

SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS

December 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:

Classified:

District-wide:

- Darlene Witten, Nurse, effective January 2018

Nutrition Services:

- Samantha Bennett, Assistant Cafeteria Manager, Panther Academy

2. Approved the employment of the following individuals, effective for the 2017-2018 school year:

Classified

District-wide:

- Craig Bowman-Custodian, Panther Academy & Valley View

Elizabethtown High School:

- Kristyn Stasel-Instructional Assistant, Special Education

Panther Academy:

- Jasmine Knight, Preschool Instructional Assistant

Nutrition Services:

- Sharon Allen-Morningside Worker
- Pamela Williams-Cafeteria Monitor at Helmwood Heights
- Anna Booker-Substitute Nutrition Worker

Panther Place:

- Phoenix Peeler, substitute worker

Extra Service Assignment:

Elizabethtown High School:

- Alvin Hayes-Assistant Track Coach
- Hannah Barnes-Assistant Track Coach
- Katie Campbell-Assistant Track Coach
- Morgan Cross-Assistant Softball Coach

Helmwood Heights Elementary:

- Lucas White, ESS After School Tutor

4. Approved the following individuals for Level I Volunteer status for their respective schools/programs, effective for the 2017- 2018 school year:

- Phillip Hay
- Duane Kristensen
- Julia Martin
- Karen Piwetz
- Genevieve Senay

**5. Approved the transfer of the following employees for the 2017-2018 school year:
*Extra Service Assignment:***

Helmwood Heights:

- Marsha Adams from PM Supervisor to ESS After School Tutor

Panther Academy:

- Samantha Bennett from Assistant Cafeteria Manager to Preschool Assistant

6. Approved increase in employment for the following employees and corresponding increase in salary for the 2017-2018 school year:

None at this time

7. Approved the following leave requests as submitted by the following employees:

District:

- Darlene Witten, Nurse, Requesting a Family Medical Leave of Absence, November 28-December 31, 2017

Elizabethtown High School:

- Andrea Clan, custodian, Requesting a Family Medical Leave of Absence, December 13, 2017-January, 2018

Helmwood Heights Elementary:

- Kendra Walker, Instructional Assistant, Medical Leave, November 7, 2017-January 3, 2108
- Peggy Phelps, Custodian, Requesting a Family Medical Leave of Absence, December 13, 2017-February 1, 2018

Panther Academy:

- Eric Sullivan, Instructional Assistant at Panther Academy, Educational Leave Without Pay, January 10-19, 2018 (half days for a total of 3.5 unpaid days)