



Academics | Activities | Service | Leadership

To: Mr. Mahoney and Board of Education  
From: Kip Crandall  
Re: November Staff Recognitions  
Date: November 11, 2020

**Meagan Meyer:**

Since October 19<sup>th</sup> and through December 18<sup>th</sup>, Meagan will have manned the DLR office almost entirely independent of an assistant. This is due to our other administrative assistance being on an extended leave due to surgery. We have been able to line up coverage on several different days with a sub, but more often than not have had to use them in the classroom to cover for teacher absences. Meagan has been able to manage all the different tasks in the office day in and day out, and does it with a smile and eternally optimistic outlook. She is tremendous with parents on the phone, students sent to the office and teachers with their many requests. I am truly grateful for the strength and resilience she has demonstrated, particularly over the past two weeks.

**Jo Cermak:**

Our professional school counselor, Jo Cermak has been instrumental in helping hold down the fort through my quarantine. In the midst of counseling appointments on the rise due various student needs that seem to be increasing, jo has also been a second hand in the front office helping Meagan and taking on some day to day tasks for me. Jo too demonstrates a great deal of resiliency and strength, especially given some of the student topics we have had to discuss via phone/virtual meeting. Not only does Jo take care of our student counseling needs, I know several teachers rely on her as well to be an ear for them. I am thankful she is part of the team and grateful for her service.

**Adam Albrecht:**

Adam is an outstanding teacher at DLR for starters. He is constantly exploring and experimenting in his classes to make them more engaging and student driven. On top of this, Adam is also our Leader in Me (LIM) Lighthouse Team coordinator. He has participated in several professional development opportunities to put himself in a better position to lead that team and report progress back to me. He also, more so in the past two weeks, covers for me when I am out of the building. Last week, with other admin. coverage scarce for me, he took on much of that responsibility while simultaneously teaching his classes and leading a demonstration on a potential new software. I know Adam was feeling the strain and I made sure to reach out and check on him frequently. This is the main factor for me suggesting that during an admin. quarantine, coverage for admin. should be of highest priority. I am thankful for Adam continuing to be willing to stretch his leadership opportunities and take on these tasks.

*Mission: Educate students to be lifelong learners who are productive, responsible citizens.*

**David L. Rahn Junior High School**

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