

SchoolData.net

EMPLOYEE RECORDS

PRESENTED BY:



SchoolData.net

April 7, 2021

SCHOOLDATA.NET INTEGRATED SUITE

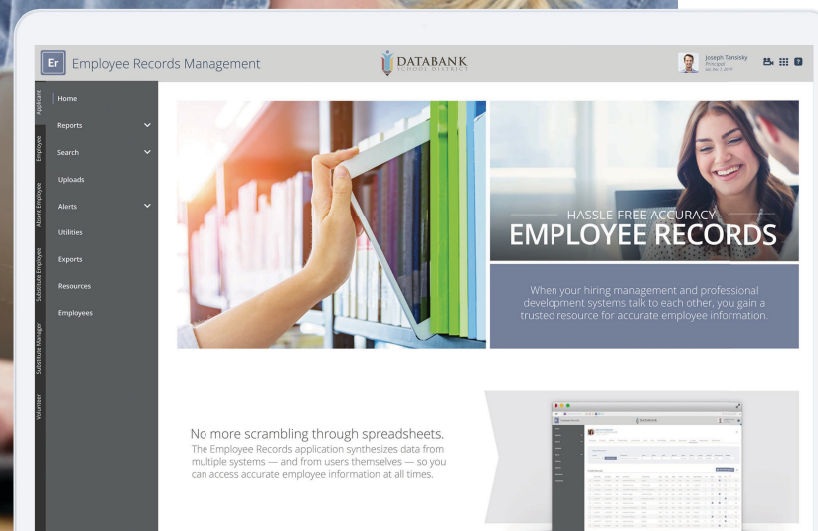




EMPLOYEE RECORDS

Employee Records is an application designed to supplement your existing HR/Finance software, to deal with the unique requirements of employing educators.

Manage everything from salary schedules incorporating positions, degrees, college credits, clock-hours, and years of experience to vaccination records for people who care for children.



Seniority



Credit



Work Experience



Education



Certificates & Licenses



Salary Schedule



HR ADMIN: FIND EMPLOYEES

The employee search allows you to find employees you wish to manage.

Employee Records

SOMERVILLE PUBLIC SCHOOLS

HUMAN RESOURCES ADMIN
Browse Employees

Employee Records

	Employee	ID	Position	Location	Sum	Env	
Q	Abbott, Barry	68	Teacher	Spring Glen Elementary	PDF	PDF	⚙
Q	Bidwell, Sheryl	58	Teacher	Hometown High School	PDF	PDF	⚙
Q	HR Director	2364	Substitute - Food Service	Food and Nutrition Services	PDF	PDF	⚙
Q	Leggett, Harold	141	Secondary Teacher	Hometown High School	PDF	PDF	⚙
Q	Walton, Robert	1321	Teacher	Oiney Elementary	PDF	PDF	⚙
Q	Livingston, Harold	58	Secondary Teacher	Oiney Elementary	PDF	PDF	⚙
Q	Libbey, Gordon	2364	Substitute - Food Service	Food and Nutrition Services	PDF	PDF	⚙
Q	Margold, Mark	141	Secondary Teacher	Hometown High School	PDF	PDF	⚙
Q	Englund, Robert	1321	Teacher	Oiney Elementary	PDF	PDF	⚙



HR ADMIN: MANAGE EMPLOYEE RECORD

The employee record contains all of the available data you want to track on employees in order to create a historical work portfolio for your HR department.



Profile



Events



Evaluation



Experience &
Certificates



Salary Schedule



Credits &
Clock Hours



Traits



Work Areas

The screenshot displays the 'Employee Records Manager' interface for 'SOMERVILLE PUBLIC SCHOOLS'. The user is logged in as 'Austin McGoldrick' (Teacher, ID: 1000, last login: 10/1/2017). The 'Manage Employee' form is open, showing the 'Personal Information' tab. The form includes fields for User ID (5445), Prefix (Mrs.), First Name (Katrina), Middle Name (I), Last Name (McGoldrick), Suffix, Email Primary (Kmcg@tahomasd.us), Email Secondary (austin@schooldata.net), AKA First Name (JA), AKA Last Name, Position (Teacher), and Primary Assignment. The 'Position and Location' section shows 'Primary Position' as Teacher and 'Primary Assignment' as a dropdown menu. The 'Unit' dropdown is also visible.



