

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS

Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

October 06, 2022

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
[REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 08-18-2022. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
	Job Title: <u>ELECTRICIAN</u>	
	Work Location: <u>003RGEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary: <u>29.8442 / 298.4420 / 62,075.94</u>	<u>/ /</u>
BU:	<u>CLAE</u>	
Grade (rank) / Step:	<u>11H / GRADE 11, 1B / 7</u>	
Days / Hours:	<u>208.00 / 10.00</u>	
Position Number:	<u>7001033</u>	
LEAVE OF ABSENCE		
Type of Leave:	<u>MEDICAL LV FMLA</u>	Effective Date: <u>08-18-2022</u> Return Date: <u>09/12/2022</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation:		Effective Date: _____

Comments: FMLA MEDICAL LEAVE PER DOCUMENTATION ON FILE

- SUBMIT UPDATED DOCUMENTATION AS APPLICABLE.
- 23 FMLA DAYS LEFT AS OF 09/12/2022.

COPIES: EMPLOYEE, LOCATION, BENEFITS, BOARD REPORT

Approved By: *[Signature]*

Prepared By: rjenkin1 10-06-2022 14:09:10

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

**JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change**

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

October 06, 2022

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 09-12-2022. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
		Job Title: <u>ELECTRICIAN</u>	
		Work Location: <u>003RGEN MAINTENANCE 4 DAY</u>	
		Hourly/Daily/Annual Salary: <u>29.8442 / 298.4420 / 62,075.94</u>	<u>/ /</u>
BU:		<u>CLAE</u>	
Grade (rank) / Step:		<u>11H / GRADE 11, 1B / 7</u>	
Days / Hours:		<u>208.00 / 10.00</u>	
Position Number:		<u>7001033</u>	
LEAVE OF ABSENCE			
Type of Leave:	<u>RETURN FROM LEAVE</u>	Effective Date: <u>09-12-2022</u>	Return Date: <u>09/12/2022</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:		Effective Date:	

Comments: RETURN FROM FMLA MEDICAL LEAVE

- SUBMIT UPDATED DOCUMENTATION AS APPLICABLE.
- 23 FMLA DAYS LEFT AS OF 09/12/2022.

COPIES: EMPLOYEE, LOCATION, BENEFITS, BOARD REPORT

Approved By: *[Signature]*

Prepared By: rjenkin1 10-06-2022 14:10:32

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

**JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change**

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

March 14, 2022

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 03-14-2022. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
	Job Title: <u>ELECTRICIAN</u>	<u>ELECTRICIAN</u>
	Work Location: <u>003RGEN MAINTENANCE 4 DAY</u>	<u>003RGEN MAINTENANCE 4 DAY</u>
	Hourly/Daily/Annual Salary: <u>27.4603 / 274.6030 / 57,392.03</u>	<u>27.7203 / 277.203 / 57,935.43</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>11H / GRADE 11, 1B / 6</u>	<u>11H / GRADE 11, 1B / 6</u>
Days / Hours:	<u>209.00 / 10.00</u>	<u>209.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave: _____	Effective Date: _____	Return Date: _____
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation: _____	Effective Date: _____	

Comments: ADDRESS CHANGE

Approved By: *[Signature]*

Prepared By: tweeks1 03/14/2022 11:04:50

Sent email out on - 3-14-22

JEFFERSON COUNTY PUBLIC SCHOOLS EMPLOYEE INFORMATION CHANGE FORM

EMPLOYEE CHANGE OF: NAME/ADDRESS/PHONE NUMBER/EMERGENCY CONTACT

Email completed form to emprelations@jefferson.kyschools.us

EMPLOYEE NAME: Shaun R Woodcock First Name Middle Initial Suffix
(MANDATORY FIELD)

JCPS EMPLOYEE ID #: [REDACTED] LAST 4 DIGITS OF SOCIAL SECURITY #: [REDACTED]
(MANDATORY FIELD) (MANDATORY FIELD)

Complete SECTION 1 if you need to submit a change of ADDRESS, PHONE NUMBER, or EMERGENCY CONTACT INFO

Complete SECTION 2 if you need to submit a NAME CHANGE (copies of new Social Security card AND picture identification with new legal name MUST be attached)

Complete SECTION 3 if you are a CERTIFIED TEACHER or ADMINISTRATOR (mandatory)

ALL employees must complete SECTION 4

SECTION 1:

NEW ADDRESS: [REDACTED] ✓

FORMER ADDRESS: [REDACTED]

TELEPHONE (with area code): [REDACTED]

EMERGENCY CONTACT INFORMATION: [REDACTED] ✓

SECTION 2:

NEW LEGAL NAME: Last Name First Name Middle Initial

FORMER NAME: Last Name First Name Middle Initial

SECTION 3: (CERTIFIED TEACHERS / ADMINISTRATORS ONLY)

In order for your state certification data to match the Jefferson County data above, certified employees must also change their name and/or address on the Education Professional Standards Board (EPSB) website. Go to: www.kyepsb.net. If you require assistance, EPSB may be contacted via phone at 888-598-7667 or EPSBHelp@ky.gov.

Please check that you have made these changes on the EPSB website.

SECTION 4: (ALL EMPLOYEES MUST SIGN)

I affirm the information provided herein is accurate and true.

Signature: Shaun Richard Woodcock

Date: 3/13/2022

OFFICE USE ONLY:

Date received: 3-14-22

Certified Classified

Munis Action # 2

JEFFERSON COUNTY PUBLIC SCHOOLS EMPLOYEE INFORMATION CHANGE FORM

EMPLOYEE CHANGE OF: NAME/ADDRESS/PHONE NUMBER/EMERGENCY CONTACT

Email completed form to emprelations@jefferson.kyschools.us

EMPLOYEE NAME: (MANDATORY FIELD)

JCPS EMPLOYEE ID #: LAST 4 DIGITS OF SOCIAL SECURITY #:
(MANDATORY FIELD) (MANDATORY FIELD)

Complete **SECTION 1** if you need to submit a change of ADDRESS, PHONE NUMBER, or EMERGENCY CONTACT INFO

Complete **SECTION 2** if you need to submit a NAME CHANGE (*copies of new Social Security card AND picture identification with new legal name MUST be attached*)

Complete **SECTION 3** if you are a CERTIFIED TEACHER or ADMINISTRATOR (*mandatory*)

ALL employees must complete SECTION 4

SECTION 1:

NEW ADDRESS: *correct*

FORMER ADDRESS: *old*

TELEPHONE (with area code): *ck-*

EMERGENCY CONTACT INFORMATION: *old*

SECTION 2:

NEW LEGAL NAME:

FORMER NAME:

SECTION 3: (CERTIFIED TEACHERS / ADMINISTRATORS ONLY)

In order for your state certification data to match the Jefferson County data above, certified employees must also change their name and/or address on the Education Professional Standards Board (EPSB) website. Go to: www.kyepsb.net. If you require assistance, EPSB may be contacted via phone at 888-598-7667 or EPSBHelp@ky.gov.

Please check that you have made these changes on the EPSB website.

SECTION 4: (ALL EMPLOYEES MUST SIGN)

I affirm the information provided herein is accurate and true.

Signature:

Date:

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

September 02, 2021

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 07-15-2021. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	<u>ELECTRICIAN</u>
	Work Location: <u>003RGEN MAINTENANCE 4 DAY</u>	<u>003RGEN MAINTENANCE 4 DAY</u>
	Hourly/Daily/Annual Salary: <u>27.4603 / 274.6030 / 57,392.03</u>	<u>27.7203 / 277.203 / 57,935.43</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>11H / GRADE 11, 1B / 6</u>	<u>11H / GRADE 11, 1B / 6</u>
Days / Hours:	<u>209.00 / 10.00</u>	<u>209.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave: _____	Effective Date: _____	Return Date: _____
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation: _____	Effective Date: _____	

Comments: DISCHARGE RESCINDED PER GRIEVANCE RESOLUTION ON FILE
PER GRIEVANCE RESOLUTION ALL BENEFITS, SENORITY, SICK, VACATION, PERSONAL AND
EMERGENCY DAYS ARE TO BE RESTORED.

