



Adult Attendance Committee
Wednesday, December 13 2017
Time 5:30pm-6:30pm
Central ECE Science Lab

1. Welcome and Introductions
2. Review Minutes from previous meeting
3. Review and Update Survey
4. Attendance Update
5. Other
6. Thank you

Agenda items and questions for future meetings can be e-mailed to:
Chantel Hart at chart@hazelwoodschoools.org
Or call 314-953-5061

Adult Attendance Committee Meeting
November 27, 2017

- Review of notes from meeting November 6, 2017

Review of discussion regarding survey of staff members in the building. Conversation about companies that could help with an survey that would be confidential. Glass Door (a survey company was suggested) We would need to find out the cost of the survey.

Incentive Buy Back Program- Example provided by Ms. Burke

Data is not possible from the previous school years because of the substitute programs are no longer in the district.

Absences for maintenance, clerical, and food service are not tracked thru Frontline.

Incentive Buy Back Program

Form provided from 2009

Questions were raised about rate of pay, number of days

Could we give teachers/staff a stipend for attendance?

Example- 100%- \$100, 90%- \$50

Example- Perfect attendance would receive \$100, miss one day \$25

Teachers are paid for 186 days

Would we set the limit at 90-95%? (Since our state goal for student attendance is 90%, could we set our goal as 90%?)

Review of data 10/1-11/21/17- absences for teachers

Summary of conversation- 1 day each semester \$100 gift card

(Does not include Bereavement, Educational Conference Leave, Military Leave, NEA/Negotiations Leave)

*****For 12 month employees (custodians/maintenance/clerical), would vacation days count as days off for this incentive?**

85%-95% attendance- Draw several names of teachers/staff for each semester. This could be \$10 or more gift card.

Continue with certificates!!!

Support Employees

How can we track employee days off?

Custodial, Maintenance, Food Service, Security

Only clerical in buildings use Frontline

Survey Questions

How long have you been in the Hazelwood School District?

0-5 years

6-10 years

11-20 years

20+ years

What do you like about Hazelwood School District?

What are the areas in Hazelwood School District excels in?

Health Benefits (Health, Vision, Dental, Employee Assistance Program)

Professional Development

Students

Academic Programing

Diversity

Athletics

Resources

 Technology

 Social/Emotional for Students

 Office Supplies

 Books

Facilities (my building, district)

Competitive Salary

Tuition Reimbursement

Mentoring Program

Other

What are the areas of improvement for Hazelwood School District?

Health Benefits (Health, Vision, Dental, Employee Assistance Program)

Professional Development

Students

Academic Programing

Diversity

Athletics

Resources

 Technology

 Social/Emotions for Students

 Office Supplies

 Books

Facilities (my building, district)

Competitive Salary

Tuition Reimbursement

Mentoring Program

Other

Do you feel safe in your school? Yes (If no, then expand on your answer)

Do you feel supported by your immediate supervisor? Yes or No (Then expand on your answer)

What are the reasons for your absences?

Illness

Child Illness

Parent (Relative) Illness

Personal Day

Stress (Please expand on your answer)

Other

(Last question) Are you proud to be a HSD employee? Yes or No (Then expand on answer)

Parents are invited to attend the next meeting Wednesday, December 13, 2017 at 5:00-6:30 PM.

Hazelwood School District

High Expectations For All!

