




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:** April 2, 2014

**RE:** **Resignation of Faculty**

Attached are letters of resignation from the following staff members:

- Donelle Anderson, Kindergarten Teacher, Wilson Elementary School
- Mary Jo Driessen, Kindergarten Teacher, Taft Elementary School
- Samantha Moeller, Math Support Teacher, Neenah High School
- Jeffrey Ponkratz, Social Studies Teacher, Military Leave since October 2010

It is my recommendation that the above named resignations be approved with their last date of employment at the close of the school year.


smf



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## MEMORANDUM

**TO:** John Lehman, Chair, Finance & Personnel Committee

**FROM:** Dr. Mary Pfeiffer, District Administrator 

**DATE:** August 15, 2013

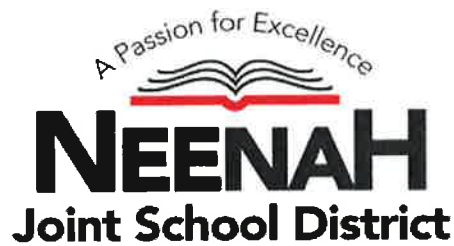
**RE:** **Resignation of Support Staff**

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

- Kim Gill, Educational Assistant/Special Education, Tullar Elementary


It is my recommendation that Ms. Gill's resignation be approved 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:** April 17, 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 for the 2014-15 school year:

<b>Name</b>	<b>Job Title</b>	<b>FTE</b>	<b>Building</b>	<b>Salary</b>
Bridget Perry	Literacy Coordinator	1.0	District	\$70,000

This position is within budget allocations.

smf