



To: Board of Education  
 From: Brad Swanson  
 Date: January 13, 2020  
 Subject: Special Leave Request

Below you will find a special leave request for the second semester of the 2019-2020 school year. The building administration has approved this request.

Please note that a Special Leave Request is only granted to tenured certified staff members. Teachers on part-time leave receive prorated salary and benefits.

I recommend the Board approve this request for the second semester of the 2019-2020 school year.

<b>2019-20 Certified Staff Special Leave Request</b>						
<b>Last Name</b>	<b>First Name</b>	<b>Building</b>	<b>Dept.</b>	<b>Special Leave Request FTE</b>	<b>2019-20 FTE</b>	<b>2018-19 FTE</b>
McDermott	Julie	GBO	Special Education	0.5	0.5	1.0