

***PERSONNEL CHANGES***  
**SCHOOL BOARD MEETING OF NOVEMBER 16, 2005**

**RETIREMENTS:**

**I. RETIREMENTS: Retirements granted by the School Board allow the district to process separation documents for employees. Retirements may be granted for years of service or for disability, according to School Board rules and state statutes.**

**A. Administrative**

**B. Instruction**

1. Cleveland LeBlanc-Special Education Adaptive Physical Education, Port Allen Elementary, effective January 6, 2006.

**C. Non-Instruction**

1. Sue Amaral- Instructional Administrative Assistant, Pupil Appraisal Services, effective January 16, 2006.

**RESIGNATIONS/TERMINATIONS:**

**II. RESIGNATIONS: The following employees have submitted the necessary documentation requesting approval of his/her resignations.**

**A. Administrative**

**B. Instruction**

1. Vanessa Butter-5<sup>th</sup> Grade, Port Allen Middle School, effective October 27, 2005.  
(Personal; Received in Human Resources October 27, 2005).
2. Terrell Mims- English, Brusly High School, effective November 21, 2005.  
(Personal; Received in Human Resources November 7, 2005).
3. Kasey Newman—Kindergarten, Port Allen Elementary School, effective December 31, 2005.  
(Personal; Received in Human Resources November 8, 2005).

**C. Non-Instruction**

1. Thalisia Alexander-Special Education Paraprofessional, Cohn Elementary School, effective November 1, 2005. (Personal: Received in Human Resources November 1, 2005).
2. Joseph Gaines- Custodian I, Port Allen Elementary School, effective October 25, 2005.  
(Personal; Received in Human Resources October 25, 2005).

**TERMINATIONS:**

- A. Administrative
- B. Instruction
- C. Non-Instruction

**LEAVES:**

- IV. **LEAVES: The following employees have submitted documentation requesting leave for professional improvement, medical/illness, disability due to pregnancy, or other, according to Board policy and/or state statute.**

- A. Administrative
- B. Instruction

**RESCISSION OF LEAVE:**

- A. Administrative
- B. Instruction
- C. Non-Instruction

**REASSIGNMENTS:**

- V. **REASSIGNMENTS: Employees may be reassigned either at his/her request or through the transfer process, provided the request serves both the needs of the employee and school district to further the education of students or to meet other district needs.**

- A. Administrative
- B. Instruction
- C. Non-Instruction

1. Michael Morris- From Janitor-4 at Port Allen Elementary , to Custodian I at Chamberlin Elementary, position up-grade, effective November 1, 2005.

**APPOINTMENTS:**

- VI. **APPOINTMENTS: Assignment due to employment contingent upon clearance with the criminal records investigation.**

- Type C Certificate-This certificate authorizes employment for a period of no more than three years for services endorsed.
- Level I Certificate- This certificate authorizes employment for a total of three years in teacher's career.
- Type B Certificate- This certificate is valid for life for continuous service for services endorsed and requires that the applicant show three years of successful teaching experience in his/her properly certified position.

- **Level II Certificate-** This certificate requires that the applicant pass the Louisiana Assistance and Assessment program and show three years of successful teaching experience.
- **Type A Certificate-** This certificate is valid for life for continuous service for services endorsed and requires that the applicant shows a Master's Degree and five years of successful teaching experience in the properly certified field.
- **Level III Certificate-** This certificate requires that the applicant complete a Master's Degree, pass the Louisiana Assistance and Assessment program and show five years of successful teaching experience.
- **Type OS Certificate- Out of State Provisional-** Applicant must provide the Director of Higher Education and Teacher Certification with a valid standard certificate from the state in which he/she completed the teacher education program and an official college transcript.
- **Type TAT- Non-certified degreed teacher who has not completed educational courses and/or has not passed all parts of the National Teacher Examination.**
- **Practitioner License-Alternative Certification program for completing certification in education.**

**A. Administrative**

**B. Instruction**

1. Blair Fabre-Kindergarten, Port Allen Elementary School, filling vacancy effective January 3, 2006. Certificate: Level I
2. Tara Henderson- 5<sup>th</sup> Grade, Port Allen Middle School, filling vacancy, effective October 31, 2005. Certificate: Level I
3. Trevis Thompson- Special Education, Port Allen Middle School, filling vacancy, effective October 24, 2005 Certificate: PL-2

**C. Non-Instruction**

1. Carolyn Bynum –Janitor 4, Brusly Elementary School, filling vacancy, effective October 24, 2005.
2. Shanta McQuillan-Special Education Paraprofessional, Cohn Elementary School, filling vacancy, effective November 10, 2005.
3. Donald Nelson- Custodian I, Port Allen Elementary School, filling vacancy, effective November 15, 2005.
4. Paula Pointer- Janitor 4, Brusly High School, filling vacancy, effective September 22, 2005.
5. Wyenetti Lynn Williams-Janitor 4, Port Allen Elementary School, filling vacancy, effective November 7, 2005.

**The following are being recommended for 4<sup>th</sup> Grade Tutoring at Cohn Elementary School starting October 18, 2005 through March 16, 2006.**

**NAME OF EMPLOYEE**

Marylin Hotard  
Mary Arrasmith  
Charman Hebert  
Rebekah Jewell  
Margaret Tucker