MONROE COUNTY COMMUNITY SCHOOL CORPORATION
BOARD OF SCHOOL TRUSTEES
Regular Meeting, February 17, 2009

FOR INFORMATION: Proposal to Create Director of Human Resources Position

In an effort to meet the needs of the Department of Human Resources and Personnel, it has become necessary to focus on coordination of employee benefits. With recent changes in the benefits program in this school district, there exists a need for additional specialized support in this area. The Director of Human Resources position would replace the Benefits Coordinator for Support Staff position, which was approved by the Board on November 7, 2007.

The Director of Human Resources will provide specialized operations and administrative support to the Assistant Superintendent for Human Resources and Personnel in such areas as employment, compensation, labor relations, benefits, or training and development. This person will provide routine advice, assistance, and follow-up input to employees and/or members of the general public in the application of specified policies, procedures and documentation. In addition, the Director of Human Resources will coordinate the resolution and/or referral of specific policy-related and procedural problems and inquiries. A proposed job description for the Director of Human Resources is attached. The terms of employment would be:

- Director of Human Resources
- Effective Date: July 1, 2009
- Terms of Employment: 238 days/contractual year
- Salary: Determined by the Administrators Agreement

Following discussion and assuming there are no objections, a recommendation to create the position of Director of Human Resources will be presented to the Board for action at the meeting on March 3, 2009.