



**CIRRUS EDUCATION GROUP, INC.  
PERSONNEL COMMITTEE MEETING**  
*Agenda*

[www.cirrusacademy.org](http://www.cirrusacademy.org)

**February 21, 2024  
2:00 PM**

<https://us06web.zoom.us/j/83082982762?pwd=Qc2bHt0nQAAJYpKezgljJ8nFAM8GV5.1>

**Meeting ID: 830 8298 2762  
Passcode: 890178**

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- 1. Call to Order**
    - 1.1. Attendance
    - 1.2. Approval of [Committee Minutes from January 3, 2023](#)
  
  - 2. Matters of Discussion**
    - 2.1. [Review of Organizational Structure and Job Descriptions](#)
      - 2.1.1. [Overview of Current Job Descriptions](#)
      - 2.1.2. [Additional Job Descriptions Needed](#)
      - 2.1.3. Recommendations, Process and Feedback
    - 2.2. [Review of Vendor Contracts](#)
      - 2.2.1. Overview Current Vendor Contracts
      - 2.2.2. Additional Information Needed
      - 2.2.3. Recommendations, Process and Feedback
    - 2.3. [Review of Employee Policy Manual](#)
      - 2.3.1. Calendar and Priorities
      - 2.3.2. Process, Format, and Feedback
  
  - 3. Adjournment**
    - 3.1. Adjournment
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