Huron School District
New Hire Justification

Date: 10/24/19

Applicant Information

 Applicant Name: Karen Zimmerman

 Address: 1378 McDonald Dr.

 Phone: 605-218-1760

 Education: BA-Concordia University-Education

 Experience: 30 years K-8 teaching experience, 2 years TAP Classroom Leader

References: Kelby Johnson, Jenna Kasse, Becky Ryman

 Reason for New Hire: Paraprofessional opening

 New Position: no

 Replacement: Nancy Lindstad

Position Information

 Department: Title

 Position: Paraprofessional at Madison

 Supervisor: Janna Cobb/Heather Rozell

 Responsibilities: General para duties-small group instruction, supervision of students, assisting teachers and students throughout the day

 Hours: 7.5 Hours

Hiring Information

 Wages: $15.65

 Classification: Paraprofessional

 Wage Justification: 30 years of teaching experience and 2 years TAP experience as Classroom Leader

 Start Date: 11/12/19 unless agreed upon sooner by food service department

Requested by: - Heather Rozell (Administrator)

Dear Kathie,

Thank you for the opportunity to drive for the Huron School District. I am resigning my position as substitute bus driver as of 10/24/2019. My wife and I are moving to Colorado. Best wishes and safe travels to all of you at the Transportation Department.

Sincerely,

Dean Lindstad

October 25, 2019

To: Carol Tompkins

Food Service/School Nutrition Staff

In regards to our phone conversation, I am giving my 2-week resignation notice for my Lunch Server position at Washington 4-5 Center effective November 8th, 2019. I have enjoyed working with the gals in the kitchen and have been impressed with the good manners of the students coming through the food line.

I have just been offered a full-time position as a Para-Educator at Madison 1-2 Center and have accepted. With my educational background and my years of experience in the classroom, this is a good fit for me and for full-time employment.

Thank you for the opportunity to serve with the Food Service program these past two months.

Karen Zimmerman

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