miami Board of Realtors, etc.

Dissertation: GUDAN INFLUX TO DADE COUNTY, FLORIDA

Based upon the above academic and professional background, excellent references, a very competent dissertation, and Mr. Stegal's obvious professional and business competencies, the Board of Central University of St. Louis has awarded him the DOCTOR OF PHILOSOPHY degree on September 13, 1978.

DEGREE AWARDED: SEPTEMBER 13, 1978

[Signature]
Dean of Studies



[Signature]
President



**VILLAGE OF PALMETTO BAY
APPLICATION FOR ADVISORY BOARD
EDUCATION ADVISORY COMMITTEE**

Please complete the application, including attachments, and return to the Village Clerk, 9705 E. Hibiscus Street, Palmetto Bay 33157 (305-259-1234)

Name: Leanne Tellam
Home Address: 14625 SW 83 Ave
City: Palmetto Bay State: FL Zip: 33158
Telephone: 305 9750287 Cell: _____
Email address: LTellam@aol.com

EDUCATION (Attach additional information to application, if necessary)

Degree(s) JD UM '92, BS Mult. National Bus. w/ Minor in Spanish, FSU '89
School: _____
Year Graduated: _____

CURRENT OCCUPATION

Occupation: Mediator / Volunteer / Mom
Employer: self
Business Address: same
City: _____ State: _____ Zip: _____
Telephone: _____ Fax: _____
Email address: _____

What prompted your interest in the Education Advisory Committee? When I assisted in recommending the creation of this committee, I envisioned staying involved in its execution.

What do you plan to accomplish as a Committee Member? To guide the members through the creation and planning phase, identify goals and potential activities and begin execution. Recruiting other members

What is your vision for the Village's involvement with public schools? A collaborative and supportive relationship that plans upon and executes the tenets set out in the Education Compact.

Please describe any special qualifications or experience that would be beneficial to your service on the Education Advisory Committee: 8 years Coral Reef Elem School PTA board, including 2 as president; 3 years member Southwood PTA and Drama Boost Org.; Chair, Ed. Compact Committee, President, Junior League of Miami; Member Florida Bar - w/ 10 years legal practice; 5 years Certified mediator.

Please indicate your affiliation(s) with any education-related organization and your role: As see above

REQUIRED ATTACHMENTS:

1. Letter of Intent stating the reason you wish to serve on the Education Advisory Committee.
2. Current resume.
3. Three personal / professional references.

LEANNE FRAZEE TELLAM

14625 S.W. 83rd Avenue
Palmetto Bay, Florida 33158
(305) 975-0287 LTellam@aol.com

December 10, 2013

Dear Members of the Palmetto Bay Village Council,

Please accept the enclosed credentials and consider my application for the Village Education Advisory Board. I would like to continue my work with the Education Compact Committee by being a part of the implementation phase of this Advisory Board. The creation of same was an important factor in my efforts as Chair during our Compact negotiations with the County and it is just as important to me to see the process through to a point of smooth and effective execution.

My experience with the Village's public education system is documented in the attached resume to a certain extent. Through eight years on the Board of Directors at Coral Reef Elementary School, I developed a detailed understanding of not only the role and capabilities of Parent Teacher Associations, but the methodologies and inner workings of Miami Dade Public Schools. Through leading an extremely diverse and talented group of parents as president, I gained experience in harnessing, developing and guiding the capabilities of our Village residents vested in the success of our Village and schools. I believe this experience will aid in the formation of an effective and respected Advisory Board that draws input and participation from a diverse group of Village residents.

In my current position as President of the Junior League of Miami (JLM), I have had the opportunity to attend seven three and four day conferences that provided training on the art of guiding volunteer resources. This training, coupled with the skills learned through execution of my duties in JLM, will assist the committee in its formative moments. We need to define the roles we want the Advisory Board to take, the "mission" of our actions, the players we will need to accomplish our goals, and the methodologies for outreach and developing community buy-in to our plan. All of these points are ones with which I have gained volunteer experience through my work with JLM. It is my strong desire to put those skills to work for the benefit of the Village, our public schools and my children who attend those schools.

Should you have any further questions or wish to discuss this application with me, please contact me through the information provided above. I thoroughly enjoyed working with the Council and Village Clerk throughout the process of crafting the Education Compact, and look forward to the possibility of working with you further through the actions of the Village Education Advisory Board.

Thank you in advance for your kind consideration.

