

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street Soldotna, Alaska 99669-7553

Phone (907) 714-8888 Fax (907) 262-9132

www.kpbsd.k12.ak.us

SCHOOL BOARD COMMUNICATION

Title:	Leave of Absence Request/Support		
Date:	August 5, 2013	Item Number:	10a.(6)
Administrator:	Joann Riener, Director, Human Resources Dave Jones, Assistant Superintendent		
Attachments:	Letter of Request for Leave of Absence		

Joann Riener
Dave Jones

Action Needed **For Discussion** **Information** **Other:** _____

BACKGROUND INFORMATION

Name	Position	Location
Lisa Dehlbom	Secretary II	Soldotna Montessori Charter School effective August 21, 2013 to May 29, 2014

ADMINISTRATIVE RECOMMENDATION

It is recommended that the above request for an unpaid leave of absence be approved.

July 24, 2013

*Meir
7/24/13*

Dear Dr. Atwater and School Board Members:

I have been employed with the school district since August 15, 2001 and am currently the secretary at Soldotna Montessori Charter School.

I am requesting an unpaid leave of absence for personal reasons, effective August 21, 2013 through the remainder of the 2013-14 school year.

Thank you for consideration of my request.

Sincerely,

Lisa Dehlbom
Lisa Dehlbom