

OSBORN SCHOOL DISTRICT NO. 8
GOVERNING BOARD MEETING
June 26, 2024

Public Hearing– 6:00 P.M.

A public hearing will be held for the purpose of discussion of Instructional Time Models in accordance with HB 2862

Special Meeting – Immediately following the Public Hearing

CONSISTENT WITH THE REQUIREMENT OF A.R.S. §38-431.02, NOTICE OF THIS MEETING HAS BEEN POSTED. LOCATION OF THE MEETING IS:

Members of the public may attend by calling the following number 1 402-803-1134 PIN: 390 413 504# PIN: 678 713 615# or viewing in a Google Meets <https://meet.google.com/jzo-rhpy-car> if you have an Osborn Google account.

AGENDA

Agendas are available at least 24 hours prior to each meeting in the District Office at 1226 West Osborn Road, Monday through Friday between the hours of 7:30 a.m. and 4:30 p.m. One or more Board members may attend telephonically. Board members attending telephonically will be announced at the meeting. The board may vote to recess into an executive session for the purpose of obtaining legal advice from the board's attorney on any matter listed on the agenda pursuant to A.R.S. §38-431.03(A)(3). Accommodations for individuals with disabilities, including alternative format materials, sign language interpretation, assistive listening devices, or assistance with Calls to the Public are available upon 72 hours' advance notice through the Office of the Superintendent 602-707-2002. To the extent possible, additional reasonable accommodations will be made available within the time constraints of the request.

I. Call to Order

II. Action Items

A. Approval and first review of ASBA Policies:

GCC	Professional/ Support Staff Leaves and Absences
GCL	Professional Staff schedules and Calendars
GCQC-E	Resignation of Professional Staff Members
GCCA	Professional/Support Staff Sick Leave

B. Approval of the Director of Leadership and School Improvement position.

C. Approval of the Montessori Teacher of Special Assignment position description

D. Approval of Personnel Items

1. New Employees
2. Extra Duty Contracts
3. Employment Changes/Additions
4. Resignations
5. Terminations
6. Retirements
7. Leaves of Absence

E. Approval of the revised Support Professionals placement schedule for the 2024-2025 school year.

Information Items

F. Qasimyar Tax Settlement Information

III. Executive Session

Personnel

- A. The Governing Board may convene an executive session pursuant to A.R.S. Section §38-431.03(A)(1) for the purpose of discussion of the Superintendent's Evaluation
- B. The Governing Board may convene an executive session pursuant to A.R.S. § 38-431.03(A)(1) to consider and discuss the Superintendent's contract of employment.

Legal Advice

- A. The Governing Board may convene an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (4) to obtain legal advice from the attorney for the public body and to instruct the attorney regarding the Superintendent's contract of employment

IV. Action Item

- G. Approve Superintendent Contract

V. Adjournment

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item

Public Hearing Instructional Time Models

For Board: Action Discussion Information

Background – [HB 2862](#) requires school districts to have two public hearings on alternative models of instruction for online schools.

HB 2682 allows a school, in its adopted instructional time model, to deliver the annual required instructional time or hours to students through any combination of:

- a) **Direct instruction** (presentation of academic content to students by teachers, such as in a lecture or demonstration)
- b) **Project-based learning** (engages students in solving a real-world problem or answering a complex question and demonstrating their knowledge and skills by creating a public product or presentation for a real audience)
- c) **Independent learning time** (when students are working without direct teacher input and includes work on educational programs, independent reading, homework, etc.)
- d) **Mastery-based learning** (a system in which students advance to higher learning levels upon demonstration of concept and skill mastery, regardless of time, place or pace)

HB 2682 also instructs a school to align its attendance policies to reflect the instructional time and hours under its adopted instructional time model.

The district is recommending the governing board adopt instruction time models for Clarendon, Encanto, OMS, Longview, Montecito and Solano Schools for the 24-25 school year. [Attached](#) are the developed attendance procedures for those students who complete their instructional minutes through the instructional time models.

