



PALISADES CHARTER HIGH SCHOOL

Human Resources Board Report

January 12, 2021

New Hire/Temporary/Contract:

Name	Classification/Position	Funding	Effective Date
Inna Acosta	Math Paraprofessional (Temporary, Spring 2021)	General	January 11, 2021
Sylvester Robinson	Math Paraprofessional (Temporary, Spring 2021)	General	January 11, 2021
Lucas Wiegand	Lifeguard, Seasonal	General	January 7, 2021

Resignation/Retirement/Release:

Name	Classification/Position	Funding	Effective Date
Tami Christopher-Hooker	Director, Admissions and Attendance	General	January 22, 2021

Benefits:

On December 3rd, 2020 Human Resources help a webinar for all staff. Representative Guillermo Barron from the Social Security Administration hosted the interactive workshop on Retirement and Social Security. The workshop covered many topics including Windfall Elimination Provision (for staff that may expect to receive a pension that did not withhold social security taxes), Government Pension Offset (for staff that may be eligible for spouse's benefits and may expect to receive a pension that did not withhold social security taxes) and Spouse Benefits. There will be another workshop scheduled next quarter.

Retirement Benefits: Due to Covid-19, we are unable to have any representatives from CalSTRS to host a retirement preparation workshop on campus. However, there are several webinars available on their website www.calstrs.com/webinars for staff to view.

Staffing and Recruitment:

We regretfully inform you that our current Director of Admissions and Attendance, Ms. Christopher-Hooker, will be leaving PCHS. We have been recruiting applicants for this position throughout the end of December and the early part of January. Interviews of qualified candidates begin on Wednesday, January 13, 2021. We anticipate a hand over and transition period before Ms. Christopher-Hooker leaves on January 22, 2021.



PALISADES CHARTER HIGH SCHOOL

Human Resources Board Report continued – page two

Staffing and Recruitment cont.:

Due to the ongoing pandemic and increasing COVID illness numbers the Spring 2021 semester at PCHS will continue in eLearning mode with most of our faculty and staff working remotely. Remote learning has its own challenges and in some cases has increased the stress on students and families as well as our on staff. The increased needs of our students is being addressed by additional tutoring support in Math and English. PCHS intends to continue offering Saturday School to those students with a demonstrated need for additional academic support. In addition, the academic and family demands have shown an increasing light on the workload of our staff. Human Resources is recommending two specific areas that need additional personnel.

School Guidance Counselors have raised concerns over the past several years stating that they are finding the workload is expanding and the needs of students are escalating. Dr. Magee and Amy Nguyen met with the Counselors in November and December. After careful review of similar schools and workload the Human Resources Director is bringing a recommendation to the Board to add an additional School Counselor to the current department. *(additional materials attached)*

Our Technology Department has consistently raised the recommendations for increased tech infrastructure and support. The past ten months has demonstrated to us all how important the Tech department is to ensuring that our online systems, servers and tech are all running smoothly. Tech provides the substructure for all 3,000 students and 200 staff members to facilitate student learning. The pandemic has forced all of us to spend at least part of our week working remotely and all of our students are now participating in eLearning. This has increased online traffic and has served to further illuminate the fact that the future of Education will be highly integrated with technology and the use of the technology. The Director of Operations and Director of Technology continue to emphasize the importance of building PCHS tech support personnel and infrastructure. A similar schools comparison confirms the need for an adjusting of personnel. Human Resources is bringing a recommendation to add a Tech Team Lead position to ensure that PCHS has an appropriate staffing level to support the tech necessary for the education of all of our students. *(additional material attached)*

Action item: Recommend approve adding one additional School Counselor position. This will be a UTLA position. Those positions are currently included on the UTLA Salary Scale. *(UTLA salary scale available at palihigh.org, in the About Us, Human Resources, salary scales links)*

Action item: Approved Not Approved

Action item: Recommend approve adding one Tech Team Lead position. This will be an 'at-will' position included on the Unrepresented Mid-Management Salary Scale *(unrepresented mid-management salary scale attached that includes the updated Tech Team Lead position)*

Action item: Approved Not Approved