HR ADMIN: EMPLOYEE ATTRIBUTES

Track all of the characteristics that are unique to educators and other staff who engage students.

Employee Attributes are customizable to your district and offer a freeform way to track data about employees, including:



Comments



Events



Misc. Information



Traits





HR ADMIN: PLACEMENT & SALARY FACTORS

Record all information that is incorporated into determining where each employee falls on the salary schedule.

For bargained contract positions, automatically calculate the lane and step of each employee based on their highest degree earned, college credits earned after graduation, clock hours, and years of experience.

The screenshot shows the 'SUPERVISOR Course Requests' page in the SchoolData.net HRM Pro-Dev system. It features a table with 191 records of course requests. The table columns are Course ID, Course Title, Location, Start Date, End Date, Course Status, and Instructor. The interface includes a sidebar with navigation links like Home, Course Registration, My Records, Course Requests, Management, and FAQ. The top header shows the user is Austin Mcgoldrick, District Administrator, with a last login time of Nov 19, 2023.

Course ID	Course Title	Location	Start Date	End Date	Course Status	Instructor
55	LWES - Cert Staff Au...	Lake Wilderness Ele...	08/27/2019	08/28/2019	Posted	Meyers, Audrey
61	LWES Elementary Ea...	Lake Wilderness Ele...	09/13/2019	05/08/2020	Open	Meyers, Audrey
83	LWES Reading Fund...	Lake Wilderness Ele...	10/03/2019	10/03/2019	Posted	Huyar, Shelly
166	ELPA21 Annual Testi...	Lake Wilderness Ele...	01/24/2020	01/24/2020	Posted	Arntis, Katie
169	LWES - FCS08: Child ...	Lake Wilderness Ele...	01/17/2020	01/17/2020	Posted	Mcpherson, Jennifer
174	Preschool LWES - FC...	Lake Wilderness Ele...	01/17/2020	01/17/2020	Posted	Hood, Kyle
192	LWES - FCS07: Beha...	Lake Wilderness Ele...	02/07/2020	02/14/2020	Posted	Mcpherson, Jennifer
196	Preschool LWES - FC...	Lake Wilderness Ele...	02/07/2020	02/07/2020	Posted	Hood, Kyle
213	PRESCHOOL LWES - ...	Lake Wilderness Ele...	03/14/2020	03/14/2020	Open	Hood, Kyle
209	LWES - FCS10: Positi...	Lake Wilderness Ele...	03/13/2020	03/27/2020	Open	Mcpherson, Jennifer
226	PRESCHOOL LWES - ...	Lake Wilderness Ele...	03/14/2020	03/14/2020	Open	Hood, Kyle
205	SLES - FCS10: Positi...	Shadow Lake Eleme...	03/06/2020	03/20/2020	Open	Mitchell, Scott
193	SLES - FCS07: Beha...	Shadow Lake Eleme...	02/07/2020	02/14/2020	Grades In	Mitchell, Scott
171	SLES - FCS08: Child ...	Shadow Lake Eleme...	01/24/2020	01/31/2020	Posted	Mitchell, Scott



