

#### KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street Phone (907) 714-8888 Soldotna, Alaska Fax (907) 262-9645

May 5, 2008

TO:

**Board of Education** 

FROM:

Tim Peterson, Director, Human Resources

THROUGH:

Dave Jones, Assistant Superintendent

SUBJECT:

Approval of Substitute Contracts – Item 10 a (1)

The Administration recommends the following long term substitute contracts be approved:

Patricia Hansen

Grade 3

Redoubt Elementary

Herb Wottlin

Grade 5/6

Seward Elementary

Irene Hegwer

Resource

Soldotna High School

#### **MEMO**

To: Lynne Sandahl, HR Specialist

From: John Pothast, Principal, Redoubt Elementary School

RE: Long Term substitute contract

Date: April 22, 2008

Patricia Hansen is currently working as a long-term substitute teacher at Redoubt Elementary School for a total of 38 consecutive days thus far, which means she is eligible to receive long-term sub pay. She is a substitute for Lyndi Miller. Patsy's work began on February 21, 2008, completed her 19<sup>th</sup> consecutive day on March 25, 2008. Lyndi is planning on being out on leave for the remainder of the school year, and Patsy is planning on continuing to be her substitute for the duration.

I appreciate your attention to this matter.

seward Elementary School

P.O. Box 247 Seward, AK 99664

Phone: (907) 224-3356 Fax: (907) 224-7077

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Julie Holland, HR

From:

David Kingsland

Date:

April 24, 2008

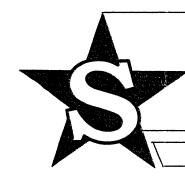
Re:

Long Term Sub 20th Day

This memo is to request a long-term sub contract for Herb Wottlin, who has been subbing for Robert Barnwell for nineteen days as of today, April 24, 2008. He began subbing on March 31, 2008.

Please create a long-term sub contract for him. He will be subbing for the remainder of the school year as far as we know at this time.

Thank you.



# Soldotna High School

425 W. Marydale Avenue Soldotna, AK 99669 Al Howard – Assistant Principal (907) 260-7000 Galen Brantley– Athletic Director Fax (907) 262-4288 Mike Druce – Activities Director Email: www.kpbsd.k12.ak.us/sohi/

Kenai Peninsula Borough School District

### **MEMO**

To: Julie Holland, HR

From: Todd Syverson

Date: April 11, 2008

Re: Long Term Sub 20th Day

This memo is to request a long term subbing contract for Irene Hegwer who has been subbing for Stephanie Burns! for nineteen days on April 14<sup>th</sup>, 2008 which started on March 12<sup>th</sup>, 2008 and the 20<sup>th</sup> day will be April 15<sup>th</sup>, 2008. Please make a long term subbing contract for her, she will be subbing until May 3<sup>rd</sup>, 2008. Thank you.

