



HR TALK

A Newsletter from Human Resources

Save the Date!

First day information will be sent home in early August.

All employees are required to attend the first day meeting on Tuesday August 21, 2018.

SUMMER INFORMATION

While school is out for the summer, the Human Resources Department will be in the office and is available to help you with anything you may need. Summer office hours are 7:30 – 4:00 Monday through Thursday. The District is closed Fridays.

Have a safe and healthy summer!



REQUIRED GCN TRAINING

TIME IS RUNNING OUT!



If you received a notice that you must complete the second cycle of the required Act 126 Mandated Reporter Training, please remember it must be completed by June 30, 2018.

When you complete the training, please notify [Debbie Brilla](#), HR Specialist at ext. 1012 and she will notate your file.

ABSENCE BALANCES

Absence balances will be updated in AESOP for all 10 month employees over the summer. Please do not enter any absences for the new school year until after August 1, 2018.

Thank you!

The Human Resources

Road Show!

We had a wonderful time visiting all the buildings for the first Human Resources Roadshow. We received many great questions and enjoyed having the opportunity to meet with everyone face to face. We look forward to visiting your buildings again next year!

CLEARANCE CHANGES

The Pennsylvania Department of Education has changed their ACT 114 (FBI fingerprints) supplier. School District employees who need new clearances must now sign in through the PASafeCheck website. Fingerprint sites are now handled by Identogo. Locally, there are fingerprint sites in Boyertown and Limerick.

We have a link to all the clearance information on the Careers tab of the PGSD website.

EMPLOYEE ASSISTANCE PROGRAM

We are pleased to announce that our District has partnered with **Health Advocate Solutions**. Beginning with the 2018-2019 school year, we will offer an employee assistance program for our employees and their families. More information will be available when school resumes in August.