



Board Agenda Item #	Agenda # III.A- Updates and Discussions Items
Date:	January 16, 2018
To:	Magnolia Board of Directors – Personnel Committee
From:	Caprice Young, Ed.D., CEO & Superintendent
Staff Lead:	Oreeille Revish, Human Resources Director
RE:	HR Expectations/Needs/Policy Drafts/ DEI Survey

Proposed Board Recommendation

Background

California law requires that all students take two years of science including biological and physical science to be eligible for a high school diploma. The state standards are broken down by grade level. High school standards are divided into the four disciplines of earth, biology/life, physics, and chemistry. LACOE has provided a list of science subjects that can be taught with an “Integrated Science Credential”. We have been partnering with CSDH to support intern/student teachers. Per CSDH, the most difficult intern/student to place is a student with an “Integrated Science” credential. MPS has a place for them in our middle schools. See attachment.

Here are the following items up for discussion for today’s meeting:

- HR Expectations
  - Continuous Buildout of Paycom
  - Develop a Retention Policy
  - Referral Program
  - On-Boarding Journal
  - Additional Team member for the HR Team
- Employee engagement survey swapped for Diversity Equity and Inclusion Survey by Kauffman Group – Results/ Highlights
- New Partnerships
  - Cal State Dominguez Hills – Teacher Intern program
  - Teach for America
  - Scoot
  - Yardstick Management

- EnCorps
- School Spring
- Policy Revisions
  - Time and Attendance

Budget Implications

- None

Name of Staff Originator:

- Oreeille Revish, HR Director

Exhibits (attachments):

PPT and NGSS Handout



**MAGNOLIA**

**PUBLIC SCHOOLS**

**CELEBRATING 15 YEARS OF EXCELLENCE IN EDUCATION**

# **PERSONNEL COMMITTEE**

**OREILLE REVISH – HR DIRECTOR**

**1/16/2018**



# HR EXPECTATIONS 2018-19

- **Continuous Paycom Buildout (2 year anniversary!)**
  - Enhance the “Employee Self Service” Portal
    - Drafting a policy around “Time and Attendance”
    - Employees will be able to manage basic ESS tasks including Direct Deposit.
  - Clean –Up! (June 2018)
    - Set up Positions/Remove old Coolsis positions.
- **Develop a Retention Policy**
- **Develop a Referral Program**
- **On-Boarding Journal**
  - Staff to have an understanding of MPS culture, the #magnoliaway, receive the commitment to diversity message (Caprice), Locations, “Who is who”, etc. to promote uniformity
- **Additional HR Team member (Recruitment – Centralized On-Boarding and Paycom Documents/Checklists)**

# DEI SURVEY



- Background: 12/2017 MPS partnered with the Kauffman Foundation, for the inaugural Diversity, Equity, & Inclusion (DEI) Accelerator cohort.
- Rather than roll out an engagement survey, staff were encouraged to participate in the DEI Survey last December
- Participants included:
  - Certificated Supervisors and Admin (Deans/Principals) - 36
  - Classified Office/Clerical - 49
  - Teachers - 189
  - Classified Other – 75
- Results to be announced – Action plan to be built around those responses.



# NEW PARTNERSHIPS

- **Cal State Dominguez Hills**
  - Under the direction of Dr. Harris, we have partnered with CSDH Teacher Credentialing program.
    - Interning teachers are currently taking coursework and need a place to intern (Retention Policy). With a strong retention policy, we could 'grow' our own teachers.
  - Requirements for the Program
    - MPS needs a credentialed teacher on site (Master Teacher).
    - **CSDH will pay a stipend to the Master Teacher\*** (Piloted at MSA 8)
    - CSDH will send a professor/mentor of the program to observe in the teaching setting
  - Intern Teachers VS Student Teachers
  - Integrated Science credential hardest to place (NGSS Grid)



# NEW PARTNERSHIPS (CONT.)



- **Teach for America – secondary conference call 1/17**
  - We would like to cover partnerships that can provide schools/training for incoming Core Members.
  - Interested in interviewing core members to staff our ten sites.
- **Scout, Yardstick Management**
  - Placement Agencies specific to educators
- **School Spring – Similar to Edjoin (Cost Associated)**



## NEW PARTNERSHIPS (CONT.)

- **EnCorps (Per in-kind Donation)**
  - Members are matched with an EnCorps partner school (MPS) and commit to 2-5 hours per week for tutoring.
  - In their tutoring experience, members work directly with individual or small groups of students who need assistance in their academic studies.
  - During guest teaching, members are matched with a mentor teacher for observation, small group work and the opportunity to design and deliver their own lessons.