Legal - HB 2862

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Recommendation

Information Only

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8
June 26, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – I

Agenda Item
Call to Order

For Board: Action Discussion Information

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Information Only

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-A

Agenda Item

Approval and first review of ASBA Policies:

For Board: Action Discussion Information

Background –

GCC	Professional/ Support Staff Leaves and Absences
GCL	Professional Staff schedules and Calendars
GCQC-E	Resignation of Professional Staff Members
GCCA	Professional/Support Staff Sick Leave

The Governing Board has been presented information throughout the spring about personnel policies being reviewed by a representative committee. The listed policies are red-lined for omission and blue-printed for new inclusions as presented at the last meeting. The policies are currently under review by district counsel. No changes yet discussed, and will be complete by the July 9 Regular Meeting and for second reading.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the First Reading of revisions to ASBA polices as presented.

Moved _____ Seconded _____ P/F

GCC ©
PROFESSIONAL / SUPPORT STAFF
LEAVES AND ABSENCES

~~(Absent Without Leave~~ Absent Without Prior Approval)

An employee shall be deemed "~~absent without leave~~" "absent without prior approval" when absent from work because of:

- A reason that conforms to a policy currently in effect but the maximum days provided for in that policy will be exceeded; *or*
- A reason that does not conform to any policy currently in effect; *or*
- Failure to report to work without prior notification to ~~the Superintendent~~ your supervising administrator.
- An emergency situation shall not be considered "absent without prior approval." Employees should report any emergency situation to their supervising administrator immediately to avoid being classified as "absent without prior approval."

In no case shall an employee be compensated for time lost due to being "~~absent without leave~~" "absent without prior approval".

An employee who is absent from work without prior approval is subject to disciplinary action, as is one who was unable to obtain prior approval due to unusual circumstances and such approval is denied upon the employee's return.

**GCCA
PROFESSIONAL / SUPPORT STAFF
UNDIFFERENTIATED LEAVE**

(Annual Leave)

Each eligible staff member shall accrue annual leave determined by the employee's work schedule. Two (2) days shall be advanced to certified teachers at the end of the first pay period of the school year with the rest accrued on a prorata basis.

Work Schedule	Annual Leave
Twelve (12) months	Twelve (12) days
Nine/Ten (9/10) months	Nine (9) days

A day shall be defined as eight (8) hours for fulltime employees. Employees scheduled for less than eight (8) hours, shall have their annual leave advancement and accrual rate prorated based on their scheduled hours per day.

Annual leave may be used for personal illness or injury, family illness or injury, parental obligations, personal business, [religious/cultural beliefs](#), and family bereavement. ~~It is not the intent of annual leave to be used as vacation time.~~ [No more than 4 \(four\) days of annual leave may be taken consecutively.](#)

Annual leave may not be used on the day before or the day after a holiday for the purpose of extending the holiday or during the first two (2) or last two (2) weeks of school. Exceptions to this policy must be addressed in writing to the Superintendent [a minimum of two \(2\) weeks prior to the leave.](#) [The Superintendent will provide a response within two \(2\) days to the request.](#) [Requests for exceptions during designated black-out days not placed two weeks prior will not be approved for pay.](#) [Any unapproved leave beyond the blackout period will remain unpaid until the employee returns to work.](#) Emergency cases require a phone call to the Superintendent or the administrator in charge. If annual leave is used on the day before or the day after a holiday, the Superintendent or the administrator in charge may require a physician's excuse when appropriate.

The unused portion of annual leave may be accumulated to two hundred (200) days.

If a staff member does not have any days of accumulated annual leave, a salary deduction of one (1) day will be made for each day of annual leave used unless the staff member is eligible to use an alternative paid leave (such as sick leave).

The annual leave of any staff member who does not serve a full school year shall be prorated.

