



**DATE:** September 04, 2024  
**TO:** Board of Education  
**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer  
**SUBJECT:** Approve Leave of Absence Request for the 2024-2025 School Year  
**PRESENTED BY:** Michael Shepherd, Executive Director of Human Resources

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**ACTION REQUESTED**

Approve Leave of Absence Request for the 2024-2025 School Year

**BACKGROUND INFORMATION**

Human Resources works with site and department administrators to assess staffing and recommendations for approval of leaves.

**PREPARED BY:** Michael Shepherd, Executive Director of Human Resources

Attachment: Leave of Absence Request