```
Business Services
├── Finance
│   Cordelia Hardin
├── Human Resources
│   Tiffeny Armour
├── Labor Management & Employee Relations
│   O'Dell Henderson
└── Career & Technical Education
    Ken Talley
```
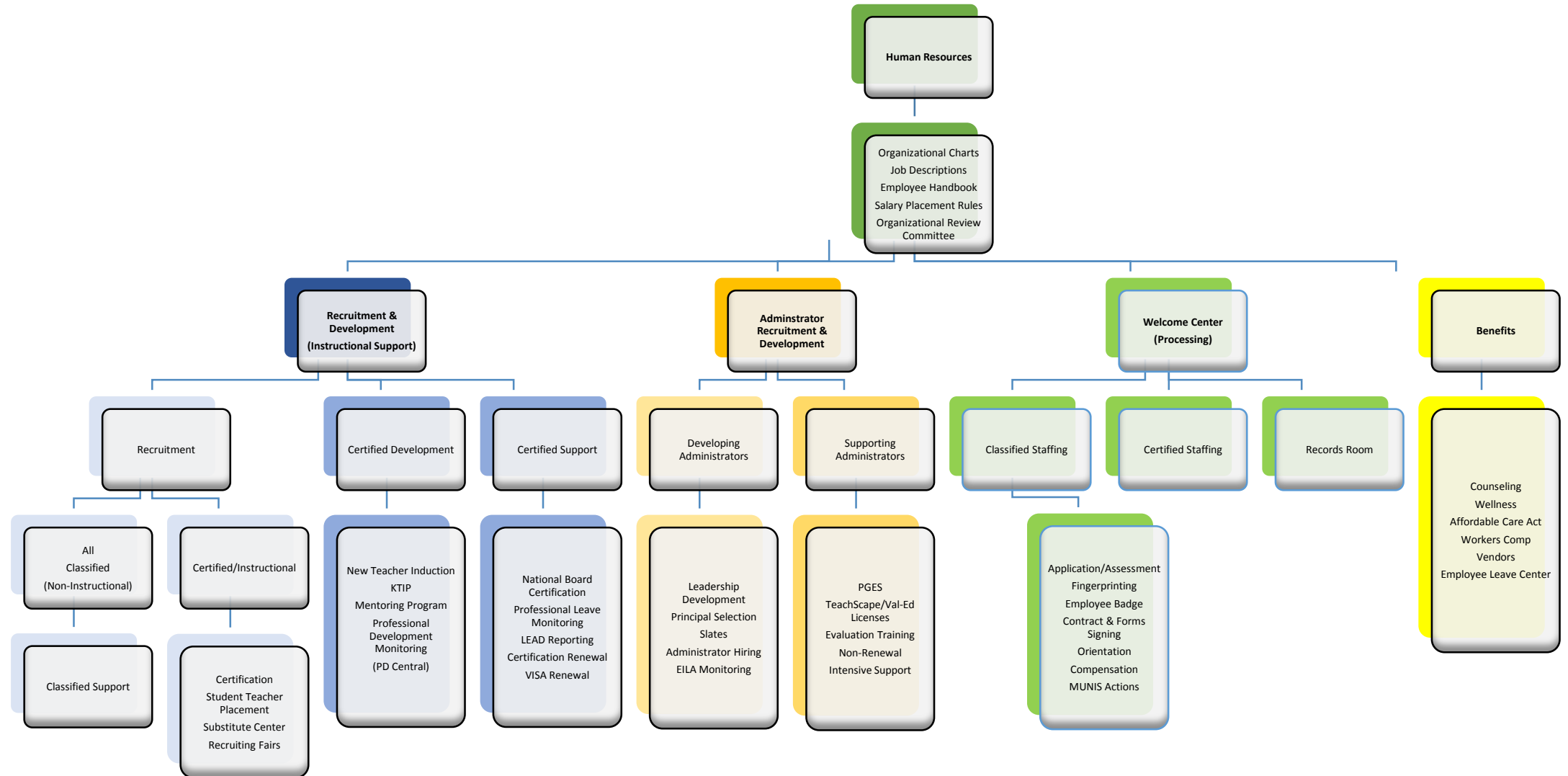
Human Resources Restructure

