

**MISSOURI STATE BOARD OF EDUCATION AGENDA ITEM:****March 2014**

CONSIDERATION OF ISSUANCE OF A SUBSTITUTE CERTIFICATE  
OF LICENSE TO TEACH TO FREEDA RUFF

**STATUTORY AUTHORITY:**

Section 168.071, RSMo

Consent  
ItemAction  
ItemReport  
Item

## DEPARTMENT GOAL NO. 3:

Missouri will prepare, develop, and support effective educators.

## SUMMARY:

Applicant's Name: Freeda Ruff

On September 15, 2013, Freeda Ruff applied for a substitute certificate of license to teach.

Offense: On or about February 4, 1975, Freeda Ruff, age 23, did in committing a battery and while armed with a deadly weapon, a straight razor, intentionally and without legal justification slash a victim in the face, thereby causing bodily harm to the victim.

Disposition: On October 15, 1975, Freeda Ruff pled guilty to the felony, Aggravated Battery, in the Circuit Court of Kane County, state of Illinois, case number 75CF4754. She was sentenced to two years' supervised probation which was successfully completed on April 27, 1977.

Letters of Recommendation: Five (5) – (Friend, Reverend, Friend, Friend, Friend).

## PRESENTER(S):

Paul Katnik, Assistant Commissioner, Office of Educator Quality, will assist with the presentation and discussion of this agenda item.

## RECOMMENDATION:

We recommend that the State Board of Education deny the application of Freeda Ruff for a substitute certificate of license to teach.



DESE - Substitute Certification



MISSOURI DEPARTMENT OF ELEMENTARY AND SECONDARY EDUCATION  
 OFFICE OF EDUCATOR QUALITY  
 EDUCATOR CERTIFICATION  
 POST OFFICE BOX 480  
 JEFFERSON CITY, MISSOURI 65102-0480  
 (573)751-0051

**POSSIBLE DISCIPLINE**

**APPLICATION FOR A SUBSTITUTE CERTIFICATE OF LICENSE TO TEACH**

**SECTION I: APPLICANT INFORMATION**

**PROFILE**

Educator ID: 551928 Social Security Number: [REDACTED]  
 Name: FREEDA RUFF [View Application Checklist](#)  
 Address: 15212 GRAND SUMMIT EXT. APT 204  
 City: GRANDVIEW State: MO Zip: 64030-0000  
 Personal Phone: ( 816 ) 820 - 4153  
 Work Phone: ( 816 ) 820 - 4153  
 Email Address: [FREEDARUFF@YAHOO.COM](mailto:FREEDARUFF@YAHOO.COM)

[Edit Contact Information](#)

**EDUCATION**

State	Institution	Degree	Major	Major	GPA	Graduation Date	Attended To	Student Teaching Date	Transcript Status	Verified
IL	NATIONAL-LOUIS UNIVERSITY, EVANSTON	BACCALAUREATE DEGREE	OTHER		3.830	06/09/1990	06/09/1990		RECEIVED	
IL	AURORA UNIVERSITY, AURORA	MASTERS DEGREE	MARKETING		3.133	05/02/1994	05/02/1994		RECEIVED	

**PROFESSIONAL CONDUCT (ALL QUESTIONS MUST BE ANSWERED)**

Please answer the following questions. If you answer yes to any of the questions, please provide an explanation in the box below.

Have you ever been charged with, convicted or entered a plea, including a plea of nolo contendere, to any felony or misdemeanor whether or not sentence was imposed or suspended, except minor traffic violations? If yes, explain fully.

Yes  No

AROUND 1974, I WAS INVOLVED IN A FIGHT WHERE I WAS CHARGED WITH AGGRAVATED BATTERY. IT WAS A LONG TIME AGO AND I AM A DIFFERENT PERSON

Have you ever been denied a professional license, certificate, permit, credential, endorsement, or registration? If yes, explain fully.

Yes  No

Has your professional license (except for driver's license), certificate, permit, credential, endorsement, or registration ever been disciplined, suspended, revoked, reprimanded, restricted, curtailed or voluntarily surrendered or do you have any pending complaints before any regulatory board or agency or is there any investigation or adverse action now pending against you? If yes, explain fully.

Yes  No

Have you ever resigned, been restricted, disciplined, or discharged from any position, including the armed forces, while under suspicion of having engaged in criminal, immoral, unethical behavior or unprofessional conduct, or are you under investigation for any such charge? If yes, explain fully.

