

October 2004

Human and Quality Resources Report

ISO. Auditors from SRI will be here in November. We have not received the schedule from SRI yet but they will probably review the data analysis from last year. We will be changing the auditing process this year to a process audit. We will audit by each process that exists instead of by each policy and procedure. This will not only provide more useful information but also hopefully eliminate some of the redundancies that have occurred with a policy and procedure audit.

Act 48. Progress is being continually made with instructors on Act 48 hours. Many of the issues that have been encountered have to do with approved providers not logging the information for the hours to be accounted for. A meeting is scheduled at the IU to discuss the current CPE tracker and improvements to be made. In addition, possible alternative solutions may be discussed.

Disability/FMLA. We are still in the process of dealing with these issues and have one employee returning to work on a limited basis. In addition, we have had some worker's compensation claims that have resulted in a large amount of time spent resolving the issues that have surfaced associated with them.

PDE Reports. The elementary and secondary professional personnel report is to be completed this month reporting all additions and terminations of professional staff. In addition, the public school support personnel report is also due to be completed.

Custodial Interviewing. A part time custodial position was posted and a current employee Denise Cochran has asked to be transferred to the vacancy. We are asking that she be granted her request effective November 1, 2004. We have spent time interviewing many applicants and have also presented a motion to hire an additional candidate effective on or after November 1, 2004.