

**BOARD MEMO**

Date: December 14, 2023

For ACTION   X  

For INFORMATION       

**FROM:** Kamika Valmond, Executive Director of Human Resources

**THROUGH:** Melanie Kay-Wyatt, Ed.D., Superintendent of Schools

**TO:** The Honorable Michelle Rief, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Personnel Actions for the Period of November 23 through December 8, 2023

**ACPS 2025 STRATEGIC PLAN GOAL:**

Goal 2: Instructional Excellence

**SY 2023-2024 FOCUS AREA:**

N/A

**FY 2024 BUDGET PRIORITY:**

Target Planned Compensation Enhancement and Staff Retention Efforts

**SUMMARY:** The attached report provided detailed information regarding the personnel actions for the period of November 23 through December 8, 2023.

**DETAILS:** The personnel action report is confidential pursuant to Section 2.2-3705.1(1) of the Code of Virginia and has been provided to board members only. Should any person need information once the report is approved, please contact the Human Resources Department.

**BACKGROUND:** The School Board receives monthly reports on personnel actions.

**RECOMMENDATION:** The Superintendent recommends that the School Board approve the personnel actions as described in the attached.

**IMPACT:** ACPS strives to promote the employment and retention of highly qualified personnel to effectively serve the education needs of students.

**ATTACHMENTS:**

1. Personnel Actions Report November 23 through December 8, 2023

**CONTACT:** Kamika Valmond, [kamika.valmond@acps.k12.va.us](mailto:kamika.valmond@acps.k12.va.us)