

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601

Mark W. Mullins, Ed.D., Superintendent



MEMORANDUM

TO: Leadership Team

FROM: Beth Thedy, Ed.D. *ETA*
Deputy Superintendent/
Chief Human Resources Officer

DATE: February 25, 2019

RE: HR Newsletter

The following is our quarterly Human Resources newsletter. Please distribute 'The Scoop' to all staff.

Thank you.

Elizabeth G. Thedy, Ed.D.
Deputy Superintendent/Chief Human Resources Officer
Phone: (321) 633-1000, ext. 200 • FAX: (321) 633-3525





The Scoop

Volume 2018-2019, Issue November 2018-January 2019



VISION:

Brevard Public Schools will serve our community and enhance students' lives by delivering the highest quality education in a culture of dedication, collaboration, & learning.

MISSION:

To Serve Every Student with Excellence as the Standard.

HUMAN RESOURCE SERVICES:

BPS fosters a high performing workforce within a collaborative learning culture through effective communication and stellar customer service meeting the needs of our stakeholders to positively impact all our students.



BREVARD PUBLIC SCHOOLS - TEACHER JOB FAIR

**VIERA HIGH SCHOOL
6103 STADIUM PARKWAY
VIERA, FL 32940
FRIDAY, MARCH 15, 2019
7:30 AM – 1:00 PM**

Brevard County Public Schools would like you to explore teaching opportunities for the 2019-2020 school year with our district. School Administrators will be on-site conducting interviews and extending tentative offers for employment. Please follow the link below to register for the Job Fair and complete the on-line application.

TO ATTEND THE JOB FAIR YOU MUST:

Please Read Each Step Carefully:

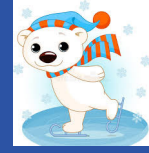
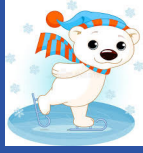
1. Register at www.brevardschools.org. Go to featured stories, then scroll to "Teacher Job Fair- click here" and Complete Job Fair Participant Form beginning November 1, 2018. Registration will close February 28, 2019.
2. Complete Brevard's online Job Application and apply for Florida Teacher Certification.
3. You must receive an Invitation to attend.
4. Bring multiple copies of your resume for Principals to review.

Any questions contact Davis.Barbara@BrevardSchools.org.

Brevard Public Schools

***2700 Judge Fran Jamieson Way | Viera, FL 32940 | 321-633-1000
Ext. 296 | www.brevardschools.org
Office of Recruitment and Retention***





Professional Standards

A recent increase in the use of Cannabidiol (CBD) Oil has prompted many questions about its use – especially in relation to employment. The Board commits to create and maintain a drug-free workplace. Please be advised that the use of CBD Oil - whether obtained from a retail supplier or over-the-counter - may result in a positive drug test, which will then result in the applicable discipline for violation of [Board Policy 3124 Drug-Free Workplace](#) and [AP 3124 Drug-Free Workplace Technical Guide](#). Please work with your healthcare provider when seeking treatment.

Labor Relations

Negotiations with the Brevard Federation of Teachers have resulted in the declaration of impasse by the BFT on December 17, 2018. While we have tentatively agreed to several different changes to the contract so far, we have not been able to agree upon all proposals. A Special Magistrate has been assigned to preside over hearing both parties' concerns and will render a recommendation at the conclusion of the hearings.

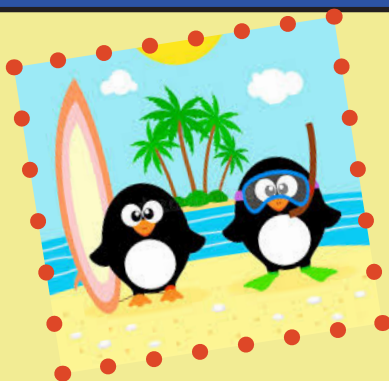
Negotiations with IUPAT Local 1010 are ongoing at this time. Several proposals have been passed by both sides resulting in many tentative agreements.

New Home Address? or New Phone Number?



As employees move and/or change addresses and phone numbers, it is extremely important that our official records with BPS are accurate. Employees have the opportunity to check their current address and phone number of record as well as submit their own address/phone number changes via their MIC (My Information Center) account.

To logon to your MIC account, [click](#).



CERTIFICATION NEWSFLASH

TEMPORARY CERTIFICATES EXPIRING June 30, 2020

Make sure you are on track to complete the requirements

Teachers with a temporary certificate expiring should refer to their Statement of Eligibility for specific requirements.

APPLY NOW – takes 3 to 4 months to process

Evidence of completion includes:

- Apply on-line <http://www.fldoe.org/teaching/certification/>
- Testing requirements completed
- Official transcript for education classes
- Practical teaching requirement, if required
- New teacher induction program completed
- There are no extensions, DO NOT DELAY



PROFESSIONAL CERTIFICATE EXPIRING JUNE 30, 2020

CHECK YOUR IN-SERVICE CREDITS NOW!

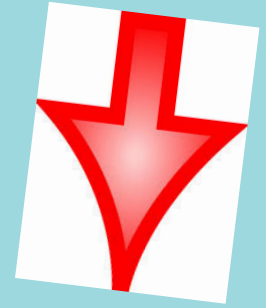
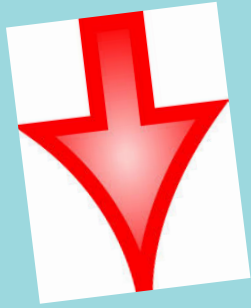
If you hold a Professional certificate (five year) which expires on **June 30, 2020** **start verifying your in-service records now to make sure you have the required in-service credits.**

120 in-service credits to include 20 in SWD

If you have more than 4 **COVERAGE** areas you must have 60 additional in-service credits to renew all areas (total = 180).

