

**BEMIDJI AREA SCHOOLS
BEMIDJI, MINNESOTA**

DATE: SEPTEMBER 18, 2023

TO: BOARD OF EDUCATION

FROM: JORDAN HICKMAN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: REQUEST FOR EDUCATIONAL LEAVE:
MICHAEL ECK AND DAWN HELBERG

COMMENTS:

Michael Eck, Bemidji Middle School special education paraprofessional, has requested an Educational Leave of absence under the provisions of SBR 200-20-1 (the Employment Agreement between ISD #31 and the BMSEA for Secretarial-Clerical & Paraprofessional Employees). Mr. Eck is requesting an educational leave from September 18, 2023 through October 24, 2023. This leave is unpaid, without fringe benefits. The School District does not guarantee that Mr. Eck will be placed in his current position when he returns from leave.

Dawn Helberg, Bemidji High School special education paraprofessional, has requested an Educational Leave of absence under the provisions of SBR 200-20-1 (the Employment Agreement between ISD #31 and the BMSEA for Secretarial-Clerical & Paraprofessional Employees). Ms. Helberg is requesting an educational leave from January 3, 2024 through April 10, 2024. This leave is unpaid, without fringe benefits. The School District does not guarantee that Ms. Helberg will be placed in her current position when she returns from leave.