Teacher Absences November 2017

| Year | Weekday | Day | Absences | Need Sub | Filled | Unfilled | Not need Sub | % of Total | % Filled | % Unfilled |
|------|---------|------------|----------|----------|--------|----------|--------------|------------|----------|------------|
| 2017 | Wed | 11/1/2017 | 90 | 75 | 45 | 30 | 15 | 4.96 | 60 | 40 |
| 2017 | Thu | 11/2/2017 | 71 | 56 | 39 | 17 | 15 | 3.91 | 69.64 | 30.36 |
| 2017 | Fri | 11/3/2017 | 196 | 14 | 2 | 12 | 182 | 10.8 | 14.29 | 85.71 |
| 2017 | Mon | 11/6/2017 | 103 | 88 | 50 | 38 | 15 | 5.67 | 56.82 | 43.18 |
| 2017 | Tue | 11/7/2017 | 77 | 70 | 45 | 25 | 7 | 4.24 | 64.29 | 35.71 |
| 2017 | Wed | 11/8/2017 | 70 | 59 | 29 | 30 | 11 | 3.86 | 49.15 | 50.85 |
| 2017 | Thu | 11/9/2017 | 74 | 62 | 47 | 15 | 12 | 4.08 | 75.81 | 24.19 |
| 2017 | Fri | 11/10/2017 | 134 | 114 | 57 | 57 | 20 | 7.38 | 50 | 50 |
| 2017 | Mon | 11/13/2017 | 114 | 97 | 55 | 42 | 17 | 6.28 | 56.7 | 43.3 |
| 2017 | Tue | 11/14/2017 | 88 | 70 | 48 | 22 | 18 | 4.85 | 68.57 | 31.43 |
| 2017 | Wed | 11/15/2017 | 99 | 75 | 41 | 34 | 24 | 5.45 | 54.67 | 45.33 |
| 2017 | Thu | 11/16/2017 | 111 | 94 | 42 | 52 | 17 | 6.12 | 44.68 | 55.32 |
| 2017 | Fri | 11/17/2017 | 121 | 100 | 60 | 40 | 21 | 6.67 | 60 | 40 |
| 2017 | Mon | 11/20/2017 | 88 | 74 | 48 | 26 | 14 | 4.85 | 64.86 | 35.14 |
| 2017 | Tue | 11/21/2017 | 59 | 46 | 37 | 9 | 13 | 3.25 | 80.43 | 19.57 |

Hazelwood School District

High Expectations For All!

Paraprofessional Absences November 2017

| Year | Weekday | Day | Absences | Need Sub | Filled | Unfilled | Not need Sub | % of Total | % Filled | % Unfilled |
|------|---------|------------|----------|----------|--------|----------|--------------|------------|----------|------------|
| 2017 | Wed | 11/1/2017 | 8 | 8 | 7 | 1 | 0 | 5.8 | 87.5 | 12.5 |
| 2017 | Thu | 11/2/2017 | 7 | 5 | 2 | 3 | 2 | 5.07 | 40 | 60 |
| 2017 | Fri | 11/3/2017 | 16 | 0 | 0 | 0 | 16 | 11.59 | 0 | 0 |
| 2017 | Mon | 11/6/2017 | 3 | 2 | 1 | 1 | 1 | 2.17 | 50 | 50 |
| 2017 | Tue | 11/7/2017 | 7 | 7 | 5 | 2 | 0 | 5.07 | 71.43 | 28.57 |
| 2017 | Wed | 11/8/2017 | 8 | 6 | 4 | 2 | 2 | 5.8 | 66.67 | 33.33 |
| 2017 | Thu | 11/9/2017 | 9 | 9 | 8 | 1 | 0 | 6.52 | 88.89 | 11.11 |
| 2017 | Fri | 11/10/2017 | 14 | 9 | 2 | 7 | 5 | 10.14 | 22.22 | 77.78 |
| 2017 | Mon | 11/13/2017 | 8 | 7 | 2 | 5 | 1 | 5.8 | 28.57 | 71.43 |
| 2017 | Tue | 11/14/2017 | 7 | 7 | 2 | 5 | 0 | 5.07 | 28.57 | 71.43 |
| 2017 | Wed | 11/15/2017 | 3 | 2 | 1 | 1 | 1 | 2.17 | 50 | 50 |
| 2017 | Thu | 11/16/2017 | 6 | 4 | 2 | 2 | 2 | 4.35 | 50 | 50 |
| 2017 | Fri | 11/17/2017 | 8 | 6 | 2 | 4 | 2 | 5.8 | 33.33 | 66.67 |
| 2017 | Mon | 11/20/2017 | 7 | 4 | 3 | 1 | 3 | 5.07 | 75 | 25 |
| 2017 | Tue | 11/21/2017 | 4 | 3 | 1 | 2 | 1 | 2.9 | 33.33 | 66.67 |
| 2017 | Mon | 11/27/2017 | 4 | 3 | 3 | 0 | 1 | 2.9 | 100 | 0 |
| 2017 | Tue | 11/28/2017 | 9 | 7 | 4 | 3 | 2 | 6.52 | 57.14 | 42.86 |
| 2017 | Wed | 11/29/2017 | 6 | 6 | 3 | 3 | 0 | 4.35 | 50 | 50 |
| 2017 | Thu | 11/30/2017 | 4 | 4 | 1 | 3 | 0 | 2.9 | 25 | 75 |
| | | | 138 | 99 | 53 | 46 | 39 | 100 | 53.54 | 46.46 |