Payment for Unused Annual Leave

A full-time professional or support staff member who has been employed by the District for more than ~~three (3)~~ five (5) years will receive, upon leaving the District, ~~fifty dollars (\$50)~~ a ~~tiered day~~ reimbursement for up to a maximum of two hundred (200) annual leave days. The tiers will be structured as follows:

- Tier I years 6-10 @ 33.3% substitute daily rate
- Tier II years 11-15 @ 50 % substitute daily rate
- Tier III years 16-20 @ 70% substitute daily rate
- Tier IV years 21+ @ 100% substitute daily rate

A part-time staff member who works less than ~~eight (8)~~ seven (7) hours per day and has been employed by the District for more than ~~three (3)~~ five (5) years will receive, upon leaving the District, an ~~prorated, tiered amount according to their FTE equal to half (1/2) of the daily rate of pay, not to exceed twenty-five dollars (\$25),~~ for up to a maximum of two hundred (200) annual leave days.

Employees nearing retirement may apply to the Superintendent to receive an extended pay out of their accumulated annual leave for a period of up to three (3) years as specified in Regulation GCQE-R.

Certificated and support staff members who have worked ~~three (3)~~ five (5) or less may accumulate days but will not be vested as applicable until reaching the ~~fourth (4th)~~ sixth (6th) year of employment status.

Sick Leave (Sick Time)

Sick leave for District personnel is a designated amount of compensated leave that is to be granted to a staff member who, through personal or family illness, injury, or quarantine, is unable to perform the duties assigned.

When a staff member exhausts all hours of accumulated sick leave and additional sick leave is needed, an additional leave of absence must be requested pursuant to District policy. If an employee does not wish to return to her duties following childbirth, an extended leave of absence must be requested, consistent with existing District policy.

Upon request, the staff member shall inform the Superintendent of the following:

- A. Purpose for which sick leave is being taken.
- B. Expected date of return from sick leave.
- C. Where the staff member may be contacted during the leave.

Use of Earned Paid Sick Time

Earned paid sick time shall be provided to an employee by the District for:

- A. An employee's mental or physical illness, injury or health condition; an employee's need for medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; an employee's need for preventive medical care;
- B. Care of a family member with a mental or physical illness, injury or health condition; care of a family member who needs medical diagnosis, care, or treatment of a mental or physical illness, injury or health condition; care of a family member who needs preventive medical care;
- C. Reasons related to child care, domestic violence, sexual violence, abuse or stalking, and legal services as described in A.R.S. § [23-373](#).

Earned paid sick time shall be provided upon the request of an employee. Such request may be made orally, in writing, by electronic means or by any other means acceptable to the District. District staff are required to report their absences via the District's attendance system and to request a substitute (if required) in the substitute management system. When possible, the request shall include the expected duration of the absence. The District reserves the right to deny the use of earned paid sick time if the employee fails to report the need for the use of the sick leave as required by this policy.

When the use of earned paid sick time is foreseeable, the employee shall make a good faith effort to provide notice of the need for such time to the District in advance of the use of the earned paid sick time and shall make a reasonable effort to schedule the use of earned paid sick time in a manner that does not unduly disrupt the operations of the District.

The District will not require, as a condition of an employee's taking earned paid sick time, that the employee search for or find a replacement worker to cover the hours during which the employee is using earned paid sick time.

Earned paid sick time may be used in one-quarter (.25) hourly increments.

For earned paid sick time of three (3) or more consecutive work days, the District may require reasonable documentation that the earned paid sick time has been used for a purpose covered by A, B, or C, above. Documentation signed by a health care professional indicating that earned paid sick time is necessary shall be considered reasonable documentation for purposes of this section.

As defined in statute (**A.R.S. § [23-371](#)**), "family member" means:

- A. Regardless of age, a biological, adopted or foster child, stepchild or legal ward, a child of a domestic partner, a child to whom the employee stands in loco parentis, or an individual to whom the employee stood in loco parentis when the individual was a minor;

B. A biological, foster, stepparent or adoptive parent or legal guardian of an employee or an employee's spouse or domestic partner or a person who stood in loco parentis when the employee or employee's spouse or domestic partner was a minor child;

C. A person to whom the employee is legally married under the laws of any state, or a domestic partner of an employee as registered under the laws of any state or political subdivision;

D. A grandparent, grandchild or sibling (whether of a biological, foster, adoptive or step relationship) of the employee or the employee's spouse or domestic partner; or

E. Any other individual related by blood or affinity whose close association with the employee is the equivalent of a family relationship.

