

Office of Human Resources Update

REVISED 11/12/19

11/14/20

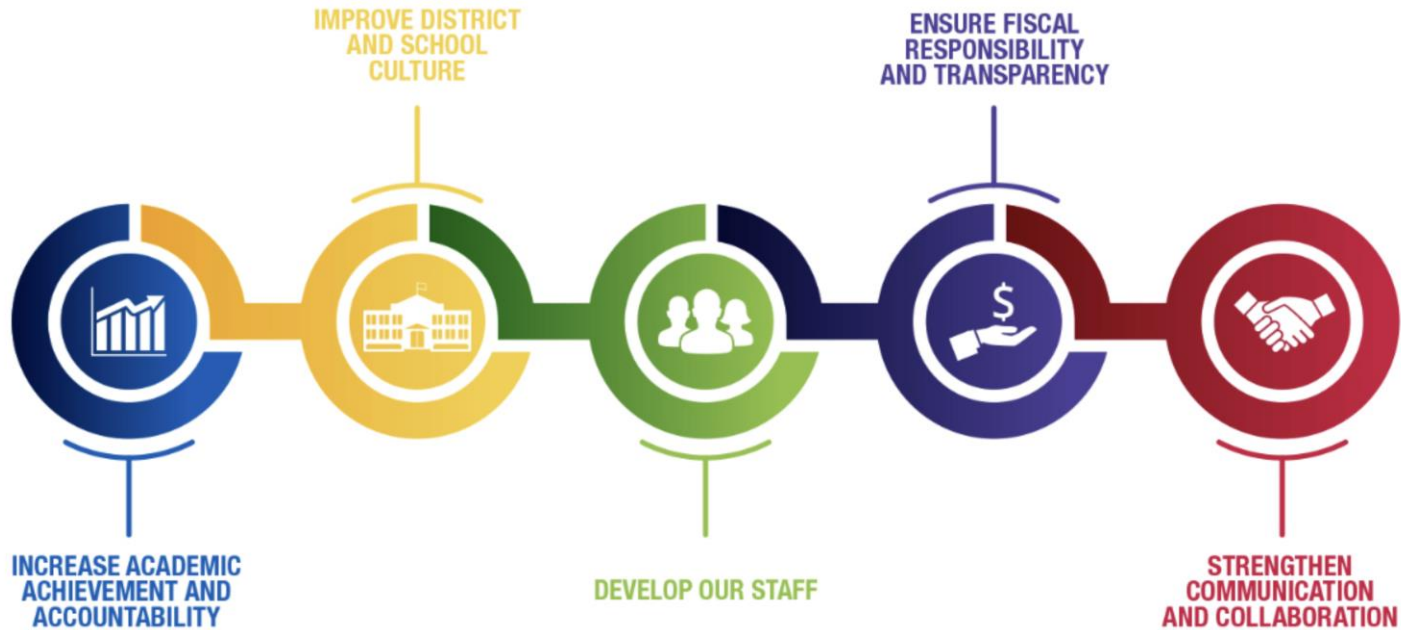


Presenters:

Chris Hauser, Interim Deputy Superintendent
Evangeline Soptur, Interim Chief Human Resources Officer

