

Glenbrook High Schools  
District 225  
Office of Human Resources

To: Dr. Mike Riggle

Fr: Steve Caliendo

Re: FTE Increase

Date: January 10, 2011

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This memo serves as a recommendation that the Board approve a .1 increase in FTE for Liz Christiansen. Ms Christiansen will teach an additional Advanced Algebra class at GBS beginning January 24, 2011 for the remainder of the 2010-11 school year.

At the Board Meeting on December 13, 2010 the Board approved a .1 increase for Ms Christiansen to add a section of Algebra at GBS beginning December 6, 2010 through the remainder of the 2010-11 school year. At that time my recommendation to the Board mentioned that an additional .1 increase in FTE would be brought forward on January 10 to add the section of Advanced Algebra for the second semester for Ms Christiansen as described in Mr. Wegley's memo dated December 6, 2010.

Once again, this recommendation represents a .1 increase in FTE for Ms Christiansen for the second semester of the 2010-11 school year at GBS.

This increase in Ms. Christiansen's contract is within the FTE allotment for GBS for the 2010-11 school year. I recommend the Board approve this increase in contract for the new section of Advanced Algebra.

**GLENBROOK  
SOUTH  
HIGH SCHOOL**

*Northfield Township High School District 225*

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*Office of the Principal*

**To:** Dr. Steven Caliendo

**From:** Brian Wegley

**Re:** FTE Adjustment

**Date:** December 6, 2010

As we have discussed, there is the need to add a section of Algebra now along with a section of Advanced Algebra at the semester. This is due to the fact that the number of ELL students in the Algebra section has exceeded our prediction and the non-ELL students are not being served in a way that is meeting our expectations. In addition, enrollment in Advanced Algebra has exceeded our prediction and we will add one additional section at the semester. These two additions will increase Liz Christiansen's FTE from 0.2 FTE to 0.4 FTE. Her non-certified FTE will decrease accordingly. With this change, we remain within our certified FTE allotment for the year.

Please let me know if you need any additional information.