

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

ADMINISTRATIVE REPORT

DATE: May 19, 2022

TOPIC: #6.1/6.2/6/3 - Resignations and Terminations / Approval of

Leave of Absence / Approval of New Hires-Change in Status

PRESENTER: Kevin Witherspoon, Ed. D, Director Human Resources

REPORT

6.1 – Retirements, Resignations, and Terminations

Name	Assignment/Building	Last Day Worked	Type/Reason
Adkins, Abigail	Teacher/ LMS	06/30/22	Resignation
Ballard, Poncella	Paraprofessional/BES	04/15/22	Termination
Bandholz, Deborah	Office Professional/WHS	06/10/22	Retirement
Boreen, Bryan	Teacher/OMS	06/07/22	Resignation
Brandon, Abigail	Teacher/OMS	06/07/22	Resignation
Cable, Anthony	Custodian/ERHS	04/22/22	Resignation
Cauthorn, Sarah	Paraprofessional/GCES	06/01/22	Resignation
Carline, Melissa	Kids Club Supervisor/CES	04/29/22	Resignation
Cizek-Vogen, Erica	Paraprofessional/LRES	04/22/22	Resignation
Clarke, Wendi	Paraprofessional/CGES	04/11/22	Resignation
Cotroneo, Annette	Paraprofessional/LRES	06/01/22	Retirement
De La Rosa, Rebecca	Teacher/NSP	06/07/22	Resignation
Featherstone, Jan	Nutrition Services/OMS	04/19/22	Resignation
Gavins, Carolyn	Nutrition Services/OMS	04/07/22	Termination
Gross, Kathy	Kids Club Supervisor	06/02/22	Resignation
Hafner, Derek	Paraprofessional/CGMS	05/06/22	Resignation
Heber, Katherine	Teacher/SPSVC	06/03/22	Resignation
Hoshal-Solberg, Morgan	Kids Club Supervisor Float/MIS	04/14/22	Resignation
Jackola, Jayk	Custodian/BES	05/03/22	Termination
Jayasuriya, Nadeeka	Preschool Teacher/DPC	06/03/22	Release
Koster, Sondra	Teacher/PHS	06/07/22	Resignation
Lugg, Carol	Paraprofessional/RRES	06/01/22	Resignation
Manning, Linda	Nutrition Services/DSC	04/20/22	Termination
McKenzie, Laura	Office Coordinator/PES	06/01/22	Retirement
Mishler, Stephanie	ECSE Teacher/SPSVC	06/03/22	Resignation
Mogren, Amy	Administrative Assistant/DSC	05/06/22	Resignation







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6.1 - Retirements, Resignations, and Terminations (Cont'd)

Name	Assignment/Building	Last Day Worked	Type/Reason
Murray, Beth	Preschool Teacher/VCES	06/03/22	Release
Nelson, Megan	Teacher/VLA	06/07/22	Resignation
O'Donnell, Kym	Teacher/VLA	06/07/22	Resignation
Ohrt, Terri	Teacher/ HES	06/13/22	Retirement
Ott, Pamela	Paraprofessional/PHES	06/01/22	Resignation
Pasquarette, Danielle	Preschool Teacher/DPC	06/03/22	Release
Pokela, Darla	Paraprofessional/CGMS	06/03/22	Retirement
Portz, Lee	Bus Driver/TRANS	06/03/22	Retirement
Spude, Carol	Media Clerk/ERHS	06/03/22	Retirement
Thomas, Tyrone	Community Ed My7on7 Director/ERHS	05/01/22	Resignation
Werner, Tracy	Paraprofessional/PHES	04/29/22	Resignation
Williams, Lois	Teacher/RRES	06/03/22	Retirement
Witherspoon, Kevin	Director Human Resources	06/30/22	Resignation
Zimmer, Amber	Teacher/SPSVC	06/30/22	Resignation