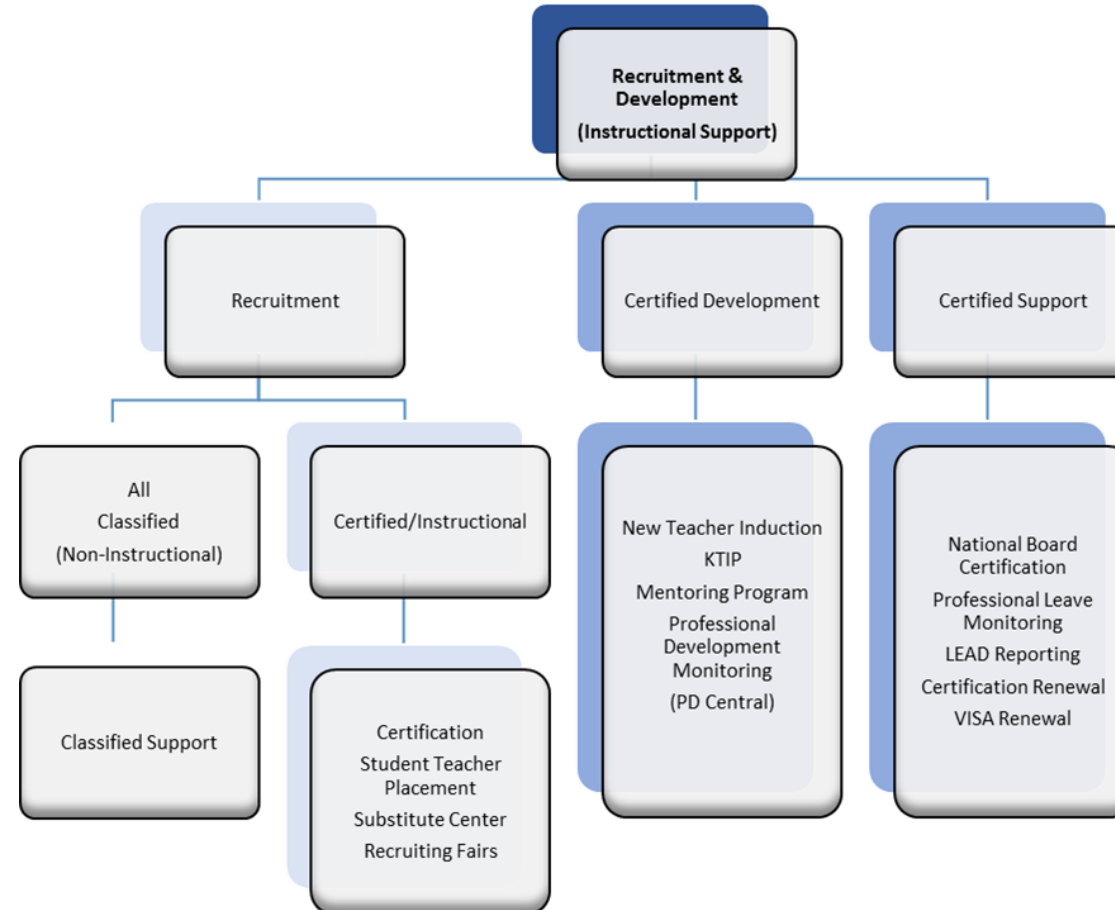Function Analysis and Organization for Maximum Effectiveness & Efficiency

Current Challenges

- HR Staff members are not assigned appropriately or equitably for optimal effectiveness.

- Some HR Staff members are overburdened with duties and tasks that distract from providing quality service to our schools and departments.

- HR processing is not well defined or standardized, and is often inconsistent.

