

**Human Resources Report Summary
March 2023 Activities**

Staffing Updates:

Number of staffing changes Received by HR during the month of February. This is a summary of the consent agenda.

	Certified	Non-Certified
# New Hires	4	5
# Retirements	2	2
# Resignations	0	3
# Leave of Absences	2	2

HR Department Updates:

Staff are busy working on displacements for 24-hour posts, out of field placements and temporary positions. Budget/Staffing meetings will occur with principals in March in preparation for and April hiring start. Staff interviewed for the HR Manager position in late February. The position was offered and accepted by the candidate. The candidate will join the team in June. Interviews for an Executive Assistant position are scheduled for March 21, 2023.

Human Resources rolled out an Employee Referral Stipend opportunity for all staff in early March. Staff that refer a candidate that gets hired and stays with the District for 60 days, will receive a \$500 stipend. HR staff continue to look for ways to recruit for positions that have been hard to fill. There will be a mass mailer sent out to focus on custodial, bus driver and food service positions.

Benefits Updates:

The Benefits Department is hosting a Retirement Session on March 1st, from 4p-5p. Nine employees have signed up. On February 27, 2023 the Department launched Medcor. Medcor is a phone line that connects the employee to a specially trained health professional, who will use proprietary software and patented triage methods to assess injuries and make the best recommendation for care. This will happen in lieu of paper report forms for Worker's Compensation. The Department expects Health Insurance renewal information in mid-March.

Contract Negotiations: One bargaining unit has requested to negotiate. No meetings have yet been scheduled.

Hiring Updates: (as of March 10, 2023)

Certified:

Teachers, Elementary (3)
Teachers, High School (3)
Teachers, Middle School (5)
Teachers, Special Education (1)

Summer School (48)

Non-Certified:

Administrative/Management (1)
Child Nutrition (13)
Clerical (1)
Maintenance/Transportation (22)
School Custodian (15)
Bus Helper (1)
School Bus Driver II (5)
Playground/Cafeteria Monitor (9)

Paraprofessionals (23)

American Indian Home School Liaison (1)
Cultural Immersion Program Professional (1)
Early Childhood SpEd Paraprofessional (2)
Licensed Sign Language Interpreter (1)
SpEd Building Wide Paraprofessional (1)
SpEd Program Paraprofessional (1)
SpEd Student Specific Setting III Paraprofessional (5)
Supervisory Paraprofessional (2)