



Operations Report – October 2025

Interim Chief of Staff Ennis Harvey

Division of Operations

Director of Organizational Effectiveness and Strategic Planning Pamela McCloud

The Strategic Planning department will continue to develop and implement a comprehensive five-year strategic roadmap aimed at enhancing service delivery for students, families, and the community. This initiative will ensure that the roadmap reflects the diverse identities, experiences, and perspectives present within the DeKalb County School District (DCSD). During the November Board of Education meeting, Goal Area Sponsors provided updates as part of the Superintendent's Report, which focused on Goal Area 3 – Recruit, Develop, and Retain Talent. The subsequent updates regarding Goal Areas will be presented at the Board of Education meeting scheduled for December 8, 2025, with an emphasis on Goal Area 4 – Culture and Climate.

Executive Director Tracey Whaley

Public Safety Recruitment & Retention

Recruitment and Retention

Public Safety continues to work towards recruiting and retaining highly qualified staff:

- Since July 2024, 23 SROs have been hired and most have been assigned to their permanent schools.

Technology Integration

- Evolv Conveyor
- Several systems have been delivered and installed.
- Staff are now taking virtual certification courses which must be completed before training and operation.

Visitor Management System

- Laptops and other components have been delivered.
- DIIT staff will set up and program the systems.
- Virtual training will begin once set up is complete.
- Phase two will include Middle and High schools

District Employee Training

The following staff completed took part in training listed below:



- Sgt. M. Muhammad
- SRO. I. Whitfield
- SRO. S. Hunter
- SRO. S. Haynes
- SRO. M. Strickland

Centegix Updates

- All DCSD facilities have been upfitted with Level 2 Centegix Technology including charter partners who elected to enter into the Centegix buy-back program with DCSD.
- The Tapestry School
- Dekalb Preparatory Academy
- New Central Office
- International Community School
- New Badges are now being distributed to each location.
- The Centegix Level 2 system gives DCSD to have digital maps of each school created.
 - Public Safety is now working with Centegix to begin that process.

Interim Chief Jennifer Caracciolo

Community Engagement and Innovative Partnerships

- 130 eligible schools/centers have partners signed up to participate in Principal for a Day – 100% participation for year one! We had three signature sponsors to provide food for the kick-off event in October, which was attended by principals and partners. Most of the participants are new to DCSD partners.
- Completed DHHS Modernization meetings (3 community and 2 staff), as well as an online survey.
- Provided support to the Acting Superintendent and Board during the leadership transition; released two statements, one update, and one FAQ document, as well as responded to various media outlets.
- Hired a new Communications Director, Senior Coordinator of Family and Community Engagement, and Foundation Executive. All positions were included in the FY26 budget.
- Conducted Portrait of a Graduate Academic Walks at various schools.

Vacant

Communications Department and DeKalb Schools Educational Foundation

- Held 1st Setting the Table – Advancing Literacy in DeKalb Together event – partnership with Foundation, District, and various local agencies.
- Continued support and collaboration with the Division of Access and Opportunity on the Student Assignment Project (SAP), which included meetings, SAP Town Halls, SAP Chats, and videos such as Dr. Sauce’s update on SAP.
- Launched Daily Difference Makers campaign. Students are selected by their school principals to participate in [Portrait of a Graduate Academic Walks](#) or the [Superintendent’s Student Advisory](#). Employees are nominated by their principals or peers and selected monthly by the Division of Human Resources. New honorees are featured weekly to highlight the people who embody #TheDeKalbDifference.
- Videos produced included Fall Legal Symposium, Tucker HS Fall Festival, Hispanic Heritage Fiesta, PreK Week, Red Ribbon Week, Faith Leaders Summit, Bus Safety, Acting Superintendent, IGNITE, Time and Attendance, Scholarship Symposium, Board Member Ziffer Town Halls, DHHS Staff Meeting, Vendor Fair, MBK and OSK Inductions

Director Dr. Marcia Oglesby

Grants and Partnerships

The Grants and Partnerships team continues to actively secure resources and build strong community connections to support the DeKalb County School District’s (DCSD) programs and priorities. The Grants and Partnerships team members available to provide support with securing

partnerships, seeking donations, and applying for grants are as follows: Dr. Marcia Oglesby, Director; Mrs. Libritta Anderson-Griffin, Coordinator II; Ms. Demetric Crittle, Coordinator; Ms. Tanya Arrington, Strategic Partners Manager; and Dr. Donald Porter, Lead Grant Strategist.

Highlights of the work completed during October include the following:

- A federal grant application will be submitted in collaboration with Technology and Public Safety to apply for the Bureau of Justice Assistance's Students, Teachers, and Officers Prevention (*STOP*) Violence grant. This grant program represents a significant effort to foster safer school environments and reduce the risk of violence through proactive measures and community engagement. If awarded, the grant competition provides up to \$1,000,000 in funding for 36 months for technology solutions, training, and other resources for law enforcement departments. The deadline for submission is November 10, 2025.
- The team worked in collaboration with Ms. Kimberly Franklin, Senior Coordinator, Psychological Services, and Dr. Tamika LaSalle, Georgia State University Professor of Counseling and Director for Research on School Climate, to apply for the U.S. Department of Education's Mental Health Demonstration Grant. If awarded, \$3,179,162, will be awarded to implement the grant project designed to recruit, train, and retain school psychologists.
- Grants and Partnerships hosted a University Roundtable attended by several district divisions including Curriculum and Instruction, CTAE, and Professional Development. Colleges and Universities that attended were Georgia State, Mercer, Georgia Southern and Grand Canyon University. Grants and Partnerships had an opportunity to inform partners about updates and highlight opportunities such as grant announcements, internship programs, or collaborative projects. Moreover, colleges and universities had an opportunity to discuss various funding announcements and ways they could collaborate with the district.
- Student Advancement, Wrap Around Services and Student Mentoring and Partnerships were awarded grant funds over the past two years from State Farm to support the SAFE Centers, Student Success Centers, and the My Brother's Keeper and Our Sister's Keeper programs. The departments were awarded \$175,000 to provide food and hygiene items for the SAFE Centers, support for the Student Advancement Department, and mentoring support for students.
- Funds awarded from the City of Stonecrest are being monitored. 98% of the funds have been expended by the 12 schools in the Stonecrest area, awarded the \$1.2 million donation to provide wraparound services and support for students.
- A representative from the Grants and Partnerships team attended the Metro Partnerships Collaborative on October 28, 2025. The convening is designed to be a think tank with other leaders across the metro Atlanta school districts, the GaDOE, and businesses to discuss and pursue funding opportunities and resources. The metro partnerships team will plan and