Yes  No

**TYPE OF APPLICATION**

- CAREER TECHNICAL SUBSTITUTE
- CONTENT SUBSTITUTE
- VALID MO TEACHING CERTIFICATE

Selected Payment Type : Debit, Credit, eCheck payment  
 Actual Payment Type : Debit, Credit, eCheck payment  
 Application Fee : 50.00  
 Amount Paid : 50.00  
 Amount Remaining : 0.00  
 Payment Status : Paid  
 Comments :

**SWORN STATEMENT**

I, the above named applicant, hereby affirm under penalties of perjury that I am the applicant referred to in the preceding application for a certificate of license to teach in the state of Missouri, and that all statements and enclosures are true and accurate to the best of my knowledge, information, and belief. I understand that any misrepresentation of facts may result in the denial or revocation of the requested certificate(s). I submit for consideration this application as required by the Missouri law governing the practice of teaching. I understand that the Missouri Department of Elementary and Secondary Education may require further information of evidence that it deems reasonable and proper. Furthermore, I voluntarily consent to a thorough investigation of my present and past employment and other activities for the purpose of verifying my qualifications. In addition, I grant permission to access any court, FBI, or police records related to arrests and convictions related to good moral character or personal fitness pertinent to my certification, and to probation or parole records as well.

**RELEASE OF EDUCATIONAL INFORMATION**

I hereby give my recommending certification institution permission to release any and all information needed.

**BY SELECTING "I Accept", I AGREE TO THE TERMS OF THE SWORN STATEMENT AND TO THE RELEASE OF MY EDUCATIONAL INFORMATION.**

I Accept

It is the policy of the Missouri Department of Elementary and Secondary Education not to discriminate on the basis of race, color, religion, gender, national origin, age, or disability in its programs or employment practices as required by Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Americans with Disabilities Act of 1990. Inquiries related to Department programs and to the location of services, activities, and facilities that are accessible by persons with disabilities may be directed to the Jefferson State Office Building, Office of the General Counsel, Coordinator-Civil Rights Compliance (Title VI/Title IX/504/ADA/Age Act), 6th Floor, 205 Jefferson Street, P.O. Box 480, Jefferson City, MO 65102-0480; telephone number (573) 526-4757 or TTY (800) 735-2966, fax (573) 522-4883, email civilrights@dese.mo.gov.

**SECTION II: DESE**

**Memo (Public):**

NEEDS BACKGROUND CHECK 09/27/13 AURORA U. TRANS. REC'D CM 10/04/13 NATIONAL LOUIS U. TRANS. REC'D CM

**Last Team Member to Update Memo:** CMCDONALD1

**Effective Date:**      **Expiration Date:**

**Application Status:** PENDING BACKGROUND CHECK CLEARANCE

**Assign To:** CONDUCT AND INVESTIGATIONS

**Analysis Indicator:**

**Date Received:** 09/15/2013

Email: [certification@dese.mo.gov](mailto:certification@dese.mo.gov)

Current User: ALEE Last Modified User: RSEGALL Last Modified Date: 11/6/2013 11:23:22 AM  
 "Missouri public schools: the best choice...the best results!"

[Online Privacy/Security Policy](#)

Ver. 1.28.3103

IN THE CIRCUIT COURT OF THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS

Clerk's Initials LC1

Case No. 75 CF 4754

<b>People of the State of Illinois</b>	<b>Freda Ruff</b>
Plaintiff/Petitioner	Defendant/Respondent

**CLERK'S CERTIFICATE**

I, THOMAS M. HARTWELL, DO HEREBY CERTIFY that I am the Clerk of the Circuit Court for the 16th Judicial Circuit, County of Kane and State of Illinois, and that as such Clerk I am the Keeper and Custodian of the files and records of said Circuit Court and the Seal thereof.

I DO FURTHER CERTIFY that the above and foregoing is a full, true and complete copy of

- The Indictment consisting of 3 page(s) filed on 05/19/1975 signed by Judge
- The Complaint consisting of 3 page(s) filed on 02/06/1975 signed by Judge
- The Judgment Order consisting of 2 page(s) filed on 10/15/1975 signed by Judge **BOYLE**
- The Order consisting of 1 page(s) filed on 04/27/1977 signed by Judge **Akemann**

REC'D JAN 03 2014

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the Circuit Court for the 16th Judicial Circuit, County of Kane and State of Illinois, at my office in the City of St. Charles, in said Kane County, Illinois, on 12/12/13.

*Thomas M. Hartwell*

Thomas M. Hartwell / **LC1**  
Clerk of the Circuit Court

(SEAL)

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS

CRIMINAL DIVISION

PEOPLE OF THE  
STATE OF ILLINOIS,

v.

