



Human Resources Report Board of Trustees Meeting May 16, 2023

Frontline Employee Management System

A primary goal at PCHS this year has been to develop transparent systems to provide clarity, accountability, and consistency for all stakeholders. It is the recommendation of PCHS administration that we move from paper-based employee management to a centralized system, which would provide a streamlined experience for employees from recruitment through retirement. The system would also ensure compliance with all federal, state, county, LAUSD and PCHS requirements.

The following subscriptions have been approved by the PCHS Governance Budget and Finance Committee.

Frontline Recruiting and Hiring

- Access to credentialed applicants to recruit
- Communicate directly with applicants for interviews, document verification, offers
- Paper-free onboarding
- 100% of required documents are completed and stored securely

Frontline Central

- All contracts, benefit election, credentials, renewals, policy compliance documents in one location
- Employees may access their own information, are informed when credentials are expiring, are noticed if/when trainings are completed, may update personal information

Frontline Evaluation Management

- Evaluation process is clear and visible to employee and evaluator
- Requirements, documents, observations all visible to employees and evaluators
- Evaluations documents follow PCHS professional growth rubrics
- Feedback is relevant and timely
- Analytics to identify strengths, needs and trends among employees

Already in use at PCHS

Frontline Absence Management

- Seamlessly integrates with Frontline Central to allow employees to track their absences in real time

Cost:

Initial Implementation (Configuration, personalization, training)	\$12,122.50
Subscription (Annual)	\$17,382.68



PALISADES

CHARTER HIGH SCHOOL

Motion:

PCHS administration recommends that a motion be made by the Governance Board to approve a subscription for Frontline Central Employee Management; Recruiting and Hiring; and Evaluation Management systems.

Credentials/Classifications

Motion:

CTC Declaration of Need: PCHS administration recommends a that motion be made to by the Governance Board to locally approve a request for an Emergency Crosscultural, Language and Academic Development Permit for Matthew Golad, a Career Technical Education Teacher. Mr. Golad is enrolled in class to complete this authorization by the end of the 2022-2023 school year.

Collective Bargaining

PCHS/UTLA: PCHS and UTLA negotiation teams met May 2, 2023, to continue revision of existing articles with the goal of drafting comprehensive a PCHS only contract. The team will meet again on May 23, 2023.

Human Resources Activity

New Hires

Math Teacher

Instructional Assistant, Special Education

Art Teacher

Education Specialist, Mild to Moderate Support Needs (MMSN)

Assistant Principal, Athletics, Discipline and Student Activities

Resignation/Retirement

Employee # 785541

Employee # 604953

Closed Session

Public Employee Discipline/Dismissal/Release, pursuant to (Gov. Code § 54957):

Conference with Legal Council – Anticipated Litigation [Gov. Code § 54956.9(d)(1)]:

Respectfully Submitted,
Martha Monahan, Ed.D.
Director of Human Resources