**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

Below are personnel actions taken since the last meeting of the Board of Education:

**1. Accepted the resignation and/or retirement of the following employees, effective at the close of the current school year unless otherwise noted:**

 ***Certified:***

 District-Wide:

* Karen Branham – Assistant Superintendent for Student Learning, effective May 19, 2012
* Nikki Mattingly – Substitute Teacher

 T.K. Stone Middle School:

* Joanie Turner – Language Arts Teacher

 Helmwood Heights Elementary School:

* Cheryl Carter – Elementary Teacher

 Morningside Elementary School:

* Christy Talbert – Elementary Teacher

 ***Classified:***

 Helmwood Heights Elementary School:

* Susie Donahue – Cafeteria Monitor

 ***Extra Service Assignment*:**

 Elizabethtown High School:

* Brad Todd – Assistant Football Coach

 Morningside Elementary School:

* Christy Talbert – Public Relations
1. **Notified the following employees that their 2011-2012 employment contracts would not be renewed for the 2012-2013 school year:**

 ***Certified:***

 Elizabethtown High School:

* Gabrielle Read – Math Teacher
* Randy Stephens – Part-time French Teacher
* Carolyn Tucker – Part-time English Teacher

 T.K. Stone Middle School:

* Mary Brown – Part-time Math Interventionist
* Catherine Reynolds – Language Arts Teacher
* Mitzi Skaggs – Part-time Math Interventionist

 Helmwood Heights Elementary School:

* Katherine Caswell – Part-time Math Interventionist
* Jane Hunt – Part-time Math Interventionist
* Chris Snyder – Read to Achieve Part-time Reading Teacher

 Morningside Elementary School:

* Carol Caldwell – Special Education Teacher
* Kelly Lane – Part-time ESS Math Coach
* Shelia Lewis – Read to Achieve Part-time Reading Teacher
* Kim Vertrees – Read to Achieve Part-time Reading Teacher

 ***Classified:***

District-Wide:

* Danyel Jefferson – Bus Monitor

 Elizabethtown High School:

* Ashley Johnson – Part-time Graduation Assistance Coordinator
* Linda Thompson – Part-time Graduation Assistance Coordinator

 T.K. Stone Middle School:

* Marcy DuPlessis – Part-time Graduation Assistance Coordinator

 Helmwood Heights Elementary School:

* Susie Donahue – Part-time Instructional Assistant
* Sarah Pait – Instructional Assistant
* Aimee Powers – Part-time Instructional Assistant
* Kim Ramsey – Instructional Assistant
* Allie Redmond – Part-time Instructional Assistant
* Bobbi Rickert – Instructional Assistant
* Gina Schexneider – Instructional Assistant
* Brittany Shoults – Instructional Assistant
* Kenneisha Walker – Instructional Assistant
* Caroline Yates – Instructional Assistant

 ***Extra Service Assignment*:**

 Elizabethtown High School:

* John Crabtree – Assistant Girls’ Soccer Coach
* Mark Eck – Band Director
* Gabrielle Read – Assistant Volleyball Coach

 T.K. Stone Middle School:

* Jennifer Weaver – Athletic Director

 Helmwood Heights Elementary School:

* Megan Barnes – Lead Teacher, 4th Grade
* Mary Bell – Lead Teacher, 3rd Grade
* Angie Cann – Lead Teacher, 5th Grade
* Shannon Duff – Lead Teacher, 1st Grade
* Leah Gardner – Lead Teacher, 2nd Grade
* Carla Kuhn – Lead Teacher, Kdg.
* Caroline Yates – Co-Academic Team Coach

 Morningside Elementary School:

* Melissa Gregory – Lead Teacher, Kdg.
* Nancy Hazle – Before School Supervision and ESS Coordinator
* Jaunie Knapp – After School Supervision
* Wesley Rogers – Lead Teacher, 2nd Grade
* Kim Vertrees – Academic Team Coach

**3. Notified the following employees of a reduction in responsibility and corresponding**

 **salary for the 2012-2013 school year:**

 ***Classified:***

 Valley View Education Center:

* Heather Dennis – Secretary, reduction in employment - from 7.5 hrs per day/235 days per year to 7 hrs per day/200 days per year

 ***Extra Service Assignment*:**

 Helmwood Heights Elementary School:

* Vicki Thomas – Web Page Maintenance Stipend – reduced from $300 to $200

**4. Approved the employment of the following individuals, effective for the 2011-2012 school year:**

 ***Classified:***

 District-Wide:

* Iris Matos – Substitute Nutrition Service Worker

**5. Approved the employment of the following individuals effective for the 2012-2013 school year:**

 ***Certified:***

 Elizabethtown High School:

* Stephanie Bragg – Chemistry Teacher

 T.K. Stone Middle School:

* Melissa Hogue-Mills – Science Teacher

 ***Classified:***

 District-Wide:

* Laura Murphy – Nutrition Service Worker, effective August 6, 2012

 ***Extra Service Assignment*:**

 Elizabethtown High School:

* Pat Black – Assistant Girls’ Soccer Coach

**6. Approved the transfer of the following employees for the 2012-2013 school year:**

 ***Certified:***

 District-Wide:

* Dana McCurry – from Special Education Teacher assigned to Helmwood Heights Elementary School to Kindergarten Teacher at Panther Academy
* Emily Murphy –Special Education Teacher - from assignment at Helmwood Heights Elementary School to Panther Academy
* Tiffany Williams – Special Education Teacher - from assignment at Helmwood Heights Elementary School to Morningside Elementary School

 Helmwood Heights Elementary School:

* Jackie Edwards – Kindergarten Teacher – to Panther Academy
* Carla Kuhn – Kindergarten Teacher – to Panther Academy
* Jill Valentine – Kindergarten Teacher – to Panther Academy

 Morningside Elementary School:

* Melissa Gregory – Kindergarten Teacher – to Panther Academy
* Nancy Hazle – Kindergarten Teacher – to Panther Academy
* Jaunie Knapp – Kindergarten Teacher – to Panther Academy
* Rebecca Pinkham – Kindergarten Teacher – to Panther Academy

 ***Classified:***

 Helmwood Heights Elementary School:

* Debra Farrow – Kindergarten Instructional Assistant – to Panther Academy
* Patricia Raine – Kindergarten Instructional Assistant – to Panther Academy

 Morningside Elementary School:

* Miranda Miller – Kindergarten Instructional Assistant – to Panther Academy
* Caryn Pedigo – Kindergarten Instructional Assistant – to Panther Academy
* Patty Robinson – Kindergarten Instructional Assistant – to Panther Academy
* Ann Self – Kindergarten Instructional Assistant – to Panther Academy

**7. Approved the following individuals for Level I Volunteer status for their respective**

 **schools/programs, effective for the 2011 - 2012 school year:**

* Nothing to Report

**8. Approved the following leave requests as submitted by the following employees:**

* Shannon Keen – Teacher – Morningside Elementary, unpaid leave of absence April 18 & 19, 2012 with the possibility of additional days.