

Warroad Public Schools #690  
Special Board Meeting  
October 29, 2018 – 5:15 p.m. – Warroad Early Learners Center, Sun Room



AGENDA

BOARD MEMBERS:

\_\_\_ Bryan Hontvet, Chairperson  
\_\_\_ Christine Laznicka, Vice-Chairperson  
\_\_\_ Laurie Thompson, Treasurer  
\_\_\_ Peter Haapala Superintendent, *Ex-officio*

\_\_\_ Tim Fast, Director  
\_\_\_ Brad Woodward, Director  
\_\_\_ Jeff Heppner, Clerk

1. Call to Order
2. Pledge of Allegiance
3. Approval of agenda
4. Consent Agenda
  - a. Discuss and finalize superintendent search timeline, hiring criteria, vacancy announcement, and procedures.
  - b. Discuss, decide, and schedule the steps necessary for the remainder of the hiring process.
  - c. Approve hire of Tammy Wilmer, E-6 Administrative Assistant, at \$19.38 per hour - Attachment
5. Adjournment



# CONDITIONAL OFFER OF EMPLOYMENT

Employee Name: Tammy Wilmer  
 Assignment: E-6 Administrative Assistant  
 Actual Work Days Per Year: Per MSEA Contract  
 Employment Date(s)

Date: 10-17-18  
 Building: ELC/Elementary  
 Hours Per Day: 8 hrs.

Start: 11/5/18

End: Continued

### Salary Placement

Certified: Lane: Step: Salary: \$

Tier: Special Provisions:

Additional Salary: \$

Non-certified:  Category: 0-12 months Rate: \$ 19.38

Other consideration or limitations:

Employment is contingent upon an acceptable criminal history background check (paid for by employee out of first pay check), documentation of required licensure or certificates (when applicable), verification of salary placement by District Office, and approval by the Board of Education of Independent School District 690.

Tammy Wilmer  
 Employee Signature

10-17-18  
 Date

Brita Comstock  
 Supervisor Signature

10/17/18  
 Date

John E. Hays  
 Superintendent Signature

10/17/18  
 Date