Dr. Keith P. Posley, *Superintendent*

5 Priorities for Success

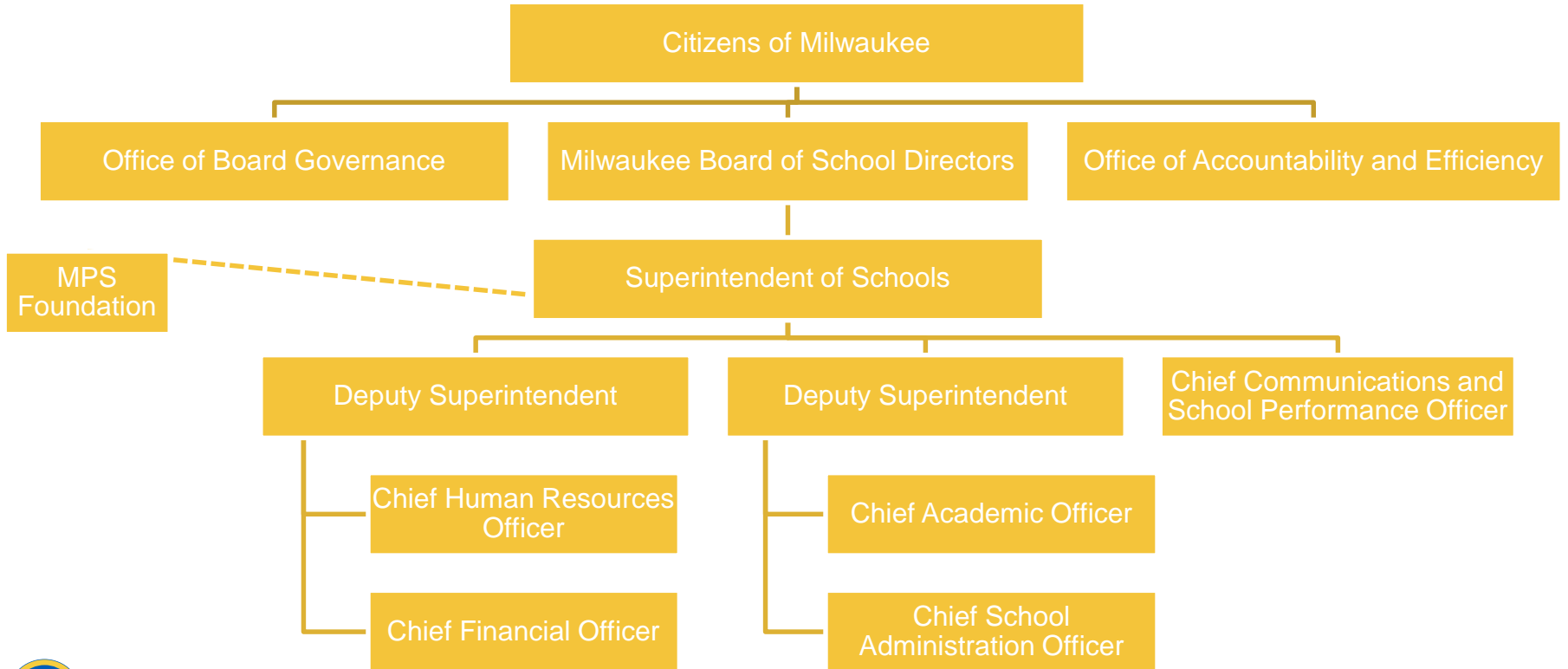


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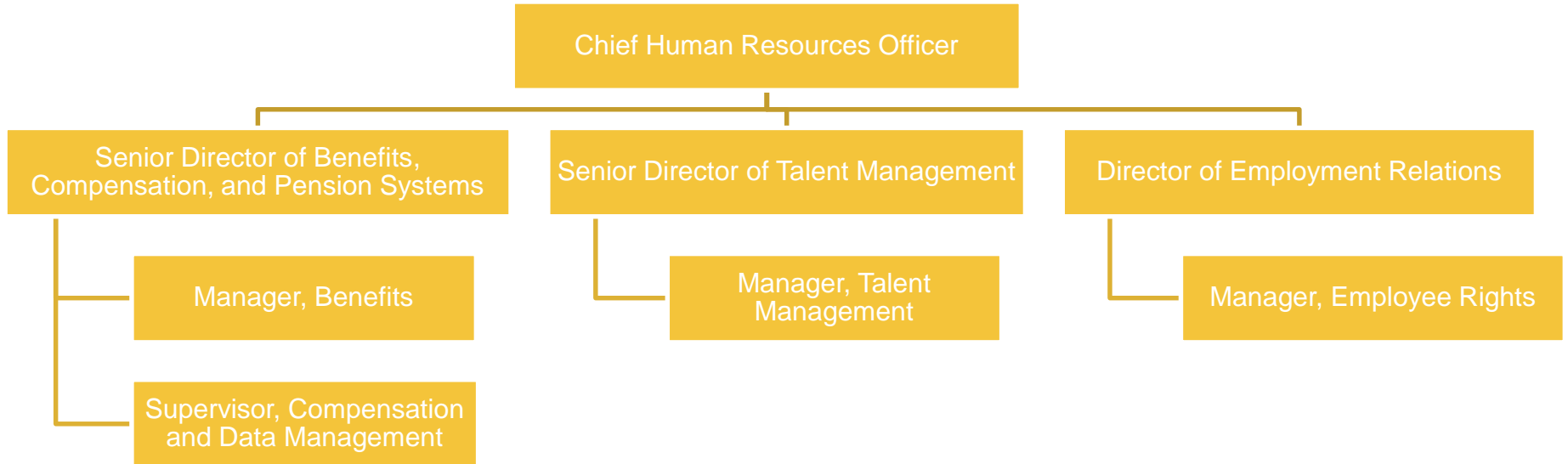
- The Council of the Great City Schools reviewed the current structures and practices of the Office of Human Resources. This presentation shares the updates on the changes made to the office based on the report.



