

June 2008

Human and Quality Resources Report

ISO.

Suggestions for improvement from the audits will be reviewed at the administrative retreat. The ISO external audit is scheduled for September 11 and 12, 2008. There have been some changes in the standard which will be reviewed during this audit and reflected in the results of the audit.

Staff Development.

John Hansen has completed his observations. John Hansen and Natalie Fatica will meet to discuss a staff development plan. In addition a plan will be developed with other administrators in other areas to assure continuity.

Recruiting.

Much time has been spent recruiting and interviewing for the 2 part-time custodial positions that are recommended to be filled this month. In addition, time has been spent on hiring seasonal help for both the technology department and the maintenance department. A plan is being developed for the recruitment and hiring of a part time math instructor as well as a part-time literacy specialist.

Payroll.

The balance of pay payroll is completed. The last payroll in June is always a time consuming one.

PIMS.

PIMS staff reports will be due again in August. The process seems easier as time goes by and each submission is completed.