

**Counselor ( Kristen Battle Tanner)**

**Overall Score Sheet**

**Interview Score Sheets**

**Resume**

**References**



DeKalb Preparatory Academy  
Where Every Scholar's Gifts are Nurtured!

## DEKALB PREPARATORY ACADEMY BOARD ACTION FORM

June 10, 2022

ACTION FORM # 01-6-28-22 INFORMATIONAL ☐

ACTION NEEDED ☒

**Subject:** Recommendation for New Hire (School Counselor)

**Cost: Salary:** \$56,137.06

**Cost of Benefits:** TRSGA 11,216.18 FICA \$813.99 Met Life 523.92 Kaiser 6,619.04      **Total FY23 Salary**  
\$75,310.19

**Initiated by:** Dr. Brooks-Long, Chief Academic Officer: HOS

**Staff Contact:** Marian Simpson Business Manager

I. Why is a Board Action/Consideration Needed? Also, please indicate one of the following:

☒ High Priority   ☐ Emergency   ☒ > \$5,000   ☐ Other (Please explain)

II. Fiscal Impact/ Revenue Source: QBE/General Fund

III. Policy Impact: What departments/stakeholders of the school will benefit?  
All staff, parents, community stakeholders to participating in the process to help educate and stimulate students going from good to great during the 2022-2023 school year.

IV. Is this a one-time expenditure or an annual, on-going expense?

This is a yearly expense.

V. Board Committee Recommendation:

Position Approved by Governing Board Approved May 24, 2022, Board Meeting

VI. Background Information:

Vacant position due to nonrenewal of School Counselor



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**VII. Alternatives/Implications:**

**MOTION FORM # 01-6-28-22**

I move for the approval of the **Subject:** Recommendation for New Hire School Counselor

Ms. Kristen Battle - Tanner.

Cost: Salary: \$56,137.06

Cost of Benefits: TRSGA 11,216.18 FICA \$813.99 Met Life 523.92 Kaiser 6,619.04 Total FY23 Salary \$75,310.19

I second the approval of the **Subject:** Recommendation for New Hire School Counselor Ms. Kristen Battle - Tanner.

Cost: Salary: \$56,137.06

Cost of Benefits: TRSGA 11,216.18 FICA \$813.99 Met Life 523.92 Kaiser 6,619.04 Total FY23 Salary \$75,310.19

Action Taken: Motion Pass

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Action Taken: Motion Fails

Person responsible for implementation:

CAO: HOS, Principal and Chief Financial Officer

**Projected Cost: \$56,137.06**

**TRSGA: 8,641.27**

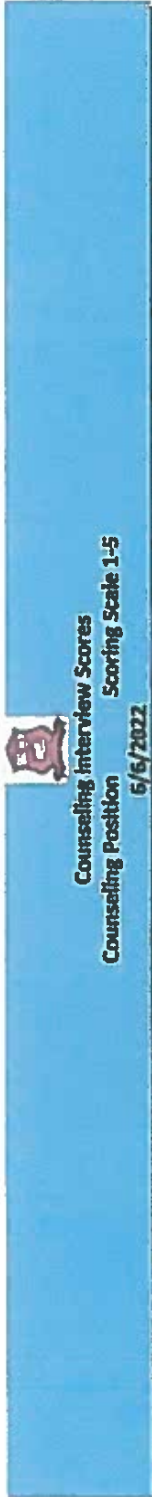
**FICA: 627.12**

**MetLife: 523.92**

**Kaiser: 6,619.05**

**Total FY23 Salary \$75,310.19**

**Schedule: July 1, 2022 -June 30, 2023**



### Counseling Interview Scores

6/6/2022

[illegible]

**Kristin R. Battle - *Tanner***  
**82 Lauritsen Way**  
**Newnan, GA 30265**  
**336-575-6368**  
**kristin.battle@gmail.com**

#### **PROFILE STATEMENT**

To obtain a school counseling position that utilizes leadership, advocacy, and collaboration. School counselors promote student successes by implementing a comprehensive school counseling program that addresses academic, career, and personal/social development for all students.

