

August 2010

Human and Quality Resources Report

ISO.

Parent satisfaction surveys have been entered and are ready to be reviewed with instructors and administrative staff.

The SRI audit has been scheduled for the 4th of October. Two auditors from SRI will be auditing to the new standard. Some realignment of audit teams will have to be done prior to beginning this year's audit.

Staffing.

Currently, one Student Aide position remains open. Interviews are being conducted in order to fill the position. A candidate will be presented for the Automotive Technologies position for approval by the JOC at this month's board meeting.

Staff Development.

The in-service plan has been developed for the days prior to the school year starting. This time will also include the ice cream social. In addition, we will be working on a more individualized staff development plan for instructors based on their individual needs.

Payroll.

Benefit time balances for employees have been reconciled. Each employee has received a letter to verify their balance. About half of the verifications have been received back from the employees. Balances for 10-11 have been added to the payroll system.