**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

 **February 2017**

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:

* Elisha Armstrong – Substitute Teacher

 ***Classified:***

 District-Wide:

* Dwight Adcock – Substitute Bus Driver
* Jessica Elmore – Substitute Bus Driver
* David Johnson – Vehicle Maintenance Manager
* Johnny Simpson – Part-time Bus Driver

 Helmwood Heights Elementary School:

* Kim Ramsey – Instructional Assistant

 Morningside Elementary School:

* Velma Jackson – Substitute After School Care Program Worker

 ***Extra Service Assignment*:**

 Nothing to Report

**2. Approved the employment of the following individuals effective for the 2016-2017 school year:**

 ***Certified:***

 District-Wide:

* Benjamin Banks – Substitute Teacher
* Neeley Hacker – Substitute Teacher
* April Townsend – Substitute Teacher

 ***Classified:***

 District-Wide:

* Dwight Adcock – Part-time Bus Driver
* Danita DeNoma – Substitute Nurse
* Shannon Sheroan – Substitute Mechanic (February 13-28, 2017) and Vehicle Maintenance Manager (effective March 1, 2017)
* John Paul Wierwille – Substitute Bus Driver

 Morningside Elementary School:

* Velma Jackson – After School Care Program Worker

 ***Student Worker:***

 T.K. Stone Middle School:

* Veronica Benitez – Student Tutor for ESS

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

 **schools/programs, effective for the 2016- 2017 school year:**

 Elizabethtown High School:

* Tina Anderson - EHS Band
* Matthew Bush – EHS Trip to New York
* Leanne Farmer – EHS Band
* Amy Greenwell – EHS Trip to New York
* Timothy Hahn – EHS Lacrosse
* Tara Huddleston – EHS Trip to New York

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

 Helmwood Heights Elementary School

* Michelle Conder- Instructional Assistant, requesting leave without pay on

January 30, 2017.

 Elizabethtown High School

* Katie Campbell – Nutrition Services, requesting a Medical Leave of Absence

 February 15, 2017-March 1, 2017(approximately)

* Leah Kinley – Nutrition Services, requesting a Medical Leave of Absence

 January 31, 2017 to May 1, 2017 (approximately)

 Panther Academy

* Samantha Bennett – Asst. Manager, Nutrition Services, requesting leave without pay on 2/14/2017.