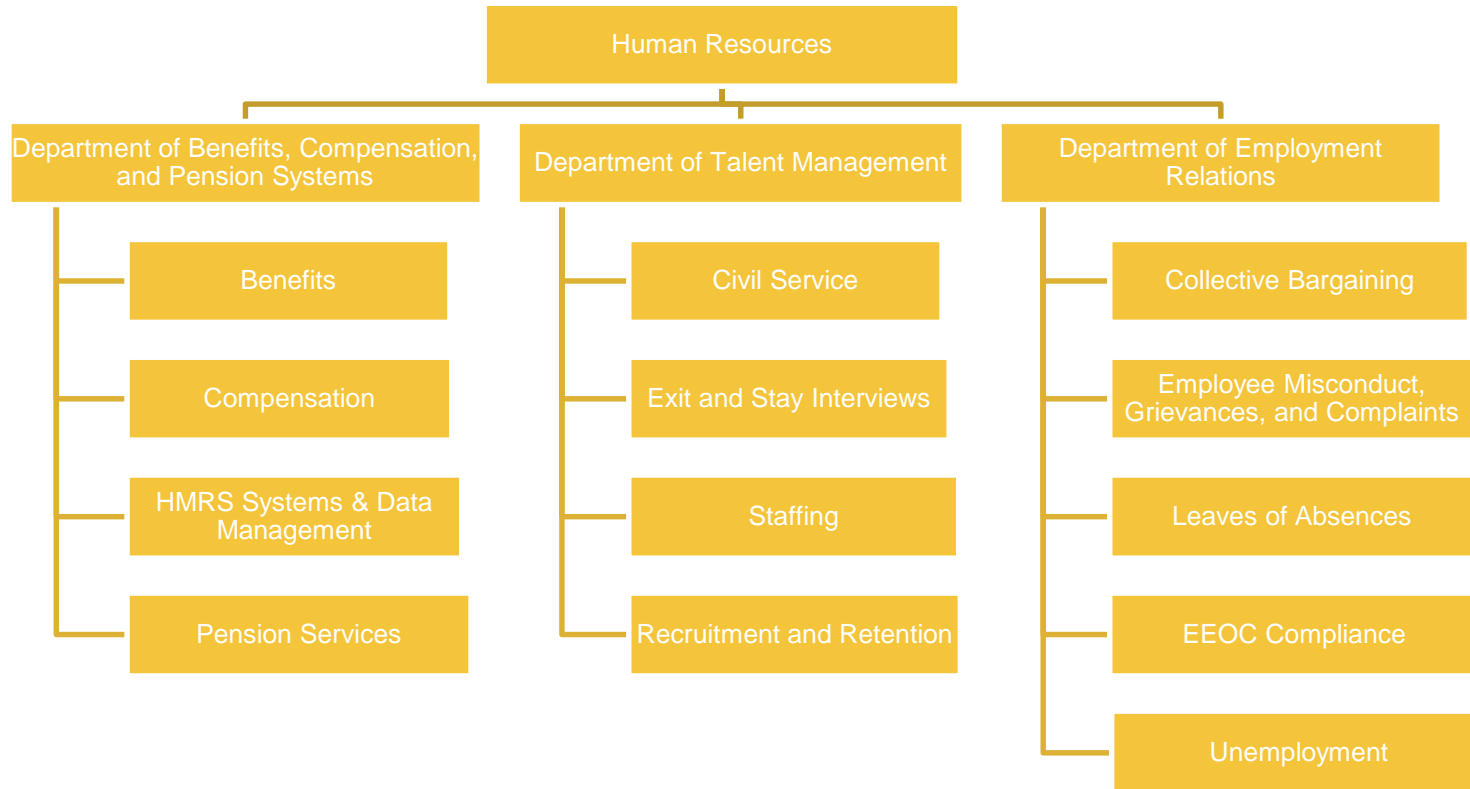
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