



Kevin Kimmel
Superintendent

Lorraine A. Earnest
Treasurer

Director of Human Resources August Update – Jenny Reed

Onboarding

13 EAs were received in the HR office in the month of July. As of July 31st, all have been contacted with 1 still scheduling a time to onboard and the remaining person being scheduled for their onboarding appointment this week.

Orientation

The orientation created and implemented is now part of the onboarding process for all employees moving forward. This helps ensure incoming staff have a consistent message when they join the ESC and provides guidance to all.

All Staff

Created the All Staff ice breaker introduction question. The goal was to incorporate some of the things we heard at the Admin Conference so that our staff had awareness and could be mindful going into the new school year.

The Kiosk presentation was revised and shared during the New Employee session. We had over 30 in attendance.

Handbooks

The employee handbook for Certified and Classified Staff has been developed and will be rolled out with Public School Works training for the upcoming school year. Policies for both classifications were reviewed against those published and updates made. (i.e. Development Opportunities – Expense Reimbursement Guidance and Staff Technology and Acceptable Use.)

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