- host a conference in the Fall 2026 in collaboration with Gail Rothman with the Callahan Group.
- The Principal for a Day Kickoff Breakfast was held on Thursday, October 23, 2025. Principals had an opportunity to meet the partners who will participate in the Principal for a Day onsite school event during the month of November.
- Information about grant opportunities and partnerships is being actively shared with DCSD staff through multiple communication channels, including *Funding Focus Fridays* and the *Monthly Grants Newsletter*. In addition, the Educational Media department is supporting dissemination efforts by sharing grant-related updates and opportunities through regular communications with school librarians across the district. These coordinated efforts ensure that schools and staff remain informed and engaged in available funding opportunities and collaborative initiatives.
- During the month of October, the Grants and Partnerships team continued strengthening partnerships and celebrating new funding opportunities that support DeKalb County School District students and schools. New partnerships included: *Buttermilk Biscuit ATL*, the *Kroger Company Zero Hunger | Zero Waste Foundation*, and the T.D. Jakes Foundation. The following grants were highlighted to further strengthen educational programs across the district: *The JJ Watt Foundation After-School Program*, *ALDI Community Gift Card Program*, Amazon Future Engineer Curriculum and Teacher Trainings grant, and the Early Literacy Alignment Mini-Grants – Round 4.
- The family survey is being translated to be distributed to families to obtain the number of DCSD families living in low-income housing and for those employed by the federal government and serve in the military for the Impact Aid Survey Grant Program. We have also partnered with the DeKalb County and Lithonia Housing Authorities to obtain support.
- District Board Members were able to host their town halls. Dr. Hogan held hers at Southwest DeKalb High School and Mr. Ziffer's were held at Peachtree Middle School and Chamblee Middle. Both board members had the opportunity to share district highlights in terms of testing results, attendance, and behavior data. The meetings were attended by the Superintendent, cabinet members, and most importantly community members who were able to ask questions directly to the attendees.
- The superintendent's student leadership initiative, NextGen Affinity Summit, was held twice during the month of October. Five high schools were selected to participate. Principals from Redan, Cross Keys, Clarkston, Stone Mountain and Towers chose 12 students from each school to participate in a program created to empower students to discover and develop their leadership potential through meaningful, experiential learning. The program centers on helping students understand their individual strengths, amplify their voices, and apply leadership skills in authentic contexts that benefit both schools and community. Importantly, this program is designed to build a district-wide and community

- leadership initiative that reflects student perspectives, priorities, and aspirations. The insights, feedback, and leadership projects generated through the program will inform future district efforts around student engagement, civic responsibility, and community partnership.
- The Atlanta Falcons hosted their “Peek behind the Beak” program at four high schools - Stone Mountain, Southwest DeKalb, Martin Luther King and Stephenson. The program features the Atlanta Falcons mascot, Freddie Falcon, where he removes his costume to share personal stories about topics like mental health, self-confidence, and overcoming challenges with students. The program aims to promote important lessons about inner character and strength beyond the outward appearance of the mascot.
- The superintendent’s bilingual and staff advisory meetings were held. The bilingual meeting featured a SAP overview and the findings from the Access and Opportunity Audit. Moreover, Dr. Ramos reviewed the new ELA Standards and Literacy and discussed ways that it impacted the Bilingual community. The Staff Advisory Meeting was held this month by the finance team who discussed the new time management system and got the advisory council's feedback and support on this new initiative.

Program Administrator Dr. Damienne Denham Shabazz

Family and Community Engagement

Primary Goals

Strategic Planning – Working with Facilitator to identify and realign our FACE initiatives with District Strategic Plan and equity in opportunity for communities across the district.

District Family Literacy Project – FACE in collaboration with Adult Education are working with the Technical Colleges and Schools of Georgia (TCSG) and the National Center for Families Learning (NCFL) to develop a districtwide Family Literacy Program grounded in wraparound supports. We meet once per month (Face to Face) with TCSG and NCFL, and weekly as a local team to complete online modules to develop our program.

National Family Engagement Month- Theme “Seasons of Giving” - Marketing Phases are complete – DCSD Newsflash, Daily Social Media Posts – FACE has created a calendar of At-Home Family Events as well as Family Engagement Events for families and the community to engage in. Schools have been invited to share videos of their best Family Engagement Events, which will be shared on DCSD Social media. Team will create a video thanking stakeholders for supporting families. Culminating activity - Celebration of Family Engagement Champions – will be held in January.

The Family and Community Engagement Team continues to connect with schools, families and the community through various events across the District.

- Title I PL – From the Bench to the Big Leagues: Parent Liaisons as Game Changers in PFE – Anne Ferreira and Demone Gunter presented on Family Friendly Schools and Strategies to Engage Multilingual Families.

- Owners of Chick-Fil-A on Memorial Drive invited the FACE Team to support via the Mobile IMPACT Hub at their Fall Festival.
- McNair Middle School Food Talk kick off – 8 week event to support Nutritional Education for Adults. In partnership with Expanded Food and Nutrition Education Program (EFNEP) to support healthy eating choices, food management and physical activity.
- McNair Discovery Reading Carnival – FACE Mobile Impact Hub will support families.
- 3rd Annual Family Safety Fair – DCSD – Partnership with DCFD, DCPD, and other emergency support agencies.
- Volunteer Engagement and Onboarding is ongoing
- FACE support at Cross Keys Cluster Family Engagement Conference @ John Lewis
- Henderson Mill ES – Parent Mini-Resource Fair
- Dyslexia Awareness Workshop w/ Title I @ Pleasantdale ES
- Indian Creek - ESL Classes hosted 2 days/ week in partnership with the Refugee Women's Network
- Indian Creek - Citizenship Support Classes weekly for 8 weeks, support by student volunteer from GSU
- Adult Education – Boot Camp Session hosted November 8th and 15th – Fasttrack for accelerated GED students
- Adult Education – Custodial Tech IET November 4th - November 13th @ Redan Safe Center
- Adult Education – ServeSafe IET – November 10 – November 20th @ EAHS

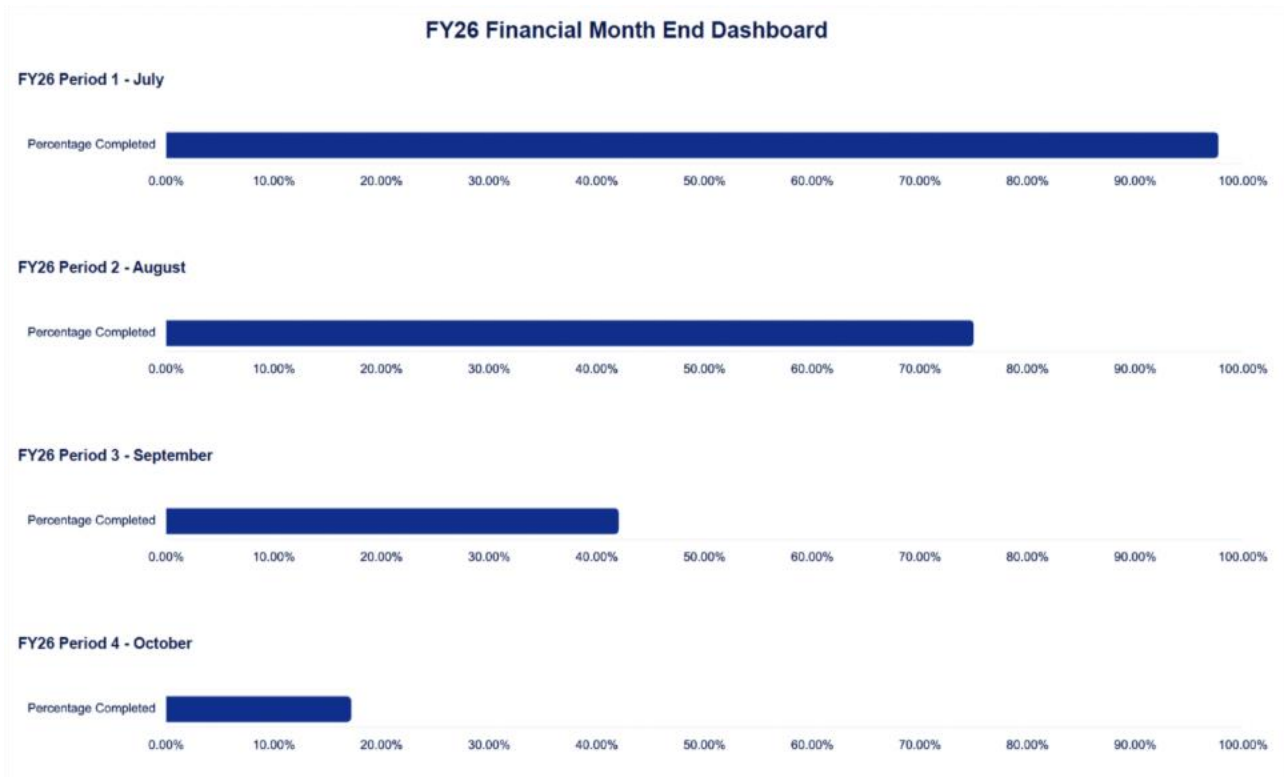
Partnerships Include:

