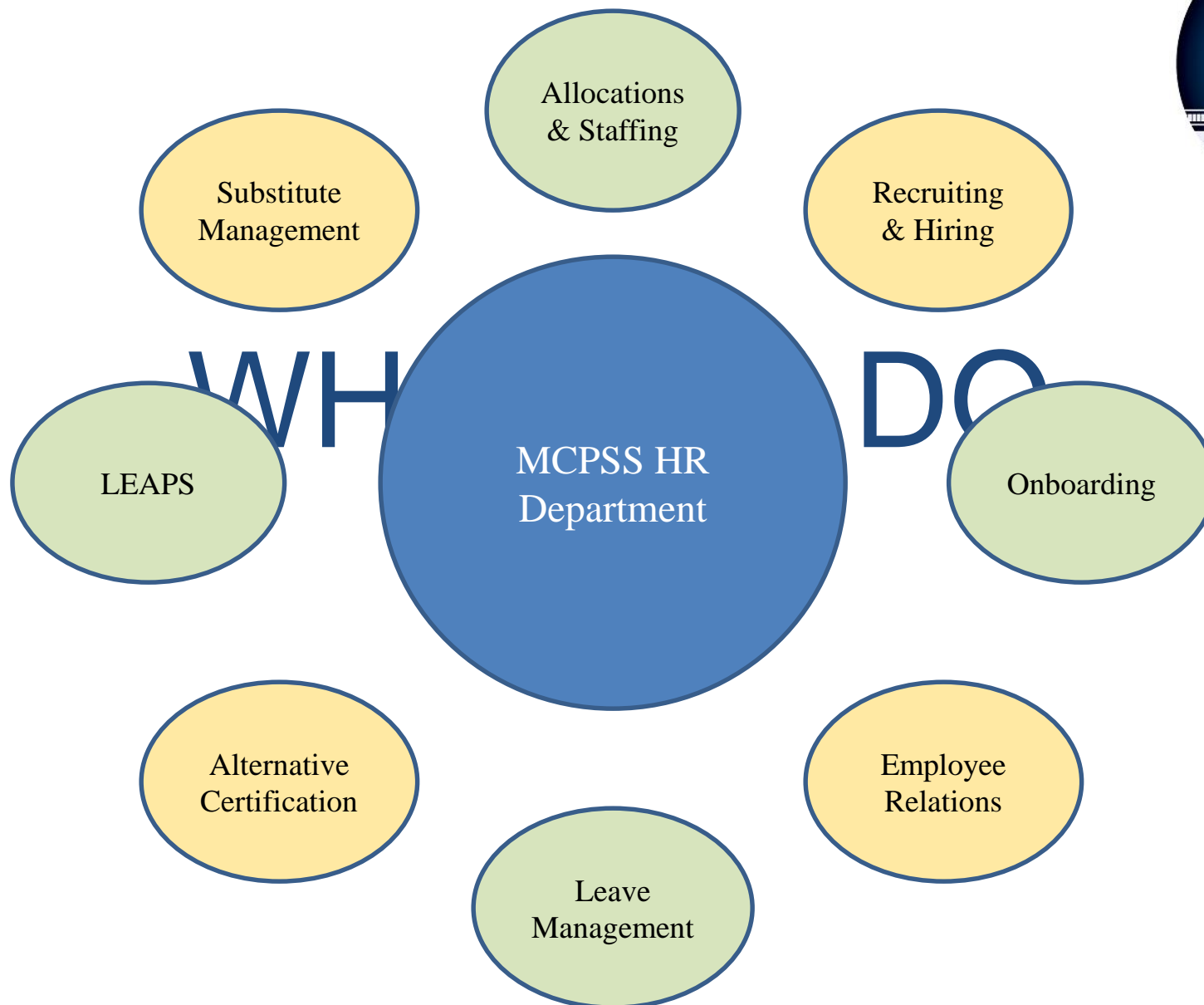




May, 2023



- 7 Personnel Administrators (plus 1 part time employee)
 - 18 Clerks (plus 1 part time employee)
- 7,200 employees & 2,000 substitutes**





