



July 18, 2023

Daryl Burns
9469 N47th Street
Brown Deer, WI 53223

Dear Mr. Burns:

**Division of Human
Resources**

Dr. Eric N. Gallien
Superintendent of Schools

William Briggman
Chief Human Resources Officer

The purpose of this letter is to confirm your assignment to the position of Interim Chief of Schools. Your start date in the interim assignment is to be determined, and is anticipated to continue through June 30, 2024. You will serve in this capacity until the position is filled or the needs of the district have been met. During your assignment as Interim Chief of Schools, the annual negotiated rate of pay based on the board approved 2022-2023 salary schedule is \$195,000.00 based on 1.0 FTE.

It is important that you understand that the current interim assignment does not guarantee an eventual permanent assignment to the interim position. In the future, if there is a decision to make the position permanent, the Chief of Schools position must be advertised and posted for interviews per Board policy. If the position is posted, I encourage you to apply for the permanent position if you are interested.

Please know that I appreciate your support and willingness to accept this interim assignment. If you have any questions or concerns, please feel free to call me at (843) 937-6571 or William Briggman at 843-937-6390.

Thank you for all that you give every day to our students.

Sincerely,

Dr. Eric N. Gallien
Superintendent of Schools

Signature of Employee

July 19, 2023
Date

C: Personnel File