


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: May 19, 2014
Re: Employment of Personnel – Certified Staff

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 2014-15 school year:

Name	Position	FTE	Building	Salary
Benjamin McDonald	Business Instructional Technology	1.0	NHS	\$40,500
Caleb Feidt	Cross Categorical	1.0	Coolidge	\$50,000


This position is within budget allocations.

smf



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M E M O R A N D U M

TO: John Lehman, Chair, Finance & Personnel Committee
FROM: Dr. Mary Pfeiffer, District Administrator 
DATE: May 19, 2014
RE: Employment of Personnel – Non Certified Staff

The following individuals are being recommended for hire:

Name	Position	Building	Hourly	Date of Hire
Carin Tijan	Adm. Assistant	Coolidge	\$18.25	August 20, 2014
Aaron Rebman	Building Mechanic	District	\$23.00	July 1, 2014

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: May 19, 2014
Re: **Employment of Personnel - Administrator**

The following individual is being recommended to fill the Roosevelt and Alliance Charter Elementary Principal vacancy with a start date of July 1, 2014.

Name	Position	School/Location	FTE	Salary
Melissa Chrisman	Principal	Roosevelt/Alliance Charter Elementary	1.0	\$84,453

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: May 19, 2014

RE: Resignation of Non Certified Staff

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

- Katy Havlik, Administrative Assistant, Neenah High School

It is my recommendation that the above named resignation be approved with Mrs. Havlik's last date of employment effective June 30, 2014.

smf