

# Human Resources-Board Report

October 9, 2023

The Raytown Quality School District will provide regular updates to the Board of Education and the RQS community.

## Human Resources Department

This month, the HR department will move forward with our work related to the District's strategic plan. We will begin to establish an employee journey map utilizing the Triple A Framework which will provide a focus in three key areas: Attraction, Activation, and Attrition. By focusing on these touch points, we can better determine the lived experiences of our staff members and use this information to improve the quality of work life for each employee along that journey. The result, we hope, will serve to improve and strengthen our employer brand, reduce attrition, and increase our ability to attract new talent into our school community. This report will share with you the results of our work

## Monthly Recruiting Update

On Thursday, September 21st, RQS Brand Ambassadors, Claire Quinn, Marissa Romero, and Jake Adamson, attended the MO. State Teacher Fair in Springfield to begin recruiting aspiring teachers for spring student teaching placements. They are certainly exceptional at sharing with aspiring teachers why RQS should be their future home!



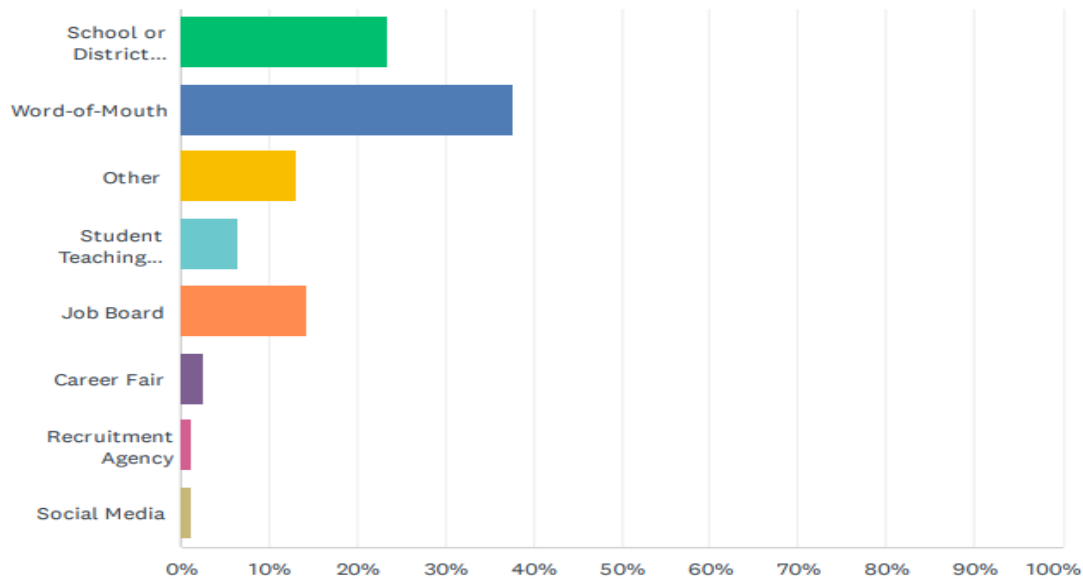
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## Employee Referral Program Update:

Did you know that Raytown has an employee referral program? We do! Even though we live in a hyper digital world, word-of-mouth marketing remains the number one driver of recruitment. The Employer Brand survey administered to our new teachers at New Teacher Orientation in August affirms this:

### Q6 How did you find out about your job with Raytown School District?

Answered: 77 Skipped: 0



We have hired 32 new team members through our referral program since last November.

| Instructional Assistants | Substitutes | Secretaries | Teachers | Great Expectations | Nutrition Services | Transportation | Custodian |
|--------------------------|-------------|-------------|----------|--------------------|--------------------|----------------|-----------|
| 7                        | 6           | 4           | 5        | 3                  | 3                  | 2              | 2         |

Interested in learning more about being an RQS Brand Ambassador and our Employee Referral Program? Contact [HRINFO@Raytownschools.org](mailto:HRINFO@Raytownschools.org) to learn more.

