

TO: Charles Heinlein, Deputy Superintendent of Schools  
 FROM: Keith A. Butcher, Fayette County Schools Superintendent  
 DATE: ~~November 25, 2013~~ November 26, 2013 REVISED  
 RE: Personnel Agenda

Your consideration and approval of the following personnel requests is appreciated.

**Professional Personnel Agenda  
 December 2, 2013**

**EMPLOYMENT OF PROFESSIONAL PERSONNEL (first time WVDE applicants *ONLY*)**

	Name (last, first)	Valid Credential	Endorsement, Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Fingerprint Clearance Date	Employment <i>Effective</i> Date	County Use
	Kratz, Mark	Professional Student Support Certificate	Counselor PK-AD	06.30.16	Midland Trail High, Counselor 9-12	11.22.13	<b>12.09.13</b>	P114-14 <hr/> MA45/20

**EMPLOYMENT OF PROFESSIONAL PERSONNEL (persons who hold or previously held WVDE credentials)**

Social Security Number	Name (last, first)	Valid Credential	Endorsement, Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Employment <i>Effective</i> Date	County Use

**EMPLOYMENT OF PROFESSIONAL PERSONNEL (persons not requiring WVDE credentials)**

Social Security Number	Name (last, first)	Valid Credential	Endorsement, Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Employment <i>Effective</i> Date	County Use

**RE-EMPLOYMENT OF PROFESSIONAL PERSONNEL FROM PREFERRED RECALL FOR 2013-14  
 (Posted Position Applied For)**

Social Security Number	Name	Valid Credential	Endorsement, Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Employment <i>Effective</i> Date	County Use

**TRANSFER OF PROFESSIONAL PERSONNEL**

Name (last, first)	Valid Credential Endorsement Area/s, Grade Range/s	Credential Expiration Date	From Current Location/Position/ Grade Range	To New Location/Position/ Grade Range	Transfer Effective Date	County Use
Wade, Kathleen	Art K-8	Permanent	Grade K, Fayetteville Elem	Itin Art PK-5, Gatewood Elem/ Mount Hope Elem/Rosedale Elem	<b>Pending Resolution of Administrative Leave</b>	P109-14

**LEAVE REQUEST FOR PROFESSIONAL PERSONNEL**

Name (last, first)	Position/Location	Type of Leave	Effective Date
Boyd, Rebekah	Grade 4, Mount Hope Elem	Family Medical Leave for childbirth and bonding with pay	01.17.13 - 02.28.14 (approximate)
Brown, Lanna	Grade 1, Meadow Bridge Elem	Family Medical Leave and WV Parental Leave for childbirth and bonding with pay until sick leave exhausted, then absent without pay	02.10.14 - 06.12.14
Loy, Craig Lee	Principal, Valley High	Leave of Absence for Life Threatening Illness of Family Member with pay	11.18.13
Lucas, Pamela	Principal, Fayetteville Elem	Family Medical Leave for childbirth and bonding with pay until exhausted, then without pay	12.11.13 - 01.22.14 (approximate)

**RESIGNATION/RETIREMENT OF PROFESSIONAL PERSONNEL**

Name (last, first)	Position/Location	Reason	Date
Brown, Vivian J	Itin Secondary Education Specialist Fayette County Schools 210 days	Retirement	12.31.13

**EMPLOYMENT OF GENERAL SHORT AND/OR LONG-TERM SUBSTITUTE PROFESSIONAL PERSONNEL**  
(first time WVDE applicants **ONLY**)

Social Security Number	Name (last, first)	Valid Professional Certificate (Check if appropriate)	Valid Short-Term Permit (Check if appropriate)	Valid Long-Term Permit (Check if appropriate)	Valid Credential Endorsement Area(s)/ Grade/Range(s)	Valid Credential Expiration Date	Fingerprint Clearance Date	County Use

**EMPLOYMENT OF GENERAL SHORT AND/OR LONG-TERM SUBSTITUTE PROFESSIONAL PERSONNEL**  
(persons who hold or previously held WVDE credentials)

Name (last, first)	Valid Professional Certificate (Check if appropriate)	Valid Short-Term Permit (Check if appropriate)	Valid Long-Term Permit (Check if appropriate)	Valid Credential Endorsement Area(s)/ Grade/Range(s)	Valid Credential Expiration Date	County Use
Roop, Beverly			Pending approval of LT Sub Permit			

**EMPLOYMENT OF PROFESSIONAL PERSONNEL FOR MENTOR PROGRAM**

	<b>Name (last, first)</b>	<b>Position</b>	<b>Employment Effective Date</b>	<b>Valid Teaching Credential</b>	<b>Valid Authorization</b>	<b>Valid Credential Expiration Date</b>	<b>County Use</b>
	Brown, Julia D.	Mentor for Christopher Moore Music/Band Director 6-12 M028-14, Valley High	12.02.13	✓		Permanent	
	Doherty, Keith	Mentor for Shea Wells Art 7-12 M031-14, Fayetteville High	12.02.13	✓		06.30.18	

