

To: HLWW School Board

From: Jennifer Olson

RE: FMLA

Date: April 30, 2024

I received a letter from Mrs. Emily Wadman, teacher at Winsted Elementary regarding a request for leave for the upcoming 2024-25 school year. I recommend it be approved, with a plan to be out 12 weeks starting on/about September 29, 2024 and returning January 9, 2025. Emily and I will work on any alternate plans needed for required trainings.

Thank you,

Jen