- Cross Keys
- CTAE
- EAHS
- Goodwill Industries
- Grants and Partnerships
- Henderson Mill ES
- Indian Creek
- McNair MS
- Operations
- School Nutrition
- Sequoyah MS

Finance

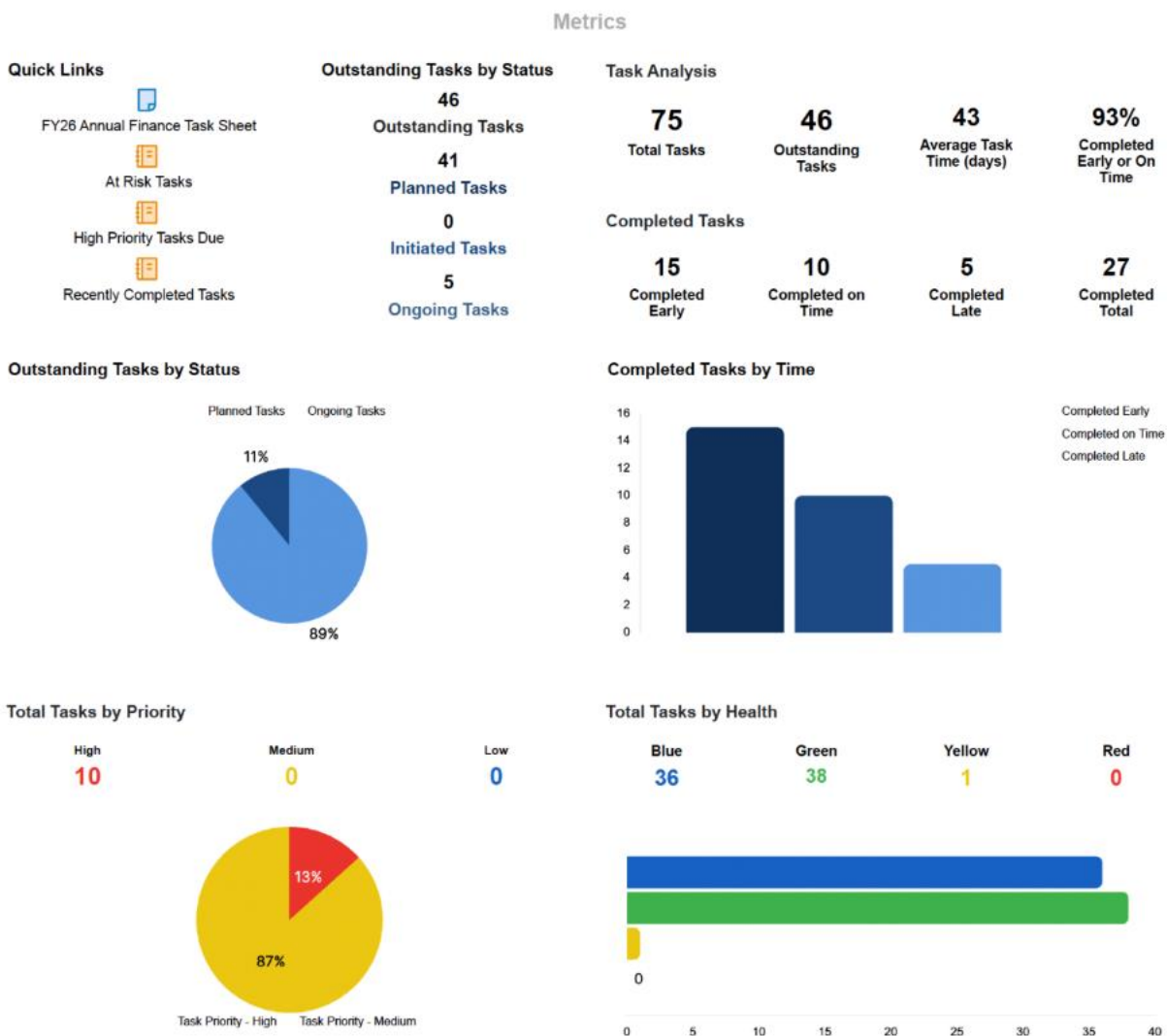
Monthly Tasks

The Division of Finance utilizes Smartsheet to track routine and monthly tasks. These tasks are mostly accounting and payroll in nature. It is important to monitor these tasks and ensure they are done timely and with fidelity; this in turn will lead to efficient payroll processing with less errors and reliable financial reporting. While aggressive, we aim to have all tasks completed by the end of the following month.



The Division of Finance utilizes Smartsheet to track annual tasks, reports, and activities related to finance. This dashboard incorporates all areas within the Division of Finance and helps us backwards plan for and remember upcoming deadlines that occur quarterly or annually.

FY26 Annual Finance Tasks



High Priority Tasks Due

Task Name	Estimated Completion Date
Draft Regulation to go with T&A rollout	09/30/25
Book Indirect Costs for July 1st - September 30th	09/30/25
Annual Completion Report - Due 10/30 (Group 3)	10/30/25
Charter School - Final True Up of Prior Year	10/31/25
941 Federal Tax Reconciliation 2025 Q3	10/31/25
G7 State Tax Reconciliation 2025 Q3	10/31/25
Agenda Items - Finance Contracts - DT Spade (Renewal 4 of 4)	11/14/25
Agenda Items - Finance Contracts - Temporary Staffing (Renewal 4 of 4)	11/14/25
Agenda Item - SFN - Large Equipment	11/14/25
Charter School FTE Review - Verify October FTE Counts to Projected Counts for Forward Funding	11/28/25