Approved By: *O'Sell Henderson*

Prepared By: truff1

09-02-2021 11:16:32

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS

Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

September 02, 2021

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 09-07-2021. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
	Job Title:	<u>ELECTRICIAN</u>	_____
	Work Location:	<u>003RGEN MAINTENANCE 4 DAY</u>	_____
	Hourly/Daily/Annual Salary:	<u>27.4603 / 274.6030 / 57,392.03</u>	_____ / _____ / _____
BU:		<u>CLAE</u>	_____
Grade (rank) / Step:		<u>11H / GRADE 11, 1B / 6</u>	_____
Days / Hours:		<u>209.00 / 10.00</u>	_____
Position Number:		<u>7001033</u>	_____
LEAVE OF ABSENCE			
Type of Leave:	<u>RETURN FROM LEAVE</u>	Effective Date:	<u>09-07-2021</u> Return Date: <u>09/07/2021</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:	_____	Effective Date:	_____

Comments: EMPLOYEE RETURN FROM LEAVE PER GRIEVANC ERESOLUTION ON FILE

Approved By: *[Signature]*

Prepared By: truff1

09-02-2021 15:51:15

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]
SSN: [REDACTED]
Seniority Date: 11-06-2018
Work Location: 003R

September 02, 2021
SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 07-16-2021. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	
	Work Location: <u>003RGEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary: <u>26.0653 / 260.6530 / 54,476.48</u>	<u> / /</u>
BU:	<u>CLAE</u>	
Grade (rank) / Step:	<u>11H / GRADE 11, 1B / 6</u>	
Days / Hours:	<u>209.00 / 10.00</u>	
Position Number:	<u>7001033</u>	
LEAVE OF ABSENCE		
Type of Leave: <u>OTHER</u>	Effective Date: <u>07-16-2021</u>	Return Date: <u>09/07/2021</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation: _____	Effective Date: _____	

Comments: EMPLOYEE PLACED ON LEAVE PER GRIEVANCE RESOLUTION ON FILE

Approved By: *[Signature]*

Prepared By: truff1

09-02-2021 15:31:30

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

**JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change**

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

August 24, 2020

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 07-01-2020. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
	Job Title:	<u>ELECTRICIAN</u>	<u>ELECTRICIAN</u>
	Work Location:	<u>003RGEN MAINTENANCE 4 DAY</u>	<u>003RGEN MAINTENANCE 4 DAY</u>
	Hourly/Daily/Annual Salary:	<u>25.3094 / 253.0940 / 52,896.65</u>	<u>26.5648 / 265.648 / 55,520.43</u>
BU:		<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:		<u>10H / GRADE 10, 1B / 5</u>	<u>11H / GRADE 11, 1B / 5</u>
Days / Hours:		<u>209.00 / 10.00</u>	<u>209.00 / 10.00</u>
Position Number:		<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE			
Type of Leave:	_____	Effective Date:	_____ Return Date: _____
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:	_____	Effective Date:	_____

Comments: CHANGE PAY GRADE
copies: employee, file

Approved By: AS Webb

Prepared By: sjones37 08-24-2020 13:40:35

Preparer: CE Date Prepared: 8/17/2020

ACTION ENTRY FORM



Effective Date: 7/1/2020 REAS/AUTH CODE: CLAE Action # 2

Probation End Date: _____ Permanent Date: _____ Board Rpt

NAME Shaun Woodcock SSN: _____

JOB TITLE: Electrician JOB CLASS CODE: 8386 CONTENT: _____

LOCATION: Gen. Maintenance 4 Day LOCATION #: 003R

MUNIS ID: [REDACTED] EPSB ID# _____ POSITION # 7001033

PERSON REPLACED: _____

PRIM B/U CLAE circle if BENEFITS JOB FAMILY 1B FT/PT/TEMP FT FTE 1.0
 GRADE 11 STEP 5 MO@ _____ DAYS/YR 209 HRS/DAY 10
 PRIM/SEC PRIM CONTRACT CODE _____ CAL CODE 83 CIRCLE ONE: CERS or KTRS

CERX ADMIN INDEX:

ADMIN GRADE _____
ADMIN STEP _____

PERSONNEL DIRECTOR:

- KRONSKI
- TAMMY
- DYLAN
- NATE
- DIANE
- CALEB

TEACHER CERTIFICATION CODES:

SOE TP VOC TEMP PRO

CLASSIFIED CERTIFICATION CODES:

911MSD 913VI 914HI 915EBD 916LD 917PD 919MMD 921AUT 923SC 929ESL
 700KPA 702(48+) 713 801 IA 802ECE 806EC 807 EC-ECE 851(I) 852(II) 853(III)
 833ECBM 816 (Ed Inter I) 817 (Ed Inter II) 819 900 VISA

FACILITY SUPPORT

834 835 836 841 842 843

CLERICAL

602 810 815 821 822 845 901 902 904 905

STIPENDS AND SHIFT DIFFERENTIALS:

ECE ASSISTANTS: (STIPEND)

.50/HOUR (713)

SHIFT DIFFERENTIAL:

.26/HOUR- SECOND SHIFT (216)
 .38/HOUR- THIRD SHIFT (217)

CHALLENGING BUS STIPEND:

\$2.00/HR (715)

LEVEL 2/3 CLAS INSTRUCTIONAL:

.50/HOUR (730)

LEVEL 2/3 CERT QUART STIPEND:

\$400/QRT (513) Remain. Pays: _____
 Job Pay Start Date: _____

LEVEL 2/3 CERT TRANSFER STIPEND:

\$1000 ONE-TIME (532)

DOCTORATE STIPEND:

HOURLY (716)
 DAILY(714)

SECURITY STIPEND:

CLAJ (717)
 CLAS (718)

MILITARY EXPERIENCE: _____

WORK EXPERIENCE: PER SALARY PLACEMENT RULES _____

EDUCATION:

- HIGH SCHOOL
- GED
- BACHELORS
- MASTERS
- OTHER
- ASSOCIATES
- DOCTORATE
- RANK I
- GED PROGRAM
- COMPLETED GED
- COLLEGE (2 YEARS)
- HS CERTIFICATE

COMMENTS/NOTES:

PREV POSITION/SAL AL _____ PREV LOCATION _____

QUOTED SALARY: HOURLY: 26.3048 DAILY: 263.0480 ANNUAL: 54,977.03 LONGEVITY: _____

Left Message _____

Contract Signing Needed

Accepts _____

Date: _____

Declines _____

Time: _____

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

**JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change**

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

May 22, 2019

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
[REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 04-18-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
		Job Title: ELECTRICIAN	
		Work Location: 003R/ GEN MAINTENANCE 4 DAY	
		Hourly/Daily/Annual Salary: 24.2936 / 242.9360 / 50,530.69	/ /
BU:		CLAE	CLAE
Grade (rank) / Step:		10H / GRADE 10, 1B / 4	10H / GRADE 10, 1B / 4
Days / Hours:		208.00 / 10.00	208.00 / 10.00
Position Number:		7001033	7001033
LEAVE OF ABSENCE			
Type of Leave:	ABSENT W/OUT APPROVED LEAVE NP	Effective Date:	04-18-2019 Return Date: 04/22/2019
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:		Effective Date:	

Comments: UNAPPROVED LEAVE WHILE ON NEW HIRE PROBATION.
COPIES: EMPLOYEE, LOCATION, BENEFITS.

Approved By:

Prepared By: tkelma1

05-22-2019 16:24:02

Human Resources

VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

**JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change**

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

May 22, 2019

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
[REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 04-22-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
	Job Title:	<u>ELECTRICIAN</u>	
	Work Location:	<u>003R/ GEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary:	<u>24.2936 / 242.9360 / 50,530.69</u>	<u>/ /</u>
BU:		CLAE	CLAE
Grade (rank) / Step:		<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:		<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:		<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE			
Type of Leave:	<u>RETURN FROM LEAVE</u>	Effective Date:	<u>04-22-2019</u> Return Date: <u>04/22/2019</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:		Effective Date:	

Comments: RETURN FROM NEW HIRE PROBATION LEAVE.
COPIES: EMPLOYEE, LOCATION, BENEFITS.

Approved By: [Signature]

Prepared By: tkelma1 05.22.2019 16:24:52

Jefferson County Public Schools
Administrative Offices

VanHoose Education Center
P.O. Box 34020
Louisville, Kentucky 40232-4020
(502) 485-3011



MAY 6, 2019

SHAUN WOODCOCK

DEAR MR. WOODCOCK:

The payroll records indicate that you were docked on APRIL 18, 2019.

