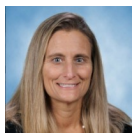




HR CONNECTIONS

Back to School Edition 2023



A Message from Dr. Allison Foster, Executive Director of Human Resources

I want to welcome back all our employees to the new school year! We are very excited to have more than 600 new staff members join the district! With the closure of schools, the past few days created a little “bump” in the road to start the year, but our staff did a tremendous job partnering with Sarasota County to open 14 shelters for our guests. Thank you to our employees who worked the shelters or cleared their rooms to provide safety and comfort to so many in our community. Activities like this demonstrate the incredible people we have working in our school district. We are always looking for more people to join our amazing team. Our employees are our best recruiters! Please share with friends and family that we are hiring teachers, classroom aides, substitutes, bus drivers, and more! I want to thank all our employees for coming together to create a wonderful start to the new year. We are always looking for feedback. Please let us know what we can do to provide the best work experience for our employees.



ANNUAL NOTIFICATION OF DISCRIMINATION

The 2023/24 Equity Policies and Procedures for students and for employees/applicants is located on the district website:

<https://www.sarasotacountyschools.net/Page/2613> under Human Resources/Equity.

Each employee should sign the **"Acceptance - Receipt of Policy and Procedures Against Discrimination"** Form and return to your Principal/Cost Center Head. This form was emailed to all Board-appointed staff on 8/10 and can also be located at: <https://www.sarasotacountyschools.net/Page/2613>.

All staff are enrolled and are required to watch "Discrimination Awareness in the Workplace". To access the training, go to <https://sarasota-fl.safeschools.com/login>. (Username is your A# and password is the last four digits of your SSN).

LOA vs FMLA From Your HR Generalist

Some of our most asked questions pertain to LOA (Leave of Absence) and FMLA (Family Medical Leave Act) and which leave to use. To learn about the differences between LOA and FMLA [click here](#). More information can also be found in the [Employee Playbook](#).

[Leave Forms](#) are available on the HR website.

Contact your HR Generalist for leave questions.

Welcome back from your Human Resources Department! Please contact us with your HR needs.

WE'RE HIRING!

Do you know someone interested in working for Sarasota County Schools? Please spread the word! The district is hiring for many positions including food and nutrition services, custodial, classroom aides, and substitute teachers.

Opportunities are posted on the website for Sarasota County Schools: www.sarasotacountyschools.net/jobs



2024 ANNUAL OPEN ENROLLMENT 10/12 - 11/6!

Open Enrollment is the time to update beneficiaries and review your elections for medical, dental, vision, and voluntary plans, and to make changes outside of a life event.

We strongly encourage all employees to participate in the Annual Open Enrollment to ensure benefits selections accurately reflect your choices for the 2024 Plan Year.

**Employee Wellness
wants to hear from
you!**

[Complete the Interest
Survey to let us know
what types of Wellness
Programs you would
like available!](#)

[Click here!](#)

WORKFORCE SUCCESS TRAINING

Bus teams in the Transportation Department participated in a recent training, "Conflict Management & Resolution." Staff participated in group activities and connected well as a team.



Upskill Pathways and Refresher Training will be available soon for all classified/non-Instructional staff.



"Your SUCCESS is Our Goal"
Training Coordinator, Erin Watson

DID YOU KNOW? EMPLOYEES CAN HAVE HELP CREATING A WILL!

TIPS

If creating a will has been on your radar, Online Will Preparation can help you get it done. Use this easy tool to help make important decisions for you and your family.

[Click here more info!](#)



REQUIRED STAFF TRAINING

As a reminder, all staff should complete the following trainings to help ensure a safe and healthy workplace.

- Child Abuse: Mandatory Reporting
- Bloodborne Pathogen Exposure Prevention
- General Ethics in the Workplace
- Discrimination Awareness in the Workplace
- Health Emergencies: Seizures

Don't forget, if you drive a golf cart, you also need to take the Golf Cart Safety training.

To access trainings, go to:

<https://sarasota-fl.safeschools.com/login>
(Username is your A# and password is the last four digits of your SSN.)

CHANGES IN THE DROP PROGRAM

Important: Those who are currently in the DROP program received a separate email on how to elect extensions to your DROP.

During the 2023 legislative session Senate Bill 7024 made significant changes to the Florida Retirement System and DROP.

