APPROVED

Cirrus Education Group

Minutes

CEG - Personnel Committee Meeting

Date and Time
Wednesday September 3, 2025 at 2:00 PM

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

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

Committee Members Absent
None

Guests Present
Arleen Samuels, B. Williams, Brenda Edwards, C. Blake, Diane Freeman, K. Cadman (remote), L. McDonald (remote), Nisah Brinson, Sonja Riley (remote), 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 Sep 3, 2025 at 2:37 PM.

B. Record Attendance

C. Approve Minutes

L. Golphin made a motion to approve the minutes from CEG - Personnel Committee Meeting on 08-06-25.
R. Finley seconded the motion.
The committee **VOTED** to approve the motion.

II. Personnel

A. Monthly Personnel Report

Sonja Riley reviewed the current staffing, which includes 65 total employees, with one vacancy for a school social worker; the interview may be rescheduled due to conflicts. Staff attendance stands at 96% with three absences (including one FMLA). Background checks are complete for all staff, and a GCIC audit was conducted. Operationally, the team discussed restructuring the custodian group and the possibility of outsourcing services pending budget alignment. The committee also reviewed policies targeted for board approval by October 31—including security, background checks, cell phone, conflict of interest, ethics, and a teacher certification policy needed to set expectations around certification timelines and reimbursement.

B. Recruitment and Retention Update

Sonja Riley shared recruitment efforts are focused on filling the school social worker role and shoring up building support capacity; temporary staffing is in place on a 30-day basis for custodial support, and the team will explore partnerships with organizations such as Goodwill and the Salvation Army for additional part-time workers to meet building cleanliness and student-volume needs. To strengthen retention and educator quality, the committee reviewed certification status: 39% of teachers hold GaPSC certification, while 61% meet alternative PQ criteria. Leaders plan to encourage enrollment in certification programs—prioritizing the 25 staff who still need certification—considering GACE fee reimbursement upon passing and setting a standard certification timeline post-hire. Chair Tayler emphasized that certification alone does not guarantee effectiveness; recent MAP results show growth across both certified and non-certified teachers, and continued coaching and accountability will remain central to retention.

C. Professional Development

Nisah Brinson reviewed ongoing and upcoming professional learning. Mr. Williams is leading a Growth Mindset book club, while external trainers are supporting hands-on STEM curriculum training. Ms. Freeman held special education meetings to tighten IEP compliance for grades 7–8 and coordinated TEAKS orientation for grades 3–8. Next week's PD will include protected time for lesson planning and family phone calls. Instructional leaders and teachers will attend the GCSA Conference on the 12th to share practices around academic growth. Classroom walkthroughs are underway to monitor adoption of Amplify and STEMscopes; vendor partners will return for additional PD throughout the year. Clever and Classlink are confirmed operational, supporting classroom implementation. Brinson acknowledged generally positive staff sentiment

about the new school year while noting initial classroom-management challenges; a behavior tracker is being deployed to provide timely support. Website updates to meet SCSC compliance continue, and members were reminded of the upcoming Academic Committee meeting.

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 3:52 PM.

Respectfully Submitted,
L. Taylor
L. Golphin made a motion to Adjourn.
R. Finley seconded the motion.
The committee **VOTED** to approve the motion.