FREDA RUFF

Defendant(s).

General Number 75 CF 4754

I N D I C T M E N T

THE GRAND JURY CHARGES THAT on or about February 4

197 5, FREDA RUFF  
Name(s) of Defendant(s)

committed the offense of Aggravated Battery (Cl. III Felony)  
in violation of Chapter 38, Section 12-4) aXX, of the  
Illinois Revised Statutes, as amended, in that she intentionally and  
without justification caused great bodily harm or permanent disfigurement  
to MILDRED ISOM by wounding her with a knife or razor.

**FILED**

MAY 19 1975

Jan E. Carlson  
CLERK OF THE CIRCUIT COURT FOR  
THE SIXTEENTH JUDICIAL CIRCUIT,  
KANE COUNTY, ILLINOIS

All of the foregoing occurred in Kane County, Illinois.

A TRUE BILL

August W. Feacher, Jr.  
Foreman of the Grand Jury

REC'D JAN 03 2014

LIST OF WITNESSES

Thomas Herlihy

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS  
CRIMINAL DIVISION

ORDER

The foregoing Indictment was returned in open court

May 19 1975

Bail is set at \$ 3,500.00

Arrest Warrant ordered to issue against Defendant(s)

returnable

, 197 , at A. M. before Hon.

, or such Judge as may be sitting in his place

Summons ordered to issue against Defendant(s)

Freda Ruff

returnable

5-29, 1975, at 9:00 A. M. before Hon.

Ernest Akemann

, or such Judge as may be sitting in his place

ENTER: 5/19/75

JUDGE

GERRY L. DONOVILLE  
State's Attorney of Kane County  
404 Kane County Courthouse  
Geneva, Illinois 60134  
Phone: 312/232-2400

REC'D JAN 03 2000

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS  
CRIMINAL DIVISION

THE PEOPLE OF THE STATE OF ILLINOIS,	FREDA RUFF
Plaintiff	Defendant.
State's Atty. Dondanville	Def't.'s Atty. Morelli

GEN. NO. 75 CF 47<sup>54</sup>

NOTICE

TO: Fred Morelli, Public Defender  
Attorney of Record for Defendant  
Kane County Courthouse  
Geneva, Illinois

Frieda Ruff  
1213 Second Avenue  
Hillcrest, Apt. 211  
Aurora, Illinois

You are hereby notified that the above-named defendant for whom you have appeared as attorney for record, was indicted by the Kane County Grand Jury on May 19, 19 75.

You are further notified that the Court has issued a,  warrant for the arrest of the defendant, requiring his appearance before the Court for arraignment at                      A. M.,                     , 19           , Room           , Kane County Courthouse, Geneva, Illinois.

summons to be personally served upon the said defendant requiring his appearance before the Court for arraignment at 9:00 A. M.,                     , 19 75, Room 304, Kane County Courthouse, Geneva, Illinois.

You are further notified that with reference to the above-numbered cause(s), the defendant has been charged with the offense(s) of                       
Aggravated Battery  
and that bond has been set on said charge(s) in the total amount of \$ 3,500.00.

If a summons has been ordered by the Court and the Sheriff has been unable to serve the defendant by the time of arraignment, the State will move that any bond previously furnished by the defendant on the above charge(s), be forfeited and that a warrant immediately issue for his arrest.

All inquiries concerning arraignment procedures should be directed to Gerry L. Dondanville State's Attorney, phone number 312/ 232-2400, or to the Office of the State's Attorney of Kane County.

**FILED**

MAY 21 1975

Jan & Carlson  
CLERK OF THE CIRCUIT COURT FOR  
THE 16TH JUDICIAL CIRCUIT,  
KANE COUNTY, ILLINOIS

Gerry L. Dondanville  
State's Attorney of Kane County  
404 Kane County Courthouse  
Geneva, Illinois 60134  
Phone: 312/232-2400 Ext. 240

REC'D JAN 03 2014

Aurora Police Dept.

Form 1972-4 (Multiple Count Information)

Offense # 75-999

75-1029

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS  
CRIMINAL DIVISION

PEOPLE OF THE  
STATE OF ILLINOIS,

v.

FREDA RUFF

Defendant(s).

General Number: 75 CF ~~4757~~

4757

I N F O R M A T I O N

GERRY L. DONDANVILLE, State's Attorney of Kane County, charges

that:

Count One

On or about February 4, 1975,

Freda Ruff

Name(s) of Defendant(s)

committed the offense of Aggravated Battery,

in violation of Chapter 38, Section 12-4, of the Illinois  
Revised Statutes, as amended, in that

defendant did in committing  
a battery and while armed with a deadly weapon, a straight  
razor, intentionally and without legal justification slash  
Mildrid Isom in the face, thereby causing bodily harm to  
Mildrid Isom.