Highlights are as follows:

- Changes normal retirement date for Special Risk Class initially enrolled on or after July 1, 2011, to be the earlier of 25 years of creditable Special Risk service, or age 55.
- Revises DROP by:
 - Eliminating the entry window
 - Increasing amount of time to participate in DROP
 - Increasing the interest rate
 - Increasing the monthly retiree Health Insurance Subsidy

[For full details on changes, please click here](#)

NEW EMPLOYEE CORNER

New Employee Orientation: New employees will receive a link to register for a session after their Board-appointed date and must participate in a full session within 30 days of starting work. If you have any questions or concerns, reach out to the HR Generalist assigned to your cost center - [click here to view your HR Generalist](#).

New Employee Benefit Enrollment: New employees have 30 days to enroll in benefits. The enrollment window begins the later of your hire date or Board-appointed date. When you are eligible to enroll, you will receive an email from scsbenefits@sarasotacountysschools.net. If you don't get an email or you have questions, please contact your HR Generalist.

New Hire FRS Election: New hires that are also new to the FRS will receive communications from FRS informing you that you have an 8-month election period to choose a plan; if you do not make a choice by the end of your election window, you will be defaulted to the Investment Plan.

After receiving your FRS packet, please visit the website www.MyFRS.com or call the MyFRS Financial Guidance Line at 1-866-446-9377 to help select the plan that's right for you.



GO ONLINE WITH FRS

Pension Plan Members go to:

<https://frs.fl.gov/#/login>

- Check your service and salary history for pension plan members
- View your current Member Annual Statement
- Create your own estimates for retiring or joining DROP

Investment Plan Members go to:

www.MyFRS.com

- View and update beneficiary designations
- View Current FRS Legislation
- Sign up for workshops or view recorded workshops

FRS can provide retirement or DROP calculations and answer any questions about your Florida Retirement System benefits.

Workshop: "Using the FRS to Plan for Your Retirement" (virtual) on 9.25.23 from 5-6:30pm.

Pre-registration required - [click here](#)

Meeting ID: 981-8197-6072; Password FRS

Employee Wellness Programs

For more wellness programs and resources, check out the Employee Wellness Website at:
<https://www.sarasotacountyschools.net/Page/1381>

WEAR PINK 10/6 FOR BREAST CANCER AWARENESS



Several mammography opportunities!

- In partnership with SMH – mammography screenings are available for SCS employees on Saturday, 10/7, at several SMH locations across the District. [Click here](#) for details for the 10/7 screening with SMH.
- The Mobile Mammography Bus will also be returning this school year! [Click here](#) for details and to view the schedule to see when they'll be at a location near you!

About 1 in 8 U.S. women will develop invasive breast cancer over the course of her lifetime.

Annual mammogram exams starting at the age of 40 are the best early detection tool for breast cancer.

FLU VACCINE CLINICS FOR STAFF IN OCTOBER



[Click here for the full schedule](#) to

see when Walgreens is coming to your site for employee vaccine clinics.

Reminders: Flu vaccines are no cost for staff on the district's medical plan; vaccines will only be administered to staff who are at least 18 years of age; and appropriate release forms must be completed. [Click here for the full schedule, forms, and more!](#)

EMOTIONAL WELLBEING PROGRAMS AND SERVICES



Employee Assistance Program (EAP) and Work Life Services through LifeWorks/Telus -

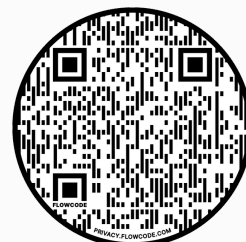
This free service offers short-term counseling to help you and members of your household manage everyday life issues. Call 1-844-664-0379.

New Directions through Florida Blue - Florida Blue members can access mental health benefits with in-network providers through their insurance. Contact New Directions at 1-866-287-9569.

Teladoc - Mental Health Services now available through Teladoc. Talk to a therapist or psychiatrist seven days a week (7 a.m. to 9 p.m. local time) from wherever you are by calling 1-800-835-2362 or downloading the Teladoc app.

Silvercloud - This app provides self-paced, goal-based programs focused on anxiety, depression, sleep issues, stress, and resilience, and is available to members on the district's Florida Blue medical plan. Registration information is available on the Employee Wellness website: [click here](#)

Calm - available to employees at no cost! Use Calm to build mental resilience through better sleep, mindfulness and meditation, and specialized playlists to help with stress and focus and so much more! Scan the QR code and scroll to the bottom of the webpage for registration details or [click here](#).



Scan me!

SAVE THE DATE!

EMPLOYEE HEALTH & BENEFITS FAIR

The Fall Employee Health and Benefits Fair will be **Monday, October 16 from 10am-2pm** at STC, Sarasota.



Get free screenings, enroll in benefits, participate in workshops, and more! Registration information will be sent by email soon!

DID YOU KNOW?

The recommended age for a preventative screening colonoscopy is now 45 instead of 50. Talk to your healthcare provider about staying up to date with your preventative screenings!



