



**South Washington County Schools**

Keith Jacobus, Ph.D., Superintendent

**District Service Center**

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**ADMINISTRATIVE REPORT**

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

FROM: Dr. Kevin Witherspoon  
Director of Human Resources  
651.425.6255

DATE: October 25, 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: November 1, 2018

**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>
Buckhanan-Garcia, Alysia	Paraprofessional/MES	10/25/18	Resignation
Cheney, Kati	Fall Dance Coach/ERHS	11/05/18	Resignation
Davis, Lynsey	Fall Dance Coach/ERHS	11/05/18	Resignation
Heideman, Suzie	Boys Tennis Coach/ERHS	10/15/18	Resignation
Moehrle, Cheryl	Office Coordinator/SPSVC	12/31/18	Retirement
Rixen, David	Bus Driver/TRANS	09/04/18	Resignation
Scheel, Doug	Bus Driver/TRANS	09/04/18	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>
Anderson, Mark	Bus Driver/TRANS	10/17/18-11/16/18	Paid – FML
Aune, Cindy	Paraprofessional/GCES	10/03/18-12/14/18	Paid – FML
		12/17-18-12/21/18	Unpaid – 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>
Boche, Carrie	Teacher/PHS	09/25/18-10/11/18	Paid
		10/12/18-11/21/18	Unpaid
Caldwell, Michelle	Teacher/VCES	09/14/18-10/23/18	Paid-FML
		10/24/18-10/30/18	Unpaid
Gauster, Alison	Teacher/HES	09/18/18-05/31/19	Paid - Intermittent
Lanik, James	Custodian/MES	10/12/18-11/02/18	Paid – FML
Lesmeister, Kendra	Kids Club Supervisor/AES	10/02/18-11/27/18	Paid – Revised End Date- FML
Mann, Steven	Teacher/ROES	10/10/18-11/09/18	Paid - FML
Murray, Sheila	Paraprofessional/ERHS	10/09/18-10/10/18	Paid
		10/11/18-10/31/18	Unpaid
Sardeson, Amanda	Teacher/GCES	10/15/18-11/02/18	Paid – FML
		11/05/18-11/09/18	Unpaid – FML
Smith, Bonnie	Bus Driver/TRANS	10/02/18-10/17/18	Paid

**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>
Amitrano, Brittney	American Indian Cultural Liaison/DIST	10/15/18	New Hire
Anderson, Courtney	Paraprofessional/PHS	10/08/18	New Hire
Atkins, Williams	Yearbook Editor/LMS	09/06/18-05/31/19	Extra Curricular
Bartholomew, Kathryn	Transition Coordinator/LMS	09/06/18-05/31/19	Extra Curricular
Brooksby, Aaron	Bus Driver/TRANS	09/04/18	Part-Time w/Benefits to Sub
Buchmeier, Valdin	Elementary Instrumental Orchestra/MULT	09/04/18-06/06/19	Extra Curricular
Burbul, Eden	Paraprofessional/RRES	10/01/18	New Hire
Burke, Pamela	Elementary Instrumental Band/MULT	09/04/18-06/06/19	Extra Curricular
Burman, Gregory	Math League Advisor/LMS	09/06/18-05/31/19	Extra Curricular
Casper, Breanna	Select Ensemble/WMS	09/04/18-06/07/19	Extra Curricular
	Orchestra Director/WMS	09/04/18-06/07/19	Extra Curricular
Creagh, Christine	Transition Coordinator/LMS	09/06/18-05/31/19	Extra Curricular
Crislip, Rebecca	Transition Coordinator/WMS	09/04/18-06/07/19	Extra Curricular
	School Store Advisor/WMS	09/04/18-06/07/19	Extra Curricular
Ermer, Jordan	Fall Weight Room Advisor/WHS	09/17/18-11/09/18	Extra Curricular
Garcia, Morena	Paraprofessional/VCES	10/08/18	Rehire
Gray, Janelle	Paraprofessional/WES-WHS	10/09/18	Part-Time to Full-Time
Guertin, Teresa	Paraprofessional/VCES-GCES	10/12/18	Rehire
Gunder, Sharon	Elementary Instrumental Band/MULT	09/04/18-06/06/19	Extra Curricular
Hayes, Melissa	Paraprofessional/CP	10/09/18	Sub to <10.5 hrs/wk
Heideman, Sara	National Honor Society Advisor/LMS	09/06/18-05/31/19	Extra Curricular
Heilmann, Kimberly	Paraprofessional/LRES	10/05/18	Full-time to Teacher Sub
Holman, Jeremy	Bus Driver/TRANS	10/10/18	Part-Time w/Benefits to Full-Time
Jensen, Christina	Paraprofessional/WHS	09/24/18	New Hire
	Kids Club Supervisor/DIST	10/08/18	Change in Position
Johnson, Elizabeth	Yearbook Asst. Editor/WMS	09/04/18-06/07/19	Extra Curricular
Keller, Alison	Elementary Instrumental Orchestra/MULT	09/04/18-06/06/19	Extra Curricular
Kellerman, Jesse	Elementary Instrumental Orchestra/MULT	09/04/18-06/06/19	Extra Curricular
Kenow, Julia	Paraprofessional/WHS	09/24/18	New Hire
Kerttula, Erin	Newspaper Editor/WMS	09/04/18-06/07/19	Extra Curricular
Kramar, Loree	Paraprofessional/WHS	10/02/18	New Hire
Krinke, Morgan	Paraprofessional/RRES	10/08/18	New Hire