**FILED**

FEB 06 1975

Jan & Carlson

CLERK OF THE CIRCUIT COURT FOR  
THE 16th JUDICIAL CIRCUIT,  
KANE COUNTY, ILLINOIS

All of the foregoing occurred in Kane County, Illinois.

REC'D JAN 03 2014

PAGE ONE

Information: PEOPLE v. Frieda Ruff

Gen. No. 75 CE 1754  
Page No. 2

GERRY L. DONDANVILLE, State's Attorney of Kane County, charges that:

COUNT TWO

On or about February 4, 1975,

Frieda Ruff

Name(s) of Defendant(s)

committed the offense of Criminal Damage to Property  
in violation of Chapter 38, Section 21-1, of the  
Illinois Revised Statutes, as amended, in that defendant did  
knowingly damage property of McArthur Harden, being a  
1973 Chevrolet, without the consent of said owner.

All of the foregoing occurred in Kane County, Illinois.

GERRY L. DONDANVILLE, State's Attorney of Kane County, charges that:

COUNT THREE

On or about \_\_\_\_\_, 197\_\_\_\_,

Name(s) of Defendant(s)

committed the offense of \_\_\_\_\_,  
in violation of Chapter \_\_\_\_\_, Section \_\_\_\_\_, of the  
Illinois Revised Statutes, as amended, in that

All of the foregoing occurred in Kane County, Illinois.

Gerry L. Dondanville  
GERRY L. DONDANVILLE  
State's Attorney of Kane County

REC'D JAN 03 2014

Information: PEOPLE Freda Ruff

Gen. No. 75 CP 4754  
Page No. 121-5

VERIFICATION

STATE OF ILLINOIS )  
COUNTY OF KANE ) ss.

I, the undersigned, on oath say that I have examined the foregoing Information, and the contents thereof are true.

Signed and sworn before me  
February 5  
197 5.

*Mildred Lam*  
*McArthur Hardin*

*W. Mac Shuman*  
Notary Public

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS  
CRIMINAL DIVISION

ORDER

The foregoing Information was filed February 5  
197 5.

Bail is set at \$ 3,500.00

Arrest Warrant ordered to issue against Defendant(s)

Freda Ruff returnable

March 6, 197 5, at 10:00 A. M., before

Hon. \_\_\_\_\_, or such Judge as may be sitting  
in his place.

Summons ordered to issue against Defendant (s)

returnable

\_\_\_\_\_, 197 \_\_\_\_\_, at \_\_\_\_\_ A. M., before Hon. \_\_\_\_\_

\_\_\_\_\_, or such Judge as may be sitting in  
his place.

ENTER: February 5, 197 5.

*Handwritten Signature*  
JUDGE

GERRY L. DONOVANVILLE  
State's Attorney of Kane County  
404 Kane County Courthouse  
Geneva, Illinois  
Phone: 312/232-2400

REC'D JAN 03 2014

Unified Code of Corrections  
Revocation of Probation or Conditional  
Discharge

Judgment Order - Imprisonment  
or Fine

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT  
KANE COUNTY, ILLINOIS

CRIMINAL DIVISION

THE PEOPLE OF THE  
STATE OF ILLINOIS,

v. Ruff

Plaintiff,

Defendant.

State's Atty.

DeSalvo #5

Deft. Atty.

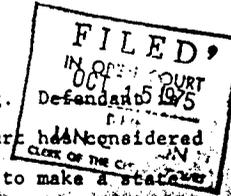
Morell, P.D.

Gen. No. 75CF 4754

JUDGMENT ORDER  
(Mark Applicable Boxes)

This cause comes on to be heard for sentencing.

present in open court in person and by counsel. The Court has considered  
this matter. Defendant has been allowed an opportunity to make a state-  
ment in his behalf.



The above-named Defendant has been heretofore adjudicated Guilty

of the Crime of Aggravated Battery  
a Class 3 Felony

Defendant was subsequently granted (probation or conditional discharge)  
The State thereafter petitioned this court to revoke same and after a  
full hearing thereon, said petition was allowed.

1. The Court is of the opinion that:

defendant's imprisonment is necessary for the protection of  
the public.

defendant is in need of correctional treatment that can most  
effectively be provided by a sentence of imprisonment.,

probation or conditional discharge would deprecate the  
seriousness of the defendant's conduct and would be inconsistent with  
the ends of justice.

