

**BEMIDJI AREA SCHOOLS
BEMIDJI, MINNESOTA**

DATE: FEBRUARY 27, 2023
TO: BOARD OF EDUCATION
FROM: JORDAN HICKMAN, DIRECTOR OF HUMAN RESOURCES
SUBJECT: REQUEST FOR EDUCATIONAL LEAVE: MICHELE BURROW

COMMENTS:

Michele Burrow, Northern Elementary School special education paraprofessional, has requested an Educational Leave of absence under the provisions of SBR 200-20-1 (the Employment Agreement between ISD #31 and the BMSEA for Secretarial-Clerical & Paraprofessional Employees). Ms. Burrow is requesting an educational leave from September 5, 2023 through December 8, 2023. This leave is unpaid, without fringe benefits. The School District does not guarantee that Ms. Burrow will be placed in her current position when she returns from leave.