
Human and Quality Resources Report October 2014

ISO.

SRI will be conducting their annual audit on October 27th and 28th 2014. The audit will be conducted by Steve Pettyjohn and will be 1.5 days long.

Staffing.

Custodial/Maintenance

Training is being conducted for the custodial and maintenance staff. Now that we are fully staffed training continual training will occur with the staff on days when school isn't in session and there is some time available to do so.

Technology

Résumés are currently being collected for the open part-time Technology Technician. Interviews will be conducted following the collection of the résumés.

Clerical

Infinite campus training continues for the clerical staff. Reports are still being developed to allow the staff to complete their tasks.

EET

Currently, Don Hofmeister is subbing in the Electrical Engineering classroom. He will continue to do so until the new instructor, Justin Jaeger starts at the end of October.

Cosmetology

Applications continue to come in for the open Cosmetology Instructor position with the resignation of Andrea Lucarotti. Interviews will be conducted to have a candidate to recommend.

Adult Education.

Registration continues for RCTC. Currently, there are 51 students registered in 23 classes. This is less than the prior year but classes do not start until November 3rd so there is still time to increase registration and often late registrations come.

PIMS.

PIMS reports are being updated with the changes in the certified staff that have occurred. Once updated they will be submitted this month.

SUPER REPORT.

The support staff report has been submitted and approved by PDE.