- Redundancy of tasks across the HR department.

- Process, organizational structures, and services are assigned across multiple departments in the district and confuse our district employees about who to call and where to go for service.
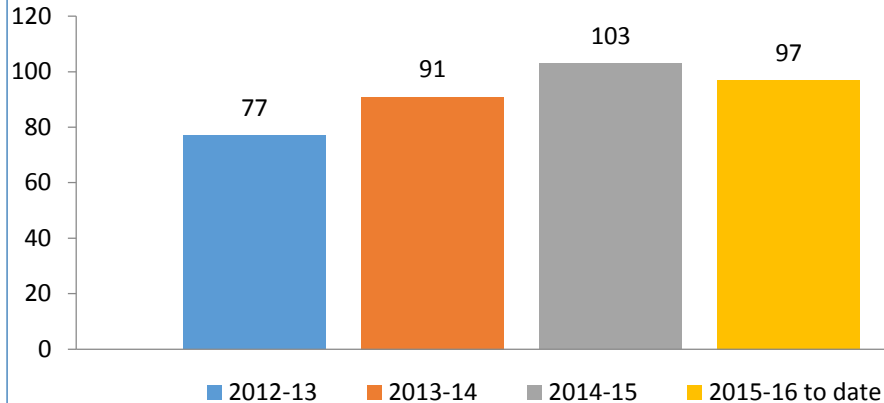
Human Resources Function Chart

Human Resources

- Organizational Charts
- Job Descriptions
- Employee Handbook
- Salary Placement Rules
- Organizational Review Committee

Recruitment & Development (Instructional Support)

Recruitment
- **All Classified (Non-Instructional)**
  - Classified Support
- **Certified/Instructional**
  - Certification
  - Student Teacher Placement
  - Substitute Center
  - Recruiting Fairs

Certified Development
- New Teacher Induction
- KTIP
- Mentoring Program
- Professional Development Monitoring
- (PD Central)

Certified Support
- National Board Certification
- Professional Leave Monitoring
- LEAD Reporting
- Certification Renewal
- VISA Renewal

Administrator Recruitment & Development

Developing Administrators
- Leadership Development
- Principal Selection
- Slates
- Administrator Hiring
- EILA Monitoring

Supporting Administrators
- PGES
- TeachScape/Val-Ed Licenses
- Evaluation Training
- Non-Renewal
- Intensive Support

Welcome Center (Processing)

Classified Staffing
- Application/Assessment
- Fingerprinting
- Employee Badge
- Contract & Forms Signing
- Orientation
- Compensation
- MUNIS Actions

Certified Staffing

Records Room

Benefits
- Counseling
- Wellness
- Affordable Care Act
- Workers Comp
- Vendors
- Employee Leave Center

Recruitment & Development

Recruitment Update

Annual Minority Hires Snapshot

Year	Hires
2012-13	77
2013-14	91
2014-15	103
2015-16 to date	97

Responsive to Research & Data
- Recruitment & Retention Self-Assessment
- Connecting with counterparts in Council of Great City Schools
- Increased HBCU Connections (job fairs & visits)
- Recruitment Focus Group Sessions with Current JCPS Employees:
    February 8th & 11th; 36 attendees, 18 universities represented (9 from HBCUs)
- Increase in JCPS-hosted job fairs and community presence

Marketing and Exposure Blitz Projects
- Employment Opportunity Packets for relocating spouses
- Increase in Print Ads and Social Media Imprint
- Print-Ready Ads for Parent Communications
- Direct Marketing
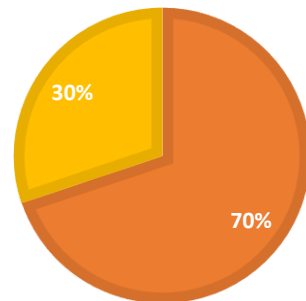
APPLITRACK APPLICANT POOL
SINCE 11/1/2015