Your absence is unapproved at this time pending receipt of documentation. In order to make a determination for an approved leave, you must provide documentation for your absence to the Leave Center.

If you have been docked for four (4) or more days, you may be eligible for benefits under the Family Medical Leave Act (FMLA). The FMLA calendar is a "rolling" 12 month period measured backward from the date an employee first takes FMLA leave. In order to apply for FMLA, you must provide the original Certification of Health Care Provider form to the Leave Center. Alternatively, if you are not eligible for FMLA but you believe you may have a qualifying disability, you must provide information from your health care provider indicating whether you have a physical or mental impairment that substantially limits any major life activity, a description of any such impairment, the expected duration of such impairment, and any limitations or restrictions that the impairment has on your ability to perform your job duties. This information will provide us with necessary details in order to determine whether your condition might be classified as a disability. If that is the case, we are willing to work with you to provide reasonable accommodations that do not create an undue hardship.

If your absence was not associated with an approved leave, you may be charged with job abandonment, which may result in termination from employment. Jefferson County Board of Education policy state: "An absence from duty not associated with an approved leave shall be treated as job abandonment regardless of intent to return to work and may result in termination."

Employees in New Hire Probation status are not eligible for leave of absence, paid or unpaid, with the exception of absence for no more than ten (10) workdays may be granted during the initial probationary period provided documentation covering the absence(s) is submitted.

Should you be absent for more than ten (10) workdays, your employment may be terminated.

You have 10 calendar days to provide appropriate documentation to the Leave Center. Please give this your immediate attention. You may fax documentation to 502-485-8947. Should you have questions or concerns, call Monica Graves at 502-485-3104.

Sincerely,

Toni Kelman, Ed.D.
Leave Center Specialist
TMK:mg

c Principal/Supervisor
Personnel File
Employee Relations

Human Resources
 VanHoose Education Center
 3332 Newburg Road
 Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

April 26, 2019

SHAUN R. WOODCOCK
 [REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 04-24-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	<u>ELECTRICIAN</u>
	Work Location: <u>003R/ GEN MAINTENANCE 4 DAY</u>	<u>003R/GEN MAINTENANCE 4 DAY</u>
	Hourly/Daily/Annual Salary: <u>24.2936 / 242.9360 / 50,530.69</u>	<u>24.2936 / 242.9360 / 50,530.69</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:	<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave:	Effective Date:	Return Date:
_____	_____	_____
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation:	Effective Date:	
_____	_____	

Comments: REMOVE NEW HIRE PROBATION. MISSED 4 DAYS
 COPIES EMPLOYEE AND LOCATION

Approved By: _____

Prepared By: _____

Jefferson County Public Schools
Administrative Offices

VanHoose Education Center
P.O. Box 34020
Louisville, Kentucky 40232-4020
(502) 485-3011



MAY 6, 2019

SHAUN WOODCOCK
[REDACTED]

DEAR MR. WOODCOCK:

The payroll records indicate that you were docked on APRIL 18, 2019.

Your absence is unapproved at this time pending receipt of documentation. In order to make a determination for an approved leave, you must provide documentation for your absence to the Leave Center.

If you have been docked for four (4) or more days, you may be eligible for benefits under the Family Medical Leave Act (FMLA). The FMLA calendar is a "rolling" 12 month period measured backward from the date an employee first takes FMLA leave. In order to apply for FMLA, you must provide the original Certification of Health Care Provider form to the Leave Center. Alternatively, if you are not eligible for FMLA but you believe you may have a qualifying disability, you must provide information from your health care provider indicating whether you have a physical or mental impairment that substantially limits any major life activity, a description of any such impairment, the expected duration of such impairment, and any limitations or restrictions that the impairment has on your ability to perform your job duties. This information will provide us with necessary details in order to determine whether your condition might be classified as a disability. If that is the case, we are willing to work with you to provide reasonable accommodations that do not create an undue hardship.

If your absence was not associated with an approved leave, you may be charged with job abandonment, which may result in termination from employment. Jefferson County Board of Education policy state: "An absence from duty not associated with an approved leave shall be treated as job abandonment regardless of intent to return to work and may result in termination."

Employees in New Hire Probation status are not eligible for leave of absence, paid or unpaid, with the exception of absence for no more than ten (10) workdays may be granted during the initial probationary period provided documentation covering the absence(s) is submitted.

Should you be absent for more than ten (10) workdays, your employment may be terminated.

You have 10 calendar days to provide appropriate documentation to the Leave Center. Please give this your immediate attention. You may fax documentation to 502-485-8947. Should you have questions or concerns, call Monica Graves at 502-485-3104.

Sincerely,

Toni Kelman, Ed.D.
Leave Center Specialist
TMK:mg

c Principal/Supervisor
Personnel File
Employee Relations

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS

Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

Seniority Date: 11-06-2018

Work Location: 003R

April 17, 2019

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective ~~03-26-2019~~. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	
	Work Location: <u>003R/ GEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary: <u>24.2936 / 242.9360 / 50,530.69</u>	<u> / /</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:	<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave:	<u>ABSENT W/OUT APPROVED LEAVE NP</u>	Effective Date: <u>03-26-2019</u> Return Date: <u>03/27/2019</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation:		Effective Date:

Comments: ACCEPTABLE DOCUMENTATION ON FILE. LEAVE UNAPPROVED.
EMPLOYEE ON NEW HIRE PROBATION AND HAS MISSED 3 DAYS.

COPIES: LOCATION

Approved By:

Toni Kelman

Prepared By: marave2 04-17-2019 16:11:00

Human Resources
 VanHoose Education Center
 3332 Newburg Road
 Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

April 17, 2019

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
 [REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 03-27-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	[REDACTED]	FROM	TO
		Job Title: <u>ELECTRICIAN</u>	
		Work Location: <u>003R/ GEN MAINTENANCE 4 DAY</u>	
		Hourly/Daily/Annual Salary: <u>24.2936 / 242.9360 / 50,530.69</u>	<u>/ /</u>
BU:		CLAE	CLAE
Grade (rank) / Step:		<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:		<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:		<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE			
Type of Leave:	<u>RETURN FROM LEAVE</u>	Effective Date: <u>03-27-2019</u>	Return Date: <u>03/27/2019</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT			
Type of Separation:		Effective Date:	

Comments: RETURN FROM UNAPPROVED NEW HIRE PROBATION LEAVE.
 COPIES: LOCATION

Approved By: Toni Kelman

Prepared By: mgrave2 04-17-2019 16:12:32

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

April 02, 2019

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
[REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 03-13-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	
	Work Location: <u>003R/ GEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary: <u>24.2936 / 242.9360 / 50,530.69</u>	<u> / /</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:	<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave:	<u>ABSENT W/OUT APPROVED LEAVE NP</u>	Effective Date: <u>03-13-2019</u> Return Date: <u>03/18/2019</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation:		Effective Date:

Comments: ACCEPTABLE DOCUMENTATION ON FILE. LEAVE UNAPPROVED.
EMPLOYEE ON NEW HIRE PROBATION AND HAS MISSED 2 DAYS.

COPIES: LOCATION

Approved By: Toni Kelman

Prepared By: mgrave2 04-02-2019 15:04:05

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Change

JCPS Employee Number: [REDACTED]

SSN: [REDACTED]

April 02, 2019

Seniority Date: 11-06-2018

SHAUN R. WOODCOCK
[REDACTED]

Work Location: 003R

Dear JCPS Employee:

The following changes have been made to your assignment, personal information, and/or salary placement effective 03-18-2019. Please check the information below for accuracy. For further understanding or your JCPS employment information, go to Employee Self Service at <http://employee.jefferson.kyschools.us/ess/>

R/S	FROM	TO
[REDACTED]	Job Title: <u>ELECTRICIAN</u>	
	Work Location: <u>003R/ GEN MAINTENANCE 4 DAY</u>	
	Hourly/Daily/Annual Salary: <u>24.2936 / 242.9360 / 50,530.69</u>	<u> / /</u>
BU:	<u>CLAE</u>	<u>CLAE</u>
Grade (rank) / Step:	<u>10H / GRADE 10, 1B / 4</u>	<u>10H / GRADE 10, 1B / 4</u>
Days / Hours:	<u>208.00 / 10.00</u>	<u>208.00 / 10.00</u>
Position Number:	<u>7001033</u>	<u>7001033</u>
LEAVE OF ABSENCE		
Type of Leave: <u>RETURN FROM LEAVE</u>	Effective Date: <u>03-18-2019</u>	Return Date: <u>03/18/2019</u>
LAYOFF - DISCHARGE - RESIGNATION - RETIREMENT		
Type of Separation: _____	Effective Date: _____	

Comments: RETURN FROM UNAPPROVED NEW HIRE PROBATION LEAVE.
COPIES: LOCATION

Approved By: Toni Kelman

Prepared By: mgrave2 04-02-2019 15:05:29

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218-4020

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Employment

November 07, 2018

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

This letter serves as notification of your employment. Please check all information on this communication for accuracy. It is an employee's responsibility to provide verification of current education level and related work experience to the Human Resource Department.

