

TO: Dr. Damon Fleming, Superintendent

FROM: Matthew Melton, Principal (please initial) _____

DATE: 8/31/2026

SUBJECT: ESS Hiring Request for 2026-2027

After conferring with our School Council, I am requesting that you employ the following individuals for the ESS program at our school operating between July 1, 2026 and June 30, 2027. Each person will be paid according to time sheets signed by the appropriate supervisor and within the guidelines of our ESS budget allocation. We have planned for our program to begin on October 12, 2026, so we ask that the hiring process be completed before this date. Thank you for your consideration.

Site Coordinator

1. Lisa Rodgers, up to ___4___ hrs/week

Certified Staff

1. Melissa Johnson, up to ___2___ hrs/week
2. Ryan Carver, up to ___2___ hrs/week
3. Tucker Ramage, up to ___2___ hrs/week
4. Tara Cardwell, up to ___4___ hrs/week
5. _____, up to _____ hrs/week
6. _____, up to _____ hrs/week
7. _____, up to _____ hrs/week
8. _____, up to _____ hrs/week
9. _____, up to _____ hrs/week

***Continue your list on an additional page, if necessary.**

TO: Dr. Damon Fleming, Superintendent

FROM: Jennie Knight, Principal (please initial)



DATE: 8-31-2026

SUBJECT: ESS Hiring Request for 2026-2027

After conferring with our School Council, I am requesting that you employ the following individuals for the ESS program at our school operating between July 1, 2026 and June 30, 2027. Each person will be paid according to time sheets signed by the appropriate supervisor and within the guidelines of our ESS budget allocation. We have planned for our program to begin October 13th, 2026, so we ask that the hiring process be completed before this date. Thank you for your consideration.

Site Coordinator

1. Melissa Lipe, up to 5 hrs/week

Certified Staff

1. Sherry Towe , up to 5 hrs/week
2. Brandl Carlisle , up to 5 hrs/week
3. Erik Peyton , up to 5 hrs/week
4. Kim Forbes , up to 5 hrs/week
5. Jennifer Tobie, up to 5 hrs/week
6. Jennifer Brasher, up to 5 hrs/week
7. Rebecca Howe, up to 5 hrs/week
8. Misty Oliver, up to 5 hrs/week
9. Morgan Damron, up to 5 hrs/week
10. Kayla Ross, up to 5 hrs/week

Classified Staff

1. Deana Blanchard, up to 5 hrs/week
2. Lindsey Daugherty , up to 5 hrs/week