



Lake Orion Community Schools

Interoffice Memo

from the office of the Assistant Superintendent of Human Resources

From: Adam Weldon
Assistant Superintendent of Human Resources

To: Heidi Mercer
Superintendent

Date: April 22, 2026

Re: Certified Staff – Recommendations for Hire

The following candidates have been recommended for hire:

Name	Building	Position	Reason	Start Date
Kelli Custer	Lake Orion High School	Math	Transfer	4.20.2026
Joy Mullins	Paint Creek Elementary	Special Education	Vacancy	2026-27 School Year

The candidate resumes are attached for your review. These recommendations are supported.

Attachment(s): Resume

KELLI CUSTER

EDUCATION:	M.A. Educational Leadership Stetson University	July 2011 Celebration, FL
	B.S. Mathematics Secondary Education Northern Michigan University	August 2004 Marquette, MI
TEACHING EXPERIENCE:	Stride- Highpoint Virtual Academy of MI Teach 8th grade remedial mathematics Design engaging digital lesson plans and learning materials for virtual instruction Use online tools for collaboration, assessments, and feedback Adapt teaching methods to support different learning styles Manage virtual classrooms and maintain student engagement	September 2025 to Present
	Rochester Community Schools (Adult Education) Taught GED prep Taught high school mathematics courses	September 2014 to November 2014 Rochester, MI
	Great Lakes Bay Early College Used ALEKS program to teach mathematics Mentor and advisor to students taking high school and/or university courses Schedule coordinator Performed data analysis Trained in Skyward for scheduling and updating student information	August 2011 to August 2014 Saginaw, MI
	Delta College Taught basic math courses Taught nursing math course Attended MichMATYC conference	August 2011 to December 2012 University Center, MI
	Bay City Public Schools Plan, teach, and evaluate students in a classroom of 20 to 30 students Participated in parent teacher conferences Involved in curriculum reform Participated in Chemistry workshop	August 2008 to June 2011 Bay City, MI

KELLI CUSTER

TEACHING EXPERIENCE: (CONTINUED)	Lake County Schools (East Ridge High School) Plan, teach, and evaluate students in a classroom of 20 to 30 students After school tutor Participated in TOPS program Participated in parent and teacher conferences	August 2006 to June 2008 Clermont, FL
	Walkerville Public Schools Plan, teach, and evaluate students in a classroom of 8 to 29 students Homework Huddle Coordinator Participated in 100 hours of professional development Participated in parent and teacher conferences Participated in critical incident management training Involved in curriculum reform	August 2004 to June 2006 Walkerville, MI
COACHING EXPERIENCE:	Swim Coach and Instructor Royal Swimming Teach stroke technique and evaluate progression Plan and conduct practices	June 2019 to Present Royal Oak, MI
	Swim Coach and Instructor Holland Aquatic Center	January 2023 to August 2023 Holland, MI
	Swim Coach Liquid Lightning	September 2016 to April 2019 Lake Orion, MI
	Varsity Girls Head Swim Coach Central High School	August 2010 to June 2012 Bay City, MI
	Boys and Girls Head Swim Coach Handy Middle School	November 2010 to March 2012 Bay City, MI
	Swim Coach Bay Area Youth Swim Club (Additional years 1997-2001)	September 2008 to August 2011 Bay City, MI
	Varsity Boys Head Swim Coach East Ridge High School	August 2006 to November 2007 Clermont, FL
REFERENCES:	Available Upon Request	

JOY MULLINS

PROFESSIONAL SUMMARY

Dedicated and experienced Special Education professional with a focus on Emotional Impairment (EI) programming. Proven ability to support students with diverse behavioral and academic needs through individualized instruction, behavior intervention, and collaborative team leadership. Experienced in IEP development, crisis response, and classroom management. Recognized for professionalism, initiative, and strong relationships with students, staff, and families.

PROFESSIONAL EXPERIENCE

Long-Term Substitute Teacher – Emotional Impairment Classroom

Paint Creek Elementary | 2023–Present

- Lead instruction and daily operations of an EI classroom
- Develop and implement individualized instruction aligned with student IEP goals
- Facilitate and contribute to IEP meetings, including drafting and progress monitoring
- Supervise EI paraprofessionals and lead weekly team meetings
- Implement behavior intervention strategies and proactive de-escalation techniques
- Maintain consistent communication with staff, administration, and families

Paraprofessional – Emotional Impairment Classroom

Paint Creek Elementary | 2023–2024

- Supported students with emotional and behavioral needs in academic and social settings
- Assisted in implementing IEP goals and behavior plans
- Provided one-on-one and small group instruction
- Collected behavioral and academic data to support student progress

Paraprofessional – SEI Classroom

Pine Tree Center | 2020–2023

- Supported students with significant emotional impairments in a structured environment
 - Assisted with behavior management and crisis intervention
 - Helped implement individualized instructional strategies
 - Collaborated with multidisciplinary teams to support student success
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LEADERSHIP & PROFESSIONAL CONTRIBUTIONS

- Committee Chair, Crisis Team – Paint Creek Elementary
 - Facilitate weekly EI team meetings and coordinate classroom supports
 - Active participant in student-centered problem-solving and intervention planning
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CERTIFICATIONS & TRAINING

- CPI (Crisis Prevention Intervention) Certified
 - CPR Certified
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AWARDS & RECOGNITION

- Distinguished Dragon Award Recipient (2024–2025)
 - “Above and Beyond” Award – Oakland Schools (2021)
 - Received positive supervisor evaluations during classroom observations
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CORE SKILLS

- IEP Development & Implementation
- Behavior Intervention & De-escalation
- Emotional Impairment Programming
- Classroom & Team Leadership
- Data Collection & Progress Monitoring
- Individualized Instruction
- Collaboration with Families & Staff