
Human and Quality Resources Report February 2020

ISO.

The ISO audit kickoff took place February 3rd, 2020, and the five audit teams will conduct the internal audits through May. Audits have been started on the Curriculum in conjunction with the Curriculum audits that also occur.

Parent Satisfaction Surveys results are beginning to be returned. These results will be compiled and reviewed with the end of the year data.

STAFFING.

Kelly Services

Additional subs continue to be added to the pool of substitute instructors to fill day-to-day needs. It has been helpful to have Marty Burnham to fill in where needed when Kelly Services is unable to fill a vacancy. Last minute requests continue to be difficult to fill. This seems to be a universal problem in districts.

Professional

At this time, one formal retirement was approved last month. Recruitment for the position has begun. The process will continue until a suitable candidate is found.

FINGERPRINTING.

Technical issues were resolved with fingerprinting and new equipment was installed. There will continue to be additional customers, as clearances must be renewed every five years.

PAYROLL.

Year-end reports were completed and all documents were distributed well before the deadline including W-2's and 1095's.