Certificate



Credits



Education



Calculated
Experience



Coaching
Experience



HR ADMIN: CERTIFICATED TEACHER SALARY SCHEDULE

Lane
Highest Degree / Post Grad. Credits

Steps
Years of Experience

Degree	Credits	0 (Base)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
B.A.	+0	\$53,259	\$53,259	\$54,644	\$56,064	\$57,522	\$59,017	\$60,788	\$62,612					\$66,425				
	+15	\$54,590	\$56,010	\$57,466	\$58,959	\$60,493	\$62,308	\$64,177	\$66,102	\$68,085					\$70,128			
	+30	\$55,922	\$57,375	\$58,867	\$60,398	\$61,969	\$63,827	\$65,742	\$67,715	\$69,746	\$71,838					\$73,993		
	+45	\$57,253	\$58,742	\$60,269	\$61,836	\$63,444	\$65,347	\$67,308	\$69,327	\$71,406	\$73,550	\$75,755	\$78,028					\$80,369
	+90	\$60,116	\$61,679	\$63,283	\$64,928	\$66,616	\$68,615	\$70,673	\$72,793	\$74,977	\$77,226	\$79,543	\$81,929	\$84,387	\$86,919	\$89,526	\$92,213	\$94,979
M.A.	+0	\$63,122	\$64,763	\$66,446	\$68,175	\$69,947	\$72,046	\$74,207	\$76,433	\$78,726	\$81,088	\$83,520	\$86,026	\$88,606	\$91,265	\$94,003	\$96,823	\$99,728
	+45	\$66,278	\$68,001	\$69,769	\$71,583	\$73,445	\$75,647	\$77,917	\$80,255	\$82,662	\$85,142	\$87,696	\$90,328	\$93,038	\$95,828	\$98,703	\$101,665	\$104,714
PhD		\$69,592	\$71,402	\$73,258	\$75,162	\$77,116	\$79,430	\$81,813	\$84,267	\$86,795	\$89,399	\$92,081	\$94,844	\$97,689	\$100,620	\$103,638	\$106,748	\$109,950

10 clock hours = 1 college credit



HR ADMIN: CERTIFICATED TEACHER SALARY SCHEDULE

Lane

Highest Degree / Post Grad. Credits

Steps

Years of Experience

Degree	Credits	0-1 Years	2-3 Years	4-6 Years	7-10 Years	11-14 Years	15-18 Years
B.A.	+0	\$53,259	\$56,064	\$60,788	\$66,425		
	+15	\$54,590	\$57,466	\$62,308	\$68,085	\$70,128	
	+30	\$55,922	\$58,867	\$63,827	\$71,838	\$73,993	
	+45	\$57,253	\$60,269	\$65,347	\$73,550	\$80,369	
	+90	\$60,116	\$63,283	\$68,615	\$77,226	\$86,919	\$94,979
M.A.	+0	\$63,122	\$66,446	\$72,046	\$81,088	\$91,265	\$99,728
	+45	\$66,278	\$69,769	\$75,647	\$85,142	\$95,828	\$104,714
PhD		\$69,592	\$73,258	\$79,430	\$89,399	\$100,620	\$109,950

10 clock hours = 1 college credit



HR ADMIN: CERTIFICATED TEACHER SALARY SCHEDULE

Lane
Highest Degree / Post Grad. Credits

Steps
Years of Experience

Degree	Credits	0 (Base)	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
B.A.	+0	\$53,259 1.00%	\$53,259 1.01%	\$54,644 1.03%	\$56,064 1.04%	\$57,522 1.05%	\$59,017 1.07%	\$60,788 1.10%	\$62,612 1.10%	\$64,490 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%	\$66,425 1.10%
	+15	\$54,590 1.03%	\$56,010 1.04%	\$57,466 1.05%	\$58,959 1.07%	\$60,493 1.08%	\$62,308 1.10%	\$64,177 1.11%	\$66,102 1.13%	\$68,085 1.17%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%	\$70,128 1.21%
	+30	\$55,922 1.05%	\$57,375 1.07%	\$58,867 1.08%	\$60,398 1.10%	\$61,969 1.11%	\$63,827 1.12%	\$65,742 1.14%	\$67,715 1.16%	\$69,746 1.20%	\$71,838 1.24%	\$73,993 1.28%	\$73,993 1.28%	\$73,993 1.28%	\$73,993 1.28%	\$73,993 1.28%	\$73,993 1.28%	\$73,993 1.28%
	+45	\$57,253 1.08%	\$58,742 1.10%	\$60,269 1.11%	\$61,836 1.13%	\$63,444 1.14%	\$65,347 1.16%	\$67,308 1.18%	\$69,327 1.20%	\$71,406 1.24%	\$73,550 1.29%	\$75,755 1.31%	\$78,028 1.34%	\$80,369 1.41%	\$80,369 1.41%	\$80,369 1.41%	\$80,369 1.41%	\$80,369 1.41%
	+90	\$60,116 1.17%	\$61,679 1.19%	\$63,283 1.20%	\$64,928 1.22%	\$66,616 1.24%	\$68,615 1.25%	\$70,673 1.27%	\$72,793 1.29%	\$74,977 1.33%	\$77,226 1.38%	\$79,543 1.43%	\$81,929 1.47%	\$84,387 1.52%	\$86,919 1.57%	\$89,526 1.61%	\$92,213 1.66%	\$94,979 1.69%
M.A.	+0	\$63,122 1.20%	\$64,763 1.21%	\$66,446 1.23%	\$68,175 1.25%	\$69,947 1.27%	\$72,046 1.28%	\$74,207 1.31%	\$76,433 1.34%	\$78,726 1.39%	\$81,088 1.43%	\$83,520 1.48%	\$86,026 1.52%	\$88,606 1.57%	\$91,265 1.62%	\$94,003 1.66%	\$96,823 1.69%	\$99,728 1.70%
	+45	\$66,278 1.29%	\$68,001 1.30%	\$69,769 1.32%	\$71,583 1.33%	\$73,445 1.34%	\$75,647 1.36%	\$77,917 1.39%	\$80,255 1.44%	\$82,662 1.48%	\$85,142 1.53%	\$87,696 1.57%	\$90,328 1.62%	\$93,038 1.67%	\$95,828 1.72%	\$98,703 1.79%	\$101,665 1.80%	\$104,714 1.84%
PhD		\$69,592 1.35%	\$71,402 1.36%	\$73,258 1.38%	\$75,162 1.40%	\$77,116 1.41%	\$79,430 1.42%	\$81,813 1.43%	\$84,267 1.46%	\$86,795 1.50%	\$89,399 1.51%	\$92,081 1.54%	\$94,844 1.55%	\$97,689 1.60%	\$100,620 1.65%	\$103,638 1.69%	\$106,748 1.80%	\$109,950 1.85%

