

# Culver Community Schools Corporation

*Mrs. Karen Shuman, Superintendent*

[www.culver.k12.in.us](http://www.culver.k12.in.us)

700 School Street  
Culver, IN 46511-0231  
Phone (574) 842-3364  
Fax (574) 842-4615

Aubbeenaubbee Township – Fulton County  
North Bend Township – Starke County  
Tippecanoe Township – Pulaski County  
Union Township – Marshall County

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December 13, 2019

RE: Recommend for Hire Letter for Kimberly Snyder as Case Conference Coordinator/PreK Aide

Kimberly Snyder has accepted the position as Case Conference Coordinator to replace Angella Youngen. We are increasing the position from part-time back to a full-time position beginning December 16, 2019. Case Conference Coordinator was a full-time position previously and we will be adding daily PreK aide support duties to the position. Kimberly has experience, certifications, and required testing for Pre K aide.

Kimberly will report to work 7:30 - 4:00 M-F with a 30 minute lunch. Her office will be at Culver Elementary School but be servicing Pre K- 12th grade as Case Conference Coordinator.

Hourly rate is \$11.00/hour for the remainder of 19-20 school year. Her start date is December 16, 2019 and end date is May 29, 2020. She will return July 27, 2020 for the 20-21 school year (190 days) at a pay rate of \$12.40/hour contingent with evaluation of duties and building principal recommendations.

  
Karen Shuman  
Superintendent

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