



Staff Report
October 18, 2017

This report is meant to provide updates to the Board of Directors Personnel Committee:

Hiring Update

We continue to update our tracking document, which helps us monitor our recruiting process. This tracks when a position is posted, how many applicants we receive, when we make an offer and when the new employee starts. *See attached.*

Law Room

We utilize Law Room for our mandatory training for staff. All staff completed Bloodborne Pathogens, Harassment Training (two hours), and Mandated State Reporting in August and September.

Leadership Book Club

We have a quarterly Leadership Book Club series for our coordinators, managers and directors. The first quarter book was *Start With Why Start With Why* by Simon Sinek; the current book is *The Energy Bus* by Jon Gordon.

Public Records Request

We have received a Public Records Request from a law firm, asking for records of every teacher employed. The types of records include employment contracts, lists of teacher's names and title, detail on each teacher's years of service, and a few other documents. We are working with our legal counsel to respond and comply with the request.

Recognize

CCS will be launching a new staff recognition program through Recognize on November 1st. With Recognize we can promote the CCS values through recognition, and reward and award staff for exhibiting these behaviors.