Operations Work Group
Draft Handbook Presentation

September 21st, 2015
Agenda

• Overview Purpose and Process
• Review Superintendent Recommendation
• Annual Review
• Next Steps
• Q & A
Strategic Framework

Priority: Thriving Workforce

“To cultivate a work environment that attracts, develops and retains top talent”
Process Overview

- Purpose of a Handbook
- Process for Development
  - Guiding Principles
  - Table of Contents
  - Sub Committees
  - Oversight Group
## Superintendent’s Recommendation

<table>
<thead>
<tr>
<th>Item</th>
<th>Superintendent Recommendation</th>
<th>Rationale/Employee Concern</th>
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</thead>
<tbody>
<tr>
<td>Job Transfer for all support units</td>
<td>The District has the right to determine and select the most qualified applicant for any position. The term applicant refers to both internal and external candidates for the position.</td>
<td><strong>Rationale:</strong> It is essential that the District has the ability to hire the most qualified candidate for any vacant position—whether an internal candidate or an external candidate. <strong>Employee Concern:</strong> The existing promotional system already grants a high degree of latitude in selecting candidates, including hiring from the outside where there are not qualified or interested internal applicants. It also helps to develop a cadre of dedicated, career-focused employees.</td>
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Annual Review

• Staff will provide ongoing feedback throughout the school year
• Review Committee will meet annually, as needed, to review any proposed revisions to the Handbook
• Revisions will be forwarded by the Superintendent to the Board for final approval
Next Steps

• CBA’s will remain for the 2015-2016 School year
• The Handbook will be launched/implemented for the 2016-2017 school year
• Joint Communication Plan
• Supervisor Orientation to the Handbook