Racial & Ethnic Minorities — 34%
white — 66%
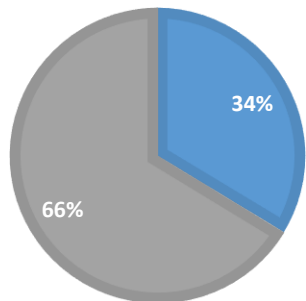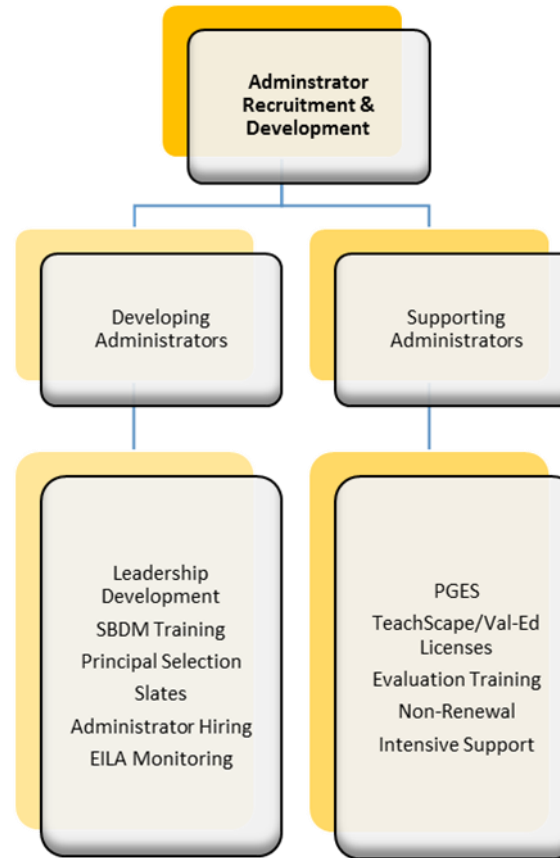
APPLITRACK APPLICANT POOL
SINCE 11/1/2015

