

**WARREN COUNTY SCHOOL DISTRICT**  
**Warren, Pennsylvania**

Madame President and Members  
Board of School Directors

December 4, 2017

**SUPPORT PERSONNEL REPORT**

It is recommended that the following be approved:

**EMPLOYMENT**

**The following individual(s) are subject to the restriction that any new hires shall not be finalized and, unless all of the requirements for provisional employment have been met, shall not be permitted to work or have direct contact with children until all criminal history requirements, child abuse clearance requirements, and Act 168 requirements have been complied with and the results are determined to be satisfactory to the District.**

Cameron, Jennifer L.: requests approval to the position as Secretary at Warren Area Elementary Center. This is a Class B position working seven (7) hours per day at the negotiated rate of \$13.43 per hour after the probationary period. Jennifer will be replacing Lorraine Mineweaser who transferred to the Central Office. This will be effective December 6, 2017.

**LEAVE OF ABSENCES**

McKotch, Clara A.: requests approval for a leave of absence in accordance with the Family and Medical Leave Act beginning on November 13, 2017 and continuing through June 30, 2018 with days to be used on an intermittent basis as needed. Clara is a Grade II Cafeteria Manager at Warren Area Elementary Center.

Johnson, Diane L.: requests approval for a leave of absence in accordance with the Family and Medical Leave Act beginning on November 10, 2017 and continuing through June 8, 2018 with days to be used on an intermittent basis as needed. Diane is a Building Aide at Beaty/Warren Middle School.

McLaughlin, Colleen M.: requests approval for a leave of absence in accordance with the Family and Medical Leave Act beginning on November 11, 2017 and continuing through December 12, 2017 with days to be used on an intermittent basis as needed. Colleen is a Grade II Cafeteria Manager at Youngsville Elementary/Middle School.

Stapfer, Rose M.: requests approval for a leave of absence beginning on December 21, 2017 and continuing through February 5, 2018 unless sooner terminated. This leave is in accordance with the WCESPA negotiated agreement, Article XI, Section 7. Rose is a Building Aide at Beaty/Warren Middle School.

**Hazeltine, Kelly A.: requests approval for an extension to her present leave of absence through February 18, 2018 unless sooner terminated. This leave is in accordance with the WCESPA negotiated agreement, Article XI, Section 7. Kelly is a Grade III Cafeteria Cook and Grade IV Cafeteria Helper at Youngsville Elementary/Middle School.**

**RESIGNATIONS**

Gourley, Rose M.: requests approval to resign from her position as Grade IV Cafeteria Helper at Youngsville Elementary/Middle School effective November 10, 2017.

**Hannak, Donna M.: requests approval to resign from her position as Building Aide at Youngsville Elementary/Middle School effective December 1, 2017.**

Respectfully submitted,

**PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE**

Thomas Knapp, Chair  
John Werner  
Michael Zamborik

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