



### **Agenda Item Details**

Meeting	Jun 22, 2022 - Regular School Board Meeting
Category	3. Administrative Reports
Subject	3.4 Human Resources Report
Type	Information

### **Public Content**

#### **Wisconsin Association of School Boards Employee Opinion Survey Report**

The School District of Bayfield has engaged the Wisconsin Association of School Boards (WASB) to solicit employee feedback on a number of topics affecting the District in the form of an Employee Opinion Survey. We have requested this feedback as a part of our effort to continually improve the District community that we serve. The survey asked for honest opinions in many different areas, including, for example, job satisfaction, compensation and benefits, and training and workplace safety. All responses will be kept completely confidential. We are expecting results of the survey to be in by 07/01/2022.

#### **Creation/Vision of a School Board approved Hiring Policy Handbook for all staff**

As the Human Resources Manager I will be working with the leadership team to develop consistent hiring policies and procedures for filling open positions and/or vacancies. The purpose of the Hiring Policy Handbook will be to inform the Board, Administration, and key committee members of the School District of Bayfield's expectations and policies, provide legal information, provide legal protection to the District, and serve as a reference guide on important terms and conditions of the pre-employment hiring process, and to clarify questions regarding the District's hiring practices and procedures.

#### **CPI Training**

I will be attending the Nonviolent Crisis Intervention training in Duluth from 06/28 - 06/30 which is structured for Human Service professionals who experience and directly intervene in crisis situations. The training will be focused on de-escalation techniques, risk assessment, and both nonrestrictive and restrictive interventions. In an effort to streamline training practices for new and existing employees, I will be offering annual inservice training as well as for new hires during the onboarding process.

#### **ALICE Instructor Recertification**

I will be engaging in the Instructor recertification this summer to be in a position to train and empower our employees and District Community with preparedness to participate in their own survival using proactive, options

based strategies in the face of potential violence. As part of our training the ultimate goal will be to save lives, build confidence, and mitigate risk.

**Other**

Administering Employee Contracts 2022-2023

Coronavirus Paid Sick Leave Tracking

FMLA documentation

Posting open positions

Working with the leadership team and Hiring Committees in regard to the onboarding process.

Working on innovative ways to engage our staff and increase overall employee satisfaction.

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.