

DeKalb County School District HR Assessment Status Summary

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Subject:	HR Assessment Status Summary
Time Period:	As of June 7, 2024

SUMMARY OF DELIVERABLES TO DATE

This assessment involves 16 functional HR focus areas. The following has occurred as of June 7, 2024.

- We continue utilizing our proprietary HR assessment tool. The tool includes pre-assessment conversations with HR function leaders testing and evaluating data, discovery conversations with stakeholders, document review and analysis, and, where applicable, process observations. The information provides trends, themes, and areas that require attention.
- As of June 5, 2024, and we go deeper into the assessment process, the senior project team members have shifted from being on-site at the DCSD central office three days a week to as needed for gathering information, conducting assessment conversations, and reviewing documents in collaboration with the DCSD HR and other applicable department team members.
- Draft HR Assessment findings, recommendations, and executive summary report have begun.
- We have initiated the initial schedule request for the DCSD team to review the draft report. We are tentatively targeting the third week of July 2024, ensuring a clear and structured process for all involved.

16 FACTOR FOCUS AREA STATUS

The chart below displays the 16-factor focus areas broken up by color, indicating the focus area's assessment process status and the timeline for completing the HR assessment findings, results, and recommendations report.

- **The green section** indicates that those focus areas are on track to the timeline. The project tasks are progressing as planned. Items remain to be completed for those focus areas, but some results are referred to project writers for report preparation.
- **The yellow section** signals a little caution. There are minor delays due to cross-department functions and stakeholder conversation scheduling. The DCSD Team is very gracious with their time and assistance in resolving the delay.

The District is at the end of a third-party compensation and class study and is developing an implementation plan for approved recommendations based on the study's results. Compensation information has been received; however, some final checks and reviews remain to ensure Job Descriptions are ready for the assessment process. We expect to have this resolved by June 12, 2024.

As shared in the project update summary on May 24, 2024, the Munis implementation continues; however, we will utilize June 14 as the date for the information to be included in the report.

- **The red section** indicates challenges to the timeline that cause delays.

On Schedule	Delays	Challenges
<ul style="list-style-type: none"> • Personnel Files • Employee Relations • Separation and Exit Process • HR Customer Service • Succession Planning • Recordkeeping and Documentation • Policies, Procedures, Compliance, and Confidentiality • Recruitment and Onboarding • Benefits and Sanctions • Performance Management • Training and Development 	<ul style="list-style-type: none"> • Safety and Security • Health and Safety • HR Technology and Systems • Compensation • Job Descriptions 	<p>Currently N/A</p>

UPCOMING DELIVERABLE ITEMS

- Continue working onsite at the DCSD Central Office as needed.
- Continue the assessment process and work with DCSD Team members to resolve the delays.
- Begin implementing the assessment results, findings, and recommendations report process. The current timeline for the report draft is the third week of July 2024.