



South Washington County Schools

Keith Jacobus, Ph.D., Superintendent

District Service Center

7362 E. Point Douglas Rd. S.
Cottage Grove, MN 55016

Phone: 651-425-6300 Fax: 651-425-6318

ADMINISTRATIVE REPORT

TO: Members of the School Board
Dr. Keith Jacobus, Superintendent

FROM: Dr. Kevin Witherspoon
Director of Human Resources
651.425.6255

DATE: June 10, 2020

TOPIC/PURPOSE OF REPORT: Resignations and Terminations/Approval of Leave of Absence /
Approval of New Hires-Change of Status

REFERENCE TO POLICY/STRATEGIC PLAN: Climate and Culture

RECOMMENDED BOARD ACTION: Approval

DATE FOR BOARD ACTION: June 18, 2020

REPORT

Agenda Item 6.1 – Retirements, Resignations, and Terminations:

Name	Assignment/Building	Last Day Worked	Type/Reason
Barries, Michelle	Director of Special Services/DSC	06/30/20	Resignation
Donnay, Alyssa	Teacher/PES	06/05/20	Resignation
Graham, Lou Ann	Bus Driver/TRANS	06/05/20	Resignation
Gregg, Michelle	Teacher/SPSVC	07/17/20	Resignation
Lockhart, Darrell	ROTC Instructor/PHS	06/15/20	Position Eliminated
Mach, Mandy	Teacher/PES	06/05/20	Resignation
McBride, Deborah	ROTC Instructor/PHS	06/15/20	Position Eliminated
Olsen, Kim	Nutrition Service Worker/DSC	04/17/20	Resignation
Peters, Margaret	Clerk/Career Center	06/12/20	Retirement
Spraetz, Andrew	Teacher/PHS	06/09/20	Resignation
Taylor, Chelsey	Teacher/ROES	06/05/20	Resignation
Terry, Jennifer	Teacher/DSC	06/05/20	Resignation
Wooten, Marvin	Activity Director/WHS	06/30/20	Resignation

Agenda Item 6.2 – Approval of Leave of Absence:

Name	Assignment/Building	Effective Date	Type of Leave
Cadalbert, Heidi	KC Supervisor/BES	06/04/20-08/21/20	Paid – FML eligible
Horvath, Emily	KC Supervisor/CES	06/11/20-08/21/20	Paid – FML eligible
Lesmeister, Kendra	KC Supervisor/AES	06/04/20-08/21/20	Paid – FML eligible
Muns, Jessika	KC Supervisor/MES	06/04/20-6/30/20	Paid/Unpaid – FML eligible
Sovde, Melissa	KC Supervisor/HES	06/11/20-08/21/20	Paid/Unpaid – FML eligible
Whitmore, Brittany	KC Supervisor/GCES	06/04/20–08/21/20	Paid/Unpaid – FML eligible

Agenda Item 6.3 – Approval of New Employees / Change of Status:

Name	Assignment/Building	Effective Date	Reason
Lee, Loretta	Bus Driver/TRANS	05/21/20	New Hire
O’Connell, Timothy	Bus Driver/TRANS	05/20/20	Part-Time w/Benefits to Part-Time