

<b>IFB - SUPPORT SERVICES FOR TRUANCY COURT PROGRAMS</b>		INDEPENDENT JEANNE KLOS
<b>BID OPENING DATE</b> <b>3-8-2016</b>		112 BLUE RIDGE TRACE FESTUS MO 63328
Masters of Education (Y or N)		Y
Valid Teaching Certificate (Y or N)		Y
Five (5) years professional teaching experience (Y or N)		Y
Two (2) years professional student development experience (Y or N)		Y
Rate of \$50 per hour for each hour of tutoring services (group and/or individual) rendered Proposal		Y
<b>REQUIRED DOCUMENTS</b>		
NOTARIZED WORK AFFIDAVIT COMPLETED		
E-VERIFICATION DOCUMENTATION (Y/N);		
COPY OF INSURANCE PROVIDED Y		
TAX RECEIPTS OR NOTARIZED LETTER STATING NO REAL OR PERSONAL PROPERTY OWNED IN JEFFERSON COUNTY Y		
COOPERATIVE BID FORM (Y/N) Y		
COOPERATIVE CONTACT INFO: COMPANY INFORMATION AND SIGNATURE Y		
BID DEPOSIT REQUIRED N/A		
COMMENTS: 		



**JEFFERSON COUNTY**  
**DEPARTMENT OF ADMINISTRATIVE SERVICES**  
729 MAPLE ST / PO BOX 100  
HILLSBORO MO 63050  
WWW.JEFFCOMO.ORG

*Copy*

**Request for Proposal: SUPPORT SERVICES FOR TRUANCY COURT PROGRAMS 2016**      **Date Issued: 2-4-16**

PROPOSALS SHALL BE ACCEPTED UNTIL: TUESDAY, MARCH 8, 2016, AT 2:00 P.M. LOCAL TIME.

**Specification  
Contact:**

**JOE POLETTE**  
Jefferson County Juvenile Office  
636-797-5357  
Joe.Polette@courts.mo.gov

**Contract  
Contact:**

**VICKIE PRATT**  
Department of Administrative Services  
636-797-5380

**Mail (3) Three  
Complete Copies  
With Vendor And  
Proposal  
Information As  
Shown In Sample:**

**SAMPLE ENVELOPE**

<b>VENDOR NAME</b>	
<b>VENDOR ADDRESS</b>	
<b>CONTACT NUMBER</b>	<b>DEPARTMENT OF THE COUNTY CLERK</b>
	<b>JEFFERSON COUNTY MISSOURI</b>
	<b>729 MAPLE ST / PO BOX 100</b>
	<b>HILLSBORO MO 63050-0100</b>
<b>SEALED PROPOSAL: (PROPOSAL NAME)</b>	

**Contract Term:  
upon approval by  
the County Council  
and County  
Executive**

The undersigned certifies that he/she has the authority to bind this company in an agreement/contract to supply the commodity or service in accordance with all terms, conditions, and pricing specified. This Proposal, if accepted, will constitute an Agreement and Contract with Jefferson County, Missouri, upon approval of the County Council and County Executive. Prices are firm during this agreement term, unless agreed upon in writing by the County. The County has the option to renew this agreement at the same terms and conditions as the original agreement for one additional one-year term with the written consent of the successful bidder. Price increases for renewals are not authorized unless approved in writing by the County.

**Vendor  
Information:**

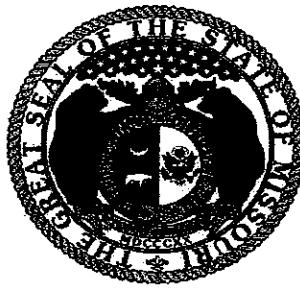
<u>Independent</u>	<u>NA</u>	
Company Name <u>(Jeanne Kloes)</u>	Authorized Agent (Print)	
<u>112 Blue Ridge Trace</u>	<u>NA</u>	
Address	Signature	
<u>Festus MO 63028</u>	<u>NA</u>	
City/State/Zip Code	Title	
<u>314-435-4100</u>	<u>NA</u>	
Telephone #	Date	Tax ID #
<u>jkloes@jeffco.edu</u>	<u>NA</u>	Fax #
E-mail		

**State of Missouri**

This certificate issued by authority  
of the State Board of Education to

**JEANNE M KLOS**

is a license to teach in the public schools of Missouri as  
herein specified, unless such certificate is revoked.