#### **EDUCATION**

North Carolina Agricultural and Technical State University, Greensboro, North Carolina. **Master of Science, in School Counseling, Expected Graduation Date: December 2017; GPA 3.66**

North Carolina Agricultural and Technical State University, Greensboro, North Carolina. **Bachelor of Science, Child Development: Early Education & Family Studies, Department of Family and Consumer Sciences; Expected Graduation Date: December 2013; GPA: 3.77**

#### **EXPERIENCE**

**Intern, Stokesdale Elementary School, Greensboro, NC. (August 2017- December 2017).** Assisted my site supervisor in different school counseling activities. Completed 180 indirect hours and 120 direct hours.

**Intern, Stokesdale Elementary School, Greensboro, NC. (January 2017-May 2017).** Assisted my site supervisor in different school counseling activities. Completed 180 indirect hours and 120 direct hours.

**Intern, Stokesdale Elementary School, Greensboro, NC. (August 2016-November 2016).** Assisted my site supervisor in different school counseling activities. Completed 60 indirect hours and 40 direct hours.

**Intern, Sedalia Elementary School, Greensboro, NC. (February 2012-May 2012).** Assisted teachers and implemented an instructional lesson plan for Pre-K.

**Intern, General Greene Elementary School, Greensboro, NC. (September 2011-November 2011).** Assisted teachers and implemented an instructional lesson plan for a second-grade class.

**Intern, North Carolina Agricultural and Technical State University Child Development Lab, Greensboro, NC. (September 2011-November 2011).** Observed and assessed children using anecdotal observations.

**Intern, Ruggles Street Learning Center, Greensboro, NC. (February 2011-April 2011).** Assisted teachers with instructional activities and supervised young children.

**Tutor, S.M.A.R.T. Program, Greensboro, NC. (Summer 2010-Winter 2010).** Created, assessed, and evaluated instructional lesson plans for students in mathematics, reading, and writing.

#### **WORK EXPERIENCE**

**School Counselor, (February 2019- May 2021).** Mallard Creek Elementary School.

**Sydkimyl Consultant**, (August 2020 – Present). Sydkimyl Educational Consulting, LLC.

**School Counselor**, (January 2018 – February 2019). Petree Elementary School.

**Teen Site Supervisor**, (August 2017 – December 2017). Kernersville YMCA.

**Teen Counselor**, (June 2017 - August 2017), Kernersville, YMCA.

**Substitute Teaching**, (August 2016 – Present). Guilford County Schools

**Teacher Assistant**, (August 2014-June 2016). Sedalia Elementary School. Pre-Kindergarten

**Teacher Assistant**, (June 2014-August 2014). Bell Summer Program (Sedge Garden Elementary).

Third Grade

**Teacher Assistant**, (January 2014-June 2014). Hall-Woodward Elementary. First and Second Grade

**Research Assistant**. (2012-2013). NCA&TSU, Greensboro, North Carolina. Researched qualitative and quantitative data on childhood obesity in Halifax County. Analyzed and created developmentally appropriate activities for young children focused on nutrition.

#### **PROFESSIONAL INTERACTIONS**

2016. NCCA Conference. Greensboro, North Carolina

2013. Fall Leadership Conference (NCA&TSU). Greensboro, North Carolina

2013. Guilford County Pre-K Professional Development. Greensboro, North Carolina

2012. Presenter at the National Black Child Institute Conference (**National Presentation**). Fort Lauderdale, Florida

2012. Color Me Healthy Training (NCA&TSU). Greensboro, North Carolina

#### **HONORS**

2016- Present. Chi Sigma Iota Honor Society

2012- Highest GPA award in the major

2012-Present. Phi Kappa Phi Honor Society

2012-Present. Gamma Sigma Delta Honor Society

2011-Present. Golden Key International Honor Society

2011-Present. Kappa Omicron Nu Honor Society

2010-2013. NC A&T Honors Program

#### **VOLUNTEER EXPERIENCES**

2012. Winston-Salem Rescue Mission Thrift Store

2012. Winston-Salem Rescue Mission Food Pantry

#### **PROFESSIONAL AFFILIATIONS**

2016- Present. North Carolina Counseling Association

2015- Present. American School Counselor Association

2010-Present. Student National Education Association

2011-Present. Kappa Omicron Nu Honor Society. President

2010-Present. Family and Consumer Science Club

2010-2011. The Red Cross Club

#### **REFERENCES**

Available upon request.