Please be aware that any extra service assignment is for the current school year only and is renewed on a year by year basis.

Please check the following information for accuracy:

Job Title: ELECTRICIAN

SSN: [REDACTED] JCPS Employee Number: [REDACTED]

Location: 003R / GEN MAINTENANCE 4 DAY

Effective date: 11-06-2018

Bargaining Unit: CLAE Grade (rank)/Step: GRADE 10, 1B / 4 Hours/Days: 10.00/ 208.00

Hourly/Daily rate: 24.2936 / 242.9360 Annual Salary: 50,530.69

Telephone: [REDACTED]

Certification:

NOT ON FILE

Comments: WELCOME TO JCPS.

NEW FULL-TIME EMPLOYEE. WELCOME TO JCPS. LOCATION TO EVALUATE 30-60-90 DAY BASIS. MANDATORY: MUST ATTEND NEW EMPLOYEE ORIENTATION. NO LEAVE DURING 90 WORKING DAY PROBATION WHICH IS ESTIMATED TO COMPLETE 4/18/2019. CONTINUED EMPLOYMENT BASED UPON COMPLETION OF: (1) CRIMINAL RECORDS CHECK AND TB TEST WITH RESULTS TO COMPLY WITH DISTRICT POLICY (2) OFFICIAL TRANSCRIPTS WHICH MEET MINIMUM JOB DESCRIPTION STANDARDS. JOB OFFER MAY BE WITHDRAWN BY JCPS IF CONTINGENCIES ARE NOT MET.

COPIES: LOCATION, BOARD REPORT, BENEFITS, GENERAL MAINTENANCE, EMPLOYEE

Approved By: [Signature] Prepared By: siones37

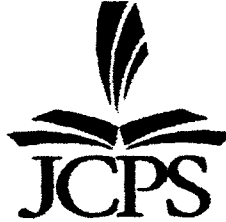
Copies: _____

Employee ID _____

Job Title _____

Date of Hire _____

Phone number _____



Already @ a 4

VERIFICATION OF WORK EXPERIENCE FOR SALARY PLACEMENT

Shawn Woodcock has been employed by Jefferson County Public Schools. New employees are given credit for past work experience when placed on JCPS pay schedules. Please list years of work experience this employee gained with your company. If experience was part-time, please list the number of hours worked per day/week. Documentation must be received within the same fiscal year the employee was hired. Fiscal year runs July 1 to June 30.

We appreciate your assistance.

COMPANY NAME: Corrigan Electric Company

ADDRESS: 2201 Holloway Road

CITY, STATE, ZIP: Louisville, KY 40299

THE SECTION BELOW IS TO BE COMPLETED BY EMPLOYER ONLY

Please list 1 previous experience year by line	If part time- please list hours worked per day	Number of days worked in year	Number of months worked in year	Job Title or type of work performed
2010 -2010		365	12	Electrician
2011 -2011		365	12	Electrician
2012 -2012		365	12	Electrician
2013 -2013		183	7 ^{left} _{employees}	Electrician

I certify that the above information is correct.



Title: HR

Phone Number: 502.267-4600

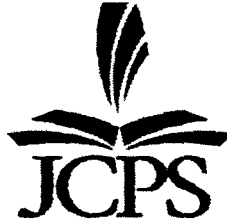
Signature: [Signature] Date: 10/29/18

Email Address: becky@corriganelectric.com

Please return this form to:

VanHoose Education Center C/O of Tracy Edwards- Welcome Center, 3332 Newburg Road, Louisville KY, 40218 or email: tracy.edwards@jefferson.kyschools.us

Jefferson County Public Schools
 Administrative Offices Office Use Only:
 Employee ID _____
 Job Title _____
 Date of Hire _____
 Phone number _____



VERIFICATION OF WORK EXPERIENCE FOR SALARY PLACEMENT

Shaun Woodcock has been employed by Jefferson County Public Schools. New employees are given credit for past work experience when placed on JCPS pay schedules. Please list years of work experience this employee gained with your company. If experience was part-time, please list the number of hours worked per day/week. Documentation must be received within the same fiscal year the employee was hired. Fiscal year runs July 1 to June 30.

We appreciate your assistance.

COMPANY NAME: Riggs Electrical Contracting Inc.
 ADDRESS: 1193 Atkinson Hill Avenue
 CITY, STATE, ZIP: Bardstown, KY 40004

THE SECTION BELOW IS TO BE COMPLETED BY EMPLOYER ONLY

Please list 1 previous experience year by line	If part time- please list hours worked per day	Number of days worked in year	Number of months worked in year	Job Title or type of work performed
2016 -2018	N/A	260	12	Electrician
20 -20				
20 -20				
20 -20				

I certify that the above information is correct.

Title: Office Manager

Phone Number: 502-388-9570

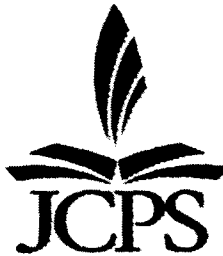
Signature: Crystal Richardson Date: 10/31/18

Email Address: crichardson@riggselectricalcontractinginc.com

Please return this form to:

VanHoose Education Center C/O of Tracy Edwards- Welcome Center, 3332 Newburg Road, Louisville KY, 40218 or email: tracy.edwards@jefferson.kyschools.us

Jefferson County Public Schools
 Administrative Offices Office Use Only:
 Employee ID _____
 Job Title _____
 Date of Hire _____
 Phone number _____



VERIFICATION OF WORK EXPERIENCE FOR SALARY PLACEMENT

Shawn Woodcock has been employed by Jefferson County Public Schools. New employees are given credit for past work experience when placed on JCPS pay schedules. Please list years of work experience this employee gained with your company. If experience was part-time, please list the number of hours worked per day/week. Documentation must be received within the same fiscal year the employee was hired. Fiscal year runs July 1 to June 30.

We appreciate your assistance.

COMPANY NAME: Payne Electric Co., Inc.
 ADDRESS: 5802 Fern Valley Rd.
 CITY, STATE, ZIP: Louisville, Ky 40228

THE SECTION BELOW IS TO BE COMPLETED BY EMPLOYER ONLY

Please list 1 previous experience year by line	If part time- please list hours worked per day	Number of days worked in year	Number of months worked in year	Job Title or type of work performed
2013 -2016		261	12	Electrician
20 -20				
20 -20				
20 -20				

I certify that the above information is correct.

Title: Commercial Supervisor
 Phone Number: (502) 969-3115
 Signature: [Signature] Date: 10/26/18
 Email Address: Rhawkins@payneelectricco.com

Please return this form to:

VanHoose Education Center C/O of Tracy Edwards- Welcome Center, 3332 Newburg Road, Louisville KY, 40218 or email: tracy.edwards@jefferson.kyschools.us

Human Resources
VanHoose Education Center
3332 Newburg Road
Louisville, KY 40218-4020

JEFFERSON COUNTY PUBLIC SCHOOLS
Notification of Employment

November 07, 2018

SHAUN R. WOODCOCK
[REDACTED]

Dear JCPS Employee:

This letter serves as notification of your employment. Please check all information on this communication for accuracy. It is an employee's responsibility to provide verification of current education level and related work experience to the Human Resource Department.

Please be aware that any extra service assignment is for the current school year only and is renewed on a year by year basis.

Please check the following information for accuracy:

Job Title: ELECTRICIAN

SSN: [REDACTED] JCPS Employee Number: [REDACTED]

Location: 003R / GEN MAINTENANCE 4 DAY

Effective date: 11-06-2018

Bargaining Unit: CLAE Grade (rank)/Step: GRADE 10.1B / 4 Hours/Days: 10.00 / 208.00

Hourly/Daily rate: 24.2936 / 242.9360 Annual Salary: 50,530.69

Telephone: [REDACTED]

Certification:

NOT ON FILE

Comments: WELCOME TO JCPS.

