


410 South Commercial Street • Neenah, WI 54956 • Tel: (920)751-6800x113 • (920)751-5066

MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee

FROM: Dr. Mary Pfeiffer, District Administrator 

DATE: December 12, 2013

RE: Retirement and Requests for OPEB from Faculty

Attached are letters of retirement from the following staff members:

- Germaine Dolata, Music (Instrumental) Teacher, Middle Schools and Neenah High
Last working day June 6, 2014
- Lynn Mulholland, CORE 7 Language Arts, Shattuck Middle School
Last working day June 6, 2014


It is my recommendation that the above named retirement requests including Other Post Employment Benefits (OPEB) effective July 1, 2014, be approved with their last working days at the close of the 2013-14 school year.

smf



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MEMORANDUM

To: John Lehman, Chair, Finance and Personnel Committee
From: Dr. Mary Pfeiffer, District Administrator 
Date: December 12, 2013
Re: Employment of Personnel - Administrators

The following individuals are being recommended for hire as Administrators with the start date of January 2, 2014.

Name	Position	School/Location	FTE	Salary
William Richardson	Associate Principal	Shattuck Middle and Neenah High	1.0	\$40,705 (prorated from \$83,000)
David Sonnabend	Associate Principal	Shattuck Middle School	1.0	\$40,705 (prorated from \$83,000)

This position is within budget allocations.

smf



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MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee
FROM: Dr. Mary Pfeiffer, District Administrator *MP*
DATE: December 12, 2013
RE: Resignation of Exempt Staff

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

- Stacie Williams, Student Database Manager, Administration Building


It is my recommendation that the above named resignation be approved with Mrs. Williams' last date of employment on December 20, 2013.

smf



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MEMORANDUM

To: John Lehman, Chair, Finance and Personnel Committee
From: Dr. Mary Pfeiffer, District Administrator 
Date: December 16, 2013
Re: **Employment of Personnel – Support Staff**

The following individual has been interviewed, has had her credentials reviewed by appropriate staff members, and is being recommended to fill a support staff vacancy effective December 18, 2013:

Name	Job Title	FTE	Building	Hourly Rate
Sarah Olson	Educational Assistant (ELL)	1.0	Coolidge	\$14.05

This position is within budget allocations.

smf