

BOARD BRIEF

Date: July 26, 2019

For ACTION \_\_\_\_\_

For INFORMATION

Board Agenda: Yes \_\_\_

No

**FROM:** Stephen M. Wilkins, Ed.D., Chief Human Resources Officer

**THROUGH:** Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools

**TO:** The Honorable Cindy Anderson, Chair, and  
Members of the Alexandria City School Board

**TOPIC:** Division Administrator Vacancies as of July 26, 2019

**SUMMARY:** The HR Department produces a weekly vacancy report for the superintendent. Attached is the vacancy report for administrative staff as of July 26, 2019. Currently, there are 14 total vacancies. Please note that we have posted vacancies for the assistant principal position at Jefferson-Houston, Lyles-Crouch, and Mount Vernon schools.

**BACKGROUND:** The HR Department tracks vacancies for all staff (licensed, classified and administrative). We remind that a vacancy report is subject to change on a daily basis.

**RECOMMENDATION:** The Superintendent recommends School Board review of the information provided in the Brief.

**ATTACHMENT:** 190726– Vacancy Report for Licensed staff as of July 26, 2019

**CONTACT:** Dr. Stephen Wilkins, Chief Human Resources Officer at (703) 619-8167.