

**SIERRA SANDS UNIFIED SCHOOL DISTRICT**

**Board of Education  
Special Meeting**

**January 5, 2009  
District Office Conference Room  
113 Felspar  
*www.ssusd.org***

*We, the members of the Board of Education of the Sierra Sands Unified School District, are committed to providing the highest quality education in a safe environment to all K-12 students. We believe the school shares with the family, church, and community the responsibility for developing life-long learners who are responsible, productive*

**A G E N D A**

**CALL TO ORDER AND PLEDGE TO THE FLAG**

**12:00 Noon**

Amy Covert  
Judy Dietrichson  
Bill Farris  
Tim Johnson  
Tom Pearl  
Kurt Rockwell, Vice President/Clerk  
Michael Scott, President

Joanna Rummer, Superintendent

**MOMENT OF SILENCE**

**1. ADOPTION OF AGENDA**

**2. PERSONNEL ADMINISTRATION**

**2.1 Approval of Early Retirement Notification Incentive for 2008-09**

*Providing a financial incentive to those employees who provide the district with early notification of their intent to retire will assist the district in planning for and projecting staffing needs for next year.*

**3. ADJOURNMENT**

## 2. PERSONNEL ADMINISTRATION

### 2.1 Approval of Early Retirement Notification Incentive for 2008-09

**BACKGROUND INFORMATION:** For several years, the district has offered an early retirement notification incentive. In 2006, the board approved an increase in the incentive amount for 2006-07 to \$1,000 for each retiring certificated employee and \$532 for each retiring classified employee who declared in writing prior to a specific date in January his/her intent to retire. Five certificated employees and five classified employees took advantage of this offer in 2006-07 and eleven certificated and four classified employees took advantage of the offer in 2007-08. This provided the district with valuable information in determining staffing needs for the upcoming school year.

**CURRENT CONSIDERATIONS:** The district would like to offer the early retirement notification incentive program for 2008-09 to assist with identification of staffing needs for the 2009-10 school year. In light of the current budget situation, the district is proposing to offer an increased early retirement notification incentive, for this year only, in the amount of \$3,000 for certificated employees and \$1,600 for classified employees to those employees who submit their written retirement notice by no later than January 30, 2009. The retirement window (i.e., effective date of retirement) for this incentive is as follows: (1) certificated employees between June 5, 2009 and August 1, 2009; and (2) classified employees between February 1, 2009 and August 1, 2009. Employees must be eligible to retire under STRS or PERS in order to receive this incentive. If approved by the board, all employees eligible to retire will receive a letter during the week of January 5-9, 2009 from the Human Resources Department describing the 2008-09 early retirement notification incentive program.

**FINANCIAL IMPLICATIONS:** The exact fiscal impact is unknown, but the cost of the program is certain to be offset by the reduced cost in salary and statutory benefits. Most important for the district are the benefits associated with management of staffing in the current fiscal climate.

**SUPERINTENDENT'S RECOMMENDATION:** Approve the early retirement notification incentive program for 2009-10 in the amount of \$3,000 for each certificated employee and \$1,600 for each classified employee who declares his/her intent to retire in writing within the applicable retirement window by no later than January 30, 2009.