

**January 28, 2013**

## **PERSONNEL CONSENT AGENDA**

The Personnel Consent Agenda is a method designated to expedite handling of routine and official personnel business of the School Board. The entire agenda may be adopted by the Board in one unanimous vote of approval. By request of any individual board member, any item can be removed from the current agenda and placed upon the regular agenda for consideration and action.

**APPOINTMENTS** - All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointments:

1. Susan Sporre, Extended Day Kindergarten Teacher at Northwinds Elementary, effective December 19, 2012 and ending June 7, 2013.
2. Jennifer Dismang, Extended Day Kindergarten Teacher at Hanover Elementary, for 36 days effective January 15, 2013 and ending May 23, 2013.
3. Cassandra Knutson, .5 FTE Extended Day Kindergarten Teacher at Montrose Elementary, effective December 19, 2012 and ending June 7, 2013.
4. Michaela Wandersee, Extended Day ESP at Montrose Elementary, effective January 2, 2013 and ending June 6, 2013.
5. Kristina Jeske, Extended Day ESP at Northwinds Elementary, effective January 2, 2013 and ending June 6, 2013.
6. Amanda Verdoorn, Extended Day ESP at Northwinds Elementary, effective January 2, 2013 and ending June 6, 2013.
7. Jody Klaphake, Extended Day Kindergarten ESP at Tatanka Elementary, effective January 2, 2013 and ending June 6, 2013.
8. Timothy Domka, 2<sup>nd</sup> Shift Custodian at Buffalo High School, effective December 26, 2012. This is a replacement for Shawn Beck.
9. Lynn Botts, Extended Day Kindergarten ESP at Parkside Elementary, effective January 2, 2013 and ending May 31, 2013.
10. Jason Opsal, part-time (.33 FTE) short-term substitute Health Teacher at Buffalo High School, effective December 10, 2012 and ending January 21, 2013. This is a replacement for Gerice Olson.
11. Stephanie Burg, substitute Business Education Teacher at Buffalo High School effective January 22, 2013 and ending June 7, 2013. This is a replacement for Becky Karna.
12. Molly Dahlheimer, ECFE Teacher, effective January 2, 2013.
13. Jeanne Schillinger, part-time Extended Day Kindergarten ESP at Discovery Elementary, for 50 days effective January 8, 2013 and ending June 4, 2013.
14. Brenda Bokusky, short-term substitute Food Service Aide at Discovery Elementary, effective January 3, 2013 and ending on or about March 4, 2013.
15. Aaron Johnson, long-term substitute Health Teacher at Buffalo Community Middle School, effective January 22, 2013 and ending on or about March 22, 2013. This is a replacement for Julie Andrejewski.
16. Jason Opsal, Physical Education Teacher at Buffalo High School effective January 22, 2013 and ending June 7, 2013. This is a replacement for Nick Guida.

## **RESIGNATION/RETIREMENT:**

1. Sheryl Keller, Family and Consumer Science Teacher at Buffalo Community Middle

School, retirement effective June 7, 2013.

2. Janet Nelson, 1<sup>st</sup> Grade Teacher at Montrose Elementary, retirement effective June 7, 2013.
3. Boyd Emmel, Science Teacher at Buffalo High School, retirement effective June 7, 2013.
4. Hank Mattson, 3<sup>rd</sup> Grade Teacher at Parkside Elementary, retirement effective June 7, 2013.
5. Marci Wold, Special Education Teacher at Buffalo Community Middle School, retirement effective June 7, 2013.
6. Debbie Holtz, Kindergarten Teacher at Montrose Elementary, retirement effective June 7, 2013.
7. Doug Ruzicka, Custodian/AV Technician, retirement effective January 31, 2013.
8. Shawn Beck, 2<sup>nd</sup> Shift Custodian at Buffalo High School, resignation effective December 21, 2012.
9. Cindy Theel, Food Service Aide at Buffalo High School, resignation effective January 15, 2013.
10. Ning Ning Sun Holtz, Chinese Cultural Liaison, termination of position effective January 15, 2013.
11. Kate Snellman, Special Education ESP at Buffalo Community Middle School, resignation effective March 1, 2013.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfers/changes in assignment:

1. Carol Theis, from Special Education ESP for 6.0 hours/day to Special Education ESP for 5.25 hours/day and Health ESP for .75 hours/day at Buffalo High School, effective September 4, 2012.
2. Julie Berthiaume, ECSE ESP, decrease from 21.75 to 21.25 hours/week effective January 7, 2013.
3. Patricia Maas, Food Service Assistant at Montrose Elementary, from 5.5 to 5.75 hours/day effective January 24, 2013. This is due to Little KidKare meals.
4. Jaime Anderson, Food Service Aide at Montrose Elementary, increase from 3.0 to 3.5 hours/day effective January 23, 2013. This is due to Little KidKare meals.

LEAVE OF ABSENCE - Approve the following request for leave of absence:

1. Marlene Rudenick, Special Education ESP, extension to leave of absence ending on or about January 31, 2013.
2. Julie Andrejewski, Health Teacher at Buffalo Community Middle School, extension of leave of absence ending on or about February 22, 2013.
3. Jana Russell, part-time Custodian at Buffalo High School, extension of leave of absence ending on or about January 2, 2013.
4. Kent Melenich, Custodian at Buffalo High School, request for leave of absence effective January 29, 2013 and ending on or about March 26, 2013.

CONTRACT – Approve the following:

1. Director of Buildings and Grounds, contract language revision.
2. Amanda Green, Technology Technician, contract language revision.
3. Barton Van Hoose, Technology Technician, contract language revision.