

To: Central Nine Governing Board

From: Dr. Stephen Hagen, Executive Director

Date: April 12, 2012

RE: Personnel Recommendations:

Employment:

I am recommending hiring the following:

1. Marchell Phelps for the position of Instructional Assistant. Mrs. Phelps will be hired at an hourly rate of \$10.10. This is a non-certified position for 180 days at 6.5 hours per day. No benefits package available.
2. Damon Jennings for the position of Instructional Assistant. Mr. Jennings will be hired at an hourly rate of \$10.10. This is a non-certified position for 180 days at 6.5 hours per day. No benefits package available.
3. Erin Dalton for the position of Instructional Assistant. Ms. Dalton will be hired at an hourly rate of \$10.10. This is a non-certified position for 180 days at 6.5 hours per day. No benefits package available.
4. Gayle Brooks for the position of Instructional Assistant. Ms. Brooks will be hired at an hourly rate of \$10.10. This is a non-certified position for 180 days at 6.5 hours per day. No benefits package available.

Resignation:

1. Bob Bush, Instructional Assistant, has submitted his resignation effective March 24, 2012.
2. Damon Jennings, Instructional Assistant, has submitted his resignation effective March 21, 2012

Central Nine Adult and Continuing Education - Employment:

I am supporting the recommendation from Sherene Donaldson:

NAMES	POSITION	CLASS DATES	TOTAL HOURS / UNITS	CONTRACT PAY RATE / HR or UNIT	TOTAL CONTRACT AMT or HRLY RATE
ABE STAFF					

NEW HIRES

Gayle Brooks	GED Proctor			\$11.14	\$11.14
Gayle Brooks	GED Examiner			\$13.55	\$13.55
Gayle Brooks	ABE Instructional Aide			\$11.14	\$11.14
Jo Anne Sherry	ESL Instructor			\$35.00	\$35.00

RESIGNATIONS

Dawn Brownfield	ABE Instructional Aide	effective date: March 14, 2012
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