


KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street
Phone (907) 714-8888

Soldotna, Alaska 99669
Fax (907) 262-9645

DATE: June 4, 2007
TO: Board of Education
FROM: Tim Peterson, Director, Human Resources 
THROUGH: Glen Szymoniak, Assistant Superintendent
SUBJECT: Approval of Leave of Absence Request/Support- Item- 10 a (8)

It is recommended that the following request for unpaid leave of absence be approved effective the 2007-08 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Mary-Ellen Johnson	Special Ed Aide	Soldotna Middle School

Mary-Ellen Johnson

[REDACTED]
Soldotna, AK 99669

May 21, 2007

Tim Peterson

Director, Human Resources

Kenai Peninsula Borough School District

148 North Binkley Street

Soldotna, AK 99669



Dear Mr. Peterson,

I am requesting a leave of absence for the 2007-2008 school year in order to spend more time with my elderly mother who is experiencing health issues. Since she lives in Florida and is unable to travel, I will need to make a number of trips out of state during the course of the year to spend time with her and help with her care. I will reassess her situation next spring and decide whether to return to work at that time.

Sincerely,

Mary-Ellen Johnson
Mary-Ellen Johnson

Cc: Sharon Moock

Donna Huguelet

[Handwritten signature]
29 MAY 2007