

Wilton-Lyndeborough Cooperative School District
School Administrative Unit #63

192 Forest Road Lyndeborough, NH 03082
603-732-9227

Peter Weaver
Superintendent of Schools

Ned Pratt
Director of Student Support Services

Kristie LaPlante
Business Administrator

TO: The WLC School Board
FROM: Peter Weaver
DATE: June 21, 2023
RE: Nomination for FRES 1st Grade Teacher

Please accept this as the nomination of Sophia Menke as a 1st Grade Teacher for FRES. Ms. Menke completed her student teaching in the Amherst School District. She has been serving as a Kindergarten Long-term Substitute at Ralph Butler Elementary School in Avon, Massachusetts and was the Access Academy Instructor at the Meelia Center for Community Engagement in Manchester, New Hampshire. She also has experience as a teaching assistant in the ESY Program at Sudbury Public Schools. Ms. Menke has a Bachelor of Art Degree in Education Studies-Elementary Education from Saint Anselm College.

There were nineteen applicants for this position. The budgeted salary for this position is \$64,213. I recommend a motion to appoint Sophia Menke as a 1st Grade Teacher at FRES at a salary of \$38,000, Bachelors, Step 1.

Wilton-Lyndeborough Cooperative School District provides a safe and educational environment that promotes student exploration, critical thinking and responsible citizenship.

The Wilton-Lyndeborough Cooperative School District does not discriminate on the basis of race, color, religion, national origin, age, sex, handicap, veteran status, sexual orientation, gender identity or marital status in its administration of educational programs, activities or employment practice.

Sophia Menke

603-897-9710 smenke826@anselm.edu
<https://www.linkedin.com/in/sophiamenke/>

EDUCATION

Saint Anselm College, Manchester, NH — Education Studies BA 2023

UNDERGRADUATE CLINICAL FIELD EXPERIENCES

Supervised Student Teaching Placement

Clark Wilkins Elementary School, Amherst, NH — 2022-2023
4th Grade Classroom

Literacy Methods Pre-Service Placement

Henniker Community School, Henniker, NH — Fall 2022

Facilitate reading groups for kindergarten students. Work closely with learners, in groups and individually. Collaborate with the classroom teacher to monitor students and record their progress.

Inclusion Equity and Diversity Pre-Service Placement

Parkside Middle School, Manchester, NH — Fall 2021

Developed 8th-grade social studies lesson plans rooted in the Common Core State Standards. Team taught various lessons with a cooperating teacher. Integrated technology and group work into lesson plans. Worked one-on-one with identified English Language Learner students to modify assessments and support learning.

Principles of Teaching and Learning Pre-Service Placement

Londonderry High School, Londonderry, NH — Spring 2021

Observed 9th-12th grade social studies lessons. Planned and executed two lessons aligned to State Social Studies and Common Core English Standards. Implemented differentiation for lessons and tutoring students.

WORK EXPERIENCES

Long Term Substitute Kindergarten Teacher Spring 2023

Ralph Butler Elementary School Avon, MA

Conducted daily classroom observations, assessments and curriculum implementations in a Kindergarten setting of 16 children as a lead classroom educator. Differentiated curriculum to address the multimodal learning needs of children; accomplished by means of daily implementation of writing workshops, small reading groups and math explorations. Collaborated on an interdisciplinary team to implement Individualized Education Plans (IEPs). Participated in daily communications, progress monitoring and progress reports. Established and maintained a positive and respectful classroom culture with effective behavior management practices and classroom organization.

Access Academy Instructor 2020- 2023

Meelia Center for Community Engagement Manchester, NH

Help to plan the overall outline and curriculum of classes. Attend and participate in weekly lesson planning and implementation sessions. Engage in teaching, classroom, and behavioral management.

ASP Intern Teacher Summer 2022

St. Paul's School, Concord, NH

Participated in teaching and tutoring working under a qualified master teacher. Lived in dormitories along with students, other interns, and a house supervisor. Instructed students, four afternoons a week in various sports and activities. Performed house supervision and library supervision weekly. Assisted with the college advising program.

Substitute Teacher 2021-2022

Merrimack Public Schools, Merrimack, NH

Carried out lesson plan instructions from the classroom teacher, and/or create lesson plans in absence of a prepared lesson. Took attendance according to school procedure. Assigned homework according to teacher's lesson plans. Created and maintained classroom management that fostered a safe and productive learning environment in accordance with school policies.

Extended School Year Teaching Assistant Summer 2021,2023

Sudbury Public Schools, Sudbury, MA

Monitored and assisted students as needed in daily routines. Initiated and followed through with behavioral interventions in an appropriate manner. Communicated with teacher regarding student progress/behavior/special needs. Taught individual and groups of students following teacher's lesson plans. Accompanied, assisted, and monitored students.

Aquatics Instructor & Camp Counsellor 2020-2021

YMCA of Greater Nashua, Nashua, NH

Kept records of progress, filled out progress reports and distributed them on the last day of class. Provided daily supervision to program participants. Planned and lead activities with small and large groups according to the daily schedule.

LEADERSHIP EXPERIENCES

Senior Class Gift Committee 2022-2023

Office of Alumni Relations, Advancement, and Annual Giving, Manchester, NH

Represented the Senior Class Gift Committee and College Advancement. Coordinated with the chair specific details of the campaign. Collaborated with SAA (Student Alumni Ambassadors) and attended 2 Professional Development meetings during the year.

Orientation Leader 2022-2023

Student Engagement and Activities Leadership Organization, Manchester, NH

Assisted with the organization, preparation, and execution of Orientation programs and events. Participated in trainings and exercises to support students as learners and within the living community focused on mental and emotional health.

Management Team Member: College Access Programs, Meelia Center for

Community Engagement, Manchester, NH 2022 - 2023

Participated in and managed monthly Meelia Center staff meetings and the work of 80+ staff members. Work with over 50 community organizations.

**Professional Development Committee Chair: Student Alumni Ambassador Team
Office of Alumni Relations, Advancement, and Annual Giving Manchester, NH 2021-2022**

Coordinated professional development experiences, such as "Developing a Smart Social Media Presence" and a "Speed Networking" event, securing presenters, promoting to students, managing registration, and introducing guest speakers. Worked to enhance relationships between students and alumni through events, interactions, and networking.

Student Alumni Ambassador Office of Alumni Relations, Advancement, and Annual Giving, Manchester, NH 2020-2023

Represented college as a student host at alumni events, including President's box at home football games and the Alumni Awards ceremony.