

# OREGON

## CUSD220

Academics | Activities | Service | Leadership

Date: February 17, 2017

Topic: Personnel

### **Resignations:**

Allison Albrecht: Resigned as OHS Physical Education Teacher effective January 25, 2017

Kari Swope: Resigned as OHS Cook effective January 19, 2017

Charles Beard: Resigned as District Bus Driver effective February 12, 2017

Nick Belleque: Resigned as District Bus Driver effective February 15, 2017

### **Retirement:**

Debra Beard: Request retirement 6 months from date of letter February 18, 2017

### **Leave of Absence:**

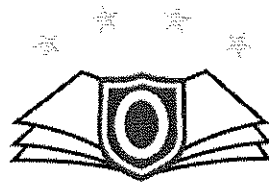
Danielle Hussung: Request medical leave of absence beginning March 24, 2017 and returning approximately April 14, 2017

### **Employments:**

Brittany Groenhagen: Hired as the Oregon Elementary Speech/Language Pathologist beginning with the 2017-2018 school year. Ms. Groenhagen will replace Mrs. Wells due to retirement

Nick Schneiderman: Hired as OHS Head Football Coach beginning with the 2017-2018 school year. He will be replacing Mr. Bothe who resigned.

*Mission: Educate students to be lifelong learners who are productive, responsible citizens.*



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**Reassignment:**

Karissa Swope:

Reassigned from part time to full time district custodian. This reassignment will fill two (2) part time custodial positions; Ms. Swope's combined with Mrs. (Sammantha) Smith's who resigned in December 2016



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To whom it may concern,

I'm writing to inform school officials that I will be resigning from my teaching position for the remainder of the 2016-2017 school year. I'm currently on maternity leave through the end of spring break and was scheduled to return the first week in April, which I will no longer be doing.

After many discussions with my husband we have decide that what is best for our family and for myself would be to stay home with our son. I only have one chance to stay home with our children and I want to take full advantage of that opportunity.

I thank you kindly for giving me the opportunity to teach in Oregon School District this year and hope that you will keep me in mind for any future openings when I'm ready to return to teaching.

Thank you, again.

Sincerely,

Allison Albrecht

Marty,

Please accept this letter as my formal resignation as Kitchen Cook in the OHS kitchen effective 1/19/17.  
Thank you for the opportunity to work with you and the food service staff.

Thank you,  
Kari Swope

Oregon 220 Administration and Board,

Due to reasons out of my control I am retiring from full time bus driver. My last day will be February 12<sup>th</sup>, 2017.

If you would like to keep my employment status as sub driver, I would be your 911 driver. This would be when no driver is available and I am able to drive.

I thank you for allowing me to give back to society and touch so many students' lives.

I will miss all the great people I was proud to work with, sharing good times and not so great times.

A handwritten signature in cursive script that reads "Charles E. Beard". The signature is fluid and elegant, with the first letters of each word being capitalized and prominent.

Charles E. Beard (Charlie)

Wednesday, February 15, 2017

Dear Robin Cervený,


Please accept this letter as my formal resignation from my role as Bus Driver. My last day with the Transportation Department will be today, the 15<sup>th</sup> of February.

In order to ease the transition after my departure, I am happy to assist with any training tasks that may be necessary. I will also help with any changes to records or instructions as needed.

I would like to take this opportunity to thank you for the knowledge and experience I have gained by working here. I am very grateful for the time I have spent on this team and the professional relationships I have built. It's been a pleasure working for you, and I hope our paths will cross again in the future.

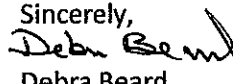
Sincerely,

Nicholas E. Belleque

A handwritten signature in black ink, appearing to read 'Nicholas', followed by a long, sweeping horizontal line that extends to the right.

Robin Cervený, Thomas Mahoney & Oregon School Board,

As of February 18<sup>th</sup>, 2017, I am turning in my 6 months notice for my retirement. Due to health issues this year with my husband & myself, I feel it's in the best interest for all of us. I would like to take this time & thank all of you for the wonderful years with all these children.

