



**DATE:** November 1, 2023  
**TO:** Board of Education  
**FROM:** Kerstin Kramer, Superintendent Chief Learning Officer  
**SUBJECT:** Approve Personnel Action Report for November 1, 2023  
**PRESENTED BY:** Mike Shepherd, Executive Director of Human Resources

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**ACTION REQUESTED**

Approve Personnel Action Report for November 1, 2023

**BACKGROUND INFORMATION**

The personnel action report is a summary of all personnel action for the preceding month.

Various individuals are hired and released or resigned each month and these changes must be approved by the board. By approving the Personnel Action Agenda, the board finalizes all actions planned or taken to ensure that the district schools, offices, and facilities are properly staffed with quality personnel.

**RESOURCES REQUIRED:** N/A

**PREPARED BY:**

Human Resources Credentials Technicians – Patricia Virrey, Alejandra Venegas and Reid Gallup for Mike Shepherd, Executive Director of Human Resources

Attachment: Personnel Action Report