**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>
Langevin, Jennifer	Paraprofessional/CGES	10/02/18	New Hire
Liyanapathiranage, Lanka	Student Council Advisor/WMS	09/04/18-06/07/19	Extra Curricular
McGinty, Lori	Newspaper Advisor/LMS	09/06/18-05/31/19	Extra Curricular
McKnight, James	Paraprofessional/WHS	10/08/18	New Hire
Meyer, Carl	Paraprofessional/CES	10/01/18	New Hire
Michaelis, Emily	Paraprofessional/DPC-VCES	10/15/18	Sub to <10.5 hrs/wk
Miller, Ryan	Bus Driver/TRANS	09/04/18	Full-Time to Sub
Mills, Jamey	School Store Advisor/WMS	09/04/18-06/07/19	Extra Curricular
Morgan, Kristin	Teacher/WES	10/25/18	Sub to Teacher
Newcomb, Kathy	Raptor Recognition/ERHS	09/05/18-06/07/19	Extra Curricular
Nicholas, Susan	Teacher/CGMS	09/13/18	0.60 FTE to 0.80 FTE
Polley, Richard	School Store Advisor/WMS	09/04/18-06/07/19	Extra Curricular
	Chess Club Advisor/WMS	09/04/18-06/07/19	Extra Curricular
	Weight Room Advisor/WMS	09/04/18-06/07/19	Extra Curricular
Quinnell, Jereme	Teacher/ERHS	09/04/18	New Hire
Ramberg, Darla	Transition Coordinator/LMS	09/06/18-05/31/19	Extra Curricular
Rasmussen, Matthew	Chess Club Advisor/LMS	09/06/18-05/31/19	Extra Curricular
Ricks, Sammy	Cultural Liaison/DSC	10/22/18	New Hire
Robinson, Susan	Paraprofessional/CP	10/09/18	New Hire
Slette, Mary	Elementary Instrumental Band/MULTI	09/04/18-06/06/19	Extra Curricular
Slominski, Kari	Elementary Instrumental Orchestra/MULTI	09/04/18-06/06/19	Extra Curricular
Spring, Ashley	Student Council Advisor/WMS	09/04/18-06/07/19	Extra Curricular
Stanek, Heather	Paraprofessional/MES	10/15/18	New Hire
Stein, Laurie	Student Council Advisor/LMS	09/06/18-05/31/19	Extra Curricular
Teoh-Berbee, Gillian	Select Ensemble/LMS	09/06/18-05/31/19	Extra Curricular
	Choir Director/LMS	09/06/18-05/31/19	Extra Curricular
	Winter Dance Line/LMS	02/01/19-04/01/19	Extra Curricular
	Musical Director/LMS	02/01/19-05/01/19	Extra Curricular
Thene, Caitlin	Nutrition Service Worker/DSC	10/08/18	New Hire
Thomsen, Rhonda	Substitute Custodian/DSC	10/22/18	New Hire
Whitmore, Brittany	Kids Club Supervisor/GCES	10/22/18	Change in Position