



Lake Orion Community Schools

Interoffice Memo

from the office of the Assistant Superintendent of Human Resources

**To: Heidi Mercer
Superintendent**

**From: Adam Weldon
Assistant Superintendent of Human Resources**

Date: May 27, 2026

Re: Administration – Recommendation for Hire

The following candidate has been recommended for hire.

Name	Building	Position	Reason	Start Date
Chrissandra Padilla	Early Childhood Center	Director	Retirement	7/01/2026
Erin Schmuhl	Carpenter	Principal	Transfer	7/01/2026

Attachment(s): Resume



Chrissandra Padilla

Contact



Skills & Proficiencies

- MiRegistry Certified Trainer
- Inclusive Leadership Certificate
- Rater Reliability Certified
- Certified Infant, Child, & Adult CPR & First Aid
- Non-Violent Crisis Intervention Certified
- Excellent communication with internal & external stakeholders
- Proficient with Google Suite, Microsoft Office Suite, Zoom, WebEx Meet, Skyward, MiSTAR, & FacsPro Data Management
- Fluent in English & American Sign Language

Volunteerism

- Holly Township Library Board Member
- Holiday Wish Program Founder
- No Small Acts Founding Member

References

Education

Masters of Educational Leadership: Supervision

Central Michigan University

- Anticipated Graduation: December 2026
- MTTC: Administrator Certification Test 7/29/2025
 - Certificate expected upon program completion
- 4.0 GPA

Bachelor of Science

University of Michigan - Flint

- Major: Early Childhood Education
- Minor: Crisis Intervention & Disaster Response
- Maize & Blue Distinguished Scholar Award
- Student Leadership Scholarship Award (NAEYC)
- 3.93 GPA

Associates of Applied Science

Mott Community College

- Major: Sign Language Interpreter Education
- Dean's List
- Phi Theta Kappa Honor Society
- 3.87 GPA

Professional Experience

Early Childhood Director

2022- Present

Brandon School District

- Develop educational programs and standards that meet the State's Early Childhood Standards for Quality
- Preparing, managing, and allocating program budget
- Maintain licensing documentation that meets state requirements and promotes high quality practices
- Teacher and staff performance evaluation based on the Charlotte Danielson framework

Assistant Director of Early Childhood

2018 - 2022

Holly Area Schools

- Managed enrollment for grant funded and tuition based preschool programs and latchkey services
- Independently directed Summer Programs, including hiring staff, planning events, managing tuition, payroll and budget
- Integrated teacher training and curriculum enhancement that boosted all programs to at least Four Star rating with Great Start to Quality

Early Childhood Teacher

2015- 2018

Holly Area Schools

- Head Start and GSRP program classroom teacher
- Built strong and lasting relationships with families to promote a positive school to home connection and sense of community
- Promoted a high quality learning environment implementing the High Scope curriculum and utilized the Child Observation Record (COR) program to maintain anecdotal notes

Deaf Blind Intervenor

2013- 2015

Michigan School for the Deaf

- Supported the Lead Teacher with planning and implementing curriculum and intervention strategies
- Attended IEP meetings and implemented IEP plans
- Utilized and provided support with assistive technology



ERIN SCHMUHL

ASSISTANT PRINCIPAL

CONTACT



[REDACTED]



[REDACTED]



[REDACTED]

[REDACTED]

EDUCATION

MASTER OF EDUCATION

Educational Leadership
University of North Texas
December 2016

MASTER OF ARTS

Literacy Instruction
Michigan State University
October 2008

BACHELOR OF ARTS

Elementary Education
Michigan State University
May 1999

CERTIFICATIONS

MICHIGAN SCHOOL ADMINISTRATOR
PK-12; Exp. 2031

MICHIGAN TEACHER CERTIFICATION EC-6
Exp. 2031

TEXAS PRINCIPAL CERTIFICATION EC-12
Exp. 2031

TEXAS EDUCATOR GENERALIST EC-6
Exp. 2031

CERTIFIED APPRAISER T-TESS
Exp. 2026

SCIENCE OF TEACHING READING 2022

BELIEFS AND VALUES

Dedicated educational leader who believes in cultivating positive **relationships** among staff, students, and the community. Committed to fostering an engaging and **curiosity-driven learning** environment where every student feels valued and inspired. Guided by a **servant-leadership** philosophy, Leading by example and growing teacher leaders. Ready to bring **vision, integrity, and collaborative leadership** to a principal role to drive impactful change and continuous growth in a the school community.