Recently Completed Tasks

Task Name	Description	Task Priority	Contact(s)	Start Date	Estimated Completion Date	Actual Completion Date	Latest Comment
Task Health							
●							
Annual Completion Report - Due 6/30 (Group 1)		—	Kelly Brown	05/31/25	06/30/25	06/30/25	
Agenda Items - Finance Contracts - Loomis Armored Car Services (Renewal 2 of 4)		—	Lance McConkey	06/01/25	07/15/25	08/11/25	
Annual Completion Report - Due 7/30 (Group 2)		—	Kelly Brown	06/30/25	07/30/25	07/31/25	
Agenda Items - Non-Resident Tuition		—	Lance McConkey	07/01/25	08/14/25	08/11/25	
CS-1 (Salary & Travel Detail)		—	Dan Copeland	07/01/25	08/15/25	08/14/25	
DE-046B - FY25 Final Budget		—	Dan Copeland	07/01/25	08/22/25	08/14/25	
FY26 Budget Uploaded to CVOIG		—	Regina Bagley	07/01/25	08/29/25	07/29/25	
Payroll - Implement PreNote Process		—	Asheia Hines	07/01/25	08/29/25	09/30/25	
Evaluations Part I- Goal Setting and Self Evaluation		—	Byron Schueneman, L	08/01/25	08/29/25	08/29/25	
Annual Indirect Cost Report GADOE		—	Lance McConkey, Th	08/01/25	09/01/25	07/01/25	
FY25 Corrective Action Plan		—	Lance McConkey	07/01/25	09/10/25	08/14/25	Byron Schueneman - collaborate to comple
DE-046A - FY25 Actuals		—	Dan Copeland	07/01/25	09/19/25	09/19/25	
Maintenance of Effort - Special Education		—	Katharyn Rees, Lance	09/01/25	09/25/25	09/26/25	
TIGA (Transparency in Government)		—	Dan Copeland	07/01/25	10/01/25	09/30/25	
P-Card DOAS Detail		—	Dan Copeland	07/01/25	10/01/25	09/30/25	
Update Positions / Job Salary Charge Codes for Grants		—	Regina Bagley	09/16/25	10/03/25	10/20/25	
School Kickoff Bookkeeper Collaborative Training		—	Asheia Hines, Carla S	08/15/25	10/15/25	06/04/25	Byron Schueneman -
Agenda Items - Budget Calendar		—	Regina Bagley	09/01/25	10/15/25	06/09/25	
Agenda Items - Finance Contracts - HBS (Renewal 4 of 5)		—	Byron Schueneman	09/01/25	10/15/25	10/15/25	
Agenda Item - SFN - Sanitation - Sanitech Systems, Inc		—	Connie Walker	09/01/25	10/15/25	10/15/25	
Reverse Ghost / Dummy Budgets for Funds 580 & 582		—	Regina Bagley	10/01/25	10/15/25	10/15/25	
Reverse Ghost / Dummy Budgets for Funds 3XX		—	Regina Bagley	10/01/25	10/15/25	10/15/25	
DE-046B - FY26 Initial Budget		—	Dan Copeland	07/01/25	10/17/25	10/17/25	
Vendor Semimar - Non-Capital		—	Carla Smith	10/01/25	10/31/25	10/22/25	Byron Schueneman -

Annual Tasks

The third Smartsheet dashboard we use monitors significant projects spearheaded by the Division of Finance. Within this dashboard, we can plan out milestones of projects, assign responsibilities, monitor the overall health, and keep track of planned and actual completion dates.

Done	Task Name	Assigned To	Projected / Actual End Date	Deliverable / Comments
☐	Medicaid Reimbursement	Byron Schueneman	12/31/25	Reimbursement for eligible services provided.
☒	Treasury Management - Debtbooks	Lance McConkey	05/31/25	Formal treasury management strategy.
☒	My Retirement Manager	Lance McConkey	10/31/25	Streamline 403b & 457 sign-up and processing.
☒	Capital Asset Scanner Integration	Lance McConkey	08/31/25	Improve inventory process of capital assets.
☐	Payroll - Electronic Processing of Child Support BGA	Ashela Hines	08/31/25	Speeds up the remittance and delivery of child support.
☐	Payroll - Time & Attendance	Ashela Hines	10/31/25	District wide time & attendance solution.
☒	ClassWallet	Byron Schueneman	08/31/25	Platform to provide teacher allotments to buy supplies.
☒	Invoice Entry & Management in Muni	Carla Smith	09/30/25	Reengineering of invoice processing for greater efficiency.
☒	Munis Cash Reconciliation Module	Lance McConkey	06/30/25	Accurately track bank balances by bank & fund.
☐	BGT BGA Role Analysis & Budget Workflow Update	Regina Bagley	08/31/25	Update roles and workflow for Budget efficiency.
☐	Budget - Strategically Target Pilot Initiatives Based on Need	Regina Bagley	06/30/25	Earmark contingency for enhancing access and opportunity.
☒	Budget - Fiscal Year Roll	Regina Bagley	09/30/25	Provide uninterrupted access to budget through YEC.
☒	Payroll - Fiscal Year Roll	Ashela Hines	10/15/25	Roll salaries and charge codes accurately and timely.
☐	Allotments - Enhancing Needs Based Allocations	Milton Hall	03/31/25	Develop a poverty weight for allotments formula.
☐	Allotments - Sustain & Communicate Existing Successes Related to RAMP	Milton Hall	03/31/25	Communication campaign to explain RAMP.
☐	Vendor Services - Enhancing Relationships with Vendors	Carla Smith	06/30/25	Improve vendor relationships and provide timely payment.
☒	Comptroller - Distinction Award for Excellent Financial Reporting	Lance McConkey	11/15/25	Timely and accurate annual financial reporting.
☒	Comptroller - DE-046 Produced out of Munis	Lance McConkey	09/12/25	Build efficiencies using existing ERP state reporting tools.
☒	Payroll - Direct Deposit Change, Prenote Process	Ashela Hines	10/31/25	Safeguard the district and employees from fraud.

Deputy Chief Financial Officer Lauren Scott

Division of Finance

Time and Attendance Implementation

The district continues progress on implementing the new time and attendance system aimed at improving payroll accuracy and compliance. Over the past month, training sessions have been conducted for school-based staff and central office teams. The system is in the final stages of configuration, with pilot testing underway in select clusters. The Time & Attendance team is also visiting school sites with the lowest participation to provide face-to-face training. Full rollout remains on track for early 2026, ensuring streamlined reporting and enhanced accountability across all schools and divisions.

Director Regina Bagley

Budget

FY2027 Budget Survey

We are in the final stages of creating the FY2027 Budget Survey. Draft questions are being vetted to list of FY2027 budget survey questions are being vetted to ensure they are both meaningful and easy to understand, while enabling responses that can be quantified to inform strategic budget decisions

FY2027 Budget Development

The budget team is currently facilitating budget work sessions with central office teams to develop FY2027 budget requests. We are focusing our attention on actual historical spending, and contract renewals to align requests with actual budget authority usage.

Allotments

Ongoing School-Level Support

The Allotment Team continues to assist local schools in managing their allocated resources and remaining within the schools' budget. Most schools are currently engaged in FY27 Master Scheduling, during which the team remains available to provide guidance and options for maximizing FTE funding.

Wednesdays are designated for in-person Allotment Team meetings focused on training at both the local and state levels regarding all factors that affect the district's FTE and QBE earnings. Directors and Executive Directors from various departments and divisions are also invited to participate and help ensure the delivery of thorough and effective training.

Ongoing School-Level Support

The team is actively working to create principal folders in preparation for the upcoming Pre-Allotment Meetings as well as the Allotments Meeting scheduled for February of 2026.

Comptroller Lance McConkey

Accounting & Financial Reporting, Capital Assets, Deferred Compensation, Local School Accounting

FY25 Financial and Single Audits

The Georgia Department of Audits and Accounts (DOAA) will complete the fiscal year 2025 financial and single audits. Finance has finalized the financial statements, note disclosures, and schedules and submitted them to DOAA on October 10, 2025. Additionally, we have started gathering and providing information on the initial request list received from DOAA. The audit team started the planning procedures and was on-site October 7, 2025, to complete walkthroughs and other planning procedures. Luke Edwards, lead auditor, shared that fieldwork will increase beginning the week of November 10, 2025. The single audits being tested are School Nutrition/CNC, Title I, and Supporting Effective Instruction (formerly Improving Teacher Quality). This work supports the FY26 Miracle – Distinction for Excellent Financial Reporting.