# GEORGIA EDUCATOR CERTIFICATE

Georgia Professional Standards Commission  
200 Piedmont Avenue, Suite 1716  
Atlanta, GA 30334-9032

The Georgia Professional Standards Commission affirms that this individual has met the requirements for a Georgia Educator Certificate as indicated.

**Kristin Renea' Battle**  
**324 Lakeside Way Apt 324**  
**Newnan, GA 30265**

**Certificate Number**

**1847249**

**Date Printed**

**2/1/2022**

**Certificate Level**

**5**

**Effective Date**

**7/1/2021**

**Title/Type Field**

**SRS SCHOOL COUNSELING (P-12) [FLD709]**

**Validity Period**

**07/01/21 TO 06/30/26**

The Standard Professional service certificate is issued to Georgia educators who have met all requirements for professional certification in a service field, including applicable Special Georgia Requirements. You must satisfy the following requirements (described in detail in separate correspondence) during the validity period of this certificate: Complete Renewal Requirements.

Please see the last page for legends and other information

The holder of this certificate is responsible for being knowledgeable about current and revised rules.

**Brian Sirmans**  
Chair

**Any alteration of this certificate will render it void**

#### **AUTHORITY**

This certificate has been issued by the authority granted to the Georgia Professional Standards Commission (GaPSC) pursuant to O.C.G.A. Section 20-2-200 and conforms to the published rules of the Commission. The rules of the Commission are on file in the offices of the GaPSC, public school systems, teacher education colleges, Regional Educational Service Agencies, the Office of the Secretary of State, and on the GaPSC web site at [www.gapsc.com](http://www.gapsc.com).

#### **LIMITATIONS**

The information shown on this certificate is subject to conditions specified in any previous correspondence, documentation accompanying this certificate, and current rules of the Commission. Certification rules are subject to change. The holder of this certificate is responsible for being knowledgeable about current and revised rules and for securing the appropriate certificate to practice in Georgia.

#### **CORRECTION OF CERTIFICATES**

Questions about your certificate should be directed to your employer's personnel officer or to the GaPSC. If there appears to be an error on your certificate, please mail or email a letter of explanation to the GaPSC within forty-five (45) days of issuance. An incorrectly issued certificate may be recalled.

#### **DATING OF CERTIFICATES**

Effective Date	The effective date of the certificate LEVEL indicates the earliest date (on or after July 1, 1993) the corresponding certificate level is recognized. The effective date may be determined by the date requirements were completed or the date application materials were received.
Validity Period	A validity period is established for each FIELD of certification and varies according to the conditions of issue.
Print Date	The date the certificate is printed has no effect on the validity period or effective date.

#### **CERTIFICATE LEVEL**

Each certificate is assigned a general level. This level applies to all fields held by an individual and indicates the GaPSC-determined equivalent of an individual's level of education. A certificate may also be assigned a leader level. The leader level is only applicable when the certificate holder is working in a leadership position. Generally, the certificate level equates to the education degree level completed as follows:

Level 1 - High School Diploma, GED	Level 5 - Master's degree
Level 2 - Associates degree	Level 6 - Education Specialist, MFA, All But Dissertation,
Level 4 - Bachelor	Level 7 - Ph.D., Ed.D, GaPSC-determined equivalent

#### **FIELDS**

The certificate field indicates the educational assignment in which the individual is authorized to practice in Georgia. The unique certification field code is enclosed in square brackets at the end of the field name.

#### **CODES**

Certificate codes are specific letters which identify particular types and titles of certificates. For descriptions of these certificates and their qualifications, please visit the GaPSC web site at [www.gapsc.com](http://www.gapsc.com).

AP	Advanced Professional	MB	Military Support Provisional
B	Provisional	MS	Military Support
D	Life	SR	Standard Professional
I1	One-Year Induction	W	Walver
I3	Three-Year Induction	X	International Exchange
I5	Five-Year Induction	AIDE	Non-Instructional Aide
IN	Induction	C	Clearance Certificate
LP	Lead Professional	EI	Educational Interpreter License
N	Non-Renewable Professional	J	Adjunct
NP	Non-Renewable Performance-Based	L	Leadership
N1	One-Year Non-Renewable Professional	P	Permit
N3	Three-Year Non-Renewable Professional	PARA	Paraprofessional
PR	Performance-Based Professional	S	Service
PS	Pre-Service	SP	Support Personnel
SI	Supplemental Induction	T	Teaching
M	Montessori		



### Reference Check

Applicant Name: Kristin Battle Tanner

Job Applied For: School Counselor

Division/Unit: Entire School

Please note that this section is referring to the person giving the professional reference.

