



INDEPENDENT SCHOOL DISTRICT NO. 831  
Forest Lake, MN 55025

July 29, 2014

Agenda Item #3.3

**TO:** School Board

**FROM:** Donna M. Friedmann, Director *DMF*  
Administration & Human Resources

**SUBJ:** LICENSED PERSONNEL

**I recommend approval of the following licensed personnel:**

**A. UNPAID LEAVE OF ABSENCE:**

1. Potthoff, Kathryn: Approximate dates: 10/10/14-10/31/14
2. Vojtech, Devon: Approximate dates: 12/19/14-1/16/15

**B. RESIGNATION/RETIREMENT:**

1. Fisher, Carissa: resign effective end of 2013-14 school year
2. Manni, Scott: resign effective 7/14/14
3. Walsh, Penny: resign effective end of day on 7/23/14
4. Wilcox, Susan: resign effective end of 2013-14 school year

**C. EMPLOYMENT:**

1. Baker, Heather: 1.0 FTE effective start of 2014-15 school year
2. Bautista, Eduardo: 1.0 FTE effective start of 2014-15 school year
3. Brian (Totzke), Tiffany: 1.0 FTE effective start of 2014-15 school year
4. Kirchberg, Kira: 1.0 FTE effective start of 2014-15 school year
5. Palmquist, Shalee Rae Dunaski: 1.0 FTE effective start of 2014-15 school year
6. Walls, Jennifer: 1.0 FTE effective start of 2014-15 school year

**D. TRANSFER:**

Haven, Elizabeth: from Senior High English Teacher to Q-Comp Coordinator with 3 extended weeks of employment, effective with the start of the 2014-15 school year