10 clock hours = 1 college credit



HR ADMIN: UTILITIES

Built-in utility tools help in managing records for groups of employees, whether that be rolling positions year over year, adjusting the salary schedule, or assigning new events to employees.



Credits



Work
Experience



Work Area



Events



Traits



Evaluated Position
Levels



Contracts

The screenshot displays the 'Employee Records Manager' (Er) interface. The left sidebar contains a navigation menu with options: Home, Browse Employees, Utilities, Credits, Work Experience, Work Area, Events, Traits, Evaluation Position Level, Contracts, Reports, and Exports. The main content area is titled 'HUMAN RESOURCES ADMIN Utilities - Credits' and shows a form for entering credit information. The form includes fields for Credit Area (optional), Start Date (optional), End Date (required), State (required), Institution (required), Course ID (optional), Department (optional), Course Number (optional), Course Title (required), Credits (required), Credit Type (required), Course Approval (optional), Coach Category (optional), and Personnel (optional). There are also checkboxes for Exclude, Rules Clinic, Stem, and Trep.



HR ADMIN: REPORTS & EXPORTS

You can export data out of the system, either in PDF or Data Table format.

All of these exports are 100% customizable to fit the exact paperwork used by your district.

The screenshot displays the 'Professional Development' section of the SchoolData.net interface. The left sidebar contains navigation links: Home, Course Registration, My Records, My Courses, and FAQ. The main content area is titled 'Course Enrollment' and shows a table of 'HRM Pro Dev Records Course Enrollment (7 records)'. The table has columns for Start Date, End Date, Status, Course Title, Course Type, Location, and an 'Instl' column. A 'Row Actions & Options' menu is open for the first row, showing 'Cancel' and 'Evaluate' options.

Start Date	End Date	Status	Course Title	Course Type	Location	Instl
November 1...	November 1...	Waitlist	MS TLI ELA - Empowered Lear...	Single Session	Maple View Middle School	Wake
November 1...	November 1...	Waitlist	MS TLI Social Studies - Empow...	Single Session	Maple View Middle	
October 29, ...	April 21, 2020	Waitlist	T&L Leadership 2019-20	Multi Session	Central Service Cen	
August 22, 1...	August 22, 2...	Waitlist	2019 Powerful Learning Confe...	Single Session	Mercer Island High	
August 22, 1...	August 22, 2...	Waitlist	2019 Powerful Learning Confe...	Single Session	Mercer Island High School (Pro...	Alliso
August 22, 1...	August 22, 2...	Waitlist	2019 Powerful Learning Confe...	Single Session	Mercer Island High School (Pro...	Alliso
August 6, 28...	August 8, 20...	Waitlist	2019 TSD Admin Retreat	Multi Session	Central Service Center	Wake

SchoolData.net and ReadySub **WORKING** TOGETHER

Working together to create a seamless, end-to-end management experience.

