

X. REPORT FROM ADMINISTRATION

A. Personnel

1. LEAVE(s)

- a. **Cassandra Watkins, Finance Clerk at Central Office, is requesting a Medical Leave of Absence; effective December 21, 2012 through January 7, 2013.**

Administration recommends approval.

2. APPOINTMENT(s)

- a. **Yadira Garcia, Bilingual Parent Educator (\$23,000.00)
Birth to Three Program
Effective: November 26, 2012**

Administration recommends approval.

- b. **Melissa Sales, Secretary (12.81 Hrly)
C.L.A.S.S. Program
Effective: January 7, 2013**

Administration recommends approval.

- c. **Maria Rocio Aguado, Bilingual Parent Educator (\$23,000 Salary)
Birth to Three Program
Effective: December 18, 2012**

Administration recommends approval.

3. RETIREMENTS

- a. **Carrie Alexander, Secretary
Lowell Elementary School
Effective end of the 2012-2013 School Year**

Administration recommends approval.

4. SES Contract Approval

Document enclosed for your review.

5. Field Trip Request

- a. Field Trip Request from Mr. Griffin
Music in Parks, May 9-11, 2013**

Document enclosed for your review

- b. Field Trip Request from Shannon Brown, Principal at
Bryant /Clifton Hunt, Principal at Sandburg,
National Association for Music Education/ 2013 Illinois
Music Education Conference K-6**

Document enclosed for your review

XI. FOR YOUR INFORMATION

- 6. November 2012 Enrollment 2591
November 2011 Enrollment 2551
Enrollment increased by 40 students**

Report enclosed for your review

7. Out of School Suspension

- 1 day – 20
2 days – 9
3 days – 11
4+days – 1**

Report enclosed for your review

8. Perfect Attendance

- **Maya Angelou Elementary School**
 - **Ms. Miller**
- **Bryant Elementary School**
 - **Ms. Barnes**
- **Holmes Elementary School**
 - **Ms. Besbekos**
- **Lowell Elementary School**
 - **Mr. Williams**
- **Riley Pre K Learning Center**
 - **Ms. Loughrey**
- **Sandburg Elementary School**
 - **Ms. Ms. DeLira**
- **Whittier Elementary School**
 - **Ms. Baker**

Report enclosed for your review