

# Allentown

## All Inspiring

Ray O'Connell, Mayor  
City of Allentown  
435 Hamilton St, 5th Floor.  
Allentown, PA 18101-1699  
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Ray.OConnell@allentownpa.gov

**TO:** Michael Hanlon  
City Clerk

**FROM:** Ray O'Connell *ROC*  
Mayor

**DATE:** December 10, 2021

**SUBJECT:** Authorities, Boards, Commissions Appointments

Mayor O'Connell has approved the following appointment for City Council's consideration.

<u>Name</u>	<u>Authority/Board/Commission</u>	<u>Term to Expire</u>
Jeffrey L. Dutt	Council of Youth	

Mr. Dutt is currently a Lehigh County Commissioner. He is serving on this council on behalf of Lehigh County. I have attached his resume for your review. Thank you.

ROC/kal  
Attachments



# RECEIVED

OCT 11 2021

**REQUEST FOR APPOINTMENT** ~~MAYOR'S OFFICE~~ **DATE** September 23, 2021

**AUTHORITY, BOARD OR COMMISSION YOU ARE REQUESTING APPOINTMENT TO:** Allentown Youth Advisory Council

**NAME:** Jeffrey L. Dutt

**HOME ADDRESS:** 246 Cavalry Ave. Emmaus, PA 18049

**BUSINESS**

**ADDRESS:** Louis E. Dieruff High School 815 N. Irving St. Allentown, PA 18109/Lehigh County Government Center 17 S. 7<sup>th</sup> St. Allentown, PA 18101

**TELEPHONE NO. (RESIDENCE)** 484-951-6179 **BUSINESS** 484-765-5500

**EMAIL:** dottj@allentownsd.org or jeffreydutt@lehighcounty.org

**PRESENTLY EMPLOYED BY:** Allentown School District and Lehigh County

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**JOB**

**TITLE:** Social Studies Teacher and Lehigh County Commissioner

**EMPLOYMENT (Prior):** 12 years as a professional social worker

**EDUCATION:**

<b>HIGH SCHOOL GRADUATE:</b>	<input checked="" type="checkbox"/>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>
<b>COLLEGE OR UNIVERSITY GRADUATE</b>	<input checked="" type="checkbox"/>	<b>YES</b>	<input type="checkbox"/>	<b>NO</b>
<b>DEGREE/FIELD OF STUDY</b>		<b>BSW, M. Ed</b>		

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**CURRENT MEMBERSHIP IN ORGANIZATIONS AND OFFICES:** Commissioner, Lehigh County District 5

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**PAST ORGANIZATIONAL MEMBERSHIP AND OFFICES HELD:** Whitehall Township Commissioner

**DO YOU LIVE IN THE CITY OF ALLENTOWN:**  YES  NO

**DO YOU HAVE A SIGNIFICANT "BUSINESS" OR "PROPERTY" INTEREST IN ALLENTOWN? PLEASE EXPLAIN: No**

**ARE YOU A REGISTERED VOTER: X YES \_\_\_\_\_ NO**

**WHY ARE YOU INTERESTED IN THIS APPOINTMENT? BE SURE TO INCLUDE WHAT VALUE YOU WILL BRING TO THE BOARD: I was a professional social worker for 12 years before I became a special education/social studies teacher in the Allentown School District. I have been working in the Allentown School District since January 2003.**

**DO YOU ANTICIPATE A CONFLICT OF INTEREST BY SERVING AS A MEMBER OF AN AUTHORITY, BOARD OR COMMISSION: \_\_\_\_\_ YES X NO**

**IF YES, EXPLAIN: \_\_\_\_\_**

**IF YOU ARE BEING CONSIDERED FOR REAPPOINTMENT, PLEASE INDICATE HOW MANY TERMS YOU HAVE SERVED \_\_\_\_\_ AND THE YEAR YOU WERE FIRST APPOINTED \_\_\_\_\_.**

**NOTE: This information will be used for making appointments to authorities, boards and commission and in the event you are appointed/reappointed, it may be used as a news release to identify you to the community.**