Name: Waynette Dudley Phone #: 9802771465

Name of Organization/Business: SydKimyl

Job Title: Counseling Consultant

Is the reference a former/current manager/supervisor? If yes, please continue to Applicant details. If no, contact applicant to retrieve a manager/ supervisor reference.

### Applicant Details

Dates of Employment: From 8/8/2018 To 6/6/2022

Job Title: Counselor Supervised Staff: Yes ☒ No ☐

What were their major work responsibilities/job duties? SEL & Counselor. COused Studnets complete

How would you rate this person on the following?  
(Rank from 1 – 4, 4 – Excellent, 3 – Good, 2 – Needs Improvement, 1 – Unacceptable)

- |  |          |
|--|----------|
| • Quality of Work                                    | <u>4</u> |
| • Timeliness Of Completing Assignments               | <u>4</u> |
| • Ability to Work Independently                      | <u>4</u> |
| • Work Habits (multitasking, observing office rules) | <u>4</u> |
| • Ability to Work with Others                        | <u>4</u> |
| • Attendance   | <u>4</u> |

Any Outstanding Qualities observed by respondent: Great Asset Overall

Would you rehire this person? ☒ Yes ☐ No

Are there any comments that you would like to add? \_\_\_\_\_

If the company/business does not provide detailed reference information, please check here and contact the applicant to provide another professional reference. Please note that the reference cannot be a coworker and must have experience managing or supervising the applicant. ☐

Completed by: Melwa Smith

Date: 6/6/22

### Reference Check

Applicant Name: Kristin Battle Tanner

Job Applied For: School Counselor

Division/Unit: Entire School

Please note that this section is referring to the person giving the professional reference.

Name: Kim McGregor

Phone #: 704 412 2039

Name of Organization/Business: SydKimyl (CEO)

Job Title: Counseling Consultant

Is the reference a former/current manager/supervisor? If yes, please continue to Applicant details. If no, contact applicant to retrieve a manager/ supervisor reference.

### Applicant Details

Dates of Employment: From 8/8/2018

To 6/6/2022

Job Title: Counselor

Supervised Staff: Yes ☒ No ☐

What were their major work responsibilities/job duties? SEL & Counselor, COused Studnets complete Social Emotional learning Counselor K-8 Grades....

How would you rate this person on the following?

(Rank from 1 – 4, 4 – Excellent, 3 – Good, 2 – Needs Improvement, 1 – Unacceptable)

- |  |          |
|--|----------|
| • Quality of Work                                    | <u>4</u> |
| • Timeliness Of Completing Assignments               | <u>4</u> |
| • Ability to Work Independently                      | <u>4</u> |
| • Work Habits (multitasking, observing office rules) | <u>4</u> |
| • Ability to Work with Others                        | <u>4</u> |
| • Attendance   | <u>4</u> |

Any Outstanding Qualities observed by respondent: Great Asset Overall!

Would you rehire this person? ☒ Yes

☐ No

Are there any comments that you would like to add? \_\_\_\_\_

If the company/business does not provide detailed reference information, please check here and contact the applicant to provide another professional reference. Please note that the reference cannot be a coworker and must have experience managing or supervising the applicant. ☐

