

Deanne L Surles

2001 Longfellow St. | Detroit, MI 48206 | deannesurles@gmail.com | (313) 402-4125

Professional Profile

Accomplished, dynamic, and data-driven program supervisor with more than seventeen years of experience and demonstrated success in urban educational settings. Developed programs and strong relationships with community members, external providers, and colleagues.

Areas of Expertise

- Managing the development and implementation of contracts and grants as well as program budget and fund expenditures
 - Preparing proposals to private and public funding agencies
 - Developing program goals, methods, and means of evaluation
 - Conducting needs assessments for clients
 - Evaluating staff development needs and determining appropriate training or coaching
 - Advocating on behalf of low income people in the community
 - Developing, implementing, and monitoring program-wide initiatives and programs.
 - Creating and instituting, in response to adult client needs, a program curriculum to provide instruction and counseling to program clients in the areas of family engagement, parent strengthening, basic skills training, ESL, GED preparation, and employability skills.
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Professional Experience

2014-Present Wayne Metropolitan Community Action Agency Detroit, MI

Family Engagement Manager

Plans, develops, coordinates, promotes and supervises adult literacy and family engagement programming, events and services to meet the needs of agency clients and program participants. Supervises the daily activities of assigned staff; plans, prioritizes and assigns tasks and projects; trains and coaches staff; develops staff skills, and evaluates performance; examines grant requirements, monitors operations and assures that activities are in compliance with funding agency standards.

2011-2013 River Rouge High School

River Rouge, MI

English Teacher and RTI/Literacy Coach (grades 9-12)

Served as an English teacher and Response to Intervention coach in an urban high school servicing a multi-cultural student population. Provided ACT/MME preparation to students as well as provided informational sessions for parents. Served on the school's School Improvement, Coordinated Student Health, and Leadership Teams.

Key Accomplishments:

- Drafted the Response to Intervention manual and implemented the Response to Intervention framework
- Served as administrator over the universal screening and progress monitoring data system
- Drafted a Positive Behavior Support plan.
- Created, implemented, and directed a teen girl mentoring program for 11th and 12th grade students focused on improving self-esteem, goal setting, scholastic improvement and mentorship

2008 - 2011 Wayne RESA – Independently Contracted Detroit, MI
English/Language Arts Coach

Provided professional development and instructional strategies for ELA teachers, which were implemented in classrooms in order to improve student achievement and performance in the areas of reading and writing, as a part of the MI Excel and High Priority Schools initiatives through Wayne RESA.

Key Accomplishments:

- Demonstrated proficiency in Coaching 101 through Michigan State in support of Michigan's MI Excel Statewide System of Support
- Successfully completed MAISA coaching training program based on the National Staff Development Council

2004 – 2008 Southeastern High School of Technology Detroit, MI
English Teacher (grade 9)

Served as a Writing Improvement and English Literature instructor within the Detroit Public Schools. Utilized data driven, research based instructional strategies and material in compliance with state high school content expectations, district objectives, and ACT/MME preparation.

Key Accomplishments:

- Served as senior class sponsor
- Developed mentoring and academic support program for 9th grade students

Education

July 2011-August 2013 Cornerstone University Grand Rapids, MI
Master of Arts, Educational Leadership

September 2002 – August 2003 The Ohio State University Columbus, OH
Master of Education, Teaching & Learning

May 2000 Clark Atlanta University Atlanta, GA
Bachelor of Arts, English