ADMINISTRATIVE EXPERIENCE

ASSISTANT PRINCIPAL

Prosper ISD, 2022-Present

- Oversees safety and operations, RTI, Watch DOGs, Title 1, student attendance, spelling bee, teacher induction and mentorship, discipline, crisis response team (CPI), assessment, and scheduling
- Creates weekly staff newsletter, For Your InFURRmation, and the mobile version, InFURRmation at your Fingertips
- Coaches through observations and learning walks, TTESS certified
- Completed Region 10 N2 Assistant Principal Leadership and Prosper ISD Aspiring Principal Cohort
- Attends ARDs, 504 meetings, PTO meetings, field trips, extracurricular events, collaborative planning, LPAC meetings
- Collaborates with school leadership team and the guiding coalition to develop and communicate the vision, mission and values, develop on-going and embedded professional learning
- Facilitates CIT meetings and enters data into Plan4Learning
- Presented at Prosper Connects
- Attended PLC Conference June 2023 with the guiding coalition
- Attended Region 10 Special Education Toolbox 4.2
- Participated in district TPESS redesign

ASSISTANT PRINCIPAL

Talley Elementary School, Frisco ISD, Texas, 2018-2022

- Began the work in February 2018 of opening a new school
- Worked with the city of Frisco, Frisco PD, Frisco ISD and the neighborhood developer to create arrival and dismissal plans
- Oversaw school supply, furniture and textbook inventory, the guided reading library and science lab
- Started and led the school's first broadcasting team
- Served as back up 504 and testing coordinator
- Stepped in as Instructional coach for 6 months
- Member of the district special education improvement team
- Mentored new assistant principals



ERIN SCHMUHL

A S S I S T A N T P R I N C I P A L

SKILLS

- Curriculum and instruction
- Literacy instruction
- Coaching and communication
- Response to Intervention (RTI)
- Crisis Prevention Institute (CPI) trained
- Professional development
- Assessment and data analysis
- Positive behavior interventions and supports
- Campus needs assessment and goal setting
- Parent and community involvement

AWARDS AND RECOGNITION

MODEL PLC SCHOOL 2025

NORTH CAROLINA STATE
RECOGNITION FOR PBIS AND
ACADEMIC GROWTH 2010-2013

PRESENTER AT THE MICHIGAN
EXCEPTIONAL CHILDREN'S
CONFERENCE 2009

CARS 108 TEACHER OF THE YEAR
2000-2001

URBAN TEACHING AWARD 1999-
2000

INSTRUCTIONAL LEADERSHIP

INSTRUCTIONAL COACH

Frisco ISD, Texas, 2015-2018

- Attended PLC at Work and was a member of the schools' guiding coalitions, supporting the work of the PLC
- Utilized the coaching model and Impact Cycle to build capacity of school staff
- Developed and led school and district PD

CURRICULUM FACILITATOR

Guilford County ISD, North Carolina, 2010-2014

- Rolled out Common Core and provided campus training
- Held quarterly parent and community events, such as Lunch n' Learns, Family Reading and Math Nights, school picnics and fall festivals
- Initiated change through the establishment of the school vision and mission, including the school song and pledge, PBIS team, and awarded the green ribbon for the state of North Carolina
- Was the school liaison for interns and student teachers for Guilford College and UNCG
- Lead the induction program, Title 1, RTI, data manager, PBIS, afterschool and Saturday school programs
- Managed the Title 1 budget
- Served as interim principal for 6 weeks

TEACHING EXPERIENCE

4TH AND 5TH GRADE MATH TEACHER

Frisco ISD, Texas, 2014-2015

MCKINNEY-VENTO LIAISON

McKinney ISD, Texas, 2014

3RD GRADE TEACHER

Guilford County ISD, North Carolina, 2009-2010

1ST, 2ND, AND 5TH GRADE TEACHER

Durand Area Schools, Michigan, 2001-2009

4TH GRADE TEACHER

Holy Family Catholic School, Michigan, 2000-2001



ERIN SCHMUHL

A S S I S T A N T P R I N C I P A L

REFERENCES

POST GRADUATE INTERNSHIP

3RD, 4TH AND 5TH GRADE MULTI-AGE TEACHER

Flint, Michigan, 1999-2000

- Taught all subjects, including music, art and PE
- Presented curriculum map at Board of Education meeting, and provided district and campus trainings as a result
- Started after school Spanish and Service Learning Clubs
- Led state assessment workshops for 5th grade (MEAP)
- Wrote masters thesis on dyslexia identification and intervention

OTHER LEADERSHIP ROLES

DISTRICT SOCIAL STUDIES TEAM

Frisco ISD, Texas 2016-2017

- Identified essential standards for K-12 social studies
- Collaborated with the team to create a district scope and sequence
- Wrote mentor lessons for K-2
- Led campus and district PD on unpacking standards

SUMMER SCHOOL COORDINATOR

Durand Area Schools, Michigan, 2006

- Designed and led the program, including working within a given budget considering staff pay and resources needed
- Created a process to identify students
- Developed the curriculum
- Worked with the director of transportation on bus schedules and routes, overseeing teachers, handling student discipline and parent communication and teaching

DISTRICT ELAR AND SOCIAL STUDIES COMMITTEES

Durand Area Schools, Michigan 2001-2008

- Served as the representative on the district K-12 team
- Analyzed district achievement data and current practices
- Evaluated resources and selected a core reading program
- Presented at a district Board of Education meeting
- Designed and led literacy workshop trainings
- Created a standards based report card for 1st grade
- Gathered data for the NCA accreditation process

MENTOR TEACHER, CENTRAL MICHIGAN UNIVERSITY

Durand Area Schools, Michigan 2004-2008