

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street Soldotna, Alaska 99669-7553

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SCHOOL BOARD COMMUNICATION

Title: Approval of Leave of Absence Request/Support

Date: December 3, 2012

Item Number: 10a.(3)

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

Tim Peterson
Dave Jones

Attachments: Letter of Request for Leave of Absence

☒ Action Needed ☐ For Discussion ☐ Information ☐ Other: _____

BACKGROUND INFORMATION

Name	Position	Location
Michael Reid	Special Education Emotional Disabilities Aide	Mountain View Elementary School, effective January 28, 2013 to May 23, 2013

ADMINISTRATIVE RECOMMENDATION

It is recommended that the above request for unpaid leave of absence be approved.

Tim,

I am nearing completion of my teaching program and getting ready to student teach. My program is providing me with a dual degree in both general and special education. Each session is eight weeks long and I have contacted willing administrators and mentor teachers at Mt. View Elementary, where I currently work, and Nikiski North Star Elementary. I am scheduled to begin student teaching January 28, 2013. I would like to formally request a leave of absence from this time until the end of the school year. I am very excited to continue and expand my role in special education for this district.

Thank you for your consideration of my request.

Sincerely,

Mike Reid