Notice

The amount of sick leave available to an employee, the amount of sick leave taken by an employee to date during the year, and the amount of pay an employee has received as sick leave will be recorded in or attached to the employee's paycheck.

Accrual:

A. Employees of the District shall accrue a minimum of one (1) hour of earned paid sick time for every thirty (30) hours worked, but employees shall not be entitled to accrue or use more than forty (40) hours of earned paid sick time per year. A "year" is defined as the twelve (12) month period beginning on July 1 of each fiscal year.

B. Earned paid sick time shall begin to accrue at the commencement of employment or on July 1, 2017, whichever is later.

C. An employee may use earned paid sick time as it is accrued, except that an employee hired after July 1, 2017 must wait until the ninetieth calendar day after commencing employment before using accrued earned paid sick time.

D. Employees who are exempt from overtime requirements under the Fair Labor Standards Act of 1938 (29 United States Code section 213(A)(1)) will be assumed to work forty (40) hours in each work week for purposes of earned paid sick time accrual unless their normal work week is less than forty (40) hours, in which case earned paid sick time accrues based upon that normal work week.

E. Earned paid sick time shall be carried over to the following year, subject to the limitations on usage of forty (40) hours per year. In no event shall an

employee carry over more than eighty (80) hours of sick time into the next fiscal year.

F. If an employee is transferred, but remains employed by the District, the employee is entitled to all earned paid sick time accrued and is entitled to use all earned paid sick time as provided in this section.

G. When there is a separation from employment and the employee is rehired within nine (9) months of separation by the District, previously accrued earned paid time that had not been used shall be reinstated. Further, the employee shall be entitled to use accrued earned paid sick time and accrue additional earned paid sick time at the re-commencement of employment. The District does not offer as a benefit of employment payment for accrued but unused sick time upon separation of employment.

H. When a different District succeeds or takes the place of an existing District, all employees of the original District who remain employed by the successor District are entitled to all earned paid sick time they accrued when employed by the original District, and are entitled to use earned paid sick time previously accrued.

Retaliation Prohibited

The District will not interfere with, restrain, or deny the exercise of, or the attempt to exercise, any right protected in this policy or the Arizona Fair Wages and Healthy Families Act.

The District will not retaliate or discriminate against an employee because the employee has exercised protected rights, including but are not limited to the right to request or use sick leave; the right to file a complaint with the Industrial Commission of Arizona or courts or inform any person about the District's alleged violation; the right to participate in an investigation, hearing or proceeding or cooperate with or assist the Industrial Commission in its investigations of alleged violations; and the right to inform any person of his or her potential rights.

the District's absence policy will not count sick leave as an absence that may lead to or result in discipline, discharge, demotion, suspension, or any other adverse action.

Protections of this section shall apply to any person who mistakenly but in good faith alleges violations of this policy or the applicable law.

GCL PROFESSIONAL STAFF SCHEDULES AND CALENDARS

(Professional Working Day)

A professional working day focuses on responsibility and accessibility of professional staff members to children, staff members, and parents. Professional staff members are expected to be in their respective rooms or work areas as the schedule prescribes so that they may see students, parents, and/or attend to other duties as assigned.

The work day for the instructional staff shall be established by the District. [The professional work day is defined as:](#)

- [Beginning 30 minutes before the instructional day](#)
- [Ending 30 minutes after the instructional day](#)

Teachers may perform duties other than classroom teaching. [On early release days, the professional work day is defined by:](#)

- [2.5 hours professional development in additional to the professional work day](#)
 - [This allows for schools with much later instructional day beginning times to conduct part of the professional development on early release days before the instructional day begins and the remainder after the professional work day ends. This schedule will be established at the beginning of the school year to allow for planning for the school and professional staff accordingly.](#)

Extra duty assignments may be made by the principal. In addition, attendance at local school and District meetings and activities are considered the professional obligations of certificated staff members.

Reasonable deviation from the general guidelines must be upon agreement with the building principal.

Individual school procedures shall be followed for absence during the school day.

