



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

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

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ADMINISTRATIVE REPORT - REVISED

Changes are marked in **BOLD**

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

FROM: Dr. Kevin Witherspoon
Director of Human Resources
651.425.6255

DATE: April 09, 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: April 09, 2020

REPORT

Agenda Item 6.1 – Retirements, Resignations, and Terminations:

<u>Name</u>	<u>Assignment/Building</u>	<u>Last Day Worked</u>	<u>Type/Reason</u>
Bain, Kim	Human Resources Specialist/DSC	06/30/20	Retirement
Knudson, Cassondra	Video/Communication Spec./DSC	03/20/20	Resignation
LaFlamme, Lori	Nutrition Service Worker/DSC	02/11/20	Resignation
Norton, Kathleen	Teacher/LOA	06/05/20	Resignation
Rowe, Jane	Teacher/WMS	06/09/20	Resignation
Schaefer, Kathleen	Teacher/WES	04/01/20	Deceased
Schwartz, Amanda	Paraprofessional/DPC/BES/AES	03/06/20	Deceased

Agenda Item 6.2 – Approval of Leave of Absence:

<u>Name</u>	<u>Assignment/Building</u>	<u>Effective Date</u>	<u>Type of Leave</u>
Balderrama, Linnea	Teacher/GCES	08/18/20-06/04/21	Unpaid
Bleyl, Anne	Teacher/LMS	08/24/20-06/08/21	Unpaid (0.20 FTE)

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

Name	Assignment/Building	Effective Date	Type of Leave
Buccola, Kathryn	Teacher/LMS	03/16/20-05/04/20	Paid – FMLA eligible
		05/05/20-06/04/20	Unpaid – FMLA eligible
Burton, Robert	Teacher/CGMS	08/24/20-06/08/21	Unpaid
Carlson, Kathryn	Teacher/ERHS	08/24/20-06/08/21	Unpaid (0.20 FTE)
Celis, Tana	Teacher/CGMS	08/24/20-06/08/21	Unpaid
Christian, Heidi	Teacher/WHS	08/24/20-06/08/21	Unpaid (0.10 FTE)
Christopher, Shannon	Teacher/LOA	08/18/20-06/04/21	Unpaid
Davidson, Caroline	Teacher/LRES	08/18/20-06/04/21	Unpaid
Gilman, Lori	Health Care Specialist/AES	03/30/20-06/05/20	Paid – Intermittent
Grandt, Michael	Teacher/HES	08/18/20-06/04/21	Unpaid (0.20 FTE)
Hammergren, Richard	Bus Driver/TRANS	04/01/20-04/15/20	Paid- FMLA eligible
Heavener, Roseann	Teacher/AES	08/18/20-06/04/21	Unpaid
Heavener, Roseann	Teacher/AES	08/18/20-06/04/21	Unpaid (Rescind)
Hopkins, Kayla	Teacher/LRES	08/18/20-06/04/21	Unpaid
Hoven, John	Teacher/WHS	03/18/20-04/08/20	Leave Cancelled
Jensen, Jay	Teacher/OMS	04/09/20-05/22/20	Leave Cancelled
Jungwirth, Erika	Teacher/WHS	08/24/20-06/08/21	Unpaid (13 FTE)
Kangas, Jeanne	Bus Assistant/TRANS	04/14/20-04/30/20	Paid- Leave Cancelled
		05/01/20-05/26/20	Unpaid- Leave Cancelled
Kazek, Robin	Teacher/LMS	08/24/20-06/08/21	Unpaid
Knudson, Cassondra	Video/Communications Spec./DSC	01/15/20-02/25/20	Paid – FMLA eligible
		02/26/20-03/20/20	Unpaid – Revised End Date – FMLA eligible
Kramer, Ellen	Teacher/CGMS	08/24/20-06/08/21	Unpaid
Latch, Nicole	Teacher/MES	08/18/20-06/04/21	Unpaid
Lesch, Colleen	Teacher/CES-RRES	08/18/20-06/04/21	Unpaid
Maher, Matthew	Teacher/PHS	09/03/19-05/01/20	Paid (Revised End Date) – FML thru 11/25/19
Methven, Julie	Teacher/LMS	08/24/20-06/08/21	Unpaid
Moore, Kaycee	Teacher/WMS	08/24/20-06/08/21	Unpaid
Morris, Dana	Teacher/LOA	08/18/20-06/04/21	Unpaid
Nichols, Mike	Custodian/WHS	03/17/20-04/27/20	Paid - FML
Ness, Lloyd	Teacher/PHS	08/24/20-06/08/21	Unpaid (0.40 FTE)
Pedersen, Kayla	Teacher/ERHS	03/16/20-04/24/20	Paid - FML
Pederson, Carolee	Teacher/PHS	08/24/20-06/08/21	Unpaid (0.20 FTE)
Peterson, Katherine	Teacher/CGMS-HES	08/24/20-06/08/21	Unpaid
Plante, Bridget	Teacher/ERHS	08/24/20-06/08/21	Unpaid (0.50 FTE)
Reimel, Jennifer	Teacher/HES	08/18/20-06/04/21	Unpaid (0.14 FTE)
Ross-Hernlem, Rose	Teacher/AES	08/18/20-06/04/21	Unpaid
Rossi, Gina	Paraprofessional/MES	04/08/20-05/19/20	Leave Cancelled
Sederholm, Jill	Paraprofessional/OMS	09/03/19-06/05/20	Change to Intermittent-FML
Spieß, Erin	Teacher/LMS	08/24/20-06/08/21	Unpaid (0.20 FTE)
Spinner, Edward	Teacher/WMS	08/24/20-06/08/21	Unpaid
Stordahl, Lauren	Teacher/VCES	08/18/20-06/04/21	Unpaid (0.20 FTE)
Van Erp, Tina	Teacher/DSC	08/24/20-06/08/21	Unpaid

