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Equal Opportunity Education Institution

**Administrative Services/Human Resources Coordinator Report
February 2022**

STAFFING:

Administration

Professional

Graphic Media & Design Instructor, Joe Salorino submitted his intent to retire in 2022.
Enrollment and Community Engagement Coordinator, Lisa Sorensen submitted her intent to retire before the end of the 2022 school year.

Sports Therapy & Exercise Science Instructor, Alaina Litz
Auto Body Repair Instructor, Kevin Balsiger

Classified

Instructional Aide, Analee Cree submitted her intent to retire on June 8, 2022.

PAYROLL:

STAFF DEVELOPMENT:

ADMINISTRATIVE SERVICES:

Professional Unit negotiations nothing further to note.
Job Description revision effective 7/1/22 presented for approval for:
S2 Pupil Services Secretary / High School / RCTC
S2 Pupil Services Secretary / Student Services