

## VILLAGE CHARTER TIMELINE REVIEW

### July 19, 2004

- Received memo from Linda Sharp to Eric Tollefsen dated 7/13/04 that was sent via U.S. mail regarding Village recruitment of an acting principal and elementary teacher fluent in Spanish. A flyer was enclosed with the memo.

### July 22, 2004

- Linda Sharp to Connie Bensler in response to phone calls to Village from Connie regarding principal recruitment. "Please advise me in writing what you want me to do."
- Connie's e-mail – applicant screening prior to interviews; recruiting Outside for Spanish teacher; Linda Sharp's status with AEA

### July 23, 2004

- Telephone call from Linda Sharp for Eric Tollefsen at 8:50 a.m. from her home regarding principal interviews. She asked that the same message be given to both Todd Hess and Alden Thern.
- Linda Sharp e-mail to Eric Tollefsen and Connie Bensler indicating surprise regarding the hiring process and asking when a PVA would be issued and what the timelines were.

### July 26, 2004

- Eric Tollefsen e-mail response to Linda Sharp re: her proposed PVA for an "acting principal" and her position as "development director" – neither position in their proposed budget. Explained process.
- E-mail response from Linda Sharp asking for a meeting; indicating Village would be replacing her as principal so the position was already budgeted; stating that she would be teaching; expressing desire to hire in early August.

### July 27, 2004

- E-mail from Eric Tollefsen to Linda Sharp in response to the specific points she raised in her e-mail of 7/23/04. Request that she contact Teresa Johnson or Kate Konopasek so that we could assist her as quickly as possible.

### August 7, 2004

- E-mail from Linda Sharp to Eric Tollefsen, Teresa Johnson and Kate Konopasek indicated that she was traveling and just realized that her e-mails had not been received on the District's end. Requested immediate posting of principal PVA (included information for the PVA) so they could conduct interviews 8/16 and hire on 8/19/04.
- 2<sup>nd</sup> e-mail from Linda Sharp just to Eric Tollefsen regarding 'his decision' that Village must recruit for principal through an ASD PVA – did he get a legal opinion; if so, she wants a copy; she wants to appeal the decision. Believes that District policy conflicts with State law.

August 9, 2004

- E-mail from Eric Tollefsen to Linda Sharp asking her to work w/Teresa Johnson to develop a PVA because there were several issues with the one she proposed.
- 2<sup>nd</sup> e-mail from Eric Tollefsen to Linda Sharp responding to “principal difference in opinion” and citing Village’s contract with the District – there is no waiver covering this issue. Additionally he invited her to review the revised policies and attend the upcoming meetings to voice her concerns.
- E-mail to Eric Tollefsen from Andrena Stone/JDO regarding Village.

August 16, 2004

- E-mail from Linda Sharp to Eric Tollefsen and copied to Teresa Johnson and Kate Konopasek. The body of the message is in bold print telling them to make changes: they will hire a headmaster/director; they will offer pension and health insurance; they need to interview and hire that week/their board meets that Thursday.
- Letter to School Board from Linda Sharp regarding proposed Charter School policy changes.

September 2, 2004

- E-mail from Eric Tollefsen to Linda Sharp & Richard Hermosillo regarding the hire of Sue Green and questions that need to be answered in order to process her paperwork.

September 3, 2004

- E-mail from Linda Sharp to Teresa Johnson, Marie Laule, Jan Christensen, Dolores Solano telling them to assist Dolores with account codes and that it is URGENT (sic) that she be hired that day.
- Response from Teresa Johnson indicating that her hire date was effective with the date of the offer and paperwork will be completed and processed as quickly as possible.
- E-mail back to Teresa Johnson from Linda Sharp thanking her and indicating that she understands the process.

NOTE: SUE GREEN’S OFFICIAL DATE OF HIRE WITH ASD/VILLAGE CHARTER SCHOOL IS SEPTEMBER 2, 2004.