



REQUEST FOR PERSONNEL SERVICES

NEW BERLIN CUSD #16

| | | | | | |
|---|--------------------|--------------------------------------|---------------------|----------------------------------|-----------|
| Action Requested: | Coaching change | Employee Category: | Athletic Department | Employment Status: | Full-time |
| | | | | If PT, No. of Hrs/Day: | |
| Certified Position: | HS Assistant Coach | Subject/Grade/Activity/Sport: | HS Track and Field | ESP Position: | |
| NEW EMPLOYEE INFORMATION / PLACEMENT | | | | | |
| Name: | Robert Dunn | | | Hourly/Daily Rate of Pay: | |
| Location: | | Certified Degree: | | Additional Hours: | |
| Salary Schedule Placement | | Step: | 3 | Annual Rate of Pay: | \$2,802 |
| Extra-curricular assignment: | HS Assistant T&F | Placement: | | Salary: | |
| Extra-curricular assignment: | | Placement | | Salary: | |
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| | | | | | |
| Incumbent Name: | Tanner Shafer | Desired Beginning Date: | January 2026 | | |
| Position Supervisor: | Dillon Binkley | | | | |
| Action Requested by: | Dillon Binkley | Date: | 06/16/2025 | | |

(Placement – indicate the location of the employee on the extra-curricular salary schedule: i.e. 3yrs=col. 2; salary from Appendix C)

APPOINTMENT AUTHORIZATION SIGNATURES

| | | | |
|---------------------------------|--|------------------------|--|
| Chief Financial Officer: | | Superintendent: | |
| President: | | Secretary | |

Routing: Original to Chief Financial Officer – Attach resume/application/transcripts/certificates