6.2 - Approval of Leave of Absence

Name	Assignment/Building	Effective Date	Type of Leave
Adams, Hazuki	Paraprofessional/HES	03/28/22-05/12/22	Paid
		05/13/22-06/01/22	Unpaid
Afroz, Sharqua	Paraprofessional/WHS	04/20/22-06/03/22	Unpaid
Blaskowski, Pamela	Teacher/LOA	22-23 School Year	Unpaid
Brandner, Alyssa	Teacher/NFSI	22-23 School Year	Unpaid
Brandvold, Mary	Teacher/CGMS	04/08/22-06/02/22	Paid
		06/03/22-06/07/22	Unpaid
Brutus, Angela	Teacher/WMS	03/29/22-04/11/22	Paid
		04/12/22-05/09/22	Unpaid-Revised End Date
Burfeind, Molly	Paraprofessional/GCES	03/24/22-03/29/22	Paid
		03/30/22-05/06/22	Unpaid-Revised End Date
Carrillo, Anne	Teacher/NFSI	04/11/22-06/03/22	Paid/Unpaid - Intermittent
Christy, Dawn	Paraprofessional/LRES II	04/21/22-05/13/22	Unpaid
Collins, JoAnna	Paraprofessional/ERHS	03/29/22-04/21/22	Paid-Revised
		04/22/22-05/06/22	Unpaid-Revised End Date
Droubie, Tracy	Student Safety/Training	004/04/22-04/08/22	Paid - Reduced Hours
	Manager/Transportation		
		04/11/22-04/22/22	Paid







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6.2 - Approval of Leave of Absence (Cont'd)

Name	Assignment/Building	Effective Date	Type of Leave
Dunning, Victoria	Paraprofessional-Nutrition	01/07/22-01/10/22	Paid
	Services/CES-WMS		
		01/11/22-05/12/22	Unpaid-Revised End Date
Fleming, Hannah	Teacher/PES	22-23 School Year	Unpaid (0.20 FTE)
Frank, Ann	Kids Club Supervisor/AES	04/20/22-08/01/22	Paid
Fransen, John	Maintenance/CGMS	11/15/21-05/29/22	Unpaid-Revised End Date
Haflund, Carlissa	Paraprofessional/CGMS	04/07/22-04/29/22	Unpaid
Heavner, Roseann	Teacher/AES	04/11/22-06/03/22	Unpaid - Intermittent
Hoffman, Richard	Paraprofessional/WMS	01/03/22-02/03/22	Paid
		02/04/22-06/113/22	Unpaid-Revised End Date
Hostager, Gretchen	Teacher/ERHS	04/04/22-05/20/22	Paid
Jacobson, Julie	Paraprofessional/WHS	04/11/22-06/03/22	Unpaid
Keefe, Kim	Custodian/MES	05/27/22-06/10/22	Paid
Kelly, Julie	Bus Driver/TRANS	05/03/22-08/03/22	Paid
Kieser, Kayla	Teacher/CES	04/13/22-05/27/22	Paid
		05/31/22-05/31/22	Unpaid
Lee, Loretta	Teacher/PHS	01/03/22-02/28/22	Paid
		03/01/22-06/03/22	Unpaid – Revised End Date
Loy, Joshua	Teacher/PHS	02/22/22-05/17/22	Paid
		05/18/22-06/07/22	Unpaid – Revised End Date
Meduna, Karen	Maintenance/OMS	12/22/21-01/27/22	Paid
		01/28/22-05/10/22	Unpaid-Revised End Date
Nimmakayala, Deepalatha	Paraprofessional/LRES	02/08/22-03/04/22	Unpaid
Nutting, Alissa	Teacher/VCES	03/21/22-05/13/22	Paid
		05/20/22-05/31/22	Unpaid
Opgrande, Kelli	Paraprofessional/DPC	03/21/22-06/01/22	Unpaid
Quinn, Christine	Teacher/ERHS	03/15/22-04/13/22	Paid
		04/14/22-06/07/22	Unpaid-Revised End Date
Salazar, Kristin	Teacher/ROES	04/04/22-04/20/22	Paid
		04/21/22-05/31/22	Unpaid
Schackmuth, Carmen	Paraprofessional/WMS	03/22/22-03/31/22	Paid
		04/01/22-05/03/22	Unpaid-Revised End Date
Snyder, Natasha	Teacher/NES	05/04/22-05/27/22	Paid – Revised End Date
Storlie, Michelle	Teacher/RRES	22-23 School Year	Unpaid
Strand, Krista	Special Services Coordinator/ERHS	03/28/22-03/31/22	Paid





