



## 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\*Revised

\*Changes 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: June 6, 2019

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: June 6, 2019

### 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>
Blue, Tara	Bus Driver/TRANS	05/15/19	Resignation
<b>Callero, Michelle</b>	<b>Teacher/RRES</b>	<b>06/07/19</b>	<b>Resignation (.3 FTE Only)</b>
Conway, Michelle	Bus Assistant/TRANS	05/15/19	Resignation (This Position Only)
Domeier, Alfred	Truck Driver/DSC	08/30/19	Retirement
Everson, Matthew	Boys Wrestling Coach/ERHS	04/25/19	Termination
Farmer, Renee	Bus Assistant/TRANS	05/15/19	Resignation (This Position Only)
Gieser, Lisa	Nutrition Service Worker/DSC	05/10/19	Resignation
Kelly, Mikayla	Bus Assistant/TRANS	05/15/19	Resignation
Longseth, David	Bus Driver/TRANS	05/15/19	Resignation
McIntosh, Jennifer	Nutrition Service Worker/DSC	05/22/19	Resignation
Petre, Alexandra	ASD CBP Teacher/ROES	06/07/19	Resignation
Plummer, Kaytlynn	Paraprofessional/GCES	06/05/19	Resignation

**Agenda Item 6.1 – Retirements, Resignations, and Terminations (Cont'd):**

<b>Name</b>	<b>Assignment/Building</b>	<b>Last Day Worked</b>	<b>Type/Reason</b>
Saari, Danielle	Paraprofessional/ERHS	05/30/19	Resignation
Schobel, Stephanie	Bus Assistant/TRANS	05/15/19	Resignation
<b>Seeger, Jeffrey</b>	<b>Teacher/PHS</b>	<b>06/03/19</b>	<b>Resignation</b>
Selland, Theresa	Teacher/WHS	06/11/19	Resignation (.20 FTE Only)
Taft, Janelle	Health Care Specialist/NSP	06/07/19	Resignation
Thompson, Haleigh	Teacher/PHS	06/11/19	Resignation
Verlennich, Alyssa	Teacher/DPC	06/14/19	Resignation

**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>
Bjostad, Sherry	Paraprofessional/PHS	05/15/19-05/28/19	Paid – FML
		05/29/19-06/07/19	Unpaid – FML
Bucchino, Danielle	Teacher/RRES-NFSI	04/05/19-04/16/19	Paid – FML
		04/17/19-05/30/19	Unpaid (Revised End Date) – FML
Flores-Gomez, Leticia	Nutrition Services & Para/WES-MES	09/04/18-09/11/18	Paid
		09/12/18-11/30/18	Unpaid
		12/04/18-06/06/19	Unpaid (Partial)
Haase, Camela	Teacher/PHS	05/15/19-06/11/19	Paid – FML
Harding, Heather	Paraprofessional/WHS	01/25/19-06/07/19	Unpaid (Revised End Date; Partial)-FML
Jelinek, Leila	Paraprofessional/GCES	06/05/19-06/21/19	Paid/Unpaid – FML
Jones, Marlon	Bus Mechanic/TRANS	05/08/19-06/20/19	Unpaid (Revised End Date)
Munoz, Melissa	Teacher/ERHS	04/25/19-06/11/19	Unpaid (Intermittent) – FML
Nordtvedt, Chelsay	Teacher/NFSI	05/13/19-05/31/19	Paid – FML
		06/03/19-06/07/19	Unpaid – FML
Norton, Kathleen	Teacher/BES	09/20/18-10/18/18	Paid – FML
		10/22/18-06/07/19	Unpaid (Revised End Date)-FML
Rich, Susan	Administrative Assistant/SPSVC	04/08/19-05/17/19	Paid (Revised End Date) – FML
Zarske, Jeff	Building Foreman/GCES	12/18/17-04/16/19	Paid
		04/17/19-07/31/19	Unpaid (Revised End Date)

**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>
<b>Ellevold, Justin</b>	<b>Assistant Principal/CGMS</b>	<b>06/11/19-06/28/19</b>	<b>Extended Assignment</b>
		07/01/19	Change in Position
<b>Herber, Todd</b>	<b>Principal/PHS</b>	<b>07/01/19</b>	<b>Rehire</b>
Hilton, Elizabeth	Bus Driver/TRANS	05/08/19	Sub to Part-Time w/Benefits
	Bus Driver/TRANS	05/14/19	Part-Time w/Benefits to Full-Time
Johnson-Nixon, Charles	Assistant Principal/OMS	07/01/19	New Hire
<b>Kean, Sue</b>	<b>Payroll Supervisor/DSC</b>	<b>06/03/19</b>	<b>Change in Position</b>
Knaup, Kari	Paraprofessional/ERHS	05/06/19	Sub to Full-Time
<b>Krech, James</b>	<b>Building Foreman/LRES</b>	<b>05/28/19</b>	<b>Change in Position</b>
Mohr, Kyle	Boys Lacrosse Coach/PHS	05/15/19-06/15/19	Extra Curricular
Munger, Noble	Night Lead/BES	05/20/19	Change in Position
Perfetti, Jennifer	Paraprofessional/CGES	05/13/19	Part-Time to Full-Time
Score, Vicki	Nutrition Svcs. & Para/CGES-GCES	04/22/19	Benefit Eligible ACA
Sikorski, Meredith	Teacher/NFSI	08/20/19	New Hire
Smith, Latrone	Paraprofessional/ERHS	05/03/19	Full-Time to No Benefits
Soderberg, Katy	Paraprofessional/ERHS	05/03/19	Full-Time to Sub

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

<b>Name</b>	<b>Assignment/Building</b>	<b>Effective Date</b>	<b>Reason</b>
Wacker, Alexandra	KC Supervisor/Float	05/13/19	New Hire
Willis, Jennifer	Bus Driver/TRANS	05/15/19	Full-Time to Part-Time w/Benefits