NEW FULL-TIME EMPLOYEE. WELCOME TO JCPS. LOCATION TO EVALUATE 30-60-90 DAY BASIS. MANDATORY: MUST ATTEND NEW EMPLOYEE ORIENTATION. NO LEAVE DURING 90 WORKING DAY PROBATION WHICH IS ESTIMATED TO COMPLETE 4/18/2019. CONTINUED EMPLOYMENT BASED UPON COMPLETION OF: (1) CRIMINAL RECORDS CHECK AND TB TEST WITH RESULTS TO COMPLY WITH DISTRICT POLICY (2) OFFICIAL TRANSCRIPTS WHICH MEET MINIMUM JOB DESCRIPTION STANDARDS. JOB OFFER MAY BE WITHDRAWN BY JCPS IF CONTINGENCIES ARE NOT MET.

COPIES: LOCATION, BOARD REPORT, BENEFITS, GENERAL MAINTENANCE, EMPLOYEE

Approved By: Sharon Thompson Prepared By: sjones37

Copies: _____

Preparer: K9 Date Prepared: 10/23

ACTION ENTRY FORM



v6.3

Effective Date: 11/6/18 REAS/AUTH CODE: _____ Action # 2

Probation End Date: 4/18 Permanent Date: 11/6 Board Rpt _____

NAME Shawn Woodcock SSN

JOB TITLE: Electrician JOB CLASS CODE: 8386 CONTENT: _____

LOCATION: Gen. Maint LOCATION #: 603R

MUNIS ID: _____ EPSB ID# _____ POSITION # 7001033

PERSON REPLACED: _____

- DATA UPDATE _____
- NEW HIRE/ NEW HIRE PROB
- REASSIGNMENT(JCC)
- REHIRE (BREAK IN SERVICE)
- RETURN FROM LAYOFF
- SALARY CHANGE _____
- TERMINATION _____
- TRANSFER (LOC)
- RESCIND: _____
- VISA CERTIFICATION
- Max=2 REQUESTED
- VOLUNTARY DEMOTION
- APPROVAL ORDER BELOW

PRIM B/L <u>CUAE</u>	JOB FAMILY <u>IB</u>	<input checked="" type="checkbox"/> PT/TEMP _____	FTE _____
GRADE <u>10</u>	STEP <u>4</u>	MO@ _____	DAYS/YR <u>208</u>
<input checked="" type="checkbox"/> PRIM/SEC _____	CONTRACT CODE _____	CAL CODE <u>83</u>	<input checked="" type="checkbox"/> CERS <input type="checkbox"/> KTRS

- PERSONNEL DIRECTOR:**
- TAMMY
 - NATE
 - TERESA
 - KRONSKI
 - KIMBERLY
 - FRANEISHA

TEACHER CERTIFICATION CODES:

SOE TP VOC TEMP PRO

CLASSIFIED CERTIFICATION CODES:

911MSD 913VI 914HI 915EBD 916LD 917PD 919MMD 921AUT 923SC 929ESL
 700KPA 702(48+) 713 801 IA 802ECE 806EC 807 EC-ECE 851(I) 852(II) 853(III)
 833ECBM 816 (Ed Inter I) 817 (Ed Inter II) 819 900 VISA

FACILITY SUPPORT

834 835 836 841 842 843

CLERICAL

602 810 815 821 822 845 901 902 904 905

STIPENDS AND SHIFT DIFFERENTIALS:

ECE ASSISTANTS: (STIPEND)	SHIFT DIFFERENTIAL:	CHALLENGING BUS STIPEND:
.35/HOUR (712) <input type="checkbox"/>	.26/HOUR- SECOND SHIFT (216) <input checked="" type="checkbox"/>	\$2.00/HR (715) <input type="checkbox"/>
.50/HOUR (713) <input type="checkbox"/>	.38/HOUR- THIRD SHIFT (217) <input type="checkbox"/>	

DOCTORATE STIPEND	SECURITY STIPEND	MILITARY EXPERIENCE: _____
HOURLY (716)	CLAJ (717)	
DAILY(714)	CLAS (718)	

WORK EXPERIENCE: CLASSIFIED (6 years/ 3 steps maximum) _____

EDUCATION:

<input type="checkbox"/> HIGH SCHOOL	<input type="checkbox"/> MASTERS	<input type="checkbox"/> DOCTORATE	<input type="checkbox"/> COMPLETED GED
<input type="checkbox"/> GED	<input type="checkbox"/> OTHER	<input type="checkbox"/> RANK I	<input type="checkbox"/> COLLEGE (2 YEARS)
<input type="checkbox"/> BACHELORS	<input type="checkbox"/> ASSOCIATES	<input type="checkbox"/> GED PROGRAM	<input type="checkbox"/> HS CERTIFICATE

COMMENTS/NOTES: PAP 3

PREV POSITION/SAL AL 24,032.6 to 26 PREV LOCATION 50,530,69

QUOTED SALARY: HOURLY: 19.8764 DAILY: 198.364 ANNUAL: 41,392.91 LONGEVITY: _____

Left Message 10/24 Request for Release: _____ Contract Signing Needed

Accepts 10/24 Fast Track: _____ Date: 11/5

Declines _____ Location Notified Report Date: _____ Time: 1030

COPIES: DIRECTOR LOCATION BOARD REPORT BOARD REPORT NOC BENEFITS SUB CENTER EMPLOYEE FILE ONLY

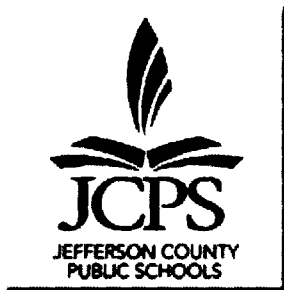
Gillespie, Stacey A

From: Jones, Kronski R.
Sent: Wednesday, November 7, 2018 3:29 PM
To: Gillespie, Stacey A
Subject: RE: Step 4 defaults

That is correct.

Kronski R. Jones, MBA
Human Resources – Classified
Recruitment and Staffing
Jefferson County Public Schools
502-485-3226
Go paperless and scan

We Make Learning Possible!
Kronski.Jones@jefferson.kyschools.us



Tell Us How We Are Doing
(Human Resources Customer Service Survey)

The information contained in this transmission is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. If you are not the intended recipient of this information, do not review, retransmit, disclose, disseminate, use, or take any action in reliance upon this information. If you received this transmission in error, please contact the sender immediately, destroy all printed copies, and delete the material from all computers.

From: Gillespie, Stacey A
Sent: Wednesday, November 7, 2018 3:28 PM
To: Jones, Kronski R. <kronski.jones@jefferson.kyschools.us>
Subject: Step 4 defaults
Importance: High

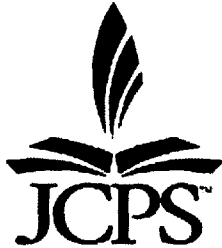
Kronski,

Can you confirm that Electricians and Plumbers automatically come in at a step 4 now per the union contract?

Thank You,

Stacey A. Gillespie, MBA
Clerk III- Processing
Human Resources
502-313-2109

We make learning possible!
Stacey.Gillespie@jefferson.kyschools.us



Tell Us How We Are Doing
(Human Resources Customer Service Survey)

The information contained in this message and any attachment may be proprietary, confidential, and privileged or subject to the work product doctrine and thus protected from disclosure. If the reader of this message is not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify me immediately by replying to this message and deleting it and all copies and backups thereof. Thank you!

