



Navarro ISD

Board Report

Human Resources and School Leadership

February 2025

Navarro ISD Priority 1

Recruiting, Hiring, Coaching, and Retaining High Quality Teachers and Staff to Support Student Outcomes

Recruiting, Hiring, Coaching, and Retaining

As of February 11, we had only 5.5 vacancies districtwide – a special education paraprofessional and the new ESL paraprofessional position at the Junior High, a grounds position, and 2.5 bus drivers. Christian Valencia and Mannie Jimenez represented Navarro ISD at the Regional Job Fair at the Seguin Coliseum on February 6, which had over 700 attendees. They met many job seekers, collected resumes, and found some applicants for our vacant positions.

Our focus will soon shift to recruiting and hiring for the 2025-26 school year. Two professionals have already notified us that they are retiring at the end of the school year. We will be asking all employees what their intentions are for next year, and presenting a staffing request to the board in response to continued district growth, the opening of the new high school, and identified student needs. We will fill as many of our certified professional positions as possible in April and May, when the candidate pools are likely to be the deepest.

Meanwhile, we will keep our attention on retaining our current high-performing employees by exploring an increase in compensation, improving working conditions, and maintaining the strong community bonds that Navarro ISD is known for. In support of retention, we will continue learning from employees how we can keep them in the district and support them as they serve our students. To supplement the stay interviews already conducted, the superintendent's teacher advisory groups, and the teacher and paraprofessional focus groups that happen during quarterly campus checkpoint visits, we will be contracting with the Texas Association of School Boards (TASB) to conduct an employee opinion survey this spring. The results will be reported to the board and used to inform our district strategies.

At the February 24 board meeting, I will discuss with the board the key findings from our employee outreach, including "stay interviews," and some of the steps we are taking to respond to what we have learned.

Substitute Teachers

As reported in the February 7 Friday Memo, our substitute fill rate (the number of substitutes reporting divided by the number of absences requiring a substitute) was 78.4% in January 2025, which is slightly lower than 78.6% in January 2024. We hired seven new substitutes in February, bringing our total to 77. If you know of anyone interested in making a positive contribution in a part-time job, please direct them to our employment page on the nisd.us website. We will continue hiring substitutes until April.

Improving Systems

Accurate HR data is essential to ensure that we are effectively staffing our district, supporting our employees, and maintaining compliance with countless laws and regulations. Due to a systems change at the state level that complicated annual PEIMS (Public Education Information Management System) reporting last month, our district HR team is going to play a more active role in entering employee data into our enterprise resource planning (ERP) system, Ascender. We are grateful to Alicia Boswell and Stephanie Ballard for the tremendous effort they put in to submitting accurate PEIMS data and are eager to support that work more in the future.

Respectfully submitted by David Kauffman, Ed.D., Assistant Superintendent of Human Resources and School Leadership