Female — 70%
Male — 30%

Highlighting the Benefits of Saying YES! to JCPS
- Early Hire Job Offers!
- Competitive salary and benefits package
- Financial incentives for critical needs areas (minorities, math, science, dual certification and more)
- Louisville! – Big city cultural access with small town comforts; low cost of living
- Compassionate City, Supportive Partnerships
- Professionalism and collegiality among JCPS teachers and staff
- Professional Learning Communities
- We focus on keeping resources in schools!
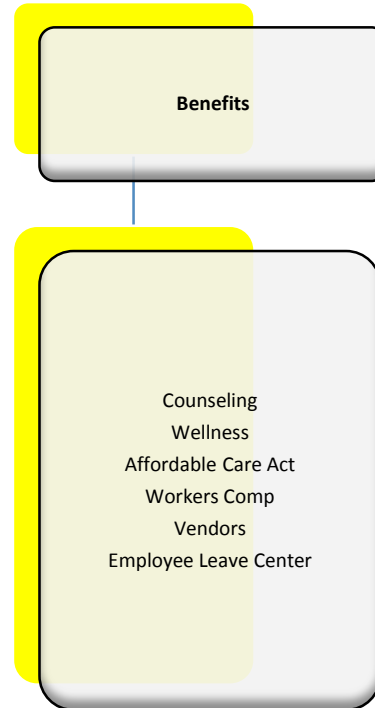- Focus on teaching and learning, not high stakes testing!
