

TO: Charles K. Heinlein, State Superintendent of Schools
 FROM: Keith A. Butcher, Fayette County Schools Superintendent
 DATE: ~~November 28, 2012~~ November 29, 2012 REVISED
 RE: Personnel Agenda

Your consideration and approval of the following personnel requests for Fayette County Schools is appreciated.

**Professional Personnel Agenda
 December 3, 2012**

TRANSFER OF PROFESSIONAL PERSONNEL (Posted Positions Applied For)

Name	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
Durham, Holly	Counselor PK-AD	06.30.15	Fayette County Schools, Itin Counselor K-12	Fayetteville High, Counselor 7-12	Actual Transfer Date is Pending Fully Certified Replacement	P166-13

**EMPLOYMENT OF GENERAL SHORT AND/OR LONG-TERM SUBSTITUTE PROFESSIONAL PERSONNEL EFFECTIVE
 with the 2012-2013 SCHOOL TERM**

Name	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
Brown, Mary K	✓			Multi-Subj K-8 Ment Ret K-12 SLD K-12 BD K-12	Permanent	n/a
Butner, Roger	✓			Electronics Technician 9-AD	Permanent	n/a
Conelly, Krista	<i>Employ initially, pending CIB and FBI clearance. Continued employment is contingent upon issuance of appropriate certification credential.</i>					n/a
Johnson, Kathryn			<i>Pending renewal of LT Sub Permit</i>			n/a
Smith, Monique			✓		06.30.14	n/a

	Name	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
	Willis, William			<i>Employ initially, pending CIB and FBI clearance. Continued employment is contingent upon issuance of appropriate certification credential.</i>			n/a

EMPLOYMENT OF PROFESSIONAL PERSONNEL FOR MENTOR PROGRAM (Posted Positions Applied For)

	Name	Position	Employment Effective Date	Valid Teaching Credential	Valid Authorization	Valid Credential Expiration Date	County Use
	Stepkowski, Ann	Mentor for Robin Wilson Itin ESL K-12 (half-time) Fayette County Schools, M019-13	2012-2013	✓		Permanent	
	Jones, Lee	Mentor for Pamela Lucas Principal PK-6 Fayetteville Elem, M048-13	2012-2013	✓		Permanent	

EMPLOYMENT OF EXTRA-CURRICULAR/EXTRA-DUTY PERSONNEL (Posted Positions Applied For)

	Name	Position/Location	Employment Effective Date	Valid Teaching/ Admin. Credential (Check if appropriate)	Valid Authorization (Check if appropriate)	Valid Credential Expiration Date	Funding Source
	Lucas, Pamela	Building Level Coordinator Fayetteville Elem PX038-13	2012-13	✓		06.30.17	
	Lilley, Keven	After School Detention Rosedale Elem PX050-13	2012-13	✓		06.30.15	
	Harper, Michelle	On-Call Nurse Critical Skills Program New River Elem PX055-13	2012-13	✓		06.30.17	Critical Skills
	Cooper, Jane	On-Call Nurse Critical Skills Program Ansted Elem/Ansted Middle/ Divide Elem/Meadow Br Elem/ Meadow Br High PX056-13	2012-13	✓		Permanent	Critical Skills
	Crist, Kembra	On-Call Nurse Critical Skills Program Fayetteville Elem/Fayetteville High/Gatewood Elem/Mount Hope Elem/Rosedale Elem PX057-13	2012-13	✓		Permanent	Critical Skills
	Critchley, Christine	Licensed Practical Nurse Rising and/or Departing Students – Community Participation Project Grant	11.08.12 – 06/2013				

		Meadow Bridge Elementary Pay Grade F, Thursday End of school day – 4:30pm SX025-13					
	Legg, Rosemary	Bus Operator Vocational Run – OHHS to VHS to OHHS Pay Grade D, Monday – Friday 8:00a – 12:00p SX026-13	2012-2013				
	Poland, Ashley	SSAC Head Softball Coach Fayetteville High X101-13	2012-2013		✓	06.30.13	
	Kump, Gregory	SSAC Head Middle Wrestling Coach Ansted Middle X103-13	2012-2013			06.30.13	
	Young, Candace	Auxiliary Assistant Girls Basketball Coach Midland Trail High TAC023-13	12.03.12		✓	06.30.15	