EXHIBIT

GCQC © RESIGNATION OF PROFESSIONAL STAFF MEMBERS

(Assessment of Liquidated Damages)

There are limited exceptions that allow a professional staff member to break their employment contract without the assessment of liquidated damages. The exceptions are as follows:

- The professional staff member receives a promotion in a public K-12 or higher education setting.
- The professional staff member is required to move based on their spouse's work-related relocation.
- The professional staff member provides evidence of a medical need to resign (with documentation from their health provider).

Should a professional staff member breach their contract outside of these three allowable exceptions, they will be subject to liquidated damages, under the following conditions.

- Breach of contract between May 1-June 30 = \$750 liquidated damage payment
- Breach of contract from July 1-end of contract = \$1250 liquidated damage payment

OSBORN SCHOOL DISTRICT NO. 8
June 26, 2024
Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-B

Agenda Item

Approval of the Director of Leadership and School Improvement position.

For Board: Action Discussion Information

Background –

Administration has developed the job description for the new Director of Leadership and School Improvement position.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the job description for the Director of Leadership and School Improvement position.

Moved _____ Secoded _____ P/F

Director of Leadership and School Improvement Job Description

The Director of Leadership and School Improvement position is a 12-month administrative position that supports all aspects of the implementation and management of the TAP System in Osborn School District to include training, partnership support, TAP school review and evaluation, and projects as assigned. Their main function is to work with the leadership teams to implement the professional development aspect of the TAP System. The Director of Leadership and School Improvement meets regularly and plans with principals to assure school-wide leadership functions, such as leadership team meetings, evaluation schedules, IGPs, and cluster meetings are in place. The Director of Leadership and School Improvement works with the master and mentor teachers on implementation and evaluation of cluster meetings and individual growth of teachers. Additionally, the Director of Leadership and School Improvement works with the leadership teams to analyze school data to create school and cluster plans. This position will be directed by the Superintendent and work closely with district leadership. The Director of Leadership and School Improvement will also oversee district University partnerships centered on teacher preparation and support.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Essential duties and responsibilities include the following. Other duties may be assigned.

TAP System Implementation and Training

Provide support, guidance, and training to school-based TAP Master Teachers, Mentor Teachers and Administrators in alignment with the AZ PRIME Grant work with NIET Team and District & School Leadership Teams to:

- Oversee the TAP System operations in Osborn School District
- Create schedule and coordinate site visits, as needed.
- Support implementation of all grant activities at each school.
- Provide training for teachers, mentors and administrators in TAP schools.
- Maintain organization and fidelity of the use of EE PASS at the district and campus level.
- Conduct leadership and cluster observations with specific coaching and documentation.
- Assist school ILTs in analyzing school-wide student data as the basis for developing school plans that drive district goals.
- Provide technical support to assist schools in developing school plans utilizing the TAP processes.
- Provide support and guidance master and mentor teachers in developing goals for Individual Growth Plans reflection process.
- Provides support to school leaders serving as a secondary evaluator.

Director of Leadership and School Improvement Job Description

- Serve as a secondary evaluator for master teacher evaluations at the campus level.
- Assist superintendent in providing feedback and scores to principals and assistant principals as part of TAP Leadership Team Meeting observation and scoring process, BOY/MOY/EOY meetings.

TAP School Reviews

- Help organize and plan school reviews conducted by NIET.
- Support schools in preparing for the school review process.
- Assist with dissemination of school review scores and next steps.
- Support district leaders in developing and maintaining long-term sustainability of the TAP System in all grant schools.

Grant Compliance

- Coordinate with all NIET staff associated with the grant project.
- Maintain district record of training for all district and campus level leaders and schedule training as needed with NIET.
- Work with NIET senior management, Project Director, Research Lead and Senior Specialists to ensure fidelity to the AZ PRIME grant
- Support district leaders in developing and maintaining long-term sustainability of the TAP System in all grant schools.
- Work with Research Lead to collect grant evaluation data and information.
- Support implementation of all grant activities at each school.
- Other duties as assigned.

