

## Personnel Resignations and Recommendations

*For Thursday, August 19, 2021*

### **Background:**

Under Iowa Code 279.12, the school board has the authority to employ teachers, other licensed professional personnel, and support personnel, and determine their salaries. I am requesting board approval for the personnel issues listed below. I recommend the Board . . .

- Appoint Mary Beth Bush as a physical education teacher assigned to Jacobson Elementary on a one-year interim, non-renewable contract. I recommend she be placed in the BA Lane of the master agreement with a salary of \$45,000.
- Grant Jaxon Heinz release from his contract as elementary physical education teacher for the 2021-2022 school year conditional upon him paying \$1,000 toward expenses involved in hiring his replacement.

Under Iowa law, public schools can charge their employees for breaking a contract after it is already signed. The allowed charges are for expenses incurred to hire the replacement teacher. Our school board policy states the following:

“All other resignations must be filed at least thirty (30) days prior to the requested release from contract. Except as otherwise provided, no teacher will be released until a suitable replacement has been found. Time of the year will also be a consideration. The resigning teacher shall be required, at the discretion of the Board, to reimburse the school district up to \$1,000 for expenses incurred to hire the replacement teacher. Such expenses shall be payable to the district by the resigning teacher as a condition for the Board to accept the resignation. Failure to provide reimbursement will result in a charge being filed in small claims court.”

- Grant Annie Bram release from her contract as elementary fifth grade teacher for the 2021-2022 school year conditional upon her paying \$1,000 toward expenses involved in hiring her replacement. (Ms. Bram has already made this payment.)
- Appoint Connie Halfpop as an elementary teacher assigned to fifth grade on a one-year interim, non-renewable contract for the first semester only. I recommend she be placed back at her previous salary for a daily rate of pay of \$384.78 and provide her with single health insurance coverage in accordance with what our regular teacher receive.
- Appoint Nikki Jass as Junior High Softball Coach for the 2021 summer season with corresponding salary of \$1,645. In an oversight, Ms. Jass was assigned to this role without prior school board approval.



- Appoint Kaitlin Boelman as Football Cheerleader Sponsor. Ms. Boelman has a degree in dance and was a former cheerleader herself. I recommend her salary at Year 1 for \$548 according to the master agreement.
- Re-assign Thelma Garcia as a para-educator in the high school working with English Language Learners with terms of employment in accordance with her previous employment with the district: \$15.03 per hour ( in her 4<sup>th</sup> year) for 7.25 hours per day for the position vacated following the resignation of Jocelyn Terrazas.
- Assign Marissa Briggs as a para-educator in high school working with special education with terms of employment at entry level in accordance with the master contract (beginning wage \$14.68 per hour) at 7.25 hours per day for the position vacated following the resignation of LeEllen Parker.
- Assign Kyle Wilkinson as a para-educator in high school working with special education with terms of employment at entry level in accordance with the master contract (beginning wage \$14.68 per hour) at 7.25 hours per day for the position vacated following the resignation of Gannon Harsma.
- Appoint Reagan Swisher as Varsity Assistant Football Coach. I recommend his salary at Year 1 for \$2,924 according to the master agreement.
- Appoint Paige Watne as Junior High Volleyball Coach. I recommend her salary at Year 1 for \$1,645 according to the master agreement.
- Assign Dennis Dippel as the activities driver/helper in the bus barn, an assistant to Transportation Director Jon Swenson who is now shared with the Clarion-Goldfield-Dows school district. I recommend he be hired at Step A, Year 1 of the contracted wage scale for an hourly wage of \$22.72 for three hours a day minimum, but more if needed.

Mr. Dippel will substitute drive if someone calls in sick. He will get the bus barn opened up in the morning, answer the phone, clean and get buses/vehicles ready to go for activities, etc. He can also split the three hours up if we needed a substitute morning and afternoon or a field trip/short run here in town.

As a Step A, first year driver he will be salaried to work three hours a day during the school year. That way we have someone here in the bus barn when Mr. Swenson is in Clarion.

Mr. Dippel will also be the main activities driver for us. When he drives activities, that will be the separate rate of pay on the activities sheet.

**Recommended Action:**

I recommend the board approve these personnel issues in a single motion.