The seamless integration between SDS and RS synchronizes data across the various systems and streamlines HR processes like PD management, applicant tracking and hiring, and absence and substitute management.



Automatically move new substitute hire data from the Job Application System to ReadySub



Show upcoming absence data on teacher/staff Homeroom Dashboards



Integrate professional development reasons and automatically generate absences in ReadySub

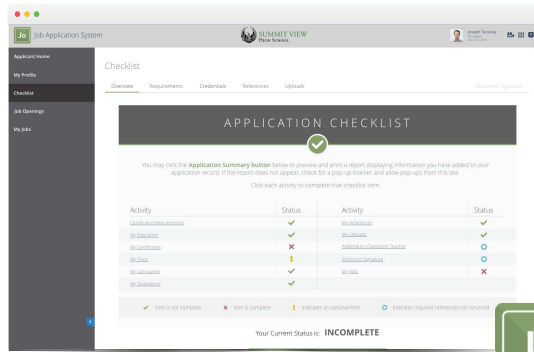


Show upcoming absence data for staff on supervisor Homeroom Dashboards

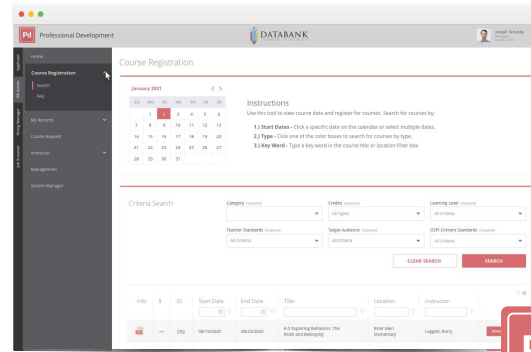


INTEGRATED SOLUTIONS FOR HUMAN RESOURCES

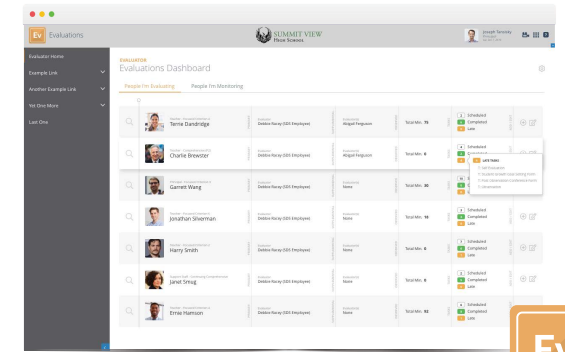
The bundle's six applications together create a seamless Human Resources experience for employees, managers, and administrators.



