

**SEQUIM SCHOOL DISTRICT  
HUMAN RESOURCES CONSENT AGENDA  
CERTIFICATED  
August 21, 2017**

**I. ADMINISTRATIVE CONTRACTS**

| <u>NAME</u> | <u>POSITION</u> | <u>DATE</u> | <u>LOCATION</u> |
|-------------|-----------------|-------------|-----------------|
|-------------|-----------------|-------------|-----------------|

**II. CERTIFICATED EMPLOYMENT**

| <u>NAME</u> | <u>POSITION</u> | <u>DATE</u> | <u>LOCATION</u> |
|-------------|-----------------|-------------|-----------------|
|-------------|-----------------|-------------|-----------------|

|                  |           |           |     |
|------------------|-----------|-----------|-----|
| Cole, John       | MS Math   | 8/30/2017 | MS  |
| Drovdahl, Dave   | Math/Sci  | 8/30/2017 | OPA |
| Jenne, Lynette   | Science   | 8/30/2017 | HS  |
| Roberson, Taylor | 3rd Grade | 8/30/2017 | HHE |

**III. CERTIFICATED RESIGNATION/RETIREMENT**

| <u>NAME</u> | <u>POSITION</u> | <u>DATE</u> | <u>LOCATION</u> |
|-------------|-----------------|-------------|-----------------|
|-------------|-----------------|-------------|-----------------|

**IV. SUPPLEMENTAL CONTRACTS - ASSIGNMENTS**

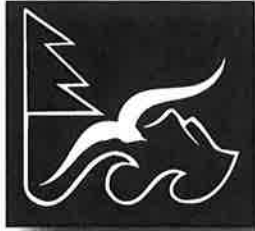
| <u>NAME</u> | <u>ASSIGNMENT</u> | <u>DATE</u> | <u>BUILDING</u> |
|-------------|-------------------|-------------|-----------------|
|-------------|-------------------|-------------|-----------------|

**V. OTHER**

| <u>NAME</u> | <u>ASSIGNMENT</u> | <u>DATE</u> | <u>BUILDING</u> |
|-------------|-------------------|-------------|-----------------|
|-------------|-------------------|-------------|-----------------|

|                  |                                     |                 |          |
|------------------|-------------------------------------|-----------------|----------|
| Ter-Veen, Jacque | Psychologist--Chg 1.0 FTE to .5 FTE | August 30, 2017 | District |
|------------------|-------------------------------------|-----------------|----------|

|                       |  |
|-----------------------|--|
| <b>BOARD ACTION:</b>  | <input type="checkbox"/> Approved<br><input type="checkbox"/> Denied<br><input type="checkbox"/> Revised |
| Board President _____ | Date _____   |



## ***Sequim School District No. 323***

***“All Students Will Experience Success”***

503 North Sequim Avenue, Sequim, WA 98382

Telephone: (360) 582-3260, FAX: (360) 683-6303, [www.sequim.k12.wa.us](http://www.sequim.k12.wa.us)

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August 17, 2017

John Cole  
1304 Heath Rd  
Sequim, WA 98382

Dear John:

This letter is to confirm the Sequim School District's intent to offer you a contract for the 2017-2018 school year, beginning August 30, 2017. The contract itself together with new employee paperwork will be completed with you following school board approval on August 21, 2017, our next regular board meeting.

Washington State Law requires that school districts hiring new employees obtain state and national background checks, including fingerprinting, and obtain clearance from previous employers in regard to the sexual misconduct laws. You are being hired on a conditional basis pending completion of these background checks. Enclosed is verification of employment forms, these should be sent to each of your previous employers. Also we must receive your official transcripts, please order these and have them sent to Paul Wieneke, Director of Human Resources. Please contact Paul Wieneke (360) 582-3261 in the Human Resources office should you have any questions regarding employment paperwork or benefits.

Let me add that we are most pleased to have you joining our Sequim educational staff. We believe we offer an excellent educational environment and we look forward to your presence and influence as a member of our team. Please let me know if you have any questions.

Sincerely,

Gary Neal  
Superintendent

pw



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August 15, 2017

David Drov Dahl  
123 Christopher Ln  
Sequim, WA 98382

Dear Dave:

This letter is to confirm the Sequim School District's intent to offer you a contract for the 2017-2018 school year, beginning August 30, 2017. The contract itself together with new employee paperwork will be completed with you following school board approval on August 21, 2017, our next regular board meeting.

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Gary Neal  
Superintendent

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August 11, 2017

Lynette Jenne  
3258 Adams Ln  
Redding, WA 96002

Dear Lynette:

This letter is to confirm the Sequim School District's intent to offer you a contract for the 2017-2018 school year, beginning August 30, 2017. The contract itself together with new employee paperwork will be completed with you following school board approval on August 21, 2017, our next regular board meeting.

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Gary Neal  
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August 14, 2017

Taylor Roberson  
5602 Warbler Ln  
West Richland, WA 99353

Dear Taylor:

This letter is to confirm the Sequim School District's intent to offer you a contract for the 2017-2018 school year, beginning August 30, 2017. The contract itself together with new employee paperwork will be completed with you following school board approval on August 21, 2017, our next regular board meeting.

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Sincerely,

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