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

Name	Assignment/Building	Effective Date	Type of Leave
Walejko, Erin	Teacher/GCES	08/18/20-06/04/21	Unpaid (0.40 FTE)
Wirth, Jillian	Teacher/WHS	03/27/20-04/15/20	Paid - FML
		04/16/20-05/29/20	Unpaid - FML
Wolf, Ashley	Teacher/WMS	04/16/20-05/15/20	Leave Cancelled
Worner, Rachel	Teacher/WHS	08/24/20-06/08/21	Unpaid (0.20 FTE)
Zachman, Megan	Teacher/LOA	08/18/20-06/04/21	Unpaid

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

Name	Assignment/Building	Effective Date	Reason
Aasen, Bailey	Girls Lacrosse Varsity Asst. Coach/PHS	03/23/20-06/13/20	Extracurricular
Amundson, Kaylee	Long Term Substitute/ROES	03/24/20-05/22/20	Sub to LTSub
Anderson, Jim	Boys Golf Varsity Asst Coach/PHS	03/16/20-06/10/20	Extracurricular
Beck, Daniel	Boys Lacrosse Varsity Asst Coach/PHS	03/23/20-06/13/20	Extracurricular
Carlson, Kenneth	Long Term Teacher Sub/CGMS	02/24/20-06/09/20	Revised End Date
Emerson, Janet	Nutrition Service Worker/DSC	03/16/20	New Hire
Engebretson, April	Clerk-Office Support/SWAHS	03/24/20	Additional Assignment
Ermisch, Carl	Baseball Varsity Asst Coach/ERHS	03/16/20-06/06/20	Extracurricular
Fiedler, Bruce	Adapted Softball Head Coach/ERHS	03/30/20-06/05/20	Extracurricular
Figmiller, Jeffrey	Adapted Softball Asst Coach/ERHS	03/30/20-06/05/20	Extracurricular
Fleming, Julie	Girls Lacrosse Varsity Head Coach/WHS	03/30/20-06/13/20	Extracurricular
Foote, Gavin	Boys Lacrosse Varsity Asst Coach/PHS	03/23/20-06/13/20	Extracurricular
Foote, Matthew	Boys Lacrosse Varsity Asst Coach/PHS	03/23/20-06/13/20	Extracurricular
Fuerst, Nicholas	Baseball Varsity Asst Coach/ERHS	03/16/20-06/06/20	Extracurricular
Gangadharan, Radhika	Paraprofessional/MES	03/17/20	Sub to Part-Time w/Benefits
Gillen, Kaitlyn	Girls Lacrosse JV Coach/WHS	03/30/20-06/13/20	Extracurricular
Glade, Cristopher	Boys Tennis Varsity Asst Coach/PHS	03/23/20-06/05/20	Extracurricular
Hartigan, Melanie	Girls Lacrosse Varsity Asst Coach/PHS	03/23/20-06/13/20	Extracurricular
Hartung, Anthony	Baseball Varsity Asst Coach/ERHS	03/16/20-06/06/20	Extracurricular
Holtan, Melissa	Paraprofessional/CES	03/17/20	Sub to Full-Time
Huther, Eliza	Girls Lacrosse Varsity Asst Coach/WHS	03/30/20-06/13/20	Extracurricular
Leonard, Scott	Girls Lacrosse Varsity Head Coach/PHS	03/23/20-06/13/20	Extracurricular
Liston, Matthew	Long Term Teacher Sub/LMS	03/16/20-06/09/20	New Hire
McMorrow, Paul	Girls Lacrosse Varsity Asst Coach/PHS	03/23/20-06/13/20	Extracurricular
Myers, Melinda	Paraprofessional/DPC	03/18/20	Sub to <10.5 hrs/wk
O'Donnell, Kelly	Adapted Softball Asst Coach/ERHS	03/30/20-06/05/20	Extracurricular
Quinnell, Jereme	Baseball B Squad Coach/ERHS	03/16/20-06/06/20	Extracurricular
Reiter, Darren	Boys Golf Varsity Asst Coach/PHS	03/16/20-06/10/20	Extracurricular
Rinzel, Gregory	Boys Lacrosse Varsity Head Coach/PHS	03/23/20-06/13/20	Extracurricular
Salay, Chad	Boys Golf Varsity Head/PHS	03/16/20-06/10/20	Extracurricular
Serrato, Janneth	Long Term Substitute/NFSI	01/02/20-04/03/20	Revised End Date
	Long Term Substitute/NFSI	04/06/20-06/05/20	New Assignment. 5 FTE
Shurson, Derek	Boys Lacrosse Varsity Asst Coach/WHS	03/30/20-06/13/20	Extracurricular
Sprout, Brian	Baseball Head Varsity Coach/ERHS	03/16/20-06/06/20	Extracurricular
Thone, Thomas	Boys Lacrosse Varsity Asst Coach/WHS	03/30/20-06/13/20	Extracurricular
Tollefsbol, Michael	Baseball 9 th Grade Coach/ERHS	03/16/20-06/06/20	Extracurricular

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

<u>Name</u>	<u>Assignment/Building</u>	<u>Effective Date</u>	<u>Reason</u>
Townsend, Anthony	Boys Tennis Varsity Head Coach/PHS	03/23/20-06/05/20	Extracurricular
Weisbrod, Shannon	Boys Tennis Varsity Asst Coach/PHS	03/23/20-06/05/20	Extracurricular
Wiens, Scott	Long Term Teacher Sub/ERHS	03/16/20-05/04/20	New Hire
Worwa, Jason	Boys Lacrosse Varsity Head Coach/WHS	03/30/20-06/13/20	Extracurricular