

HUMAN RESOURCES DEPARTMENT

October Board Report

Submitted by Robyn Bean
Chief Human Resources Officer
rbean@nwresd.k12.or.us

HR HAPPENINGS

The HR team has been researching evaluation management tools over the past several months. The timing seemed appropriate since we need to “build” the new classified evaluation rubric and forms in the existing system, which is a significant commitment of time and energy, or make a determination to use one of the systems researched. After multiple demonstrations and with input from technology, and administrators from multiple departments in the agency, we have made the decision at this time to transfer to a new system. This evaluation management tool is offered by the same company we are already using for online applications, and to for substitute and absence management. The fact that the programs “talk to” one another as well as interfacing with Infinite Visions HRIS system will help build efficiency. It also provides staff who use the tools with a single sign-in dashboard to access all the tools. Tammie Wing is very engaged in the configuration of the new tool at this time. Our ability to pull data about evaluation completion rates prior to the full configuration will be impacted.

The first labor-management meeting with OSEA has been held. A new Uniserv representative has been assigned to NWRESD, Steve Sears. He attended our first meeting, held Friday, October 7. One topic discussed at the meeting was the formation of a Safe Working Conditions Task Force. A small team will convene 10/26/2016 from 2:30-4:00 to discuss the scope of the work and next steps. A larger group, determined through an application process with selection by the association, will meet 11/1/2016 from 2:00-4:00. The other group that will be developed as a result of bargaining is a Reclassification and Job Description committee. This will meet for the first time on 11/14/2016 – Reclassification and Job Description Committee. A labor-management meeting with NWEA will be held Wednesday, October 19.

NWRESD has facilitated monthly meetings for HR Directors in Washington County over the past 2 years. This year, the first one was held in September and it is a very helpful discussion and collaboration.

Robyn Bean and Janine Mobley are attending the American Association of School Personnel Administrator’s annual conference which is always held in conjunction with the organization’s Board meeting, where Robyn serves as a regional representative. The focus of many clinic strands has been on recruiting and retention in light of teacher shortages; developing a diverse work force; leadership development; technology and the HR office; and a host of other topics.

SUBSTITUTE SERVICES

The first Restricted Licensed Substitute Training was held August 30, and approximately 25 applicants are making their way through the process of being a NWRESD sponsored Restricted Substitute. Marta Turner came back out of retired life to conduct this training, and the next one – scheduled for October 27 – will be retooled and conducted by Erin Lolich of our Instructional Services Department. We are grateful for her participation in these events, and plan to hold two to three annually to continue to increase Restricted Licensed Substitutes. Greg Sampson has collaborated with all involved in the HR office regarding the processing of Restricted Licensed Subs and has created a brochure with a clear explanation of how to go about becoming one.

Greg Sampson and Janine Mobley have been on the road visiting the majority of the districts that are supported by NWRESD Substitute Services. The purpose of the face to face meetings is to make sure things are going well for the districts, and to see if there are any concerns or questions that can be answered.