
Human and Quality Resources Report

April 2018

ISO.

The administrative retreat is scheduled for June 13th and 14th. Data from many sources will be reviewed including parent satisfaction surveys, student satisfaction surveys, internal audits, corrective actions and the administrative priority list. This will assist in setting priorities for 2018-2019.

STAFFING.

Classified

The secretary in the Career Alternative Education Program continues to be on leave and another secretary has been reassigned to those duties. There is still not return date established at this time.

In addition, the Business Office secretary continues to be on leave and has no estimated return date. There continues to be a substitute from Kelly Services in this position.

Summer Help.

Candidates will be interviewed for both Technology and Maintenance for summer help projects.

Kelly Services.

Kelly Services end of the year review will be held to review process and service through the 2017-2018 school year.

PAYROLL.

End of the year preparations are being made for payroll including final pay for some instructors, preparation for the auditors, preparations for benefit balances and various other end of the year processes.

DIRECTORS SEARCH.

The Director's search has been concluded and there is a motion on the agenda to fill the position. With the recommendation for Joe Tarasovitch to be the new Director, a Principal search will be conducted. Steve Barrett will assist in the process in a similar capacity to the Director search. Thanks to the members of the team who spent many hours conducting the process they included: Erik Kincade, Superintendent Fairview; Ken Berlin, Superintendent of Record and Superintendent Wattsburg; Joelyn Bush, Director of Marketing, United Way; Andy Foyle, board member; John DiPlacido, Board member; Justin Gallagher, Board Member; Sam Ring, Board Member; Kayla Noonan, Cosmetology Instructor; Sherry States, Health Assistant Instructor; Jeff Smith, Technology Manager, Terri Birchard, Business Manager.