

**Sauk Valley Community College  
May 19, 2025**

**Action Item 4.2**

**Topic:** Faculty Appointment – English and Language Arts

**College Health Metric:** Academics – The College provides quality, contemporary, and relevant educational opportunities to the community

**Presented By:** Drs. David Hellmich and Jon Mandrell

**Presentation:**

The administration has been in the process of hiring an English and Language Arts Faculty. The position was advertised online on Sauk Valley Community College's website, *Chronicle of Higher Education*, and HigherEdJobs.com. The College received forty-one applicants. Four candidates were invited for an on-campus interview. A committee was composed of Ruth Montino, Sarah McFarlane, and Tom Irish. Dr. Patrice Hess, Dean of Transfer Programs and Academic Support Services, served as Chair.

*Academic Background:* Katrina Graff received her Master's in English from the University of Texas at the Permian Basin. She is working on her Master's in School Counseling from Fort Hays State University. She received her Bachelor's in English from Olivet Nazarene University.

*Professional Background:* Katrina had been employed by Merrill Elementary School of Rock Falls, Illinois. She is employed with Ohio Community High School and has been since August of 2016.

**Recommendation:**

The administration recommends the Board approve the appointment of Katrina Graff as a Professor of English and Language Arts beginning August 8, 2025, at an annual base salary of \$67,081.55.

# MRS. KATRINA GRAFF

## ENGLISH/LANGUAGE ARTS TEACHER



Ms. Kathryn Snow  
Human Resources Director  
Sauk Valley Community College  
173 IL-2  
Dixon, IL 61021

30 December 2024

Ms. Snow:

Good day! Your recent job posting for an English / Language Arts Faculty Member at Sauk Valley Community College has captured my serious interest, so I hope to discuss this opportunity in-person with you soon. Owing to my growing expertise as an English/Language Arts teacher and my dedication to furthering my growth as a professional, I am confident that I reflect the qualities you proudly adhere to in your school's combined ethical statement that educators should act with "integrity and fairness; [encouraging] responsibility, accountability, and persistence in a caring, supportive environment." This student-centered, empathetic mindset is exactly what our current educational standards call for!

Throughout my first-hand experience in over ten years of Education work, including teaching Dual-Credit English courses for Sauk Valley Community College, I have and continue to develop a much-needed, nuanced expertise in designing and implementing similar student-centered features in my classroom. Specifically, I am well-versed in:

The Unique Needs and Struggles of College Students  
The Required Rigor for Transferable Course Credit  
Differentiation to Meet Student Growth (and IEP) Goals  
Student-Centered and Social-Emotional Strategic Classroom Management Systems  
Professionalism and Teacher Reflection

Along with my initial education at Olivet Nazarene University, I accomplished one of my primary professional goals in completing my Masters of English program through the University of Texas at the Permian Basin. Using this degree, I've now taught dual-credit Composition for the past three years.

In contrast to my experience in teaching at the collegiate level, I also exist as the sole high school English teacher in my current position. As both a challenge and reward, I have the opportunity to teach my students from their entry into high school until they depart after graduating. This rare opportunity has crafted for me an in-depth understanding of individual student growth and mindsets as well as an ability to teach the "whole" student throughout multiple years of social and academic development. Currently, I am due to complete a School Counseling Master's program this upcoming Fall, further reinforcing my unique experience with community college requirements and purposes.

Furthermore, my understanding of my content area continues to grow with each new year and consistent exposure to most high school ELA courses.

To further explain my educational philosophies and professional background, I would love to schedule a time to meet and discuss the position you currently have available in Sauk Valley Community College. Please accept my resume and other education qualification items as attached artifacts.

Thank you for your time and consideration and I look forward to hearing from you soon.

Professionally,

*Katrina Graff*

Katrina Graff

# MRS. KATRINA GRAFF

## ENGLISH/LANGUAGE ARTS TEACHER



### EDUCATION

Masters in English  
University of Texas  
at the Permian Basin  
Masters of Arts  
May 2017-December 2019

English Education  
Olivet Nazarene University  
Bachelor of Science  
August 2008-May 2012

### CERTIFICATIONS

Type #09 IL Teaching License  
English/Language Arts  
2012

Middle School Endorsement  
English//Language Arts  
2012

### CORE COMPETENCIES

- Pedagogy
- Scope and Sequence
- SEL/Class Culture
  - Current Renaissance Coordinator
- School Improvement Process
  - SIP Team Experience
- Technology Strategies
- Student Growth Strategies
- PSAT/SAT Proctoring/Prep

### REFERENCES

Greta Bates  
Former Co-Teacher  
maurystat@yahoo.com

Jennifer Hamilton  
Current Superintendent  
Ohio Schools  
jhamilton@osd17.com

Megan Hellrung  
Current Vertical Co-Teacher  
Ohio Middle School  
mhellrung@osd17.com

### PROFESSIONAL PROFILE

A dynamic, resourceful teaching professional with a genuine interest in students' cognitive, social, and academic growth. Combining a strong passion for content area and writing expertise to motivate students into building their own skills and literary interests. A self-driven leader with healthy sense of professionalism and interpersonal communication skills.

### EMPLOYMENT HISTORY

#### High School English Teacher

Ohio High School | August 2016 - present

- Develops daily lesson plans and teaches students in Grades 9-12
- Revamped the English Department learning methodology to be more writing-intensive
- Facilitated building effective process and procedures with students.
- Communicated student progress and performance to parents guardians and administration.
- Developed and maintained website providing class curriculum agenda and assignments.
- Students moved from a 12% ELA benchmark achievement to 80% meeting benchmark after 2 years in my classroom.

#### One-on-One Paraprofessional

Merrill Elementary School | August 2014 - May 2016

- Tutored students and assists in behavior management
- Taught RTI Reading to Tier 3 students
- Created modifications to properly differentiate student's instruction

#### Long-Term Substitute- Language Arts

Challand Middle School | August 2013 - December 2013

- Taught three two-hour block sections of Language Arts including both a team taught and accelerated block.
- Planned and implemented curriculum aligned to Common Core.

#### Long-Term Substitute-HS English

Sterling High School | January 2013 - March 2013

- Implemented Common Core standards in World Literature Course.
- Differentiated Literary Analysis instruction and assessment tools.