Medicaid Reimbursement

Finance, Student Services, and Special Education are collaborating to establish a Medicaid Reimbursement program for the District. The required State application was submitted Friday, October 24, 2025. The State is working to finalize the review of the application. The State has committed to assisting Finance employees to establish the program. District staff will attend a Department of Community Health training Wednesday or Thursday, November 5 or 6, 2025. Also, District staff will participate in an onboarding meeting with Go Solutions on Monday, November 3, 2025. Additional training for employees will be scheduled after the onboarding meeting. Next steps - job postings will be requested for additional staff who will support the program. These positions will be fully funded through reimbursements received from the program. The goal is to

have this project completed by the end of the calendar year 2025. This work supports the FY25 Miracle – Medicaid Reimbursement.

Executive Director Carla Smith

Vendor Services

Accounts Payable Invoice Processing

We have fully implemented the Three-Way Match process for invoice processing. All bookkeeper roles in Munis have been updated to ensure that when discrepancies are detected between an invoice and a purchase order, notifications are sent to resolve the issues and allow payment processing. Virtual and face-to-face training sessions were conducted to ensure that all bookkeepers understand the process and their responsibilities.

Finance Wednesday Refreshers

Our virtual training sessions on Wednesdays focused on a variety of topics, including Total Rewards, Budgets, Accounts Payable, Payroll, Travel, and the DCSD Marketplace. Over 125 bookkeepers, administrative assistants, and other support staff attended. This platform is designed to encourage, empower, train, inform, and gather feedback on all the topics discussed.

How to Do Business Seminar

The seminar was a success, with 157 vendors in attendance. It received support from various departments within the district, all eager to discuss the types of goods and services purchased annually. These departments included Educational Media, Curriculum and Instruction (C&I), Career, Technical, and Agricultural Education (CTAE), Federal Programs, Operations, Digital Instruction and Information Technology (DIIT), Athletics, School Nutrition, and School Bookkeepers.

The seminar focused on the district's procurement process, featuring breakout sessions for both Capital/CIP Procurement and Non-Capital Procurement. Vendors also had the opportunity to visit the departments set up in the lobby, where they could receive assistance with Vendor Self-Service Registration.

Human Resources

Work continues on professional development initiatives within the Human Resources Department, with efforts now expanding to a broader district audience. Current and upcoming sessions include *Resetting the Standard: HR Edition*, *Microsoft Teams Training*, and *Customer Service – Parts One and Two*. Additionally, the *Career Pathways Workgroup* is progressing, with a focus group being established comprising members of the HR Advisory Committee. This group will begin meeting soon to provide valuable input and direction for future HR development initiatives.

Deputy Chief Jason E. Kennedy

ASPIRE Program

The ASPIRE Program is a grow-your-own teacher initiative for DeKalb County high school seniors committed to a future in education and serving their community. The program provides professional development, mentorship, and teaching opportunities within DCSD.

This month, the team finalized the program timeline and received budget approval from the Steering Committee—a key milestone in advancing implementation. In the next phase, the team will focus on finalizing logistics, identifying key stakeholders, and developing communication materials to support the program rollout.

Director Tracy Harris

Talent Acquisition

The Division of Human Resources continues to advance several key initiatives to strengthen recruitment, onboarding, and retention efforts. The Certification team is requesting certificates for teachers to ensure full CPI compliance and sponsored a Provider Fair October 21 which was designed to provide information on teacher education programs and GACE preparation to teachers on waiver and provisional certificates. Talent Acquisition Managers (TAMs) are updating standard operating procedures for the upcoming hiring season, reviewing teachers serving under waivers or provisional certificates, and conducting “stay conversations” with principals and staff to inform retention planning for the 2026–2027 school year. Staffing Technicians are refining SOPs and streamlining processes to support the district’s full virtual onboarding model, which launched successfully on October 29. The Substitute Services team is cleaning up school rosters in AESOP and collecting data on substitute fill rates, along with collaborating with the Recruitment team on the November 8 job fair at DECA, which currently has 191 registrants across multiple categories, including teachers, paraprofessionals, special education, school nutrition, and transportation. To enhance service delivery, Call Center Associates were trained on the IQ Ticketing System on October 29 and will begin resolving and assigning unassigned tickets on November 17.

IGNITE

Strengthening the Educator Pipeline: IGNITE Residency and Para-to-Teacher Program Updates

The IGNITE Teacher Residency Program continues to play a vital role in building DeKalb County's teacher pipeline by preparing, developing, and supporting future educators who are committed to serving in our high-priority schools. Residents in Cohort 3 recently completed Bridge Week Cycle 3 on October 30–31, focusing on creating equitable learning environments where every student's voice is valued. They explored strategies that centered on *equity of voices*, ensuring that all students have access to rigorous curriculum while maintaining high expectations, a cornerstone of being a *warm demander*. Residents also examined the concept of *teacher as facilitator*, an approach aligned with Georgia's instructional frameworks, particularly in mathematics and ELA. This shift from instructor to facilitator emphasizes student ownership of learning, where teachers guide inquiry, dialogue, and problem-solving rather than simply deliver content, resulting in more engaging and student-centered classrooms.

Apprentices in the Para-to-Teacher Apprenticeship Program have continued to demonstrate significant growth in the development of their instructional skills. Many are taking on increased co-teaching and instructional responsibilities, applying new strategies that strengthen student engagement and learning outcomes. Cohort 2 apprentices, in particular, have engaged in coursework this semester aimed at providing a strong foundation in literacy development, equipping them with essential skills to support early reading success. Their journey exemplifies the district's commitment to growing our own educators and expanding pathways to teaching careers.

Together, these initiatives reflect the Human Resources Department's ongoing investment in teacher development, retention, and workforce sustainability.

Interim Director Rhonda Mapp

Total Rewards

This month, the Total Rewards Team achieved several key milestones and made meaningful progress across multiple areas. In Retirement, the team successfully corrected records for more than 225 employees who were previously enrolled in both TRS and PSERS plans. In Compensation, all step increase requests were processed, and corresponding salary adjustments were completed. The Wellness initiative continued with on-site dental services hosted on Thursday, providing convenient care for employees. Within Benefits, Open Enrollment remains in full swing, and the Insurance Department is hosting ongoing Open Enrollment assistance sessions through the close of the enrollment period. To further support employee well-being, the Insurance and Leaves Department participated in a mental health training aimed at enhancing their ability to assist employees with empathy and awareness. The team also launched a new collaborative partnership with the Position Control Team to enhance interdepartmental alignment, minimize process errors, and improve workflow efficiency. In addition, the audit process is now being

implemented to proactively monitor accuracy, identify early findings, and strengthen internal controls.