University Partnerships

- Coordinate with Arizona State University, Northern Arizona University, Grand Canyon University, and Maricopa County Community College District on placements for student teachers and interns.
- Coordinate with the Arizona Teacher Residency Program (AZTR) on placement of student teachers/residents throughout their placement.
- Facilitate principal integration of first-year teachers into the professional development structures of TAP, with necessary support of content knowledge of the teaching and learning rubric.

Director of Leadership and School Improvement Job Description

QUALIFICATIONS

The Director of Leadership and School Improvement represents the “gold standard” in teaching, school leadership, and professional development and serves as a role model to all other instructional and leadership staff. The Director of Leadership and School Improvement should have at least five years experience at the teacher level, five years at the school leadership level, and a proven track record in increasing student achievement at both the individual teacher level as well as the building level.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION and/or EXPERIENCE

- Masters degree preferred
- Valid Teaching Certification
- At least 5 years K-12 classroom teaching experience (elementary or secondary)
- Teacher Leadership experience require
- At least five years K-12 school administrative experience
- Knowledge of curriculum development and best instructional practices
- Strong verbal and written communication skills
- Technology proficiency
- Ability to work directly with administrators and teachers in a diverse cross-section of schools
- Support for performance-based pay systems for educators
- Understanding and agreement with elements of the TAP System (see niet.org)
- Proof of effective professional development for individuals as well as large groups
- Proof of contribution to profession such as research, publications, university teaching, presentations, awards
- Excellent communication skills and an understanding of how to facilitate growth in adults

PERSONAL CHARACTERISTICS

- Ability to communicate effectively, both in verbal and written form
- Ability to work tactfully and harmoniously with school leaders, teachers, and students
- Ability to command the respect of school leaders, teachers, and students

Director of Leadership and School Improvement
Job Description

- Desire and willingness to make a continuing commitment to the maintenance of a high level of professional competence

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-C

Agenda Item

Approval of the Montessori Teacher of Special Assignment position description.

For Board: Action Discussion Information

Background –

Administration has developed the job description for the Montessori Teacher on Special Assignment position.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the job description for the Montessori Teacher on Special Assignment.

Moved _____ Seconded _____ P/F

Montessori Teacher on Special Assignment/Master Teacher Job Description

Under the direction of an assigned Administrator, the Montessori Teacher on Special Assignment (TOSA)/Master Teacher serves outside the classroom setting for assignments as determined by the needs of the school.

Teacher on Special Assignment Responsibilities

- Support parent engagement (Dojo, PTO, events, communications, etc)
- Assessment coordinator (FastBridge, AASA, Transparent Classroom, etc)
- Support student recruitment
- Coordinate and maintain staff duty schedules
- Facilitate Child Study team process
- Support program growth and development, including dual language model
- Support staff culture and community
- Complete monthly Board Reports
- Support student attendance monitoring
- Provide student SEL and behavior support

Master Teacher Responsibilities

National Institute of Excellence in Teaching (NIET) and Teacher Advancement Program (TAP)

- Participate in the Qualified Evaluator Training and become a Certified Evaluator.
- Evaluate teacher performance using the NIET Teaching and Learning Standards and conduct follow-up teacher conferences
- Conduct classroom evaluations and conferencing for both formal and informal observations
- Work an expanded calendar year

Teachers' Individual Growth Plans (IGPs)

- Oversee groups of teachers in developing goals providing instructional interventions with proven results
- Facilitate teacher proficiency with these new strategies through classroom-based follow-up
- Ensure that the progression of teacher skill development is aligned with changing student learning needs and facilitating teacher proficiency with new strategies through classroom-based follow-up

Cluster/Professional Development Planning and Implementation

- Developing the long-range cluster plan, maintain cluster group meeting records, and activities
- Overseeing and leading cluster meetings throughout the year
- Following the "STEPS for Effective Learning"; providing appropriate follow-up in the classroom; and assessing cluster group progress toward goals.

- Collaborate to determine, develop and implement learning resources

Instructional Support

- Team teach with colleagues, demonstrate model lessons, and develop and help implement Montessori curriculum
- Provide resources and gradual release to assist teachers in continuing to develop efficacy in their position

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-D-1-7

Agenda Item

Approval of Personnel Items

For Board: Action Discussion Information

Background –

Per attached list.

