



## 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: February 27, 2020

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: March 05, 2020

### REPORT

#### **Agenda Item 6.1 – Retirements, Resignations, and Terminations:**

<b>Name</b>	<b>Assignment/Building</b>	<b>Last Day Worked</b>	<b>Type/Reason</b>
Auge, Donald	Custodian/WES	02/21/20	Retirement
Bloss, Kelly	Teacher/LOA	06/09/20	Resignation
Janiak, Adam	Teacher/LOA	06/09/20	Resignation
Munson, Lori	Teacher/LOA	06/09/20	Retirement
Zarske, Jeff	Building Foreman/GCES	12/17/18	Retirement

#### **Agenda Item 6.2 – Approval of Leave of Absence:**

<b>Name</b>	<b>Assignment/Building</b>	<b>Effective Date</b>	<b>Type of Leave</b>
Carey, Lori	Asst. Cook Manager/WMS	02/20/20-04/13/20	Paid - FML
Ellis, Rodney	Custodian/ERHS	01/14/20-02/26/20	Paid – Revised End Date - FML
		02/27/20-03/12/20	Paid – Partial - FML
Hill, Eric	Custodian/WMS	02/14/20-02/28/20	Paid - FML

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

<b>Name</b>	<b>Assignment/Building</b>	<b>Effective Date</b>	<b>Type of Leave</b>
Moszer, Paul	Custodian/WHS	01/08/20-02/05/20	Paid
		02/06/20-05/18/20	Unpaid – Revised End Date
Nelson, Stacy	Senior High Night Lead/ERHS	12/02/19-03/16/20	Paid/Unpaid-Intermittent (Revised)-FML
Newhouse, Traci	Teacher/PES-DSC	01/06/20-02/20/20	Paid (.5 FTE)-FML
Nieman, Thomas	Bus Driver/TRANS	03/06/20-03/18/20	Paid
		03/19/20-04/20/20	Unpaid
Pines, Theresa	Teacher/WMS	01/06/20-04/01/20	Paid - Revised End Date-FML
Raymond, Kent	Custodian/OMS	02/06/20-02/27/20	Paid-FML
Seltz, Katherine	Teacher/ERHS	02/11/20-03/23/20	Paid
		03/24/20-05/08/20	Unpaid

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

<b>Name</b>	<b>Assignment/Building</b>	<b>Effective Date</b>	<b>Reason</b>
Eakes, Lauren	Long Term Teacher Sub/LMS	02/12/20-04/17/20	New Hire
Finley, Donald	Bus Assistant/TRANS	02/25/20	Part-Time to Part-Time w/Benefits
Gaughan, Alea	Bus Driver/TRANS	03/02/20	Full-Time to Sub
Johnston, Molly	Long Term Substitute	08/20/19-06/05/20	Revised End Date
Key, Melinda	Teacher/LMS	02/11/20	New Hire
Kulseth, Joseph	Night Engineer/NFSI	02/24/20	Change in Position
Martin, Ronald	Building Foreman/LMS	03/02/20	New Hire
McDonough, Joseph	Night Engineer/CES	02/24/20	Change in Position
O'Connell, Timothy	Bus Driver/TRANS	02/18/20	Part-Time to Part-Time w/Benefits
Zins, Kyle	Custodian/PHS	02/28/20	New Hire