

**South Washington County Schools**

Keith Jacobus, Ph.D., Superintendent

District Service Center

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ADMINISTRATIVE REPORT*Revised*Changes marked in **BOLD**

TO: Members of the School Board
Keith Jacobus, Superintendent

FROM: Denise Griffith, Director of Human Resources
651.425.6255

DATE: November 3, 2016

TOPIC/PURPOSE OF REPORT: Resignations and Terminations/Approval of Leave of Absence /
Approval of New Hires-Change of Status

REFERENCE TO POLICY/STRATEGIC PLAN: Strategic Plan Goal #4-To recruit, hire, develop
and retain the highest quality employees

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: November 3, 2016

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

Name	Assignment/Building	Last Day Worked	Type/Reason
Ahern, Kevin	Paraprofessional/PHS	06/10/16	Resignation
Beck, Kathryn	Paraprofessional/WMS	10/14/16	Resignation
Campos, Steve	Bus Driver/TRANS	10/14/16	Termination
Conger, Michele	Teacher/AES	10/20/16	Resignation
Huntley, April	Nutrition Service Worker/BES	10/07/16	Termination
Durant, Keith	Bus Driver/TRANS	06/24/16	Termination
Lemke, Jamie	Paraprofessional/ERHS	10/11/16	Termination
Miller, Nicole	Paraprofessional/CGES	10/28/16	Resignation
Paduano, Ron	Bus Driver/TRANS	10/13/16	Resignation
Paget, Tom	Bus Driver/TRANS	10/03/16	Resignation
Scott, Alisha	Paraprofessional/WMS	10/14/16	Resignation
Sellards, Jesse	Paraprofessional/PHS	09/16/16	Termination
Young, Theresa	Paraprofessional/LRES	11/09/16	Resignation

Agenda Item 6.2 – Approval of Leave of Absence:

Name	Assignment/Building	Effective Date	Type of Leave
Avisé, Sara	Paraprofessional/MES	09/06/16-12/13/16	Unpaid –Tuesdays only
Burns, Kathleen	Paraprofessional/PHS	09/06/16-01/13/17	Unpaid
Burns, Tom	Custodian/CGMS	07/05/16-11/04/16	Paid – Revised End Date – FML
Davis, Jeffery	Custodian/CES	10/24/16-01/19/17	Paid – FML
		01/20/17-01/20/17	Unpaid – FML
Heberer, Katherine	Teacher/SPSRV	09/30/16-11/03/16	Paid – MNPL
		11/04/16-01/20/17	Unpaid – MNPL
Jacobson, Julie	Paraprofessional/WHS	09/06/16-06/09/17	Unpaid – Intermittent - FML
Johnson, Brenda	Bus Driver/TRANS	10/03/16-10/12/16	Unpaid – Revised End Date - FML
Kirchner, Jamie	Teacher/OMS	01/17/17-05/12/17	Unpaid – Revised End Date
Leicht, Allison	Paraprofessional/PES	10/03/16-10/19/16	Unpaid
Newton, Kristen	Nutrition Service Worker/CGMS	10/01/16-03/05/17	Unpaid – Intermittent
Ramsey, Brooke	Teacher/ERHS	09/06/16-09/26/16	Paid - FML
		09/27/16-10/20/16	Unpaid – Revised End Date - FML
Policano, Renda	Admin. Asst.-Student Information/DSC	10/03/16-10/26/16	Paid - FML
Schottmuller, Brenda	Kids Club Inclusion Cord./CE	09/02/16-06/30/17	Paid - Intermittent
Swanson, Ellen	Teacher/AES	10/17/16-11/23/16	Paid
		11/28/16-01/31/17	Unpaid
Vorhies, Gwen	Bus Driver/TRANS	01/03/17-02/08/17	Paid – FML
		02/09/17-02/17/17	Unpaid – FML
Waldorf, Bridget	Teacher/LMS	10/06/16-12/08/16	Paid
		12/09/16-01/13/17	Unpaid

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

Name	Assignment/Building	Effective Date	Reason
Adams, Joe	Newspaper Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Alluru, Lavanya	Paraprofessional/ROES	10/24/16	New Hire
Anderson, Mark	Student Council Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Andrews, Mark	Chess Club Advisor/WHS	09/06/16-06/10/17	Extra Curricular
Atkinson, Denise	Fall Play Asst. Director/PHS	09/26/16-11/11/16	Extra Curricular
Avery, Inez	Paraprofessional/ROES	10/07/16	Part-Time to Full-Time
Ball, Emily	Thespian Society Advisor/PHS	10/03/16-03/03/17	Extra Curricular
	Chamber Theater Director/PHS	11/07/16-12/12/16	Extra Curricular
	Fall Play Director/PHS	09/26/16-11/11/16	Extra Curricular
Beck, Kathryn	Paraprofessional/WMS	10/13/16	New Hire
Behr, Alena	Student Council Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Betcher, Susan	Paraprofessional/DPC	10/19/16	New Hire
Brummer, Betsy	Paraprofessional/ERHS	09/06/16	Part-Time w/Benefits to Full-Time
Burianek, Jeanette	Paraprofessional/ERHS	10/11/16	Part-Time to Full-Time
Caponigri, Tracy	Thespian Society Advisor/PHS	10/03/16-03/03/17	Extra Curricular
	Chamber Theater Director/PHS	11/07/16-12/12/16	Extra Curricular
Carlson, Steven	Building Foreman/WES	10/25/16	New Hire
Cobb, Derek	Asst. Boys Soccer Coach/ERHS	08/15/16-11/15/16	Extra Curricular
Daniels, Lashanda	Nutrition Service Worker/DSC	10/31/16	New Hire
Deiman, Lynn	Applaud Advisor/PHS	10/03/16-06/01/17	Extra Curricular

