

Deer River High School  
101 First Avenue NE  
PO Box 307  
Deer River, MN 56636  
*"Home of the Warriors"*



King Elementary School  
504 5th St. SE  
PO Box 307  
Deer River, MN 56636  
*"King Pride"*

# Memorandum

**To:** Deer River School Board  
**CC:** Amie Hanson  
**From:** Ara Anderson  
**Date:** 12/5/24  
**Re:** Recommendation for Hire: Long-Term Substitute High School Science Teacher

On 12/05/2024, an interview committee consisting of Nick Koerbitz and I interviewed one candidate for the LTS High School Science position available at Deer River Schools during the 2024-25 school year. After discussing the strengths and qualities of the candidate at length with the committee, I would like to recommend Dale Marleau for the position.

Ara Anderson

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# Memorandum

**To:** Deer River School Board  
**CC:** Amie Hanson  
**From:** Ara Anderson  
**Date:** 12/2/24  
**Re:** Recommendation for Hire: Paraprofessional

On 12/02/2024, an interview committee consisting of myself interviewed one candidate for a paraprofessional position available at Deer River Schools for the 2024-25 school year. After reviewing the strengths and qualities of the candidate at length, I would like to recommend Lauren Rabbit for the position. This position will be part-time based on Lauren's availability.

Ara Anderson

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Dedicated to develop lifelong learners prepared to succeed in an ever-changing world

# Memorandum

To: Deer River School Board

CC: Amie Hanson

From: Jennifer Stefan

Date: December 5, 2024

Re: Recommendation for Long Term Substitute Teacher Hire

On November 18, 2024, I met with an applicant for an open long term substitute teaching position available at King Elementary in January of 2025. After discussing the strengths and qualities of the candidate with my team, I would like to recommend Yvonne Wilson for the position of Long Term Substitute for Elementary Culture Teacher.



Amie Hanson <ahanson@isd317.org>

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## 1 more

1 message

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**Brent Schimek** <bschimek@isd317.org>

Wed, Dec 4, 2024 at 11:15 AM

To: Patty Schimek <pschimek@isd317.org>, Amie Hanson <ahanson@isd317.org>

Consent Agenda

.5 Jr Class Advisor Liz Lyytinen

.5 Jr class Advisor Carrie Johnson

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Brent Schimek

Activities Director

Head Football

Deer River High School

218.246.3410



Amie Hanson <ahanson@isd317.org>

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## One More

1 message

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**Brent Schimek** <bschimek@isd317.org>

Tue, Dec 3, 2024 at 3:07 PM

To: Patty Schimek <pschimek@isd317.org>, Amie Hanson <ahanson@isd317.org>

Consent agenda  
Visual Arts  
Lily Briggs-Benge

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Brent Schimek  
Activities Director  
Head Football  
Deer River High School  
218.246.3410



Amie Hanson <ahanson@isd317.org>

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## Consent Agenda

1 message

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**Brent Schimek** <bschimek@isd317.org>

Tue, Dec 3, 2024 at 2:04 PM

To: Patty Schimek <pschimek@isd317.org>, Amie Hanson <ahanson@isd317.org>

Add  
Conrad Nickelson -Inst Band (pepband)  
Kari Borgman Yearbook Adv  
Sr Class Adv Ryan Christiansen  
NHS Kari Borgman  
Student Council Casey Grossell  
Photographer Matt Carlstrom  
FFA Amber Kongsjord

--

Brent Schimek  
Activities Director  
Head Football  
Deer River High School  
218.246.3410



Amie Hanson <ahanson@isd317.org>

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## Consent Agenda

1 message

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**Brent Schimek** <bschimek@isd317.org>

Tue, Dec 3, 2024 at 1:57 PM

To: Patty Schimek <pschimek@isd317.org>, Amie Hanson <ahanson@isd317.org>

Please add  
Nicholas Flannigan  
Vol. Wr Coach

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Brent Schimek  
Activities Director  
Head Football  
Deer River High School  
218.246.3410



Amie Hanson &lt;ahanson@isd317.org&gt;

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## November 25th

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**sonna b** <sonnabergloff@gmail.com>

Wed, Nov 20, 2024 at 12:04 PM

To: ahanson@isd317.org

Hi there,

Thank you for offering me the paraprofessional position. I appreciate the time and effort you have invested in me with the interview and hiring process. It saddens me to write this email. After careful consideration, I have decided to withdraw the offer as I don't feel it is the best fit for me at this time. Please know this was not an easy decision to make. I truly hope you find the ideal candidate for this position moving forward.

Best Regards,

Sonna Bergloff



December 5, 2024

Subject: Maternity Leave Request

To Whom It May Concern,

I am writing this letter to inform you of my pregnancy and my intention to take a maternity leave of absence. I am due on March 13, 2025 and enclosed with this letter you will find a medical form with my doctor's confirmation of my pregnancy. As long as everything goes well, it is my intention to work up until the baby is born with an approximate start date of March 13, 2025. I plan to take the full 12 weeks (60 days) of maternity leave, which would allow me to be on leave through the remainder of the 2024-2025 school year with an end date of June 2, 2025.

I appreciate your consideration of my request, as the leave would allow me to physically recover and care for my new baby. I will assist in the transition to the best of my ability leading up to my absence. If you have any further questions or concerns, please do not hesitate to contact me.

Sincerely,

Ashley Buell

Third Grade Teacher