



Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources

Alice Raflares, Director of Human Resources

Debbie Timpe, Human Resources Specialist; Certified

Jeanne Davito, Human Resources Specialist; Non-certified

Alice Kus, Human Resources Assistant

To: Dr. Michael Riggle

From: Brad Swanson

Date: August 22, 2016

RE: Certified Staff FTE Adjustment

This memo serves to request approval from the Board of Education for the following FTE adjustments.

Ann Golding	World Languages, GBS	0.8 FTE to 1.0 FTE
Natalie Kaminski	World Languages, GBS	0.4 FTE to 1.0 FTE