Director Janitrea Sebree-Kelly

Human Resources Information Systems

The HRIS team continues to make significant progress across several key initiatives. The Certified/Classified Personnel Information (CPI) Cycle I data collection successfully concluded this week. Enhancements implemented during the previous fiscal year improved communication and coordination throughout the reporting period, resulting in a more streamlined and accurate submission. Data was thoroughly reconciled and reviewed in collaboration with partner departments to ensure compliance. A final DocuFree (document management) training session was also conducted for HR team members, providing an opportunity to refresh their understanding of core processes and engage directly with the vendor. To date, DocuFree has collected 3,472 boxes, with 3,336 files scanned and 2,390 boxes approved following HR review. HRIS also successfully partnered with the Insurance team to execute a mass deduction project, ensuring all updates were completed accurately and on time ahead of the upcoming payroll cycle. Lastly, as the Corebridge retirement project initiated by Finance approaches its go-live date, HRIS has worked closely with the Total Rewards team to ensure that data provided by DIIT is fully reconciled and successfully loaded into the Corebridge platform without issue.

Performance Evaluation Coordinator Kismet Sims

Evaluations Team

The Evaluations Team is continuing to monitor the progress of all evaluations. Leaders and employees are actively working to complete required tasks based on the evaluation data and are adhering to the district's evaluation timeline. We have conducted our third session with our newly appointed leaders, focusing on developing effective PLPs for Remediation. The session was so engaging that it evolved into a working session. We are continuing the transition process for the custodians, moving them to their respective supervisors in Operations. We will be conducting a TKES training on November 6th for the newly hired assistant principals. This will be our first TEAMS training for TKES Credentialing. We are approaching our first formative assessment due date for teachers, which is November 14th.

Employee Relations Manager Jamel Crawford

Employee Relations Team

The Employee Relations Team has collaborated with the Director of Education Media to determine alternative locations for employees who have been placed on Administrative Leave with Pay. The Employee Relations Team toured the Operations Area on Tuesday, October 28, 2025. This is a MIRACLES Goal, and we are in the home stretch for completion. The Employee Relations Department recently trained with the GBI. The purpose of the training was to learn how to read a "rap sheet." Another MIRACLES Goal is to have DCSD up and fully ruing using "GAPS" (Georgia Applicant Processing Service) by July 1, 2025. The purpose of the GAPS system is so that

potential candidates for hire can do background and fingerprinting at local police departments, at approved locations in various states. This will help the candidate complete these background checks faster, rather than report to DCSCD to complete them, especially if they live out of the state. The background information will be sent to DCSD's Human Resources, the Employee Relations Department, and we will expedite new hires.

Legal Services

The Office of Legal Affairs participated in the MIRACLES Workshop for October 2025 and presented status updates on progress regarding OLA's Miracles Goals. The OLA is on target to meet its established completion deadlines for its Miracles Goals. The OLA also completed legal review of all Board Agenda items for the October 2025 Board meeting and is tracking to complete review of the November 2025 Board Agenda items in accordance with established deadlines. OLA attorneys provided legal support to both the Board and Administrative policy committees. Additionally, the OLA coordinated with outside counsel on litigation and other legal matters. Finally, OLA attorneys provided legal support during multiple meetings of the Board of Education during October 2025 and handled numerous day-to-day legal matters presented by District leadership and personnel. The OLA also participated in the joint meeting of the DeKalb Board of Education and the DeKalb County Board of Commissioners.

Executive Legal Director and Title IX Coordinator Marissa Key, Esq.

Employee Relations

Policies

The team is prioritizing policies identified by the Board. Administrative Policy Committee members continue to meet with division leaders to review and draft revisions to priority policies. The policy fellow joined the team in September and has been instrumental in the policy revision process. The G policy review is ongoing. process.

Title IX

Primary staff assigned roles in the Title IX structure have been added to the Title IX training platform. Practical skills training is being provided to specific departments. The Title IX team is collaborating with DIIT to include Title IX information on local school websites.

Open Records

As of October 3, 2025, the Open Records Team received 425 requests for 2025-2026 SY. 96% of the requests received are closed.

Legal Director Ginton R. Darien, Jr., Esq.

Risk Management and Workers' Compensation

Risk Management

On October 30, 2025, a member of the Office of Legal Affairs attended a comprehensive presentation regarding "2026 Legal, Compliance, and Privacy," offered by Gartner. The Office of Legal Affairs continues its ongoing work with Gartner representatives. This presentation identified emerging risk trends and opportunities that legal and compliance leaders should anticipate and prepare for in the next two years.

The main areas of support provided by Gartner are for Legal, Compliance, Privacy, Risk, and Audit. For Legal, the focus is on Board Management and Governance, Legal Service Provider Selection, Strategy and Performance Management, Contracts Management, Emerging Technologies Planning and Strategy, Legal Operations, and Talent Management. For Risk, the main areas are Risk Management, Operational Risk Assessment, Business Continuity Management, Cyber Risk Management, Enterprise Process, Program Management, and Risk Response Strategies. For Compliance, the focus is on Compliance Function Strategy Structure and Metrics, Third Party Risk Management, Compliance Risk Mitigation Strategies, Code and Policy Management, Training and Communications, Technology Roadmaps, and Planning.

Insurance Matters

On October 30, 2025, the Office of Legal Affairs assisted the Athletics Department with providing information regarding Special Event Insurance Policies. In addition, OLA is working on the renewal of the District's Musical Instruments Insurance Coverage.

Document Retention Management

On October 24, 2025, a representative of the Office of Legal Affairs attended the Records Digitization: Data Retention Steering Committee and School Leadership meeting. During this meeting discussions were held regarding HR records, finance records, student records digitization, milestone tracking, production updates, coordination of pickups, retention schedule review, technical approach for retention automation, standard operating procedures, policy updates, technical support, budget overview, scribbles software agreement process, and next steps. Also, discussions were held regarding the forwarding of the final data retention schedule to all relevant stakeholders to ensure that it is downloaded before moving to OneDrive or SharePoint.

Liability Matters

The Office of Legal Affairs handles the school bus accident incidents for the District. The team investigates, negotiates, and resolves school bus claims. In addition, this team reviews and handles claims involving the use of any District vehicle or truck. To assist with this process, a template Fleet Vehicle Accident Report and Transportation Vehicle Accident template are provided on the OLA website. Student accident claims are also forwarded to OLA for review. A template Incident Report form is provided to assist with this process which is also located on the OLA website.

Workers Compensation

The Office of Legal Affairs handles workers' compensation matters for employees. The team investigates and resolves claims concerning injuries that arise out of and in the course of employment. Employees may contact OLA for assistance after a work-related injury. To assist with this process, template reports for completion are provided on the OLA website. These include the Employee Accident Report and Authorization to Physician Form. In addition, the team has implemented current best practices for preventing work injuries. The Office of Legal Affairs is currently reviewing, for update, its Panel of Physicians which contains a list of physicians authorized to treat an employee after a work-related injury.

Senior Legal Counsel Chasity Middlebrooks-Cody, Esq.**Employee Relations & Student Relations****Training & Legal Compliance**

The Office of Legal Affairs (OLA) is preparing to close out the Fall Semester with available training materials for reference to matters that have been reinforced throughout the semester. School-based leaders will have access to templates and relevant standard operating procedure guides to endure legal compliance.

Student Relations

The Office of Legal Affairs continues to work with the Division of Wrap Around Services and the Division of Schools and Leadership to provide support regarding student enrollment, withdrawal, FERPA, and discipline matters. The OLA will continue verifying compliance with new state laws that require implementation in 2026.

Parent & Student Matters

The Office of Legal Affairs continues to provide support to local schools as they respond to legal matters impacting student enrollment and parent concerns. Parents should submit concerns and documentation impacting access to the student and their records to the registrar along with their written detailed request. The standard processing time for reviewing court orders impacting student enrollment and access is 48 hours.

