

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

SCHOOL BOARD COMMUNICATION

Title:	Approval of Long Term Substitute Contracts		
Date:	May 7, 2012	Item Number:	11a.(5)
Administrator:	Tim Peterson, Human Resources		
Through:	Dave Jones, Assistant Superintendent		
Attachments:	Long Term Substitute Request Letters		

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

BACKGROUND INFORMATION

Name	Location
Holly Alston	Chapman School
Wanda Rochelle Brenner	Mt. View Elementary School
Carol Conant	Seward Elementary School
Polly Crawford	Soldotna Middle
Mark Larson	Soldotna High School
Jill Wagner	Redoubt Elementary School

ADMINISTRATIVE RECOMMENDATION

It is recommended that the above long term substitute teacher contracts be approved.

(PLEASE PLACE ON SCHOOL LETTERHEAD AND SIGN THIS FORM)

DATE: 4/5/12
TO: Tim Peterson, Director
Human Resources
FROM: Conrad B. Peterson
RE: Long Term Substitute Contract

Holly Merson has now substituted for 20 consecutive days for Lila Johnson (Chapman) in a certificated teaching position. I would like to request a long term substitute teacher contract be issued.



Tim Peterson
16 April 12



MOUNTAIN VIEW ELEMENTARY SCHOOL

315 SWIRES ROAD, KENAI, ALASKA 99611

Phone: (907) 283-8600 Fax: (907) 283-9340

Norma Holmgaard, Principal

Michael Hanson, Assistant Principal

DATE: May 1, 2012

TO: Tim Peterson, Director
Human Resources

FROM: Norma Holmgaard, Principal

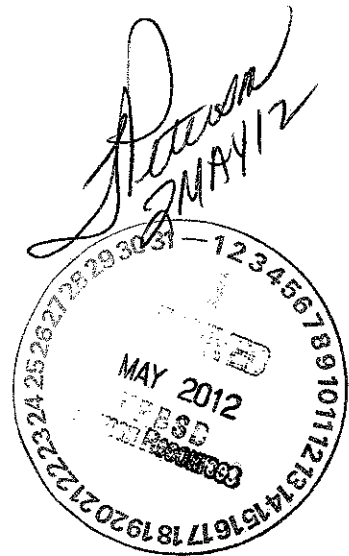
RE: Long Term Substitute Contract

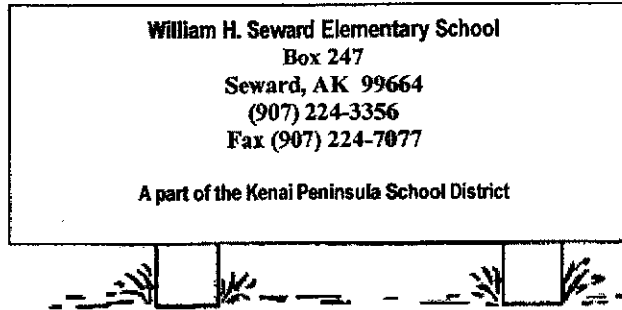
I would like to request a long term substitute contract for Wanda Rochelle Brenner. She started subbing for Kim Jordan (Certified Teacher) at Mountain View on 03/26/2012. April 19, 2012 was her 19th consecutive day subbing in this position.

Thank you,

Norma Holmgaard, Principal
Mountain View Elementary

NH:kjr





April 27, 2012

TO: Tim Peterson, Director
Human Resources

FROM: David Kingsland, Principal

RE: Long-Term Substitute Contract

Carol Conant has now substituted 19 consecutive days for Joanne Frey in a certificated teaching position. Her 20th day is Monday, April 30, 2012.

I would like to request a long-term substitute teacher contract be issued as she will be subbing until the end of the 2010-11 school year.

Thank you.

[Handwritten signature of David Kingsland]
[Handwritten signature of Tim Peterson]
27 April 12





Kenai Peninsula Borough School District
Soldotna Middle School
426 West Redoubt Avenue
Soldotna, AK 99669
(907) 260-2500 phone
(907) 262-7036 fax



TO: Tim Peterson

FROM: Sarge Truesdell

(27)

DATE: April 30, 2012

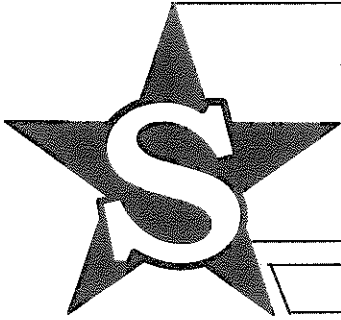
RE: Long Term Certified Substitute
Pay Increase & Account Reimbursement



Polly Crawford's (E#00286) first day of substituting for John Harro was 2/20/12. March 23rd was her 20th day. Please increase Polly's pay rate to the appropriate amount.

Please reimburse SMS sub account 100-12-4100-0000-3171 for her long-term expenses.

Thank you for your assistance.




Soldotna High School

425 W. Marydale Avenue Todd Syverson - Principal
Soldotna, AK 99669 Tony Graham - Assistant Principal
(907) 260-7000 Galen Brantley - Athletic Director
Fax (907) 262-4288 Lana Syverosn - Activities Director
Email: www.kpbsd.k12.ak.us/sohi/

Kenai Peninsula Borough School District

MEMO

To: Kelsey Ciufu, HR

From: Todd Syverson 

Date: 4/6/2012

Re: Long Term Sub 20th Day



This memo is to request a long term subbing contract for Mark Larson E#00476 who has been subbing for Dave Emery, E#00659 for nineteen days on April 5th, 2012, which started on March 5th, 2012 and the 20th day will be April 6th, 2012. Please make a long term subbing contract for him, he will be subbing until April 11th, 2012 depending on Dr.'s release of Dave. Thank you.


16 April 12



REDOUBT ELEMENTARY SCHOOL

Kenai Peninsula Borough School District

486 West Redoubt

Soldotna, Alaska 99669

Phone: (907) 260-4300

Fax: (907) 262-5815

https://www.edline.net/pages/Redoubt_Elementary

John Pothast
Principal

DATE: May 2, 2012

TO: Tim Peterson, Director
Human Resources

FROM: John Pothast
Principal, Redoubt Elementary School

RE: Long Term Substitute Contract

Jill Wagner has now substituted for 20 consecutive days for Matthew Epplin in a certificated teaching position. I would like to request a long term substitute teacher contract be issued.

