

# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street Soldotna, Alaska 99669-7553

Phone (907) 714-8888 Fax (907) 262-9132

[www.kpbsd.k12.ak.us](http://www.kpbsd.k12.ak.us)

## SCHOOL BOARD COMMUNICATION

**Title:** Approval of Leave of Absence Requests/Certified (REVISED)

**Date:** March 5, 2012

**Item Number:** 11a.(2)

**Administrator:** Tim Peterson, Human Resources  
**Through:** Dave Jones, Assistant Superintendent

**Attachments:** Letters of Request for Leave of Absence

☒ Action Needed ☐ For Discussion ☐ Information ☐ Other: \_\_\_\_\_

## BACKGROUND INFORMATION

Name	Position	Location
Saundra Hudson	Social Studies Teacher	Homer Middle School, effective the 2012-13 school year
Timothy Winters	Math/Science Teacher	Susan B. English School, effective the 2012-13 school year

## ADMINISTRATIVE RECOMMENDATION

It is recommended that the above requests for unpaid leave of absences be approved.

Saundra Hudson  
P.O. Box 1458  
Homer, Alaska 99603  
(907) 235-2894

February 24, 2012

Re: Unpaid Leave of Absence for the 2012-2013 School Year

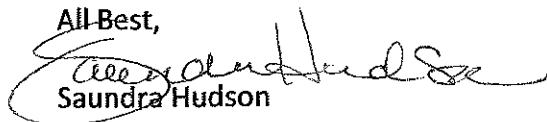
Dr. Atwater,

I am requesting an unpaid leave of absence for the 2012-2013 school year to pursue an advanced degree program. I have been employed at Homer Middle School as a teacher since August 2001 and my current teaching assignment is 8<sup>th</sup> grade social studies. I would like to return to that position for the 2013-2014 school year.

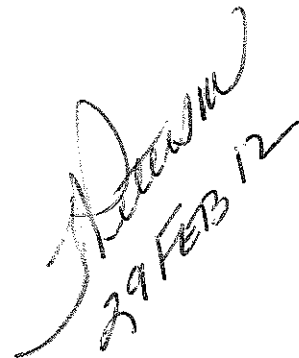
As most teachers do, I set a high standard for myself which requires an immense amount of energy during the school year. In all fairness to me, my family and the students, it would be best for me to focus on the program separate from my teaching position. I am excited to re-enter with new knowledge and strategies I can use to improve student achievement.

Thank you for your consideration.

All Best,

  
Saundra Hudson



  
29 FEB 12

January 31, 2012

Dr. Steve Atwater  
148 North Binkley  
Soldotna, AK 99669

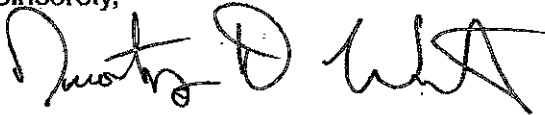
Dr. Atwater:

I am writing to request a leave of absence from my position as math and science teacher at Susan B. English School for the 2012-13 school year.

Due to the long distance of living in Alaska our family feels the need to spend a year with extended family during the 2012-13 school year.

I have enjoyed my time as a teacher in the Kenai Peninsula Borough School District during these past eight years and hope to return for the 2013-2014 school year.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy Winters". The signature is stylized with a large "T" and a cursive "W".

Timothy Winters

A handwritten signature in black ink, appearing to read "D. Atwater". Below the signature, the date "7 FEB 12" is written in a similar cursive style.