

March 2007

Human and Quality Resources Report

ISO. The collection of customer feedback from our students is complete and the data has been compiled. At this point, it is a matter of communicating the information to the instructors. Internal audits began in January and the timeline was established. About nine audits have been completed and the rest should be finished by the end of March. Even with staff changes this should be a reasonable goal.

Strategic Planning. Forums have been completed with superintendents, and faculty and staff. Surveys have been completed by members of the OAC committees and are going to be sent to parents. Elaine Shaffer, Sandra Carr, Lisa Sorensen, Jan Kennerknecht and Natalie Fatica attended a training session conducted by Strategy Solutions to learn how to conduct forums. These student forums have begun with the goal of involving as many students as possible. The first few have gone well and the remaining forums will continue through the end of the month.

Staff Development. In order to continue the process of data collection for staff development, a database is being developed to track the needs of the staff.

Payroll. With the resignation of Marchelle Eberle a substitute has been hired to cover Marchelle's duties. Training on payroll is being conducted as well as other business and human resource support functions.

Recruiting. In addition, recruitment will begin for a secretary since there was notice of one of our secretary's resignation. Also involved in this process is the assessment of the needs of each department. The goal is to have a candidate for the April board meeting.