2. The Defendant is sentenced, commencing this date, to

An indeterminate term of not less than \_\_\_ years not more than  
\_\_\_ years in the Penitentiary system of the Illinois Department of  
Corrections.

A determinate term of ninety days (90)  
in the custody of

The Illinois Department of Corrections.

The Sheriff of Kane County, Illinois.

(7)

REC'D JAN 03 2014

3. The Defendant is fined \$ \_\_\_\_\_  
to be paid as follows: \_\_\_\_\_

\_\_\_\_\_ *No fine* \_\_\_\_\_  
4. The Defendant shall pay costs and fees totalling \$ 86.00  
through the Clerk of this Court, the same to be deducted from any cash  
bond heretofore posted herein.

5. Defendant is hereby given credit of ~~\_\_\_\_\_~~ 14 days for time  
spent in custody as a result of the offense for which the sentence is  
imposed.

6. The defendant is committed to the custody of the Illinois Department  
of Corrections, for the term herein specified, and the Clerk of this  
Court is directed to forthwith issue a mittimus commanding the Sheriff  
of Kane County, Illinois, to transport defendant to the nearest receiving  
station designated therefor by said Department.

7. The Defendant is committed to the custody of the Sheriff of Kane  
County, Illinois for the term herein specified, and the Clerk of this  
Court is directed to forthwith issue an appropriate mittimus therefor.

8. The term of imprisonment ordered herein shall run (concurrent)  
(consecutive) to the term of imprisonment ordered by the Circuit Court,  
of \_\_\_\_\_ County, Illinois, Case No. \_\_\_\_\_

9. Other Orders (if specified):  
*Defendant shall pay restitution determined by*  
*the Adult Probation Department of*  
*Kane County for the use and benefit of the*  
*victim herein,*

*Defendant shall have no contact with*  
*the victim herein, in any way.*

*Probation for two years commencing this date with*  
*forced reporting*

GERRY L. DONOVILLE  
State's Attorney of Kane County  
404 Kane County Courthouse  
Geneva, Illinois 60134  
Phone: 312/232-2400

ENTER: \_\_\_\_\_ 10-15 19-25

*James E. Boyle*  
JUDGE

REC'D JAN 03 2014

STATE OF ILLINOIS )  
                  ) SS:  
COUNTY OF KANE  
16TH JUDICIAL CIRCUIT

IN THE CIRCUIT COURT THEREOF

THE PEOPLE OF THE STATE OF ILLINOIS

VS.

GENERAL NO. <sup>4754</sup> ~~AM75CF8748~~

FRIEDA Y. RUFF

FILED  
Jan 27 9 30 AM '77  
JAN E. CARLSON  
CLK. OF CIRCUIT CT.  
KANE CO. ILL.

ORDER OF DISCHARGE FROM PROBATION

Now on this 27th day of April A.D. 1977, this matter coming before the Court on the report of the Probation Officer of this Court,

And it appearing that on October 15 1975 the defendant, Frieda Y. Ruff pleaded guilty to an indictment charging him with Aggravated Battery

And it further appearing to the Court that on October 15, 1975, the defendant filed his request to be released on Probation and after hearing on said request, and after filing of report by the Probation Officer, the said defendant, Frieda Y. Ruff was on October 15, 1975, granted probation by this Court and the said cause was continued to the 27th day of April A.D. 1977.

And it appearing to the Court, from the said report of the Probation Officer, filed herein, that the defendant has complied with all the terms of said Probation and is entitled to a discharge therefrom in accordance with statute provided.

NOW THERE IT IS HEREBY ORDERED AND ADJUDGED that the defendant, Frieda Y. Ruff, be and he is hereby granted a discharge from Probation heretofore granted.

ENTER:

Entered April 27 1977

*Ernest W. Oberman*  
JUDGE

REC'D JAN 03 2014

GEN. NO. 75-CF-04754  
 DATE FILED 2/15/75  
 CASE TYPE People of Illinois vs. RUFF  
 PLAINTIFF  
 DEFENDANT

DATE	WRITS ISSUED	DATE	APPEARANCE - SUBSTITUTION - ADDITIONAL ATTORNEY	COSTS
2/3/75	Warrant		State Atty. S-1	30.00
2/19/75	Summons			
10/15/75	Ren. C. Jail mittimus			
			F. MORELLI - 404	

