**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

 **May 2015**

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:***

 District-Wide:

* Shellee Godfrey – Part-time Gifted Education Teacher, effective July 1, 2015
* Stormy Sueverkruepp – Certified Substitute Teacher, effective June 1, 2015

 Elizabethtown High School:

* Dan Teeter – Math Teacher, effective July 1, 2015

 ***Classified:***

 District-Wide:

* Dwight Adcock – Bus Driver, retiring after the school year closes
* Donna Rovinski – School Technology Coordinator, effective July 1, 2015

 Helmwood Heights Elementary School:

* Charity Barnes – Instructional Assistant, effective July 1, 2015
* Linda O’Donnell – Instructional Assistant, retiring after the school year closes

 ***Extra Service Assignment*:**

 Elizabethtown High School:

* Dan Teeter – Speech Team Sponsor, effective June 1, 2015

 T.K. Stone Middle School:

* Glenn Petersen – Morning Supervisor, effective June 1, 2015

 Helmwood Heights Elementary School:

* Vicki Thomas – Before School Supervision, effective June 1, 2015
1. **Notified the following employees that their 2014-2015 employment contracts would not be renewed for the 2015-2016 school year:**

 ***Certified:***

 T.K. Stone Middle School:

* Lindsey Schoenbaechler – Math and Science Teacher
* Christy Ragle Stinson – Science Teacher

 Helmwood Heights Elementary School:

* Carol Lyman – Part-time Math Interventionist/Teacher

 Morningside Elementary School:

* Shelia Lewis – Part-time Reading Interventionist/Teacher

 ***Classified:***

 Helmwood Heights Elementary School:

* Debby Hagan – Part-time Instructional Assistant
* Sara Ingram – Part-time Instructional Assistant
* Peggy Whitmer – Part-time Instructional Assistant
* Julie Wilson – Part-time Instructional Assistant

 Panther Academy:

* Melinda Robinson – Kindergarten Instructional Assistant

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

 **salary for the 2015-2016 school year:**

 ***Extra Service Assignment*:**

 Elizabethtown High School:

* Doug Barnes – Broadcasting Club Sponsor
* Jane Conway – Lead Teacher
* Donna Herringshaw – Lead Teacher
* Tanya Major – Lead Teacher

 T.K. Stone Middle School:

* Laura Berger – Lead Teacher

 Helmwood Heights Elementary School:

* Mary Bell – Lead Teacher
* Bridgett Stinson – Lead Teacher

 Morningside Elementary School:

* Laura Beth Hayes – Lead Teacher
* Kim Vertrees – Academic Team Coach

 Panther Academy:

* Carla Kuhn – Lead Teacher

**4. Approved the employment of the following individuals, effective for the 2014-2015 school year:**

 ***Classified:***

 District-Wide:

* Sandra Singleton – Classified Substitute

 ***Extra Service Assignment*:**

 T.K. Stone Middle School:

* Erica Frierson – ESS Coordinator

**5. Approved the employment of the following individuals effective for the 2015-2016 school year:**

 ***Certified:***

 Helmwood Heights Elementary School:

* Carol Lyman – Elementary Teacher

 ***Classified:***

 Glen Dale Center:

* Jenni Wilson – Secretary/Instructional Assistant (currently Instructional Assistant, through June 30, 2015)

**6. Approved the increased employment of the following employees for the 2015-2016 school year:**

 ***Certified:***

 District-Wide:

* Shellee Godfrey – contract for Professional Development Facilitator extended from 139 days to 187 days plus 10 extended days (funded by Title II)

**7. Approved the transfer of the following employees for the 2015-2016 school year:**

 ***Certified:***

 District-Wide:

* Tammy Hayes – from Speech Therapist at Morningside Elementary and T.K. Stone Middle Schools to Speech Therapist at T.K. Stone Middle School, Elizabethtown High School, and Kindergarten at Panther Academy
* Marci Kauffeld – from Speech Therapist for all of Panther Academy, Head Start, and Elizabethtown Christian Academy to Speech Therapist for Preschool at Panther Academy, Head Start, and First Steps
* Michele Swiney – from Speech Therapist for Helmwood Heights Elementary, Elizabethtown High School, and Valley View Education Center to Speech Therapist for Helmwood Heights Elementary, Valley View Education Center, and Glen Dale Center

 T.K. Stone Middle School:

* Melissa Gray - from Special Education (LBD) at Helmwood Heights Elementary School to Special Education (EBD) at T.K. Stone Middle School

 Helmwood Heights Elementary School:

* Robin Gani – from Special Education (EBD) at T.K. Stone Middle School to Special Education (LBD) at Helmwood Heights Elementary School

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

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

 Elizabethtown High School:

* Ruth Sylvester – EHS Band Program

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

* Deborah Lewis – Teacher at Morningside Elementary School, Requesting a Family and Medical Leave of Absence April 29, 2015 to approx 6/15/2015
* Dawn Skees – Instructional Assistant at Panther Academy, requesting an unpaid medical leave of absence April 29, 2015-May 6, 2015
* Linda O’Donnell – Instructional Assistant at Helmwood Heights Elementary, requesting an unpaid medical leave of absence April 29, 2015 – May 12, 2015