Completed by: Melva Smith

Date: 6/6/22

*# Excellent Candidate*

*# Special moment*

*# Looking for school home  
# hardworker  
# love working with the youth*

# DeKalb Preparatory Academy

## Teacher Candidate Interview /Evaluation Form

Name Kristin Battle-Tanner

Position/Subject School Counselor ✓

Total Score 49

Up to 5 points per question

*Excellent Candidate*

No.	Questions	Comments/Answers	Points
1	Have you ever served as a school counselor before?	MC counselor; Works @ Virtual counseling program as well. Academic, tutorial services; looking for a school home. <i>Only consider ES / two counselors misfolded</i>	5
2	What skills do you think are important for a school counselor to have?	SW's → Success Ed program Class avoidance Group counseling based on schedule <i>Meeting needs of student</i>	5
3	Why do you think students should have access to a school counselor?	Express themselves; deal w/ mental concerns; <i>leadership program</i>	5
4	What has been your most rewarding moment as a school counselor?	Staff of the Month: Quiet, calm name great w/ relationship; great history; took the grand running;	5
5	Why did you become a school counselor instead of a teacher?	Passionate answer: desire to help students succeed in life.	5
6	What challenges do you expect in working specifically on the heels of the pandemic?	Social emotional concerns	5
7	What is your general attitude toward disciplining students (PBIS, Restorative Justice)?	Find out why students are misbehaving, etc.	5
8	Can you describe a situation where you collaborated with teachers and administrators to solve a student's problem? What did you do?	Described several.	5
9	What do you know about Social Emotional Learning?	SE needs must be met before you students can learn. Did any training on topic. <i>thorough</i>	5

*Programs → parent meetings → Parents to students talk  
# Parent Academy  
# Career Day → Brought portfolio  
# Leadership team → analyzing data  
# Girls' Groups → Self-esteem, Covid, SST - look at data  
# P/T conference  
# Guest speakers  
# Community partners*

10	If a student was bullying another student. What precautions and steps would you take?	Listen + Investigate.	5
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M. D. 6/7/2022

# DeKalb Preparatory Academy

## Teacher Candidate Interview /Evaluation Form

Name Kristin Tanner

Position/Subject \_\_\_\_\_ School Counselor \_\_\_\_\_

Total Score \_\_\_\_\_

Up to 5 points per question

No.	Questions	Comments/Answers	Points
1	Have you ever served as a school counselor before?	* Masters from North Carolina * School Counseling, Educator, 10 years - School Counseling	5
2	What skills do you think are important for a school counselor to have?	5 years. Individual Counseling. SEL Services, Academic	5
3	Why do you think students should have access to a school counselor?	Counseling Hard worker; Love working the youth.	5
4	What has been your most rewarding moment as a school counselor?	Recognized as staff member of the month. Great w/ relationships.	5
5	Why did you become a school counselor instead of a teacher?	* Took the ground running. Programs; Career Day; 5th Grade Projects, Relations,	5
6	What challenges do you expect in working specifically on the heels of the pandemic?	School Improvement Plan, Data, Girls groups, Work w/ the teachers SST team	5
7	What is your general attitude toward disciplining students (PBIS, Restorative Justice)	SST - Informed. Guest Speakers Community.	5
8	Can you describe a situation where you collaborated with teachers and administrators to solve a student's problem? What did you do?	Student's with absentism...	5
9	What do you know about Social Emotional Learning?	Must meet before academics	5

M. Smith 6/7/22

can be successful.

\* 504's / SST's - Success Ed. / Made Referrals Out / Crisis /  
\* Indirect / Direct Services / Classroom Guidance / organized / par  
tea  
ce

# DeKalb Preparatory Academy

## Teacher Candidate Interview /Evaluation Form

Name Kristin Battle-Tanner

Position/Subject \_\_\_\_\_ School Counselor \_\_\_\_\_

Total Score 45

Up to 5 points per question

No.	Questions	Comments/Answers	Points
1	Have you ever served as a school counselor before?	Career Day / 5th grade project Parents/School Improvement Team Gifts of Graces - Self-esteem, Confidence SAT; Parent academics; Surviving	5
2	What skills do you think are important for a school counselor to have?	→	5
3	Why do you think students should have access to a school counselor?	Building relationships, listening Emotional support	5
4	What has been your most rewarding moment as a school counselor?	Staff of the Month Quiet, calm manner	5
5	Why did you become a school counselor instead of a teacher?	To be the stabilizing force for students + parents -	5
6	What challenges do you expect in working specifically on the heels of the pandemic?	Emotional instability; acclimating to school environment	5
7	What is your general attitude toward disciplining students (PBIS, Restorative Justice)?	Get to the root of the problem Teach students how you want them to act.	5
8	Can you describe a situation where you collaborated with teachers and administrators to solve a student's problem? What did you do?	Student with absenteeism Worked with teacher + parents → special worker to improve attendance	5
9	What do you know about Social Emotional Learning?	Must meet before academics can be successful.	5

Indirect + Direct  
504  
Classroom Guidance  
Group  
Individual

Referred out to Mental Health / Ozzie's  
Parent Teachers

x Carla Pott

45