Note: Due to HIPPA laws (Health Insurance Portability & Accountability Act) regarding privacy of health information, we do not include letters from individuals requesting FMLA because their medical conditions are mentioned in their letters. This information must be held confidential. Board members will simply know from the usual monthly listings that it is an FMLA request and understand that such requests are made due to one's own personal illness or injury or a close family members' illness or injury or the birth or adoption of a child, etc.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the Resignations/Terminations/Retirements and Employment/Changes/Additions as presented.

Moved _____ Seconded _____ P/F

NEW EMPLOYEES: CERTIFIED

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE HIRED</u>	<u>RATE OF PAY</u>
Dashaminique Smith	Math Teacher	OMS	7/23/2024	\$50,000.00

NEW EMPLOYEES: CLASSIFIED

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE HIRED</u>	<u>RATE OF PAY</u>
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RATIFY ADDENDUM TO CONTRACT

NAME

PROGRAM

AMOUNT

PRE-APPROVAL ADDENDUM TO CONTRACT

NAME

PROGRAM

AMOUNT

ADDITIONAL ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
Danielle Naylor	XD- computer Tech Breaks	IT	5/29/2024	\$23.22
Storm Gerlock	XD- computer Tech Breaks	ENC	5/28/2024	\$22.01
Dorinda Montoya	XD- computer Tech Breaks	IT	5/28/2024	\$24.51
Maria Aguilar	XD- Summer School Bus Driver	M/T	6/3/2024	\$26.44
Josque Rael	XD- Custodial Breaks	M/T	5/23/2024	\$21.16
Martha Rodriguez Corral	XD- Interpreter	T&L	8/5/2024	\$23.44
Annette Morris	XD- Interpreter	T&L	8/5/2024	\$22
Manuela Romero	XD- Interpreter	T&L	8/5/2024	\$21.51
Claudia Herrada	XD- Interpreter	T&L	8/5/2024	\$21.97
Adriana Cuevas Hernandez	XD- Interpreter	T&L	8/5/2024	\$23.31
Acsalia Enriquez	XD- Interpreter	T&L	8/5/2024	\$24.85

CHANGE OF ASSIGNMENT

<u>NAME</u>	<u>FROM POSITION</u>	<u>TO POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
Raymond Linn	8th Grade Math Teacher	STEM Teacher	OMS	7/30/2024	\$51,970.00
Maria Regis	Self Contained Teacher	Self Contained Teacher	LNV	7/30/2024	\$77,386.00
Samuel Parker	Resource Teacher	SPED Teacher	OMS	7/30/2024	\$70,924.00

NEW YEAR CLASSIFIED ASSIGNMENTS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>	<u>RATE OF PAY</u>
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NEW YEAR SUBSTITUTES ASSIGNMENTS

RESIGNATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>
Negin Yaqubi	3rd Grade Teacher	ENC	5/24/2024
Jose Perez Chavez	4th Grade Teacher	CLA	5/24/2024

TERMINATIONS

<u>NAME</u>	<u>POSITION</u>	<u>LOCATION</u>	<u>DATE</u>
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RETIREMENTS

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
Evan Partis	RIF	LNV	5/23/2024
Jennifer Martinez	RIF	ENC	5/23/2024
Karin Hallock	RIF	LNV	5/23/2024
Neudysmar Caraballo	RIF	ENC	5/23/2024
Halima Abdullahi	RIF	ENC	5/23/2024

LEAVE OF ABSENCES:

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
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MILITARY LEAVE:

<u>NAME</u>	<u>REASON</u>	<u>LOCATION</u>	<u>DATE</u>
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PRE-APPROVAL ADDENDUM TO CONTRACT