Legal Counsel Imani Redd, Esq.**Contract Administration****Contracts Management**

Since the last Operations Report, the Contract Administration team has reviewed over 100 contracts, prepared more than 20 agreements and amendments, and uploaded over 40 agreements and related documentation into our internal database on behalf of various departments. The team continues to hold weekly meetings to review contract activity, address time-sensitive matters, and identify opportunities to improve contract administration processes.

To support this work, five active tracking charts have been implemented to monitor agreements from initial preparation through final execution and readiness for use, including those requiring Board approval. These charts are updated on a weekly basis to ensure accurate and timely tracking.

In addition, two new contact forms were rolled out and are effective as of November 1, 2025.

Training Management

The Contract Administration team provided virtual training to the Legal Liaisons for the new forms that were rolled out to assist with the transition and implementation of the new forms.

As part of our ongoing efforts to improve and streamline contract administration, we are planning additional department-specific training to enhance efficiency and provide targeted

support across the district.

Earlier this year, we identified Legal Liaisons within each department to serve as the primary points of contact for all contract-related matters. To support their role, we are developing Standard Operating Procedures (SOPs) that will be shared with the Legal Liaisons to help further streamline and standardize the contract administration process.

Senior Legal Counsel Vicki Lewis, Esq.

Exceptional Education and Section 504

The Office for Legal Affairs (OLA) continues to provide legal support to Exceptional Education as the department continues to respond to legal matters that affect students with disabilities. To support their efforts, we have developed internal guidance to ensure compliance with the Individuals with Disabilities Act and Section 504. OLA will provide training in the near future to address staff's training needs.

Operations

The Division of Operations has plenty to celebrate, and even more to be proud of! Our team continues to raise the standard for excellence, teamwork, and dedication across all departments.

We are thrilled to recognize **four outstanding Difference Makers' Award recipients** who have gone above and beyond in their roles:

- **Tonya Ford**, Transportation
- **Sandra Barker**, Transportation
- **Ernest Davis**, Business Services

Congratulations to each of you for your exceptional commitment and leadership!

Our **Bus Driver Appreciation Event** was an incredible success, a heartfelt thank-you to our amazing drivers for your daily dedication to safely transporting our students to and from school. Your care, reliability, and professionalism truly make a difference.



A special shout-out goes to our **Benefits Manager** and the **Operations Payroll Department** to provide outstanding customer service during **Open Enrollment**. Your support ensures a smooth experience for all staff members across the Division.

We extend a warm thank-you to **Keith Singleton** and the **Business Services Warehouse team** for hosting such a welcoming and engaging **Open House** event. Your hospitality and team spirit were felt by all who attended!

Finally, the Division of Operations extends its sincere appreciation to Mr. DeGroot for his continued support and commitment over the past few weeks. His leadership and collaboration have been invaluable as our Operations team actively participated in several key initiatives, including the recent "Grow Our Own" programs and community outreach efforts. These activities play a critical role in shaping our candidate pool and advancing our hiring and retention strategies, and Mr. DeGroot's contributions have been instrumental in their success.

- October 1st - **Georgia Piedmont Technical College - Partnership Overview** to discuss workforce and economic development opportunities within DCSD
- October 7th - **Lincoln Tech Career Fair** (Electrical/Electronics, HVAC, and Medical Assisting)
- October 8th - **Difference Maker Campaign** (4) Operations Staff - Tomeka Anderson, Ernest Davis, Tony Moore, Teerica Reid
- October 10th - **Goodwill Career Center - Heat Pump/HVAC Technical Training Program Graduation Showcase and Interview**
- October 14th - **New Life Church - "Harvest Your Future" Hiring Fair**
- October 15th - **Dekalb Worksource x Goodwill Job and Resource Fair**
- October 21st - **Gwinnet Technical College - Fall 2025 Career & Internship Fair**
- October 22nd - **DCSD Operations Benefit Enrollment Mini Session**
- October 23rd - **Cedar Grove HS Annual College & Career Fair**
- October 24th - **GA Power HS Student Career Exposure Event** - (Metering, Transmission, Distribution, Network Underground, Trade Organizations)
- October 28th - **AGC Georgia Skills Competition --- Schools Participating:** Cross Keys HS (Construction), DeKalb HS Technology South (Welding), and Warren Technical School (Construction)

By connecting with potential candidates and showcasing the opportunities within our division, we're not only addressing immediate staffing needs but also building a strong foundation for long-term success.

Together, we are showing what excellence looks like in action. Thank you to every member of the Division of Operations for your hard work, dedication, and passion.

Capital Improvements and Facilities

Fall Break provided a window to complete several projects across the district both on the capital and maintenance sides of the house. Start to finish, in five days, Midvale ES had their security vestibule installed. This work closes out the SPLOST V project that began at Midvale ES in the summer of 2024 that included an elevator addition, cafetorium lift and HVAC major system replacement. As a parallel to the SPLOST project, our facilities maintenance team painted the entirety of the interior and renovated the restrooms. Collaboration and professionalism at its finest! Thank you to Lo Hurts, HPM Project Manager and Ralieg Clark, DCSD Facility Manager for their efforts.



On Friday, October 17, the new elementary school at Dresden celebrated “Topping Out” which recognized the milestone of placing steel at the highest point of the new building. This building will be the first to be occupied in August of 2026. Demolition and construction will continue until 2027 when the project will be completed. Thank you to our partners at HPM including Project Manager Fritz Joseph, Winter Construction, and BRPH for their hospitality during the celebration and for all of their efforts to stay on schedule and on budget.



The faculty and staff parking lot at Briarlake ES was completed in just five days during the Fall Break. This area had never been paved and became a safety issue for more than 80% of the staff that parked there every day. We added 38 parking spots including handicapped parking by a sidewalk that was extended as part of the project. This work highlights our ongoing efforts to provide safe, clean, and efficient facilities. This work is also another example of the collaborative efforts between capital and facilities. Briarlake ES completed their capital project this summer that included major systems and HVAC replacement. Our facilities team completed the parking lot project once all of the construction equipment was removed. Thank you to Bobby Moncrief,

Director of Facilities, for helping to make this work happen.



It is amazing how much work can be completed when no one is interested in getting the credit. I am extremely proud of the professionalism and collaboration that has emerged between our capital program management team HPM, our facilities team, and business management department. More great work to come. Moving forward, together.

Executive Director Raymond Stanley

Transportation and Fleet Operations

The Departments of **Transportation and Fleet** proudly celebrated the outstanding dedication and service of our bus drivers, monitors, and fleet technicians throughout the month of October. Each day, these exceptional individuals go above and beyond to serve the students and stakeholders of DCSD. It is truly a privilege to work alongside such committed team members who ensure that our students are transported safely and efficiently every day.

We kicked off the month by honoring two extraordinary bus drivers recognized as **“Difference Makers.”** Both were surprised with special recognition from the Human Resources Department, surrounded by their peers and family. Congratulations to **Ms. Terrica Reid** and **Mr. Tony Moore** on receiving this well-deserved and prestigious honor.



