


410 South Commercial Street • Neenah, WI 54956 • Tel: (920) 751-6800 • Fax: (920) 751-6809

MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee
FROM: Dr. Mary Pfeiffer, District Administrator 
DATE: September 26, 2012
RE: **Resignation of Staff Members**

Attached are letters of resignation from the following staff members:

1. Karalyn Dehn, School Psychologist, Elementary Schools
(Last day of employment October 23, 2012)
2. Michelle Halfman, Speech Language Pathologist, Spring Road Elementary
(Last day of employment October 26, 2012)
3. Lori Batley, Educational Assistant/Computer Lab, Shattuck Middle School
(Last day of employment September 26, 2012)

It is my recommendation that the above named resignations be approved.


smf



410 South Commercial Street • Neenah, WI 54956 • Tel: (920) 751-6800 • Fax: (920) 751-6809

MEMORANDUM

TO: John Lehman, Chair, Finance and Personnel Committee

FROM: Dr. Mary Pfeiffer, District Administrator 

DATE: September 26, 2012

RE: **Faculty Request for Leave of Absence**

Kristi Hooyman, School Psychologist, is requesting a leave of absence to begin November 28, 2012 and continue through January 1, 2013. The District Administrative team is not supportive of Ms. Hooyman's request due to a new vacancy within the School Psychology department. It is my recommendation that Ms. Hooyman's request for a leave of absence not be approved.

smf