RETIREMENT/RESIGNATION OF PROFESSIONAL PERSONNEL

Name	Position	Location	Reason	Effective Date
Brown, Mary K	Grade K	Meadow Bridge Elem	Retirement	12.31.12 (end of day)
Smith, Deborah	Math 9-12	Oak Hill High	Resignation (other Employment)	11.26.12 (end of day)

REQUEST FOR RELEASE FROM CONTRACT

Name	Position	Location	Reason	Effective Date
High, Matthew	Counselor 6-12	Valley High	Other Employment <i>(Kanawha County Schools)</i>	<i>Pending Fully Certified Replacement</i>

RESIGNATION OF EXTRA-CURRICULAR/EXTRA-DUTY PERSONNEL

Name	Position	Location	Effective Date
Redden, Alan	SSAC Head Middle Volleyball Coach	Meadow Bridge High	11.16.12

LEAVE REQUEST FOR PROFESSIONAL PERSONNEL

Name	Position/Location	Type of Leave	Effective Date
Adkins, Ashley	Special Education Teacher, Valley Elem	Advanced Study to complete student teaching with pay until leave exhausted then absent without pay	01.16.13 - 03.8.13

SERVICE PERSONNEL AGENDA
December 3, 2012

Re-Employment of Service Personnel from 2012-2013 Preferred Recall List (posted position applied for)

Name	Position	Work Hours (approx.)	Effective Date	Certification
Minter, Nancy	Cook I Valley High Pay Grade A, 200 Days S066-13	5:30p – 1:30p	Upon approval of State Superintendent 01.02.13	

Employment of Service Personnel for 2012-2013 (posted position applied for)

Name	Position	Work Hours (approx.)	Effective Date	Certification
Hatcher, Shirley	Cook I (half-time) Gauley Bridge Elem Pay Grade A, 200 Days S062-13	9:30a – 1:00p	Upon approval of State Superintendent 12.04.12	
Weaver, Erica	Cook I (half-time) Mount Hope Elem Pay Grade A, 200 Days S063-13	6:00a – 9:30a	Upon approval of State Superintendent 12.05.12	
Shuff, Christopher	Bus Operator – Bus # 98 Valley High Pay Grade D, 200 Days S065-13	5:30a – 8:30a 1:30p – 4:30p	Upon approval of State Superintendent 12.20.12	

Transfer of Service Personnel (posted position applied for)

Name	From	To	Work Hours (approx.)	Effective Date	Certification
Gibson, Darlene	Itinerant Special Education Supervisory Aide III/Bus Aide Collins Middle Pay Grade D, 200 Days, 6:50a – 2:50p (approx)	Supervisory Kindergarten Aide II Fayetteville Elem Pay Grade C, 200 Days S061-13	7:30a – 3:30p	Upon approval of State Superintendent 01.02.13	
Aliff, Mark	Bus Operator – Bus #26 Oak Hill High Pay Grade D, 200 Days, 5:30a – 8:30a/1:30p – 4:30p (approx)	Bus Operator – Bus #1093 Special Education Pay Grade D, 200 Days S064-13	5:30a – 8:30a 1:30p – 4:30p	Upon approval of State Superintendent 12.10.12	

Request for Approved Leave of Absence

Name	Position, Location	Reason	Effective Date
Nicholes, Tjuana	Bus Operator - Bus #1081 Valley High, Pay Grade D, 200 Days, 5:30a – 8:30a/1:30p – 4:30p	Family Medical Leave Act, Exigency Leave (with pay)	12.03.12 (1 day)

Recommended Employment of Substitute Service Personnel Effective with the 2012-2013 School Term

NAME	CLASSIFICATION(S)	NAME	CLASSIFICATION(S)
Callison, Chandra	Custodian	Lester, Christina	Custodian

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
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

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

SS Number	Name	Valid Credential	Endorsement/ Grade Range	Credential Expiration Date	Assigned Location, Position, Grade Range	Employment Effective Date	Annual Salary
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A