



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

7362 E. Point Douglas Rd. S.
Cottage Grove, MN 55016

Phone: 651-425-6300 Fax: 651-425-6318

ADMINISTRATIVE REPORT

TO: Members of the School Board
Dr. Keith Jacobus, Superintendent

FROM: Dr. Kevin Witherspoon
Director of Human Resources
651.425.6255

DATE: December 27, 2018

TOPIC/PURPOSE OF REPORT: Resignations and Terminations/Approval of Leave of Absence /
Approval of New Hires-Change of Status

REFERENCE TO POLICY/STRATEGIC PLAN: Climate and Culture

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: January 3, 2019

REPORT

Agenda Item 6.1 – Retirements, Resignations, and Terminations:

Name	Assignment/Building	Last Day Worked	Type/Reason
Callahan, Angela	Teacher/PES	11/29/18	Deceased
Cress, Brian	Custodian/WHS	01/11/19	Retirement
Cylkowski, Jay	Foreman/LRES	12/14/18	Resignation
Gribble, Sharon	Paraprofessional/BES	12/21/18	Resignation
Holter, Deb	Health Assistant/LMS	01/02/19	Retirement
Mitchell, Amber	Night Engineer/RRES	01/14/19	Resignation
Prokop, Britt	Teacher/NSP	TBD	Resignation Pending Suitable Replacement
Smith, Kent	Bus Driver/TRANS	12/31/18	Retirement

Agenda Item 6.2 – Approval of Leave of Absence:

Name	Assignment/Building	Effective Date	Type of Leave
Borner, Jeremy	Custodian/PHS	12/04/18-12/21/18	Unpaid
Burley, Kathryn	Teacher/CGMS	12/03/18-01/11/19	Paid – FML

Agenda Item 6.2 – Approval of Leave of Absence (Cont'd):

Name	Assignment/Building	Effective Date	Type of Leave
Burley, Kathryn	Teacher/CGMS	01/14/19-02/08/19	Unpaid – FML
Crossley, Carol	Paraprofessional/NSP	11/30/18-12/17/18	Paid – FML
		12/18/18-01/30/19	Unpaid – FML
Flores-Gomez, Leticia	Paraprofessional/WES	09/04/18-09/11/18	Paid
		09/12/18-01/08/19	Unpaid – Revised End Date
Hildahl, Mackenzie	Teacher/ERHS	11/26/18-12/10/18	Paid - FML
		12/11/18-12/21/18	Unpaid – Revised End Date-FML
Jeffers, Karen	Nutrition Service Worker/LMS	11/14/18-12/20/18	Unpaid
Johnson, Roxanne	Paraprofessional/HES	02/25/19-02/27/19	Paid
		02/28/19-04/05/19	Unpaid
Lamar, Prudence	Teacher/LMS	12/17/18-01/04/19	Paid – FML
		01/07/19-02/14/19	Unpaid – FML
Magers, Stephanie	Teacher/GCES-CGMS	12/13/18-01/18/19	Paid – FML
Mann, Steven	Teacher/ROES	10/10/18-12/18/18	Paid – FML
Michlig, Laura	Video-Communication Specialist/DSC	11/26/18-01/18/19	Paid – FML
Monson, Jessica	Nutrition Service Worker/WMS	12/10/18-12/12/18	Paid
		12/13/18-01/25/19	Unpaid
Moszer, Paul	Custodian/WHS	11/06/18-12/03/18	Paid
		12/04/18-01/15/19	Unpaid – Revised End Date – FML
Pines, Samuel	Teacher/WMS	11/29/18-12/13/18	Paid
Rickers, Pamela	Teacher/CGMS	11/26/18-01/11/19	Paid – FML
Schultz, Ashely	Teacher/WMS	12/07/18-01/16/19	Paid – FML
		01/17/19-02/27/19	Unpaid – FML
Zarske, Jeff	Foreman/GCES	12/18/17-04/16/18	Paid
		04/17/18-03/15/19	Unpaid – Revised End Date

Agenda Item 6.3 – Approval of New Employees / Change of Status:

Name	Assignment/Building	Effective Date	Reason
Alston, Olivia	Community Cultural Liaison/DSC	12/17/18	New Hire
Beard, Stacey	Paraprofessional/WES	12/10/18	Sub to Part-Time w/Benefits
Berg, Nikki	Asst. One Act Play Director/PHS	12/10/18-02/08/19	Extra Curricular
Berglund, Marcie	One Act Play Director/WHS	12/01/18-02/09/19	Extra Curricular
Berney, Lesley	Paraprofessional/CES	12/17/18	Sub to Part-Time
Bowden, Ursula	One Act Play Director/WHS	12/01/18-02/09/19	Extra Curricular
Braun, Chris	Robotics Advisor/PHS	11/13/18-06/01/19	Extra Curricular
Brings, Mike	Asst. Boys Hockey Coach/PHS	11/12/18-03/09/19	Extra Curricular
Carlson, Katie	Chamber Theater/ERHS	11/20/18-02/01/19	Extra Curricular
Cave, Zachary	Asst. Boys Basketball Coach/PHS	11/19/18-03/23/19	Extra Curricular
Dietzsch, Paula	Asst. Boys Swim Coach/PHS	11/26/18-03/02/19	Extra Curricular
Gandhi, Raj	Robotics Advisor/WHS	11/30/18-05/20/19	Extra Curricular
George, Michelle	Paraprofessional/WHS	12/04/18	New Hire
Gilman, Raymond	Foreman/CES	12/10/18	Change in Position
Gray, Janelle	Paraprofessional/WHS	12/21/18	Full-Time to Sub
Hawk, Abigail	Bus Driver/TRANS	12/06/18	Part-Time w/Benefits to Full-Time
Helgeson, Riley	Select Ensemble/ERHS	11/12/18-04/19/19	Extra Curricular
Hines, Taylor	Asst. Computer Specialist/DSC	12/10/18	Part-Time to Full-Time
Humphrey, Yelena	Paraprofessional/LRES	12/11/18	Change in Position
Jacko, Debra	Secretary CE – Drivers Ed./DPC	12/18/18	Change in Position

Agenda Item 6.3 – Approval of New Employees / Change of Status (Cont'd):

Name	Assignment/Building	Effective Date	Reason
Jensen, Mitchell	Asst. Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular
Johnson, Amanda	Boys Swim Coach/PHS	11/26/18-03/02/19	Extra Curricular
Johnson, Christopher	Paraprofessional/CGMS	12/11/18	New Hire
Johnson, Tara	Office Coordinator-Special Svcs./DSC	12/17/18	Change in Position
Jorgenson, Ryan	Night Engineer/PES	12/11/18	Extra Curricular
Karnes, Samantha	Long Term Teacher Sub/WMS	12/10/18-02/28/19	New Hire
Keim, Christine	Asst. Cook Manager/NFSI	11/30/18	Change in Position
Kemper, Wayne	Asst. Boys Hockey Coach/PHS	11/12/18-03/09/19	Extra Curricular
Kelsa, Mike	Asst. Boys Hockey Coach/PHS	11/12/18-03/09/19	Extra Curricular
Kohls, Ashley	Robotics Advisor/WHS	11/30/18-05/20/19	Extra Curricular
Kowalke, Erin	Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular
Lima-Castrillo, Miguel	Teacher/WMS	08/27/18-06/11/19	Revised End Date
Lulich, Cathy	Admin. Asst. Activities Accts./WHS	12/10/18	Change in Position
Masterson, Quinn	One Act Play Director/PHS	12/10/18-02/08/19	Extra Curricular
	Asst. Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular
Moore, Kaycee	Weight Room Advisor/WHS	11/26/18-03/01/19	Extra Curricular
Olley, Allison	Teacher/WHS	03/18/19-06/11/19	0.80 FTE to 0.87 FTE
Olson, Abigail	Asst. Boys Swim Coach/PHS	11/26/18-03/02/19	Extra Curricular
Oster, Adam	One Act Play Director/PHS	12/10/18-02/08/19	Extra Curricular
Potvin, Jeanette	Elementary Choir/ROES	09/04/18-06/07/19	Extra Curricular
Pust, Lauren	One Act Play Director/PHS	12/10/18-02/08/19	Extra Curricular
Rimmer, Matt	Paraprofessional/PES	12/21/18	Full-Time to Part-Time w/Benefits
Robinson, Jim	Asst. Boys Hockey Coach/PHS	11/12/18-03/09/19	Extra Curricular
Rodriguez, Amy	Teacher/WHS	12/04/18-03/08/19	0.73 FTE to 0.80 FTE
Rudich, Jack	Bus Driver/TRANS	11/19/18	New Hire
Saindon, Kellie	Math League Advisor/WMS	09/04/17-06/07/19	Extra Curricular
Smith, Justin	Weight Room Advisor/WHS	11/26/18-03/01/19	Extra Curricular
Simurdiak, Mike	Asst. Robotics Advisor/PHS	11/13/18-06/01/19	Extra Curricular
Sova, Christopher	Asst. Boys Swim Coach/PHS	11/26/18-03/02/19	Extra Curricular
Stocco, Jimmy	Asst. One Act Play Director/ERHS	11/26/18-02/11/19	Extra Curricular
Taddeini, Keely	Teacher/RRES	12/19/18	.30 FTE to .80 FTE
Thene, Caitlin	Paraprofessional/WHS	12/06/18	Change in Position
Vaske, Karin	Paraprofessional/WHS	11/20/18	New Hire
Weir, Lenore	Asst. One Act Play Director/WHS	12/01/18-02/09/19	Extra Curricular
Youngren, Lewis	One Act Play Director/PHS	12/10/18-02/08/19	Extra Curricular
	Asst. Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular
Zamora, Kimberly	Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular
Zamora, Nick	Asst. Speech Coach/PHS	12/03/18-04/20/19	Extra Curricular