**SUPERINTENDENT'S REPORT ON PERSONNEL ACTIONS**

**April 2022**

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:

* Michelle Motley, Director of Personnel and Public Relations, retirement effective July 1, 2022
* Jennifer Burnham, Professional Development, retirement

Elizabethtown High:

* April Jackson, Special Education Teacher, effective end of school year 21-22

TK Stone Middle:

* Aaron Prather, effective end of school year 2021-22

Helmwood Heights Elementary:

* Laura Watts, retirement effective July 1, 2022

Panther Academy:

* Betsy Beach, retirement effective July 1, 2022

***Classified***

District:

* Margie Maples, Secretary to the Superintendent, retirement effective June 1, 2022

Elizabethtown High:

* Danny Booker, Retirement effective Aug. 1, 2022

Panther Academy:

Panther Place:

* Channa Lay, after-school program.

**2. Approved the employment of the following individuals, effective for the 2021-2022 school year:**

***Certified***

District:

* Judy Quire, substitute teacher
* Andrea Huff, substitute teacher
* Makayla Kirk, substitute teacher

***Classified***

District:

* Lala Grounds, substitute

Nutrition Services:

* Suzanne Whitfield-Smith, Elizabethtown High kitchen

Panther Place:

* Tammy Sawyer, classroom worker

***Extra Service Duty***

TK Stone:

* Kajeana Thomas, Girls’ Basketball Coach, effective 22-23 school year

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

**schools/programs, effective for the 2021- 2022 school year:**

**5. Approved the transfer of the following employees for the 2021-2022 school year:**

Jessica Vasquez is being transferred from Special Education Instructional Assistant at Panther Academy to Special Education Education Instructional Assistant at TK Stone.

**6. Approved the reassignment of the following employees for the 2021-2022 school**

**Year:**

**7. Approved increase/decrease in employment for the following employees and corresponding increase in salary for the 2021-2022 school year:**

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

Helmwood Heights Elementary

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

April 25, 2022 to May 31, 2022.

Peggy Whitmer, Special Education Instructional Assistant - Requesting a Medical Leave of Absence January 18, 2022 to January 28, 2022.

Morningside Elementary School

* Rita Waters, Instructional Assistant - Requesting an Intermittent Medical Leave of Absence April 1, 2022 - TBD.