Sincerely,



Leanne Frazee Tellam

LEANNE FRAZEE TELLAM
14625 S.W. 83rd Avenue
Palmetto Bay, Florida 33158
(305) 255-0287 LTellam@bellsouth.net

EXPERIENCE

CIVIL CIRCUIT MEDIATOR

March 2010 – Present

Responsibilities have included over 300 Mortgage Foreclosure Mediations with certification in the same area.

NONPROFIT VOLUNTEER

THE JUNIOR LEAGUE OF MIAMI, INC.

1997 – Present

Responsibilities have included five years of board positions: President (June 2013 – present), President-Elect (2012-13), Bylaws/Parliamentarian (2007-8), Vice President Community (2006-7), charged with overseeing 9 community projects, Recording Secretary (2004-5); 7 multi-day training seminars in non-profit management.

CORAL REEF ELEMENTARY SCHOOL PARENT TEACHER ASSOCIATION

2005-Present

Responsibilities have included 8 years of Board of Director positions, including President (2007-9), VP Ways & Means (2006-7), Parliamentarian, Family Fun Night (Hoedown) (2007-12), Safe Routes to Schools Committee, Silent Auction (2005-11), Budget Committee (2006-present). Gross revenues in excess of \$100,000.00.

ATTORNEY

1992-1999

MASE & GASSENHEIMER, P.A.

Miami, Florida

Responsibilities consisted of handling large caseload of civil litigation claims from initial pleading stage through trial, with emphasis in defense of injury and commercial claims for major cruise lines; extensive discovery and trial experience; organizing volume practice while improving productivity and establishing effective litigation methodologies in growing firm; assisting corporate clients with internal development.

MITCHELL, MCALPIN, BRAIS & ASSOCIATES

Miami, Florida

Duties included all aspects of civil litigation and transactional practice, with emphasis in admiralty, commercial litigation, insurance defense and franchise operations; extensive legal research; drafting documents and presenting argument for all stages of state and federal actions; corporate representation and protecting interests of manufacturers and franchisors.

LEGAL LEGWORK, INC.

Miami, Florida

Developed business, performed legal research and analysis, drafted pleadings and completed trial preparation on contract basis. Areas of law: collections, commercial litigation and transactions, real estate, probate.

BUSINESS MANAGER/PROPRIETOR

1994

BON BINI BEACH CLUB

Curacao, Netherlands Antilles

Developed fledgling water sports company into a full-service, widely acclaimed tourist services operation; contributed to tripling gross income; developed, implemented and maintained accounting system; researched legal requirements of doing business; oversaw marketing efforts; directed future business planning.

INSTRUCTOR

1994

INTERNATIONAL SCHOOL OF CURACAO

Curacao, Netherlands Antilles

Conducted a wide range of courses as substitute and full-time instructor; suggested and assisted in the development of an Instructor Certification Internship Program; developed and implemented tutoring for ESL (English as a Second Language) students.

LEANNE FRAZEE TELLAM

EDUCATION

UNIVERSITY OF MIAMI, SCHOOL OF LAW Coral Gables, Florida
Juris Doctorate May 1992 GPA 2.84/4.0 (top 38%)
Emphasis in Commercial and International Business Law.
Dean's Honor Scholarship Recipient
Editor (Articles and Comments), Yearbook of International Law
President, Maritime Law Society

UNIVERSITY COLLEGE OF LONDON, FACULTY OF LAWS London, England
Completed the University of Miami International Legal Program, Summer 1991
Coursework: European Community Law, International Business Transactions. GPA 3.25/4.0

FLORIDA STATE UNIVERSITY, SCHOOL OF BUSINESS Tallahassee, Florida
Bachelor of Science Cum Laude May 1989 GPA 3.53/4.0
Major: Multinational Business Operations
Minor: Spanish
Completed Liberal Studies Honors Program and earned degree within three years.
Florida Academic Scholar, a full-tuition merit-based scholarship.
Numerous honors and activities.

THE NORTHAMERICAN/COSTA RICAN CULTURAL INSTITUTE San Jose, Costa Rica
Completed the Florida State University Foreign Studies Program, Summer 1988
All courses conducted in Spanish. GPA 3.8/4.0

ADDITIONAL DATA

Professional Memberships: The Florida Bar (1992), Southern District Bar (1995).
Foreign Languages: Fluent in Spanish, instructed in Portuguese and Papiamentu.
Computer Skills: Microsoft Office (Excel, Outlook, PowerPoint, Word).
Interests: Boating, Community Service, SCUBA (Advance PADI), Travel.
