**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

**January 2021**

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:**

 ***District:***

 ***Certified:***

 TK Stone:

* Domonique Middlebrook, ELA Teacher

 ***Classified:***

 District;

* Cindy Prahl, Bus Driver
* John Poe, Substitute Bus Driver

 Helmwood Heights:

* Krystal Kennedy, Instructional Assistant

 ***Extra Service Duty***

**2. Approved the employment of the following individuals, effective for the 2020-2021 school year:**

 ***Certified***

 District Substitutes:

* Helena Freedlund
* Lori Larkin
* Brittany King

 TK Stone Middle:

* Alexandra Bixenman, Chorus and Arts and Humanities Teacher

 ***Classified***

District:

* Jessica Lee, Part-time Instructional Assistant, Special Programs

 Panther Academy:

* Claudia Black, Instructional Assistant, Kindergarten

 Helmwood Heights Elementary:

* Mindy Tatro, Instructional Assistant, PASS Program

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

 **schools/programs, effective for the 2020- 2021 school year:**

**5. Approved the transfer of the following employees for the 2020-2021 school year:**

 Tiffany Hurley is transferring from Instructional Assistant for Kindergarten to Instructional Assistant for Special Education at Panther Academy, effective January 2021.

**6. Approved the reassignment of the following employees for the 2020-2021 school**

 **Year:**

**7. Approved increase/decrease in employment for the following employees and corresponding increase in salary for the 2020-2021school year:**

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

Helmwood Heights Elementary School

* Janice Kersey- Teacher, Requesting a Family and Medical Leave of Absence

December 17, 2020 to March 11, 2021.

Morningside Elementary School

* Birgit Cora-Nutrition Services Worker, Requesting a Medical Leave of Absence

December 31, 2020 to January 31, 2021.