APPROVED

# Cirrus Education Group

# Minutes

## CEG - Personnel Committee Meeting

**Date and Time**
Wednesday July 16, 2025 at 2:00 PM

**Location**
https://us02web.zoom.us/j/82207780428?pwd=KTk95TrRUayfJaQ7zNCDg1H4VnlEPD.1

**Committee Members Present**
L. Taylor, R. Finley (remote), S. Kelly

**Committee Members Absent**
L. Golphin

**Guests Present**
Arleen Samuels, B. Williams (remote), Brenda Edwards, C. Blake (remote), Diane Freeman (remote), Nisah Brinson, Sonja Riley, Wendy Grimes

### I. Opening Items

#### A. Call the Meeting to Order

L. Taylor called a meeting of the Personnel Committee of Cirrus Education Group to order on Wednesday Jul 16, 2025 at 3:13 PM.

#### B. Record Attendance

#### C. Approve Minutes

S. Kelly made a motion to Approve minutes.
R. Finley seconded the motion.
The committee **VOTED** to approve the motion.

## II. Personnel

### A. Monthly Personnel Report

Sonya Riley presented the monthly personnel report, noting that there are currently 63 positions, including 36 instructional roles. She mentioned that three staff members had decided to leave, but new candidates were interviewed and hired

### B. Recruitment and Retention Update

Sonja Riley reported ongoing recruitment efforts for staffing, including word-of-mouth referrals and listings on Indeed and the school website, with a focus on filling current vacancies before the school year starts

### C. Professional Development

Nisah Brinson outlined the professional development plan for teachers, which includes sessions on effective instruction, assessment tools, behavior management, and classroom culture, along with operational topics such as classroom setup and special education information.

### D. SY26 Critical Calendar

Sonja Riley presented the critical days calendar to keep the board informed on critical days for staff.

## III. Closing Items

### A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 3:59 PM.

Respectfully Submitted,
C. Blake