

**Directors Board Report
August 13, 2018**

Barbara Robinson, HR Director

Staffing – All teaching positions have been filled. A complete list of all campuses showing current staff and their position in the district will be provided in the September board report.

Human Resources - In the spring, we purchased a license for HR with DocuSign in an effort to streamline the process of issuing contracts, employment documents, as well as the onboarding of new staff. DocuSign accelerated these transactions through secure processes, reduced the cost of all the paper, and improved visibility and control. The response from HISD staff has been overwhelmingly positive and they were pleased at the ability and convenience to quickly complete and return all documents. Documents can be stored electronically which is a big step toward going paperless for our department.