**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

 **December 2014**

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:**

 ***Certified:***

 Nothing to Report

 ***Classified:***

 District-Wide:

* Eleena Marshall – Cafeteria Monitor (Helmwood Heights)

 Panther Academy and Valley View Education Center:

* Kenny Nichols – Part-time Custodian

**2. Approved the employment of the following individuals:**

 ***Certified:***

 District-Wide:

* Jane Hunt – Substitute Teacher

 ***Classified:***

 District-Wide:

* Tiesha Griffin – Cafeteria Monitor (Helmwood Heights)
* Sarah Larkin – Classified Substitute
* Eleena Marshall – Preschool and KSB Bus Driver
* Melanie Richmond – Classified Substitute
* Rebekah Watts – Part-time School Technology Coordinator

 ***Extra Service Assignment*:**

 District-Wide:

* Nicole Hines – Christmas in the Park Sponsor

 Elizabethtown High School:

* Jason Hayes – Coding Club Sponsor

T.K. Stone Middle School:

* Glenn Petersen – Co-Volleyball Coach

**3. Approved the transfer of the following employees for the remainder of the 2014-2015 school year:**

 ***Extra Service Assignment*:**

T.K. Stone Middle School:

* Bart Catlett – From Head Volleyball Coach to Co-Volleyball Coach

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

 **schools/programs, effective for the 2014 - 2015 school year:**

 Elizabethtown High School:

* Shianne Black – Approved Background Check for Service as Winter Guard Sponsor
* Robert Broughton – Boys’ Basketball
* Michele Harner – Archery
* Michael Kinder – Chaperone for Trip to New York
* Ashley Masters – Winter Guard Volunteer
* Eric Oliver – Archery
* David Stanley – Chaperone for Trip to New York
* Harumi Stanley – Chaperone for Trip to New York
* Jerry Turner – Boys’ Basketball
* James Washington - Bowling

T.K. Stone Middle School:

* Michelle Been – TKS Trip to Europe

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

* Rasha Hinkle – Teacher at Morningside Elementary, requesting an unpaid Medical

Leave of Absence (after exhausting all paid sick leave) beginning January 5, 2015

until release from Doctors Care.