Fleet Services

This month, the Fleet Services Department has achieved remarkable progress across multiple areas of operations. Our mechanics have been working extremely hard, and their commitment, teamwork, and professionalism continue to set a high standard of excellence. Earlier this month, I challenged the team to reduce the number of buses down for repairs to under 100, a milestone not reached in years, and I am proud to report that they not only met but exceeded this goal. We are currently maintaining a total of **1,005 school buses** and **508 support vehicles** across the district, with only **97 long buses** and **33 short buses** down, and at least **8 spares available** for emergencies. Mechanics continue to actively service support vehicles daily, ensuring every department remains equipped and fully operational.

Maintenance & Operations Updates

The **20-Day Inspection Process** has been extended by two hours to allow for more thorough evaluations and to ensure that no buses are being overlooked during inspections. Additionally, the **AIC Fleet location** will now focus exclusively on small bus repairs, while **Montreal** will lead and support major repairs and district-wide maintenance to optimize workflow and reduce downtime.

Infrastructure & Efficiency Improvements

Fleet Services has also completed major infrastructure improvements, including the successful **launch of the Mobile Propane Project**, the **repair and certification of all underground fuel tanks**, and the **upgrade of all fueling sites** for faster and more efficient fueling times. At the request of the mechanics, all **five Fleet Services locations have been pressure washed and cleaned** to promote safety and pride in the workplace. In partnership with **James Rivers Solution**, Fleet has also **launched The WEX Card Project**, an initiative that will advance fuel efficiency, automation, and data reporting capabilities for future fleet operations.

Inspection & Compliance

From a compliance standpoint, the **State Inspection Process**, including all informational notices and dates, has already been distributed in preparation for January inspections. Additionally, **Fire Suppression System Inspections** on 145 buses have been scheduled for **November 24–25, 2025**, ensuring all equipment remains up to code and ready for use.

Training & Professional Growth

On the professional development front, an **updated Monthly Training Plan** has been posted in the Fleet Services hallway, outlining new learning opportunities requested by mechanics and support staff. Training includes: **Excel Training, Wheelchair Lift Training, Driver's Safety Training for HERO Drivers, 20-Day Inspection Training, RTA Fleet 360 Training, Air Conditioning Training, Onsite Propane Training and Effective Communication Training**. These sessions reflect our continued investment in technical growth, communication, and leadership development across the department.

Overall, this month has been an outstanding reflection of the dedication, progress, and professionalism within the Fleet Services Department. The team's commitment to excellence is evident through improved performance metrics, enhanced training opportunities, and major operational upgrades that strengthen our service to the DeKalb County School District. From reducing bus downtime to advancing fuel efficiency and ensuring workplace safety, every accomplishment demonstrates our shared focus on innovation, collaboration, and continuous improvement. Fleet Services is truly moving in a positive direction, positioning ourselves to better meet the demands of our operations while fostering growth, pride, and operational excellence across every location.

Director Bernardo Brown

Student Transportation

The Department of Student Transportation continues to advance excellence through service, teamwork, and recognition of our dedicated staff. This report highlights recent departmental achievements and events aligned with our mission to provide safe, reliable, and caring transportation for all students.

Recognition of Difference Makers' Award Recipients

Two bus drivers were honored as *Difference Makers' Award* recipients for their exceptional service and commitment to student safety and success.

Award Recipients:

- **Tony Moore, Bus Driver**
- **Terrica Reid, Bus Driver**

Both employees were nominated by their peers for their professionalism, reliability, and consistent dedication to the students and families they serve. Their recognition underscores the department's continued focus on celebrating excellence across all levels of the transportation team.

Driver, Monitor, and Fleet Appreciation Event

In alignment with **National School Bus Safety Week**, the Department of Student Transportation hosted the annual **Driver, Monitor, and Fleet Appreciation Event** to celebrate and recognize the hard work of our frontline employees.

The event celebrated the essential role of drivers, monitors, and fleet staff in maintaining the highest standards of safety and service. The theme highlighted teamwork, readiness, and pride in duty—values that continue to define the department's culture. Staff were recognized for outstanding contributions, and the event featured remarks of appreciation, music, and opportunities for team fellowship.



Service Milestone Achievement

The department proudly recognized **Mr. Henry Mercer**, Bus Driver, for **45 years of dedicated service** to the DeKalb County School District. Mr. Mercer's long-standing commitment, professionalism, and positive spirit continue to inspire his peers and demonstrate the enduring impact of leadership through service.



Summary

The Department of Student Transportation remains steadfast in promoting safety, appreciation, and excellence. The recognition of Tony Moore, Terrica Reid, and Henry Mercer, along with the *Buses & Boots on the Ground* Appreciation Event during School Bus Safety Week, reflects our ongoing investment in people, the heart of our mission to serve students and the DeKalb community with distinction.

Director Bobby Moncrief

Facilities Services

The Department of Facilities is moving full steam ahead with the beautification of the DeKalb County School District! In collaboration with Principals, Regional Superintendents, and Central Office leaders, we are committed to creating welcoming, safe, and equitable learning environments for every student. By partnering with the other departments in Operations, we are also strengthening our equipment life-cycle management, enhancing preventive maintenance, and upholding the highest standards of cleanliness across all campuses.

We are proud to report exciting progress throughout the district. As of this update, we have 3,472 new work orders and 1,809 completed work orders, a strong indicator of our ongoing commitment to improvement. Current highlights include rooftop replacements at Lithonia Middle and Cross Keys High, freezer evaporator and condenser upgrades at Chamblee High, and new LED lighting installations across multiple campuses. Huntley Hills Elementary's Media Center received new carpet and fresh paint, while Chamblee High also received updated blinds and improved lighting.

Our beautification efforts extend to every corner of the district—from Briar Vista Elementary’s waterproofing to Coralwood’s repaved front walkway and Oakcliff Elementary’s new paint job. We’ve completed impressive before-and-after transformations at the International Student Screening Center, Freedom Middle School, and Rock Chapel Elementary. Projects like gym floor replacements, pressure washing, fire lane striping, and siding repairs showcase our commitment to quality, safety, and pride in our schools. Together, we’re building brighter, cleaner, and more inspiring spaces for every student and staff member in DeKalb County!



Business Services

The Business Services Team hosted an **Open House** for all Operations & Facilities Division personnel to spotlight ongoing improvements at the **Sam Moss Warehouse**. The event showcased several major advancements, including:

- The launch of the **Grainger Storefront**,
- The implementation of the **Zenventory Warehouse Management System**,
- Installation of **new storage racks**, and
- A review of updated **warehouse policies and procedures** designed to enhance district-wide support.

As part of the event, breakfast was served to the Sam Moss staff, followed by **guided facility tours** highlighting these upgrades and the operational impact of the changes.

This Open House marks the beginning of a **quarterly series** to be hosted at each Business Services site.

Next stop: The District Print Shop

Director Hans Williams

Planning & E-SPLOST/CIP Programming

Long Range Facility Plan Coordination

Planning staff continue to coordinate with HPM contractors to incorporate the data collected over the summer as well as the direction from the Student Assignment Committee to continue developing possible scenarios for a Long Range (5-10 Year) Facility Plan for the District. This plan will work in concert with the recommendations of the SAP committee and will help direct District capital improvements over the next several years, including recommending initial projects for the upcoming E-SPLOST cycle

Student Assignment Process Coordination

Planning Staff continue working closely with Student Assignment to assist with providing data and information to the SAP committee. The SAP committee will continue to meet every two weeks in order to develop recommendations to the Board for how District programs should be offered, and how District facilities should be used. This is expected to include recommendations for moving programs and consolidating schools. SAP recommendations will be presented to the Board at the January Board meeting.