

**Huron School District
New Hire Justification**

Date: November 22, 2019

Applicant Information

Applicant Name: Mary Helen Wipf

Address: 717 Custer Ave., Huron, SD

Phone: 350-3081

Education: Bachelor of Science

Experience: 28 years

References: Laura Willemsen, Linda Pietz, Rodney Mittelstedt

Reason for New Hire

New Position: JDC Tutor

Replacement: Addition

Position Information

Department: Title I -D

Position: Reading/ELA Tutor

Supervisor: Laura Willemsen/Jolene Konechne/Rodney Mittelstedt

Responsibilities: Tutor students in JDC in the area of math

Hours: 20-80 minutes per day/ based on enrollment

Hiring Information

Wages: \$41.57 per hour

Classification:

Wage Justification: Hourly based on enrollment

Start Date: September 11, 2019

Requested by: Laura Willemsen

(Administrator)

**Huron School District
New Hire Justification**

Date: November 15, 2019

Applicant Information

Applicant Name: Mary Kay Freese

Address: 418 Nebraska Ave. S.W., Huron, SD 57350

Phone: 1 (605) 350-7056

Education: Huron High School

Experience: Cook at Sunquest Village, Country View, and Marlins

References: Karen Zimmerman, Penny DeJean, Mary Aylward

Reason for New Hire

New Position: -----

Replacement: Karen Zimmerman

Position Information

Department: Food Service

Position: Washington 4-5 Center Lunch Server

Supervisor: Carol Tompkins

Responsibilities: Serve Lunch with some clean up

Hours: 11:00 am – 1:30 pm

Hiring Information

Wages: \$14.09 an hour

Classification: Level I

Wage Justification: Hiring Schedule for Food Service

Start Date: December 10, 2019

Requested by: Carol Tompkins (Administrator)