JUDGE & COURT REPORTER	DATE	PAPERS FILED AND ORDERS ENTERED	COSTS	MICROFILM
				CART FRAME
Underhill	2/6/75	Information filed	20.00	
Underhill	3/6/75	Child Neg Order cont to 4/15, 10A-4		
	3/2/75	for affidavit entered		
	3/10/75	Warrant filed		
	3/10/75	Recognizance filed		
	3/13/75	Requisition filed		
Redwell	3/20/75	Pre-hearing order - cont 4/10 - entered		
Underhill	4/10/75	Pre-hearing order - cont 5/8 - entered		
Underhill	5/5/75	Order Appointing Public Def, entered		
Underhill	5/8/75	Child Neg Order, Probable cause, dis tall to answer, entered		
	2/19/75	Indictments filed		
	2/21/75	notice of indictment + summons issued - filed		
	2/26/75	Summons filed		
	5/19/75	List of witnesses, filed		
	5/29/75	Motions (2), filed		
Abeyaratne	5/29/75	Ord. Cont. 6-19-75 @ 9:30 AM for PT, filed		
	10/9/75	Answer to motion filed		
Boyle	6/19/75	Order trial 8/11/75 9:30 AM, filed		
	6/19/75	Answer to discovery motion, filed		
	6/16/75	Answer to answer to motion, filed		
Boyle	8/11/75	Order cont 9/11/75 10:00 AM, filed		
Boyle	9/11/75	Order cont 9/15/75 10:15, filed		
Boyle	9/15/75	order on previous defendants child punishment, filed		
	9/16/75	Subpoena filed		

REC'D JAN 03 2014

JUDGE & COURT REPORTER	DATE	PAPERS FILED AND ORDERS ENTERED	COSTS	MICRO
			CART.	FRAME
	9/16/75	clerk - minute order @ filed		
	9/16/75	9. T. p. 4 pages filed		
	9/16/75	Verdict shall not read @ filed		
Bayle	9/16/75	9 on the Verdict Small A.B. filed		
Bayle	9/16/75	Order sentencing 10/15/75, filed		
	10/3/75	Post-trial motion - filed		
	10/15/75	P.S.T. report filed		
Bayle	10/15/75	Order re yr. Prob. 1st 9.0 days		
	10/15/75	Kear City Jail receipt + cost filed		
Bayle	10/15/75	Order day cost 86 filed		
	10/15/75	Report of disposition re Ruff sent to Aurora P.D.		
	10/15/75	mittimus filed	7.80	
	10/16/75	Kear County mittimus - filed	7.40	
	10/31/75	ST. Louis County - mittimus - over of 12-2-75		
	11/2/75	Requisition filed		
	11/13/75	Petition for counsel on appeal - filed		
	11/19/75	Requisition filed		
	11/25/75	notice - 1247509:3001 - filed		
	11/25/75	motion - filed		
Bayle	12/1/75	Ord. Cont 12/8/75 9 <sup>30</sup> A.M. filed		
Bayle	12/8/75	Order of release - cont. ten, filed		
Bayle	12/8/75	Ord. of release of 1st, filed		
	12/18/75	Order - Ralph Ruffin appointed clerk to file notice of appeal - entered		
	12/22/75	notice of appeal - filed		
Bayle	2/9/76	Order - Time for filing Report of Proceedings extended from 2/16/76 to 3/19/76 - entered		
	12/29/75	Report of proceedings at arraignment - filed		
	4/15/76	Receipt for Record on Appeal - filed		
	3/26/76	Final payment of restitution - filed		
	2/25/77	Mandate - judgment affirmed - filed		
Admission	4/27/77	Order of discharge from prob. - entered		

REC'D JAN 03 2014

**Please provide a written explanation concerning your criminal record.**

I am very happy to provide you with information about the incident that happened 38 years ago. I was involved in a fist fight with another female regarding a domestic issue. It was a situation where I was teased and bullied by this individual for over 10 months. The situation erupted into a brawl resulting in me being charged with aggravated battery. At that time, I was young, immature, uneducated and impulsive, as a great many of us are at the age of 24. That experience has changed my life and caused me to do so much. That decision encompassed 15 minutes of my life but has followed me to this day. I have since been able to obtain three degrees and have had a wonderfully, productive life. I have held several successful managerial positions with some major corporations. I'm the mother of one son and four wonderful grandchildren. My life now is so enriched and I am very grateful for the great opportunities afforded me. Maturity, intellect and blessings have enriched my life enormously.

Thanks for letting me share my lessons and life experiences.

**Please provide a statement as to why I wish to teach.**

I have been pondering this subject for over ten years now, since the day I taught my 3 year old granddaughter how to spell her name. When she finally got it right and I told her what a great job she had done, she squealed with joy! It has been a "dream" for me to create that type of excitement in other children.

