

The Special Meeting of the Osborn School District Governing Board was called to order at 6:00 PM by Board President Hermes.

**Present:**

Edward Hermes, Board President  
Luis Peralta, Board Clerk  
Violeta Ramos, Board Member (arrived late)  
Leanne Greenberg, Board Member  
Rhiannon Ford, Board Member  
Dr. Michael Robert, Superintendent

**Action Items**

**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**

A short discussion and confirmation was provided around leave of absences.

Mrs. Greenberg motioned to approve. Mr. Peralta seconded. Motion carried 4-0.

Mrs. Greenberg aye  
Mr. Hermes aye  
Mr. Peralta aye  
Mrs. Ford aye

**Discussion/Information Items**

**FY2025 Budget Committee Recommendations**

Mrs. Toscano provided an overview of the budget and shared the process the Budget Committee followed over the last few months. She shared that after looking for savings, areas of increased expenditures and layering in the inflationary funds from the state the recommendation is for a 2% increase to base pay for all employees. She said that in addition to the 2% increase the committee is also recommending using remaining ESSER funds for retention stipends in the amount of \$1,250 who return to work for the 24-25 school year and work at least 35 hours. This amount would be prorated for employees working less than 35 hours.

Mrs. Ramos arrived at 6:21PM

Staff will be informed of the recommendation and addendum letters will go out the following day if approved at the May 14.

Discussion took place about the increase not being added to current salary amounts rather than the salary schedule and the benefit of this maintaining a cushion between pay for current employees and new hires who may be placed on the schedule with experience.

Discussion moved to step schedules and Mrs. Toscano provided additional information about the flexibility and benefit to staff of an initial placement schedule.

**Personnel Policies**

Dr. Robert provided an overview of the work being done by the policy committee explaining that the group is starting their work with personnel policies that address leave, the professional work day and resignation. He said that the committee is made up of staff from certified, classified and classified exempt to ensure input from all groups. Beginning with policy GCCA discussion took place about the district's current policy of offering both annual and sick leave and consideration of combining annual and sick leave offering personal leave. He said that the committee is not currently looking at combining the leave but a survey has been sent and he is awaiting feedback. He said the survey also included questions around the number of days employees could take consecutively. Discussion then ensued around the need to strengthen the policy took with Dr. Robert stating that there is a need to limit the number of days keeping in mind that excessive absenteeism is bad for kids. The committee is also looking at revising payout of annual leave when staff leave. The committee would like to increase the years it takes to become vested from 3 to 5 and increasing payout of unused annual leave according to their years of service to the district.

Members also discussed blackout days and approvals for exceptions.

At the conclusion of revisions to the policies by the committee, the policies will be given to counsel for review and then taken to the Board for approval.

**Adjournment**

President Hermes declared the meeting adjourned at 7:52 PM.

Minutes submitted by:

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Lisa Nye, Executive Assistant to the  
Superintendent and Governing Board

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Luis Peralta, Board Clerk