




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: January 29, 2014

RE: **Resignation of Faculty**

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

- Debra Rudd, Kindergarten Teacher, Tullar Elementary
Last Date of Employment: June 6, 2014

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


smf



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MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee

FROM: Dr. Mary Pfeiffer, District Administrator 

DATE: January 29, 2014

RE: Retirement and Request for OPEB from Faculty

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

- Randal Bonikowske, Wellness Education Teacher, Shattuck Middle School
Last working day June 6, 2014

It is my recommendation that the Mr. Bonikowske's retirement request including Other Post Employment Benefits (OPEB) effective July 1, 2014, be approved with his last working day 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 *MP*
Date: January 29, 2014
Re: **Employment of Personnel – Faculty**

The following individual has been interviewed, has had her credentials reviewed by appropriate staff members, and is being recommended to fill a teacher vacancy effective January 27, 2014:

Name	Job Title	FTE	Building	Salary
Elizabeth Schmidt	Cross Categorical/EBD	1.0	Shattuck	\$19,071*

*Prorated from \$40,500 to starting date of January 27, 2014.

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 

DATE: January 29, 2014

RE: Request for Leave of Absence

Natalie Lepp, Grade 2 Teacher at Tullar Elementary, has requested a leave of absence at the conclusion of her maternity leave from February 24, - April 4, 2014. It is my recommendation that Ms. Lepp's request for a leave of absence be approved.


smf



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MEMORANDUM

TO: John Lehman, Chair, Finance & Personnel Committee

FROM: Dr. Mary Pfeiffer, District Administrator 

DATE: January 31, 2014

RE: **Retirement and Request for OPEB from Support Staff**

Attached is a letter of retirement from Janet Arndt, Administrative Assistant, Coolidge Elementary School.

It is my recommendation that Ms. Arndt's retirement request including Other Post Employment Benefits (OPEB) be approved at the close of the school year.

smf