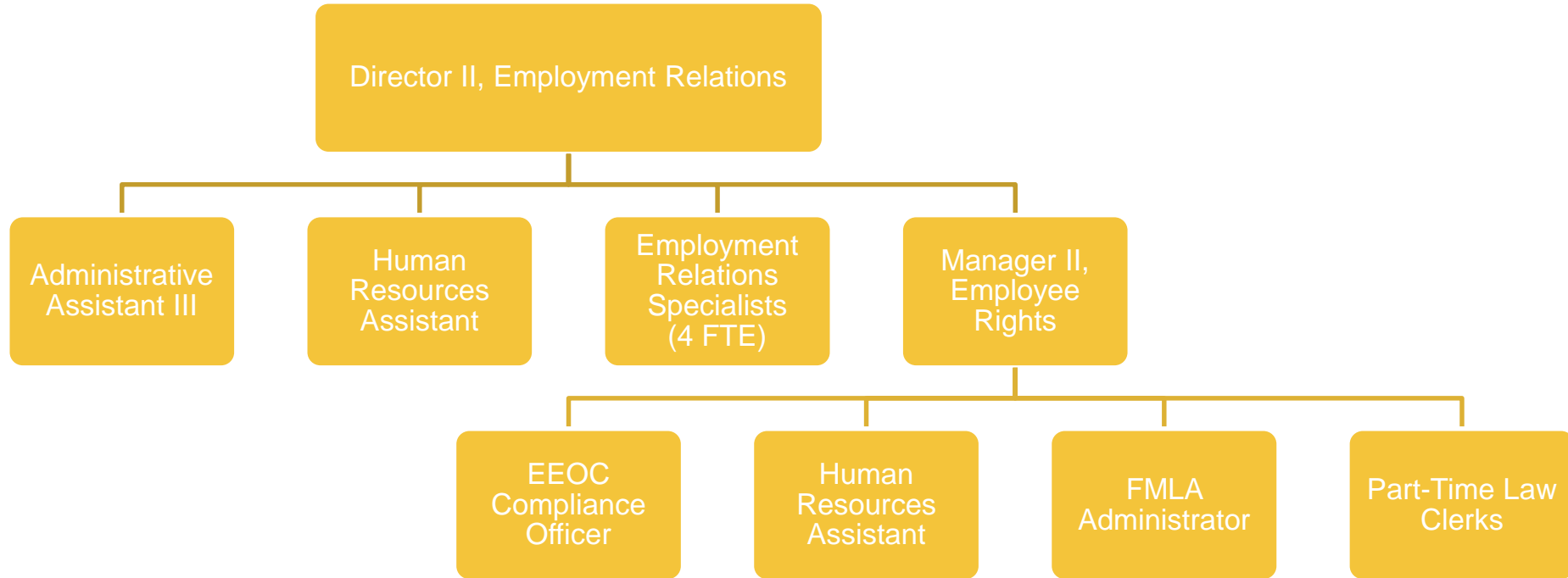
Office of Human Resources



