



People Division Report
March 9, 2024

This report highlights for the Board of Directors, areas on which the People Division Team is working for the 2023-24 school year as of March 9, 2024:

- The Human Resources team remains focused on 2023-24 school year staffing needs. We are currently working on filling the current vacancies and open eligibility pools:
 - Educational Specialist - Mild/Moderate
 - Tutor
 - Online K-8 Supervising Teacher
 - Arts & Music Supervising Teacher (Prop 28 Funded)
 - OCLC Supervising Teacher

 - Eligibility Pools:
 - Educational Specialist - Moderate/Severe
 - Educational Specialist - Mild/Moderate

- **2024-25 Staff Calendars** are in the final stages of completion. We are verifying the various start and end dates for the ten-, eleven-, and twelve-month staff.

- **Staff Training:** Mandatory staff training modules are provided via our Worker's Compensation insurance provider has been successfully updated and completed using the Gallagher Steps online training platform. Currently, our team is diligently working to ensure that training completion records are accurately updated in our HRIS (ADP) system.

- **Employee Handbook Updates:** The HR Team has made significant progress in updating policies for the 2024-25 Employee Handbook. We have completed a preliminary review and are now awaiting any potential updates from the scholar handbooks that may impact the employee handbook.
 - The current draft has been forwarded to our legal partners at Young, Minney & Corr for their review and feedback. Should any further changes be necessary, an updated draft will be shared with YM&C for their input. We anticipate presenting the finalized draft for approval by our Board of Directors at the May 2024 meeting.

- **Illness and Injury Prevention Program Handbook** updates are currently pending. The HR Team recently attended a workshop on IIPP updates to incorporate new law changes effective July 1, 2024. We are now in the process of implementing these updates into our handbook.

- Our partnership with the **Riverside County Office of Education's Center for Teacher Innovation** continues to progress. Candidates have continued to make progress on their program goals. We look forward to celebrating our candidate's program completion at the May 2024 meeting.
- Staff **Growth and Development Plans** for the 2023-24 school year are underway the next portion of milestone tracking will be the conclusion of Learning Cycle #2 on April 30th, 2024..
 - Upcoming Milestones:
 - April 30, 2024: Learning Cycle #2
 - May 24, 2023: Celebration of Learning
- **SDI Core Strengths** sessions are ongoing at both the department and team levels within the organization. These are team-building sessions built around the SDI, and they are designed to increase communication and provide fresh insights for greater team cohesiveness. Each SDI Team Building session opens with a restorative practices activity, providing a soft launch of the Restorative Justice Model across the organization and laying the foundation for community-building circles to be implemented to further increase communication and connectedness.
- **Restorative Justice Practice and Trauma-Informed Care:** The Restorative Justice team at Compass is collaborating closely with UCSD experts to develop a comprehensive plan for the successful implementation of Community Circles within the Compass community. These circles provide the opportunity for the organization to integrate Trust and Inspire principles with each other and across departments. This initiative involves conducting community-building exercises with leadership and additional coaching sessions for the Compass team of trainers.
- **March In-Service Day:** Our March In-service Day took place on Friday, March 8th. Programming was created by Beth Sneyd, our Interim Director of Staff Support, and Debra LaCroix, Training and Development Manager.
 - A representative from the Restorative Justice Practice and Trauma-Informed Care team from SDSU delivered a Keynote to all-staff as the conclusion of the day.
 - Additional sessions included: Purple Star Program, AI, Deeper Data Dive and Actionables with Freckle Math and ELA, Differentiate Teach and Learning with Nearpod, Managing Stress and Burnout, and Behavior Matrix Review.
 - A satisfaction survey was shared with staff at the close of the Keynote, we look forward to reviewing the results and sharing staff program ratings.
- **Notices of Reasonable Assurance** will be shared with applicable staff before the start of Spring Break, by or before March 29, 2024.
- **2025 Benefit Planning:** Our partnership with the PACE JPA for medical benefits is set to conclude on December 31, 2024. For the 2025 benefit period, our plan is to explore options by engaging in market research for brokers and providers. The Human Resources Manager will collaborate with a staff committee to evaluate our current plan options and address any identified areas of need based on staff experiences and recommendations. The timeline for committee work is currently being finalized, with the goal of initiating the process before the eleven-month staff go on summer break.

Organizational changes have transpired since the last meeting. *Please see the enclosed worksheets titled CCS Additions Report (3-1-2024) and CCS Terminations Report (3-1-2024).*