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

Name	Assignment/Building	Effective Date	Reason
Demorett, Kelly	Orchestra Director/ERHS	09/06/16-06/01/17	Extra Curricular
	Select Ensemble/ERHS	09/06/16-06/01/17	Extra Curricular
Downs, Jenna	TOSA Admin. Intern/GCES-MES	10/19/16	Change in Position
Ekwall, Judy	Paraprofessional/NES	10/10/16	Part-Time w/Benefits to Full-Time
Ellevold, Justin	Strength & Conditioning Coach/PHS	11/14/16-03/18/17	Extra Curricular
Engebretson, April	Paraprofessional/RRES	10/07/16	Part-Time w/Benefits to Full-Time
Gramer, Paula	Asst. Cross Country Coach/ERHS	08/15/16-11/05/16	Extra Curricular
Griffin, Ryan	School Store Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Gullick, Elizabeth	Vocal Choir Director/ERHS	09/06/16-06/01/17	Extra Curricular
	Select Ensemble/ERHS	09/06/16-06/01/17	Extra Curricular
Hagland, Carol	Teacher/MISC	09/23/16	.350 FTE to .353 FTE
Halvorson, Thor	Asst. Boys Soccer Coach/ERHS	08/15/16-11/15/16	Extra Curricular
Hamilton, Elizabeth	Paraprofessional/LRES	10/10/16	New Hire
Houck, Gary	Building Foreman/PHES	10/31/16	New Hire
Huber, Heather	Paraprofessional/AES	10/11/16	Part-Time to Full-Time
Jankowski, Jason	School Store Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Johnson, Amy	National Honor Society Advisor/PHS	10/03/16-06/01/17	Extra Curricular
	Mock Trial Advisor/PHS	10/17/16-06/01/17	Extra Curricular
Keen, Anthony	Bus Driver/TRANS	10/26/16	Part-Time to Full-Time
Kimball, Josh	Orchestra Director/PHS	10/03/16-06/01/17	Extra Curricular
	Chamber Ensemble Orchestra/PHS	10/03/16-06/01/17	Extra Curricular
Lemke, Jamie	Paraprofessional/ERHS	10/10/16	New Hire
Lindstrom, Tina	Teacher/AES	10/14/16	Sub to Teacher
Mather, Cindy	Long Term Teacher Sub/DIST	10/12/16-01/20/17	.5 FTE to 1.0 FTE
McCarthy, Tom	Annual Advisor/PHS	10/03/16-06/01/17	Extra Curricular
	Annual Business Manager/PHS	10/03/16-06/01/17	Extra Curricular
O'Connor, Ben	Choir Director/PHS	10/03/16-06/01/17	Extra Curricular
	Men's Ensemble Choir/PHS	10/03/16-06/01/17	Extra Curricular
	Chamber Ensemble Choir/PHS	10/03/16-06/01/17	Extra Curricular
Olson, Jennifer	Newspaper Editor/WHS	09/06/16-06/10/17	Extra Curricular
Ortt, Matthew	Teacher/PHS	10/10/16-06/13/17	New Hire
Oster, Adam	Fall Play Technical Director/PHS	09/26/16-11/11/16	Extra Curricular
Paleen, Stacy	Math Team Advisor/PHS	10/03/16-06/01/17	Extra Curricular
Percy, Michael	Bus Driver/TRANS	10/24/16	Part-Time w/Benefits to Full-Time
Poppelman, Eric	Asst. Volleyball Coach/ERHS	10/07/16-11/15/16	Extra Curricular
Rajesh, Geetha	Paraprofessional/WMS	10/31/16	Other Bargaining Unit to Full-Time
Rowland, Margaret	Teacher/VCES	10/17/16	New Hire
Roy, Sumita	Paraprofessional/VCES	10/06/16	<10.5 Hrs/Week to Full-Time
Saari, Danielle	Paraprofessional/ERHS	10/11/16	New Hire
Salmela, Sandra	Bus Driver/TRANS	10/06/16	Full-Time to Part-Time w/Benefits
Schee, Erik	Percussion Ensemble/PHS	10/03/16-06/01/17	Extra Curricular
Schmidt, Chelsea	Long Term Teacher Sub/AES	10/18/16-01/31/17	Sub to Long Term Sub
Seversen, Gayle	Asst. Director of Transportation/TRANS	10/17/16	Change in Position
Smith, Jennifer	School Store Advisor/ERHS	09/06/16-06/09/17	Extra Curricular

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>
Stoffels, Bev	Asst. Girls Swim Coach/ERHS	08/15/16-11/15/16	Extra Curricular
Storm, Tom	Band Director/PHS	10/03/16-06/01/17	Extra Curricular
	Pep Band Director/PHS	10/03/16-03/31/17	Extra Curricular
	Jazz Ensemble Director/PHS	10/03/16-06/01/17	Extra Curricular
Svendsen, Catherine	Long Term Teacher Sub/WES	10/03/16-02/28/17	Change in Position
Thomas, MacKinzy	Paraprofessional/LRES-RRES	10/10/16	New Hire