



**DATE:** February 5, 2025  
**TO:** Board of Education  
**FROM:** Mrs. Kerstin Kramer, Superintendent Chief Learning Officer  
**SUBJECT:** Approve Personnel Action Report for February 5, 2025  
**PRESENTED BY:** Mike Shepherd, Executive Director of Human Resources

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**ACTION REQUESTED**

Approve the Personnel Action Report for February 5, 2025.

**BACKGROUND INFORMATION**

The personnel action report is a summary of all personnel actions 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 Report, 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:** Tichelle Criswell, Confidential Administrative Assistant, for Mike Shepherd, Executive Director of Human Resources

Attachment: Personnel Action Report