

**WARREN COUNTY SCHOOL DISTRICT
Warren, Pennsylvania**

Mr. President and Members
Board of School Directors

September 12, 2005

SUPPORT PERSONNEL REPORT

It is recommended that the following be approved:

SUBSTITUTES

The following request approval to be added to the Service Substitute Lists:

Rutsky, Karen E.
Zimmerman, Sandra L.

Barirde, Christine A.
Cunningham, Renee S.

EMPLOYMENT

Jones, Stacy J.: requests approval to the position as Grade IV Cafeteria Helper at Warren Area High School. This is a Class C position working 2.5 hours per day at the negotiated rate of \$8.61 per hour after the probationary period. Stacy was the only applicant and she will be replacing Ann Daugherty who resigned. This will be effective September 14, 2005.

Close, Leslie A.: requests approval to the position as Educational Assistant Aide for the Central Attendance Area. This is a Class B position working 6.5 hours per day at the negotiated rate of \$10.98 per hour after the probationary period. There were six (6) applicants and five (5) were interviewed. Leslie will be replacing Scott Barber who resigned. The effective date for this position has not been determined.

Fitzgerald, Deborah L.: requests approval to the position as Grade IV Cafeteria Helper at Sheffield Area Middle/High School. This is a Class C position working three (3) hours per day at the negotiated rate of \$8.61 per hour after the probationary period. There were four (4) applicants and all were interviewed. Deborah will be replacing Patricia Vargas who transferred to another position at Sheffield Area Middle/High School. This will be effective September 14, 2005.

Rosenquist, Renee: requests approval to the position as Educational Assistant Aide for the Central Attendance Area. This is a Class B position working seven (7) hours per day at the negotiated rate of \$10.98 per hour after the probationary period. There were six (6) applicants and five (5) were interviewed. Renee will be replacing hours from Karen Ewing who resigned and Susan Ball who transferred to another position. This will be effective September 14, 2005.

ADDITIONAL HOURS (these employees have been awarded positions or hours in addition to positions already held in the Warren County School District)

Eaton, Sharon G.: requests approval to the position as Grade IV Cafeteria Helper at the Warren Area Elementary Center. This is a Class C position working 1.5 hours in the breakfast program at the negotiated rate. This position will be in addition to the four (4) hours Sharon presently works as Grade IV Cafeteria Helper in the lunch program at Warren Area High School. She will work a total of 5.5 hours per day and will become a Class B employee. There were five (5) applicants and Sharon was the senior bidder. This is a new position and was effective August 26, 2005.

Angove, Nancy I.: requests approval to the position as Grade IV Cafeteria Helper at Russell Elementary School. This is a Class C position working 3.5 hours per day at the negotiated rate. This position will be in addition to the 1.5 hours that Nancy presently works as Grade IV Cafeteria Helper in the breakfast program at the Warren Area Elementary Center and her position as ISS Teacher Aide for the Eisenhower Attendance Area. She will work a total of five (5) hours per day and will become a Class B employee. There were five (5) applicants and Nancy was the senior bidder. Nancy will be replacing Pam Fedorchuk who transferred to Sugar Grove Elementary School. This will be effective September 14, 2005.

LEAVE OF ABSENCES

Bemis, Carl D.: requests approval for a leave of absence beginning on August 23, 2005 and continuing until he is released to return to work or for a period not to exceed one (1) year. Carl is a Grade HH Custodian at the Warren Area Elementary Center.

Rowley, Marlene J.: requests approval for a leave of absence beginning on August 23, 2005 and continuing until she is released to return to work full duty or for a period not to exceed one (1) year. Marlene is a Grade IV Cafeteria Helper at Eisenhower Middle/High School.

Turner, Mollyanne J.: requests approval for a leave of absence beginning on September 13, 2005 and continuing through the end of the 2005/2006 school year unless sooner terminated. Molly is a Secretary at Beaty/Warren Middle School.

REQUEST FOR NEW POSITIONS

Nutrition, Inc. is requesting two new positions which are being funded through Nutrition, Inc. and are included in the 2005/2006 budget:

Position	Hours	School	Reason
Grade IV Cafeteria Helper	2.5 hours per day	Russell Elementary School	Opening of an additional serving line.
Grade IV Cafeteria Helper	2 hours per day	Youngsville High School	Overflowing lunch lines.

REDUCTION OF POSITION

The Business Services Office is requesting the reduction of the Administrative Support position as Fiscal Accountant to the position as Information Specialist. This will now be a Class B, Administrative Support position working four (4) hours per day, twelve (12) months per year, at the rate of \$14.66 per hour for the 2005/2006 school year.

RESIGNATIONS

Wilson, April K.: requests approval to resign from her position as Grade IV Cafeteria Helper for the Warren County School District (TEMS) effective August 8, 2005.

Card, Lisa M.: requests approval to resign from her position as Grade IV Cafeteria Helper for the Warren County School District (Home St.) effective August 10, 2005.

Hulihan, Sandra M.: requests approval to resign from her position as Secretary at Eisenhower Middle/High School effective September 6, 2005.

Tanner, Tammie L.: requests approval to resign (verbally) from her position as Grade IV Cafeteria Helper for the Warren County School District effective August 30, 2005. Tammie failed to return to work on August 26, 2005 and was therefore absent for two (2) days without notification of a valid reason.

Pifer, Deanna F.: requests approval to resign from her position as Grade IV Cafeteria Helper at Beaty/Warren Middle School effective September 1, 2005.

Respectfully submitted,

PERSONNEL AND NEGOTIATIONS COMMITTEE

Richard Lyle, Chair
David Come

MAE/st