



**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: June 13, 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 20, 2019

**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>
Bisanz, James	Paraprofessional/WHS	06/07/19	Retirement
Brennan, Elizabeth	New Life Misc./DIST	06/07/19	Resignation
Francisco, Kelly	Paraprofessional/WMS	06/07/19	Resignation
Gaspard, Kelly	Assistant Cook Manager/NES	06/05/19	Resignation
Hakari, Grace	Paraprofessional/PHES	06/06/19	Resignation
Helgeson, Jill	Paraprofessional/PES	06/05/19	Resignation
Klos, Colleen	Teacher/NFSI	06/07/19	Resignation
Lehman, Lauren	Teacher/BES	06/07/19	Resignation
Moon, Taylor	Teacher/ERHS	06/11/19	Resignation
Raasch, Tyra	Tier 3 /SPSRV	06/13/19	Resignation
Tessier, Donald	Nutrition Service Worker/DSC	06/07/19	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>
Altendorfer, Kathleen	Bus Driver/TRANS	05/21/19-06/30/19	Paid – FML
Esboldt, Kevin	Maintenance Mechanic/DSC	05/27/19-06/24/19	Paid – FML
Haase, Camela	Teacher/PHS	09/03/19-10/11/19	Unpaid
Smith, Rachel	Teacher/PHS	05/29/19-05/28/20	Paid/Unpaid – Intermittent-FML

**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>
Biedrzycki, Karen	Teacher/OMS	08/26/19	0.50 FTE to 0.80 FTE
Bryant, Rachel	Teacher/VCES	08/20/19	Rehire
Childs, Gina	Teacher/WMS	08/26/19	Rehire (0.75 FTE)
Denow, Angela	Teacher/CGMS	08/26/19	New Hire
Erickson, Timothy	Bus Driver/TRANS	05/31/19	New Hire
Gorman, Kathlene	Paraprofessional/ERHS	05/16/19	Part-Time to Full-Time
Graham, Lou Ann	Bus Driver/TRANS	05/28/19	New Hire
Harmeyer, Katherine	Yearbook Advisor/SWAHS	09/04/18-06/07/19	Extra Curricular
Haslach, William	Bus Driver/TRANS	05/31/19	New Hire
Liebert, Michelle	Paraprofessional/CGMS	05/17/19	Sub to Full-Time
Mills, Nicole	Yearbook Advisor/SWAHS	09/04/18-06/07/19	Extra Curricular
OConnell, Timothy	Bus Driver/TRANS	06/03/19	New Hire
Rau, Aaron	Teacher/PHS	08/26/19	Rehire
Serene, John	Teacher/LMS	08/26/19	Rehire
Thao, Ker	Teacher/WHS	08/26/19	New Hire
Walker-Naumann, Emily	Paraprofessional/VCES	05/20/19	New Hire