**CONTRACT OF EMPLOYMENT
CLASSIFIED STAFF**

COMMONWEALTH OF KENTUCKY

COUNTY OF JEFFERSON

Pursuant to KRS 161.011, this contract is made and entered into July 1, 2018 for the 2018-19 school year, by and between the Jefferson County School District of Louisville, Kentucky, hereinafter called the District and the undersigned, hereinafter called the Employee. The District and the Employee agree to the following terms and conditions:

Employee: SHAUN WOODCOCK

Social Security #: 

Position: ELECTRICIAN

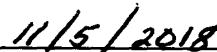
1. The Employee will perform all of the duties set forth in the job description for their current assignment and any other duties and assignments that may be given to him or her from time to time to the best of his or her ability.
2. The Employee shall commence work on the date specified by the District and shall continue to work for the number of days set forth in his or her job description and as defined in the School Calendar that is adopted or amended by the Board of Education and approved by the State Department of Education. The Employee's obligations to perform duties under this Contract shall end not later than June 30 of the school year.
3. The Employee shall receive compensation as designated by the appropriate salary schedule approved by the Board of Education for work performed pursuant to this Contract.
4. The Employee agrees to follow the instructions given to him or her by proper District authorities, officials, and supervisors to the best of his or her ability, and that this Contract, and employment under it, are governed by the policies and procedures of the District as they are, or as they may be changed from time to time.
5. This Contract shall remain in full force and effect until June 30 following the date on which the Employee began work under it, provided however, that it may be terminated during its term as follows:
 - a. By the District at any time, if the District, through its Superintendent, determines that the Employee is engaged in misconduct or that there is other proper cause for its termination, including a reduction in force.
 - b. For any reason set forth in the District's policies and procedures and/or the provisions of KRS 161.011
 - c. Any termination of the Contract, including a termination based on a reduction in force, shall be in accordance with the KRS 161.011, and the policies and procedures adopted by the District, a copy of which the Employee acknowledges receiving by executing this Contract.



Superintendent/Designee



Employee



Date

**CONTRACT OF EMPLOYMENT
CLASSIFIED STAFF**

COMMONWEALTH OF KENTUCKY

COUNTY OF JEFFERSON

Pursuant to KRS 161.011, this contract is made and entered into July 1, 2019 for the 2019-20 school year, by and between the Jefferson County School District of Louisville, Kentucky, hereinafter called the District and the undersigned, hereinafter called the Employee. The District and the Employee agree to the following terms and conditions:

Employee: WOODCOCK, SHAUN R

Social Security #: [REDACTED]

Position: ELECTRICIAN

1. The Employee will perform all of the duties set forth in the job description for their current assignment and any other duties and assignments that may be given to him or her from time to time to the best of his or her ability.
2. The Employee shall commence work on the date specified by the District and shall continue to work for the number of days set forth in his or her job description and as defined in the School Calendar that is adopted or amended by the Board of Education and approved by the State Department of Education. The Employee's obligations to perform duties under this Contract shall end not later than June 30 of the school year.
3. The Employee shall receive compensation as designated by the appropriate salary schedule approved by the Board of Education for work performed pursuant to this Contract.
4. The Employee agrees to follow the instructions given to him or her by proper District authorities, officials, and supervisors to the best of his or her ability, and that this Contract, and employment under it, are governed by the policies and procedures of the District as they are, or as they may be changed from time to time.
5. This Contract shall remain in full force and effect until June 30 following the date on which the Employee began work under it, provided however, that it may be terminated during its term as follows:
 - a. By the District at any time, if the District, through its Superintendent, determines that the Employee is engaged in misconduct or that there is other proper cause for its termination, including a reduction in force.
 - b. For any reason set forth in the District's policies and procedures and/or the provisions of KRS 161.011
 - c. Any termination of the Contract, including a termination based on a reduction in force, shall be in accordance with the KRS 161.011, and the policies and procedures adopted by the District, a copy of which the Employee acknowledges receiving by executing this Contract.

Mt Pee

Superintendent/Designee

Shaun R Woodcock

Employee

5/22/2019

Date

If you do not wish to sign a contract for the following year please state the reason on the line below:

Jefferson County Public Schools



Certify That

Shawn Richard Woodcock

Has completed the Graduation Requirements prescribed by
the Jefferson County Board of Education
and is therefore awarded this

Fern Creek High School

Diploma

Given at Louisville, Kentucky in the year
one thousand nine hundred and ninety-seven.

John C. Anderson
Chairman, Board of Education



Stephen D. ...
Superintendent, Jefferson County Public Schools

J. R. ...
Principal



CLASSIFIED EMPLOYEE FILE MAINTENANCE FORM

CONTRACT SIGNING DATE: 11/5/2018 JOB TITLE: MAINTENANCE Electrician
 LAST NAME: Woodcock FIRST NAME: Shawn MI: R LOCATION: DAWSON GARAGE
 SS#: [REDACTED] DOB: [REDACTED] PHONE#: [REDACTED]
 ADDRESS: [REDACTED] CITY: [REDACTED] STATE: [REDACTED] ZIP CODE: [REDACTED]
 EMERGENCY CONTACT INFORMATION:
 NAME: [REDACTED]
 RELATIONSHIP: [REDACTED]
 PHONE NUMBER: [REDACTED]

DOCUMENTS

K-4 Withholding Document	<input checked="" type="checkbox"/>	Bus Driver Escrow Selection Form	<input type="checkbox"/>
W-4 Withholding Document	<input checked="" type="checkbox"/>	Contract	<input checked="" type="checkbox"/>
I-9 Form	<input checked="" type="checkbox"/>	Union Information	<input type="checkbox"/>
Employment Release Authorization	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Direct Deposit	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Retirement Status Disclosure	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Relative Disclosure Form	<input checked="" type="checkbox"/>		<input type="checkbox"/>
State & Criminal Records Check	<input checked="" type="checkbox"/>		<input type="checkbox"/>
TB Test Results	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Employee Acceptable Use	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Child Abuse & Neglect Form (CAN)	<input checked="" type="checkbox"/>		<input type="checkbox"/>
2018 Benefit Acknowledgement Form	<input checked="" type="checkbox"/>		<input type="checkbox"/>

- I. I attended the Classified Contract Signing. S.R.W. initial
- II. I understand I must provide all required documentation. S.R.W. initial
- III. I understand my union options. S.R.W. initial

I attended the classified contract signing and understand all of the information given to me and the tasks that I must take care of, which may include benefit selection and union information. If I should have any questions, I will immediately contact the Welcome Center for clarification.

Shawn Woodcock
 Signature

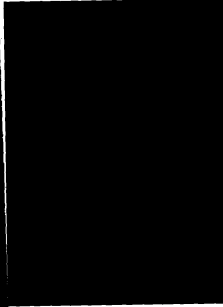
11/5/2018
 Date

Woodcock, Shaun



KENTUCKY
DEPARTMENT OF HOUSING,
BUILDINGS & CONSTRUCTION

EXPIRATION DATE



SHAUN WOODCOCK



KENTUCKY ELECTRICAL LICENSE

Jefferson County Public Schools Online Application

Woodcock, Shaun - AppNo: 51539

Date Submitted: 10/2/2018

Personal Data

Name: Mr. Shaun R Woodcock
 (Title) (First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (Title) (Middle Initial) (Last)

Email Address: [Redacted]

Postal Address

Permanent Address

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Daytime Phone:
 Home/Cell Phone:

Present Address (until current)

Number & Street:
 Apt. Number:
 City:
 State/Province:
 Zip/Postal Code:
 Country:
 Phone Number:

Employment Desired

Open Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 5160 Maintenance/Warehouse/Skilled Trade: ELECTRICIAN - GENERAL MAINTENANCE at GEN MAINTENANCE/RENOVATION	10/2/2018	21 years

Professional References

	Reference 1	Reference 2
Name:	kristen parr	Jerry Skinner
School/Org:	bullitt east	Jefferson county board of Ed
Current Position:	home maker	maintenance
Home Phone:	[Redacted]	[Redacted]
Cell Phone:	[Redacted]	[Redacted]
Work Phone:	[Redacted]	[Redacted]
Mailing Address:	[Redacted] mt Washington	[Redacted]
Email:	[Redacted]	[Redacted]
Relationship to Candidate:	[Redacted]	[Redacted]
Years Known:	15	12 years

Jefferson County Public Schools Online Application

Woodcock, Shaun - AppNo: 51539

Date Submitted: 10/2/2018

Experience Continued

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Panye Electric electrician		5802 fernvalley rd louisville, ky 40228 502-969-3115		Ronnie Hawkins 502-969-3115	
Date From - Date To:	01/2011 - 11/2015	Full or Part Time:	Full	Last Annual Salary:	33,000
Reason for Leaving:	to much overtime				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	wire new commercial buildings, run EMT pipe, build services, hang lights, slab work, remodels on Jefferson county , schools				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
Corrigan Electric company electrician		2621 hollow way rd louisville, ky 40299 502-267-4600		Troy Corrigan 502-267-4600	
Date From - Date To:	03/2003 - 01/2011	Full or Part Time:	Full	Last Annual Salary:	33,000
Reason for Leaving:	dads death				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	wire houses, hang lights, install plugs and switches, breaker up panels, remodel old houses, install standby generators, build services				

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: fern creek high school
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
(Total Hours: 120)	06/2001 06/2005	electrical Hrs: 4 hrs	Hrs: 4	journeyman electrician	06/2005

Jefferson County Public Schools Online Application

Woodcock, Shaun - AppNo: 51539

Date Submitted: 10/2/2018

Legal Information continued

* Does your name appear on any Sex Offender Database in any state or country? No

* If you have no criminal convictions please type "I have no criminal convictions." in the box. i have no criminal convictions

Equal Opportunity Employer

The Jefferson County Public School District shall not discriminate in recruitment or employment on the basis of age, color, disability, marital or parental status, national origin, race, sex, sexual orientation, gender identity, gender expression, veteran status, religion, genetic information, or political affiliations or beliefs. The District shall promote equal opportunities through a vigorous affirmative action program as an integral part of personnel policy and practice in the employment, development, advancement, and treatment of employees of the Jefferson County Public Schools.