I have been working in the wireless industry for the past twenty years and recently, I retired. I think now is the time to pursue my dream. Also, it would be a splendid opportunity for me to supplement my income.

REC'D JAN 08 2014

Freeda Ruff  
 11904 East 51<sup>st</sup> Street  
 Raytown, MO 64133  
 (816) 820-4153  
[freedaruff@yahoo.com](mailto:freedaruff@yahoo.com)

Summary of Skills and Qualifications

Sales/Marketing	Business Analysis	Bids/Proposal Management	
MS Access	MS Word	MS Excel	MS PowerPoint
MS Outlook	Customer Service	Problem Solver	Conscientious
Results-oriented	Detail-minded	Proactive	

Employment Experience

VERIZON WIRELESS 2005-2013  
 Retail Sales Representative/Consultant - Belton, MO  
 Retail Sales Representative/Consultant - Blytheville, AR  
 Assistant Operations Consultant-Retail - Blytheville, AR  
 Assistant Manager-Retail - Aurora, IL  
 Data/Voice Coordinator/Customer Service – Elgin, IL

PROTOCOL COMMUNICATIONS Aurora, IL 2004-2005  
 Customer Service Representative

LUCENT TECHNOLOGIES Town and Country, MO 1990-2003  
 Senior Business Analyst  
 Bids/Proposal Manager  
 Services Sales Consultant  
 Market/Product Planner

Key Responsibilities

- \*Remain current on wireless products/services to enhance team knowledge
- \*Manage customer relationships for company growth and churn prevention
- \*Earn the Right to provide a relevant solution for customers
- \*Resolve opportunities posed by NPS to create/maintain customer satisfaction
- \*Interview, hire, coach, schedule and manage retail staff
- \*Manage operations including inventory and merchandising
- \*Created Bid/Proposal response timeline to reduce development time and overall costs
- \*Researched, organized, wrote and edited proposal information in response to Request For Proposals ensuring accuracy, clarity and brand message
- \*Created product information/pricing for new services proactively addressing customer needs resulting in increased services sales revenue

Education

BS, Retail Sales Management – Bellevue University  
 MBA, Business Administration - Aurora University  
 BA, Business Management - National Louis University

REC'D JAN 08 2014

**Freda Ruff**  
**11904 East 51<sup>st</sup> Street**  
**Raytown, MO 64133**  
**freedaruff@yahoo.com**

## EDUCATION

AA – Waubensee Community College, Sugar Grove, IL: Electronic Technology	1985
BA – National Louis University, Evanston, IL: Business Management	1990
MBA – Aurora University, Aurora, IL: Business Administration/Marketing	1994
BS – Bellevue University, Bellevue, NE: Retail Sales Management	2010

## WORK HISTORY

<u>GE Automatic Electric</u> - Northlake, IL Assembly Line Operator	1970-1970
<u>AT&amp;T</u> – Chicago, IL Local Telephone Operator	1970-1972
<u>Vendo Corporation</u> – Aurora, IL Assembly Line Operator	1972-1974
<u>Henry Pratt</u> – Aurora IL Administrative Assistant	1974-1975
<u>BRK Electronics</u> – Aurora, IL Quality Control Inspector	1975-1978
<u>AT&amp;T Western Electric</u> - Montgomery, IL Quality Control Inspector	1978-1986
<u>Metropolitan Life Insurance Company</u> – Aurora, IL Dental Claims Specialist	1986-1989
<u>EJ Brach's Candy Company</u> – Chicago, IL Marketing Assistant	1989-1992
<u>Lucent Technologies</u> – Lisle, IL; Town and Country, MO Marketing Specialist	1994-2003
<u>Protocol Communications</u> Customer Service Representative	2004-2005
<u>Verizon Wireless</u> – Elgin, IL; Aurora, IL; Blytheville, AR; Belton, MO Data/Voice Coordinator Retail- Assistant Manager, Sales Representative	2005-2013

REC'D JAN 03 2014

**HELPING MINISTRY NEIGHBORHOOD DEVELOPMENT CORP.****P. O. BOX 505****HAYTI HEIGHTS, MO 63851****(573) 359-9820***"Helping People To Help Themselves"***November 15, 2013****To Whom It May Concern:**

I have been personally and well-acquainted with Freeda Ruff for more than thirty (30) years. I have a unique knowledge of her attributes from a personal as well as professional level.

