



# Richmond Community Schools

Chief Human Resources Officer

300 Hub Etchison Parkway • Richmond, IN 47374

Phone (765)973-3443 • Fax (765)973-3359

June 19, 2017

Dear Employee:

The intent of this memo is to inform employees who work less than 12 months of the beginning date of your 2017-2018 contract. You should report to your respective buildings as follows:

## July 1

*260 Day Employees*

*240 Day Stockperson-*

S. Blevins

*240 Day Com Part/Engagemt*

*Coord - B. Hazelbaker*

*C.O. Secretary- J.Drew*

## July 17

*RHS Secretaries- T. Smith; K. Pierce;*

*J. Lady; D.Davis*

*Intermediate School Principals-*

*S. Mopps; N. Vandervort*

*CYS Principal/Asst. Dir of Spec. Ed*

*Carrie Wolfe*

*RHS Asst. Principal-*

*R. Hensley, L. Brazil,*

*Hibberd Principal-R.Etherington*

## July 24

*e-Learning Specialist -*

*K. Schamel; J.Sullivan;*

*T.Arnold*

*RHS Asst. Principal-*

*S. Baker, J. Amyx*

*Intermediate School*

*Asst.Principals - C.Ross; D.Claghorn*

*RHS Treasurer; L.Cody*

*RHS Sec.- J.Bowling; J. Parks*

*Elementary Principals*

## July 27

*Building Secretaries/Treasurers*

*Youth Serv. Sec. - P. Jacot*

*CK Sec. - L.Focht*

*Spt. Svc. - S. Ashbaugh*

## July 31

*Richmd Adult Ed.- D.Burke*

*Civic Hall Sec.- C. Cate*

*ENL Interpreters - T. Mello;*

*S. Calderon; R. Campbell, K. Sickman*

## July 28

*Building Clericals- Non Contract*

## August 1

*Superintendent - Todd Terrill*

## August 2

*Nurse Supv.- D.Stracener*

*Nurses - D. Bailey; D. Bullock; TBD*

## August 3

*All Counselors - J. Engle; S. Quinn;*

*S.Porter; K. McFarland; N. Shepard; Test/*

*Dennis TBD*

*Psychologist - K. Parker*

*Career Pathways - R.Wedlow*

## August 4

*Library Media Specialist*

*Behavioral Specialist-*

*V. Sayne; R. Mattix*

*Attendance Liaison - V. Ferguson*

## August 7

*Teachers*

*Therapist - G. Kaucher*

*Attendance-Support - M.M.Fisher*

*Environmental Services III*

*Resource Officers - R.Thalls;*

*H.Raver; D. Winburn; T. Porfidio;*

## August 8

*Admin. Asst. for Student Behavior -*

*J.Carr; TBD*

## August 9

*LPN/Health Care Support*

Building secretaries may want to print a complete set of individual calendars for their buildings. Directions for doing this are: Click on the RCS website, click on Admin, click on Departments, click on Human Resources, and click on Contractual Calendar lengths 2017-2018. Select file it will print all of the individual calendars.

Sincerely,

Jennifer O'Brien

Chief Human Resources Officer

JO'B:vdf

Where Results Happen  
Richmond Community Schools  
www.weRichmond.com