  
\_\_\_\_\_  
**Signature**

9/23/21  
\_\_\_\_\_  
**Date**

**Please forward this request for appointment, along with a resume to:**

**Mayor's Office  
City Hall  
435 Hamilton Street  
Allentown, PA 18101**

**Jeffrey L. Dutt**  
**246 Calvary Avenue**  
**Emmaus, PA 18049**

**Phone: (484) 951-6179**

**Challenge-driven, professional, leader in both academic and community arenas.**

Natural and effective communicator with the ability to energize individuals to work toward a common goal; excels in creating consensus among divergent groups.

### **Passionate Educator**

Devoted the last 19 years providing a stimulating and thought-provoking high school U.S. History, A.P. Psychology, and inclusion classroom to inspire students to develop their own opinions and learn to think critically about difficult issues in our world.

### **Political Experience**

**Lehigh County Commissioner District 5, Allentown, PA** (12/2020-Present)

Appointed to Lehigh County Board of Commissioners to represent District 5 in Lehigh County. Working on several different projects including the Workforce Initiative in our Lehigh County high schools.

**Whitehall Township Commissioner, Whitehall, PA** (1/4/16 – 3/30/19)

Elected to Whitehall Township Board of Commissioners in 2015 to represent over 18,000 residents. Accumulated a wealth of knowledge in legislation and governance of a Pennsylvania township.

Appointed to two committees, Legal and Legislative and Recreation Commission, during tenure.

Provided strategic legislation and leadership to forming the Whitehall Active Community Center and a grant program for the village of Hokendauqua to be considered for historic neighborhood designation.

Participated as a board member for the Whitehall Township Veterans Memorial and served as the committee's secretary, served on the committee for the MacArthur 75 celebration, and a committee member for the township's Fall Festival.

**Founding President of the Whitehall Active Community Center** (5/2017 – 8/20)

Developed and established the Whitehall Active Community Center, the second largest in Lehigh County.

Founded and formed the Board of Directors and was elected its first president.

Developed programming and fundraising efforts to sustain the center financially.

### **Professional Experience**

**Teacher, Allentown School District, Allentown, PA** (1/6/03 – Present)

Currently teaching classes in both regular and inclusive classrooms in U.S. History, A.P. Psychology.

Taught in inclusion classrooms as a Special Education teacher for the first 9.5 years of my career.

Teacher Team Leader three years

Coached Raub Middle School Cross Country for three years

Developed and taught Summer School Curriculum for seven years.

Started and developed the inclusion program for Dual Enrollment classes at WAHS.

Supervised and coached an Acapella musical group at William Allen High School. Produced a county wide Acapella yearly festival from 2013 to 2018 involving 10-12 groups from various area high schools and colleges.

**Adjunct Professor, Lehigh Carbon Community College, Schnecksville, PA (6/1/01 – 5/2)**

For the past 17 years taught several different classes in Education and Sociology.

Member of the REACH Grant Team to develop and change Educational Curriculum.

Developed, Directed, and produced a play on Classroom Behavior Management for two years.

Developed and Taught in-service programs for Educational Faculty.

**Adjunct Professor, DeSales University, Center Valley, PA (8/1/07 – 5/15/09)**

Taught classes in Educational Psychology

Developed and taught curriculum to current teachers for their higher education degree.

## Education

**Master's Degree in Special Education, Lehigh University, Bethlehem, PA (January 1993)**

**Bachelor's Degree in Social Work, Mansfield University, Mansfield, PA (May 1990)**

**Whitehall High School Graduate (June 1986)**

## Skills

I have many different skills that would help me be successful in your organization. Some of the skills include being able to look at different individual and group situations to determine the best decision for the community. I am also proficient at the Microsoft package of Word, PowerPoint, Excel, Publisher, etc. I use these programs in my daily routine of teaching. I am also creative in the sense of developing plays, musicals, etc. that pertain to educational situations and to develop methods to alleviate issues in the classroom.

## References

Available upon Request