


# KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street  
Phone (907) 714-8888

Soldotna, Alaska  
Fax (907) 262-9645

DATE: March 2, 2009  
TO: Board of Education  
FROM: Tim Peterson, Director, Human Resources   
THROUGH: Dave Jones, Assistant Superintendent  
SUBJECT: Approval of Leave of Absence Request/Support- Item- 11 a (3)

It is recommended that the following request for unpaid leave of absence be approved:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Natalie Kohler	Records Clerk	District Office, 20 days, effective immediately***

\*\*\*Requires School Board approval per KPESA Negotiated Agreement. Article 23E "Short Leaves of two (2) weeks or less may be approved by the Superintendent, without School Board approval." Since this request exceeds 2 weeks, it is being brought forward for School Board approval.

Natalie A. Kohler

Kenai, AK 99611

February 13, 2009

Kenai Peninsula Borough School District  
148 N. Binkley Ave  
Soldotna, AK 99669

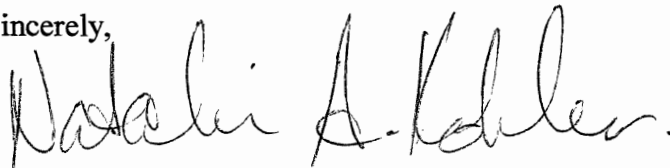
Attention Tim Peterson:

I am requesting 20 working days leave without pay. I am needed to care for my bachelor uncle for whom I am the executor of his durable health power of attorney and as he is not "immediate family" as defined by the current negotiated agreement, I am not eligible to use sick leave or Family Medical Leave.

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I hope that you and the board are able to allow this.

Sincerely,



Natalie Kohler,  
KPBSD Districtwide Records Clerk (15 years)

Handwritten signature and date: Peterson 13 Feb 09