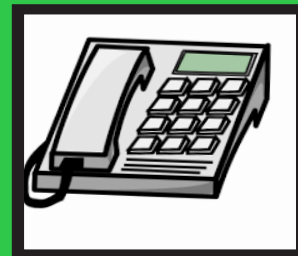
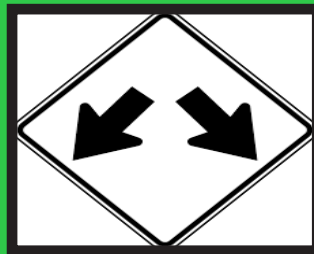
For **ENDORSEMENTS**, no credits are needed (gifted, reading, ESOL.)

- If using college credit – official transcript
- If using test(s) – official copy of test score taken within your validity period
- If using college teaching – original letter from college
- If using National Board – copy of your valid National Board certificate



Brevard Public Schools has contracted with uConfirm, a leading national provider of employment verification solutions for employers. The service will improve workflow and make the employment verification process more secure.

EFFECTIVE IMMEDIATELY, all wage verifications from commercial operations such as mortgage lenders, apartment rentals, auto loans, or other commercial verification of employment (VOE) will be referred to uConfirm's website www.uconfirm.com.*



uConfirm Customer

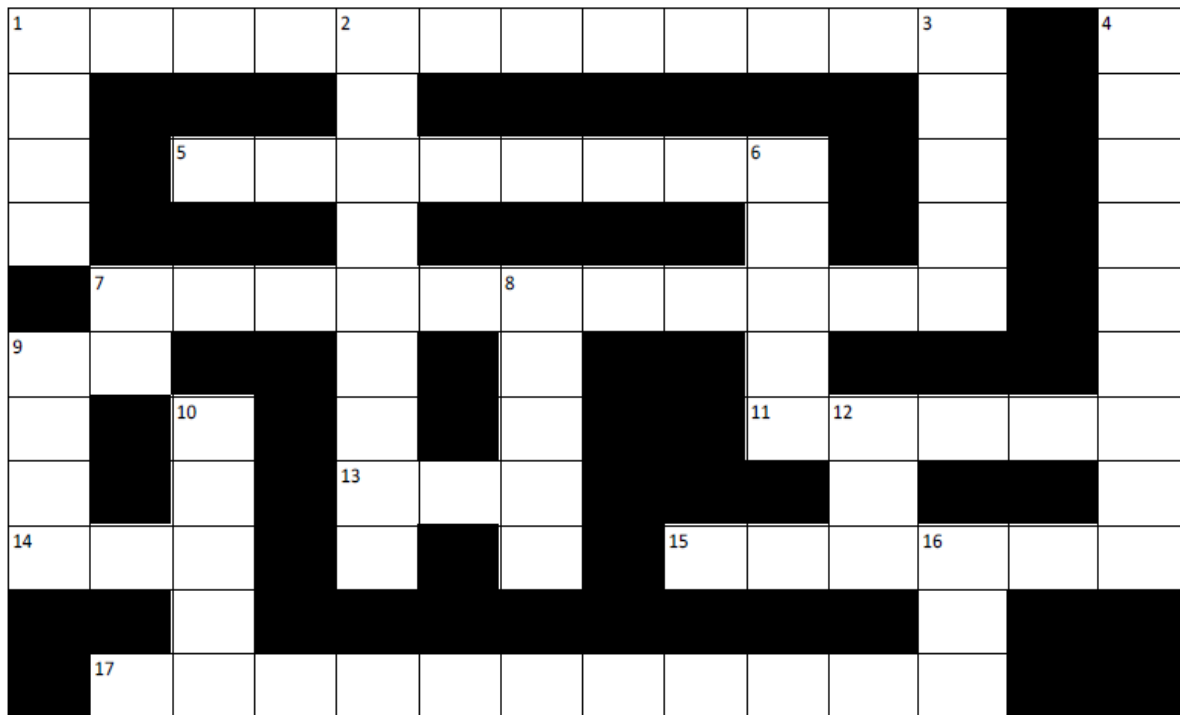
Service: support@uconfirm.com or 1-866-312-8266

*All other employment or salary verifications should continue to be sent to Amy Lewandowski in ESF-Human Resources until further notice. Amy can be reached at 321-633-1000 ext. 250 or via email Lewandowski.Amy@BrevardSchools.org

Compensation Services and Position Control

(Answer Key in Next Issue)

Job Interview Crossword Puzzle



Across

1. Put away all potential _____, including mobile devices, during a job interview.
5. Interrupting the interviewer, dominating the conversation, and providing highly personal answers are common interview _____.
7. Be prepared to _____ your skills during a job interview.
9. Listen _____ each question carefully before formulating your response.
11. _____ the interviewer with a smile and handshake.
13. Make _____ contact with the interviewer.
14. Thank the interviewer at the _____ of the meeting.
15. By preparing and practicing, you _____ the chances you will get nervous or make a mistake.
17. Everything you _____ (say) during a job interview should be accurate, honest, and polite.

Down

1. Take a _____ breath to calm your nerves.
2. Do not rush your _____ to any questions.
3. A _____ on your face helps show enthusiasm.
4. Use proper telephone _____ for all phone interviews and screenings.
6. Do not use _____, sarcasm, or swear words.
7. _____ not use filler words such as *uh*, *um*, or *like*.
8. Control the _____ of your voice so you do not speak too quickly.
9. Beware of your voice's speed, _____, and volume.
10. Before a face-to-face interview, you may be interviewed via telephone or _____.
12. Get _____ of gum, food, or drinks prior to the interview.
16. _____ complete sentences to answer questions.

Beth Thedy, Ed.D.

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