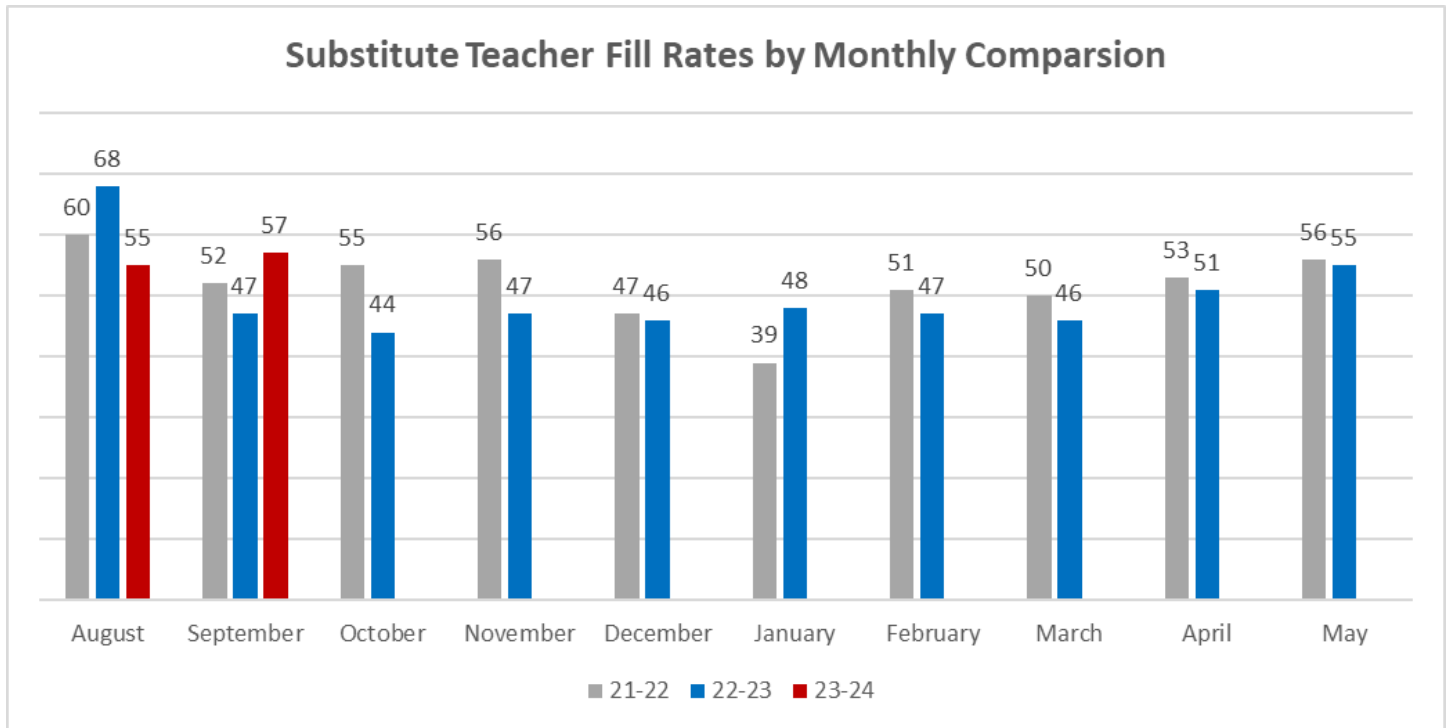
### Classified Recruiting

As of September 30, 2023, a total of 85 new classified employees have joined RQS since July 1, 2023. Our Human Resource Team, as well as department leaders, continue to actively recruit candidates to fill open classified positions.

Our Human Resources Team hosted a hiring event on Thursday, September 21st at the RQS Administration Building. The event netted four new classified employees!

## Substitutes

Our overall substitute fill rate for the month of September was 57%. Our classroom fill rate was 67% which is up from 45% this same time last year. We have hired 30 new subs in the past two months and although our fill rates are not where we want them to be yet, we are making progress with keeping our dedicated classroom substitutes activated.



## Ray Team Update:

RayTeam met on Thursday, September 14th, to begin the work for the 23-24 school year. The committee reviewed meeting norms, reflected on the 22-23 school year, and received Finance and HR updates from the district. The annual RayTeam Quality of Work-Life Survey will be distributed to all staff this month. This is an anonymous survey and the feedback will be used to establish RayTeam's agenda so your participation is much appreciated.

## RayTeam Members:

Kevin Prosser, Technology  
Jameson Link, Support Staff  
Melissa Tanner, Support Staff  
Mary Rigan, NEA  
Dennis Helsel, NEA  
Megan Willet, NEA  
Aimee Meyer, Support Staff  
Terri Gibson, Admin