**EMPLOYMENT OF EXTRA-CURRICULAR/EXTRA-DUTY PERSONNEL**

	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Employment Effective Date</b>	<b>Valid Teaching/ Admin. Credential (Check if appropriate)</b>	<b>Valid Authorization (Check if appropriate)</b>	<b>Valid Credential Expiration Date</b>	<b>Funding Source</b>
	McClung, Brenda	Extended Day Title I After School Tutoring Danese Christian PX033-14	2013-14	✓		06.30.16	Title I
	Murdock, Anthony	SSAC Assistant Wrestling Coach Midland Trail High X050-14	2013-2014		✓	06.30.14	
	Wickline, Brandon	Head Boys/Girls Track Coach Meadow Bridge High X090-14	2013-2014	✓		06.30.14	
	Maddox, Artis	SSAC Assistant Boys Basketball Coach Oak Hill High X094-14	2013-2014		✓	06.30.14	
	Young, Candace	Assistant Girls Basketball Coach Midland Trail High X101-14	2013-2014		✓	06.30.15	
	Thompson, John	SSAC Assistant Girls Basketball Coach Valley High X104-14	2013-2014		✓	06.30.14	

**RESIGNATION OF EXTRA-CURRICULAR/EXTRA-DUTY PERSONNEL**

	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Effective Date</b>
	Souk Jr., Eddie	Head Football Coach, Oak Hill High	11.18.13
	Young, Candace	Auxiliary Assistant Girls Basketball Coach, Midland Trail High	11.19.13

## SERVICE PERSONNEL AGENDA

**December 2, 2013**

### Re-Employment of Service Personnel from 2013-2014 Preferred Recall List (posted position applied for)

	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Work Hours (approx.)</b>	<b>Effective Date</b>	<b>Certification</b>
	Craddock, Wilma	Secretary II/Accountant II Mount Hope Elem Pay Grade E, 210 Days S074-14	8:00a – 4:00p	<b>12.04.13</b>	

### Employment of Service Personnel

	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Work Hours (approx.)</b>	<b>Effective Date</b>	<b>Certification</b>
	Neal, Thomas	Custodian I Gauley Bridge Elem/Rosedale Elem Pay Grade A, 230 Days S084-14	4:30a – 8:30a: Gauley Bridge Elem  2:30p – 6:30p: Rosedale Elem	<b>12.09.13</b>	

### Transfer of Service Personnel

	<b>Name (last, first)</b>	<b>From</b>	<b>To</b>	<b>Work Hours (approx.)</b>	<b>Effective Date</b>	<b>Certification</b>
	Minter, Nancy	Cook I Valley High Pay Grade A, 200 days 7:00a – 3:00p (approx.)	Clerk II (half-time) Fayetteville/Meadow Bridge/Midland Trail/Oak Hill/Valley Highs Pay Grade C, 200 Days S081-13	7:30a – 11:00a	<b>12.02.13</b>	
	Wood, Tamara	Custodian I Collins Middle Pay Grade A, 235 Days 11:00p – 7:00a (approx.)	Custodian I Valley Elem/Valley High Pay Grade A, 235 Days S085-14	3:00p – 11:00p	<b>12.09.13</b>	

### Termination of Service Personnel

<b>Social Security Number</b>	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Date</b>

### Retirement/Resignation of Service Personnel

	<b>Name (last, first)</b>	<b>Position/Location</b>	<b>Reason</b>	<b>Date</b>
	Acord, Sharon	Supervisory Kindergarten Aide, Mount Hope Elem	Other employment	12.10.13 (end of day)
	Gibson, Darlene	Supervisory Kindergarten Aide, Fayetteville Elem	Personal	11.25.13

### Recommended Employment of Substitute Service Personnel Effective 2013-2014

<b>Social Security Number</b>	<b>Name (last, first)</b>	<b>Classification(s)</b>

**Recommended Removal of Substitute Service Personnel**

Social Security Number	Name (last, first)	Classification(s)	Effective Date

**Leave Request for Service Personnel**

Name (last, first)	Position/Location	Type of Leave	Effective Date
Settle, Janetta	Cafeteria Manager, Rosedale Elem	Family Medical Leave - Intermittently with pay until leave is exhausted, then without pay	11.15.13 (not to exceed 12 weeks or 60 days)

**Employment of Extra-Duty Service Personnel**

Name (last, first)	Position/Location	Employment Effective Date	Valid Authorization (Check if appropriate)	Valid Credential Expiration Date	Funding Source
Walker, Jamey	Bus Operator Midland Trail High After School Programs Pay Grade D 6:30p – 8:30p (2 hrs/day) Mon, Tues, Wed, Thurs SX019-14	2013-14  Beginning 09.30.13	✓		

**\*Corrections to Minutes/Agenda/Personnel Action**

Board Agenda	Personnel Action:				
RESIGNATION/RETIREMENT OF SERVICE PERSONNEL					
EMPLOYEE	POSITION/LOCATION	REASON	DATE	Should have been	EFFECTIVE DATE

**Initial Request for Approval to add a New Professional and/or Service Position within the County School System**

Position Code	Title of Position	Assignment Location	Grade Level Served	Number of Days Employed	Anticipated Start Date	Estimated Annual Salary	Funding Source Code- 1 State aid 2 State Grant 3 Federal Grant 4 County Funds 6 RESA 7 Donations 8 Other Sources	Specific Funding Source if indicate Source Codes 2, 3, 7, or 8	Account Code- including, *Fund *Project *Program/ Function Codes

**Employment of Professional and/or Service Personnel into Newly Funded Positions**

SS Number	Name (last, first)	Valid Credential	Endorsement/ Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Employment Effective Date	Annual Salary