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	04/04/22-05/27/22	Paid
	05/31/22-07/21/22	Unpaid

6.2 - Approval of Leave of Absence (Cont'd)

Name	Assignment/Building	Effective Date	Type of Leave
Stude, Sharon	Paraprofessional/CES	02/22/22-12/31/22	Intermittent - Revised
Woiwood, Michael	Bus Driver/TRANS	04/29/22-05/16/22	Paid
Wright, Michelle	Teacher/DIST	05/03/22-05/31/22	Paid
Young, Rachel	Teacher/SPSVC	02/23/22-03/23/22	Paid
		03/24/22-04/27/22	Unpaid
		04/28/22-05/06/22	Unpaid - Reduced Hours

6.3 - Approval of New Employees / Change of Status

Name	Assignment/Building	Effective Date	Reason
Anfinson, Brianne	CE MS Track Coach/CGMS/OMS	04/11/22	Extracurricular
Atkins, William	CE MS Track Head Coach/LMS/WMS	04/11/22	Extracurricular
Beebe, Brittany	Long Term Teacher Sub/CES	04/13/22-06/01/22	New Hire
Bertram, Emilie	Summer Marching Band Asst Director/ERHS	05/09/22-08/05/22	Extracurricular
Bitrus-Mathew Augustina	Paraprofessional/VCES	04/18/22	New Hire
Bonine, Sara	Student Council Advisor/NES	08/25/21-06/03/22	Extracurricular
Briggs, Constance	CE MS Track Head Coach/CGMS/OMS	04/11/22	New Hire/Extracurricular
Challberg, Alan	AP Test Proctor/WHS	05/02/22	Rehire
Chilton, Lisa	Student Council Advisor/GCES	09/01/21-06/01/22	Extracurricular
Christensen, Ciara	Gymnastics Instructor/DPC	05/09/22	New Hire
Cody, JoAnne	AP Test Proctor/WHS	05/02/22	Rehire
Cole, Jessica	Food Service Worker/DSC	05/02/22	New Hire
Comeau, Brent	Summer Marching Band Director/ERHS	05/09/22-08/05/22	Extracurricular
Craig, Andrew	CE MS Track Coach/LMS/WMS	04/11/22	Extracurricular
Cunningham, Kevin	Bus Driver/Trans	05/02/22	New Hire
Dippel, Jessica	Credit Recovery Instructor/DPC	06/15/22	Rehire
Discoll, Jane	AP Test Proctor/WHS	05/02/22	Rehire
Espersen, Steven	Bus Driver/Trans	04/05/22	New Hire
Erickson, Julie	Paraprofessional/BES	04/18/22	New Hire
Faulk, Crystal	Long Term Teacher Sub/ROES	04/11/22-05/31/22	New Hire
Ferry, Michael	Summer Marching Band Asst Director/ERHS	05/09/22-08/05/22	Extracurricular
Finney, Michael	Summer Marching Band Asst Director/ERHS	05/09/22-08/05/22	Extracurricular
Foster, Scott	Great Rivers Adult Ed Instructor/DPC	06/20/22	New Hire
Galloway, Colleen	Yearbook Advisor/NES	08/25/21-06/03/22	Extracurricular
Garofalo, Mallory	Para / PHES	05/02/22	New Hire





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Graves, Randi	AP Test Proctor/WHS	05/02/22	Rehire
Haflund, Carlissa	Paraprofessional/CGMS	04/29/22	Status Change

6.3 - Approval of New Employees / Change of Status (Cont'd)

