

MAYWOOD-MELROSE PARK-BROADVIEW
School District 89

Human Resource Report
August 9, 2012

1. Leaves: **No changes from last month**

2. Payroll:

- Salary for all certified staff is pending negotiations.

3. Attendance:

- All certified staff will receive their Attendance Summary and ECS Status for the 2012/13 school year.

4. Certification:

Due to the States new certification changes, teachers' who did not renew their certificate prior to spring could not renew until after July 1st. Currently we have 4 teachers who have not completed their certification. Because of the delays it is difficult for employees to access the website needed to recertify.

5. Legal:

- One substitute teacher still in litigation.
- Prepared info for audit meeting – tentative agreement reached.
- Classified previous employee litigation has been dismissed (individual has until August 21st to request a review)
- Reviewed remediation plans with two principals.

6. Other:

- Meetings with Dr. Robey and the new principals.
- Met with the Outreach Coordinator from Dick Durbins office.
- Completing Teachers' Service Report for the State daily during July.
- Gathered data for principals on student attendance and tardies.
- Prepared registration materials.
- Reviewed school maps with new principals.
- Received input and changed Parent/Student Handbook, Teachers' Procedural Manual and Security Handbook.
- Assisted with supply, art and P.E. orders.