

December 2008

Human and Quality Resources Report

ISO.

The initial audit meeting was conducted and an audit schedule was agreed upon by the auditors. Audits will be conducted from January and be completed by March 31, 2009. Audit training will be conducted for the new auditors and any other auditors that are interested in attending.

Staff Development.

Natalie Fatica, Jeff Smith, Andy Hough and Susan Tatalone continue to work on technology training for the staff. In addition, staff members and supervisors were polled to assess areas of interest and need to increase knowledge and productivity.

Recruiting.

Tammy Bright, Math Coach started on December 9, 2008. She has already off to a training with other members from the Numeracy committee. In addition, a schedule has been developed which includes PSSA review for students that need it.

Interviewing for the instructor for the Art and Design for Business program has taken place. There were close to 20 applications and 7 candidates were preliminarily interviewed. A candidate will hopefully be recommended at the December meeting if the negotiations with the candidate work out.

Payroll.

W-2 production has been scheduled. It is hard to believe that it is that time again.

PIMS.

HQT and NHQT reports have been difficult. Jeff Smith and Natalie Fatica are working together to resolve the issues. There is some discussion regarding the application of HQT to CTE schools.