**Educator's Certificate**

MASTERS DEGREE 1987  
BACCALAUREATE DEGREE 1983

Subject or Service	Grade Level	Type of Certificate	Effective Date	Expiration Date	Status
ELEMENTARY EDUCATION	1-8	LIFETIME	07/29/1987		ISSUED CERTIFICATE

**DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION**

Any entry made on this certificate other than by issuing authority will render  
the certificate void.

A handwritten signature in black ink that reads "Chris L. Klos".

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Commissioner of Education

# JEANNE KLOS

112 Blue Ridge Trace, Festus, MO 63028 | C: 314-435-4100 | [jklos@jeffco.edu](mailto:jklos@jeffco.edu)

## SUMMARY

- Motivated teaching professional with 28 years experience addressing student needs and ensuring proper student development.

## PROFESSIONAL EXPERIENCE

08/1986 to 05/2014	<b>Educator</b> Festus R-6 School District - Festus, MO Taught all core subjects in 5th grade for 10 years. Taught all core subjects in 4th grade for 10 years. Taught 6th grade Social Studies for 8 years.
08/2014 to 07/2015	<b>Adjunct Instructor</b> Jefferson College - Hillsboro, MO EDU 101 courses, EDU 210 course, COL 136 course, COL 101 course

## EDUCATION AND TRAINING

1987	Masters of Education: Curriculum and Instruction University of Missouri - Columbia, MO, USA Received Lifetime Teaching Certificate-Grades1-8
1983	Bachelor of Science: International Business Administration Missouri State University - Springfield, MO, USA Post Masters: Education Missouri Baptist University - St. Louis, MO, USA 30 credits hour eamed

## AFFILIATIONS

National Education Association-28 years

## REFERENCES

Terry Kite, Associate Professor of Education at Jefferson College  
636-481-3273, [tkite@jeffco.edu](mailto:tkite@jeffco.edu)

Donna Osborne, Retired Student Assistance Coordinator-Festus R-6  
314-606-6089, [Donna.Osbome@confluenceacademy.com](mailto:Donna.Osbome@confluenceacademy.com)

Rhonda Cautrell, Retired Reading Specialist-Festus R-6  
314-603-7408, [rcautfes@gmail.com](mailto:rcautfes@gmail.com)

## Suggestions for Educational Success

1. Setting Educational Goals and Reaching Them ( Vision Board/Vision Plan)
2. Tools/Strategies Leading To Success
3. Identify Learning Styles To Improve Learning/Problem Solving Skills
4. Time Management/Avoiding Procrastination
5. Organizational Skills/ Planning
6. Reading Techniques
7. Notetaking Strategies
8. Test Taking Skills
9. Math Strategies
10. Technology Skills
11. Critical Thinking/Communication Skills
12. Writing Skills
13. Classroom Behaviors/Civility
14. Managing Conflict/Emotional Intelligence
15. Healthy Lifestyle Tips (STD's, Exercise, Diet, Emotional Help, Alcohol, Drugs)
16. Discovery Wheel-Strengths/Weaknesses of Student

\*\* The Essential Guide to Becoming a Master Student, Dave Ellis, 2014

## Professional Development

1. Peer Support
2. Collaboration
3. Interventions
4. SMART Goals
5. Common Core State Standards
6. Anti-Bullying
7. Differentiated Instruction
8. Learning Styles
9. Brain-Powered Strategies
10. Bloom's Taxonomy
11. Poverty-Ruby Payne
12. Diversity Training
13. Intruder Training

I have countless hours committed to Professional Development while employed at Festus R-6. I have provided you with a very condensed list.

Jeanne Klos