

**Cedar Hill Independent School District**  
**BOARD OF TRUSTEES**

Meeting Date: November 15, 2010

Presented by: Horace Williams, Superintendent of Schools

Subject: Employee of the Month for November

**Information Item**

**BOARD GOAL:** Recruit, develop and retain highly qualified employees in an environment that embraces diversity.

**BACKGROUND INFORMATION:**

Each month the district plans to feature an employee of the month. Nominations are received from the campus and district administrators. The selected employee will be recognized at the Board meeting with a plaque and certificate. The honoree will also be featured in the Superintendent's Bulletin.

For the month of September, our Employee of the Month is Debra Reed.

**CONTACT PERSON(S):**

Dr. Homer Carter, Chief Academic Officer  
Diane Case, Executive Director of Instructional Technology/Media Services  
Ed Ohan, Instructional Coordinator, Technology

**FUNDING SOURCE:**

Local funds

**ENCLOSURE:**

The Employee of the Month for November is Debra Reed. Debra has been an employee of CHISD for nine years. She started working in the district as a parent liaison for the Even Start program before becoming an assessment clerk for Special Education. Before her employment with the district, she worked at Chase Bank in Arlington as a Data Analyst.

Debra performs clerical duties for the diagnosticians and speech pathologists in special education. She says, "It's like I'm a secretary for them except I go to a different campus every day."

Debra enjoys working as an assessment clerk for Special Education. “We’re like one big happy family and Mrs. Spencer is very thoughtful. She’ll give us little gifts like candy or a pair of socks or something like that with some type of saying or poem attached throughout the school year and also the Thursday thoughts that she emails to us. To me, that says that she cares about us as employees and as people because that’s something extra that she doesn’t have to do.”

When not at work, Debra Spending time with her family, going to out to eat with family and friends and watching basketball.

Please congratulate this month’s Employee of the Month, Mrs. Debra Reed.