MERLE ANN BRANNER, MS, MLIS

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PROFESSIONAL PROFILE

- Educator who is an information and technology professional with a diverse background in library science, archives, and photography.
- Organized self-starter and creative problem-solver with the ability to work in team environments or independently.
- Demonstrates a collaborative spirit with students, educators, researchers, and organizations by being customer-focused.

EDUCATION

Dominican University, River Forest, IL • **Master of Library & Information Science**

Pepperdine University, Culver City, CA • **Master of Science in Educational Computing**

Loyola Marymount University, Los Angeles, CA • **Teacher Certification**

Art Center College of Design, Pasadena, CA • **Bachelor of Fine Arts in Photography**

CERTIFICATION

- **State of Illinois Teachers Certificate**: (Upper Elementary/Jr. High in Art and Computer Science, & 6-12 Art: (Type Standard Secondary Teaching) Valid to 2026
- **State of California Professional Clear Single Subject Teaching Credential**: Art, Supplementary Authorization: Computer Concepts & Applications. (K-12) Valid to 2027
- Apple Learning Coaching • 2022
- Project Lead the Way: Automation & Robotics • 2023

SKILLS SUMMARY

- Motivator with an insight to stimulate, lead, and work well with students and colleagues.
- Ability to create, develop and manage cutting edge multimedia projects efficiently.
- Experience in using Web tools, researching emerging technologies, and curriculum development.
- Able to manage multiple projects and people and meet deadlines.
- Experience in analyzing complex concepts to make them comprehensible and effectively teach a diverse population.
- Understands the different learning styles and can integrate technology to increase productivity for all types of learners.
- An advocate of the use of Universal Design Principles.

TECHNICAL SKILLS

- **Applications:** PhotoShop, Photo Elements, Acrobat Pro, InDesign, Microsoft Office, Audacity, Notability, Inspiration, Kurzweil 3000, Google Docs, iMovie, Photos, Pages, Numbers, and Keynote, Garage Band
- **Student Management Systems:** Skywards, SchoolSuite and SeniorSystems
- **Learning Management Systems:** Schoology, Seesaw, and MyBackPack.
- **Remote Learning:** Zoom, TeamViewer, Skype, FaceTime, Google Meet
- **Operating Systems:** Mac OS, IOS, and Windows
- **Still Photography:** Digital and Film Based
- **Moving Images:** Videography, Streaming, and Editing

EDUCATION & TRAINING EXPERIENCE

Technology Teacher

Woodland Middle School, District 50 • Gurnee, IL • 2022 - Present

- Teaching five classes in grades 6 - 8 per quarter and differentiate lessons to meet diverse learning styles.
- STEM, Multi-Media, Computer Science, and Automation & Robotics with Lead the Way.

Technology Coordinator & Curriculum Developer
Queen of Angels School • Chicago, IL • 2021 - 2022
- Teaching 17 Technology classes per week in grades K - 8
- Created the Technology curriculum for all grade levels.
- Led the Technology Committee and wrote a Technology Plan for the 2022-2023 school year.
- Troubleshooting and supporting faculty's technology use.

Technology Coach & **Substitute Teacher**
Kildeer Countryside School District 96, Buffalo Grove, IL • 2007 – 2009, 2015 – 2018 & 2020 – 2021

Technology Coach (Long-term Substitute) Prairie School, Buffalo Grove, IL • 2015
- Technology integration support for faculty.

Learning Center Instructor/Building Technologist (Long-term Substitute) • 2007
Willow Grove Kindergarten Center, Buffalo Grove, IL
- Technology support for the building & Learning Center teacher.

Coordinator of Instructional Technology
Woodlands Academy, Lake Forest, IL • 2011 – 2013
- Facilitated the integration of technology with faculty, staff, and students.
- Classroom teacher- Introduction to Computer Technology, Digital Photography & Graphics.
- Established a Wiki called "Switch-Space," a technology learning community for educators.
- Researched, utilized, and promoted the use of emerging technologies with faculty and students.
- Wrote and executed the iPad Rollout Plan and Training for faculty (June 2012)
- Wrote the student iPad Rollout Plan for 2013 – 2014
- Co-Webmaster - maintained, modified, and updated the existing school website.

Adaptive Technology Specialist
Disability Support Services at Dominican University, River Forest, IL • Spring 2009
- Oversaw the implementation of academic accommodations regarding adaptive/assistive technology for students with disabilities, including training students on applications, grants, and technology research.
- Responsible for electronic file management and maintaining the DSS web pages.
- Tech Expo 2009: Invited vendors, presented and coordinated the DSS presentation to promote the use of Universally Designed applications on campus.
- Wrote a paper on educating professors on learning styles (differences) to understand better how to reach all the learners in their classes.

