



Director of Human Resources

December Update

Hiring and Onboarding

All initial build items— including detailed workflows and associated forms— have been provided to SC View. Their build team has been working on the design and internal processes required to support our needs and is now in the final stages of development. SC View recently requested specific technical guidance to complete the integration between their platform and Mid-Ohio. This request has been forwarded to our internal technical support team for completion. The first training session for me to review the hiring system setup is scheduled for December 30, 2025.

Benefit Enrollment

Benefits enrollment for both the Medical Mutual plans and the American Fidelity voluntary plans has concluded. All required documents have been completed and submitted to Medical Mutual for review and approval. Data from all enrollment changes is currently being compiled to ensure accurate implementation and to process the necessary payroll updates for the first pay in January 2026. Medical Mutual has also provided a report identifying staff with remaining Flexible Spending Account (FSA) balances. Reminder notifications have been sent to employees with more than \$660 remaining, advising them that unused funds will be forfeited if not used before the deadline.

Miscellaneous Items

The Staff Intentions Survey for the 2026–2027 school year has been distributed to all staff, with a completion deadline of December 12th. Once the survey closes, the data and feedback will be compiled and reviewed with internal administrators to help inform staffing needs for the upcoming school year.

The MOESC Holiday Gathering will take place on December 18th. We will be serving brunch as an opportunity for staff to come together and celebrate the season.

Preparations are underway for the 2026 MOESC Hiring Event, scheduled for Tuesday, March 3rd. Email communications and the event flyer are currently being developed. Once these materials are finalized, outreach will begin to both school districts and prospective job seekers.

Planning has begun for the 2026 MOESC All-Staff Day, scheduled for August 5th. Confirmations have been received from Stark COG/Medical Mutual and SERS. We are awaiting responses from STRS and American Fidelity.