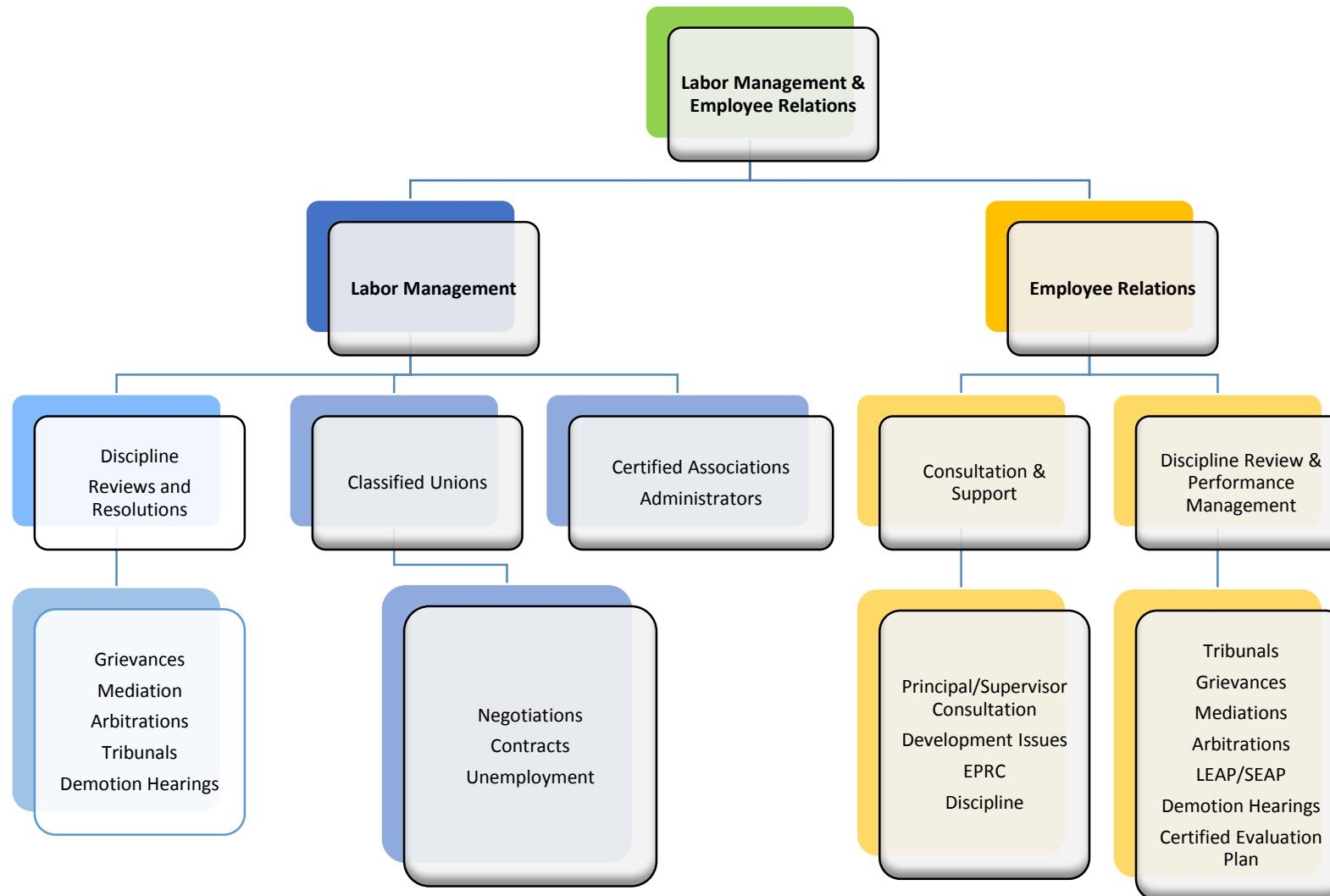
Administrator Recruitment & Development
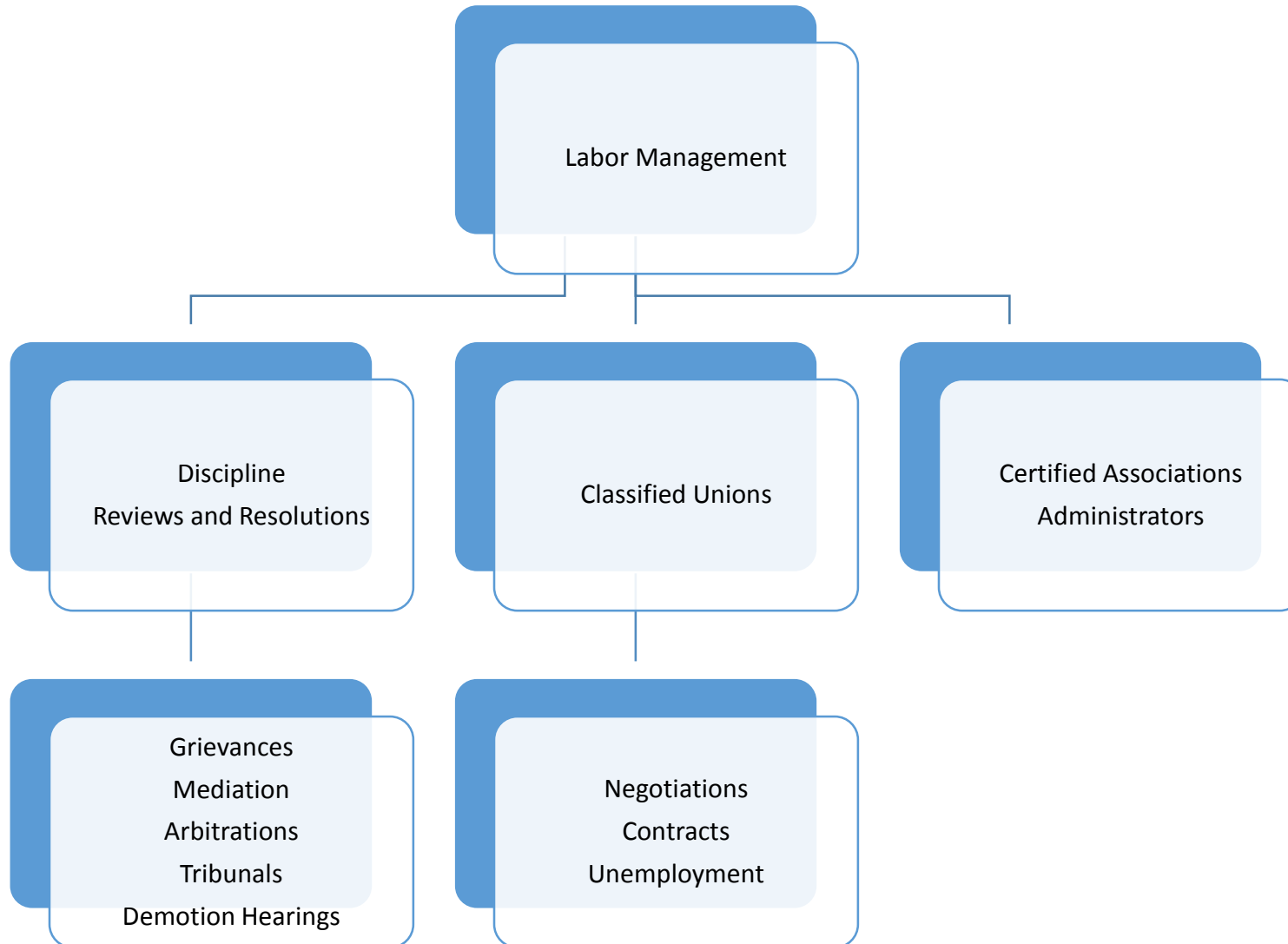
Welcoming Center (Processing)

Benefits

Benefits

Counseling
Wellness
Affordable Care Act
Workers Comp
Vendors
Employee Leave Center

Labor Management & Employee Relations

Labor Management

Labor Management

- Discipline
  Reviews and Resolutions
  - Grievances
    Mediation
    Arbitrations
    Tribunals
    Demotion Hearings

- Classified Unions
  - Negotiations
    Contracts
    Unemployment

- Certified Associations
  Administrators

Employee Relations