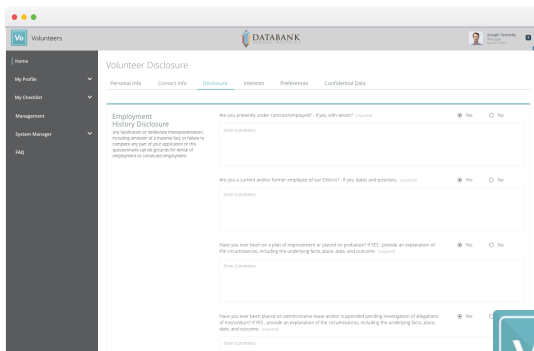
Job Application System



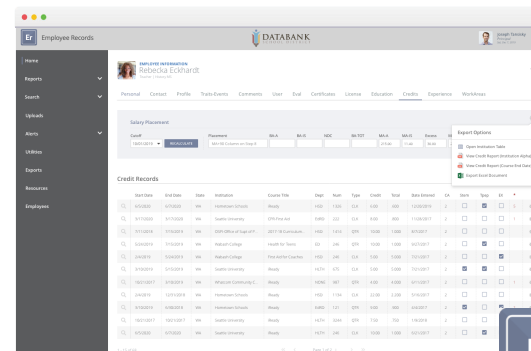
Professional Development



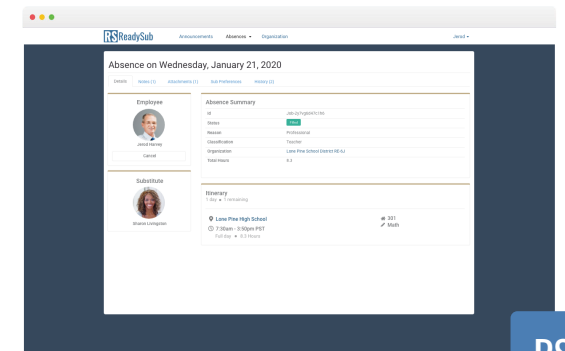
Evaluations



Volunteers

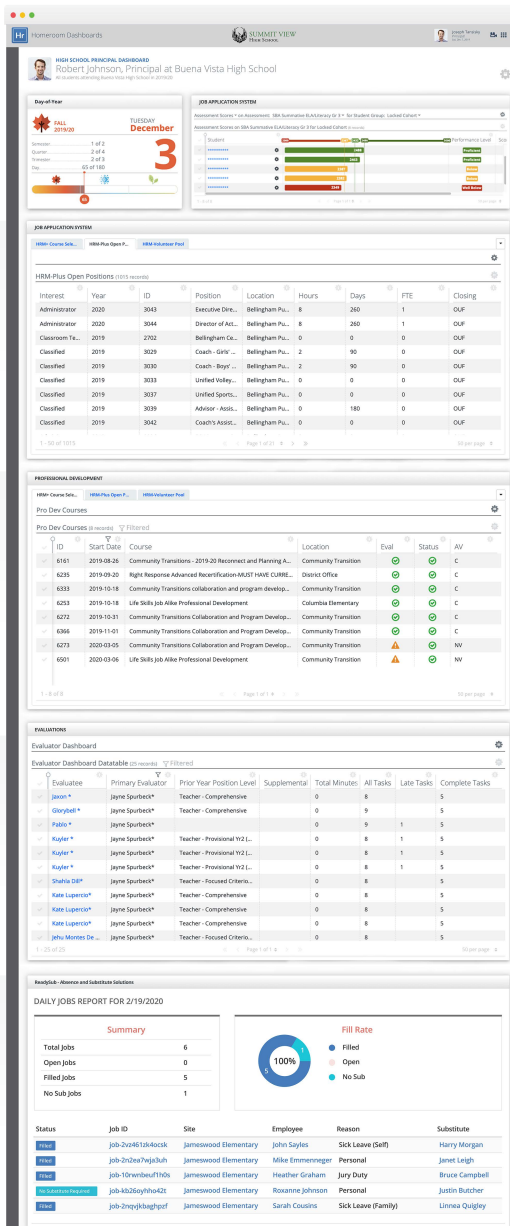


Employee Records



ReadySub





DATA INTEGRATIONS VIA DASHBOARDS

When you integrate Homeroom Dashboards with your other School Data Solutions applications, you get powerful perspectives into what's helping your schools or holding them back.



Job Application System

View job openings from your dashboard, beside all of your personalized, critical data. Monitor the status of your current job applications. Enjoy one-click access to the Jobs application.



Professional Development

View all upcoming professional development opportunities. Enjoy one-click access to sign up for classes. And monitor for completed classes that require an evaluation to receive clock hours.



Evaluations

Monitor evaluation tasks directly from your dashboard, including results of in-class observations, reminders to schedule upcoming observations, full contents of self-evaluations, and indicators of current, completed, or late tasks.



ReadySub

The seamless integration between SDS and RS synchronizes data across the various systems and streamlines HR processes like PD management, applicant tracking and hiring, and absence and substitute management.

A group of diverse people, including men and women of various ethnicities, are gathered around a table, smiling and looking at something off-camera. They appear to be in a collaborative work or meeting environment. A semi-transparent blue overlay covers the entire image.

THANK YOU!

PRESENTED BY:



SchoolData.net

April 7, 2021