Applicant's Acknowledgement and Agreement

FOR THIS TYPE OF EMPLOYMENT, STATE LAW REQUIRES A NATIONAL AND STATE CRIMINAL HISTORY BACKGROUND CHECK AND HAVE A LETTER, PROVIDED BY THE INDIVIDUAL, FROM THE CABINET FOR HEALTH AND FAMILY SERVICES STATING THE EMPLOYEE IS CLEAR TO HIRE BASED ON NO FINDINGS OF SUBSTANTIATED CHILD ABUSE OR NEGLECT FOUND THROUGH A BACKGROUND CHECK OF CHILD ABUSE AND NEGLECT RECORDS MAINTAINED BY THE CABINET FOR HEALTH AND FAMILY SERVICES AS A CONDITION OF EMPLOYMENT. By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to KRS 160.380 to determine whether candidate has been convicted of a sexual offense, a drug offense, a violent offense as defined in KRS 17.165, any felony offense or other conviction determined by the Superintendent to bear a reasonable relationship to the ability of the individual to perform the job; and a letter from the Cabinet provided by the individual documenting that the individual does not have a substantiated finding of child abuse or neglect in records maintained by the Cabinet. Criminal records checks on persons employed in Head Start programs shall be conducted in conformity with 45 C.F.R. § 1302.90. [JCBE Policy 3.11 & 3.21] I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Shaun Woodcock, agree to all of the terms above.

I agree

Classified Disclosures

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment? No

If Yes, explain:



Revised 2-19-15

Employee Acceptable Use Agreement

Overview

The Jefferson County Board of Education supports reasonable access to various electronic information, computer devices and networks for employees to meet District goals and initiatives. It is incumbent upon users to utilize this privilege in an appropriate and responsible manner as required by Board Policies 08.2323, 03.1321, 03.2321 and related procedures.

Purpose

The purpose of this agreement is to establish acceptable and unacceptable use of electronic devices and network resources at JCPS. The JCPS Networks are provided to assist employees in carrying out the educational business of the District. Along with this access comes the availability of materials that may not be considered appropriate for use in the workplace. Because it is impossible to control all materials available through the internet, each employee is responsible for complying with all Board policies and the JCPS standards outlined below, as well as other applicable school and District rules for behavior and communications.

Access is a privilege, not a right.

Access to this shared resource is given to employees who agree to utilize the JCPS Networks to support the educational business of JCPS and to act in a considerate and responsible manner.

Employees will:

- Use the JCPS Networks for the educational business of JCPS such as conducting research and communicating with others in regard to school business; and
- Use appropriate language, avoiding swearing, vulgarities, or abusive language.

Employees will NOT:

- Transmit or receive materials in violation of federal or state laws or regulations pertaining to copyrighted or threatening materials; or transmit or receive obscene or sexually explicit materials;
- Use the JCPS Networks for personal or commercial activities, product promotion, political lobbying, or illegal activities;
- Break into/attempt to break into another computer network;
- Damage/attempt to damage, move, or remove software, hardware or files;
- Use unauthorized multi-user games;
- Send or forward chain letters;

- Download or use unauthorized software products;
- Create or share computer viruses;
- Share access to their JCPS Network account, fail to reasonably protect their JCPS Network account, share passwords provided to access District information, or use another person's account; or,
- Use the JCPS Networks to disrupt the efficient operation and/or educational programs of the District.

Network Use:

You are responsible for the security and appropriate use of JCPS network resources under your control. Using JCPS resources for the following is strictly prohibited:

- Causing a security breach to either JCPS or other network resources, including, but not limited to, accessing data, servers, or accounts to which you are not authorized; and circumventing user authentication on any device;
- Causing a disruption of service to either JCPS or other network resources, including, but not limited to, ICMP floods, packet spoofing, denial of service, heap or buffer overflows, and forged routing information for malicious purposes.
- Violating copyright law, including, but not limited to, illegally duplicating or transmitting copyrighted pictures, music, video, and software.
- Exporting or importing software, technical information, encryption software, or technology in violation of international or regional export control laws
- Using the Internet or JCPS network in a manner that conflicts with the provisions or intent of 701 KAR 5:120 (<http://www.lrc.ky.gov/kar/701/005/120.htm>) to prevent sexually explicit materials from being transmitted to schools via computer.
- Intentionally introducing malicious code, including, but not limited to, viruses, worms, Trojan horses, e-mail bombs, spyware, adware, and key loggers.
- Port scanning, security scanning or sniffing network traffic on a production network unless written and approved authorization by IT staff.
- Interfering with JCPS device management or security system software, hardware and network, including, but not limited to, antivirus, security updates and software distributions such as Windows Update and SCCM (Microsoft's System Center Configuration Manager).
- Attaching unauthorized network devices to JCPS equipment, including but not limited to routers, switches, servers and wireless devices.

Enforcement

Activities on the JCPS Networks are not private and may be reviewed by JCPS personnel, or by someone appointed by them, to ensure that all guidelines are followed.

Individuals who refuse to sign required acceptable use documents or who violate District rules governing the use of District technology shall be subject to loss or restriction of the privilege of using equipment, software, information access systems, or other computing and telecommunications technologies. Employees shall be subject to disciplinary action, up to and including termination for violating this agreement and acceptable use rules and regulations established by the school District.

JCPS Acceptable Use Agreement Form

Please complete this section to indicate that you agree with the terms and conditions outlined in this agreement. Return this portion to your supervisor, who is required to maintain a copy on file. Your signature is required before access to JCPS network services is granted.

As an employee of the Jefferson County Public Schools and as a user of the District computer network, I have read and hereby agree to comply with all JCPS employee acceptable technology use policies, including those summarized in this Employee Acceptable Use Agreement, and Board policies 08.2323, 03.1321 and 03.2321, as applicable. I understand that if I violate any of those policies, I may lose access to JCPS technology resources and I may be subject to discipline, up to and including termination of employment.

I agree that I will use the JCPS Network only for the educational business of JCPS and I understand that personal use of the JCPS Network is strictly prohibited.

I understand that my use of the JCPS Network is not private and JCPS designees may monitor my activities on the Network.

In consideration of the privilege of using the District's technology resources, I hereby release the District from any and all claims and damages of any nature arising from my use of, or inability to use, these resources.

Signature: Shaun Woodcock Date: 11/5/2018
Full Name (please print): SHAUN WOODCOCK Work Location: 003R



JEFFERSON COUNTY PUBLIC SCHOOLS

CERTIFICATION OF RELATIVES EMPLOYED BY JCPS

No employee may use his/her employment status to influence the employment in the District of a relative which is defined as the employee's father, mother, brother, sister, husband, wife, son, daughter, grandparent, aunt, uncle, niece, nephew, son-in-law, daughter-in-law, mother-in-law, father-in-law, sister-in-law, or brother-in-law.

Board Policy 03.11 RELATIONSHIPS

All applications shall require a response concerning the relationship as defined in KRS 160.180 and KRS 160.380 of each applicant to the Superintendent, other District employees or a Board member. No employee shall be assigned to a school, office, work group or other unit if the assignment would cause a relative of such employee to be a supervisor of such employee. For purposes of this policy, a supervisor is defined as a person who has authority to oversee and direct work assignments, assign tasks, schedule hours of work, evaluate work performance, or recommend the hiring, discipline or termination of an employee. This policy shall apply even if the status of relative results from a marriage after an initial assignment, or if the supervision authority results from a promotion, reorganization or other administrative action after an initial assignment. It is the responsibility of the employees having the relationship to notify the Human Resources Department as soon as an assignment or employment status covered by this policy exists or may exist. Any failure to give such notice shall result in disciplinary action.

