



Memo

To: Dr. Mary Whitrock, Superintendent

From: Shawn Gartzke, Barlow Park Principal and
Becky Morrin, Dir. of Special Education

Date: August 15, 2024

Re: Ashley Giese— Internal Transfer

Recommendation:

Please accept this memo as a record of approval for the voluntary internal transfer of RASD employee, Ashley Giese, from her current position as Early Childhood Teacher at Barlow Park Elementary to her new position as 4K Teacher and Early Childhood Specialist at Barlow Park Elementary. This change is in response to an additional section of 4K being added to help address the larger numbers of 4K students. The transfer will take effect at the beginning of the 2024-25 academic school year.