



Human Resources Office

Brad Swanson, Assistant Superintendent for Human Resources

Alice Raflones, Director of Human Resources

Debbie Timpe, Human Resources Specialist; Certified

Jeanne Davito, Human Resources Specialist; Non-certified

Alice Kus, Human Resources Assistant

To: Dr. Mike Riggle
From: Brad Swanson
Date: June 13, 2016
Re: Reallocation of 2016-2017 Non-certified Staffing

After consultation with the building principals, I propose a reallocation of non-certified FTE for the 2016-17 school year.

This request reallocates the combined 1.57 FTE of two retiring Lab Manager positions to create a second Assistant Trainer position at GBN (0.92 FTE) and an additional part-time Special Education Department Assistant at GBS (0.39 FTE). After the proposed FTE reallocation, there will be a savings of 0.26 FTE remaining.

As requested by the Board of Education on the May 23, 2016, meeting, please review the cost analysis specific to the additional Assistant Athletic Trainer at GBN. This analysis demonstrates an overall estimated savings of \$40,855.

Thank you for your consideration of this reallocation.

Please let me know if you have any questions or concerns.

Reduced Lab Managers	FTE	Base Wages	Benefits	Total Salary/Benefits
Crews, Evelyn	0.79615	43,876	15,250	59,126
Dobrin, Marlene	0.78076	34,321	23,651	57,972
	1.57691			117,098
2015-16 GBN Athletic Trainers				
Lempa, Colleen		148 hrs worked, if paid =	Unpaid Hours	5,716
				5,716
Outsourced Trainers @ GBN				
Illinois Bone & Joint		Invoice Date	Amount	188
Rebound Fitness		11/11/2015		210
Rebound Fitness		8/31/2015		165
Rebound Fitness		2/8/2016		300
Rebound Fitness		4/18/2016		60
Rebound Fitness		4/25/2016		120
Rebound Fitness		5/2/2016		315
Rebound Fitness		5/9/2016		1,358
				124,172
2016-17 Proposed Positions				
GBN Asst Trainer	0.91923	Estimated Wages	Estimated Benefits	Total Salary/Benefits
		53,882	10,789	64,671
GBN SpEd Dept Asst	0.39038	15,772	2,874	18,646
	1.30961			83,317
				(40,855)
				Estimated Savings

Based on Exempt Professional 2-3, Step 20, PPO Single, Dental Single
Based on Info/Data Step 11, No Medical, No Dental