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## Employee Retention Plan

### PURPOSE

The 2023-2024 Recruitment and Retention Plan serves as the blueprint for retaining employees in Bullhead City School District. This is one phase of a multi-year process of attracting, retaining and promoting highly qualified staff at our schools and across the district.

A key element to student success is highly qualified and dedicated employees focused on educating the whole child. BCSD is dedicated to recruiting the best employees.

### OVERALL GOAL

BCSD will retain 95% of our staff as measured by employee records from the first day of school, July 2023 to the first day of school, August 2024, and subsequent school years.

### Section 1- Employee Team Building

**Section 1 Goal: Each BCSD site will use action steps below to create a positive, collaborative working environment that will be measured by an increased and/or steady retention of employees.**

Action Steps (Specific Activities)
Creation of Team Building Committee at each site
Monthly Team Building Activities at site PD Fridays and regular school days
District level Team Building Committee
Quarterly staff gatherings outside of contract hours
Shared Drive to share activity ideas across district
Adopt a Campus Events
Open Communication between all staff. "Constructive conflict"
Admin level PD on how to develop collaborative teams

## Section 2: Staff Support and Wellness: Creating a staff wellness program

Action Steps (Specific Activities)
Focus on relationships - team building and bonding through quarterly challenges. (Drink enough water, document walking minutes, etc. as teams or school sites)
Gym Memberships for employees provided as an additional benefit
Creating a mentoring role and compensating mentors: Building Professional Communities/ buddy system- cross content- 5 identified teachers to pick from
Promoting wellness throughout the workplace through use of calming areas designated for destressing.

## Section 3: Financial

Action Steps (Specific Activities)
Certified employees continuing to work for BCSD will receive an additional pay raise for the 6th year, 11th year, 16th year, etc. for the amount of \$500.00
Classified employees continuing to work for BCSD will receive an additional pay raise for the 6th year, 11th year, 16th year, etc. for the amount of \$.30/hour
Supplemental stipend for teachers teaching for another class during their prep period at the rate of \$25.00/prep period due to lack of substitute teachers (not due to vacant positions)
Supplemental stipend for specials teachers substituting for a general education class for the entire school day at the rate of \$25.00/day due to lack of substitute teachers (not due to vacant positions)
Supplemental stipend for teachers assigned additional students for an entire school day due to splitting a classroom between the remaining grade level or content area team because of lack of a substitute teacher at the rate of \$50.00/day (not due to vacant positions)
Supplemental stipend for special education teachers: timely completion of IEP paperwork within departmental guidelines; completion of progress reports within departmental timelines; and completion of auditing corrections within departmental timelines resulting in \$750 per semester.

#### Section 4: Communication

Action Steps (Specific Activities)
Bullhead City School sites will have daily/weekly written or in person communication with all staff to communicate site updates.
The District will hold two district wide grade level collaborations per year.
The Superintendent will provide a board meeting update to all district employees via email.
The District Public Information Officer will email school events and happenings to all district staff.
After school and Summer School employment opportunities are shared with all sites (after being filled with their own staff).
The District/school sites will provide professional development on communication.
The District will provide priority open enrollment notification to district employee's children.

#### Section 5: Teacher appreciation

Action Steps (Specific Activities)
Teacher/staff member of the month
Beginning of the year breakfast and end of the year lunch/awards
Recognition for student growth/better student outcomes

#### Evidence:

Staff Surveys
Supplemental Pay Records
Annual Contracts and Work Agreements
Employee participation in events, activities, and professional development relative to the retention plan