

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 *MP*
Date: September 3, 2013
Re: **Employment of Personnel - Faculty**

The following individuals have been interviewed, have had their credentials reviewed by appropriate staff members, and are being recommended to fill teacher vacancies for the 2013-2014 school year.

Name	Assignment	FTE	Building	Salary
Patricia Donaldson	Literacy	1.0	Horace Mann	\$54,128.00*
Amie Fischer	Kindergarten	1.0	Taft	\$39,858.00*

*Salary is prorated to start date of September 3.

These positions are within budget allocations.

smf



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MEMORANDUM

To: John Lehman, Chair, Finance and Personnel Committee
From: Dr. Mary Pfeiffer, District Administrator *MP*
Date: August 29, 2013
Re: **Employment of Personnel - Faculty**

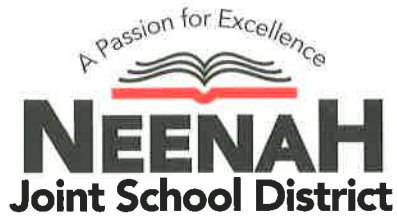
The following individuals have been interviewed, have had their credentials reviewed by appropriate staff members, and are being recommended to fill teacher vacancies for the 2013-2014 school year.

NAME		ASSIGNMENT	FTE	SCHOOL	SALARY
Jason	Barber	Wellness	0.4	Lakeview	\$16,200.00
Stephanie	Breitzman	Biology	1.0	Neenah High	\$40,500.00
Kristin	Churchman	Spanish	1.0	Neenah High	\$40,500.00
Gregg	Goers	English	1.0	Neenah High	\$60,000.00*
Sarah	Pagel	School Counselor	0.5	Neenah High	\$21,107.00

*Please note: Gregg Goers has a thirty-day commitment to the Oshkosh School District. His salary will be prorated to his date of hire (to be determined).

These positions are within budget allocations.

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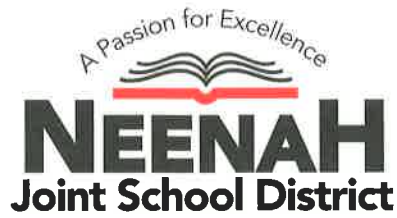
To: John Lehman, Chair, Finance and Personnel Committee
From: Dr. Mary Pfeiffer, District Administrator *MP*
Date: August 29, 2013
Re: Employment of Support Staff Personnel

The following individuals are being recommended for hire:

Name	Position	Building	Hourly	Date of Hire
Linda Buckli	Special Education - Educational Assistant (1.0 FTE)	Clayton	\$12.50	8/27/2013
Lynne Lambrecht	Undifferentiated - Educational Assistant (0.5 FTE)	Roosevelt	\$12.33	8/29/2013

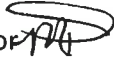
These positions are within budget allocations.

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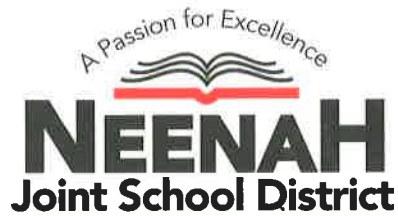
To: John Lehman, Chair, Finance and Personnel Committee
From: Dr. Mary Pfeiffer, District Administrator 
Date: August 29, 2013
Re: Employment of Personnel - Administrator

The following individual is being recommended to fill an Administrator vacancy:

Name	Position	School/Location	FTE	Salary
Nathan Werner	Activity Director/Associate Principal	Neenah High School	1.0	\$70,804.80 (prorated from \$84,000 to DOH 8/27/13)

This position is within budget allocations.

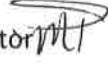
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TO: John Lehman, Chair, Finance & Personnel Committee

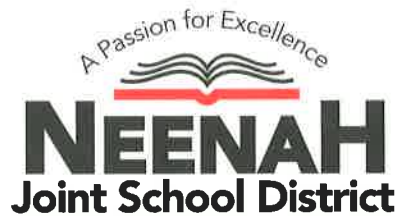
FROM: Dr. Mary Pfeiffer, District Administrator 

DATE: August 29, 2013

RE: Request for Leave of Absence


Jennifer Cormier, English Teacher, Neenah High School, has requested a leave of absence at the conclusion of her Family Medical Leave Act from November 25, 2013 – January 16, 2014. It is my recommendation that Ms. Cormier's request for a leave of absence be approved.

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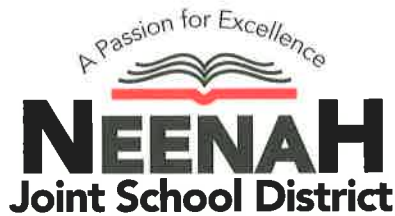
TO: John Lehman, Chair, Finance & Personnel Committee
FROM: Dr. Mary Pfeiffer, District Administrator 
DATE: August 29, 2013
RE: Resignation of Faculty

Attached is a letter of resignation from the following staff member:

- Eileen Hare, Wellness Education, Neenah High School

It is my recommendation that Ms. Hare's resignation be approved with her last day September 27, 2013.

smf



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MEMORANDUM

TO: Board of Education
Dr. Mary B. Pfeiffer, District Administrator

FROM: Victoria L. Holt, Assistant District Administrator of Human Resources & Central Services *vlh*

DATE: August 29, 2013

RE: Request for Additional Certified Staff

District office administration works closely with the building principals during the summer months to monitor the enrollment status of kindergarten students. To date, the District has 471 kindergarten students registered, putting the District average at 20.5, with families with kindergarten students continuing to contact the District to register. Administration is recommending an additional 1.0 FTE (Full Time Equivalency) to support an additional section of kindergarten at Taft. Adding an additional 1.0 FTE at Taft will bring the District kindergarten average down to 19.6.

Mr. Dreger and I will be in attendance at the September 3 Board meeting to answer any questions related to the request for an additional certified staff member at Taft for kindergarten.