

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: **Approval of Request for Leave of Absence-Certified**

Date: **August 8, 2011**

Item Number: **10 a. (6)**

Administrator: **Tim Peterson, Director, Human Resources**
Through: **Dave Jones, Assistant Superintendent**

Attachments: **Request for Leave of Absence**

Action Needed For Discussion Information Other: _____

BACKGROUND INFORMATION

Name

Ben Stephens

Assignment

Grade 4

Effective Date

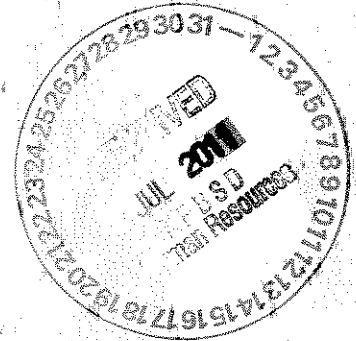
West Homer Elementary,
effective the 2011-12 school year

ADMINISTRATIVE RECOMMENDATION

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

July 29, 2011

Tim Peterson
KPBSD School Board
148 North Binkley
Soldotna, AK 99669



Mr. Peterson and School Board:

I request an unpaid leave of absence for the 2011/12 school year from my position as a fourth grade teacher at West Homer Elementary. Due to unforeseen circumstances this leave of absence is necessary in order for me to keep my family together.

I have greatly enjoyed working for the Kenai Peninsula School District for the past five years and I intend to return to teaching next year. My family and I sincerely appreciate your understanding in granting this request.

Sincerely,

Ben Stephens

Ben Stephens

*Peterson
28 July 11*