
Human and Quality Resources Report

April 2017

ISO.

ISO audits are in full swing and will conclude by the end of May. Parent Satisfaction surveys have been sent out and are beginning to be returned. Customer Satisfaction data is in the process of being compiled for the summer retreat that will be held in May.

STAFFING.

Professional

The Auto Body Instructor continues to be on leave. A plan utilizing the help of the Auto Tech Instructor was devised. The hope is that he will return before then end of the year and is planning on attending the Dinner with Teacher event. The Construction Trades Instructor is out on leave. A return date has not been established. The current plan will continue for as long as is necessary and it seems to be working well.

Classified.

The Business Office secretary continues to be on leave. At this time, there is not a return date established. A plan is being devised to fill the absence and establish a long term plan for the return or continued absence of the secretary in this area.

PROFESSIONAL DEVELOPMENT COMMITTEE.

The professional development committee continues to meet to revise the current Induction and Mentor system. After objectives were developed a time line and draft process was put together. This will be reviewed again and presented to Administrative Staff for input.

PAYROLL.

Routine payroll changes were conducted. Summer pay selection forms were distributed.