

## MEMORANDUM

TO: Mark Larson  
Superintendent

FROM: Dyan Lovgren  
Human Resources Assistant

**PUT ALL IN ALPHABETICAL ORDER**

DATE: August 11, 2016

SUBJECT: Employee Changes

We have made the following changes in personnel since the July 8, 2016 School Board meeting:

### **APPROVAL OF LEAVE OF ABSENCE**

| NAME               | POSITION             | LOC | EFFECTIVE DATE      |
|--------------------|----------------------|-----|---------------------|
| Gralish, Cassandra | Reading Teacher      | OHA | 9/22/16 – 12/6/2016 |
| Warren, Jeanna     | Kindergarten Teacher | WW  | 8/29/16 – 11/18/16  |

### **APPROVAL OF CONTRACTS**

| NAME               | POSITION              | LOC                | EFFECTIVE DATE |
|--------------------|-----------------------|--------------------|----------------|
| Berwald, Stephanie | Preschool Teacher     | CE                 | 2016-17        |
| Bolte, Rachel      | Principal's Secretary | MS                 | 7/25/2016      |
| Chamberlain, Jamie | Literacy Coach        | WW / OHA           | 2016-17        |
| Hagen, Michael     | Math Teacher          | MS                 | 2016-17        |
| Kincaid, Aleksis   | Psychologist Intern   | OHA                | 2016-17        |
| Packard, Holly     | ELL Teacher           | OHA                | 2016-17        |
| Ritchie, Amy       | Special Ed Teacher    | WW                 | 2016-17        |
| Rogers, Mary       | Preschool Assistant   | CE                 | 2016-17        |
| Schnyders, Erin    | Special Ed Teacher    | Transition Program | 2016-17        |
| Seckora, Jennifer  | Music Teacher         | WW / MS            | 2016-17        |
| Thorson, William   | Math Teacher          | HS                 | 2016-17        |

### **APPROVAL OF RESIGNATION**

(Letters of resignation are on file and available for Board members' review)

| NAME                 | POSITION            | LOC | EFFECTIVE DATE |
|----------------------|---------------------|-----|----------------|
| Hultgren, John David | Business Ed Teacher | HS  | 8/28/2016      |
| Young, Matthew       | Science Teacher     | HS  | 8/5/2016       |

### **APPROVAL OF RETIREMENT**

(Letters of resignation are on file and available for Board members' review)

| NAME | POSITION | LOC | EFFECTIVE DATE |
|------|----------|-----|----------------|
|------|----------|-----|----------------|