

**OREGON**  
**CUSD220**

Academics | Activities | Service | Leadership

October 19, 2020

Topic: Personnel Changes

**Resignations:**

Janice Withers                      OES Instructional Aide

Cindy Sarver                      District Custodian

**Leave of Absence:**

Nina Miranda                      Requests LOA from September 27, 2020 – November 1, 2020

**Employments:**

Kaitlyn Pepper                      OES Instructional Aide

Cindy Sarver                      Bus Aide

**Retirements:**

Lori Spratt                      OHS Secretary

**Renewals:**

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

206 South 10th Street, Oregon, Illinois 61061 phone: 815-732-5300 fax: 815-732-2187 [www.ocusd.net](http://www.ocusd.net)

09/19/2020

Dear Kelli,

It is with great regret that I am submitting this letter of resignation from OCUSD 220. Although I do love and enjoy my job immensely, there are issues that apparently are unable to resolve. Despite my desire to stay, I do want to apologize for any inconvenience this may cause my co-workers. This letter is the follow up to verbally notifying Kelli Virgil on Thursday September 17<sup>th</sup> at 3:12pm of my resignation. My final day of work will be Friday September 25<sup>th</sup>. I am sorry for not being able to commit to a full 10 day notice.

I have considered my decision with great thought but it seems to be the only option for me. I have really appreciated the opportunity to work at OES for the past 7 years. The fulfillment my heart has experienced while working with our students is indescribable. This year was off to such a great start, even my husband had noticed a rekindled sparkle in my eyes. That is why this decision hurts deeply. I will miss both the students and staff alike very much.

As a last wish of sorts, I would like to be able to volunteer in classrooms as a helper in the future. My passion is truly to be in education helping students and if volunteering my time is the way it needs to be, I hope you will allow it.

Sincerely,

Janice Withers

Steve, Bill

9-17-2020

Go of Friday September  
18, 2020. I would like  
to give you my two  
weeks notice and leave  
on good terms. I really  
appreciate working for you.  
I just feel as if this  
kind of work is getting to  
be to much for me. And  
I will be getting close to  
retirement. I enjoyed working  
with everyone.

Thank You  
Candy Sawyer

**Calhoun, Sheila**

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**From:** Huels, Ryan  
**Sent:** Tuesday, September 29, 2020 9:07 AM  
**To:** Calhoun, Sheila  
**Subject:** Recommend for Hire

Dr. Mahoney/Board of Education,

Please accept the recommendation for hire for Kaitlyn Pepper as a 7.5 hour instructional aide at OES. This is a replacement position due to a recent resignation. Her state date will be Wednesday September 30,2020.

Ryan Huels  
Assistant Principal

Date: September 24, 2020  
To: Dr. Mahoney and Board of Education  
From: Liz Myers and Zach VanVelzer  
Reason: Recommendations for Hire

We recommend Cindy Sarver to the position of Bus Aide for OCUSD 220. She will be working at least 3 hours per day based on her route assignment for 2020-21 school year.

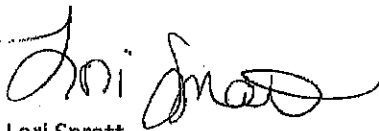
Liz Myers and Zach VanVelzer  
Co - Transportation Directors

October 7, 2020

Dear Board of Education,

I am writing to inform you that I accept the incentive offer of \$7,850 and will retire from Oregon Community Unit School District #220, effective June 30, 2021.

Respectfully,



Lori Spratt

To whom it may concern:

In regards to my request for a temporary leave of absence - I will still need to request permission to return as of November 1st, 2020. I do apologize for any and all inconvenience that this may cause, but unfortunately I lost my mother and it's been the most difficult thing I have had to endure. I have been having health issues and would not be able to give my 100% at this time, but please know that I truly love my position and co-workers and that I would like to be able to return. Thank you in advance for your time and consideration regarding this request, I truly appreciate it and hope that this will be possible.

Thank you again,  
Nina Miranda  
815-260-0473