Technology Coordinator/Teacher
Sacred Heart School, Winnetka, IL • 2004 – 2005
- Facilitated teachers' infusion of technology into their class curriculum and hosted a "School Night" at the local Apple Store for students to demonstrate skills.
- Facilitated a videoconference on "Cultural Diversity" with the National Baseball Hall of Fame and Museum.
- Webmaster - maintained, modified, and updated the existing school website.

Computer Instructor/Teacher Technologist
Beach Park Middle School, Beach Park, IL • 2002 – 2004
- Created and taught the 7th and 8th-grade curriculum in technology and was the Technology Club Sponsor.
- Provided technical support for the faculty and was the Webmaster.

Computer Instructor/Technology Specialist (Long-term Substitute) • 2001 – 2002
Carleton W. Washburne Middle School, Winnetka, IL

- Supervised the computer lab, supported faculty use of technology, taught computer application courses, and developed lessons.

Technology Specialist
Solomon Schechter Day School, Northbrook, IL • 2000 – 2001
- Managed and supported technology in K-8 environment: Researched, purchased, configured, installed, and maintained Macintosh and Windows-based machines running on a Novell network.

Technology Consulting/Training: Web Design • Photography • Archives • Information Management
Merle A. Branner Information Professional & Educator, Highland Park, IL • 1998 – present
- Consult, install, and train clients on technology (Windows, Mac, and IOS), mobile devices, Microsoft Office Suite, PhotoShop, Pages, Numbers, Keynote, Zoom, TeamViewer, Skype, and Google Docs.
- Digitize client files to go paperless, set up a file server, and develop websites.
- Archival consulting setting up an Institutional Archives.
- Video Streaming for North Shore Congregation Israel.
- Freelance photographer utilizing PhotoShop.

Photography Instructor, Photography • Design
J.S. Morton High School District, Cicero, IL • 1992 – 1997
- Wrote curriculum, taught lab and studio photography courses and Basic Design.
- Integrated computer technology into the curriculum and was the Photography Club Sponsor.

Computer Trainer
Education Alliance, Highland Park, IL • 1991 – 1992
- Taught classes and wrote Computer Application curriculum.
- Classes were held at The School of the Art Institute, Northern Illinois University, DePaul University, Lake Forest College, Loyola University, and IIT.

Photography Teacher
New Trier High School, Winnetka, IL • 1990 – 1991
- Wrote curriculum, taught lab and studio photography courses, and was the Art Club Sponsor.

INFORMATION PROFESSIONAL EXPERIENCE (Complete list on e-portfolio)
Contract Archivist • 07/2015 – present
Volunteer Archivist • 2003 – 06/2015
North Shore Congregation Israel, Glencoe, IL
- Developing, organizing, and managing an institutional archive.
- Working with staff, and outside researchers, recruiting and managing volunteers.
- Creating engaging presentations, educational displays, event photography, and video.

Project Archivist • 09/16/2019 – 06/30/2020
DePaul University Archives & Special Collections, Chicago, IL
- Surveyed the National People's Action Collection, developed a processing plan, arranged, processed, weeded, and created an EAD finding aid.

Part-time Archivist • 10/16/2018 – 08/05/2019
Japanese American Service Committee, Chicago, IL
- Accessioned donations and processed, weeded, and cataloged materials to make them accessible for researchers.
- Records Management for the organizational records.
- Supported research needs of the executive director, staff, and international and external clientele.

Contract Project Archivist • 04/18/2018 – 11/05/2018
Kenamore & Klinkow, LLC: American College of Healthcare Executives

- Developed records groups and series and created order to the historical materials.
- Processed, weeded, cataloged materials, and set up an Archive room.

Contract Project Archivist • 02/22/2018 – 06/22/2018
Kenamore & Klinkow, LLC: Morton Windsor Salt Historic Archives
- Processed, weeded, and cataloged materials.
- Digitized materials and uploaded them to SharePoint.

Contract Project Archivist • April 2011 – May 2011
SDI International Corporation: Motorola, Inc. Legacy Archives, Schaumburg, IL
- Appraisal of records, video, and image collections: processed, weeded, arranged, re-housed, developed a taxonomy, described, and created accession and location records.

REFERENCES (Complete list on e-portfolio)
- Christine Pfaff, Principal at Prairie School, cpfaff@kcsd96.org
- Barbara Cirigliano, (Retired) Principal at Willow Grove Kindergarten and Early Learning Childhood Center, bwc_53@hotmail.com
- Mary Parisoe, Retired Teacher at Woodlands Academy, mary2paws@yahoo.com