

Incentive Pay Awarded!

In recognition of improvements made in several RSD schools, many employees received an incentive payment today in addition to their regular paycheck. However, this small reward is nothing compared to the hard work and dedication that it took to realize the accomplishments of these staff members. In order to receive the incentive, schools had to have *either*:

- An Academic Index or SPS of **60 or higher** or
- A **ten point growth** in Academic Index or SPS for the 2008-2009 school year

The RSD schools that received the incentive are: A.P. Tureaud, Banneker, Coghill, Cohen, Drew, Fannie C. Williams, Douglass, Habans, Harney, Henderson, Dibert, John McDonogh, Reed High, Schaumburg, Sylvania Williams, and Wicker.

Any employees who worked more than one half of the 2008-2009 school year in one of the schools listed above who did not receive the incentive payment today should contact Amber Morgan at amber.morgan@rsdla.net.

Please Note: RSD Central Office will be closed for Spring Break from April 26-30, 2010. The office will re-open on Monday, May 3rd.

ParaPro Tutoring Available

HR is pleased to announce that we are now providing tutoring to assist paras in passing the ParaPro exam. Tutoring in English and math will be available every Tuesday and Thursday beginning May 4. Tutoring sessions will be held from 5:30-7pm at the RSD Central Office, located at 1641 Poland Ave. Please register for ParaPro tutoring by contacting Jean Reese at jean.reese@rsdla.net.

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OGB Annual Enrollment set for May 3 through May 21

The Office of Group Benefits will hold Annual Enrollment from May 3 through May 21 for health plans for the 2010-11 plan year, which begins July 1. OGB will also extend Annual Enrollment for flexible benefits and miscellaneous insurance products, which is already underway, through May 21.

Faced with time constraints resulting from the postponement of Annual Enrollment (originally set for April 1-30), OGB has implemented a condensed schedule with fewer meetings for employees and retirees and limited time for agencies to enter or submit changes.

OGB has cancelled all scheduled Annual Enrollment meetings in April and is rescheduling for May. OGB will post the list of all statewide Annual Enrollment meetings online on the Annual Enrollment page of OGB's website—along with details about health plans and premium rates for 2010-11, OGB Annual Enrollment publications and links to a searchable provider directory for each health plan—as this information becomes available. The Annual Enrollment page is accessible by clicking the Annual Enrollment link on the home page of OGB's website (www.groupbenefits.org).

OGB encourages employees to attend an Annual Enrollment meeting to learn more about OGB health plans for the 2010 plan year.

Education Career Pathways' Announces 1st Annual Spring Hiring Fair

The fair will feature a "recruiting floor" where teachers can meet recruiters and school leaders from open-enrollment charters and RSD schools and find out about opportunities for the 2010-2011 school year. There will be workshops designed to help teachers find the job that best matches their career aspirations, in addition to opportunities for candidates to refine their resumes and practice interviewing skills. The fair will be held **Tuesday, May 4th, from 6:00 – 8:00pm at Greater Gentilly High School, located at 6026 Paris Ave.**

Human Resources Department

The directory below is intended to help you better communicate with the central office staff that is here to serve you. If you are in need of assistance from Human Resources, please find your issue on the list below and reach out to the corresponding staff member(s). Contact Molly Horstman at 504-373-6200 ext. 20119 or molly.horstman@rsdla.net with any further questions.

Issue	Contact	Phone Extension*	Email
Benefits Enrollment	Donna Dalton	x20038	donna.dalton@rsdla.net
Certification / NCLB “Highly Qualified” Info	Amber Morgan	x20053	amber.morgan@rsdla.net
	Jean Reese	x20128	jean.reese@rsdla.net
Client Services	Donna Dalton	x20038	donna.dalton@rsdla.net
	Karen Durall	x20055	karen.durall@rsdla.net
	Paul House	x20180	paul.house@rsdla.net
	Ashley Johnson	x20089	ashley.johnson@rsdla.net
Complaints / Grievances / Investigations	David Braud	x20120	david.braud@rsdla.net
	Barbara Sharp	x20116	barbara.sharp@rsdla.net
Drug Tests / Background Checks	Barbara Sharp	x20116	barbara.sharp@rsdla.net
HR-Related Federal Grant Programs	Amber Morgan	x20053	amber.morgan@rsdla.net
Hiring	Michael Galdi	x20076	michael.galdi@rsdla.net
	Cay Kimbrell	x22140	cay.kimbrell@rsdla.net
	Gabrielle Misfeldt	x20033	gabrielle.misfeldt@rsdla.net
Hiring Paperwork	Shirley Guy	x20156	shirley.guy@rsdla.net
Intern Program	Daphney Young	x20005	daphney.young@rsdla.net
Payroll / Time & Attendance	Karen Durall	x20055	karen.durall@rsdla.net
	Ashley Johnson	x20089	ashley.johnson@rsdla.net
Performance Appraisal	Amber Morgan	x20053	amber.morgan@rsdla.net
	Jean Reese	x20128	jean.reese@rsdla.net
Recruitment: New Orleans	Michael Galdi	x20076	michael.galdi@rsdla.net
	Daphney Young	x20005	daphney.young@rsdla.net
Recruitment: Statewide	Michael Galdi	x20076	michael.galdi@rsdla.net
	Tavie Clay-Dowling	x20110	tavie.clay-dowling@rsdla.net
Retirement: Benefits	Zivah Bauman	x20144	zivah.bauman@rsdla.net
Retirement: Refunds	Donna Dalton	x20038	donna.dalton@rsdla.net
	Zivah Bauman	x20144	zivah.bauman@rsdla.net
Special Leaves / Workers’ Comp.	Sherry Pagano	x20104	sherry.pagano@rsdla.net
Stipend Payments	Karen Durall	x20055	karen.durall@rsdla.net
Student-Teacher Program	Daphney Young	x20005	daphney.young@rsdla.net
Unemployment	Barbara Sharp	x20116	barbara.sharp@rsdla.net
Urgent / Unresolved Issues	Debra Adams	x20020	debra.adams@rsdla.net

RSD H.R. Leadership

Executive Director of Human Resources	Executive Director of Human Capital	Director of Human Resources
Sametta Brown	Michael Galdi	Debra Adams
sametta.brown@rsdla.net	michael.galdi@rsdla.net	debra.adams@rsdla.net
x20107	x20076	x20020

*All employees can be reached by calling the RSD at **504-373-6200** and dialing the appropriate extension.

