

*Office of  
Athletics and Co-Curricular Activities*

---

**MEMORANDUM**

---

TO: Personnel/Athletics and Co-Curricular Activities Committee

FROM: John N. Werner  
Supervisor of District-Wide Athletics and Co-Curricular Activities

RE: COL Salary Request by our Trainer

DATE: March 18, 2007

---

Mrs. Andrea Shene, our Certified Athletic Trainer, has requested a Cost Of Living salary increase. Mrs. Shene is actually employed by Warren General Hospital; however, the Warren County School District provides her salary. In the 2006 - 2007 academic year, we will remit two equal installments of \$17510 to WGH which is in turn used to pay Mrs. Shene's salary. WGH provides all of Mrs. Shene's benefits.

Mrs. Shene has indicated that she would like to request annual pay increases. She states as part of her rationale that all other WCSD employees receive annual salary increases. Even though she is technically an employee of WGH, she notes that her salary is actually paid by the WCSD. To this end, I would propose granting our Certified Athletic Trainer an annual increase equivalent to the average annual increase of other WCSD employees. That increase would be 3.5% and subject to annual review and approval. In 2007 – 2008, Mrs. Shene would receive \$36246 with your approval.

Thank you.

JW/wn