Preliminary Information

MCPSS Employees



- 3971 Certified Employees
- 2979 Classified Employees



MCPSS Employees

- Positions by Job Classification
 - Classroom Teachers - 3600
 - Principals - 88
 - Assistant Principals - 99
 - Custodians - 414
 - Cafeteria Workers - 536
 - Bus Drivers - 645
 - Paraprofessionals - 575



MCPSS Employees

- NBCT Teachers - 76
- Employees with Bachelor's – 1815*
- Employees with Master's/AA - 2454
- Employees with Doctorates - 88
- Employees with special certifications 37

MCPSS Employees



- Average Experience, All – 10.42 years
- Average Experience, Certified – 10.84 years
- Average Experience, Classified- 9.91 years

Students First Act of 2011



- Governs many aspects of employment in K-12 public schools
- Transfers & Reassignments
 - Different Rules
- Employee Disciplinary Proceedings

Students First Act of 2011



- Tenure
 - 3 consecutive, full, school years
 - October 1
 - Time as classified vs certified not transferable
- More consistency
- More authority to School Boards



What we Do



Allocations and Staffing

- Funding of Positions
 - Different Fund Sources / Rules for each
- Foundation Program
 - Based on 20th day enrollment of prior year
 - Divisors
 - Practical Impact

Allocations and Staffing



- Other Fund Sources
 - Federal, Local, Special State

Recruitment & Hiring



- Applicant Pool in Education is shrinking
 - 30% reduction in college students pursuing an education degree in the last 5 years
 - Requires a more creative approach to recruiting/hiring



Recruitment & Hiring

- HR personnel participate in about 20 recruiting trips per year – regionally, in-state.
- Job Advertisements
 - State Law – vacancies
 - Average 700 job postings per year
- Other Recruiting Methods
 - Digital/Online, local newspaper(s), Incentives, Recruiting Fairs, Alternative Certification, Social Media

Recruitment & Hiring



First in Alabama Education

Recruitment & Hiring



First in Alabama Education



Recruiting & Hiring

- We hire an average of 750 new employees per year. We move many more existing employees during the summer.
- Hiring Process
 - Background Check
 - State Law, all hires, mandatory process
 - Pre-employment Drug Screening
 - Other districts in area



Recruiting & Hiring

- Hiring Process (continued)
 - Qualifications
 - Teacher Certification, Paraprofessionals, CNP Assistants, Bus Drivers
 - E-verify
 - Onboarding functions
 - Retirement, Payroll, Benefits



Summer Staffing

- Students First Act of 2011
- Funding impact, enrollment
- Timelines, last day of school
- Numbers of MT/NR
 - Substantially fewer than 10 years ago

	2008	2022
Mandatory Transfers	400	61 (*35)
Non-Renewals	1200	200 (*134)



Alternative Certification

- Valuable method of expanding our applicant pool
- Alternative Certification
 - Different Routes based on degree, experience
 - Requirements by year to continue

Alternative Certification



- Alternative Certification, by the numbers
 - 2022/2023 - 378
 - 2021/2022 - 433

TEAMS



- Relatively New Program
- Brief explanation of background
- SY 21/22 – 149
- SY 22/23 - 191

Employee Relations



- Assist Supervisors & Employees with employment issues
- Board Policy Manual, Employee Handbook, State & Federal Law
- Grievance Policy
- Drug Free Workplace



Employee Relations

- Progressive Discipline
 - Goal
 - Verbal Warning, Written Warning, Suspension, Termination
 - Minor, Major, Serious offenses



Employee Relations

- Students First Act Proceedings
 - Tenured / Non Probationary
 - Transfers / Assignments
 - Suspension Procedure
 - < 20 days
 - Termination Procedure



Employee Relations

- Leave Management
 - Maternity Leave, Covid, FMLA, Educational
 - SLB
 - State Statute
 - Average 500 leave requests per year
 - Average 380 SLB loan requests per year

Employee Relations



- Salary Schedule
 - Process

Substitutes



- # of Subs
- Brief Description of Process
- Recent increases in pay



HR Improvements

- Automated processes
 - Hiring, Onboarding
 - More uniformity in procedures
 - More technology
 - Sub Process
- Eliminated steps that didn't support or significantly add to System's goals