



Point Arena Joint Union High School District
 Arena Union Elementary School District
 P.O. Box 87, Point Arena CA 95468
 (707)882-2803 * Fax (707)882-2848

Warren Galletti, Superintendent
 Catherine Chin, Fiscal Resources - Dunnell Daleuski, Human Resources -

August 31, 2023

RE: Request for Leave of Absence

Purpose and Duration of Leave:

Employee, Janet Tishma, is requesting a leave of absence for the purpose of taking on a temporary assignment at Arena Elementary School. The requested leave will commence on September 11, 2023, and will continue until December 8, 2023.

Leave Arrangements:

During the Leave Period, Employee will be absent from work on the specified days.

Resumption of Work:

Employee will resume her regular work schedule with Point Arena High School on December 11, 2023, unless otherwise mutually agreed upon in writing.

Acknowledgment:

By signing below, Employee acknowledges her understanding and agreement with the terms and conditions of this Leave of Absence Agreement.

Employee's Signature: Janet Tishma Date: 8/31/23

Supervisor's Signature: [Signature] Date: 8.31.23

Human Resources Representative: Dunnell Daleuski Date: 8/31/23

Superintendent: [Signature] Date: 8/31/23

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