

July 2010

Human and Quality Resources Report

ISO.

Parent satisfaction surveys continue to be received. Results will be analyzed and shared with administrative staff and the instructors.

In addition, the SRI audit has been scheduled for the 4th of October. SRI will be auditing to the new standard. Training was attended by 2 staff members and the information was given to the additional auditors prior to the 09-10 audits being conducted.

Staffing.

Currently, two Student Aide positions are open. Upon approval of the JOC one position will be filled by a substitute who worked the entire 09-10 school year. In addition, recruiting is occurring for the other student aide position.

Staff Development.

Planning is occurring for the staff development that occurs during in-service in the fall. 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 are currently being reconciled. Each employee will receive a letter to verify their balance with what is currently in the payroll system.