

## MEMORANDUM

B – Administration – Irene LeFebvre

3/26/18

### K-8 Issues

1. Substitute Homework Club Advisor: Upon the recommendation of the Chief School Administrator, the Board approves Suwana Barth as a substitute homework club advisor at John Hill School at a rate of \$30 per hour effective March 3, 2018 for the remainder of the 2017-2018 school year with the schedule to be determined based on student enrollment.
2. Letter of Resignation: Upon the recommendation of the Chief School Administrator, the Board accepts a letter of resignation from Jenna Castellano, Paraprofessional John Hill School, effective end of day April 6, 2018.
3. Appointment Non-Certified Staff Member: Upon the recommendation of the Chief School Administrator, the Board approves the appointment of Courtney Schmidt to the position of Paraprofessional, John Hill School, at a salary of \$31,672 (Step 2) pro-rated from April 3, 2018 for the remainder of the 2017-2018 school year.