PREVENTION PAYS - UP TO \$100

Earn up to \$100 for Participating in Wellness Activities! The new Prevention Pays wellness incentive form is available on the [Employee Wellness website!](#)

HR Generalists - School and Department Teams

HUMAN RESOURCES TEAM	HUMAN RESOURCES TEAM	HUMAN RESOURCES TEAM
VALETA CLARK – HR GENERALIST - 31201	CALYN TULLY – HR GENERALIST - 31209	ALANNA MAYER – HR GENERALIST - 34123
DORIE CLEERE – SALARY - 31208	DINA ROMERO – SALARY - 31210	NANCY MAVRIKAS – SALARY - 34736
KEISHA WILSON – CERTIFICATION - 34734	ANDREA JORDAN – CERTIFICATION - 31211	HEATHER WALSH – CERTIFICATION - 31206
RASHEA JOHNSON – RECRUITER - 34121	CHRISTINA ROGERS-HEHR – RECRUITER - 31243	
0301 - ASHTON ELEMENTARY	0012 - ALTA VISTA ELEMENTARY	9029 - FACILITIES SERVICES
9025 - ASST SUPT-COO	9049 - ASST SUPT-CAO	9021 - FOOD & NUTRITION SERVICES
0085 - BOOKER HIGH SCHOOL	1241 - ATWATER ELEMENTARY	9020 - INFORMATION TECHNOLOGY
0101 - BRENTWOOD ELEMENTARY	0071 - BAY HAVEN SCH. OF BASICS PLUS	9035 - SAFETY, SECURITY & SCHOOL POLICE
0111 - BROOKSIDE MIDDLE SCHOOL	0084 - BOOKER MIDDLE SCHOOL	9030 - TRANSPORTATION DEPARTMENT
9042 - CONSTRUCTION SERVICES	9037 - BUDGET CONTROL	
1271 - CRANBERRY ELEMENTARY	9014 - CAREER TECHNICAL EDUCATION	
9051 - ESE SUPPORT SERVICES	9075 - COMMUNICATIONS & COMMUNITY REL	
9003 - EXEC DIRECTOR/ELEMENTARY ED	0501 - EMMA E. BOOKER ELEMENTARY	
9004 - EXEC DIRECTOR/SECONDARY ED	0121 - ENGLEWOOD ELEMENTARY	
9038 - FINANCIAL SERVICES	0131 - FRUITVILLE ELEMENTARY	
0381 - GARDEN ELEMENTARY	1261 - HERON CREEK MIDDLE SCHOOL	
0461 - GLENALLEN ELEMENTARY	9054 - INST MATERIALS & LIBRARY SVCS	
0261 - GOCIO ELEMENTARY	0471 - LAKEVIEW ELEMENTARY	
0271 - GULF GATE ELEMENTARY	1341 - LAMARQUE ELEMENTARY	
9023 - HUMAN RESOURCES	0141 - MCINTOSH MIDDLE SCHOOL	
1211 - LAUREL NOKOMIS SCHOOL	0293 - OAK PARK SCHOOL	
9033 - MATERIALS MANAGEMENT	9016 - OFFICE OF ACCOUNTABILITY & CHOICE	
1251 - NORTH PORT HIGH SCHOOL	9039 - OFFICE OF SUPERINTENDENT	
0191 - SOUTHSIDE ELEMENTARY	0171 - PHILLIPPI SHORES ELEMENTARY	
9071 - STUDENT SERVICES	0021 - PINE VIEW SCHOOL	
1391 - SUNCOAST POLYTECHNICAL HS	0292 - PUPIL SUPPORT SVCS-ESE DIV	
0391 - SUNCOAST TECHNICAL COLLEGE	9015 - RESEARCH ASSESSMENT EVALUATION	
0491 - TAYLOR RANCH ELEMENTARY	0181 - RIVERVIEW HIGH SCHOOL	
0294 - TRIAD	0051 - SARASOTA HIGH SCHOOL	
1231 - TOLEDO BLADE ELEMENTARY	0031 - SARASOTA MIDDLE SCHOOL	
0211 - VENICE ELEMENTARY	9040 - SCHOOL BOARD MEMBERS	
0221 - VENICE HIGH SCHOOL	1282 - TATUM RIDGE ELEMENTARY	
0451 - VENICE MIDDLE SCHOOL	0201 - TUTTLE ELEMENTARY	
7004 - VIRTUAL FRANCHISE DISTRICT SCHL	0291 - WILKINSON ELEMENTARY	
1291 - WOODLAND MIDDLE SCHOOL		

