

KENAI PENINSULA BOROUGH SCHOOL DISTRICT

148 North Binkley Street
Phone (907) 714-8888

Soldotna, Alaska
Fax (907) 262-9645

DATE: April 14, 2008
TO: Board of Education
FROM: Tim Peterson, Director, Human Resources *TPeterson*
THROUGH: Dave Jones, Assistant Superintendent
SUBJECT: Approval of Leave of Absence Requests/Support- Item- 10 a (8)

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

<u>Name</u>	<u>Position</u>	<u>Location</u>
Esther Eagle Richeson	Nurse	Kenai Central High School, effective the 2008-09 school year
Olga M. Fomin	School Secretary	Port Graham School, effective May 5 to May 30, 2008

March 19, 2008

Mr. Tim Peterson, Human Resources Director
Kenai Peninsula Borough School District
148 North Binkley
Soldotna, Alaska 99669



Re: Unpaid LOA

Dear Mr. Peterson:

I respectfully request that you and the KPBSD School Board of Education grant me an unpaid leave-of-absence for the 2008-09 school year beginning August 11, 2008 through May 21, 2009, or whenever it is fiscally feasible.

The reason I'm requesting this leave is two-fold:

- 1) My husband and I have a rare and wonderful opportunity to travel to Germany and spend the entire month of August residing with a former foreign exchange student I met at KCHS when she came here from Stuttgart for the 2000-01 school year.
- 2) My mother-in-law, Elizabeth Richeson, who lives in Delaware and is dying of cancer, needs our help & assistance during this difficult time.

Thank you for your kind consideration and attention to this matter. If you have any questions or concerns regarding this request, you may contact me at my home or my nursing office at Kenai Central High School.

I look forward to hearing from you soon.

Sincerely,

Esther Eagle Richeson

Esther Eagle Richeson, RN, BSN, NCSN
KCHS Certified Nurse

CC: Ms. Naomi Walsworth, RN, BSN
KPBSD Health Services Coordinator

Tim Peterson
20 MARCH 2008

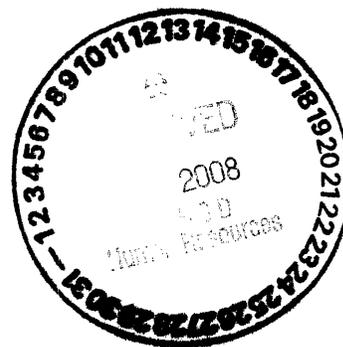
Olga M. Fomin

Port Graham, AK 99603-5578

Position: School Secretary
Location: Port Graham, Alaska #40

3.4.2008

Tim Peterson:
Director of Human Resources



I would like to request time off for personal reasons.
I would like to have April 28, 2008 to May 30, 2008.
I am requesting this for my well being, and to be fresh and
prepared for the 2008-2009 school year.

Also note that Spring break is from April 28 to May 2, 2008
Thus leaving 20 working days at 6 hours a day totaling 120 hours
I would like to have leave with out pay.

If you need more information please feel free to call me at the above
phone number.

Thank you for your time.

Sincerely,


Olga M. Fomin


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