




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:** Mary Pfeiffer, District Administrator - 

**DATE:** May 31, 2012

**RE:** Employment of Personnel - Contract Increases and Contract Decrease

The following individuals are recommended to receive increased contracts to meet the needs of the music department for the 2012-2013 school year:

- **Jilaine Jarvis:** Increase from six-tenths (0.6 FTE ) to eight-tenths (0.8 FTE) music
- **Brenda Rahmlow:** Increase from three-tenths (0.3 FTE ) to six-tenths (0.6 FTE) music

The following individual is recommended to receive a decreased contract to meet the needs of the music department for the 2012-2013 school year:

- **Gary Lemieux:** Decrease from five-tenths (0.5 FTE ) to four-tenths (0.4 FTE) music

These positions are within budget allocations.

smf



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## MEMORANDUM

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

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

**DATE:** May 31, 2012

**RE:** Retirement of Staff Member (NESPA)

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

- Patricia Fischer, Educational Assistant, Hoover Elementary School

Ms. Fischer qualifies for the retirement benefits as outlined in the Agreement between the Board of Education and the Neenah Education Support Personnel Association July 1, 2010- June 30, 2012.

It is my recommendation to support Ms. Fischer's request for retirement and the benefits as outlined in the Agreement.

smf



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**MEMORANDUM**

**To:** John Lehman, Chair, Finance and Personnel Committee  
**From:** Dr. Mary Pfeiffer, District Administrator *MP*  
**Date:** May 31, 2012  
**Re:** Employment of Personnel - Faculty

The following individual has been interviewed, has had his credentials reviewed by appropriate staff members, and is being recommended to fill a teacher vacancy for the 2012-2013 school year.

<u>Name</u>	<u>Position</u>	<u>FTE</u>	<u>Location</u>	<u>Salary</u>
Paul Shogren	Social Studies/AP Psychology	1.0	NHS	\$58,000

Mr. Shogren has served as a long-term substitute in this position for the 2011-12 school year in addition to thirty-three years of teaching experience.

This position is within budget allocations.