Name	Assignment/Building	Effective Date	Reason
Haider, Rhianna	Food Services/DCS	05/02/22	New Hire
Harrison, Scott	Baseball Assistant Coach/PHS	03/21/22-06/17/22	Extracurricular/New Hire
Hietpas, Jodi	AP Test Proctor/ERHS	05/02/22	New Hire
Hoffman, Allison	Kids Club Supervisor Float/MIS	05/02/22	Status Change
Hoyt, Ashlea	Great Rivers Intern/DPC	05/12/22	New Hire
Jeffers, Jamaica	CE MS Track Coach/CGMS/OMS	04/11/22	Extracurricular
Jensen, Karl	CE MS Track Coach/LMS/WMS	04/11/22	Extracurricular
Johnson, Cambel	CE Track Timer/DPC	05/02/22	New Hire
Johnson, Robert	CE MS Track Coach/LMS/WMS	04/11/22	Extracurricular
Kulick-Carlson, Victoria	Yearbook Advisor/NES	08/25/21-06/03/22	Extracurricular
Burianek, Jeanette	Summer Marching Band Asst Director/ERHS	05/09/22-08/05/22	Extracurricular
Mallinger, Stacey	Clerical/SWAHS	05/02/22	New Hire
Manis, Richard	CE MS Track Coach/CGMS/OMS	04/11/22	Extracurricular
McGrath, Molly	Skoolie Squad/DPC	05/26/22	New Hire
McIlmoyle, Mark	Director of Professional Development/DSC	07/01/22	New Hire
Meduna, Madison	Skoolie Squad/DPC	05/26/22	Rehire
Mills, Matthew	Bus Driver / Trans	04/18/22	New Hire
Mortenson, Shelly	Administrative Assistant-SPSVC/DSC	05/05/22	Change in Position
Mortenson, Suzanne	AP Test Proctor/ERHS	05/02/22	New Hire
Nunn, Robert	Senior Class Advisor/WHS	09/01/21-06/05/22	Extracurricular
Parizek, Leanna	Human Resources Assistant/DSC	05/02/22	New Hire
Parker, Shannon	AP Test Proctor/PHS	04/27/22	Rehire
Peterson, Ann	Assistant Principal/ERHS	07/01/22	New Hire
Pratt, Erin	Para/ LRES	04/26/22	New Hire
Ponder, Nathaniel	Adult Sound and Light Tech/DPC	04/18/22	New Hire
Rahn, William	AP Test Proctor/WHS	05/02/22	Rehire
Rehfeld, Jamie	AP Test Proctor/WHS	05/02/22	Rehire
Scallon, Kristine	Targeted Services Coordinator/DSC	07/01/22	New Hire
Staples, Laurel	AP Test Proctor/ERHS	05/02/22	New Hire
Streng, Tony	Select Ensemble Cabaret/WHS	09/01/22-06/03/22	Extracurricular
Swanson, Jacqueline	Nutrition Services/WES	04/19/22	Change in Position
Symalla, Emma	AP Test Proctor/ERHS	05/02/22-05/20/22	New Hire
Taft, Breanna	Select Ensemble Symphonic Winds/WHS	09/01/21-06/03/22	Extracurricular
Teel, Hailey	Summer Marching Band Asst Director/ERHS	05/09/22-08/05/22	Extracurricular
Thames, Robert	Summer Credit Recovery Instructor/CE	06/16/22-07/01/22	Change in Status





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Thole, Michaela	Paraprofessional/CGES	04/08/22	New Hire
Trok, Heather	Student Council Advisor/NES	08/25/21-06/03/22	Extracurricular

6.3 - Approval of New Employees / Change of Status (Cont'd)

Name	Assignment/Building	Effective Date	Reason
Valerius, Megan	Long Term Teacher Sub/CGMS	04/06/22-06/07/22	New Hire
Wieczorek, Paula	CE MS Track Coach/LMS/WMS	04/11/22	Extracurricular

RECOMMENDATION - Approval