I have observed her maturity and development over the years as she systematically prepared herself for any professional duties for which she aspired. She has attained three (3) degrees, two (2) Bachelors in Business Management and Retail Sales; and, one Masters in Business Administration. She has prepared herself well to navigate in the world of business and has worked steadfastly to become a consummate and competitive retail professional.

Freda Ruff possesses excellent oral and written skills and a sophisticated use of technology. She has a strong proficiency in Microsoft Office Suite (Word, Excel, PowerPoint) and has infinite knowledge of portable technologies such as cellular telephones and I Pads.

She has strong interpersonal and customer service skills. Her organizational and problem-solving skills are incomparable and she will exercise initiative whenever necessary to complete a goal or task. She pays strong attention to detail, accuracy and has an ability to juggle multiple priorities effectively. She is thorough and concise in her work, possesses personal enthusiasm, a sense of humor and infinite patience when dealing with the public, clients, or consumers.

I would not hesitate to recommend her for any job for which she aspires. I am honored to provide this Letter of Reference.

Very truly yours,

A handwritten signature in cursive script that reads "Jacqueline McGee".

Jacqueline McGee

REC'D JAN 08 2014

November 22, 2013

Rev. Roy R. Brown  
812 Lyndhurst Ct.  
Naperville, IL 60563-3258

To Whom It May Concern:

My relationship with Freeda dates back twenty seven years. She was a member of a church I pastored for twenty four years, as well as she worked for me in a business venture.

She has multiple skills sets, including the ability to navigate computer programs, social media, letter writing and general management. These skills were evident as we worked together in R. R. Brown & Associates, a management recruiting firm.

Freeda has a sound work ethic and functions with minimum supervision. Her project management skills enable her to organize work for maximum productivity.

Thank you for an opportunity to recommend Freeda to your company. My knowledge of her work record indicates that she will be an asset.

Thank you,

Rev. Roy R. Brown  
630 369 2194  
630 897 6420

REC'D JAN 03 2014

BUNNY JOHNSON  
2100 Tucker Road  
Hopkins, SC 29061  
Telephone: 803-783-2781  
E-mail: [johnsonbunny47@yahoo.com](mailto:johnsonbunny47@yahoo.com)

November 17, 2013

To Whom It May Concern:

I am pleased to write a letter of reference for Freeda Ruff, as she applies for a Substitute Teacher Certificate for the State of Missouri.

I have known Freeda for over 25 years. During this time, she has continued to grow and demonstrate a high quality of character and moral values. Because of her educational achievements combined with her life experiences, I believe that she will be an excellent role model for today's youth.

If additional information is needed, please contact me at the telephone number or mail address referenced above.

Sincerely yours,

Bunny Johnson

REC'D JAN 03 2014

November 19, 2013

To Whom it may Concern:

I am writing you to recommend and encourage that Ms. Freeda Ruff be provided with a Certificate of Teaching for the state of Missouri.

Ms. Ruff and I are from the same hometown of Hayti, Missouri, and I have known her for over 45 years. During school and in her life beyond school, I have seen Ms. Ruff work extremely hard to achieve the career and life goals that she set for herself. While in school, Ms. Ruff was involved in leadership activities that helped to uplift students and make their educational process a rewarding experience.

Currently, Ms. Ruff is the Chairperson of an alumni association that is working to preserve Central High School, a former all-Black high school that has fallen into disrepair. Ms. Ruff is working to preserve the legacy of that school for future generations to know the history of the town and school. To achieve this, Ms. Ruff has overseen expansion of the alumni membership and been rewarded with greater participation by the members. She has led membership drives, and overseen fundraising activities to raise the funds necessary to carry out this important work.

A teaching certificate would be the perfect vehicle for Ms. Ruff to continue doing much needed good work. She would be an empathetic teacher who would bring a rich and varied life experience to the classroom. She has the type of personality that is needed to bring out the best in students. She would use her rich life to help students get the most out of the educational process. She has the skills needed to help students set and reach goals.

Please feel free to contact me if you need additional information.

Sincerely,



Betty J. Berry  
1301 N.E. 83<sup>rd</sup> Terrace  
Kansas City, MO 64118  
(816) 436-7342

REC'D JAN 03 2014

November 18, 2013

Bernice Key  
1325 E. 126<sup>th</sup> Street  
Grandview, MO 64030

To Whom It May Concern:

Freeda Ruff and I grew up in the same town. She moved to Kansas City, Mo. in 2011 and we worked together on planning a School Reunion for 2013, which was a big success. I think giving her a certificate would be a good thing because she has very good leadership skills, is very knowledgeable, always ready to help, and she is a people person.

Sincerely,

Bernice Key  
816-966-8741

REC'D JAN 08 2014