



Memo

To: MMK Board of Directors

From: Matt Mallery

cc: Laurie Seymour

Date: April 22 2024

Re: Recommendation to Hire: Shantel Freeman

I am recommending the hire of Mrs. Shantel Freeman as our Student Information Systems (SIS)/Food Service/Assistant to the Superintendent position.

This position will fill the vacancy created by a retirement.

Mrs. Freeman is currently our Accounts Payable and School Secretary. This school year, she has filled in most of the while our SIS person has been out on medical leave. Mrs. Freeman has grown in this position and has taken on a lead role with our migration over to Qmlativ data system and has learned quickly our food service reporting.

She will do a great job for us and has demonstrated the capacity to take on this role.