TO: Suzette Lovely, Ed.D.
   Superintendent

FROM: Rick Grove
      Assistant Superintendent, Personnel Services

Amy Lawton
   Director, Classified Personnel

SUBJECT: Nomination for Employee of the Month for November 2013

BACKGROUND INFORMATION

Nominations for the Classified Employee of the Month Award are submitted by management personnel of the Carlsbad Unified School District on a monthly basis. Recognition is given to those classified employees who perform in a manner above and beyond the call of duty.

Kim Lane, Health Technician at Valley Middle School, was selected as the November Classified Employee of the Month. However, Ms. Lane was unable to attend the November Board meeting.

CURRENT CONSIDERATIONS

Principal Tom Bloomquist and the Valley School Leadership Team have nominated Kim Lane for her outstanding service to the students, school, and community. Kim is an outstanding contributor, day in and day out. She has been employed in CUSD since 1989. With the new severely handicapped program at VMS, Ms. Lane has been incredibly accommodating in assuring students’ needs are being met. She quickly made sure that all vision and hearing tests were up to date for all of the VMS special needs students. In addition, there was a very sensitive issue that involved other authorities and again, Ms. Lane handled the situation in a very professional manner. Ms. Lane is always there to lend support with any situation. The VMS faculty, staff, students, and community are very lucky to have Kim Lane as the VMS health technician.

FINANCIAL IMPLICATIONS

None

RECOMMENDATION

It is respectfully recommended that the Board of Trustees recognize Rick Grove, Assistant Superintendent, who will introduce Kim Lane, Health Technician, as the November 2013 Classified Employee of the Month.