

To: HLWW School Board

From: Jennifer Olson

RE: FMLA

Date: October 23, 2024

I received a letter from Mrs. Madi Shea, second grade teacher at Humphrey Elementary regarding a request for leave for a portion of the 2024-25 school year. I recommend it be approved, with a plan to be out starting on/about February 3, 2025 and returning April 22, 2025. Madi and I will work on any alternate plans needed for required READ Act trainings.

Thank you,

Jen