



Conni L. Carnley  
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## **ACTION AGENDA**

January 22, 2019

### **MEMORANDUM**

**TO:** Mr. Tim Wyrosdick, Superintendent of Schools  
**FROM:** Conni L. Carnley, Assistant Superintendent for Human Resources  
**RE:** Human Resource Items for Action Agenda of School Board

The following personnel items are submitted for your recommendation and the approval of the School Board of Santa Rosa County:

#### **I. ADMINISTRATIVE APPOINTMENTS**

NONE

#### **II. DISCIPLINARY ACTIONS**

##### **A. UNAPPROVED LEAVES**

NONE

##### **B. OTHER DISCIPLINARY ACTIONS**

NONE

#### **III. OTHER ADMINISTRATIVE ACTIONS**

1. Houk, Kristina, ESE Pre-K Teacher, Oriole Beach Elem., Administrative Leave with pay effective 12-18-18
2. Houk, Kristina, ESE Pre-K Teacher, Oriole Beach Elem., return to work effective 01-08-19

#### **IV. JOB DESCRIPTIONS**

1. Data Processing Manager (revised)

#### **V. OTHER ITEMS**

NONE

DISTRICT 1  
Linda Sanborn

DISTRICT 2  
C. Buddy Hinote

DISTRICT 3  
Carol Boston

DISTRICT 4  
Jennifer Granse

DISTRICT 5  
Wei Ueberschaer