The following relatives of mine, as defined above are employed by Jefferson County Public Schools. (If none, please write none below)

Name	Relationship	Position/Department
[Redacted]	[Redacted]	Cafeteria
_____	_____	_____
_____	_____	_____

I acknowledge the information I have provided is accurate. In the event a relationship by blood or marriage, as defined above, is created or modified at a future point, I shall report this change immediately to the Human Resources Department. I understand that failure to disclose relationships is grounds for discipline or dismissal.

Shaun Woodcock 10-30-2018
 Applicant/Employee Name (Print) Date

Applicant/Employee Signature: Shaun Woodcock

****Jefferson County Public Schools Equal Employment Opportunity Policy****
 Employees/Applicants: The Jefferson County Public School District shall not discriminate in recruitment or employment on the basis of age, color, disability, marital or parental status, national origin, race, sex, sexual orientation, gender identity, gender expression, veteran status, religion, genetic information, or political affiliations or beliefs.

JEFFERSON COUNTY PUBLIC SCHOOLS

Jefferson County Public Schools requires you to disclose your retirement status.

Name: Shaun Woodcock SS #: 

RETIREMENT SYSTEM

Are you a retiree of any of the following Kentucky Retirement Systems (KRS)? If yes, check the appropriate box and indicate the retirement date.

KTRS Retirement Date

KRS (This includes CERS, SPRS, KERS) Retirement Date

Another retirement system: Name of System _____
Retirement Date:

I have not retired from any system.

Failure to disclose your retirement status intentionally or unintentionally will result in immediate termination from Jefferson County Public Schools.

Shaun Michael Woodcock 10-30-2018
Signature Date:

DPP-156
(R. 1/18)
922 KAR 1:470

COMMONWEALTH OF KENTUCKY
CABINET FOR HEALTH AND FAMILY SERVICES
Department for Community Based Services

RECEIVED
NOV 02 2018
RECORDS MANAGEMENT

CENTRAL REGISTRY CHECK

FOR THE FOLLOWING TYPES OF EMPLOYMENT OR VOLUNTEERISM, STATE LAW OR KENTUCKY ADMINISTRATIVE REGULATION AUTHORIZES A CHILD ABUSE/NEGLECT (CAN) CHECK AS A CONDITION OF EMPLOYMENT OR VOLUNTEERISM. PLEASE CHECK THE CATEGORY LISTED BELOW THAT APPLIES TO YOU FOR WHICH THE CHILD ABUSE OR NEGLECT CHECK IS BEING REQUESTED:

- Child-Placing Agency (Foster/Adoption/Independent Living) Employee or Volunteer (Required by 922 KAR 1:310)
- Residential Child-Caring Facility Employee or Volunteer (Institution/Group Home/Emergency/Wilderness) (Required by 922 KAR 1:300)
- Public School Employee, Student Teacher, Contractor, or School-Based Decision-Making Council Member (Required by KRS 160.380)
- Private, Parochial, or Church School Employee or Student Teacher (Permitted by KRS 160.151)
- Youth Camp Employee, Contractor, or Volunteer (Required by KRS 194A.380-194A.383)
- Power of Attorney Regarding the Care and Custody of a Child (Required by KRS 403.352)
- Supports for Community Living (SCL) Employee (Required by 907 KAR 1:145)

Other (If none of the above categories is applicable, please explain the reason for requesting a child abuse or neglect check, including the statutory or regulatory authority for the request):

PERSONAL INFORMATION REGARDING THE INDIVIDUAL SUBMITTING TO A CHILD ABUSE OR NEGLECT CHECK (Please print and submit identifying information such as a copy of your driver's license, social security card, or birth certificate):

NAME: Shaun Richard Woody Woodcock
(first) (middle) (maiden/nickname)

Sex: [redacted] Race: [redacted] Date of Birth: [redacted] Social Security #: [redacted]

Date of Initial Hire: 11-6-2018

Present Address: [redacted] City State Zip Code

Previous Address: [redacted] City State Zip Code

Previous Address: [redacted] City State Zip Code

Previous Address: [redacted] City State Zip Code

Previous Address: [redacted] City State Zip Code

Please list your addresses for the last five years. Use another sheet of paper, if necessary.



CENTRAL REGISTRY CHECK

A check or money order made payable to the "Kentucky State Treasurer" in the amount of ten dollars (\$10.00) must accompany your request to process a Child Abuse or Neglect Check. The Child Abuse or Neglect Check will NOT be processed without payment. Mail check or money order and this completed form to:

Cabinet for Health and Family Services
Department for Community Based Services
Records Management Section
275 East Main St., 3E-G
Frankfort, Kentucky 40621

I hereby authorize the Cabinet for Health and Family Services to complete a Child Abuse or Neglect check and to submit the results of the check to me and, on my behalf, to the employer or agency listed below. I also release the Cabinet for Health and Family Services, its officers, agents, and employees, from any liability or damages resulting from the release of this information.

All the information provided is complete and true to the best of my knowledge. I understand if I give false information or do not report all of the information needed, I may be subject to prosecution for fraud.

Abraham Daniel Woodruff 10-30-2018
Signature of the Individual Submitting to the Child Abuse or Neglect Check Date

Barbara Terry 10-30-2018
Witness Date

The individual authorizing a Child Abuse or Neglect check may submit a CHFS-305, Authorization to Disclose Protected Health Information form, authorizing the Cabinet for Health and Family Services to disclose additional information regarding a finding to the employer or agency listed below should the employer or agency request additional information pursuant to 922 KAR 1:510, Authorization for disclosure of protection and permanency records.

In addition to receiving the results myself, I authorize the Cabinet for Health and Family Services to share the results with the following employer or agency:

NAME OF EMPLOYER/AGENCY: Jefferson County Public Schools
ADDRESS: 3332 Newburg Rd CITY: Louisville
STATE: KY ZIP: 40218 PHONE: (502)485-3370

RESULTS OF CHILD ABUSE OR NEGLECT CHECK (FOR OFFICIAL USE ONLY)
 No reportable incident found in accordance with 922 KAR 1:470
 Substantiated child abuse found on the registry Date of substantiated finding: _____
 Substantiated child neglect found on the registry Date of substantiated finding: _____
The substantiated abuse or neglect finding relates to sexual abuse, sexual exploitation, a child fatality, near fatality, or involuntary termination of parental rights Yes No
 A matter subject to administrative review found in accordance with 922 KAR 1:470
CHECK CONDUCTED ON 11/7/2019 BY Mark Ridgway

DPP-156
(R. 1/18)
922 KAR 1:470

Jefferson County Public Schools
**Employment Information
Release Authorization**

I, Woodcock Shaun Richard
Last First Middle Maiden

Social Security Number Driver's License Number, if different from Social Security Number

do hereby authorize the local and state police or other law enforcement agencies to search their records for any arrest, conviction, or information they may have regarding me and to make this information available to the Jefferson County Public School District, which is my prospective employer.

Date of Birth: _____
Month Day Year

I, Shaun Woodcock hereby affix my signature and release from liability any person authorized to give or receive any information related to my job performance/employment history, including all data and information given in my application for employment, related papers, or oral interviews.

I, therefore, hereby grant authorization to the Jefferson County Public Schools Personnel Services at any time prior to or during my employment to:

1. request any and all materials and information pertaining to my employment from any of my present or former employers, supervisors, or co-workers.
2. request verification of credentials from all the educational institutions that I have attended.
3. request any and all materials and information pertaining to any convictions for offenses against the law, including motor vehicle records, if applicable, to the duties of a job for which I am being considered.
4. request from any and all references I have listed, any and all information pertaining to my job performance/employment history as these relate to my ability to perform the duties of a job for which I am being considered. I further understand that I will not be permitted to view any such references.
5. authorize the Louisville or Jefferson County Division of Police to search their records for any arrest, conviction, or information they may have regarding me and to make this information available to the Jefferson County Public School District, which is my prospective employer.

Shaun Richard Woodcock _____
Signature of Applicant Date