

**Department of Finance and Operations
Improvement Plan
2012-2013**

District Key Result: Safe, Comfortable Environment and Effective and Efficient Operations

Personal Goal: Reduce our workers comp experience modification factor down to 1.0 or lower thereby reducing insurance premiums

Supporting Data (evidence of need): Currently, our experience mod factor is at 1.06. This factor is based primarily on our experience history. This mod factor is high in relation to industry average. This means an additional 6% gets added to our worker’s compensation premium annually.

| Measures: | Targets: |
|--|------------------|
| 1. Factor is reported each year at renewal | 1. 1.0 by 7/1/13 |

| Strategies | Person(s) Responsible | Timeline |
|---|---|-----------------------------------|
| 1. Continue training staff on proper safety techniques and reduce work comp claims | Eric Hamilton, Gary Kawlewski | Throughout the school year |
| 2. Review worker’s comp insurance carriers for the district at renewal time | Eric Hamilton, Gary Kawlewski | By 4/1/2013 |
| 4. Continue to monitor open claims to get the claims closed as quickly as possible | Eric Hamilton, Gary Kawlewski | Throughout the school year |
| 5. Look at pre-employment physicals for employees after job description evaluation process is completed | Eric Hamilton, Gary Kawlewski, Moreen Martell | After job evaluation is completed |

To be completed in June:

Accomplished: Yes No In Progress

Actual Results:

Future Steps: