



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street
Phone (907) 714-8888

Soldotna, Alaska
Fax (907) 262-9645

May 5, 2008

TO: Board of Education

FROM: Tim Peterson, Director, Human Resources *Tim Peterson*

THROUGH: Dave Jones, Assistant Superintendent

SUBJECT: Approval of Substitute Contracts – Item 10 a (1)

The Administration recommends the following long term substitute contracts be approved:

| | | |
|-----------------|-----------|----------------------|
| Patricia Hansen | Grade 3 | Redoubt Elementary |
| Herb Wottlin | Grade 5/6 | Seward Elementary |
| Irene Hegwer | Resource | Soldotna High School |

MEMO

To: Lynne Sandahl, HR Specialist
From: John Pothast, Principal, Redoubt Elementary School
RE: Long Term substitute contract
Date: April 22, 2008



Patricia Hansen is currently working as a long-term substitute teacher at Redoubt Elementary School for a total of 38 consecutive days thus far, which means she is eligible to receive long-term sub pay. She is a substitute for Lyndi Miller. Patsy's work began on February 21, 2008, completed her 19th consecutive day on March 25, 2008. Lyndi is planning on being out on leave for the remainder of the school year, and Patsy is planning on continuing to be her substitute for the duration.

I appreciate your attention to this matter.

Seward Elementary School

P.O. Box 247
Seward, AK 99664

Phone: (907) 224-3356
Fax: (907) 224-7077



MEMO

To: Julie Holland, HR
From: David Kingsland
Date: April 24, 2008
Re: Long Term Sub 20th Day

This memo is to request a long-term sub contract for Herb Wottlin, who has been subbing for Robert Barnwell for nineteen days as of today, April 24, 2008. He began subbing on March 31, 2008.

Please create a long-term sub contract for him. He will be subbing for the remainder of the school year as far as we know at this time.

Thank you.

A handwritten signature in black ink, appearing to read "David Kingsland".

Kenai Peninsula Borough School District



Soldotna High School

425 W. Marydale Avenue Todd Syverson - Principal
Soldotna, AK 99669 Al Howard - Assistant Principal
(907) 260-7000 Galen Brantley- Athletic Director
Fax (907) 262-4288 Mike Druce - Activities Director
Email: www.kpbsd.k12.ak.us/sohi/

Kenai Peninsula Borough School District

MEMO

To: Julie Holland, HR
From: Todd Syverson *TS*
Date: April 11, 2008
Re: Long Term Sub 20th Day

This memo is to request a long term subbing contract for Irene Hegwer who has been subbing for Stephanie Burns for nineteen days on April 14th, 2008 which started on March 12th, 2008 and the 20th day will be April 15th, 2008. Please make a long term subbing contract for her, she will be subbing until May 3rd, 2008. Thank you.

