

Key Human Resources Year Round School Conversion Issues

Category	Explanation
Budget Issues	<ul style="list-style-type: none"> • Additional MOEs to cover increased staffing needs for year round (20-25%). • Additional funds will be needed to support increased principal/assistant principal salaries, time for principal planning and training , interim principal coverage. • 36 additional MOEs to cover increased HR/Payroll processing. • Additional MOEs for intercession teachers.
Employee Issues that Could Be Obstacles	<ul style="list-style-type: none"> • Employees in converted schools will have to adjust to 12 smaller paychecks rather than 10 paychecks. • There is a perception that summer work opportunities will be eliminated for employees in converted schools. • Employees who are parents in converted schools: <ul style="list-style-type: none"> ○ Will their children be guaranteed seats? ○ Will teachers be guaranteed assignments in the same track as their children? ○ Will employees who have children on different calendars be guaranteed transfers?
Transfer Policy Issues	<ul style="list-style-type: none"> • Will teachers who do not wish to teach in a year round setting be guaranteed transfers? <ul style="list-style-type: none"> ○ If yes, there may be problems with placements because of volume, license, geography and other constraints. The result may be involuntary transfers for some schools. ○ If yes, then faculty mobility at some schools could be significant with impact on school climate and success. ○ If no, then the transfer policy may have to be waived to restrict options.

	<ul style="list-style-type: none"> ○ Transfer timeline may have to be adjusted. For current timeline, schools will have to be identified by no later than October-November in the year prior to the conversion. ● Will teachers who wish to teach in a year round setting be guaranteed transfers?
Recruitment and Employment	<ul style="list-style-type: none"> ● HR will re-organize staff to accommodate increased volume of transfers and new hires. ● Some operating processes will have to be changed to support a different recruitment and hiring cycle. ● Increased demand for teachers early by converted schools will erode the quality of the applicant pool for traditional schools. ● Planning allotments may have to be made earlier in the year for traditional schools to take advantage of a strong applicant pool. ● Recruitment activities will have refocus toward year round. ● Strategies to maintain healthy applicant pool for all schools will have to be developed.
Lead Time is Essential	<p>HR will have to provide information sessions to schools early as possible in school year to get buy in from staff. A staffing plan will have to be developed and the transfer process will have to be clarified prior to the start of information sessions.</p>