Sincerely,  
  
Debra Beard

For School Board Meeting 2-21-2017

February 13, 2017

Oregon Community School District #220 School Board

206 S. 10<sup>th</sup> Street

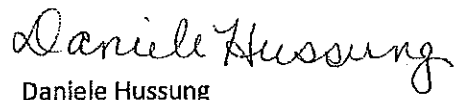
Oregon IL 61061

RE: REQUEST FOR MEDICAL LEAVE

Dear Members of the Board:

I am requesting medical leave for surgery scheduled on March 24, 2017. I am potentially requesting three weeks off of work pending a normal, healthy recovery. At this time I am scheduled to be gone March 24 through April 14, 2017. Please contact me if you have any questions or concerns.

Thank you,

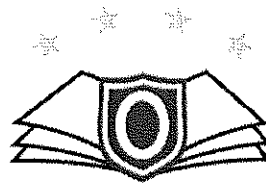
A handwritten signature in cursive script that reads "Daniele Hussung".

Daniele Hussung

Jefferson Library Aide

Ext 2101





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Attn: Oregon School Board Members

From: Kelli Virgil, Principal, Oregon Elementary School

Re: OES Elementary Teacher

I recommend hiring Brittany Groenhagen as an OES Speech/Language Pathologist. Based on her past experiences, she would be an asset to the building. In regards to her previous experiences and current standing, her salary should be based on a Master's, Step 3 per the OEA contract for 2017-2018. Mrs. Groenhagen replaces a SLP opening due to a retirement.

*Kelli L. Virgil*



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Kelli Virgil, Principal  
1150 W. Jefferson Street, Oregon, Illinois 61061 phone: 815-732-5300 fax: 815-732-6108 [www.ocusd.net](http://www.ocusd.net)  
**Oregon Elementary School**

Ben Hickerson, Assistant Principal

# OREGON HIGH SCHOOL ACTIVITIES OFFICE

*Mike Lawton, Activities Director*  
*Tracy Harvey, Secretary*

Blackhawk Center < 1101 Jefferson Street < Oregon, IL 61061 < Ph: 815-732-3330 < Fax: 815-732-7709

February 16, 2017

To: Mr. Thomas Mahoney  
From: Mike Lawton  
Re: Extracurricular Hire Recommendation

Position: Varsity Football Coach

Name: Nick Schneiderman

Notables: We received twelve letters of interest for the varsity football position. Several of the interested candidates did not have the appropriate teaching credentials necessary to match our potential openings and were out of consideration quickly. After further examining resumes, four candidates were brought in for interviews. During the interview process, it became evident that Mr. Schneiderman gave us a great combination of commitment to the district as well as a thorough knowledge of the game. In addition to his time at Oregon as an assistant football coach, he has coached at three other programs that have all had state finals experience (Richmond-Burton, Forreston, Bureau Valley). His day to day contact with our students as the strength & conditioning instructor in Physical Education will serve as a benefit to the development of the student-athletes and the football program.

Mr. Schneiderman has been at Oregon High School since 2010. He is also the current girls track and field head coach. He has his bachelor's degree from Loras College (where he played football for two years prior to back surgery). He was also a student-coach at Loras following his injury. He obtained his master's degree in Educational Leadership from National-Louis University in 2010.

Stipend: Head football coaching stipend, Year 11 experience

## Oregon Community Unit School District #220

### BOARD MEMBERS

Ed Smith, President

Tom Mahoney

Bryan Wills, Vice President

Superintendent

Mary Jo Griffin, Secretary

206 South Tenth Street

Oregon, Illinois 61061

(815) 732-5300 (815) 732-2187 FAX

Corey Buck

Stephanie Haugh

Terry Wilken

Michael Guzman

Date: 2/10/17

Subject: Reassignment of Kari Swope.

As of 1/16/17 Mrs. Swope was moved from a part time custodial position to a full time position. This was done to fill another part time position due to a previous resignation. Combined with very limited applicant responses as well as an immediate need to fill the position, it was my opinion at that time; the best option would be to add a full time position to the custodial dept. I believe this will benefit the students, staff and District as a whole, as well as adding stability to the custodial department. Kari was without question the best choice to fill this position with her past experience, ethics and commitment to the students, staff and the District. I am submitting this letter for your review and approval.

Respectfully,

*Steven R. Burrs*

Steven Burrs

Custodial Director