

JOSEPH R. BUBLITZ

Education

Wayne State University, Detroit, MI Jan. 2016 – Dec. 2017
Masters of Arts in Education Leadership

Post Bachelors in Education Jan. 2007 – Dec. 2010
Secondary Education Teaching Certificate
Major: Social Studies, Political Science

Eastern Michigan University, Ypsilanti, MI Sept. 2001 – May 2006
Bachelor of Arts in History

Certificates

School Administrator Certification - State of Michigan Wayne State University
Elementary & Secondary Admin (K-12) Renewed 5/15/2023
SA0000000951485 Expires 6/30/2028

Standard Teaching Certification - State of Michigan Wayne State University
Social Studies (RX), History (CC), and Political Science (CD) Renewed 5/13/2024
PV0000000752520 Expires 6/30/2029

Educational Work Experience

Isbister Elementary School, Plymouth, MI
Elementary Administrator – Student Support Coordinator July 2023 - Present

- Partner with the school principal in fulfilling the administrative duties for the building.
- Supervised and evaluated teachers, classroom support assistants (paraprofessionals), cafeteria and kitchen workers, and custodial staff.
- Facilitated and coordinated employee staff meetings and training sessions for staff development. Conduct yearly employee evaluations and reviews of teaching and classroom staff.
- Collaborated to create and review yearly a school improvement plan.
- Create and maintain partnerships with community stakeholders.

Hulsing Elementary School, Canton, MI
Elementary Administrator - Student Support Coordinator Dec 2018 – July 2023

- Conduct duties as an administrator at Hulsing Elementary, including overseeing student discipline, implementing restorative practices, contacting and meeting with families, and handle student issues.
- Organize and lead staff professional development, proctor and present on Illuminate for staff training for district professional development.
- Coordinate, schedule, and facilitate district and state assessments for Hulsing, then coordinating with teachers to analyze test data to adapt and focus best practices for students.
- Lead and organize staff PLC meetings, supervise school activities, attend PTO meetings, and advise on administrative committee for Title 1 students.

Emerson Middle School, Livonia, MI

7th Grade Social Studies & 8th Grade History Teacher

Aug. 2016 – Dec, 2018

- Performed as acting administrator when needed to support the main office for discipline issues, supervision of student activities, and communication with staff, students, and parents.
- Lighthouse Committee Member at Emerson Middle School, for school improvement.
- Member of Social Studies Common Assessment Committee and Textbook Adoption Committee. Create assessments for the 7th Grade MC3 curriculum and adopt updated text books.

Title 1 Educator, i-Ready Coordinator, and Interventionist

2013 - 2016

- Collaborated weekly on Emerson Middle School's Educational Planning Team, to identify and create intervention plans for at risk students, and monitored student academic performances and discipline to assist students to be higher achievers.
- Piloted and administered the i-Ready Program for Livonia Public Schools at Middle School level. Supervised and directed testing all Emerson students for the i-Ready Diagnostic.
- Organized and planned Title 1 Parent Open House to highlight the achievements and functions of Title 1 students partaking in both the Success Strategies Courses and i-Ready program.

7th Grade Social Studies Teacher

Feb. 2013 – Aug. 2013

- Develop objectives and grade appropriate lesson and unit planning for the 7th Grade social studies curriculum.
- Applying various methods and teaching modalities for various learning styles that would engage and empower student learning in the social studies curriculum.
- Create variety materials and assessments that could be utilized by the social studies department as learning aids, tools, and supplements for lessons and units.

Livonia Community Swim Club, Livonia, MI

Head Swim Coach and Administrator

Sept. 2008 to Aug. 2017

- Assisted in turnaround of not for profit organization that was operating at deficit, and oversaw growth of membership, stabilization of budget, and overall growth of organization.
- Developed and directed a team with a competitive and educational philosophy to swimming.
- Led team to Bronze Medal Status in 2015 and 2016, Top 200 USA Swimming Club in country
- Hired, trained, evaluated, and administered payroll for assistant coaches and instructors.
- Created and oversaw yearly budgets for memberships, operations, billing, salaries, and expenses.
- Conducted and created educational parent seminars and weekly communications.
- Planned and organized fundraisers for community outreach programs such as Wheels for Joseph.