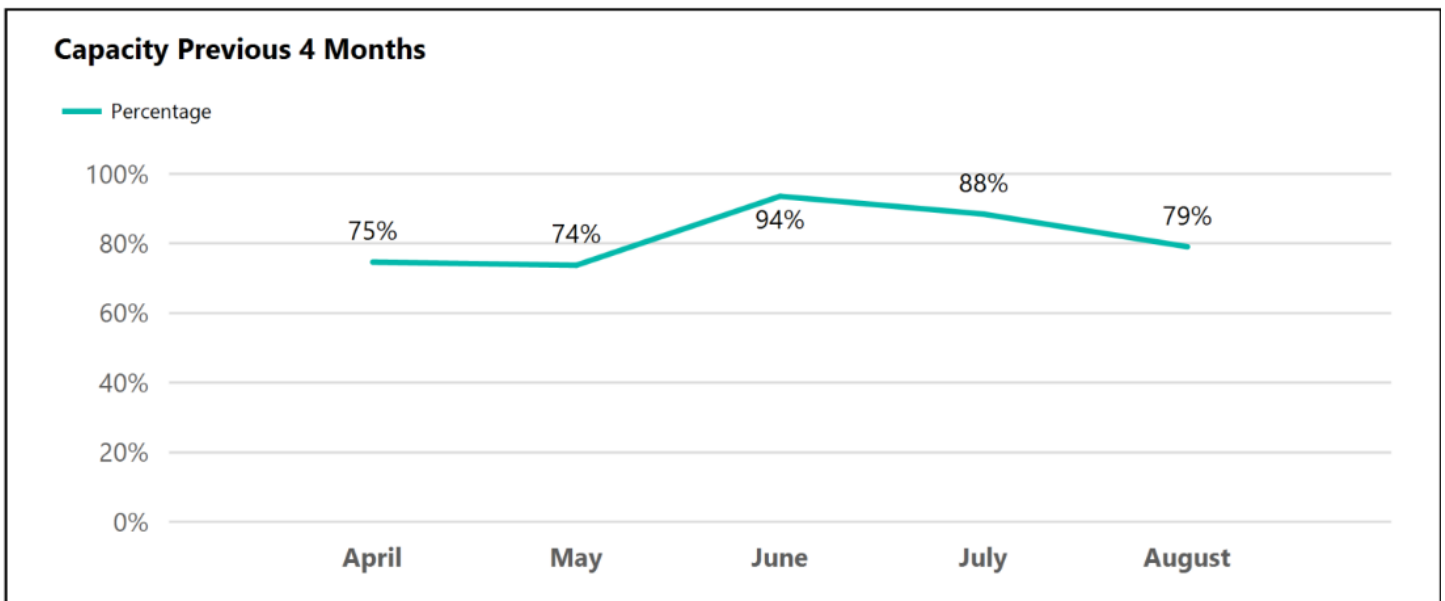
*Rayteam Members Cont.*

Susie Morgan, MSTA  
 Ashley Jones, MSTA  
 Brian Wise, HCC  
 Carl Calcara, Admin  
 Julie Schmidli, Ele. Admin

**\* Please feel free to reach out to members with questions, ideas, or concerns.**

**Wellness and Clinic Update:**

The Wellness Clinic continues to be one of our district’s greatest assets and is a wonderful benefit we’re able to offer to our RQS employees. We are constantly monitoring utilization of services to be able to provide exceptional care. We more than appreciate Dr. Hern and her team as well as our Premise, CBiz, and Blue Cross Partners. Below is our utilization data for the month of August.



|   |  |
|---|--|
| <b>No Show Rate</b><br><b>7.3%</b><br>Count: (43) | <b>Line of Service</b><br>Primary Care <b>54.45 %(214)</b><br>Wellness Coaching 18.32 %(72)<br>Biometric Screening 15.27 %(60)<br>Behavioral Health 11.96 %(47)<br>0.00 %(0) |
| <b>Visits</b><br><b>393</b>                       |  |

| Location                           | Employer                        | Unique Patients | Visits |
|------------------------------------|---------------------------------|-----------------|--------|
| Raytown Quality Schools - Missouri | RAYTOWN QUALITY SCHOOL DISTRICT | 253             | 393    |
| <b>Total</b>                       |                                 | 253             | 393    |

## **District LivingWell Committee:**

The District LivingWell Committee, which is focused on the emotional and physical wellbeing of our RQS team members, met on Wednesday, September 20th, to begin planning for the 23-24 school year. In addition to welcoming Chelsea Huggins, our new Blue Cross Wellness Coach, the committee established the criteria for our first Wellness Champions. Be on the lookout for your building's nomination form. Questions about the LivingWell Committee? Contact your building representative for more information.

- ***Champion of the month description.***
  - Board Goal: Foster a culture of creativity, equity, excellence, and innovation with our educators.
  - This person makes everyone feel welcome, welcomes others' viewpoints, offers creative ideas and solutions. This person checks in with others and is someone all feel supported by.