



Consent Agenda Item 6.12

**Human Resources Office**

*Brad Swanson, Assistant Superintendent for Human Resources*

*Alice Rafleres, Director of Human Resources*

*Debbie Timpe, Human Resources Specialist; Certified*

*Jeanne Davito, Human Resources Specialist; Non-certified*

*Alice Kus, Human Resources Assistant*

**To:** Board of Education  
**From:** Brad Swanson  
**Date:** January 24, 2017  
**Re:** Special Leave Request for the 2016-17 School Year

Name	Position	School	FTE
Lauren Sutherlin	Mathematics Teacher	GBS	from 0.6 to 0.3

Ms. Sutherlin is requesting a special unpaid leave effective January 20, 2017. At which time, she will be considered a 0.3 FTE for the 2016-17 school year.

I recommend the Board of Education approve this request.