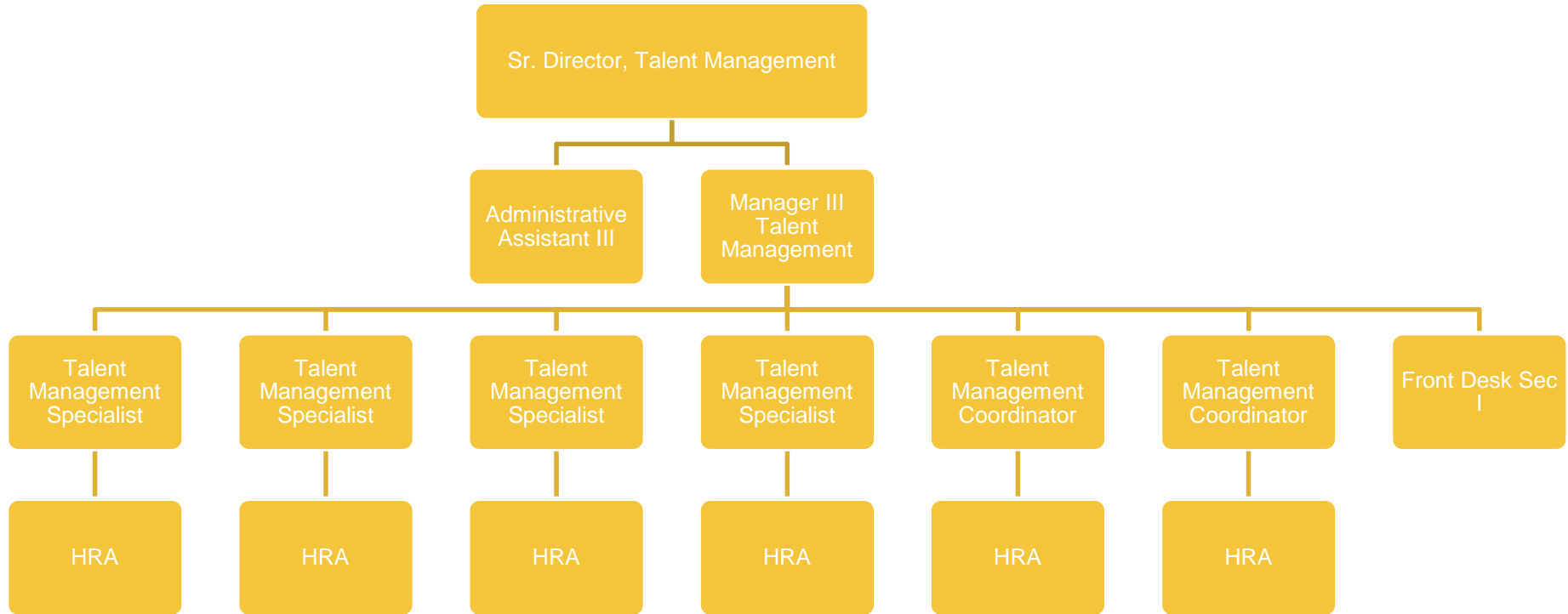
Office of Human Resources



Department of Employment Relations



Department of Talent Management



Recruitment and Events

- Holding quarterly MPS Job Fairs
- Outside recruitment fairs
 - City of Milwaukee’s Diversity Recruitment Fair
 - CESA recruitment fairs
 - National, regional, local education conventions
 - College and university recruitment fairs
 - Spain, Puerto Rico, Mexico



Recruitment and Events

- College and university events
 - Meet with students in college and university Departments of Education
 - Meet with students in other college and university departments
 - MATC para program
 - Meet with student teachers in MPS prior to graduation



Efficiencies in Recruitment & Hiring

- Reviewing new applicant tracking systems
- Reviewing video recruitment and interviewing programs
- Changes to City Civil Service Exams
 - Children’s health aids and kitchen managers no longer take exam
 - Exam for food service assistant and building service modified



Efficiencies in Recruitment & Hiring

- Physical Screenings
 - Reviewing possibility of two to four smaller contracts with providers for physicals and drug-screenings during the height of hiring season
 - Now require one only visit for screening
 - Moved to paper screener for TB instead of shot which required second visit
 - Frees up two days a week for scheduling appointments at clinic
 - Reduces travel and time commitment for candidates



Retention and Onboarding Certificated Staff

- **New Educator Institute (NEI)**

Office of Academics, Department of Organizational Development

- Has an online onboarding resource as well as the three day in-person training which includes intense learning around Ambitious Instruction 2.0, restorative practices, culturally responsive teaching, trauma informed care, and classroom management
- Increasing it to 5 days
- Getting ID badge machine at NEI



Retention and Onboarding Classified Staff

- The Office of Human Resources has an online onboarding resource which covers mandated reporting, the employee handbook, and the benefit offerings for new classified staff.
- Departments have their own training programs new classified staff attends before being assigned to their work location.

Retention and Onboarding

- Full benefits package – health, dental, vision, life
- WRS and ERS pensions; 403(b)
- Wellness Programs
- Employee Assistance Program
- Tuition Reimbursement and Assistance
- MPS University
- Professional development and trainings
- Salary Step Schedules



Retention and Onboarding

- Retention study
 - Exit survey data already being collected for certificated staff
 - Conduct stay interviews – survey to teachers about why they chose to stay in MPS
 - Compile into report for data review and analysis to guide future planning



Retention and Onboarding

- Evaluations and Job Descriptions
 - Districtwide evaluations started FY20 for all non-certificated staff
 - Currently working with all department and offices to create and/or update job descriptions in the district
 - Once finalized, they will be publically housed on the portal



Other Steps and Efficiencies

- Compensation manual
 - Details all district processes and procedures
 - Will be housed on the employee portal once finalized with new salary schedules
- Outsource (no cost) employment and income verification



Thank you.



Dr. Keith P. Posley, *Superintendent*

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