

# IN TRANSITION



*A newsletter providing update information from the District's Transition Logistics Committee*



**Transitions**

*Students First / Core Values*



**Educational Services**

*Curriculum / Materials / Supplies*



**Human Resources**

*Staffing*



**Business Services**

*Facilities / Pack / Move*

*The focus of this newsletter is to provide our staff and community with updated information regarding the process and timelines related to our transition. It is our hope that this newsletter will keep you updated as we move through this journey of transition.*

## **Action Items In Transition**

### Educational Services Division:

- Packing labels for instructional materials are being utilized by teachers to pack and inventory textbooks.
- Certificated Special Education teacher and support staff placements are completed and they have been notified.
- Site administrators with the support of library clerks continue to inventory common spaces, getting empty rooms ready for incoming teachers, and determining staging areas for materials. This must be completed by May 31<sup>st</sup>.
- Weeding of library books is completed.
- AB Day was successful. Principals engaged in many team building activities with their new staff. ELTPs facilitated an ELD Standards Part II, Cultivating Language Development. Miner, Glider, TWBI, and special education classes that are moving packed their materials in the afternoon.
- BASE and preschool registrations are continuing to grow.
- TWBI teachers have visited Del Roble and are getting ready for the move. We are adding a TK and third kindergarten class, and need to hire one additional teacher.
- Glider and Miner Schools will be staging areas for materials during the transition period in the summer.

### Human Resources

- Now that transitioned teachers are placed, Human Resources is working on staffing positions that remain open.
- This past week Human Resources has been meeting with effected workers as a result of the classified layoff. The District has been partnering with our associations to show full support to our employees during this difficult transition. Affected workers will be placed on a 39 month reemployment list and will have rights to any open positions for which they are qualified within the next three years.

### Business Services

- Business Services has completed their "Transportation for Fee" interest survey. Participation in the survey was low. Laura Phan has made recommendations to the Superintendent which would provide transportation services to Baldwin and Bernal Schools from the Silver Leaf area
- MOT continues to work closely with schools regarding the movement of furniture and supplies. Affected teachers had the opportunity to see their new classrooms during the AB Day Monday, and developed classroom set up maps to be used by the movers. Furniture and supplies will be delivered to classrooms by the end of the day on Friday, August 3, 2018. School secretaries will be in the office on Monday, August 6<sup>th</sup> to allow access to the school for incoming staff.