Professional Development Calendar: April/May 2010

Date	Title of Session	Time	Audience	Location	Contact
4/27/10	ATC Text to Speech Options for Students with Disabilities	9am-3pm	Special Populations Staff	RESC ATC 4000 Belle Chase	Coursewhere
4/30/10	TAP Master Teacher Networking Meeting	8:30am-3:30pm	All TAP Schools	LDOE Baton Rouge	Shelia Talamo
5/5/10	Essentials of a Good Reading Program Non-ELFA Schools	8am-3:30pm	First Grade Teachers	RESC 4000 Bienville	Coursewhere
5/5/10	4 th Grade Math Teachers LDOE Series	8:30am-4pm	4 th Grade Teachers	RSD Poland 5-A	Glenda Poole
5/12/10	Read 180 Cadre II New Teachers	4:30-6:30pm	Read 180 Cadre II	RSD Poland 12-E	Merri Davis
5/12/10	Read 180 Cadre I Veteran Teachers	4:30-6:30pm	Read 180 Cadre I	RSD Poland 5-F	Merri Davis
5/13/10	Early Dismissal: School-Based PD	High Schools: 12:45pm Elem. Schools: 1:15pm	All Staff	Individual Schools	Tammy Robicheaux
6/28/10-7/1/10	Tulane Advanced Placement Summer Institute	All day	AP Teachers	Tulane Campus	Brian Knighten apsi@tulane.edu
7/12/10-7/15/10	Tulane Pre-Advanced Placement Summer Institute	All day	Pre-AP Teachers	Tulane Campus	Brian Knighten apsi@tulane.edu



STUDENT SPOTLIGHT:

Students and staff at Banneker Elementary will be rewarded for their hard work next year when their school library receives a “makeover,” courtesy of Target and Heart of America. When the school learned that it was competitive for a grant from the two organizations to improve its library space, student representatives from grades 3-8 came together to create their own vision of the school’s library through drawings and discussion.

Students envisioned the new library as a colorful and inviting place for students, parents, teachers, and community members. They felt it was especially important for the library to cater to young readers, as well as middle school students interested in learning more about high school and college.

Banneker’s Target/Heart of America Library Makeover is scheduled to take place in October 2010.

CALENDAR OF EVENTS

UPCOMING PAYROLL DATES

FRIDAY, APRIL 23, 2010

FRIDAY, MAY 7, 2010

SPRING BREAK (SCHOOLS AND CENTRAL OFFICE)

MONDAY, APRIL 26-FRIDAY, APRIL 30, 2010

(RETURN MONDAY, MAY 3, 2010)

ANNOUNCEMENTS

- PLEASE UPDATE YOUR CONTACT INFORMATION ON LEO!
- IF YOU NEED TO RENEW YOUR CERTIFICATION, PLEASE CONTACT JEAN REESE AT LEAST 30 DAYS BEFORE YOUR CERTIFICATE EXPIRES, AT JEAN.REESE@RSDLA.NET OR EXT. 20128. REMEMBER, ALL TEACHERS ARE REQUIRED TO HAVE A VALID, STANDARD TEACHING CERTIFICATE TO TEACH IN THE RSD.

Frequently Asked Questions:

What procedure should I follow if I would like to transfer to another RSD school for the 2010-11 school year?

Current RSD employees who wish to transfer to another RSD school for the 2010-11 school year are encouraged to begin the process of requesting a transfer starting May 3, 2010, by following the steps below:

1. Beginning May 3, 2010, employees eligible to transfer* are free to begin contacting principals and interviewing for approved vacancies, which will be listed on the RSD website.
2. Upon accepting an offer at another school, the employee must complete a transfer form and secure the signature of the receiving principal.
3. If the transfer occurs after June 11, 2010, the losing principal must also sign the transfer form.
4. The employee must submit the completed form to Amber Morgan in HR.
5. Amber Morgan will notify principals and employees when the requested transfer is either approved or denied.

Please see the attached documents for a detailed description of the transfer process and a copy of the transfer form.

*The transfer process is only open to school-based staff that are certificated and/or highly qualified, with the exception of school-based administrators who were active during the 2009 – 2010 school session. Individuals requesting a transfer must have received a satisfactory performance evaluation for the 2009-2010 school year and have no pending disciplinary issues.

RECOVERY SCHOOL DISTRICT-HUMAN RESOURCES

LOCATION: 1641 POLAND AVENUE, ROOM 1-A

OFFICE HOURS: MONDAY-FRIDAY 8:30AM-4:30PM

PHONE NUMBER: 504-373-6200 EXT. 20156

EMAIL: HR@RSDLA.NET

* IF YOU HAVE QUESTIONS OR SUGGESTIONS REGARDING THE HR NEWSLETTER, PLEASE CONTACT MOLLY HORSTMAN, EXECUTIVE ASSISTANT FOR HR, AT MOLLY.HORSTMAN@RSDLA.NET.