<u>NAME</u>	<u>PROGRAM</u>	<u>AMOUNT</u>
Brod, Matt	Summer School Substitute 5/30-6/27/24	\$3,600.00
Chevalier, Cecilia	Summer Planning 6/17-6/21/24	\$1,000.00
Copelly, Rossalba	Summer Planning 6/17-6/21/24	\$1,000.00
Formanek, John	Summer Planning 6/17-6/21/24	\$1,000.00
Fuentes, Mildred	Summer Planning 6/17-6/21/24	\$1,000.00
Kimzelman, Kathy	Summer Planning 6/17-6/21/24	\$1,000.00
Perez, Katarina	Summer Planning 6/17-6/20/24	\$1,000.00
Schrey, Kaitlyn	Summer Planning 6/17-6/21/24	\$1,000.00
Shillito, Alex	Summer Planning 6/17-6/21/24	\$1,000.00
Thompson-Hunter, Angela	Summer Planning 6/17-6/18/24	\$1,000.00
Valles. Guillermina	Summer Planning 6/17-6/18/24	\$1,000.00

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-E

Agenda Item

Approval of the revised Support Professionals placement schedule for the 2024-2025 school year.

For Board: Action Discussion Information

Background –

Administration has developed the revised 2024-2025 Support Professionals placement schedule that includes Montessori teachers.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing Board approve the revised 2024-2025 Support Professionals placement schedule.

Moved _____ Secoded _____ P/F

**OSBORN SCHOOL DISTRICT
STUDENT SUPPORT PROFESSIONALS**

2024/25 PLACEMENT SCHEDULE

	COTA / SLPA / PSYCH INTERN	Montessori Teacher	SW MA	OT PT SLP RN	PSYCH
min	40,728	50,000	50,716	60,654	68,217
mid	45,607	55,000	62,000	67,708	75,153
max	51,040	60,500	73,153	74,760	80,934

Applies to All (Except Montessori Teachers)

Bilingual: \$2500

Doctorate: \$2500

SLP

MA level with National Certificate of Clinical Competence: \$2500 yearly stipend (Speech only)

Up to \$400.00 continuing education registration fee (Speech only)

Up to \$325.00 license fees- State/ASHA

Social Workers

Licensed Clinical Social Workers (LCSW): \$2500

Psychologists

National Certificate of School Psychology: \$2500

Montessori Teachers

Montessori Certificate: \$1500

Longevity Pay = \$500 annually at beginning of 6th year; additional \$500 at beginning of 11th year

Effective 7.1.24

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – II-F

Agenda Item

Qasimyar Tax Settlement Information

For Board: Action Discussion Information

Background –

Administration will present information and upcoming actions from the Qasimyar tax settlement, impacting Maricopa County school districts, including Osborn.

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number – III

Agenda Item

Executive Sessions

For Board: Action Discussion Information

Background –

Personnel

- A. The Governing Board may convene an executive session pursuant to A.R.S. Section §38-431.03(A)(1) for the purpose of discussion of the Superintendent's Evaluation
- B. The Governing Board may convene an executive session pursuant to A.R.S. § 38-431.03(A)(1) to consider and discuss the Superintendent's contract of employment.

Legal Advice

- A. The Governing Board may convene an executive session pursuant to A.R.S. § 38-431.03(A)(3) and (4) to obtain legal advice from the attorney for the public body and to instruct the attorney regarding the Superintendent's contract of employment

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

Moved _____ Seconded _____ P/F

OSBORN SCHOOL DISTRICT NO. 8

June 26, 2024

Board Meeting

The Osborn Community advances the full potential of every child by developing emotional intelligence and academic excellence.

Agenda Item Number – IV-G

Agenda Item

Approve Superintendent Contract

For Board: Action Discussion Information

Background –

Legal

Financial

Governing Board Goals

- Community Connectedness and Increased Enrollment
- Maximize Student Learning & Achievement from PreK to High School
- Stewardship and Boardmanship
- Equity & Excellence for Opportunity and Outcomes

Recommendation

It is recommended that the Governing approve the Superintendent contract as discussed.

Moved _____ Seconded _____ P/F

**OSBORN SCHOOL DISTRICT NO. 8
June 26, 2024
Board Meeting**

**The Osborn Community advances the full potential of every child
by developing emotional intelligence and academic excellence.**

Agenda Item Number –X

Adjournment

Moved _____ Seconded _____ P/F