# UNUM EAP AND LIFE INSURANCE

- Available 1/1/18!
- Employee Assistance Program already being utilized – Employer paid
- Life Insurance to be explained to the district (Enrollment forms to be mailed and uploaded to Paycom)
- Life Insurance Up to 50k



# POLICY REVISIONS

- **Time and Attendance**
  - Establish clear guidelines on Paycom expectations (Punching in and out for salaried and hourly staff)
  - ESS Policy – (Importance of keying accurate data for W4/Address information/ importance of logging in and out, how to use, etc)
- **Leave of Absence (Absence Soft System – 1/31)**
  - Process and Procedures

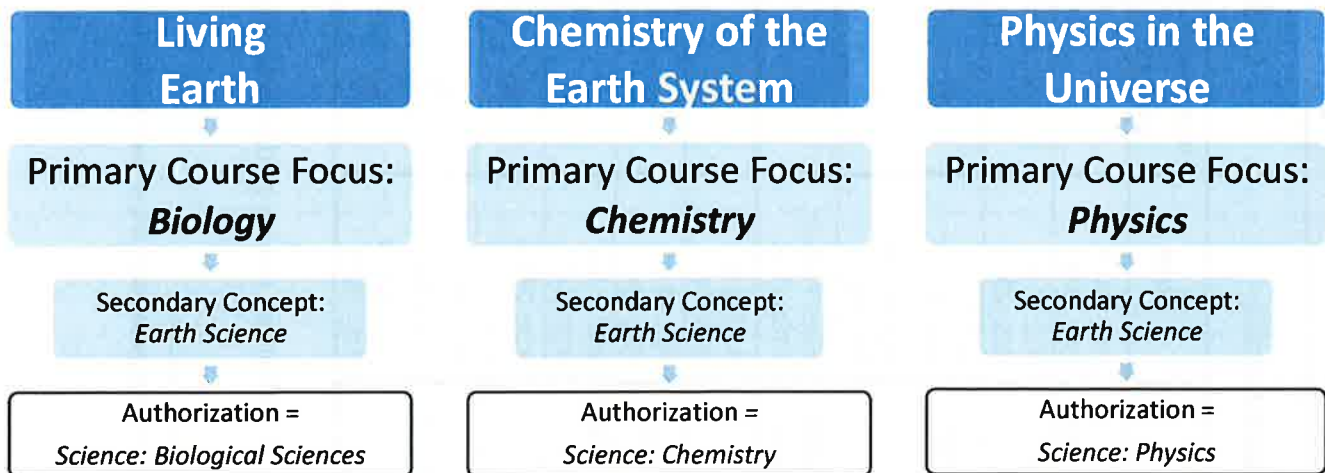
## NGSS Integrated Science

Next Generation Science Standards (NGSS) give local educators the flexibility to design science courses through a new approach to integration of the sciences. Employers may design Integrated Science courses that rely on crosscutting a secondary science concept into another main science area. Crosscutting highlights connections within and among the science disciplines by providing a bridge between concepts and connecting core ideas. The Commission recognizes that this new approach to Integrated Science at the high school level may result in confusion as to whom should teach such integrated courses because each course may include more than one science area.



To identify the appropriate credential authorization, employers must first determine what the **primary science content** area is for an Integrated Science course at the high school level. The primary focus will determine the appropriate science authorization needed. The secondary science area used for the crosscutting aspect of the course is not a factor as long as it is used solely as a lens to highlight the main science concept.

The [California Science Framework](#), adopted by the State Board of Education, was created to align with NGSS and includes a [three-course model](#) for grades 9-12. This model follows the integrated science framework described above, blending the three main science areas of biology, chemistry, and physics with earth sciences serving as a crosscutting concept throughout the curriculum. The new model differs from the previous integrated science courses seen at the high school level prior to NGSS because each course has a main science content area as the focus rather than being completely integrated across multiple science concepts. This distinction means that the required authorization to teach each of these integrated science courses at the high school level must be specific to the primary science area focused on in the course, as shown in the graphic below.



The charts below shows science authorizations that may authorize the CA science framework developed based on NGSS.

The charts only include the most commonly issued science authorizations.

For a complete list of science related authorizations, see the archived [Science Authorization chart](#).

