

Human Resource Department Report

The Human Resource Department has been busy preparing contracts for certified teacher renewals, administrative and professional technical employees for the ensuing school year, 2018-19. In addition, the department is reporting the following activities:

During the month of January and February plans were being made to solicit a committee from the district, certified staff and administrators to develop the academic calendar for academic year 2018-19. The response by staff was great. We were looking to include a representative to participate in the development process from each building, including the Activities/Athletic Director so as to consider athletic events and hopefully plan around a similar winter season as we experienced this year. Having said that, the committee was delayed from organizing because of weather conditions forcing school closures. A total of three meetings were held resulting in the Board of Trustee approval at the April 3, 2018 board meeting. Special thanks goes out the following calendar committee participants: Dr. Raymond Zentz, Glenda Eagle Feathers, John Parente, Karen Salisbury, Lori LaPlante, Jessi Edward, Jeri Matt, Dana Bremner, Robert Hall and Everett Holm. The calendar is most instrumental in developing the certified contracts.

Preliminary negotiation meetings have been held with classified and certified bargaining teams. Management has been presented with a proposal for the classified staff as well as a proposal by certified staff. Both are under advisement and continued negotiations are expected during the month of April.

In conjunction with the Glacier County Superintendent, we receive teacher licensure renewals throughout the year. Our list is reduced from 41 registered certifications at the County to one as of this reporting period.

Our department is consistently busy advertising for vacated positions within the district. Per the collective bargaining unit, all job announcements vacated during the year must first be internally advertised for seven (7) days before going external to announce vacancies. Consequently, our department has advertised district wide approximately 41 positions, including a re-advertisement of the KW Vina Assistant Principal and the Grants Compliance newly created position. The department is currently processing certified teacher transfer requests. To date, three transfer have been approved with K-8. Certified staff with seniority receive first preference.

The request for proposal (RFP) that was solicited for pre-employment screening for drug testing and criminal background tests ended the last day of February 28, 2019. We received three proposals. Two of which were a complete package and one vendor incomplete proposal. A recommendation to select the most competitive, cost effective proposal will be brought forward to the board during the April 25, 2018 board meeting.

The department is involved with the district clerk's office discussing insurance plans and possible changes to the district employee's insurance benefits.

The HR Department welcomes Rikie Calica as the Benefits Coordinator, February 5, 2018. Rickie hit the ground running and has been a quick study picking up from the District Clerk, insurance and from HR, leave benefits for certified employees, worker's compensation. Rikie and the director were fortunate to attend a HR Seminar in Helena in early February. The Superintendent was instrumental in negotiating with the classified union president a wage reflecting the position, lane and an agreement was reached. The Superintendent was also instrumental in reaching an agreement with the certified union president regarding a reduction of hours of an employee with health conditions. That employee resigned, effective June 2, 2018 related to those conditions. Four certified resignations have occurred recently and also effective at the end of the school year. Approximately twenty resignations district wide have been tendered since our last report.

Ten (10) Family Medical Leave Act recipients district wide were determined eligible this cycle of reporting while three (3) 504 plans were implemented for certified employees. Finally, our office is involved with ten (10) incident reports this reporting cycle. All but two have been resolved and are pending legal review.

March and April are recruiting months for the state of Montana. Sicily Bird, Jennifer Wagner and myself attended a very productive career fair at MSU-B in Billings, MT on March 27, 2018. The Education department of the MSU B and Rocky Mountain College provided the HR Department a list of their respective education graduates. The University of Montana-Missoula and Montana State University Career Fairs are scheduled for April 9 and 25th respectively. Due to the season of contracts, negotiations and other related HR issues, I have cancelled my travel to attend. Sicily, Jennifer and Sharon Tucker will attend U of M's career fair while Sicily Bird, Tonia Tatsey and Ansel Traynor will attend the fair at Montana State University. Today, BCC hosted their fair. Sherie Blue and Rikie Calica attended and distributed information to prospective employees. Finally, the director attended the Blackfeet Tribal Business Council's general session and participated in the Superintendent's monthly report to Council. In addition, Dee Hoyt of the infamous 2 + 2 program and collaborative efforts between BCC, BPS and U of M Western, were discussed and attended by Sicily Bird, Lona Burns Running Wolf, Edi Wagner and the 2 + 2 "poster teacher," Jermey Wells, introduced the program while receiving positive accolades from members of the tribal council.

See Attached Transfer List of Classified Staff

BPS Classified Transfers 1/3/218

Name of Employee	Tranferred From	Transferred To	Requested By	Effective Date
Butterfly, Daryl	Facilities, Flex Custodian	Maintenance Tech-Skilled	Competitive	2/22/18
Calica, Rikie	Admin Ass't/Curriculum Inst.	Benefits Coordinator	Superintendent	2/5/18
Greene, Jennifer	SPED TA 1.0 FTE, KW Vina	SPED TA, .675 BES; .325 BMS	SPED Director	2/23/18
Hall, Annie	Buffalo Hide Academy 100%	BH Academy/BHS 50% Each	Director, Academy	1/18/18
Tatsey, Memoree	KW Vina TA	Vina Assistant Secretary	Competitive	1/8/18
Wellman, Kami	Child Care Aid, II/CC Center	BES TA	Competitive	3/12/18

Total # of Transfers =

7