



To: Oak Park Elementary School District 97 Board of Education
Via: Dr. Ushma Shah, Superintendent
From: Dr. Christine Zelaya, Interim Senior Director of Human Resources
Date: January 30, 2024
Re: Proposed Personnel Actions

I. Recommended for Employment - New Hires

Administrator				
Name	Position	Location	FTE	Effective Date
Certified Staff				
Name	Position	Location	FTE	Effective Date
Beata Rzucidlo	Teacher - Gr 6 SpEd	Brooks	1.0	01/08/2024
Amy Hawk	Teacher - Gr 8 SpEd	Brooks	1.0	01/08/2024
Jennifer Wray	Teacher - EC	Whittier	1.0	01/08/2024
Classified Staff				
Name	Position	Location	FTE	Effective Date
Frances Howard	Teacher Assistant	Hatch	1.0	12/11/2023
Khalilah Allen	Lunchroom Server	Julian	.5	12/18/2023
Ninel Carreon	Teacher Assistant	Holmes	1.0	12/14/2023
Loren Oliver	Teacher Assistant	Lincoln	1.0	12/18/2023
Laticia Whitaker	Teacher Assistant	Longfellow	1.0	1/8/2024
Ashley Mendoza	Teacher Assistant	Brooks	1.0	1/8/2024

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II. Resignation

Certified Staff				
Name	Position	Location	FTE	Effective Date
Alice Martin	Occupational Therapist	Lincoln./ Julian	1.0	01/12/2024
Classified Staff				
Name	Position	Location	FTE	Effective Date
Tiffany Jenkins	HR Operations Manager	District Office	1.0	12/29/2023
Lauryn Howard	Teacher Assistant	Longfellow	1.0	1/15/2024
Tulicia Edwards	HR Operations Manager	District Office	1.0	1/15/2024

III. Leave of Absence

Certified Staff				
Name	Position	Location	FTE	Effective Date
Mary Alheim	Special Education	Longfellow	1.0	11/28/23-1/10/24 extended to 5/8/24
Classified Staff				
Name	Position	Location	FTE	Effective Date
Marianell Bassett-Dilley	Teacher Assistant	Julian	1.0	1/8/2024 - 4/17/2024
Olivia Oettel	Teacher Assistant	Lincoln	1.0	1/15/2024 -3/24/2024

IV. Retirement

Certified Staff				
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Name	Position	Location	FTE	Effective Date
Catina Burries	Instructional Coach	Lincoln	1.0	06/30/2028
Classified Staff				
Name	Position	Location	FTE	Effective Date

V. Position Change

Certified Staff				
Name	Position	Location	FTE	Effective Date
Desi Alejos	Permanent Sub	Lincoln	1.0	01/08/2024
Dianne Dunn	Permanent Sub	Brooks	1.0	01/08/2024
Nicole Mendez	Bilingual Teacher K-2	Holmes	1.0	01/08/2024
Classified Staff				
Name	Position	Location	FTE	Effective Date
Nicole Redmond	Accounts Payable	District Office	1.0	1/2/2024
Mercedes Garcia	Teacher Assistant	Julian	1.0	1/8/2024