Document Details		Curriculum for Middle Grades					Curriculum for High School Grades (Including Integrated Sciences in Primary Content)				
Authorization	Code	Integrated Science	Earth & Space Science	Life Science	Physical Science	Biological Science	Chemistry	Physics	Earth/ Geoscience		
Science: Biological Sciences	R1S: SBS or R1S: SBSX	✓	✓	✓	✓	✓	X	X	X		
Science: Chemistry	R1S: SC or R1S: SCX	✓	✓	✓	✓	X	✓	X	X		
Science: Physics	R1S: SP or R1S: SPX	✓	✓	✓	✓	X	X	✓	X		
Science: Geosciences	R1S: SGS or R1S: SGSX	✓	✓	✓	✓	X	X	X	✓		
Foundation-Level General Science	R1GS: FLGS or R1GS: FLGX	✓	✓	✓	✓	X	X	X	X		
Life Science	R1S: LS or R1S: LSX	✓	X	✓	X	✓	X	X	X		
Physical Science	R1S: PS or R1S: PSX	✓	✓	X	✓	X	✓	✓	✓		
Biological Science <sup>1</sup> (Specialized)	R1E: BSS or R1E: BSSX	X	X	X	X	✓ <sup>1</sup>	X	X	X		
Chemistry <sup>1</sup> (Specialized)	R1H: CHS or R1H: CHSX	X	X	X	X	X	✓ <sup>1</sup>	X	X		
Physics <sup>1</sup> (Specialized)	R1P: PHS or R1P: PHSX	X	X	X	X	X	X	✓ <sup>1</sup>	X		
Geosciences <sup>1</sup> (Specialized)	R1G: GES or R1G: GESX	X	X	X	X	X	X	X	✓ <sup>1</sup>		

✓ = Authorizes service in identified subject matter

X = Does not authorize service in identified subject matter

<sup>1</sup> Does NOT authorize the holder to teach any of the CA NGSS Integrated Science courses. The holder is authorized to teach only the indicated subject matter content.



The chart below shows additional science authorizations that may authorize the CA science framework developed based on NGSS.

Note: *Introductory Subject Matter Authorizations added to Single and Multiple Subject Credentials authorize the holder to teach curriculum designed for grades 9 and below to students up to grade 12. Supplementary Authorizations added to Multiple Subject Credentials authorize the holder to teach curriculum designed for grades 9 and below to students up to grade 9.*

Additional Science Authorizations for CA NGSS Science Curriculum														
Document Details		Curriculum for Middle Grades					Curriculum for High School Grades							
Authorization	Code	Integrated Science <i>Does not include grade 10-12 curriculum</i>	Earth & Space Science	Life Science	Physical Science	Biological Science		Chemistry		Physics		Earth/ Geoscience		
						Curriculum Grades 9 and Below	Any Curriculum Level	Curriculum Grades 9 and Below	Any Curriculum Level	Curriculum Grades 9 and Below	Any Curriculum Level	Curriculum Grades 9 and Below	Any Curriculum Level	
Supplementary & Subject Matter Authorizations	(Introductory) Science	SMAB: IS1 R1B: IS1 R2B: SCIE	✓	✓	✓	✓	✓	✗	✓	✓	✗	✓	✗	
	(Introductory) General Science	R1B: IGS R2B: GSCI	✓	✓	✓	✗	✗	✗	✗	✗	✗	✗	✗	
	(Introductory) Life Science	R1B: ILS R2B: LS	✗	✓	✗	✗	✓	✗	✗	✗	✗	✗	✗	
	(Introductory) Physical Science	R1B: IPS R2B: PS	✗	✗	✓	✗	✗	✓	✗	✗	✗	✓	✗	
	Biological Science/ Biology	SMAA: BS R1A: BIOL or BSCI	✗	✗	✗	✓ <sup>1</sup>	✓	✗	✗	✗	✗	✗	✗	
	Chemistry	SMAA: CHEM R1A: CHEM	✗	✗	✗	✗	✗	✓	✓ <sup>1</sup>	✗	✗	✗	✗	
	Physics	SMAA: PHYS R1A: PHYS	✗	✗	✗	✗	✗	✗	✗	✓ <sup>1</sup>	✓	✗	✗	
	Geoscience/ Earth Science	SMAA: GEOS R1A: GEOS or ES	✗	✓	✗	✗	✗	✗	✗	✗	✗	✗	✓	
														✓ <sup>1</sup>

✓ = Authorizes service in identified subject matter

✗ = Does not authorize service in identified subject matter

<sup>1</sup> Does NOT authorize the holder to teach any of the CA NGSS Integrated Science courses designed for High School level curriculum unless the holder also has either the Foundation- Level General Science authorization or another full broad science authorization.



